



COUNCIL WORK SESSION

Wednesday, January 04, 2023 at 2:00 PM

COUNCIL MEMBERS:

Mayor Rick Scholl
Councilor Patrick Birkle
Councilor Jessica Chilton
Councilor Mark Gundersen
Councilor Brandon Sundeen

LOCATION & CONTACT:

HYBRID: Council Chambers & Zoom (details below)

Website | www.sthelensoregon.gov

Email | kpayne@sthelensoregon.gov

Phone | 503-397-6272

Fax | 503-397-4016

AGENDA

CALL WORK SESSION TO ORDER

OATHS OF OFFICE: Mayor Scholl and Councilors-Elect Gundersen & Sundeen

VISITOR COMMENTS - *Limited to three (3) minutes per speaker*

DISCUSSION TOPICS - *The Council will take a break around 4:00 p.m.*

- [1.](#) 2:30PM - Building Division Semi-Annual Report - *Building Official Mike De Roia*
- [2.](#) 3:00PM - Library Five-Year Strategic Plan Discussion - *Library Director Suzanne Bishop & Library Board Member Ellen Jacobson*
- [3.](#) 3:30PM - Right-of-Way Overview and Defining 'Abutting' for ROW Vacations - *City Planner Jacob Graichen*
- [4.](#) 3:45PM - Review Leak Adjustment Request from Forest Park Apts. Unit #11 - *City Administrator John Walsh*
5. 4:00PM - Update on Public Safety Facility - *John*
- [6.](#) 4:15PM - Report from City Administrator John Walsh

ADJOURN

EXECUTIVE SESSION

Following the conclusion of the Council Work Session, an Executive Session is scheduled to take place to discuss:

- Labor Negotiator Consultations, under ORS 192.660(2)(d);
- Real Property Transactions, under ORS 192.660(2)(e); and
- Consult with Counsel/Potential Litigation, under ORS 192.660(2)(h).

Other than Labor Negotiator Consultations, representatives of the news media, staff and other persons as approved, shall be allowed to attend the Executive Session. All other members of the audience are asked to leave the Council Chambers.

FOR YOUR INFORMATION

Upcoming Dates to Remember:

- January 2, NEW YEARS DAY OBSERVED, City Offices Closed
- January 4, 2:00PM, Council Work Session, Council Chambers/Zoom
- January 4, 6:30PM, Council Public Hearing, Council Chambers/Zoom
- January 4, 7:00PM, Council Regular Session, Council Chambers/Zoom
- January 9, 4:00PM, Parks & Recreation Commission, Council Chambers/Zoom
- January 9, 7:15PM, Library Board, Zoom
- January 10, 7:00PM, Planning Commission, Council Chambers/Zoom

Future Public Hearing(s)/Forum(s):

- PH: January 4, 6:30PM, Street Vacation, N. 9th Street (Murphy Family Trust & Kylie Bellar)

VIRTUAL MEETING DETAILS

Join: <https://us02web.zoom.us/j/89686910221?pwd=TXNETExM1JJTUE2bkpsSDIBUHd6QT09>

Meeting ID: 896 8691 0221

Passcode: 746361

Dial: 719-359-4580

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to City Hall at 503-397-6272.

Be a part of the vision and get involved...volunteer for a City Board or Commission! For more information or for an application, go to www.sthelensoregon.gov or call 503-366-8217.



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Greetings Council,

We are pleased to present this semiannual Building Division report. This report will highlight some of the milestones we have crossed in this last term and look at what to expect in the next term and provide permit statistics.

Building Program

With a new year and new council, this section is to provide a history and summary explanation of the City's Building Codes Program.

St. Helens began regulating buildings for fire safety in 1909. In 1956 the council passed ordinance no. 1423 regulating the construction, additions, and alterations of buildings. The adopted building code was written into the ordinance. This model was typical throughout Oregon and most of the country, whereas each municipality or district created and adopted their own building codes. This led to an unpredictable regulatory environment throughout Oregon. By the early 1970s, the Portland metro area had 53 different local codes, while 20 Oregon counties had none. In 1973, the Oregon Legislative Assembly passed SB 73 which required the state to adopt a uniform, statewide building code to govern construction in Oregon.

The bill made state building code applicable and uniform throughout Oregon, and municipalities are expressly prohibited from adopting or administering a competing standard without permission from Oregon Department of Consumer and Business Services (DCBS). The state has authority to delegate building code administration and enforcement for a period of four years to counties and local municipalities who meet criteria ORS criteria. Counties provide building inspection services for all cities within their borders that have not assumed administration and enforcement of a building inspection program. DCBS is the service provider in counties that have not assumed a building inspection program. St. Helens program renewal was completed and approved by DCBS in 2022 (see attached). Currently, City of St. Helens Building Division administers and enforces the Structural, Plumbing, and Mechanical codes. Columbia County Land Development Services administers the electrical program within the city limit.

St. Helens building inspection program establishes and maintains minimum standards and policies designed to ensure consistent administration and enforcement of local and state building code.

Workload

The Building Division, which is comprised of 3.4 FTE's, has issued 246 permits from July 1st, 2022, to December 28th, 2022. Within this term 341 Plan Reviews and 987 inspections were performed. Please note, that this does not reflect all the reviews or



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inspections performed by all departments regarding building permits. Please see attached reports for additional information.

Inter-Governmental Agreements

The City's Building Division maintains Inter-Governmental Agreements with Columbia City and Columbia County. With Columbia City, we provide building code administration services to support their program. Once notified of permit application we provide plan review, inspection, and Building Official services at a rate of seventy-five percent of the permit cost. Our IGA with Columbia County is reciprocal in that either party can request plan review or inspection services based on the needs of the requesting jurisdictions. This agreement primarily serves two purposes for St. Helens. The first is that Columbia County employs an A-Level Plumbing Inspector to serve the entire county. This position and the city's ability to request and obtain these services through our IGA, are critical to the services we provide through our Plumbing program. The second is that our agreement allows either party to request resources, to ensure there is no lapse in services. Being a rural community and limited in qualified inspectors and plan reviewers, this agreement provides resources for services for either party in the event of sickness, training, or increased workloads. Both IGA's were renewed earlier this year with minimal updating except that service cost for Columbia County went from \$75/hr to \$80/hr.

Columbia City Permitting Data:

Permits issued = 40
 Completed Columbia City Inspections = 168
 Completed Columbia City Plan Reviews = 15
 Columbia City Other = 0
 Total Revenue = 8,771.24

Columbia County Permitting Data:

Columbia County Completed St. Helens Inspection = 18
 Columbia County Completed St. Helens Plan Review = 6
 St. Helens Completed Columbia County Inspection = 0
 St. Helens Completed Columbia County Plan Reviews = 5.5 hrs.
 Total Expenditure = 2,910
 Total Revenue = 440

Electronic Permit Services

Customer service continues to be a top priority for the Building Division. We believe this is what sets us apart and, in part, adds to the benefits of developing in St. Helens. Under this priority the division has set out to provide electronic permitting



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services to provide better access for people to apply, submit construction documents, and obtain building permits online. To support this, we have established digital plan review tools for staff processing, reviewing, and approving electronic construction documents. This puts our division well ahead of the January 1st, 2025, deadline to implement electronic permitting and plan submittal service required by Oregon HB 2415.

These services are new and while we have implemented all the building blocks for our system, we are continually seeking to improve based on staff and customer feedback. This is a collaborative effort between the Building Division, staff of various departments, and the software vendor. For our customers we have developed documents with instructions for electronic document submittal. For our staff we continue to provide one on one, or team training as needed to gain experience in using these new tools. The vendor continues to provide assistance with tech support and training as needed.

As we move forward, we are looking to update our web page and permit information to better inform and instruct applicants of our new services and submit for our electronic plan review services reimbursement, per the City's ePermitting IGA with DCBS.

Oregon State Building Codes Division Update

The Building Codes Division (BCD) adopts, amends, and interprets specialty codes that make up the Oregon State Building Code. The division delegates authority to the city of St. Helens to administer each code through specialized code programs. This portion of the report is to provide news and updates as they relate to BCD.

In our previous report we discussed BCD had opened enrollment for the Specialized Plumbing Inspector (SPI) course recently. The demand for this certification is great, as it greatly assists municipalities in cross training inspectors. A seat was secured for St. Helens, and classes were scheduled to begin in January of 2023. However, BCD has postponed this class until August of 2023. This certification will further our capacity to serve our community and reduce our dependance on other agencies to provide plumbing inspection services.

In general, the state building codes are updated on a 3-year cycle. October 1st, 2022, the state adopted the 2022 Oregon Structural Specialty Code (OSSC) and the 2022 Oregon Mechanical Specialty Code (OMSC). Under rule the OSSC and OMSC are enforced the same date as adoption. However, due to a postponed publishing date the state moved the enforcement date to April 1st, 2023. The new books became available in mid- December and an order has been placed. BCD will be providing required inspector training in 2023. However, the dates and extent of the certification are not yet determined. The Oregon Residential Specialty Code (ORSC) and the Oregon Plumbing



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Specialty Code (OPSC) are in the review by their respective committees. This time is used by the committee to review the proposed amendments and related comments. The anticipated date of adoption is Oct 1st, 2023, and enforcement date of April 1, 2024.

We have been following the HB 2415 Rules Advisory Committee. The purpose of the committee is to consider the bill, public and stakeholder comments and make recommendations to DCBS for administrative rules (OAR's) and statewide application. The committee has administered surveys for various groups including, utility providers, design professionals, and licensing authorities. The results of these surveys have been discussed in meeting. The next meeting is January 4th, 2023.

Projects

Here are some of the projects going on around the city:

St. Helens High School - Primary structural, and trade permits have been issued. While this project went through more than one cycle of plan review, we worked with the project's design and construction teams in authorizing work in phases prior to full permit issuance.

Broad Leaf Arbor Apartments - All 11 building foundations have been placed.

Columbia Hills Retirement – Temp occupancy issued for 2 portions of the building.

Burger King – Grade fill permit has been issued. Building plans under review

CRF&R Admin Building- Interior remodel of existing building

Sand Island – New Cabins and Assembly Structure. Foundations Approved.

922 Cowlitz – Enforcement case from 2019. Abandoned home declared by Council a nuisance and ordered the structure boarded up. New owner is repairing the structure.

12th Street Apartments – Grade fill permit issued. Building Permits under review.

One- and Two-Family Dwellings- N 1st and 2nd Street Homes – Forest Circle – Elk Ridge.

What's Next

Beyond keeping up with daily services, we are planning to work on the following in the first half of 2023:

Continue to improve the electrical permitting services, with updated website and applicant resources.

Provide a draft version of chapter 15 updates for review by city's legal counsel.

Participate in required training for the OSSC and OMSC code adoption.

Submit for our electronic plan review services reimbursement.

Please let me know if you have any comments or questions.

Thank you



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Office: 503-366-8228
Fax: 503-397-4016
mderoia@sthelensoregon.gov





Building Data Request Information

CITY OF ST. HELENS

St. Hel Item #1.
503-397-6272
FAX: 503-397-4016

For 07/01/2022 through 12/28/22

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buildingsafety@sthelensoregon.gov

Permit Type	Count	Valuation
Commercial Mechanical	16	
Commercial Plumbing	13	
Commercial Structural - New	4	\$328,189.00
Commercial Structural - Other	34	\$50,199,722.64
Residential Mechanical	85	
Residential Plumbing	41	
Residential Structural - New 1 and 2 Family	10	\$4,118,210.32
Residential Structural - Other	26	\$492,105.56
Residential Structural Non-Classified	1	\$10,000.00

Inspections:	Count
Commercial Mechanical Inspection	60
Commercial Plumbing Inspection	131
Commercial Structural - New Inspection	52
Commercial Structural - Other Inspection	81
Commercial Structural Non-Classified	31
Residential Electrical Inspection	2
Residential Mechanical Inspection	120
Residential Plumbing Inspection	110
Residential Structural - Manufactured Dwelling Inspection	2
Residential Structural - Multi-Family Inspection	144
Residential Structural - New 1 and 2 Family Inspection	138
Residential Structural - Other Inspection	103
Residential Structural Non-Classified	14

Report Description:

Permits Types Included:

Records Types Include: Residential Manufactured Dwelling, Commercial Alarm or Suppression Systems, Residential Electrical Limited Energy, Residential Electrical Renewable Energy, Residential Electrical, Commercial Electrical Limited Energy, Commercial Electrical Renewable Energy, Commercial Electrical, Residential Mechanical, Commercial Mechanical, Residential Plumbing, Commercial Plumbing, Residential Phased Project, Commercial Phased Project, Residential Structural, Commercial Structural, 1 & 2 Family Dwelling, Residential Sign, Commercial Sign

Permits Issued Portion

The First_Issued_Date must fall between the Start and End Dates

Permit Status must not be Void or Withdrawn

Permit must have a applied payment for at least one Building State Surcharge

Categorization Process:

1. Permits are categorized as Commercial and Residential (using b1_per_type)
2. Permits are categorized as Electrical, Mechanical, Plumbing and Structural based on the Surcharge fee paid (1 & 2 Fam Dwelling will count in multiple categories)
3. Structural Permits are categorized by Custom Fields Type of Work and Category of Construction

Inspections Portion (Inspection Trips Completed)

The Inspection Completed Date must fall between the Start and End Dates

The Inspection Status must be 'Insp Completed' with a Result of 'Accepted', 'Approved', 'Approved with Conditions' or 'Not Required' OR Inspection Status must be 'Insp Cancelled' with a Result of 'Denied', 'Information Only', 'No Access' 'Not Ready', or 'Partial'

Inspections must have starting numbers between 1000 and 5999 or 6900 and 6999 or 8000 and 8999

Categorization Process:

1. Permits are categorized as Commercial and Residential (using b1_per_type)
2. Permits are categorized as Electrical, Mechanical, Plumbing and Structural based the beginning number of the inspection
3. Structural Permits are categorized by Custom Fields Type of Work and Category of Construction

Item #1.



Building Reviews Completed

CITY OF ST. HELENS

2
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7/1/2022-12/28/2022

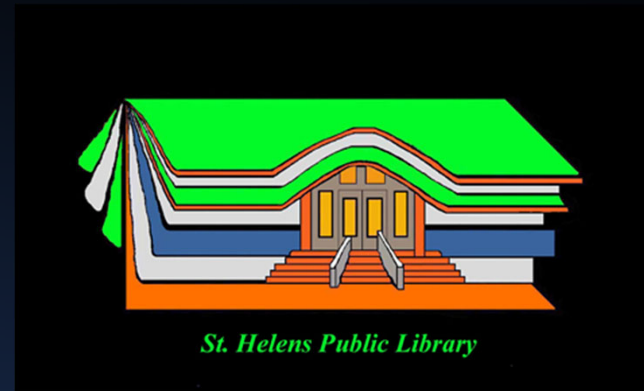
buildingsafety@sthelensoregon.gov

		Bird	Darroux	Davis	De Roia	Dimsho	Elder	Graichen	Hansen	Hicks	Sullivan	Underwood	Total
Commercial	Additional Review	1	2	1		8	2	2					16
	Building Review			2	29					39	9		79
	Fire Review										1		1
	Infrastructure Review						15						15
	Mechanical Review									2			2
	Planning Review					10		21			2		33
	Plumbing Review				1			1	2	1	1		6
	Site Review	8	4								2		14
	Total	9	6	3	30	18	17	24	2	42	15		166
Residential	Additional Review		1			1		1					3

		Bird	Darroux	Davis	De Roia	Dimsho	Elder	Graichen	Hansen	Hicks	Sullivan	Underwood	Total
Residential	Building Review									56	3		59
	Infrastructure Review						26				4		30
	Mechanical Review									2			2
	Planning Review					30		15			3		48
	Plumbing Review									2			2
	Site Review	21	3								4	3	31
	Total	21	4			31	26	16		60	14	3	175
Total		30	10	3	30	49	43	40	2	102	29	3	341

St. Helens Public Library

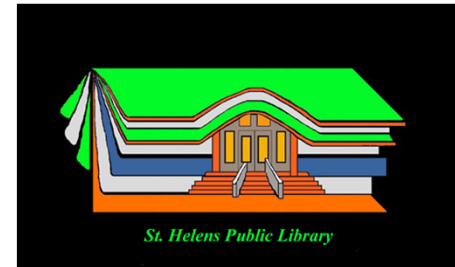
Five-Year Strategic Plan Update



Winter 2022 - 2023

Current Mission Statement

The St. Helens Public Library is dedicated to providing optimal access to the best vocational, educational and recreational information to the people of the Greater St. Helens area in order to promote and encourage lifelong learning, self-development and life enhancement.





SHPL Strategic plan 2017-2021

Goal 1: Lifelong learning

- Enrichment opportunities for residents of all ages
- Enhance K-12 Learning
- Promote reading for all ages
- Provide info, resources and training to address community needs

Goal 2: Library as Community/Cultural Center

- Assess current *facility* to identify unmet needs and potential improvements
- Opportunities to coordinate services with partners

Goal 3: Access to Library Services

- Evaluate fines and fees to eliminate barriers
- Evaluate open hours annually
- Identify underserved audiences, efforts to reach
- Assess and improve online presence

Goal 4: Communications

- Increase effectiveness of marketing and communications channels

2022-24 City Workplan

Elimination of Overdue Fines - COMPLETE

Courier Service between St. Helens and Scappoose

Sustainable Operation of Makerspace

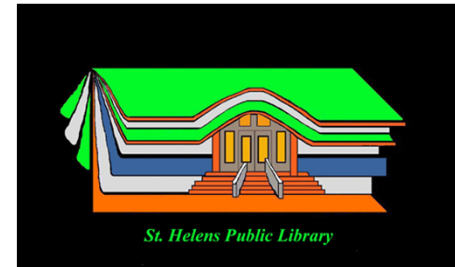
Expand Hybrid Programs (in-person and online)

Increase Digital Library Resources

Explore Rebranding of the Library

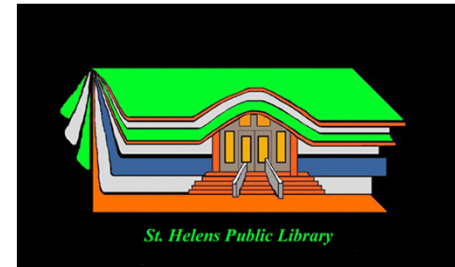
Current Library Programs & Services

- Children's programs – weekly early literacy programs for young children, special programs for ages 6 to 18
- Makerspace – STEAM programs for children, adult classes, appointments for special projects, support for small and growing businesses



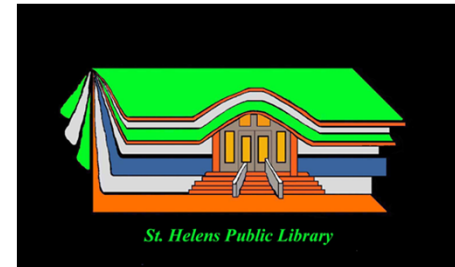
Current Library Programs & Services

- Robust collaborations with the school district, local preschools and other community organizations
- Outdoor and other programs with Parks and Recreation
- Biennial Genealogy Conference drawing national participation
- Member of regional reciprocal library memberships, with cardholders from all regional counties and cities



Current Library Programs & Services

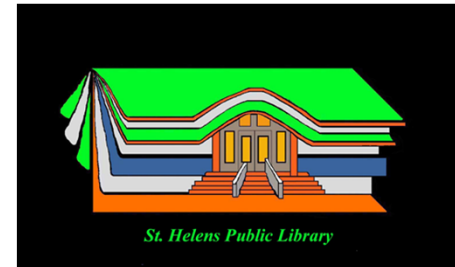
- Vigorous use of Library of Things, which include a telescope, air fryer, sewing and hand tools, and more
- Wi-Fi hotspots
- Active Ukulele Orchestra
- Collaboration with Arts Guild and Columbia County Museum Association



We want to
hear from
stakeholders!

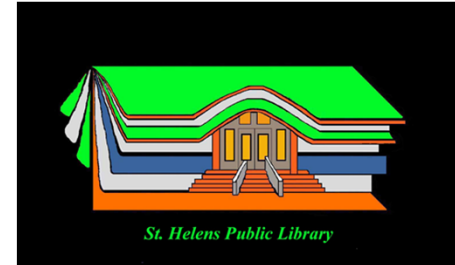
Next Steps for the SHPL 2023-2028 Plan

- Lots of conversations and a survey (in the community and with City employees)
- Draft plan
- Refinements and action steps
- Final adoption by Library Board and City Council – May 2023



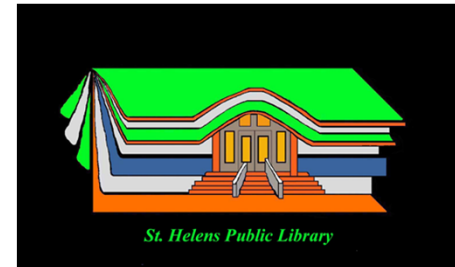
Questions for stakeholders

- What two words do you associate with the St. Helens Public Library?
- Do you have a library card? Do you use library services? If so, how?
- What do you look to our library for?
- What does the perfect library look like to you?
- What partnership opportunities can you think of?
- What is the best way to communicate with you?



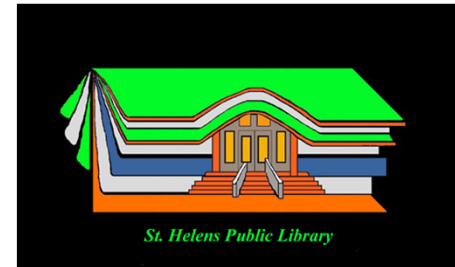
We Would Appreciate Your Help

- Let community members know that the library wants their input
- Give us your input into the strategic plan



How We Will Follow Up

- Ellen or another board member will follow up with each of you for a brief conversation about your strategic plan input
- SurveyMonkey available to the community soon



Questions?

Comments?



What is R.O.W?

Right of Way

As defined by the St. Helens Municipal Code (SHMC):

Item #3.

SHMC 12.20.010

“Public rights-of-way” include, **but are not limited to**, streets, roads, highways, bridges, alleys, sidewalks, trails, paths, public easements, and all other public ways or areas, including subsurface and air space over these areas.

SHMC 17.16.010

“Right-of-way” means a strip of land acquired by reservation, dedication, forced dedication, prescription or condemnation and intended to be occupied or occupied by a road, crosswalk, railroad, electric transmission lines, oil or gas pipeline, water line, sanitary storm sewer **and other similar uses**.

City responsibility

A right-of-way is public property and is **held in trust by the government for the benefit of the public**. Thus, cities like St. Helens have a legal obligation to manage their rights-of-way for the benefit of their citizens.

How is ROW obtained?

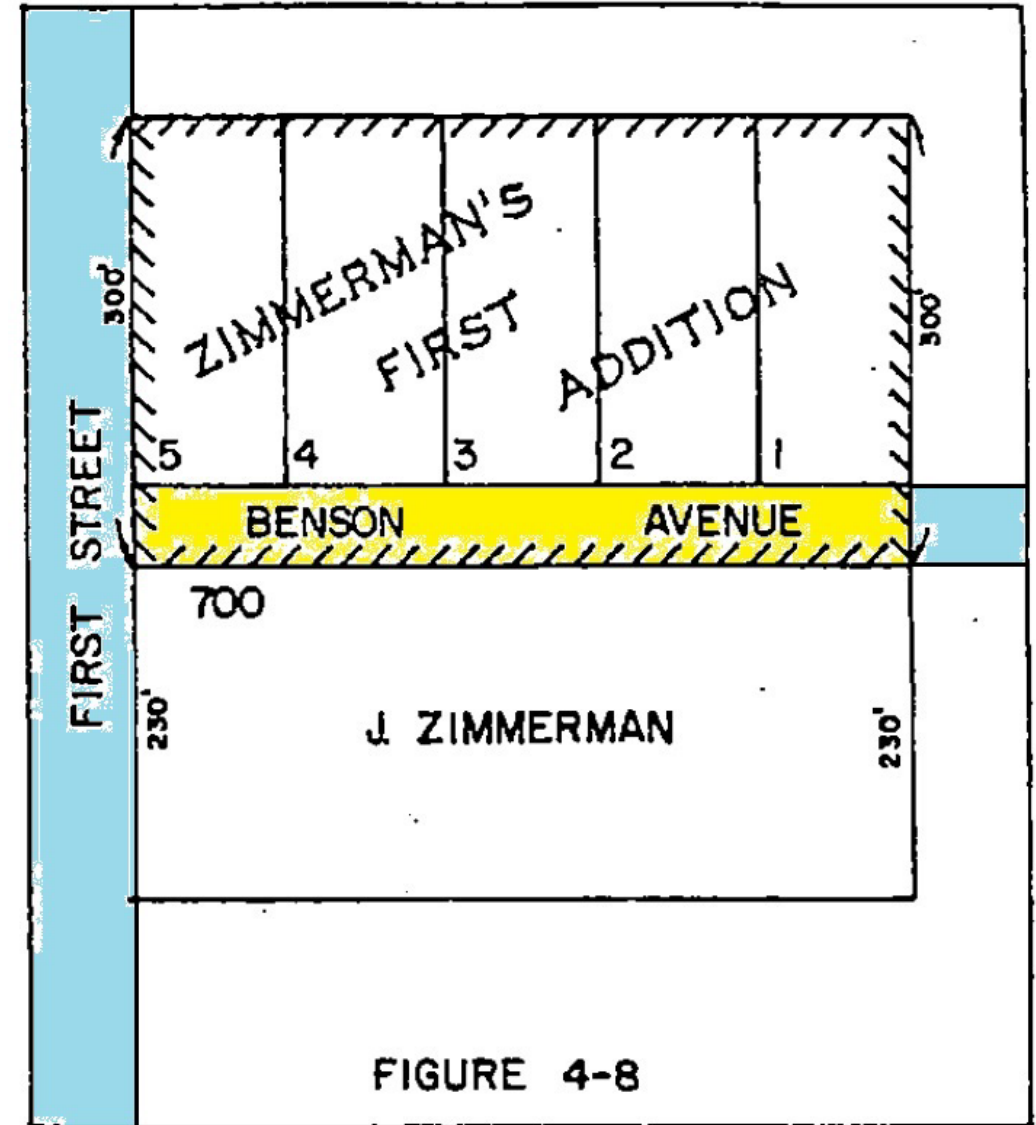
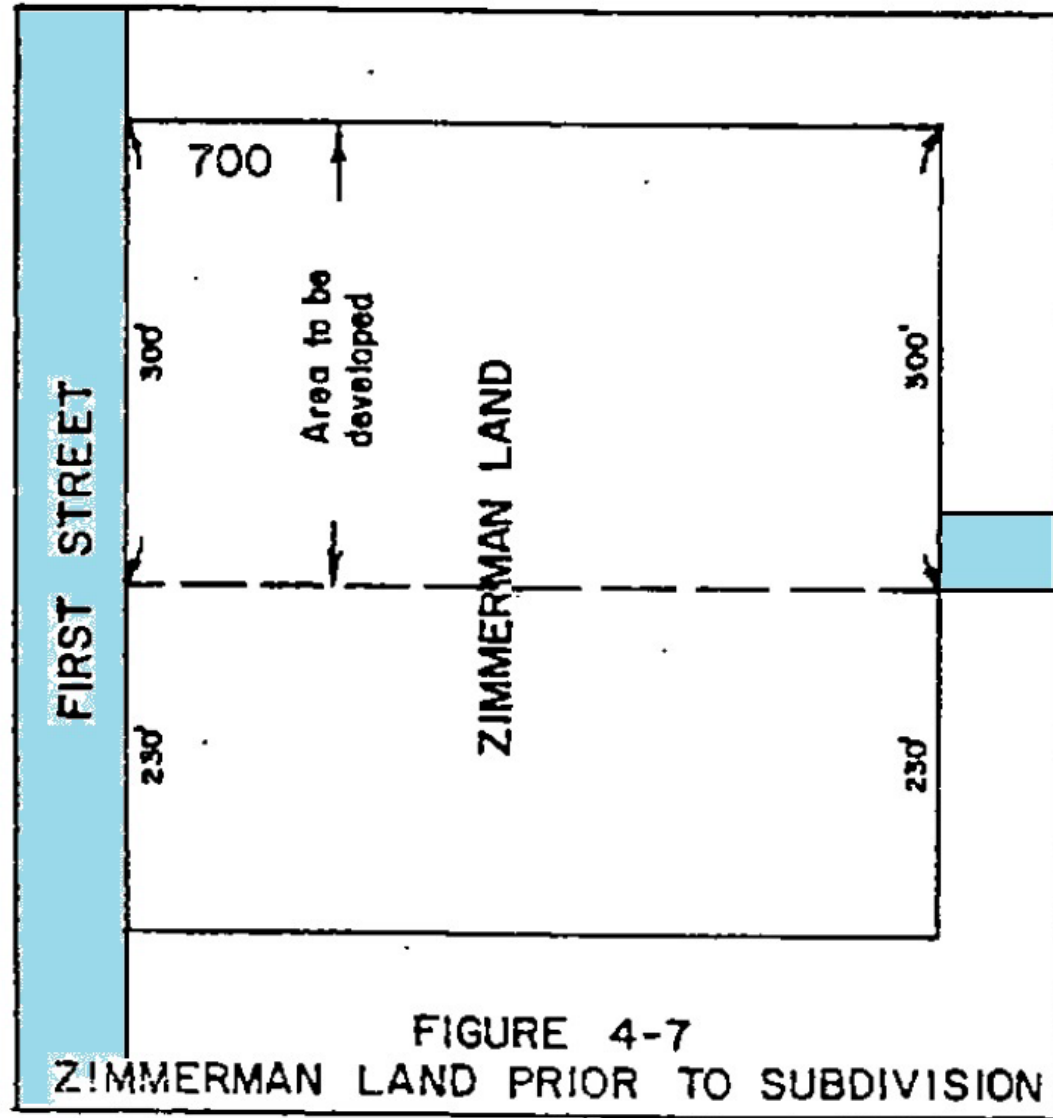
Many ways including but not limited to:

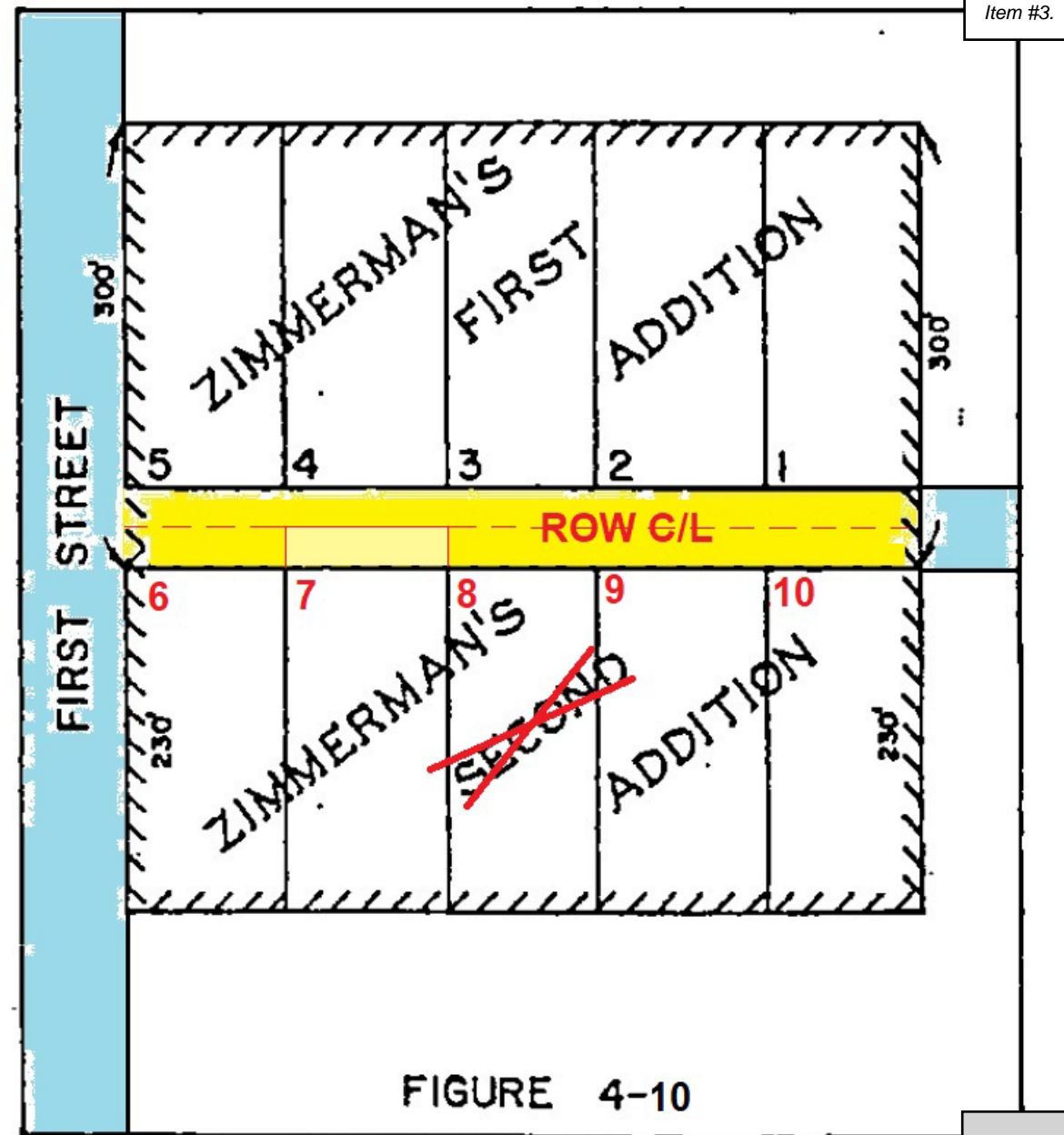
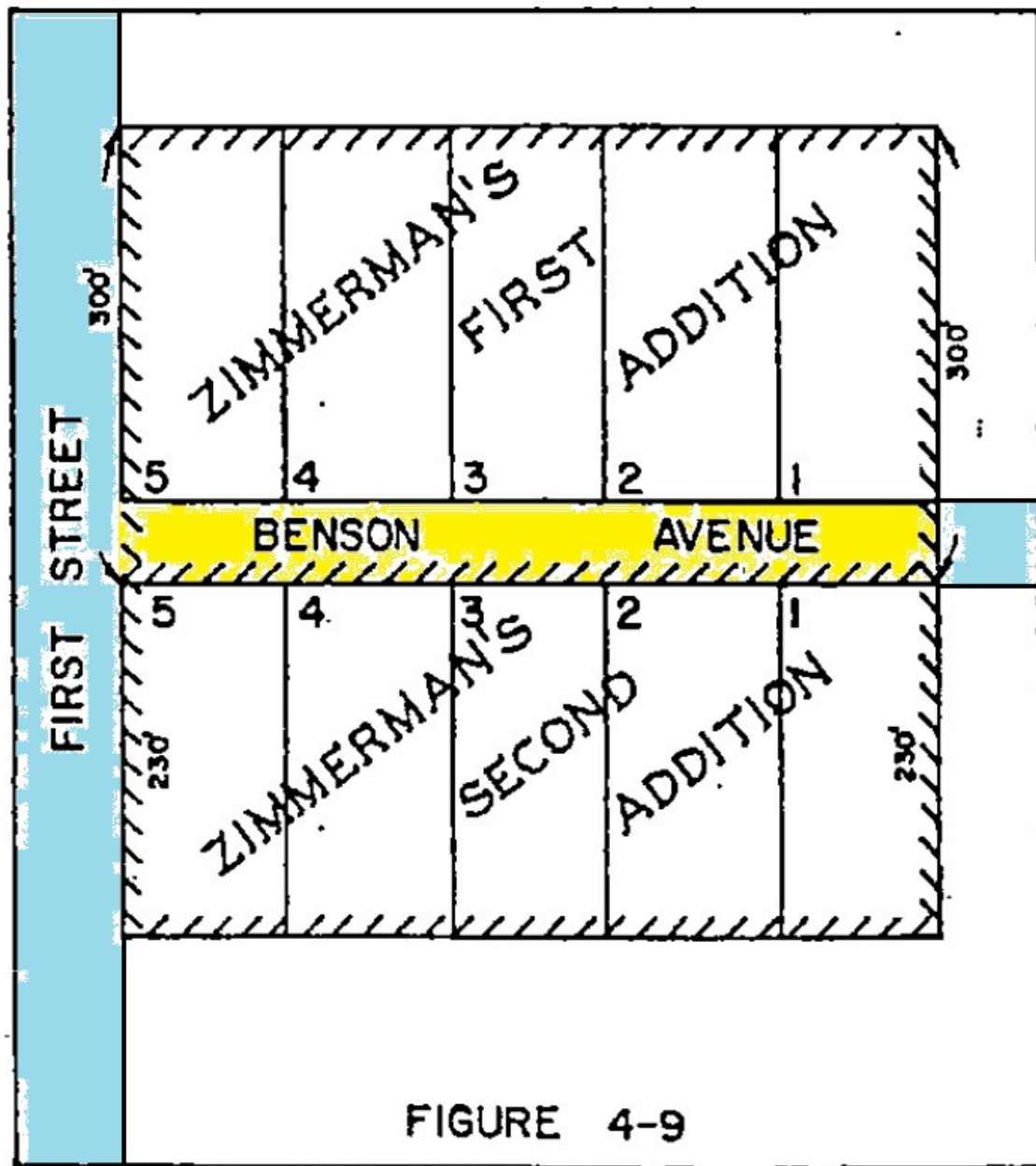
- Dedication by deed
- As a requirement of a land use decision
- As a normal aspect of subdividing property
- Condemnation

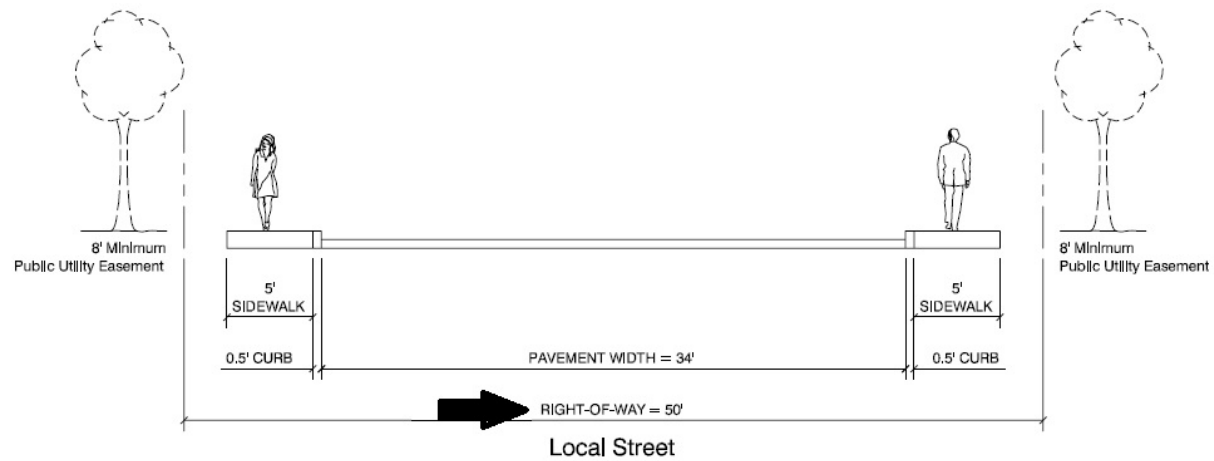
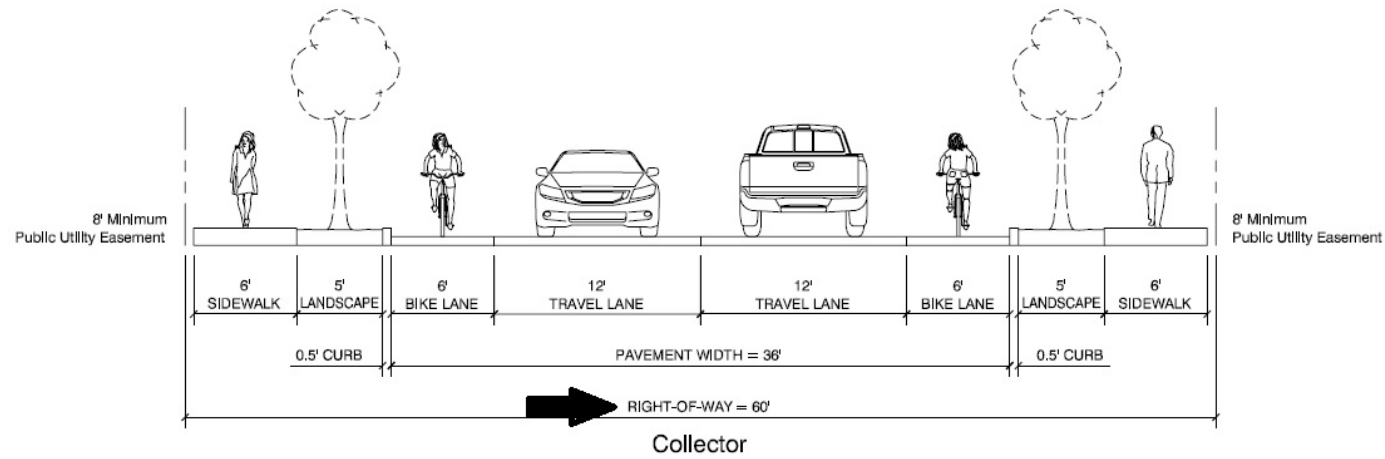
How is ROW returned (given up)?

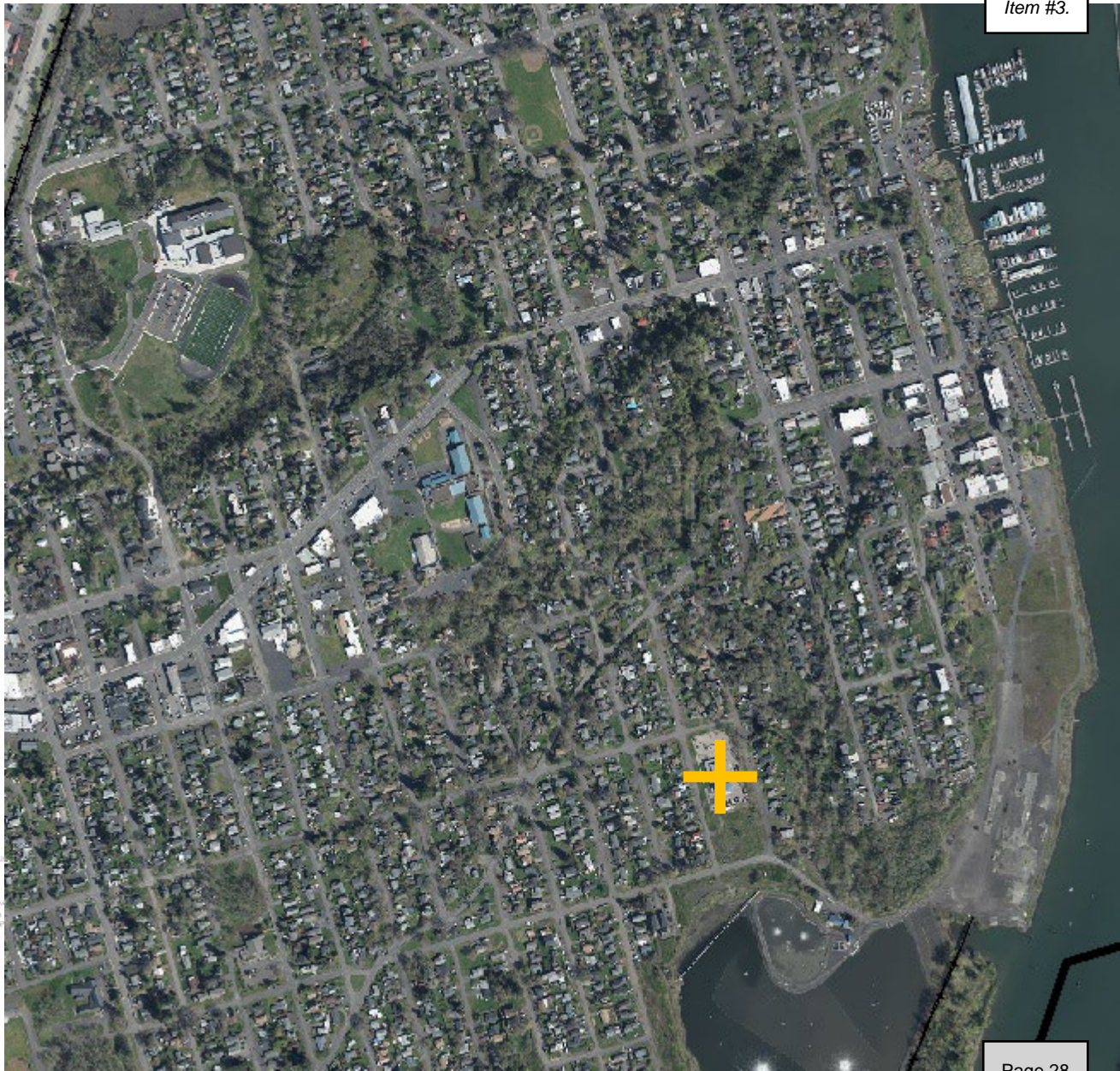
Not so many ways:

- Vacation { A right-of-way vacation is the process which formally removes the public's interest in the control of the right-of-way and returns control of the land to the underlying owners.

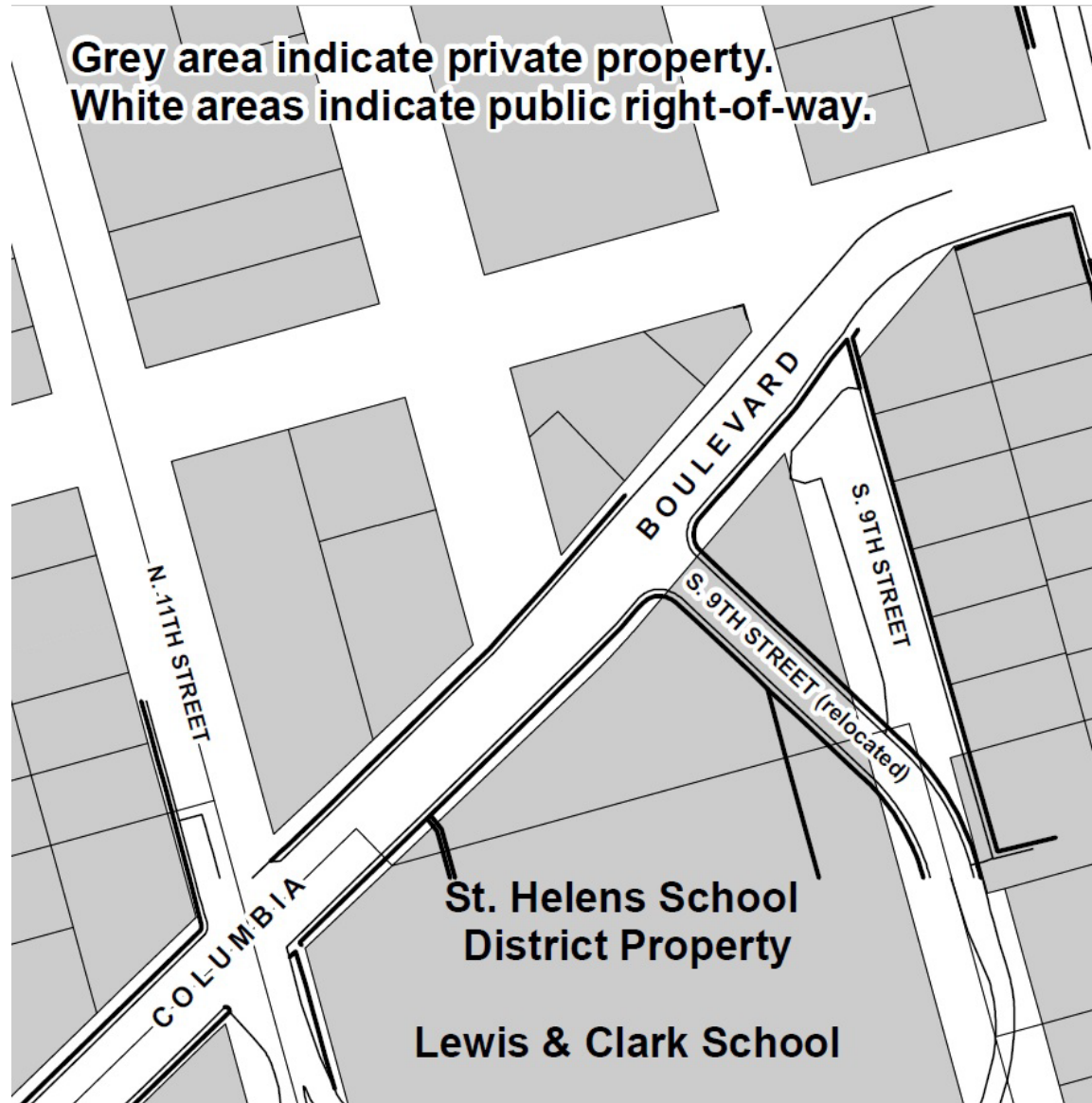








Grey area indicate private property.
White areas indicate public right-of-way.



S. 9th Street ROW dedication from 2018 from School District.

Item #3.



Page 29

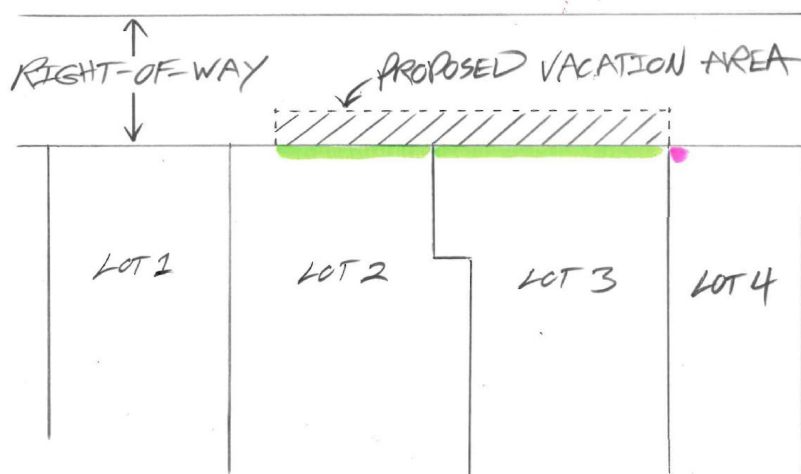


CITY OF ST. HELENS PLANNING DEPARTMENT

M E M O R A N D U M

TO: City Council
 FROM: Jacob A. Graichen, AICP, City Planner
 RE: "Abutting" for the purpose of right-of-way vacations
 DATE: December 20, 2022

The main question of this memo is if touching by a point alone should constitute abutting for the purposes of processing and deciding on right-of-way vacations per ORS Chapter 271.



This is illustrated above. The traditional way of using abutting is the green area, or along the sides (abutting the side). In this example, Lots 2 and 3 would abut. The question is if Lot 4 should be abutting based on touching the vacation area by a point (red area).

For a vacation request by petition per ORS 271.080, the consent of all abutting owners is one of the prerequisites to file with the city per ORS 271.090 and one of the factors to include is the city's determination or decision on the request per ORS 271.120.

For vacation requests by City Council motion per ORS 271.130, abutting properties matter as consent is required from an abutting property owner if the vacation will substantially affect the market value of such property, unless the city governing body provides for paying damages.

The ORS does not define "abutting" for the purpose of right-of-way vacations. Traditionally, this has been lots that are adjacent to the *side* of the proposed area to be vacated. This issue was contested as part of the Vacation VAC.2.22 (at the Columbia Boulevard / N&S 1st Street intersection) file. The Planning Commission considered VAC.2.22 at their June 14, 2022 meeting and recommended denial to the Council. The hearing for this matter before the Council was on August 3, 2022, but the applicant withdrew the application, so the Council did not have the opportunity to weigh in on anything pertaining to this case including the abutting question.

The Commission reviewed the latest vacation request—file VAC.3.22—at their December 13, 2022 meeting. The Commission raised this issue again and in their recommendation to Council, included reference to SHMC 17.16.010, where abutting is defined as:

“Abut/abutting” means adjacent/adjoining or contiguous; to physically touch or border upon; or to share a common property line.

So, does the local definition, which says physical touching is sufficient to abut, apply to right-of-way vacations under state law?

Per ORS 271.120 the standards that the city applies to determine whether to grant a vacation or not includes:

1. whether the consent of the owners of the requisite area has been obtained
2. whether notice has been duly given
3. whether the public interest will be prejudiced by the vacation of such plat or street or parts thereof

The St. Helens Municipal Code references vacations sparingly. It is referenced under SHMC 17.32.030(5) explaining how zoning applies following vacation and per SHMC 17.136.220 as follows:

All street vacations shall comply with the procedures and standards set forth in ORS Chapter 271 and applicable local regulations.

So SHMC 17.136.220 says follow the procedures and standards of the ORS and any applicable local regulations. Since vacations are only referenced as in the SHMC described, there are not necessarily explicit local regulations that pertain.

Staff reached out to our legal counsel about this topic in June (see attached), who agreed with staff's initial impression of this (that the touching side is what matters for the purpose of abutting). They also note no specific case law on the matter. Per a letter to Steve Toschi from Grayson Law, LLP dated August 18, 2022 (attached), there are some cases where the Courts' have interpreted abutting, though the cited cases are not right-of-way vacations.

We are not necessarily obligated to consider that touching by a point alone constitutes abutting for the purpose of a vacation. However, the **Council could find that based on its own definition in the city's code, that the public interest would be prejudiced if the city applied “abut/abutting” contrary to how the city council intended it to be for St. Helens as the city's legislative body, and thus, touching by a point would count as abutting for the purpose of right-of-way vacations.** In other words, the council would find that the local definition applies.

Staff is requesting determination of this as part of the Council's review and decision of VAC.3.22 at the January 4, 2023 regular session.

From: [William A. Monahan](#)
To: [Jacob Graichen](#)
Cc: [Kelly Burgess](#); [Darlene Ferretti](#)
Subject: RE: [External] Street ROW Vacation and "abutting" question
Date: Thursday, June 16, 2022 5:16:40 PM

Hi Jacob,

We have analyzed your questions and performed some research. The statute does not define abut or abutting. So, we looked at case law and could not find any case where a parcel of land that only touches by a point is considered to be abutting.

The city code, section 17.16.010 has a definition for Abut/abutting which states: "adjacent/adjoining or contiguous; to physically touch or border upon; or to share a common property line." While the words "to physically touch" might be construed to include just a point, to make such an interpretation in the context of a ROW vacation would be a stretch. The purpose of a street vacation or ROW vacation proceeding is to make a determination whether a street or ROW should be vacated back to the properties from which the land was obtained. A property that merely has a point of contact would not obtain any of the vacated property.

There is language in the statutes that apply to county roads (ORS 368.336) which applies to abutting owners in vacation proceedings. Here reference is made to "a person owning property that abuts either side of the road is an abutting property owner for purposes of ORS 368.326 to 368.366". It appears the common usage of the term is associated with a "side" of the road meaning adjacent to or running along the property line.

In my opinion, the language of ORS Chapter 271 as it applies to abutting a street or ROW is intended to involve those property owners that have an interest due to the fact their property borders on a side of the area under consideration for vacation. A property that merely touches by a point may be within the area noted in the statute as "in area of the real property affected thereby".

An interpretation of abut other than to require more than a point of touch would be stretching the intent of the statute to provide the consent of properties which have less of an interest in the street or ROW under consideration for vacation. From our research it appears that the state and the courts have presumed that the meaning of abut and abutting is well understood and further clarification is not needed.

Please let me know if you have any questions.

Bill

From: Jacob Graichen <jgraichen@sthelensoregon.gov>
Sent: Wednesday, June 15, 2022 11:14 AM
To: William A. Monahan <William.Monahan@jordanramis.com>
Subject: Street ROW Vacation and "abutting" question

Bill,

Per ORS 271.080(2) a petition for right-of-way vacation requires “the consent of all owners of **abutting** property.” ORS 271.090 says we are supposed to make sure a petition is sufficient before consideration by the governing body.

I have always considered “abutting” to be along the side of an area proposed to be vacated and not necessarily touching by only a point because a property only touching by a point will not attain any vacated right-of-way. Our Planning Commission made note of this on a potentially controversial vacation and thus this question. Please see attached map. The yellow highlighted properties are ones that have not provided consent and only touch by a point in this case. Is touching by a point enough to be “abutting” for the purposes of right-of-way vacations?

The second question is, if touching by a point qualifies as “abutting,” is it ok to amend the request at the City Council hearing, say for 1’ less (to eliminate the point connection) or would that be poor practice because technically the petition is not sufficient in light of ORS 271.090?

Jacob A. Graichen, AICP, City Planner

City of St. Helens

jgraichen@sthelensoregon.gov ← new e-address!!!

(503) 397-6272

GRAYSON LAW LLP
ATTORNEYS AT LAW

JOEL GRAYSON, P.C. +*
JANET L. GRAYSON, P.C. +*
JAMES P. LOSK

OF COUNSEL
MARK PASSANNANTE*
JOSEPH W. MAYLIE**
DOUGLAS B. GORDON**

+ PARTNER
* ADMITTED IN OREGON AND WASHINGTON
** RETIRED

7959 SE Foster Road
Portland, Oregon 97206-4241
(503) 771-7929
Fax: (503) 775-1765
info@graysonlawllp.com

August 18, 2022

Steve Toschi
Toschi Collins & Doyle
5145 Johnson Drive
Pleasanton, CA 94588

Re: Petitioners Locke, *et al.* Petition to Vacate

Dear Mr. Toschi:

You requested that this office review Oregon case law regarding the Courts' interpretation of "abut" or "abutting" with regard to parcels, such as yours at 215 N. River St., St. Helens, OR, which are near lots being proposed to be vacated and transferred to private owners.

There are several cases that confirm your parcel abuts the proposed vacated area:

Oregon's Supreme Court discussed this issue in *Cooke v. City of Portland*, 136 Or 233, 298 P 900 (1931). The Plaintiff challenged the vacation of a city street in order to create a school playground, claiming that the vacation was a 'taking' of property without just compensation. There was a 60-foot wide street between Plaintiff's property and the property to be vacated, but the playground interfered with his normal driving route. The Court cited *Kemp v. City of Seattle*, 149 Wash 197 (1928) in its ruling against Plaintiff. The Court held that property was deemed to "abut" the street only if there was "no intervening land" between them. Since in this case Plaintiff's property was 60 feet from the area to be vacated, his property did not abut, and his claim failed.

Another Oregon Supreme Court case discussing this issue is *Valenti v. Hopkins*, 324 OR 324 (1996). Although this case dealt with the interpretation of homeowner association rules and procedures, the dissenting opinion addressed the issue of what were considered to be 'adjacent' or 'adjoining' properties. Black's Law Dictionary was cited for the proposition that properties are 'adjoining' if they are in contact with each other, or "abut upon" each other.

August 18, 2022

Page 2

Burton v. City of Cannon Beach, LUBA Case No. 2011-008, dealt with setbacks from property boundaries and their effects on views of the Pacific Ocean. The Board agreed with the city's interpretation of "abutting properties" in the city Ordinance "to include lots with shared property lines and to exclude lots that are separated from intervenors' lot by a 40-foot right of way is consistent with the dictionary definition of "abut." A footnote recited Webster's Third New Int'l Dictionary definition: *Abut... 1. to border on; reach or touch with an end <two lots that [abut] each other...*

Based on these interpretations, your property clearly abuts the lot proposed to be vacated, as it touches (is in contact with) the subject property. This opinion is consistent with the Black's and Webster's definitions of 'adjoining' and 'abut' which have been applied by Oregon's Supreme Court and LUBA in their rulings. We further conclude that since you own abutting property, your objection prohibits governmental approval of the vacation, pursuant to ORS 271.080(2), which requires consent of "all abutting property owners..."

Please do not hesitate to contact this office if you have other questions on this or related matters.

Very truly yours,

Joel Grayson

Joel Grayson

Kathy Payne

From: Dawn Richardson
Sent: Monday, December 19, 2022 4:32 PM
To: Kathy Payne
Subject: RE: City Council Approval

I forgot to add, the adjustment would come to \$2258.22 for October, and \$2833.38 for November bringing the total credit to \$5091.60 for both months.
We are only allowed to adjust two consecutive months, so that is what I did.

Thanks again,
Dawn Richardson
Administrative Billing Specialist
City of St. Helens
Ph: 503.397.6272
Fax: 503.397.3490
www.sthelensoregon.gov

-----Original Message-----

From: Dawn Richardson
Sent: Monday, December 19, 2022 4:28 PM
To: Kathy Payne <kpayne@sthelensoregon.gov>
Subject: City Council Approval

Hi Kathy,
Since this leak adjustment would total over \$1000.00 the admin rules state we are required to get approval from city council. Forest Park Apartments (#11) had a large leak bringing their bill from around \$120 per month, to over \$4000 per month. The adjustment I processed covers a full sewer adjustment (since the leak was going into the ground) and half the water overage, which is standard. Let me know if you need anything else or have any questions.

Thank you,
Dawn Richardson
Administrative Billing Specialist
City of St. Helens
Ph: 503.397.6272
Fax: 503.397.3490
www.sthelensoregon.gov

LEAK ADJUSTMENT REQUEST - Residential

Item #4.

Prepared By: Dawn RichardsonDate Filled Out: 12/19/22Customer Name: Forest Park - Unit #11Account #: 21-03477-000Date of Bill: 11/15/22

Enter Billing Specifics:		System Name	Detail	Amount	Volume	Rate (Rates as of 12/1/15)
RESIDENTIAL		Water	Consumption	2,002.11	37,396	5.3538 Apartments
		Water	Fixed	56.85		
		Water	Utility Assist	-		No
		Sewer	Consumption	1,912.58	37,396	5.1144 Consumption
		Sewer	Fixed	86.75		Standard Fixed
		Public Safety	Fixed	15.00		
		Storm	Fixed	14.39	-	
Original Bill Amount =				4,087.68		

Previous Years Average		LEAK ADJUSTMENT (50% Leak Amount)				
<u>Month / Year</u>	<u>Consumption</u>	<u>System Name</u>	<u>Detail</u>	<u>Amount</u>	<u>Volume</u>	<u>Rate</u>
11/15/21	595	Water	Consumption	973.48	18,183	5.3538
11/15/20	1,650					
11/15/19	845					
Average =	1,030	Sewer	Consumption	1,859.90	36,366	5.1144
				2,833.38		

Adjustment Dollars: 2,833.38 Adj Water Volume 18,183 Adj Sewer Volume	Notes: Customer had holes in mainline pipe. NW Plumbing repaired line. Adjusting half of water usage and full sewer adjustment.
Finance Director Authorization & Date Above	
Entered By & Date Above	

LEAK ADJUSTMENT REQUEST - Residential

Item #4.

Prepared By: Dawn RichardsonDate Filled Out: 12/19/22Customer Name: Forest Park - Unit #11Account #: 21-03477-000Date of Bill: 10/15/22

Enter Billing Specifics:		System Name	Detail	Amount	Volume	Rate (Rates as of 12/1/15)
RESIDENTIAL		Water	Consumption	1,596.83	29,826	5.3538 Apartments
		Water	Fixed	11.37		
		Water	Utility Assist	-		No
		Sewer	Consumption	1,525.42	29,826	5.1144 Consumption
		Sewer	Fixed	17.35		Standard Fixed
		Public Safety	Fixed	15.00		
		Storm	Fixed	14.39	-	
Original Bill Amount =				3,180.36		

Previous Years Average		LEAK ADJUSTMENT (50% Leak Amount)				
<u>Month / Year</u>	<u>Consumption</u>	<u>System Name</u>	<u>Detail</u>	<u>Amount</u>	<u>Volume</u>	<u>Rate</u>
10/15/21	705	Water	Consumption	775.87	14,492	5.3538
10/15/20	1,212					
10/15/19	610	Sewer	Consumption	1,482.35	28,984	5.1144
Average =	842					
				2,258.22		

Adjustment Dollars: 2,258.22 Adj Water Volume 14,492 Adj Sewer Volume	Notes: Customer had holes in mainline pipe. NW Plumbing repaired line. Adjusting half of water usage and full sewer adjustment.
Finance Director Authorization & Date Above	
Entered By & Date Above	

CITY OF ST. HELENS UTILITIES



265 Strand Street

St. Helens, OR 97051

Phone: 503-397-6272

Email: jamiee@ci.st-helens.or.us or dawnr@ci.st-helens.or.us

REQUEST FOR BILLING LEAK ADJUSTMENT FORM

The City of St. Helens Utilities has a policy of issuing partial adjustments for water leaks that are repaired by customers in a timely manner. Adjustments issued are based on your average usage for the same period in previous years. This average is deducted from the total consumption used during the time of the leak and an adjustment will be credited to your account.

DESCRIBE THE REPAIRS OR SPECIFIC CIRCUMSTANCE OF YOUR REQUEST

Dug main line up about 2 ft. from meter and
found 2 small pin holes on the bottom of pipe.


ACCOUNT # 21-03477-000

ACCOUNT NAME: Forest Park - Unit #11

PHONE NUMBER (541) 263-5679 (accountant)

SERVICE ADDRESS: 2545 Columbia Blvd St. Helens OR 97051

MAILING ADDRESS: P.O. Box 490 Enterprise, OR 97828

X  accountant
 WATER CLERK _____



Northwest Plumbing Services
PO Box 492
St. Helens, Oregon 97051

BILL TO

Forest Park
13221 Southwest 68th Parkway #310
Tigard, OR 97223 USA

INVOICE
19406319

INVOICE DATE
Nov 21, 2022

JOB ADDRESS

Forest Park
2545 Columbia Blvd
St Helens, OR 97051

Completed Date:

Payment Term: Due Upon Receipt

DESCRIPTION OF WORK

Plumber repaired a leak in the main water line.

TASK	DESCRIPTION	QTY	PRICE	TOTAL
LABOR JP	Labor - Plumbing	2.00	\$175.00	\$350.00

Materials

MATERIAL	DESCRIPTION	QUANTITY	YOUR PRICE	YOUR TOTAL
Misc Mat	Uponor LF4511313 1-1/4" Adapter	1.00	\$30.00	\$30.00
993132	UPONOR Q4771310 1-1/4"X1" PROPEX PLS PLASTIC COUPLING	1.00	\$5.92	\$5.92
988724	UPONOR LF4521010 1" PROPEX PEXXMIP MALE BRS ADAPTER	1.00	\$14.96	\$14.96
86560	UPONOR Q4761000 1" PROPEX PLS PLASTIC 90 ELBOW	2.00	\$4.63	\$9.26

SUB-TOTAL \$410.14

TOTAL DUE \$410.14

BALANCE DUE \$410.14

Thank you for choosing Northwest Plumbing Services



Memorandum

To: Mayor and City Council

From: John Walsh, City Administrator

Subject: **Administration & Community Development Dept. Report**

Date: January 4, 2023

Planning Division Report attached.

Business Licenses Report attached.

CITY OF ST. HELENS PLANNING DEPARTMENT ACTIVITY REPORT



To: City Council
From: Jacob A. Graichen, AICP, City Planner
cc: Planning Commission

Date: 12.20.2022

This report does not indicate all *current planning* activities over the past report period. These are tasks, processing and administration of the Development Code which are a weekly if not daily responsibility. The Planning Commission agenda, available on the City's website, is a good indicator of *current planning* activities. The number of building permits issued is another good indicator as many require Development Code review prior to Building Official review.

ASSOCIATE PLANNER/PROJECT MANAGER—*In addition to routine tasks, the Associate Planner/Community Development Project Manager has been working on: See attached.*

PLANNING ADMINISTRATION—NOTEWORTHY ADMINISTRATIVE DECISIONS

We issued the Site Development Review for Columbia County's repurpose of the John Gumm School building for county offices and museum. This was following the Planning Commission's review of historic and architectural aspects at their meeting this month.

PLANNING ADMINISTRATION—MISC.

I presented some public property maps and discussed Oregon HB 3115 regarding camping and homelessness to the Parks Commission at their December 12th meeting this month.

Responded to a county referral for a new maintenance shop for the Port of Columbia County along Old Portland Road on the opposite side from Berry Global. The Port's current shop is nearby on the Multnomah Industrial Park property and is no longer adequate for the Port's needs. Because they will need to connect to city utilities, annexation will be in this property's future if the project follows through. *See attached response to the county and the plat set.*

DEVELOPMENT CODE ENFORCEMENT

As mentioned in the November report, CRFR installed a sign without permits on property on the west side of the wastewater treatment lagoon. It has been about month since the city sent written notice of this (and months since explaining the issue in person). Inspected the site today and still no changes.



PLANNING COMMISSION (& acting HISTORIC LANDMARKS COMMISSION)

December 13, 2022 meeting (outcome): Acting as the *Historic Landmarks Commission*, they approved exterior changes to the building itself (a designated landmark or official historic resource) and made recommendations to staff for other improvements subject to the Riverfront District's architectural design guidelines.

The Commission also review a proposed right-of-way vacation along N. 9th Street that the Council will have a hearing on in January.

The Commission discussed some unexpected tree removal for the Sand Island cabin and picnic shelter project and recommended Oregon Ash instead of Douglas fir as a replacement species. They also proposed big leaf maple, which the Commission did not have an issue with. I provided this information to the St. Helens Marina (operator) and Lower Columbia Engineering (designer) who agreed with the species change.

January 10, 2022 meeting (upcoming): This will be the first regularly scheduled meeting at 6pm, changing from 7pm for the last >15 years.

No public hearings scheduled, but the annual chair/vice chair selection, review of some potential proactive items, architectural review for the proposed Columbia View Park stage, and end of year summary report will be on the agenda, at the least.

COUNCIL ACTIONS RELATED TO LAND USE

We had our last ad-hoc joint City Council / Planning Commission meeting this month. Regularly scheduled quarterly meetings to begin in 2023.

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

In last month's (November) report, I mentioned a "surprise task" from the County Assessor to help clean up address records. This is based on assessor and Columbia 9-1-1 record conflicts. There are 125 address to check. Thankfully, I was able to get through them all before the Christmas holiday as activity usually increases after the holidays (when people are not on vacation). I had to work on six separate days to completely review these addresses: Nov. 18 and Dec. 6, 7, 8, 13 and 16.

ST. HELENS INDUSTRIAL BUSINESS PARK PROPERTY

Finished preliminary review of the land use permit package for the new public safety facility and provided comments to the consultant team to tidy the application up in preparation for prime time. Still hoping for public hearing with the Planning Commission early next year. But, the design may be changed to reduce costs, which will delay this.

From: [Jennifer Dimsho](#)
To: [Jacob Graichen](#)
Subject: December Department Report
Date: Monday, December 19, 2022 11:03:51 AM

Here are my additions to the December Planning Department Report.

GRANTS

1. **Safe Routes to School - Columbia Blvd. Sidewalk Project** – Culvert project (County) will be a separate project than the sidewalks project. Construction in Spring/Summer 2023. Amendment approved to push completion deadline from November 2022 to February 2024. Project cost estimates came in x3 what we budgeted for the project. Bid openings were on 12/15 and there were TEN contractors who bid and the lowest bid was over 400k less than the project estimate, which means that with some additional County contributions, we can move forward with construction for this project! Amazing outcome for this project which we thought was going to be scrapped due to cost escalations. Submitted quarterly report on 12/7 and our 2nd reimbursement request which covers 100% design/engineering.
2. **Business Oregon – Infrastructure Finance Authority** – Loan Contract documents finalized for streets/utilities construction and Riverwalk project not covered by OPRD grants. Will submit first reimbursement once design work is complete for Riverwalk project.
3. **Riverwalk Project (OPRD Grants x2)** – 90% design received on 12/20! Continued regular PM meetings and TAC meetings. Stage and structure architectural review before the PC anticipated on 1/10/23. LWCF grant contract will be subject to the Buy America Build America (BABA) requirements. Recommendation from study is to comply with the BABA requirements, as the cost increases are only around +6% for the project to source domestic materials. Met with SBWC to discuss if they could manage the shoreline restoration as part of the Riverwalk Project. They have limited capacity at this time, but they shared contractors who they have had successful projects with in the past.
4. **Oregon Community Paths Program** – Received confirmation that our pre-application to the program was successful and our project is eligible. Project will fund an off-street trail refinement project (30% design) from St. Helens to Scappoose. Application is due January 31, 2023. Grant ask will likely be around 300k, and a 10% cash match is required. Will work to partner with Scappoose/Columbia County on sharing cash match if we are successful with the grant application.
5. **Community Development Block Grants (CDBG)** – Began reviewing preliminary method of distribution for future Spring 2023 application which would fund engineering/design for our at-capacity sewer infrastructure.
6. **Certified Local Government Historic Preservation Grant Program** – Grant application is due February 24. Awards will range from \$13,500 to \$15,000. Prepared memo for PC at their 1/10/23 meeting to discuss upcoming grant cycle and City pass-through grant program history.
7. **DLCD Technical Assistance Program** – Discussed with our DLCD region representative possible funds for an update to the City's Economic Opportunities Analysis (EOA). Cycle will likely open in August and closes some time in October. Working to schedule a meet-n-greet with our new DLCD region representative in 2023. She said we would likely be a

great candidate since our EOA is so old (2009) and the cost of an update is relatively low (~\$50k).

PROJECTS & MISC

8. **Riverfront Streets/Utilities Design/Engineering** – Construction contract granted to Moore Excavation. Attending weekly check-ins to stay in tune with project schedule and any construction delays/issues.
9. **1st/Strand Undergrounding Utilities** – Attending mandatory pre-proposal meeting for undergrounding of utilities along Strand/1st Street. RFP closed on 11/1. Only 1 proposal received, and they were not selected to do the work. Selection Committee recommended a new solicitation process for an electrical engineer to complete design work so that we can bid the design work out, instead of an RFP process.
10. **St. Helens Industrial Business Park (SHIBP) Public Infrastructure Design** – 30% design for Phase I infrastructure & permitting/grading work for Phase II with Mackenzie. Pre-application meeting held on 10/13 to discuss applications needed for PGE parcellation and new sub-station. Mackenzie revised footprint to accommodate feedback from Cascades regarding use of the existing mill buildings. PGE said no further reduction in size is possible for the sub-station, so we are moving forward with design as presented.
11. **Utility Billing/Bennett Building cornice** – Met with Pacific stainless to select cornice color and discuss method of attachment with Public Works and fabricator. Project is funded with City maintenance funds.
12. **De-Escalation Training** – Attended 8-hour de-escalation training to assist with upset/angry resident/customer de-escalation.
13. **Safety Committee Training** – Attended 2-hour Safety Committee training for my upcoming 1-year term on the Safety Committee representing City Hall facilities (replacing Mike DeRoia).

Jenny Dimsho, AICP

Associate Planner / Community Development Project Manager

City of St. Helens

(503) 366-8207

jdimsho@sthelensoregon.gov

December 14, 2022

REFERRAL AND ACKNOWLEDGMENT

Responding Agency:

NOTICE IS HEREBY GIVEN that the Port of Columbia County represented by Lower Columbia Engineering, has submitted an application, for a site design review. The proposal in the application is to build a maintenance building with the construction of associated infrastructure such as parking and utilities. The property is identified by tax map number 4108-D0-01000, zoned Heavy Industrial (M-1), is 11.84 acres and located on Old Portland Rd.

SAID PUBLIC HEARING will be held before the Columbia County Planning Commission on **Monday, February 6, 2023, starting at 6:30 p.m.**

During the COVID-19 global pandemic, the Columbia County Planning Commission will be hosting their public hearing via online webinar. Please use the links below if you wish to participate in the public meeting.

February 6, 2023 Planning Commission Meeting
Mon, Feb 6, 2023 6:30 PM - 9:30 PM (PST)

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/295783757>

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(571\) 317-3116](tel:+15713173116)

*COUNTY FILE:
DR 23-06*

Access Code: 295-783-757

Get the app now and be ready when your first meeting starts: <https://meet.goto.com/install>

THIS APPLICATION IS FOR: ☐ Administrative Review; ☒ Planning Commission, Hearing Date: **February 6, 2023**

PLEASE RETURN BY: **December 30, 2022**


Planner: **Deborah Jacob**

The enclosed application is being referred to you for your information and comment. Your recommendation and suggestions will be used by the County Planning Department and/or the Columbia County Planning Commission in arriving at a decision. Your prompt reply will help us to process this application and will ensure the inclusion of your recommendations in the staff report. Please comment below.

1. ☐ We have reviewed the enclosed application and have no objection to its approval as submitted.
2. ☒ Please see attached letter or notes below for our comments.

3. _____ We are considering the proposal further, and will have comments to you by _____.
4. _____ Our board must meet to consider this; we will return their comments to you by _____.
5. _____ Please contact our office so we may discuss this.
6. _____ We recommend denial of the application, for the reasons below:

COMMENTS: SEE ATTACHED MEMO DATE DEC. 20, 2022. THE APPLICATION HAS SHORTCOMINGS.

Signed:  Printed Name: JACOB GRAICHEN
Title: CITY PLANNER Date: DEC. 20, 2022



CITY OF ST. HELENS PLANNING DEPARTMENT

M E M O R A N D U M

TO: Deborah Jacob, Planner, Columbia County
FROM: Jacob A. Graichen, AICP, City Planner
RE: Columbia County file DR 23-06
DATE: December 20, 2022

The application is missing some important information that appears to be required by the CCZO. If possible, I recommend delay of further formal review and determination of completeness, so all agencies and the County's Planning Commission have the necessary information available. Some of the issues observed in this regard include:

Use of outdated wetland information. The plans note "combined local and national inventory" despite DSL WD #2014-0514R reissued in July 2020.

The applicant does not adequately address all floodplain related issues, focusing on the building only and not other development within the flood area that also apply.

Existing trees are ignored unless the applicant, according to the narrative, proposes no impacts to trees.

There are existing overhead utilities traversing the subject property from Old Portland Road inward. There is a pole within the subject property or an adjacent one. The location of the pole is important as it could impact site design.

There are inconsistencies when comparing the plans to the narrative and CCZO standards. Some of these are described herein.

* * *

Assuming the application is not updated as recommended above, please include the following conditions (some which could change with an improved application):

- **Prior to building permit issuance:**
 - Will serve letter from the city for connection to city water and sanitary sewer shall be required. This will require consent to annex to be filed with the city and recorded on the deed records of the County Clerk and payment of System Development Charges and connection fees. For sanitary sewer, an additional fee as incorporated in these conditions of approval also apply.

- An additional “fair share” fee shall be paid per equivalent dwelling unit (EDU) based on the portions of the city wastewater collection system between the subject property and the wastewater treatment plant, that this development depends on, that are at or above capacity as identified in the city’s 2021 Wastewater Master Plan. Estimated per EDU cost is \$3,200 based on October 2022 dollars. Inflation adjustment to value at time of building permit issuance shall be included.
- Development in floodplain standards to be properly addressed.
- Specific Elevation data based on the NAVD 88 Vertical Datum to demonstrate the proposed building will not be within the regulatory floodplain.
- Landscape plan that demonstrates screening from Old Portland Road. This includes preservation of all existing trees. Tree protection plans shall be incorporated into the plan set that includes fencing the critical root zones of trees whose critical root zones are within impacted areas.
- Revised utility plans that take all existing utilities and trees into consideration such that no trees be impacted.
- Methods as to how any mechanical units, that are ground, roof or wall mounted will be screened from Old Portland Road.
- Overhead utility may remain as long as no new poles are necessary. This shall be reflected on plans.
- **All improvements shall be in place prior to commencement of use/certificate of occupancy.**
- **Please notify the city of the County assigned address when it is known.**

-----basis for conditions and other comments/considerations below-----

Zoning/Comprehensive Plan Designation:

The subject property has a Comprehensive Plan designation of Unincorporated Heavy Industrial. When annexed, zoning would be Heavy Industrial, HI.

The use would be considered a public facility, major which is a conditional use in the city’s HI zone. In short, the use would be possible under city zoning.

Addressing:

Please let us know the address once assigned.

City Utilities:

City water is available within the Old Portland Road right-of-way. Connection will require a consent to annex to be filed with the city and recorded on the deed records of the County Clerk. In addition, System Development Charges and connection fees will apply.

City sanitary sewer is available along the Old Portland Road right-of-way. Like with water, connection will require a consent to annex to be filed with the city (and recorded on the deed records of the County Clerk). In addition, System Development Charges and connection fees will apply.

Pumping may be necessary for the sanitary sewer.

Moreover, there are system deficiencies in the city's sanitary sewer system. The city adopted a new **Wastewater Master Plan (WWMP)** in November 2021 that identifies undersized trunk lines already operating at or above capacity that this development would depend on. The WWMP can be found here:

<https://www.sthelensoregon.gov/engineering/page/public-infrastructure-master-plans>

Sewer pipes are considered “at capacity” when peak flows exceed 85% of the full depth of the pipe in accordance with industry standards. This depth is based on the maximum depth of flow ratio (d/D), where “d” is the depth of flow and “D” is the pipe diameter. The WWMP includes an exhibit—Figure 18—that shows that a portion of the sanitary sewer main along the north side of the waste water treatment pond is currently operating between 0.85 and 0.99. This is greater than the industry and city standard 85% “at capacity” flows and is a portion of the conveyance system between the subject property and the wastewater treatment plant.

Pipeline surcharging occurs as flows exceed the capacity of a full pipe, causing wastewater to back up into manholes and services. In addition to potentially backing up into homes and health risks associated with sanitary sewer overflows, Oregon DEQ prohibits all sanitary sewer overflows and can fine cities for allowing such and has done so to other jurisdictions. Examples of DEQ fines can be found here:

https://www.oregon.gov/deq/Pages/enforcement-actions.aspx?wp2643=p:2#g_c4e47a01_bc88_4a9f_aa38_c1bcac799ce5

This deficiency could be a basis to disallow connection to the sanitary sewer system. However, the city can accept a fee to help offset costs of sanitary sewer upgrades to avoid delays to this project.

A condition of approval to require a fee per equivalent dwelling unit will be included. This is not a System Development Charge pursuant to ORS 223.299(4)(b); it is a temporary charge by order for development and land divisions proposed under these circumstances until the infrastructure is in order per the WWMP. The nexus is clear as it relates to the sewer conveyance deficiency and an amount has been determined based on calculations to determine fair proportionality—see attached **St. Helens Wastewater Collection System New Sewer Connection Surcharge memo**.

For this project, the fee per equivalent dwelling unit is \$3,200, and this estimated amount is determined to be a fair share quantity for this proposal. It is based on October 2022 dollars, and inflation must be considered.

Wetlands:

There are wetlands in the area. The city's local wetlands inventory (c. 1990s) identifies wetland MC-25a in the area, which is a Type I significant wetland with a 75' upland protection zone per city law.

The plans show a wetland with a label "(combined local and national inventory)."

Actually, greater delineation effort has been done. In July 2020, Oregon DSL reissued a wetland delineation (see DSL WD#2014-0514R, attached).

WD#2014-0514R does not show wetlands in the immediate vicinity of the site and probably at least 75' away. The plans submitted approximates the WD#2014-0514R boundaries, but there is a difference.

Floodplain:

The proposed building is located immediately adjacent to the 100-year floodplain. Such close proximity warrants elevation data before construction to ensure it will be outside of the flood hazard area. Elevation data needs to be based on the NAVD 88 Vertical Datum to be consistent with the flood maps and study.

The applicant's response to CCZO 1106(1)(C) is that the structure is not within the flood zone. Also, the response to CCZO 1106(1)(D) seems to focus on the building itself.

It appears at least the trash enclosure, storm water infrastructure, and freestanding lighting is proposed within the 100-year flood area. Such improvements are not exempt from flood rules.

The applicant's response to CCZO 1563(A) that "the proposed development is not within any flood hazard areas" is incorrect. "Development" per CCZO 1102(7) is broad and some of that stuff is proposed in the 100-year flood area.

Landscaping:

Street trees and screening from Old Portland Road are important. There are existing trees that are already in place. The city has provisions for tree preservation. The County does as well. For example CCZO 1562(A) talks about this, but is not addressed by the applicant. CCZO 1563(C) talks about preserving natural features too.

The applicant shows water and sewer connections through this area with no reference to how existing trees could be impacted. Their response to CCZO 1563(C) notes preservation "to the greatest extent possible." Thus, we must assume no or minimal impacts are assumed by the applicant. The existing trees need to be part of the equation for revised plans.

CCZO 1560(B)(6) includes the location, species and size of existing trees to be removed as part of the required plan set. As this was omitted, we assume no trees impacted?

Whether or not there will be mechanical units (roof, wall or ground mounted) is not described. These are subject to screening.

Parking/Paving:

No gravel areas proposed.

CCZO 1415(3) states that parking areas to be separated from the exterior wall of a structure, *exclusive* of paved pedestrian entranceways, by a 5' strip of landscaping. Parking along the Old Portland Road side of the building is about this distance but is *inclusive* of a pedestrian path?

Streets/Access:

Use of an existing shared access is appropriate. The city's Transportation Systems Plan classifies Old Portland Road as a minor arterial where access allowances and standards are more stringent compared to the lower classified streets.

The plan anticipates future internal roads, which is appropriate, though it leads to flood prone areas.

Signs:

Any sign permit issued by the County shall comply with the City's standards. The applicant has taken effort noting no signs are proposed multiple times in the application.

Traffic Impact Analysis:

The proposal doesn't appear to meet the City's threshold for traffic impact analysis requirements.

Other:

The applicant's response to CCZO 1414 does not describe the freestanding lighting that is clearly shown on Sheet C-5.

CCZO 1560(B)(8) requires existing utilities to be shown. There are overhead utilities into the property from Old Portland Road that are not shown or acknowledged by the applicant. It is possible a pole within the property is on the subject property and not on the adjacent 58212 OPR property. These can impact site design, for example tree preservation and the useable width of the 30' wide access area shown on the east side of the proposed building.

Overhead utility may remain, as long as no new poles are necessary.

* * * * *

Attachments: St. Helens Wastewater Collection System New Sewer Connection Surcharge memo

DSL WD#2014-0514R

LEGEND

PROJECT PROPERTY LINE

ADJACENT PROPERTY LINE

EXISTING MAJOR CONTOUR

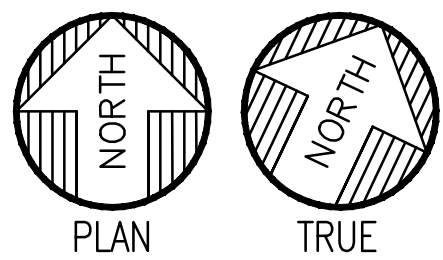
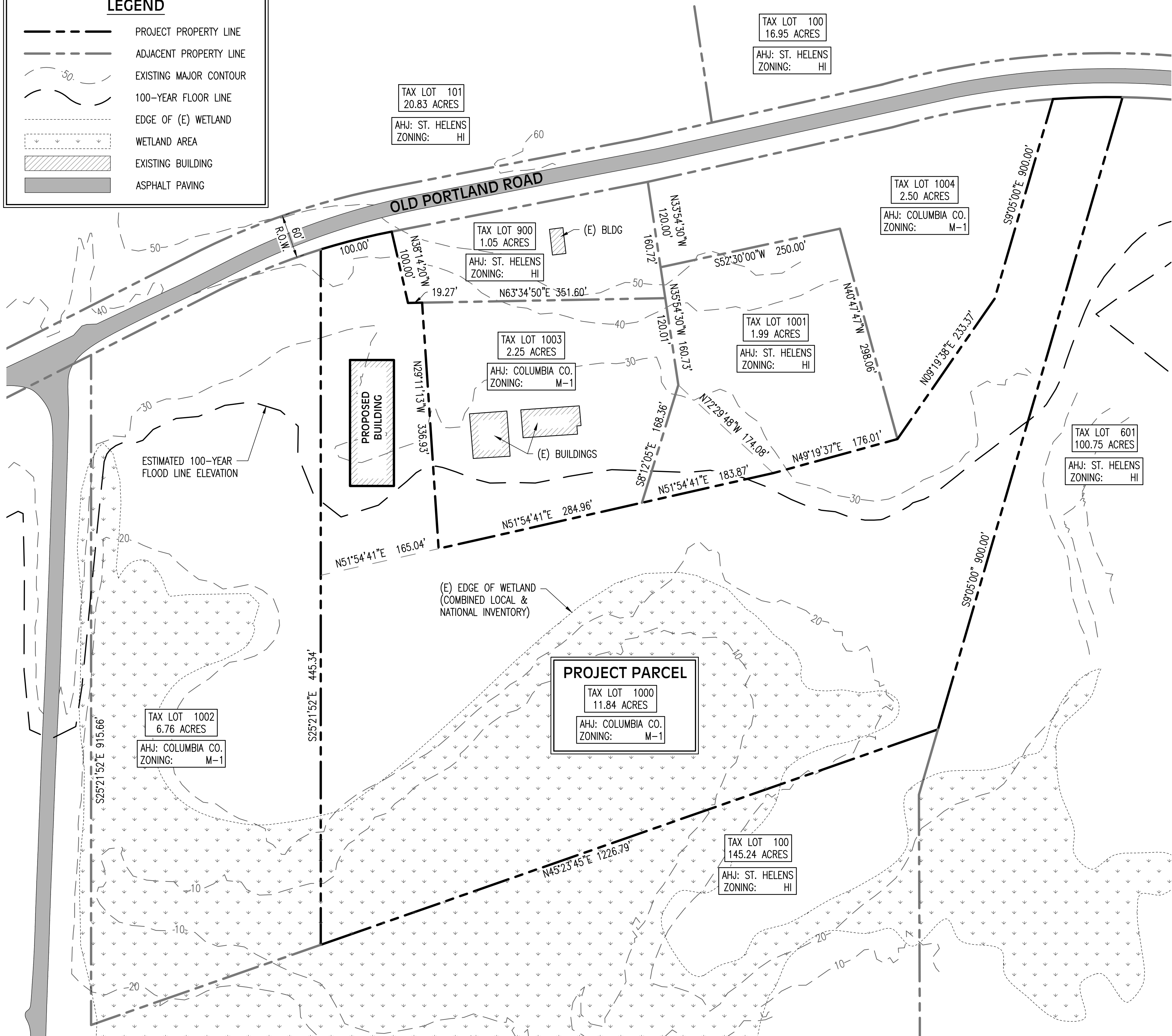
100-YEAR FLOOD LINE

EDGE OF (E) WETLAND

WETLAND AREA

EXISTING BUILDING

ASPHALT PAVING



PLOT PLAN
SCALE: 1" = 80'



MAINTENANCE BUILDING

PORT OF COLUMBIA COUNTY

ST HELENS, OR

PROJECT TEAM

CLIENT/OWNER

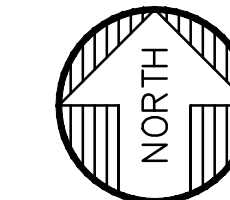
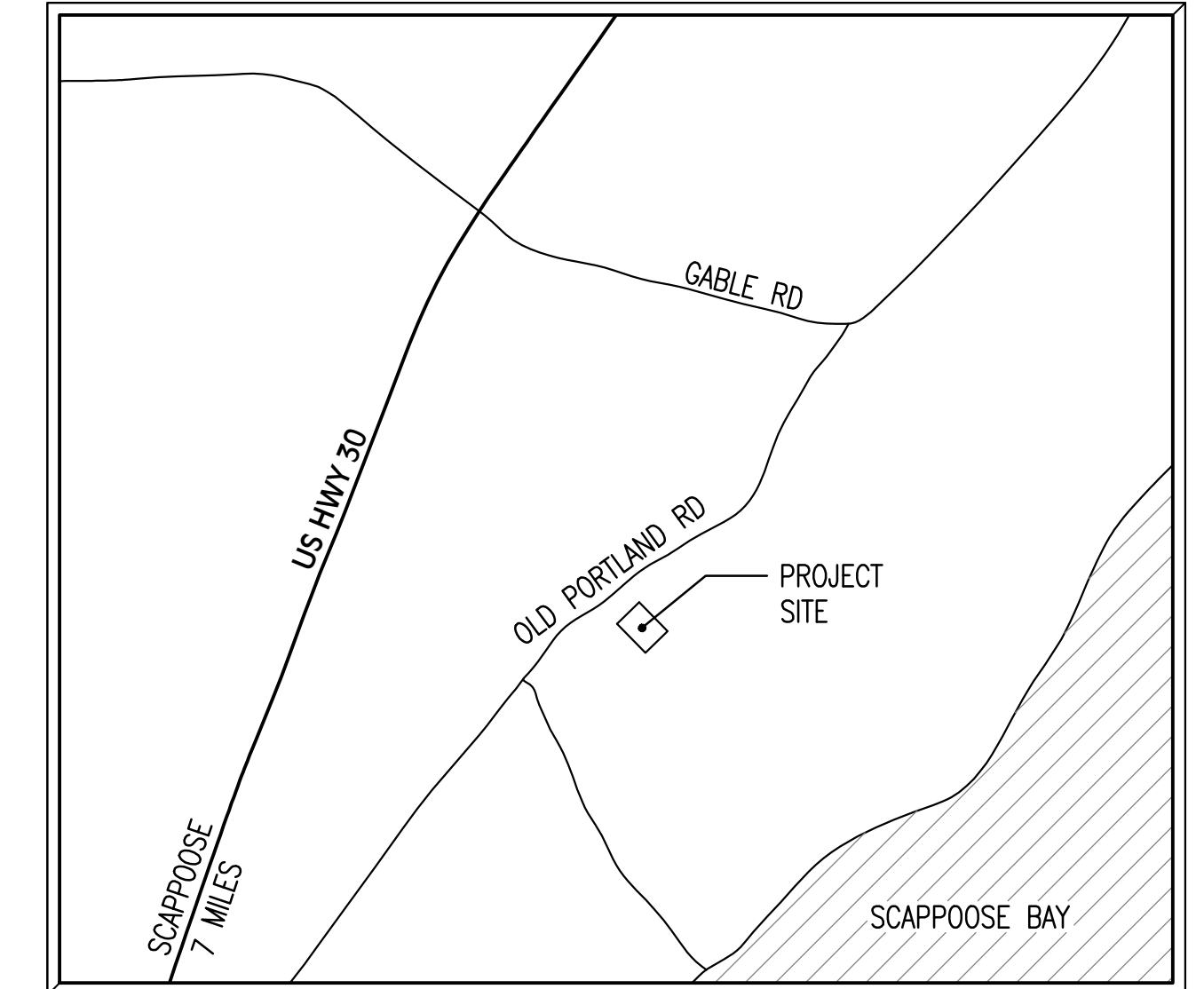
PORT OF COLUMBIA COUNTY
PO BOX 190, COLUMBIA CITY, OR 97018
CONTACT: MIRIAM HOUSE, OPERATIONS MGR
PHONE: 503-928-3259
EMAIL: house@portofcolumbiacounty.org

ENGINEER OF RECORD

LOWER COLUMBIA ENGINEERING, LLC
58640 McNULTY WAY, ST. HELENS, OREGON 97051
CONTACT: KYLE HANNON, P.E.
PHONE: 503-366-0399
EMAIL: kyle@lowercolumbiaengr.com

PROJECT MANAGER

LOWER COLUMBIA ENGINEERING, LLC
58640 McNULTY WAY, ST. HELENS, OREGON 97051
CONTACT: BRETT KAHR
PHONE: 503-366-0399
EMAIL: brett@lowercolumbiaengr.com



VICINITY MAP
SCALE: NTS

UTILITY LOCATES

(48 HOUR NOTICE PRIOR TO EXCAVATION)

OREGON LAW REQUIRES YOU TO FOLLOW THE RULES ADOPTED BY THE OREGON UTILITY NOTIFICATION CENTER. THOSE RULES ARE SET FORTH IN OAR 952-001-0010 THROUGH 952-001-0100. (YOU MAY OBTAIN COPIES OF THE RULES FROM THE CENTER BY CALLING 503-246-1987.)

ONE CALL SYSTEM.....1 800 332 2344 or 811
ON LINE <http://www.callbeforeyoudig.org/>

THE PUBLIC WORKS MAINTENANCE SUPERVISOR MUST BE NOTIFIED 48 HOURS IN ADVANCE TO COORDINATE ANY TAPS AND/OR WATER VALVE OPERATION. THE CONTRACTOR IS NOT ALLOWED TO OPERATE ANY WATER VALVES CONTROLLING FLOW TO NEW PIPING FROM CITY'S POTABLE WATER SYSTEM.

A CITY PERMIT IS REQUIRED TO WORK IN THE PUBLIC R.O.W.

DEFERRED SUBMITTALS

PLANS AND SPECIFICATIONS REQUIRED FOR THE WORK OF SPECIALTY TRADES MAY BE SUBMITTED AS DEFERRED SUBMITTALS IN ACCORDANCE WITH OSSC SECTION 107.3.4.2. THE FOLLOWING SPECIALTY TRADES WILL BE DESIGN-BUILD AND THEREFORE THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR WILL BE OBTAINING SEPARATE PERMITS FOR THIS WORK AND RESPONSIBLE FOR ANY NECESSARY DESIGN AND/OR ENGINEERING TO MEET THE APPLICABLE CODE REQUIREMENTS:

- + PRE-ENGINEERED METAL BUILDING
- + ELECTRICAL
- + MECHANICAL

PROJECT DESCRIPTION

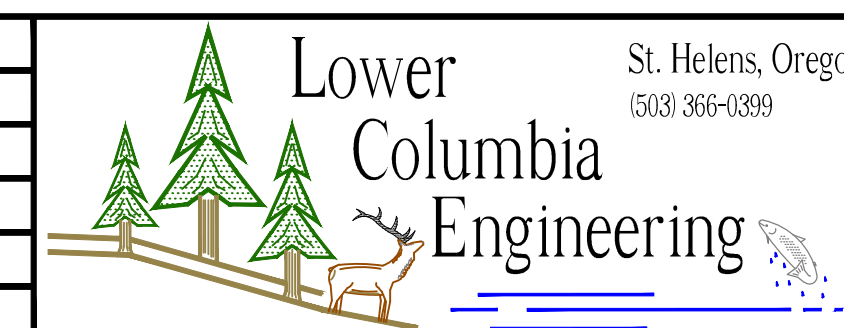
THE PORT OF COLUMBIA COUNTY PROPOSES TO CONSTRUCT A NEW PRE-ENGINEERED METAL BUILDING, APPROXIMATELY 10,000 SQ FT IN AREA, AS A MAINTENANCE FACILITY TO SUPPORT DAY-TO-DAY COUNTY MAINTENANCE OPERATIONS. THE BUILDING WILL BE USED FOR VEHICLE MAINTENANCE AND STORAGE, METAL AND WOOD FABRICATION, AND MATERIAL AND EQUIPMENT STORAGE. AN INTERIOR BUILD-OUT WILL INCLUDE ADMINISTRATIVE OFFICES AND STAFF SUPPORT SPACES.

DRAWING INDEX

SHEET	DESCRIPTION
GENERAL	
G-1	PLOT PLAN, DRAWING INDEX, AND VICINITY MAP
CIVIL	
C-1	EXISTING CONDITIONS PLAN
C-2	EROSION AND SEDIMENT CONTROL PLAN
C-3	ENLARGED SITE PLAN
C-4	GRADING & STORM DRAINAGE PLAN
C-5	LANDSCAPE AND LIGHTING PLAN
D-1	ESC DETAILS
ARCHITECTURAL	
A-1	FLOOR PLAN
A-2	EXTERIOR ELEVATIONS

DATE: 10/21/2022
ISSUED
FOR APPROVAL

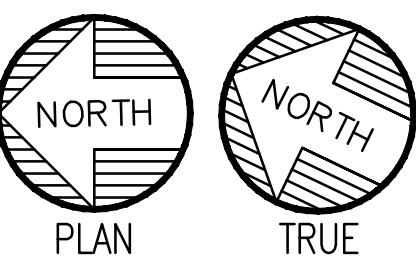
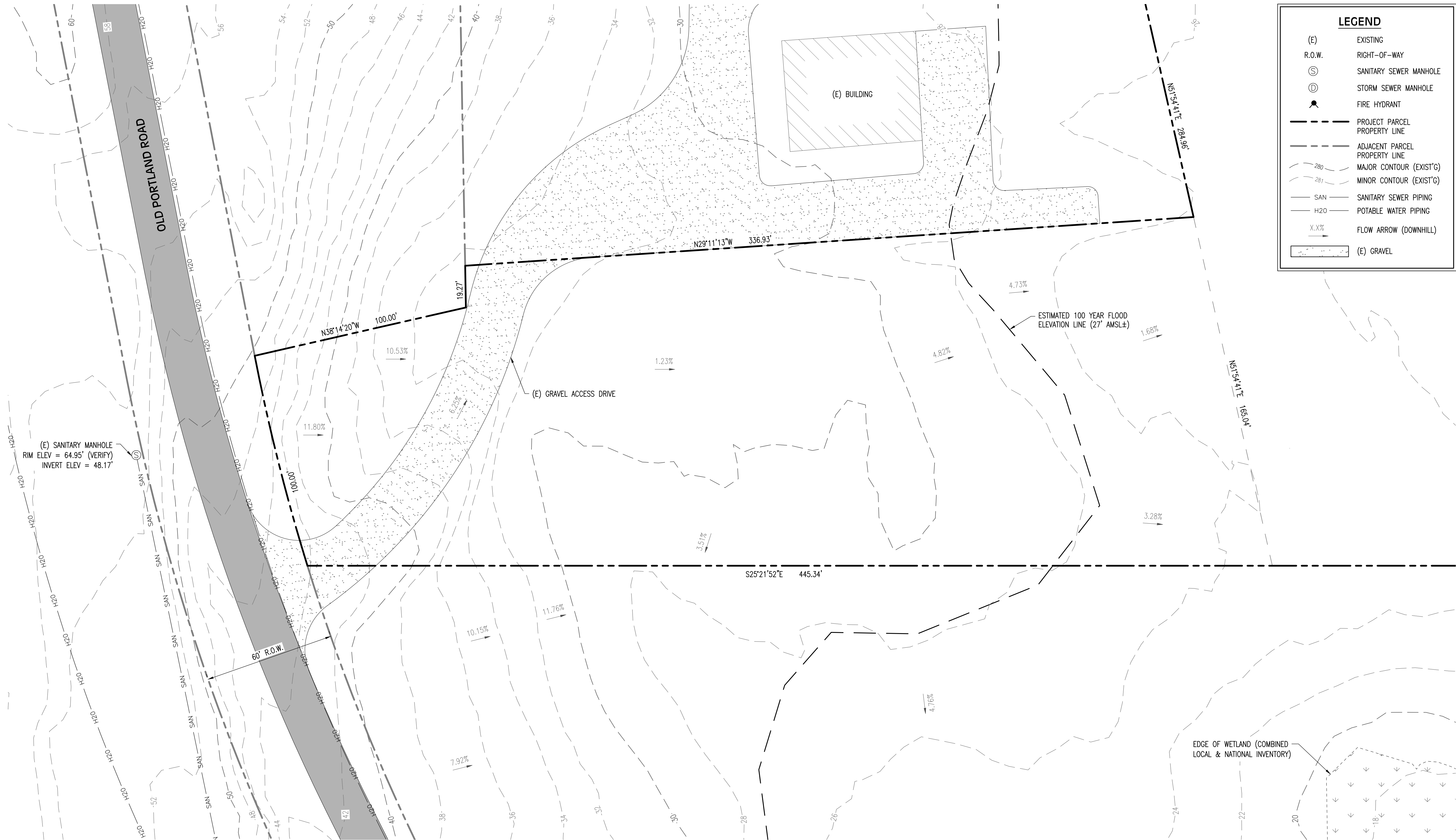
REV.	REVISION RECORD	DATE



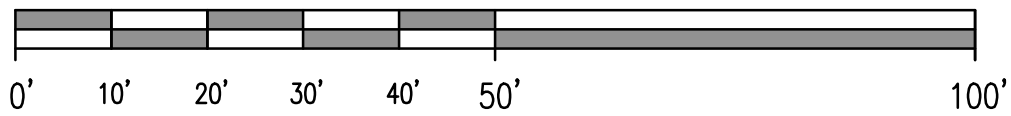
St. Helens, Oregon
(503) 366-0399

PROJ. NO.	3169	PLOT PLAN, DRAWING INDEX, AND VICINITY MAP	
DWG. BY	RM2	PORT MAINTENANCE BUILDING	
APPR. BY		PORT OF COLUMBIA COUNTY	SHEET
FILE	D-3169-G-1	DATE	03/15/2022

G-1

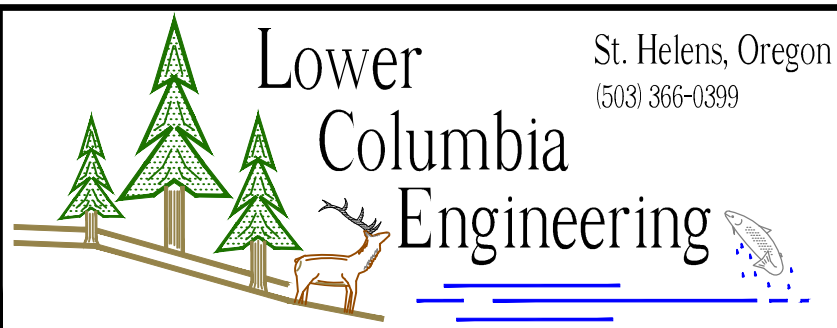


ENLARGED EXISTING CONDITIONS PLAN
SCALE: 1" = 20'



DATE: 10/21/2022
ISSUED
FOR APPROVAL

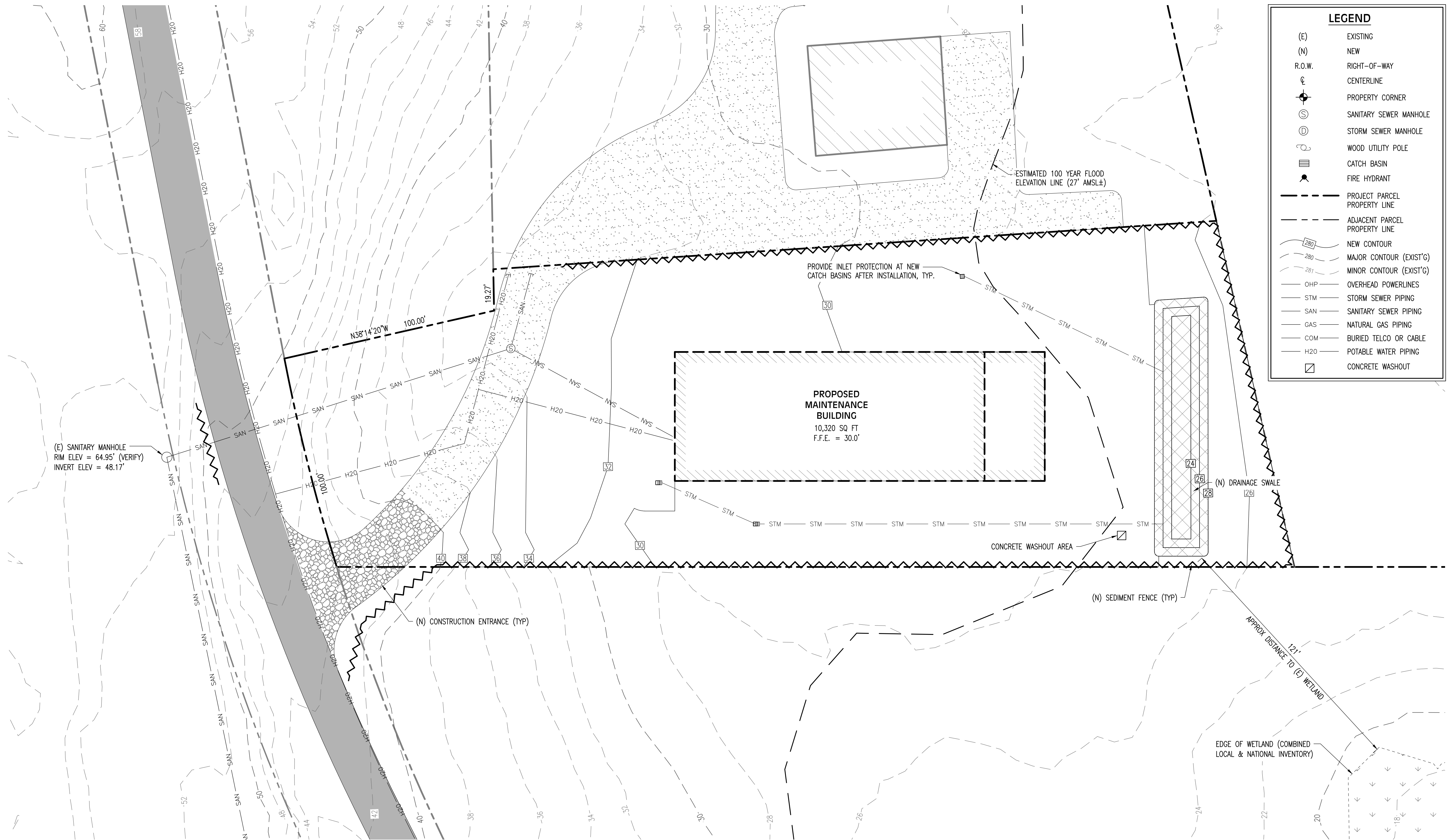
REV.	REVISION RECORD	DATE



St. Helens, Oregon
(503) 366-0399

PROJ. NO.	3169	EXISTING CONDITIONS PLAN	
DWG. BY	CAB	PORT MAINTENANCE BUILDING	
APPR. BY		PORT OF COLUMBIA COUNTY	SHEET
FILE	D-3169-C-1	DATE	03/15/2022

C-1



LEGEND

- (E) EXISTING
- (N) NEW
- R.O.W. RIGHT-OF-WAY
- CL CENTERLINE
- PC PROPERTY CORNER
- SSM SANITARY SEWER MANHOLE
- DSM STORM SEWER MANHOLE
- WUP WOOD UTILITY POLE
- CB CATCH BASIN
- FH FIRE HYDRANT
- PP PROJECT PARCEL PROPERTY LINE
- APL ADJACENT PARCEL PROPERTY LINE
- NC NEW CONTOUR
- MC MAJOR CONTOUR (EXIST'G)
- MinC MINOR CONTOUR (EXIST'G)
- OHP OVERHEAD POWERLINES
- STM STORM SEWER PIPING
- SAN SANITARY SEWER PIPING
- GAS NATURAL GAS PIPING
- COM BURIED TELCO OR CABLE
- H2O POTABLE WATER PIPING
- CW CONCRETE WASHOUT

(E) SANITARY MANHOLE
RIM ELEV = 64.95' (VERIFY)
INVERT ELEV = 48.17'

**PROPOSED
MAINTENANCE
BUILDING**
10,320 SQ FT
F.F.E. = 30.0'

ESTIMATED 100 YEAR FLOOD
ELEVATION LINE (27' AMSL±)

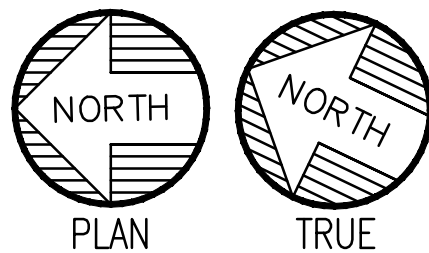
PROVIDE INLET PROTECTION AT NEW
CATCH BASINS AFTER INSTALLATION, TYP.

CONCRETE WASHOUT AREA

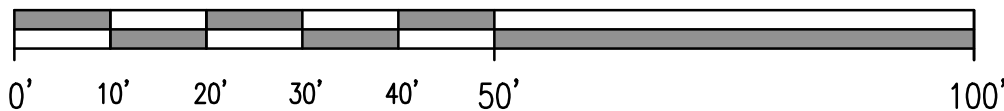
(N) SEDIMENT FENCE (TYP)

EDGE OF WETLAND (COMBINED
LOCAL & NATIONAL INVENTORY)

APPROX. DISTANCE TO (E) WETLAND
121'

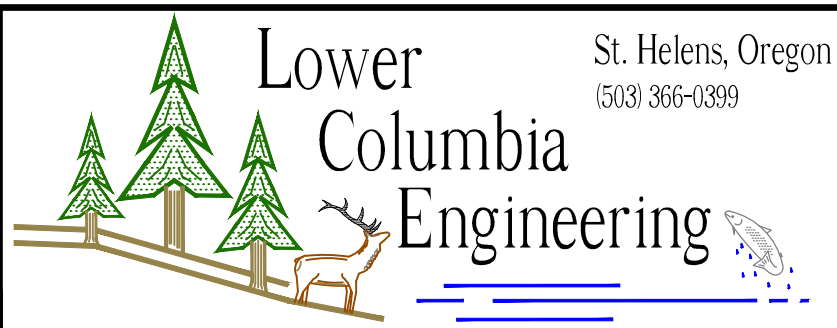


EROSION AND SEDIMENT CONTROL PLAN
SCALE: 1" = 20'



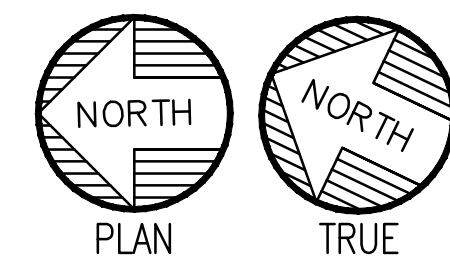
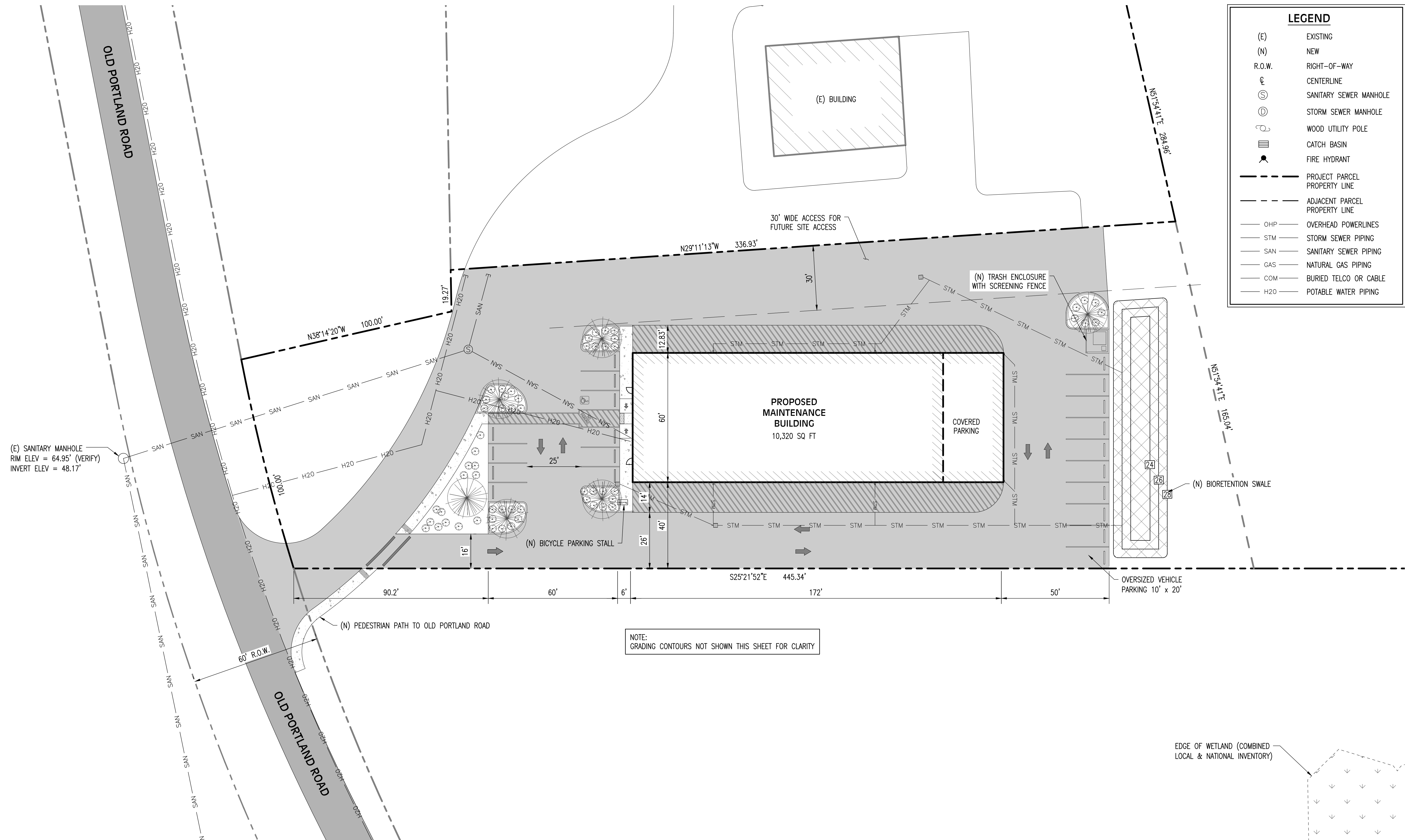
DATE: 10/21/2022
ISSUED
FOR APPROVAL

REV.	REVISION RECORD	DATE

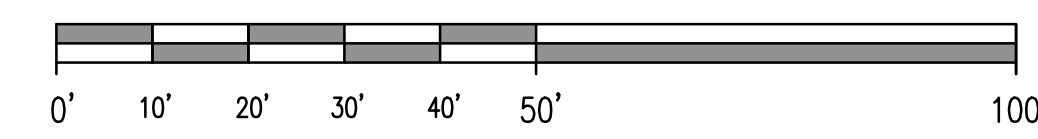


PROJ. NO.	3169	EROSION AND SEDIMENT CONTROL PLAN	
DWG. BY	RM2	PORT MAINTENANCE BUILDING	
APPR. BY		PORT OF COLUMBIA COUNTY	SHEET
FILE	D-3169-C-2	DATE	03/15/2022

C-2

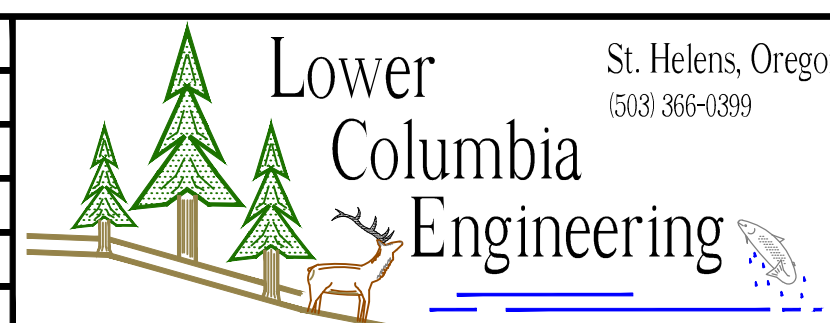


ENLARGED SITE PLAN
SCALE: 1" = 20'



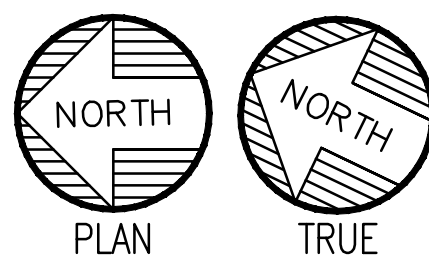
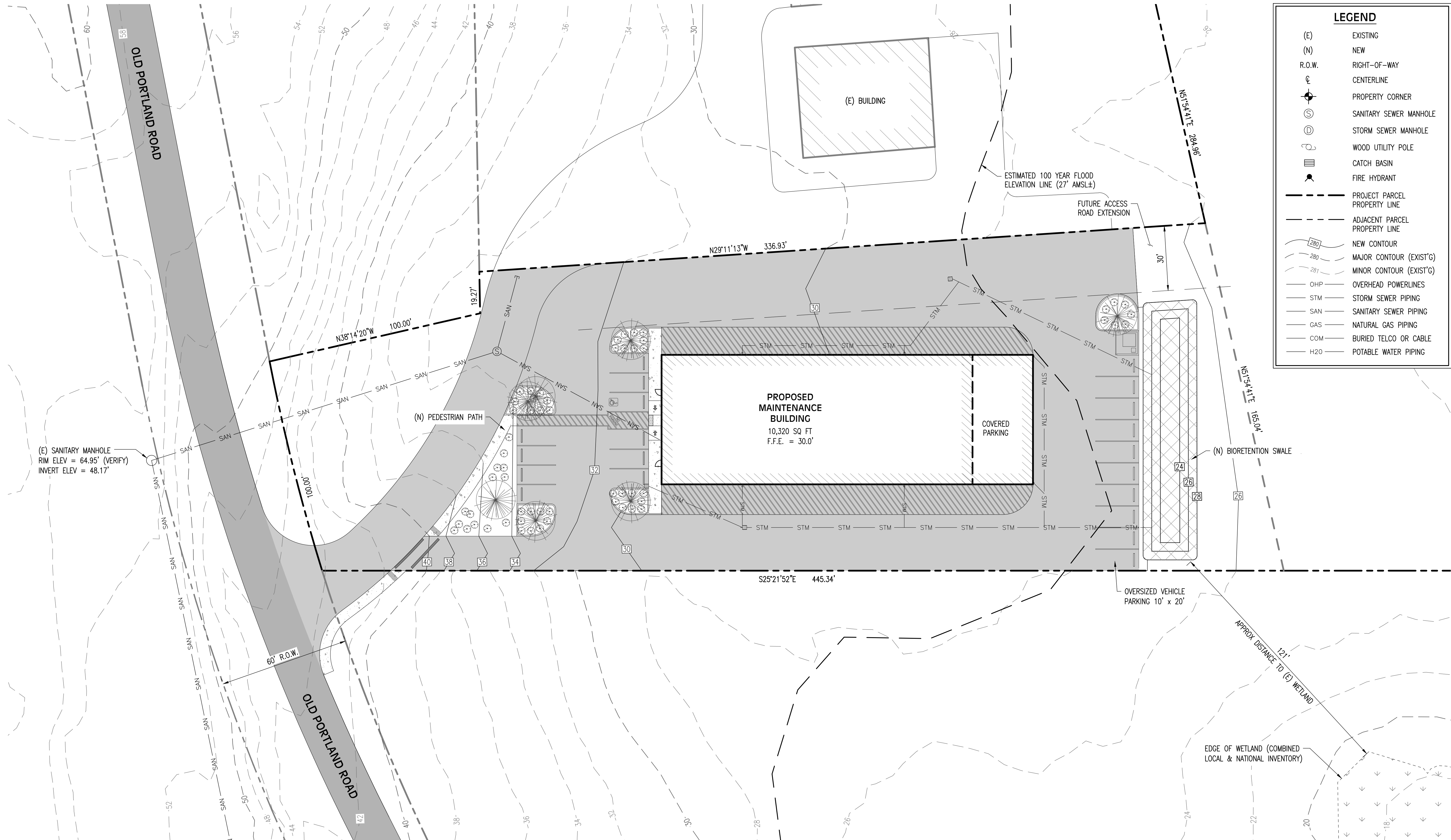
DATE: 10/21/2022
ISSUED
FOR APPROVAL

REV.	REVISION RECORD	DATE

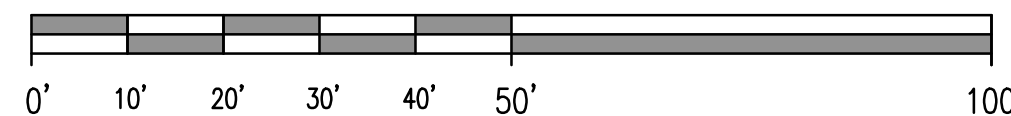


PROJ. NO.	3169	ENLARGED SITE PLAN	
DWG. BY	RM2	PORT MAINTENANCE BUILDING	
APPR. BY		PORT OF COLUMBIA COUNTY	SHEET
FILE	D-3169-C-3	DATE	03/15/2022

C-3

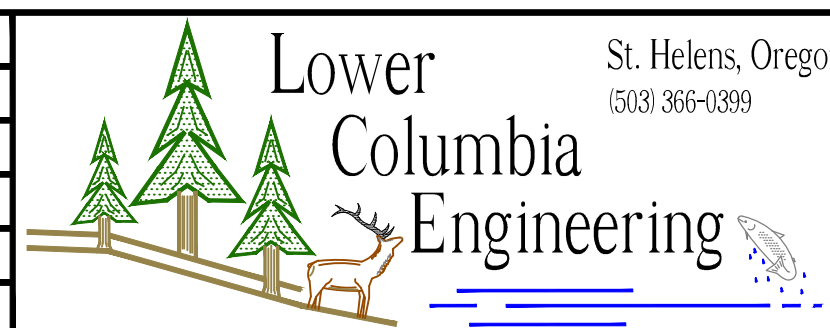


GRADING & STORM DRAINAGE PLAN
SCALE: 1" = 20'



DATE: 10/21/2022
ISSUED
FOR APPROVAL

REV.	REVISION RECORD	DATE



PROJ. NO.	3169	GRADING & STORM DRAINAGE PLAN
DWG. BY	RM2	PORT MAINTENANCE BUILDING
APPR. BY		PORT OF COLUMBIA COUNTY
FILE	D-3169-C-4	DATE 03/15/2022

SHEET
C-4

CONTRACTOR TO PROVIDE FOOTCANDLE (fc) LEVELS AND SHIELDING AS RECOMMENDED BY (I.E.S.) ILLUMINATING ENGINEERING SOCIETY, AND AS SHOWN IN OREGON ENERGY TRUST'S LATEST "FOOTCANDLE LIGHTING GUIDE" TO ILLUMINATE AND ASSURE SAFETY AT WALKWAYS, EXTERIOR ACTIVITY AREAS (DELIVERY AND LOADING), PARKING, MAIN ENTRANCE, AND ALL OTHER EXTERIOR ENTRANCES AND EXITS. ASSURE NO GLARE INTO PUBLIC RIGHT-OF-WAYS OR NEAR BY RESIDENCES.

HORIZONTAL (fc)
BUILDING EXTERIOR:
AVERAGE MAINTAINED (fc) 1 fc
RANGE OF MAINTAINED (fc) .5 - 2 fc

PARKING AREA:
AVERAGE MAINTAINED (fc) 1 fc
RANGE OF MAINTAINED (fc) .5 - 2 fc

ENTRANCES:
AVERAGE MAINTAINED (fc) 3 fc
RANGE OF MAINTAINED (fc) 2 - 4 fc

PROVIDE CUT OFF SHIELDS AT EACH LIGHT FIXTURE AS REQUIRED TO COMPLY WITH I.E.S. STANDARDS.

LIGHTING FIXTURE LEGEND

ATLAS LIGHTING PRODUCTS - MODEL WLM43LED
AT 12' ABOVE FINISH FLOOR TO CENTERLINE OF FIXTURE AND 8' ABOVE FINISH FLOOR TO CENTERLINE OF FIXTURE ABOVE DOORWAYS.

LUMARK PRV PREVAIL SERIES AREA LUMINAIRE
SINGLE HEAD MOUNTED AT 20' AGL

LEGEND

(E) EXISTING
(N) NEW
R.O.W. RIGHT-OF-WAY

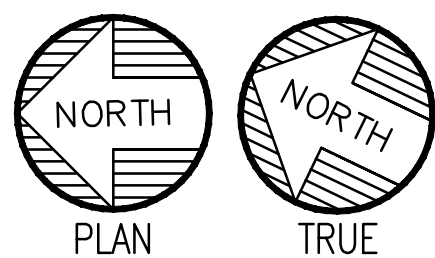
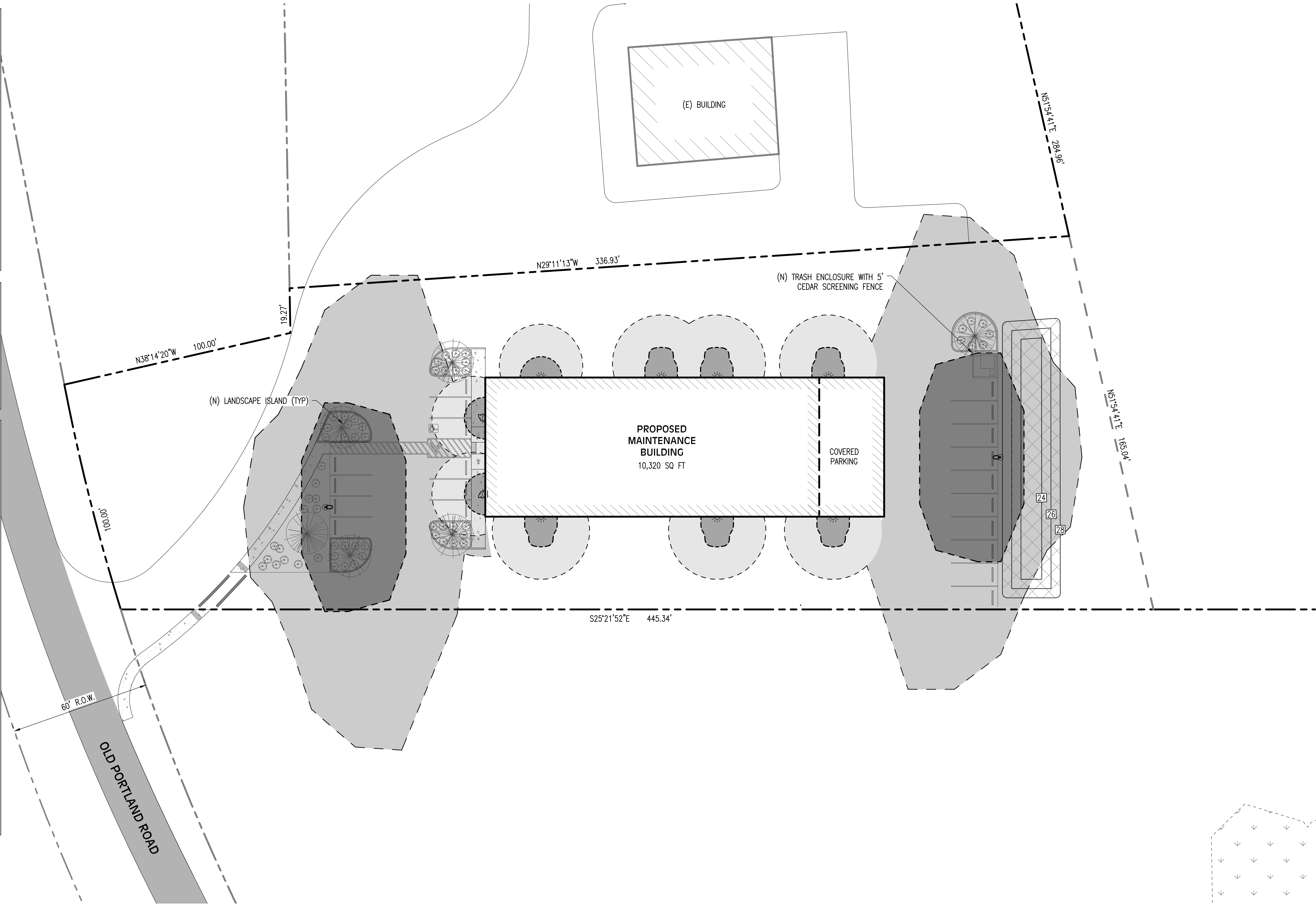
PROJECT PARCEL PROPERTY LINE
ADJACENT PARCEL PROPERTY LINE

AREA OF AT LEAST 1-FOOTCANDLE
AREA OF AT LEAST 0.1-FOOTCANDLE
AREA OF AT LEAST 5-FOOTCANDLE
AREA OF AT LEAST 0.5-FOOTCANDLE

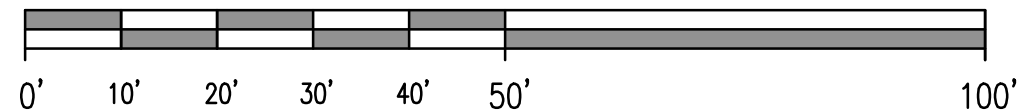
BOUNDARY OF 1-FOOTCANDLE
BOUNDARY OF 0.1-FOOTCANDLE
BOUNDARY OF 5-FOOTCANDLES
BOUNDARY OF 0.5-FOOTCANDLE

ROCKY MOUNTAIN GLOW MAPLE:
25'x20' AT MATURITY

DECORATIVE SHRUB:
DWARF ENGLISH BOXWOOD (5 GALLON)
1'x1' AT MATURITY

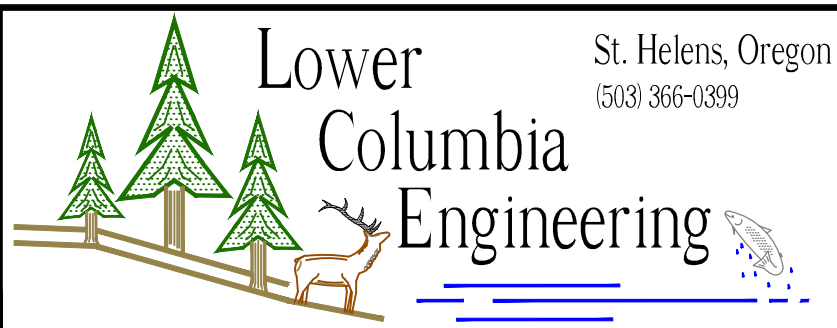


LANDSCAPE AND LIGHTING PLAN
SCALE: 1" = 20'



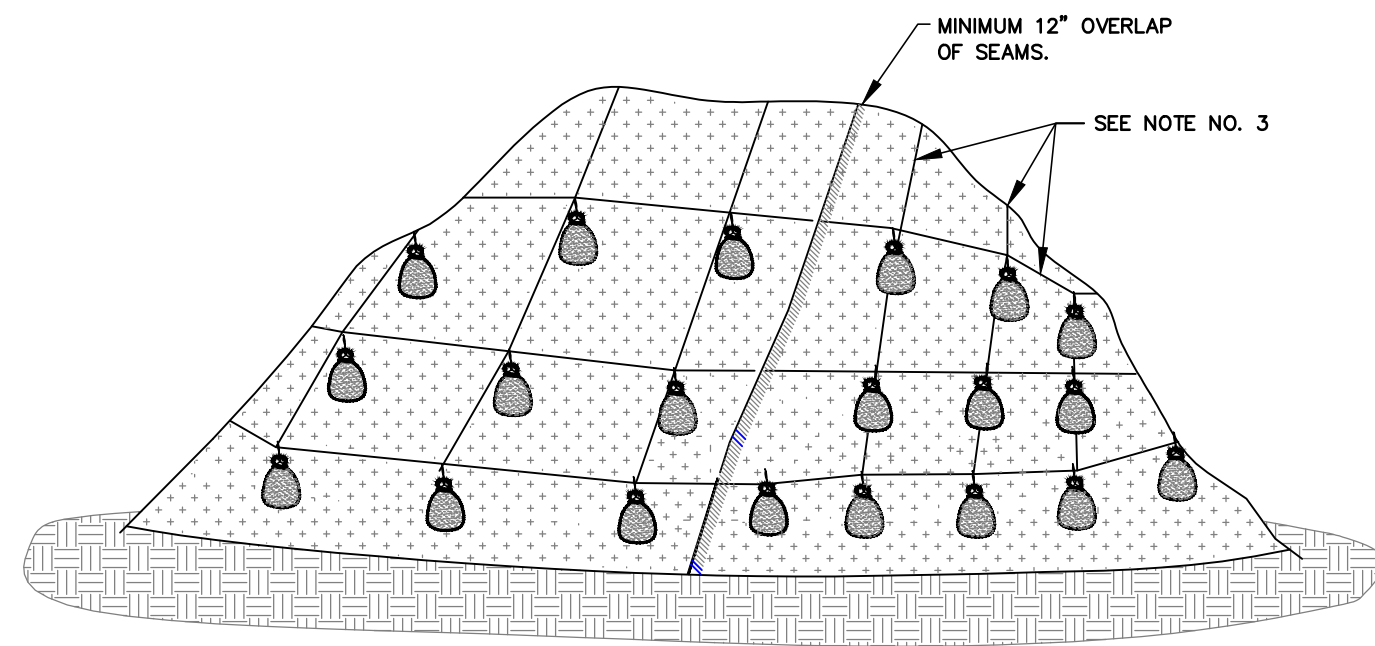
DATE: 10/21/2022
ISSUED
FOR APPROVAL

REV.	REVISION RECORD	DATE



PROJ. NO.	3169	LANDSCAPE AND LIGHTING PLAN	
DWG. BY	RM2	PORT MAINTENANCE BUILDING	
APPR. BY		PORT OF COLUMBIA COUNTY	SHEET
FILE	D-3169-C-5	DATE	03/15/2022
			C-5

FOR FURTHER INFORMATION
ON DESIGN CRITERIA SEE
CHAPTER 4 OF CLEAN WATER
SERVICES EROSION PREVENTION
AND SEDIMENT CONTROL
PLANNING AND DESIGN MANUAL.



PLASTIC SHEETING

NOTES:

1. MINIMUM 12" OVERLAP OF ALL SEAMS REQUIRED.
2. PERIMETER SEDIMENT CONTROL BMP TO BE INSTALLED A MINIMUM OF 3' FROM TOE OF STOCKPILE.
3. COVERING MAINTAINED TIGHTLY IN PLACE BY USING SANDBAGS OR APPROVED EQUAL ON ROPES WITH A MAXIMUM 10' GRID SPACING IN ALL DIRECTIONS.
4. PLASTIC TO EXTEND MINIMUM 1' BEYOND TOE OF SLOPE.
5. AS APPROPRIATE, BMP'S SHALL BE INSTALLED TO CONVEY WATER DISCHARGE FROM STOCKPILE AREAS.

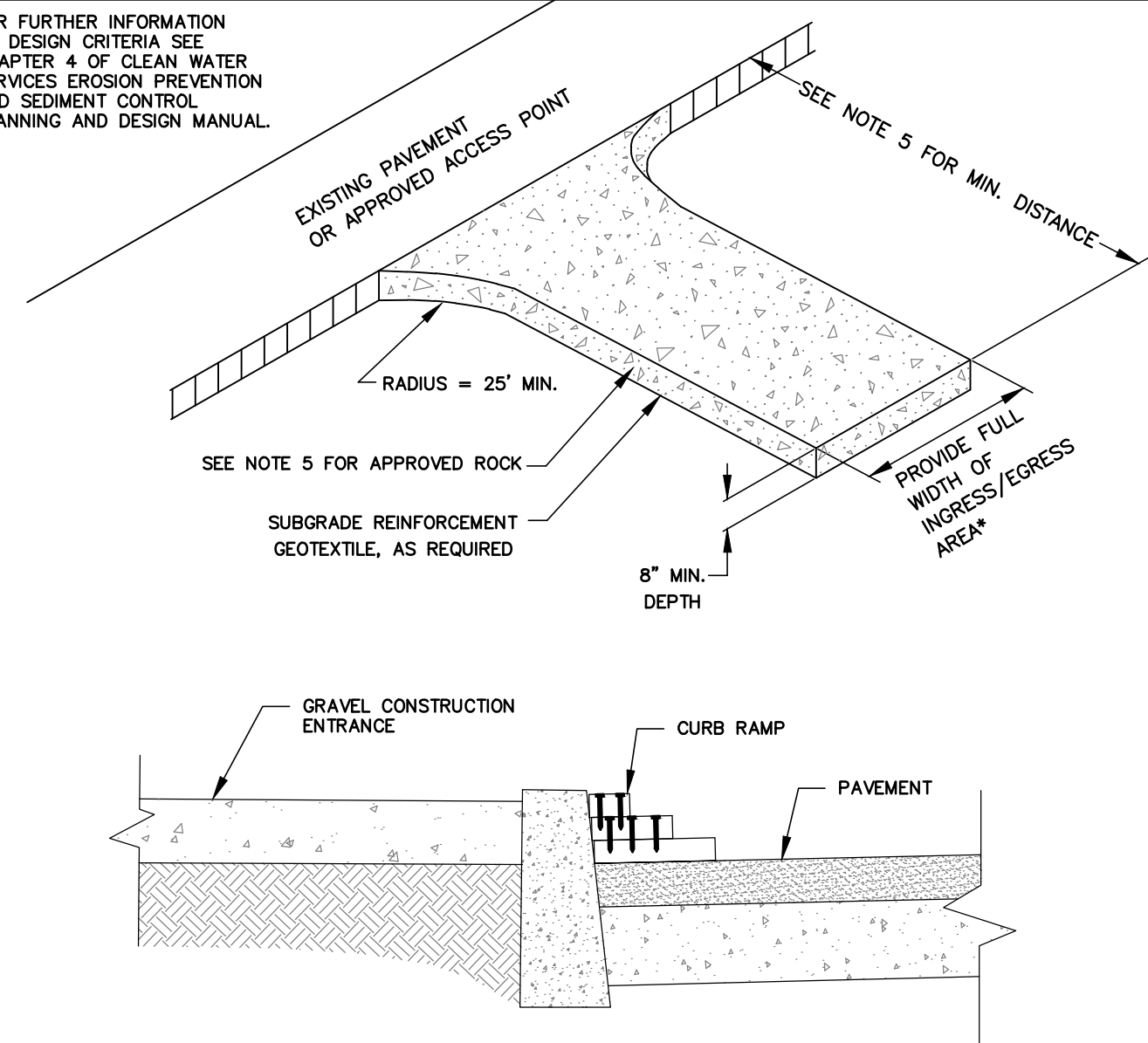
PLASTIC SHEETING

DRAWING NO. 810

REVISED 10-31-19



FOR FURTHER INFORMATION
ON DESIGN CRITERIA SEE
CHAPTER 4 OF CLEAN WATER
SERVICES EROSION PREVENTION
AND SEDIMENT CONTROL
PLANNING AND DESIGN MANUAL.



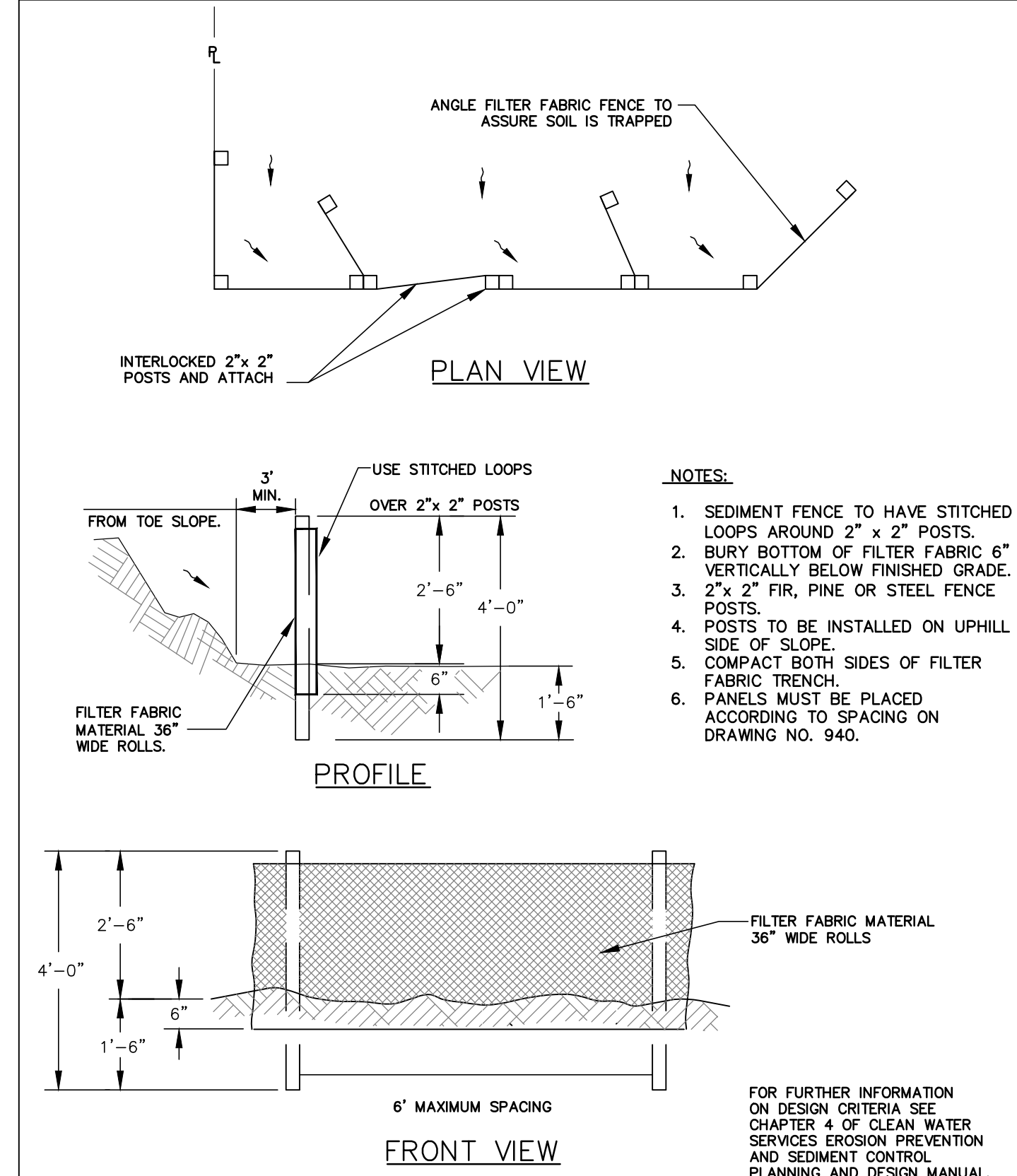
NOTES:

1. THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION THAT WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHT-OF-WAYS. THIS MAY REQUIRE TOP DRESSING, REPAIR AND/OR CLEAN OUT OF ANY MEASURES USED TO TRAP SEDIMENT.
2. WHEN NECESSARY, WHEELS SHALL BE CLEANED PRIOR TO ENTRANCE ONTO PUBLIC RIGHT-OF-WAY.
3. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH CRUSHED STONE THAT DRAINS INTO AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN.
4. WHERE RUNOFF CONTAINING SEDIMENT LADEN WATER IS LEAVING THE SITE VIA THE CONSTRUCTION ENTRANCE, OTHER MEASURES SHALL BE IMPLEMENTED TO DIVERT RUNOFF THROUGH AN APPROVED FILTERING SYSTEM.
5. DIMENSIONS
SINGLE FAMILY
20' LONG BY 20' WIDE 8" DEEP OF 3/4" MINUS CLEAN ROCK.
COMMERCIAL/SITE DEVELOPMENT
50' LONG BY 20' WIDE 3-6" CLEAN ROCK, GOVERNING AUTHORITY MAY REQUIRE GEOTEXTILE FABRIC TO PREVENT SUB-SOIL PUMPING.

CONSTRUCTION ENTRANCE

DRAWING NO. 855

REVISED 10-31-19



NOTES:

1. SEDIMENT FENCE TO HAVE STITCHED LOOPS AROUND 2" x 2" POSTS.
2. BURY BOTTOM OF FILTER FABRIC 6" VERTICALLY BELOW FINISHED GRADE.
3. 2" x 2" FIR, PINE OR STEEL FENCE POSTS.
4. POSTS TO BE INSTALLED ON UPHILL SIDE OF SLOPE.
5. COMPACT BOTH SIDES OF FILTER FABRIC TRENCH.
6. PANELS MUST BE PLACED ACCORDING TO SPACING ON DRAWING NO. 940.

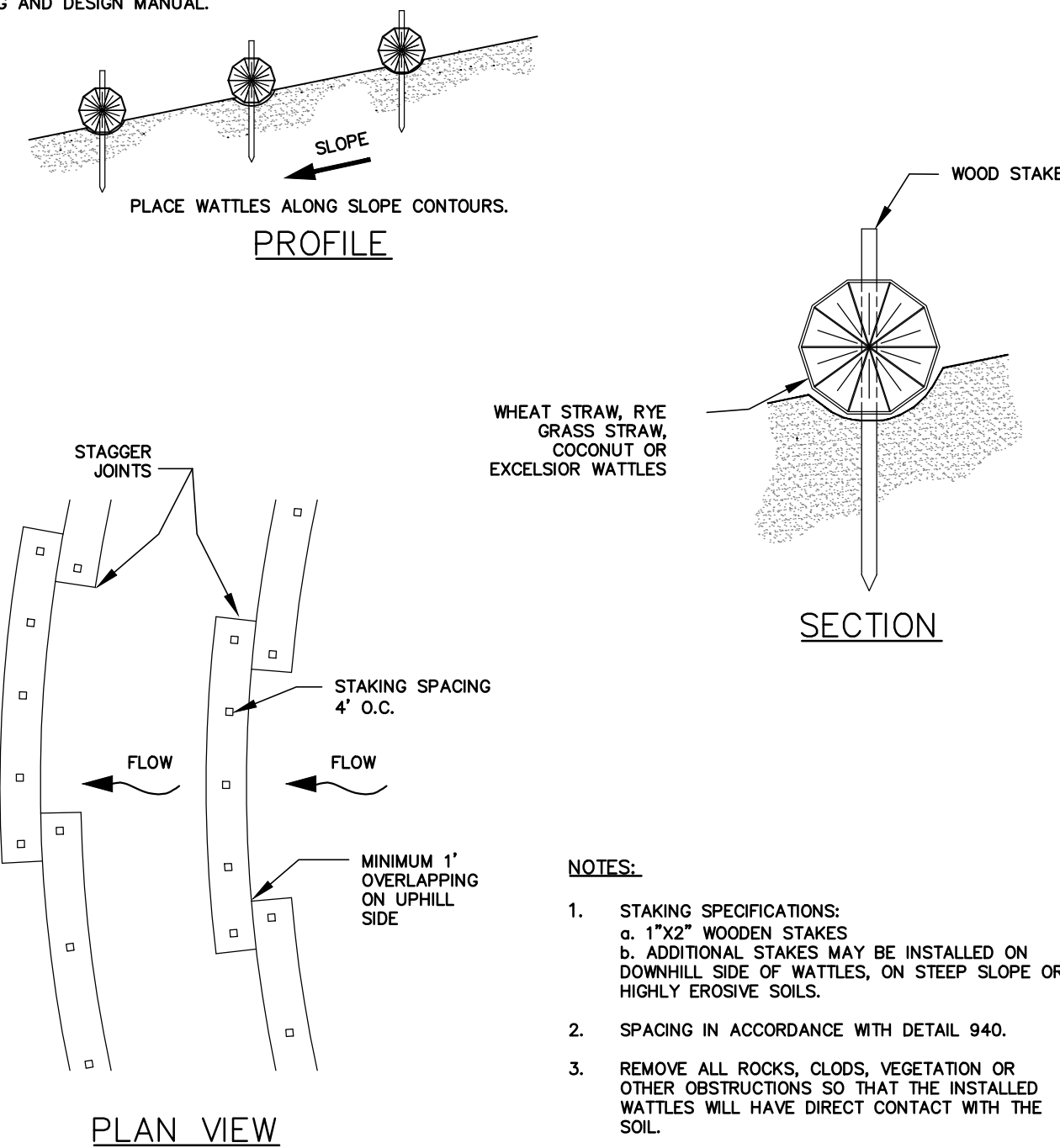
SEDIMENT FENCE

DRAWING NO. 875

REVISED 10-31-19



FOR FURTHER INFORMATION
ON DESIGN CRITERIA SEE
CHAPTER 4 OF CLEAN WATER
SERVICES EROSION PREVENTION
AND SEDIMENT CONTROL
PLANNING AND DESIGN MANUAL.



NOTES:

1. STAKING SPECIFICATIONS:
a. 1"x2" WOODEN STAKES
b. ADDITIONAL STAKES MAY BE INSTALLED ON DOWNHILL SIDE OF WATTLES, ON STEEP SLOPE OR HIGHLY EROSION SOILS.
2. SPACING IN ACCORDANCE WITH DETAIL 940.
3. REMOVE ALL ROCKS, CLODS, VEGETATION OR OTHER OBSTRUCTIONS SO THAT THE INSTALLED WATTLES WILL HAVE DIRECT CONTACT WITH THE SOIL.
4. INSTALL THE WATTLES IN A 2" DEEP TRENCH, INSURING THAT NO GAPS EXIST BETWEEN THE SOIL AND THE BOTTOM OF THE WATTLE. THE ENDS OF ADJACENT WATTLES SHALL BE OVERLAPPED 1 FT. MINIMUM TO PREVENT SEDIMENT PASSING THROUGH THE FIELD JOINT.

WATTLES

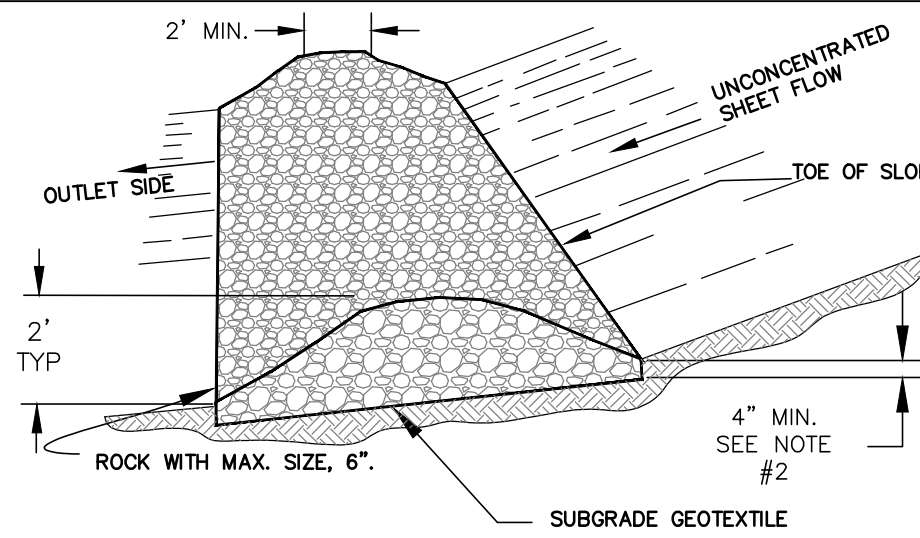
DRAWING NO. 880

REVISED 10-31-19

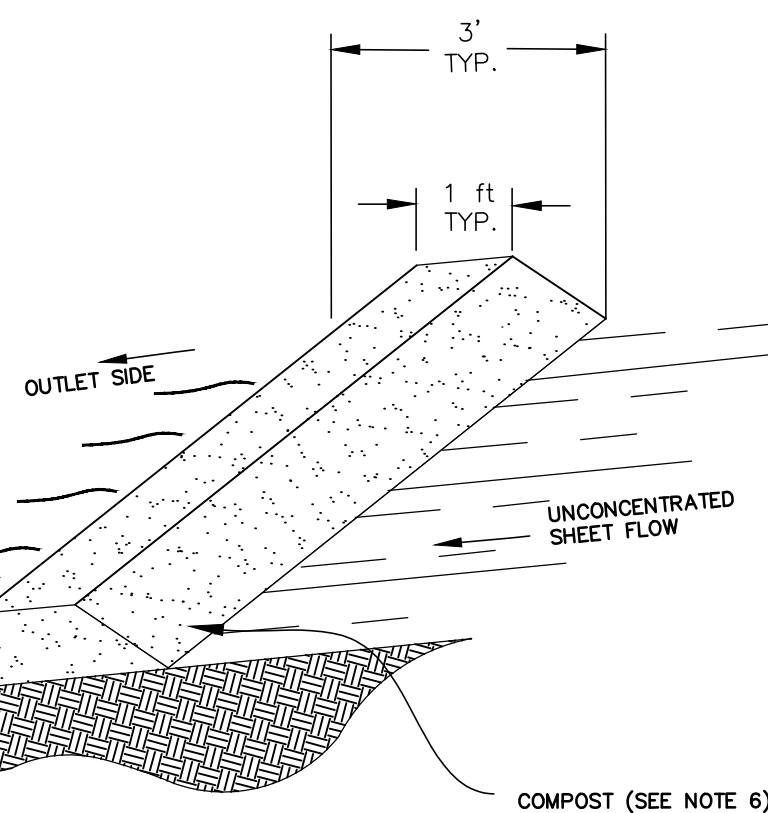


FOR FURTHER INFORMATION
ON DESIGN CRITERIA SEE
CHAPTER 4 OF CLEAN WATER
SERVICES EROSION PREVENTION
AND SEDIMENT CONTROL
PLANNING AND DESIGN MANUAL.

- NOTES:
1. DIRECT THE OUTLET SIDE OF THE ROCK/COMPOST FILTER BERMS ONTO A STABILIZED AREA, SUCH AS VEGETATION AND/OR ROCK.
 2. EMBED ROCK FILTER BERM A MIN. OF 4" INTO THE EXISTING GROUND/EMBANKMENT.
 3. USE ROCK FILTER BERM ON 3H:1V OR FLATTER SIDE SLOPES, WITHIN THE SAFETY CLEAR ZONE. USE 6H:1V OR FLATTER ON SIDE SLOPES.
 4. PLACE COMPOST FILTER BERMS ALONG OR ON THE GROUND CONTOUR WITH THE ENDS TURNED UP SLOPE.
 5. PRIOR TO INSTALLING A COMPOST FILTER BERM IN A VEGETATED AREA, ENSURE THAT THE VEGETATION IS CUT TO A HEIGHT OF NO GREATER THAN 3" PRIOR TO INSTALLATION.
 6. VERIFY THAT COMPOST HAS NOT BEEN CHEMICALLY TREATED AND IS WEED-FREE, PLASTIC-FREE, DECOMPOSED, NON-WOODY PLANT MATERIAL. ANIMAL WASTE IS NOT ALLOWED.



ROCK FILTER BERM



COMPOST FILTER BERM

FILTER BERMS
ROCK/COMPOST

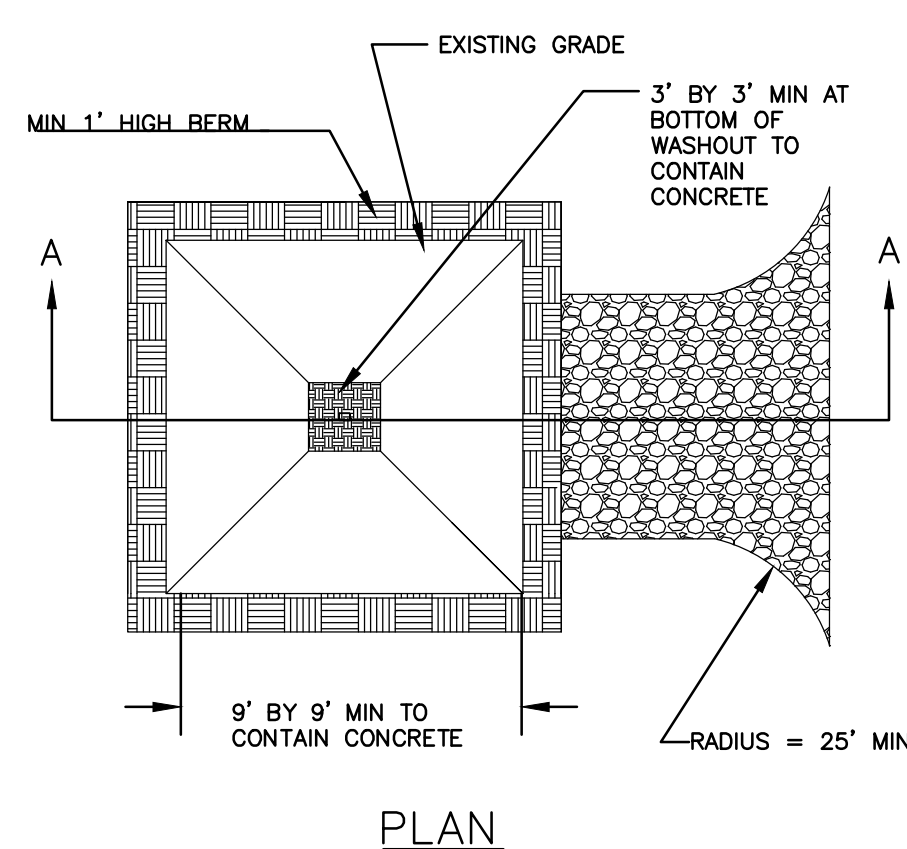
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REVISED 10-31-19

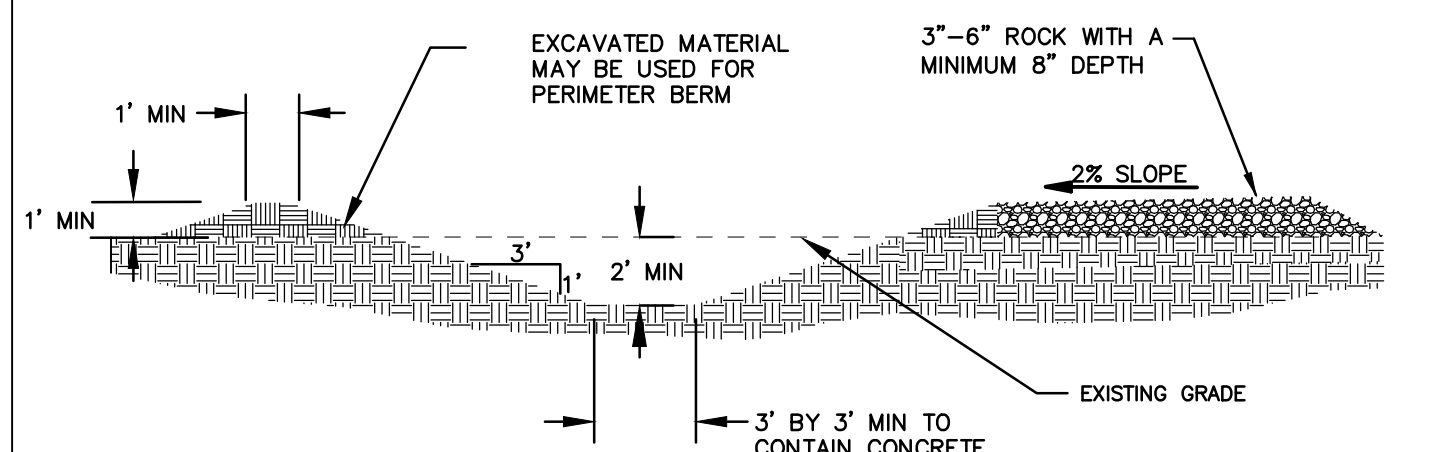


NOTES:

1. WASHOUT FACILITIES SHALL BE MAINTAINED TO PROVIDE ADEQUATE HOLDING CAPACITY WITH A MINIMUM FREEBOARD OF 12 INCHES.
2. WASHOUT FACILITIES MUST BE CLEANED, OR NEW FACILITIES MUST BE CONSTRUCTED AND READY FOR USE ONCE THE WASHOUT IS 75% FULL.
3. IF THE WASHOUT IS NEARING CAPACITY, VACUUM AND DISPOSE OF THE WASTE MATERIAL IN AN APPROVED MANNER.
4. TEMPORARY CONCRETE WASHOUT FACILITIES SHALL BE LOCATED A MINIMUM OF 50 FT FROM SENSITIVE AREAS INCLUDING OPEN DRAINAGE FACILITIES AND WATER SOURCES.
5. CONCRETE WASHOUT FACILITIES SHALL BE CONSTRUCTED AND MAINTAINED IN SUFFICIENT QUANTITY AND SIZE TO CONTAIN ALL LIQUID AND CONCRETE WASTE GENERATED BY WASHOUT OPERATIONS.
6. INSTALL CONCRETE WASHOUT SIGN WITHIN 30 FEET OF TEMPORARY CONCRETE WASHOUT FACILITY.
7. TEMPORARY CONCRETE WASHOUTS MAY BE A PREFABRICATED CONTAINER THAT IS PORTABLE AND REUSABLE.



PLAN

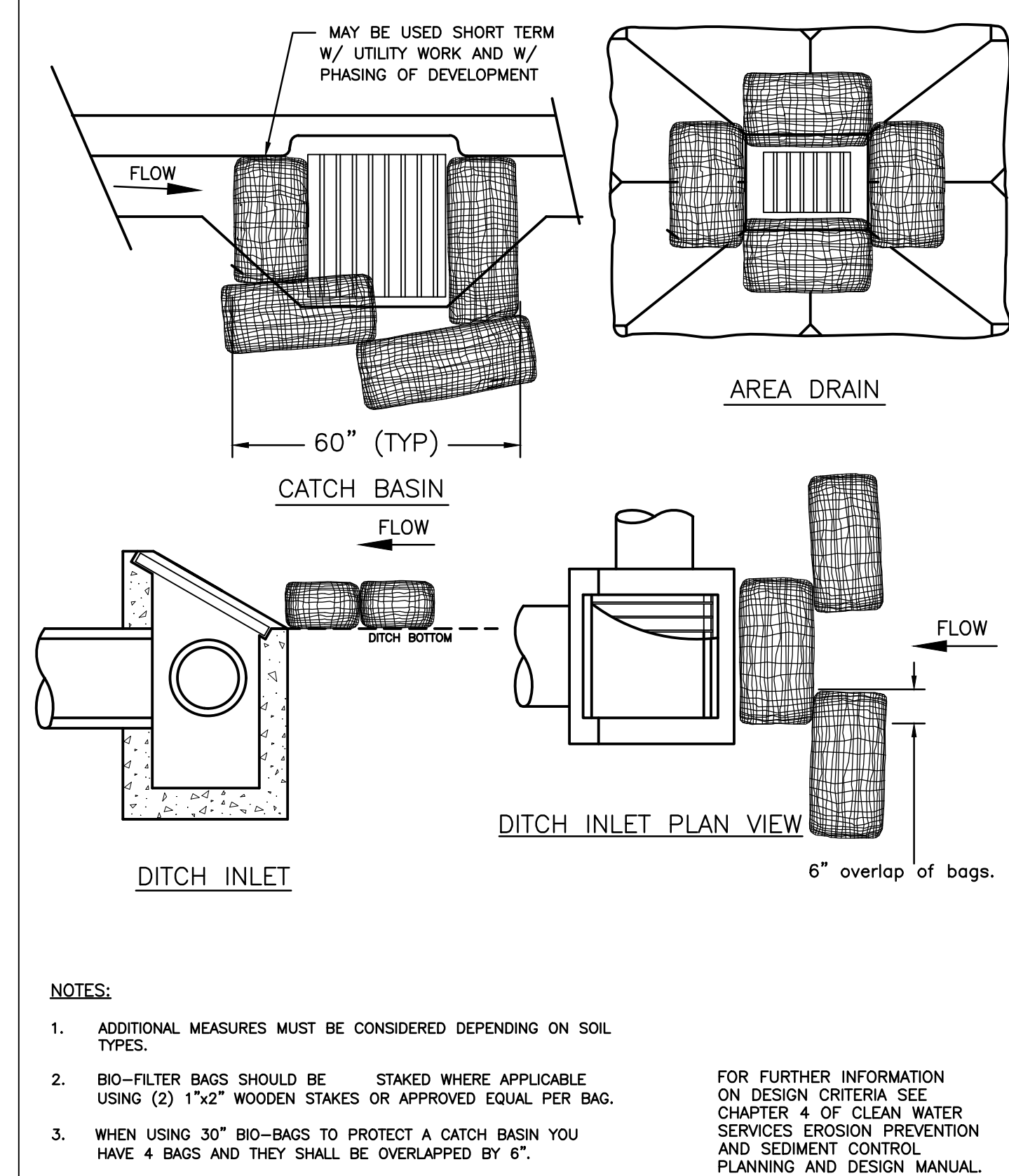


SECTION A-A

CONCRETE WASHOUT

DRAWING NO. 900

REVISED 10-31-19



NOTES:

1. ADDITIONAL MEASURES MUST BE CONSIDERED DEPENDING ON SOIL TYPES.
2. BIO-FILTER BAGS SHOULD BE STAKED WHERE APPLICABLE USING (2) 1"x2" WOODEN STAKES OR APPROVED EQUAL PER BAG.
3. WHEN USING 30" BIO-BAGS TO PROTECT A CATCH BASIN YOU HAVE 4 BAGS AND THEY SHALL BE OVERLAPPED BY 6".

FOR FURTHER INFORMATION
ON DESIGN CRITERIA SEE
CHAPTER 4 OF CLEAN WATER
SERVICES EROSION PREVENTION
AND SEDIMENT CONTROL
PLANNING AND DESIGN MANUAL.

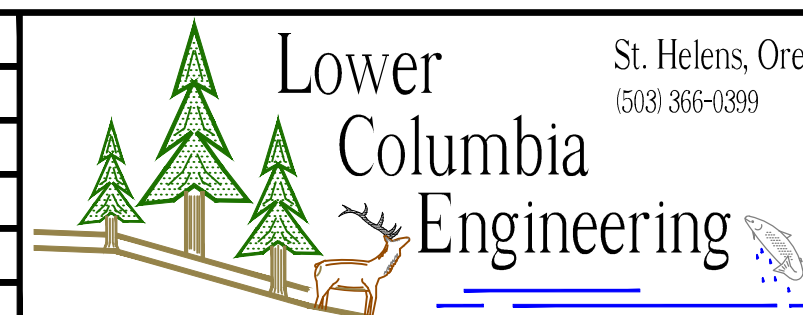
INLET PROTECTION
TYPE 4

DRAWING NO. 915

REVISED 10-31-19

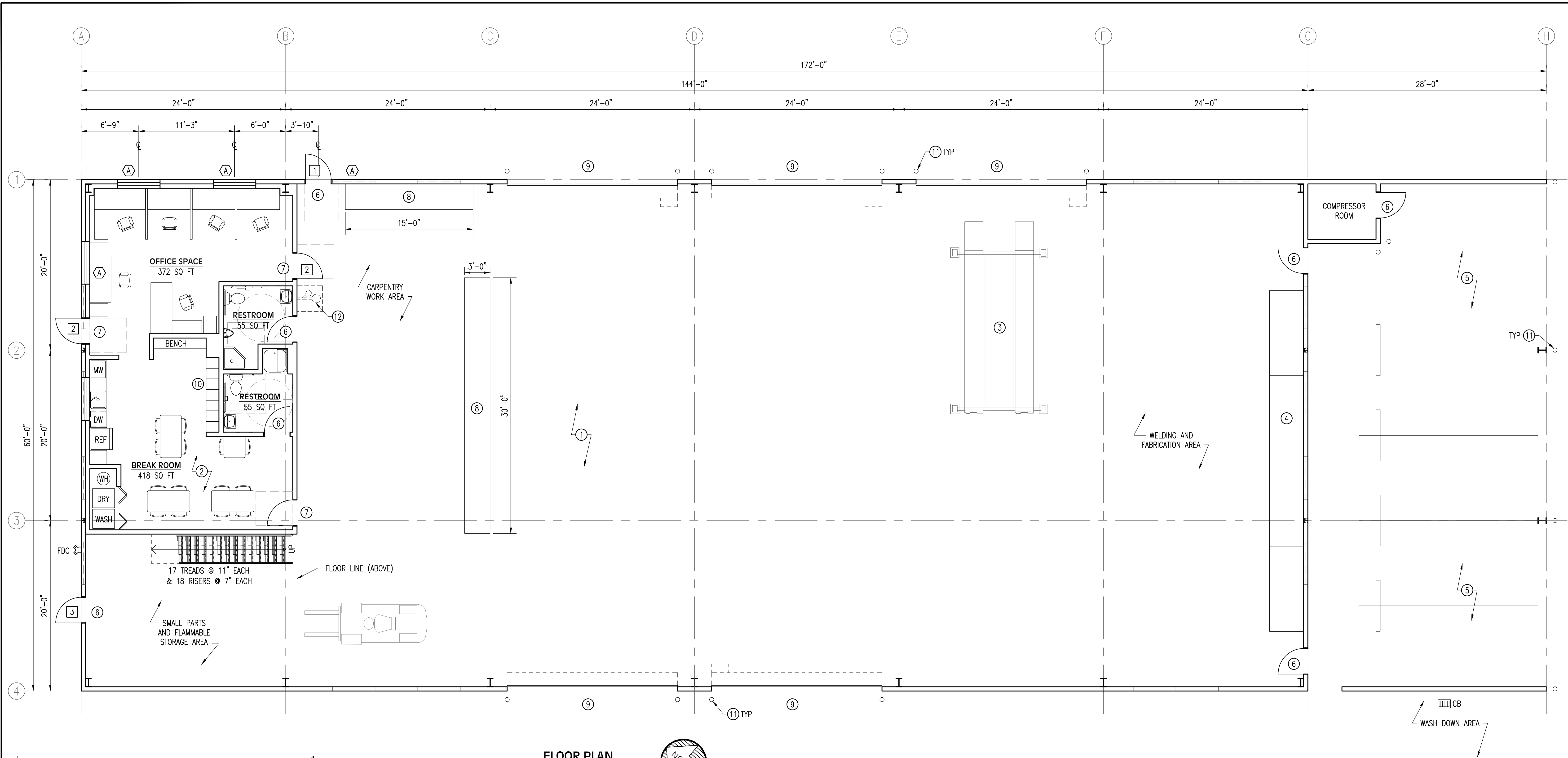


DATE: 10/21/2022
ISSUED
FOR APPROVAL



St. Helens, Oregon
(503) 366-0399

PROJ. NO.	3169	ESC DETAILS
DWG. BY	RM2	PORT MAINTENANCE BUILDING
APPR. BY		PORT OF COLUMBIA COUNTY
FILE	D-3169-D-1	DATE 03/15/2022
		SHEET D-1

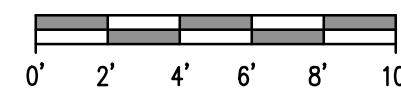


GENERAL KEYED NOTES

- ① CONCRETE SEALED WITH EPOXY SEALCOAT
- ② LVT FLOORING W/ 4" VINYL BASE
- ③ VEHICLE LIFT (18,000 GVW SHOWN)
- ④ PALLET RACK STORAGE (4 48"x96" SPACES)
- ⑤ COVERED VEHICLE PARKING AREA
- ⑥ 3'x7' H.M. DOOR AND FRAME
- ⑦ 3'x7' H.M. DOOR AND FRAME WITH HALF LITE
- ⑧ CARPENTRY WORK BENCH / EQUIPMENT
- ⑨ MOTORIZED COILING DOOR 20' WIDE x 16' HIGH
- ⑩ 2 TIER STEEL LOCKERS ON BASE (15"W x 18"D)
- ⑪ 6" STEEL BOLLARD WITH CONCRETE FILL
- ⑫ EMERGENCY SAFETY SHOWER WITH INTEGRATED EYEWASH STATION WITH 3' SQ BLIND CONCRETE BASIN IN SLAB, TRAFFIC RATED GRATE

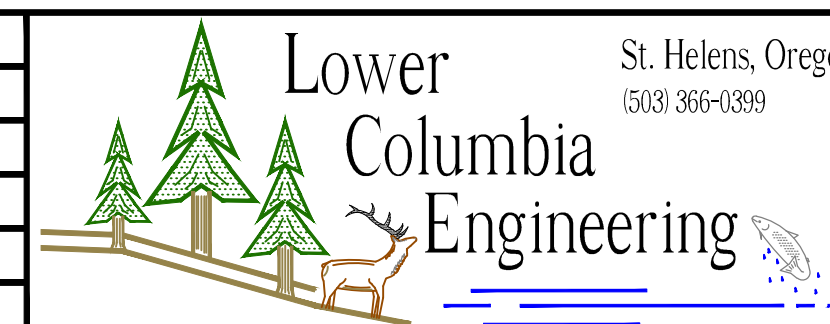
FLOOR PLAN

SCALE: 3/16" = 1'-0"



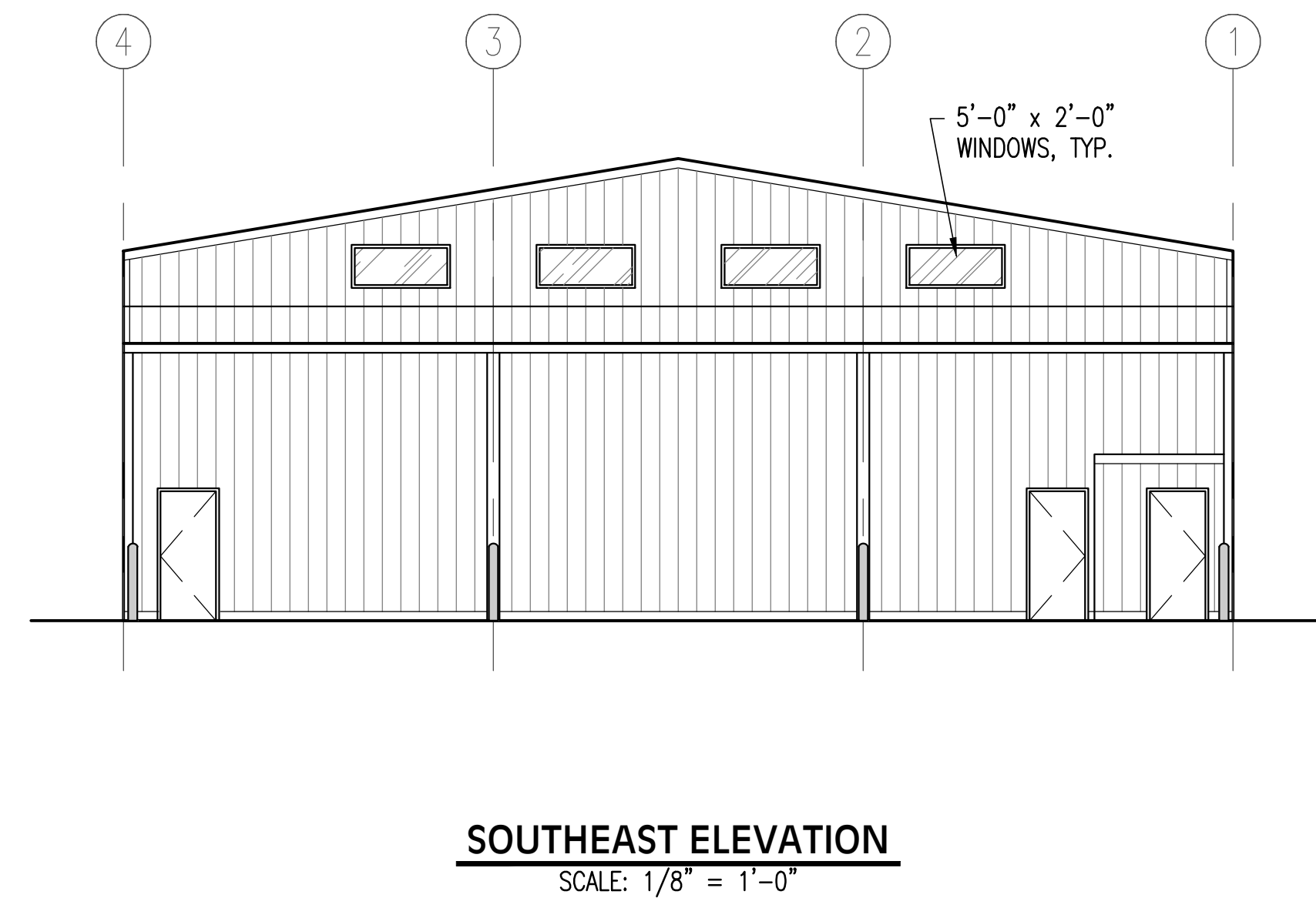
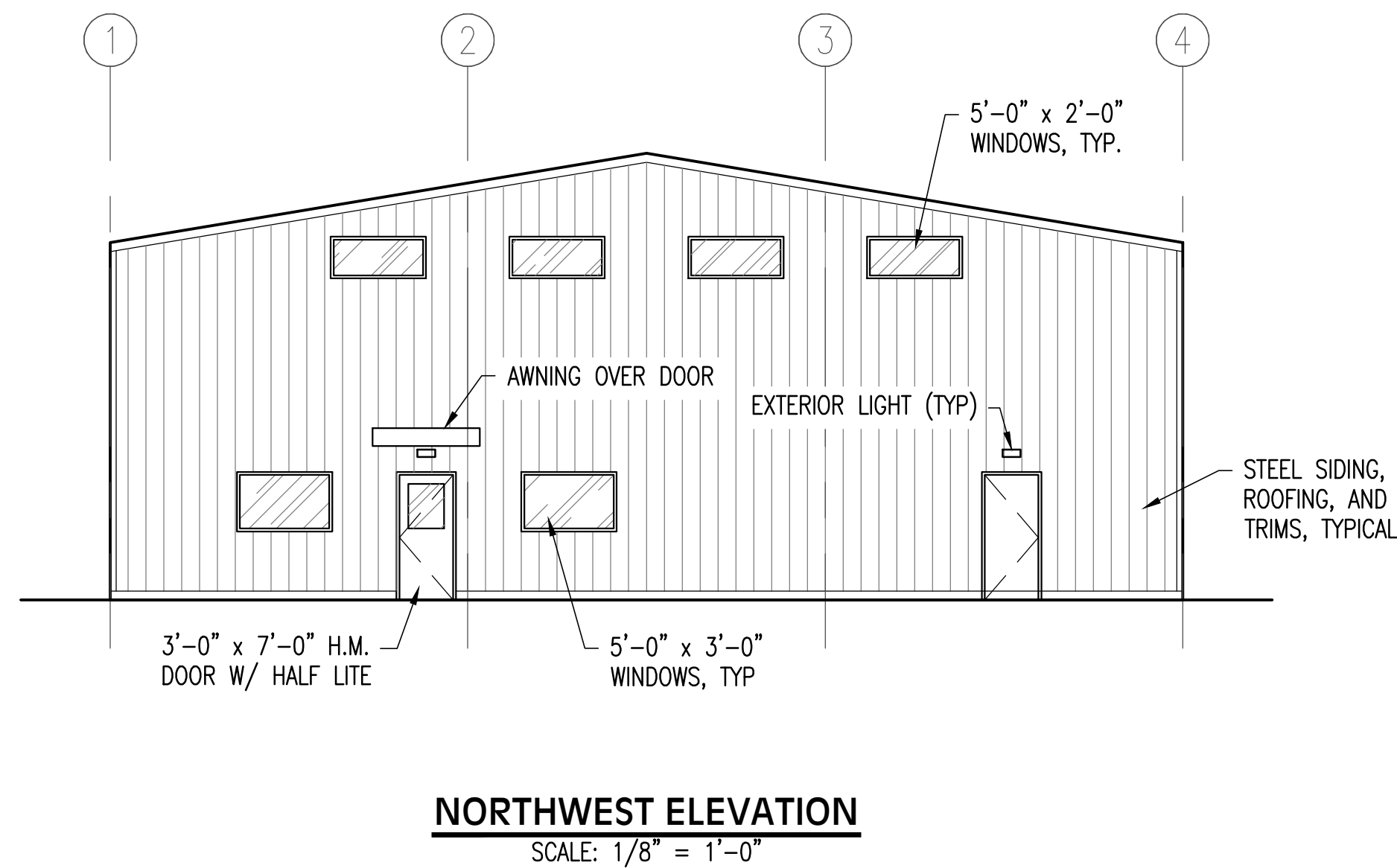
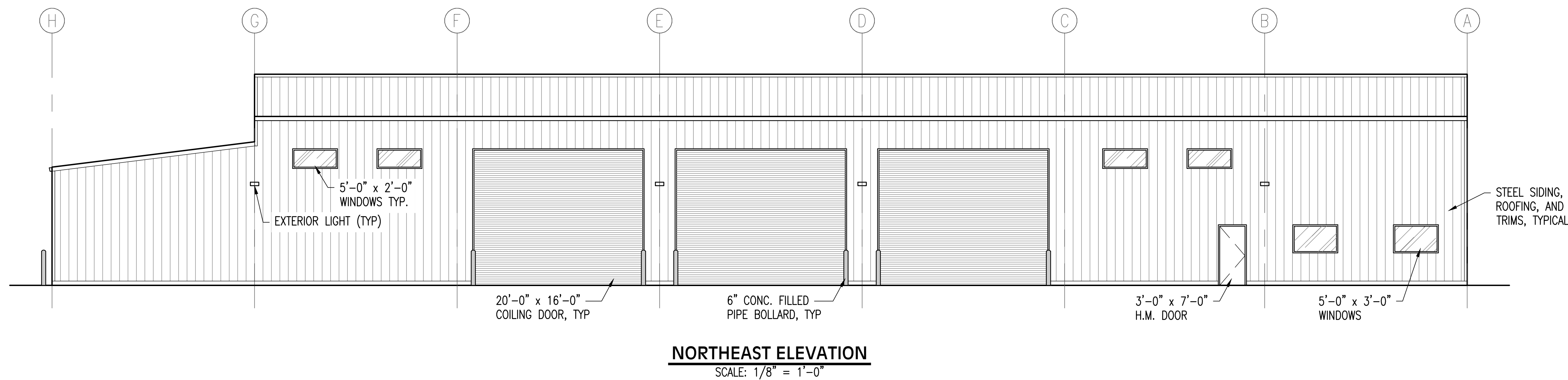
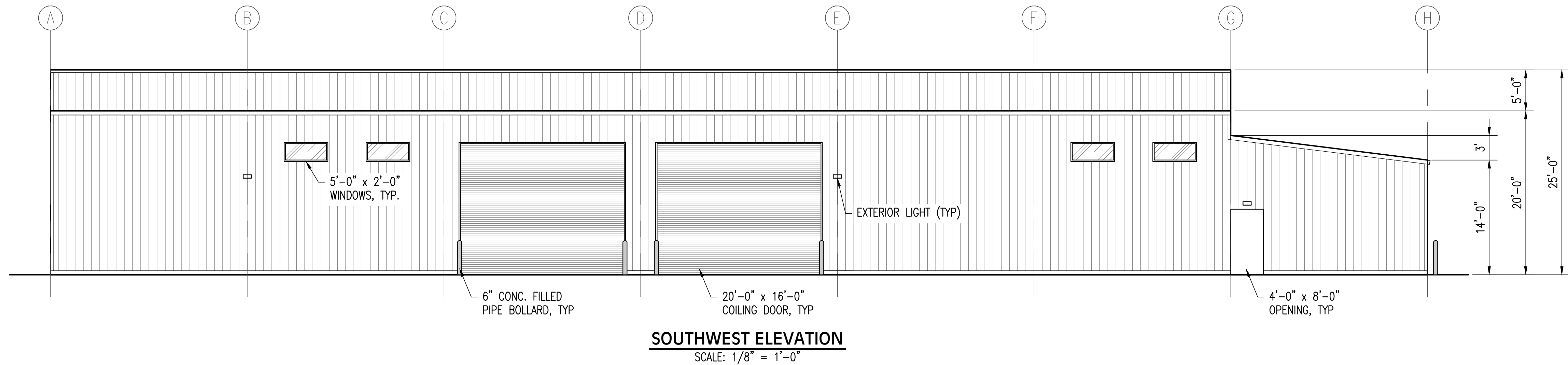
DATE: 10/21/2022
ISSUED
FOR APPROVAL

REV.	REVISION RECORD	DATE



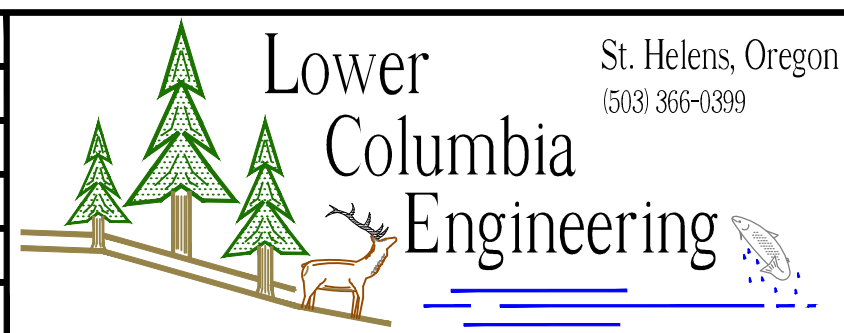
PROJ. NO.	3169	FLOOR PLAN
DWG. BY	RM2	PORT MAINTENANCE BUILDING
APPR. BY		PORT OF COLUMBIA COUNTY
FILE	D-3169-A-1	DATE 03/15/2022

SHEET
A-1



DATE: 10/21/2022
ISSUED
FOR APPROVAL

REV.	REVISION RECORD	DATE



PROJ. NO.	3169	EXTERIOR ELEVATIONS
DWG. BY	RM2	PORT MAINTENANCE BUILDING
APPR. BY		PORT OF COLUMBIA COUNTY
FILE	D-3169-A-2	DATE 03/15/2022

SHEET
A-2

11-21-2022 4:26 PM

F O R M S R E G I S T E R

PACKET: 00456 112122 APPROVALS 11/21/22 BL APPROVALS

SEQUENCE: Contact

Signature: 

Date

11-22-22

Item #6.

ID	PERIOD	-----NAME-----	LICENSE CODE	BALANCE
00088	10/23/22-10/23/23	*BODY MIND SPIRIT HEALING LLC	THERAPY THERAPY/HEALING	0.00
00124	1/02/23- 1/02/24	*GREENHOUSE YELLOWDOOR	HOBBY HOBBY/CRAFT	0.00
00361	2/02/23- 2/02/24	*SEMLING CONSTRUCTION INC	CONTGEN CONTRACTOR-GENERAL	0.00
01150	10/20/22-10/20/23	4TH AVENUE HOMES, LLC	CONTGEN CONTRACTOR-GENERAL	0.00
00936	6/11/23- 6/11/24	COAST TO COAST CARPORTS INC	CONTGEN CONTRACTOR-GENERAL	0.00
01009	11/18/22-11/18/23	COLUMBIA COUNTY MOBILE PT	HOME HOME HEALTH CARE	0.00
00046	8/08/22- 8/08/23	COOLSYS COM & IND SOLUTIONS	REPAIR REPAIR - GENERAL	0.00
01152	10/27/22-10/27/23	CORIA LANDSCAPE INC	LANDSCAP LANDSCAPING	0.00
00997	10/19/22-10/19/23	HALEY & ALDRICH, INC	CONSULT CONSULTING	0.00
00960	7/22/22- 7/22/23	INSULATION CONTRACTORS OF WASH	CONTINDU CONTRACTOR-INDUSTRIA	0.00
01156	11/08/22-11/08/23	LARUSSO CONCRETE INC	CONTCONC CONTRACTOR-CONCRETE	0.00
00292	1/01/23- 1/01/24	MAILBOXES NORTHWEST	MAIL MAIL ORDER	0.00
01002	11/09/22-11/09/23	NATIONAL CONST. RENTALS INC.	FENCE FENCE	0.00
00999	11/03/22-11/03/23	NUNNALLY WELDING LLC	CONTGEN CONTRACTOR-GENERAL	0.00
00288	1/01/23- 1/01/24	PNW METAL RECYCLING INC	SANITATI SANITATION	0.00
00469	1/27/22- 1/27/23	POINTE PEST CONTROL-OR LLC	PEST PEST CONTROL	0.00
01016	12/08/22-12/08/23	PREMIER RESTORATION PARTNERS	CONTGEN CONTRACTOR-GENERAL	0.00
00159	1/01/22- 1/01/23	RAINSHADOW LABS	MANUF MANUFACTURING	0.00
00295	1/01/23- 1/01/24	SOLAGEN INCORPORATED	MANUF MANUFACTURING	0.00
00256	1/01/23- 1/01/24	ST HELENS MARINA	FOODCART FOOD TRUCK	0.00
00206	1/01/23- 1/01/24	STORAGE PAL LLC	STORAGE STORAGE UNITS	0.00
00235	1/01/22- 1/01/23	STRAIGHTFORWARD COMPUTERS	COMPUTE COMPUTER	0.00
00998	10/28/22-10/28/23	TEAM CONSTRUCTION LLC	CONTGEN CONTRACTOR-GENERAL	0.00
01151	10/24/22-10/24/23	VITAL BARRIER SERVICES, LLC	CONTGEN CONTRACTOR-GENERAL	0.00

11-21-2022 4:26 PM

F O R M S R E G I S T E R

PACKET: 00456 112122 APPROVALS 11/21/22 BL APPROVALS

SEQUENCE: Contact

Item #6.

LICENSE CODE	TOTAL	BALANCE
COMPUTE COMPUTER	1	0.00
CONSULT CONSULTING	1	0.00
CONTCNC CONTRACTOR-CONCRETE	1	0.00
CONTGEN CONTRACTOR-GENERAL	7	0.00
CONTINDU CONTRACTOR-INDUSTRIA	1	0.00
FENCE FENCE	1	0.00
FOODCART FOOD TRUCK	1	0.00
HOBBY HOBBY/CRAFT	1	0.00
HOME HOME HEALTH CARE	1	0.00
LANDSCAP LANDSCAPING	1	0.00
MAIL MAIL ORDER	1	0.00
MANUF MANUFACTURING	2	0.00
PEST PEST CONTROL	1	0.00
REPAIR REPAIR - GENERAL	1	0.00
SANITATI SANITATION	1	0.00
STORAGE STORAGE UNITS	1	0.00
THERAPY THERAPY/HEALING	1	0.00
TOTAL ALL CODES:	24	0.00

*** SELECTION CRITERIA ***

License Range: thru ZZZZZZZZZZ
License Codes: All
Balance: 9999999999R thru 9999999999
Fee Codes: All
Fee Paid Status: Paid and Unpaid
Origination Dates: 0/00/0000 thru 99/99/9999
Effective Dates: 0/00/0000 thru 99/99/9999
Expiration Dates: 0/00/0000 thru 99/99/9999
Renewal Dates: 0/00/0000 thru 99/99/9999
Payment Dates: 0/00/0000 thru 99/99/9999
Print Dates: 0/00/0000 thru 99/99/9999
License Status: Active
Termination Code:
Paid Status: Paid
City Limits: Inside and Outside
Printed: No
Comment Code:

** END OF REPORT **