



PLANNING COMMISSION

Tuesday, December 13, 2022 at 7:00 PM
HYBRID: Council Chambers & Zoom (details below)

AGENDA

7:00 P.M. CALL TO ORDER & FLAG SALUTE

TOPICS FROM THE FLOOR (Not on Public Hearing Agenda): Limited to five minutes per topic

CONSENT AGENDA

- [A.](#) Planning Commission Minutes Dated November 8, 2022

PUBLIC HEARING AGENDA (times are earliest start time)

- [B.](#) 7:00 p.m. Historic Resource Review at 251 St. Helens Street - Columbia County

DISCUSSION ITEMS

- [C.](#) Recommendation for Street Vacation at N. 9th Street - Murphy and Bellar

PLANNING DIRECTOR DECISIONS (previously e-mailed to the Commission)

- D. Temporary Use Permit at 71 Cowlitz Street - Michael Sagalowicz (The Klondike Tavern)
- E. Site Design Review (Minor) at 144 Marshall Street - Robertson & Olson Construction, Inc.
- F. Non-Conforming Use Determination at 144 Marshall Street - Robertson & Olson Construction, Inc.
- G. Site Design Review at 465 N Columbia River Hwy - Than Tussing
- H. Extension of Time at 305 Columbia River Hwy - Breslin Properties
- I. Site Design Review (Minor) at 445 Port Avenue - Jack Zinda
- J. Temporary Sign Permit at 2100 Block of Columbia Blvd - Columbia River Fire & Rescue Merchant Toy & Joy
- K. Temporary Use Permit at 175 Bowling Alley Lane - CCPOD, LLC

PLANNING DEPARTMENT ACTIVITY REPORT

- [L.](#) Planning Department Activity Report - November

PROACTIVE ITEMS

- M. Updates on HB 3115 Effort

FOR YOUR INFORMATION ITEMS

ADJOURNMENT

NEXT REGULAR MEETING: January 10, 2023

VIRTUAL MEETING DETAILS

Join: <https://us06web.zoom.us/j/89983883936?pwd=Ti9VSVRJL21zdkxzSkpVcnR4TnpjZz09>

Meeting ID: 899 8388 3936

Passcode: 457384

Dial by your location: +1 253 215 8782 US (Tacoma)

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.



PLANNING COMMISSION

Tuesday, November 08, 2022, at 7:00 PM

DRAFT MINUTES

Members Present: Chair Dan Cary
Vice Chair Russ Hubbard
Commissioner Steve Toschi
Commissioner Jennifer Pugsley
Commissioner Audrey Webster
Commissioner Sheila Semling

Members Absent: Commissioner Russ Low

Staff Present: City Planner Jacob Graichen
Associate Planner Jennifer Dimsho
Community Development Admin Assistant Christina Sullivan
Councilor Patrick Birkle

Others: None

CALL TO ORDER & FLAG SALUTE

TOPICS FROM THE FLOOR (Not on Public Hearing Agenda): Limited to five minutes per topic

There were no topics from the floor.

CONSENT AGENDA

A. Planning Commission Minutes Dated October 11, 2022

Commissioner Toschi requested an amendment to the minutes.

Motion: Upon Commissioner Webster's motion and Commissioner Semling's second, the Planning Commission unanimously approved the Draft Minutes dated October 11, 2022, with the amendment to exclude the indemnity clause found on Page 4. [AYES: Vice Chair Hubbard, Commissioner Toschi, Commissioner Webster, Commissioner Pugsley, Commissioner Semling; NAYS: None]

PUBLIC HEARING AGENDA (times are earliest start time)

B. 7:00 p.m. Variance at 144 N 2nd Street – Pugsley & Garcia

Commissioner Toschi disclosed a potential bias as he is friends with the applicant. Despite this, Commissioner Toschi felt he could still make a fair decision. The applicant did not object to continue in making the decision.

Commissioner Pugsley recused herself from the public hearing since she is the applicant.

Associate Planner Jennifer Dimsho presented the staff report dated November 1, 2022. She said the applicant wants to build a deck as part of a larger home remodel. She oriented the Commission with

the location of the home. She said in 2021, the property owner sold the back portion of the lot that fronts North 1st Street and there is currently a duplex on that portion of the lot. This duplex has two easements for access, parking, and utilities. She also mentioned there is a pedestrian easement where the duplex owners can park their car and walk down to their home entrance.

She said the applicant plans to build an approximately 180 square-foot deck. She said a small portion of the deck encroaches into a required setback. Because of the access easement, the applicant's setback is 10 feet instead of 5 feet. The setback is also measured from the easement, not the property line, which is why the Variance is needed. She mentioned there is some elevation of the deck with siding, so there would be privacy for the users of the space and not easily visible to those who are using the access easement.

She said the placement of the deck was the best area to build one because it requires the least exceptions to the code.

Chair Cary asked about access for large trucks and emergency vehicles and if there was substantial room for them to get in. City Planner Graichen said the length of the access easement does not warrant a fire turnaround.

Pugsley, Jennifer. Applicant. Pugsley was called to speak. She said they did not add on to the house at all and removed some of the sheds and carports that were encroaching on the easement. She said they did not proposed a deck in the back, because the neighbor to the north would have their view obstructed more. So, she said this placement was the best area to impact her neighbors the least. She mentioned they want to improve the house and stick with the period of the house. She said they plan to add more greenery and remove some of the asphalt. She said the railing will have siding to match the house, but will not be all the way to the ground

In Favor

No one spoke in favor.

Neutral

No one spoke in neutral

In Opposition

No one spoke in opposition

Rebuttal

There was no rebuttal.

End of Oral Testimony

There were no requests to continue the hearing or leave the record open.

Close of Public Hearing & Record

Deliberations

There was a small discussion about the utility easement and what utilities run through it. Dimsho said the deck was not proposed to encroach into the easement and would not interfere with the ability to access utilities.

There was a small discussion about the design of the deck and making sure it had the least impact on vehicles coming into the parking area.

Motion: Upon Commissioner Toschi's motion and Commissioner Webster's second, the Planning Commission unanimously approved the Variance as recommended by staff. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Toschi; Nays: None]

Motion: Upon Commissioner Webster's motion and Commissioner Toschi's second, the Planning Commission unanimously approved the Vice Chair to sign the Findings when prepared. [Ayes: Vice Chair Cary, Commissioner Semling, Commissioner Webster, Commissioner Toschi; Nays: None]

DISCUSSION ITEMS

C. Semi-Annual Planning Department Report

City Planner Graichen presented the report they also give to the City Council to keep the Planning Commission informed of what is going on.

Dimsho talked about several projects they are working on and managing. She talked about Phase 1 of the St. Helens Industrial Business Park. She said Portland General Electric was working on the land use permitting and applications to bring in a new sub-station. She also discussed Phase 1 of the Riverwalk. She said they were working toward 90-percent design. She gave the updates on the funding source and making sure they complied with federal grant requirements.

She mentioned the Columbia Pacific Food Bank and that the project was completed. She also talked about a few other projects she was working alongside, including the Streets & Utilities improvements, Grey Cliffs Park in-water facility design, and the Campbell Park Sports Court project.

She also mentioned the Safe Routes to School grant and the project costs increased. She said she was working with Engineering to locate additional funds and lower the costs of the actual work to be done.

Graichen talked about more Planning Department projects that were completed. He shared the maps and data for the new GIS system. He also talked about the Proactive Initiative with the Planning Commission, their above average recruitment for vacancies, and upcoming HB 3115 measure.

He discussed the Chase Road agreement that originated in 2009. He said there was an access easement agreement that they recently updated and recorded. He said they will need to keep this easement intact as this could help with future development of the property.

Graichen and Dimsho talked about the current development projects they were working on. Graichen also showed some before and after photos of the New Legacy Clinic, Apartments, Grocery Outlet and Popeye's transformation. He discussed the upcoming Columbia Commons Commercial Subdivision. He also talked about the Comstock Subdivision movement, the Sand Island projects and even the High School renovations.

Graichen talked about the Planning Department regulations for the timeline that projects have and the required dates for notices, public hearings and pre-application meetings and decisions to be met by State rules (120-day rule).

There was a small discussion about the timelines and the importance of greater resources for the Planning Department.

Graichen also talked about the different departments in Community Development, Building, Engineering and Planning. He talked about how they work together to make the work life more efficient. He said all departments need people, but they can work together when a new staff member is brought on board. He made a recommendation to support additional Engineering Department staff.

D. Planning Commission Interview Committee Recommendations

Graichen mentioned there were four candidates interviewed, a fifth candidate was considered but not re-interviewed. The Interview Committee ultimately recommended Charles Castner and Ginny Carlson to be the new Planning Commissioners.

Motion: Upon Commissioner Semling's motion and Commissioner Toschi's second, the Planning Commission unanimously recommended to City Council the approval of these two candidates. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Toschi, Commissioner Pugsley; Nays: None]

PLANNING DIRECTOR DECISIONS (previously e-mailed to the Commission)

- E. Site Design Review at 700 Port Avenue - Pellham
- F. Temporary Sign Permit at 2100 Block of Columbia Blvd - Heather Epperly Agency, Inc.
- G. Site Development Review, Scenic Resource at vacant lot north of 244 N 1st Street - Cuddigan

There was no discussion of the Planning Director Decisions.

PLANNING DEPARTMENT ACTIVITY REPORT

H. Planning Department Activity Report - October

There was no discussion of the Planning Department Report.

PROACTIVE ITEMS

I. Update on HB 3115 Proactive Study

Commissioner Toschi reshared information on the HB 3115 Proactive Study. He gave a presentation on ideas to prevent homelessness. He talked about the status of the law and what was happening, generally, in other cities and states. He talked about preliminary data on who the homeless people are.

He also discussed some enforcement issues that other cities had experienced and now were having to reestablish how to handle their sleeping and lying laws. He said St. Helens already had several efforts in place to prevent massive homelessness and shared some more ideas on how to handle and prevent any future issues with homelessness.

He talked about doing a guest model and a place for homeless to camp. He talked about reviewing and strengthening the laws already in place to enforce drug use, possession, and requirement of treatment. He also said there should be research with top legal counsel to help advise the Planning Commission and the subcommittee on how to move forward.

There was a discussion on where individuals could camp and the possibility of creating a place for temporary camping.

Commissioner Toschi orally presented some resolutions on how he would like to move forward. He wanted to resolve to have the Council provide them with a budget to retain legal counsel, that the City Administrator would be actively involving the Planning Commission in how to move forward with this HB 3115 measure.

There was a discussion on what resolutions would be appropriate to request.

Councilor Birkle talked about moving forward and not rehashing the same items. He mentioned there would be new Councilors coming in and they would need to work together to move forward in making something happen to protect St. Helens from the HB 3115 measure.

There was also discussion on how the League of Oregon Cities would provide definitions for this measure as well and give guidance on how to move forward.

Graichen asked if the Subcommittee could start researching the ideas to resolve and research these ideas to get some movement forward since they took this item on as a proactive item. Commissioner Toschi asked if there was a resource to review to help them research these ideas and move forward.

Chair Cary mentioned that when this subject was brought to the Commission to be taken on by the Proactive Committee that it was going to be very legal and attorney research needed. He was not sure that they needed more legal help at this time in the research.

City Councilor Birkle advised that he was unsure that they would need more funding before they could do some more research and to work with his other Commissioner sub-committee members to take on some of the research. He was unsure why the City Council would need to give specific direction at this point of the research. He also did not feel it was necessary to have the City Council direct staff to work with the Subcommittee as he said the staff would already be willing to do that and were already doing that. He said he did not think there would be a battle as the City Council wanted to work with the Planning Commission as a partner on this subject.

Commissioner Toschi made a motion to have a resolution to go and speak to the City Attorney for information on how to move forward with the HB 3115. Graichen mentioned this could cause an issue with the City as who would pay for the time spent with the attorney. He wanted to be able to move forward productively. The motion did not move forward.

Motion: Upon Commissioner Toschi's motion and Vice Chair Hubbard's second, the Planning Commission unanimously approved to have the City Administrator keep the Planning Commission subcommittee advised of all potential solutions being actively considered by the City. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Toschi, Commissioner Pugsley; Nays: None]

Motion: Upon Commissioner Toschi's motion and Commissioner Semling's second, the Planning Commission unanimously approved to have the subcommittee meet with police and the library form a stakeholder group and regroup and discuss in January. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Toschi, Commissioner Pugsley; Nays: None]

FOR YOUR INFORMATION ITEMS

Graichen mentioned the City Council agreed to a joint Planning Commission and City Council Meeting for December 14, 2022. He said they would include the new Commissioners and City Council members.

ADJOURNMENT

There being no further business before the Planning Commission, the meeting was adjourned 10:50 p.m.

Respectfully submitted,

*Christina Sullivan
Community Development Administrative Assistant*

**CITY OF ST. HELENS PLANNING DEPARTMENT
STAFF REPORT
HHR.1.22**

DATE: December 6, 2022
TO: Planning Commission acting as the **Historic Landmarks Commission**
FROM: Jennifer Dimsho, AICP, Associate Planner

APPLICANT: Emerick Architects, c/o Brendan Hart
OWNER: Columbia County

ZONING: Riverfront District, RD, Plaza Subdistrict
LOCATION: 251 St. Helens Street (John Gumm School); 4N1W-3BB-12600
PROPOSAL: Exterior modifications to a locally designated landmark

SITE INFORMATION

Site Description: The Olde School, known as the John Gumm School after a major benefactor, is deemed a “Secondary Significant” structure in the St. Helens Downtown Historic District from the National Register of Historic Places. It was built in 1919 in the “Georgian Revival” style. A description of architectural features and history of the structure are included in the following excerpt from the district’s nomination form from 1984:

“The John Gumm School is a two story 'L' shaped structure with a five-bay symmetrical front. The building has stucco siding and eight-over-eight double-hung wood sash windows which are generally in groupings of four. The central bay is a pedimented pavilion, supported by two pairs of large Tuscan columns. The bays flanking the central pavilion have groupings of four double-hung windows at the first and second stories and the end bays have fixed sash windows high in the second story wall. The east and west sides of the building are three bays wide. The central bay has a doorway with top and side lights at the first story and irregular fenestration at the second story. The central bay is flanked with identical bays which have four double-hung sash windows at the first and second story level. The fenestration on the rear of the building is irregular.

Except for the modification to some windows on the rear facade; the building appears to be entirely intact. In 1902, the first John Gumm School, a two-story wood frame structure with a stone foundation, was built on the site of the present John Gumm School. It was destroyed in a fire which broke out during the night of September 16, 1918. The origin of the fire was a mystery although many believed it had been started by an arsonist. After much delay and public discussion, the school directors called a special meeting to the legal voters of District No. 2 on December 7. They proposed to construct a building of tile and fire resisting material on the site of the old building.”

According to the 1999-2000 John Gumm School Yearbook (the school’s last yearbook) which was uploaded to the Columbia County History Museum’s website, the school served grades 1-12 from 1919 to 1926, grades 1-8 until 1958, and grades K-6 until December 1999. In December

1999, the building was declared unsafe and closed immediately. Since then, according to building permit records, the first floor and basement have received occupancy for various office, storage, and commercial activities. The 2nd floor is unfinished with no use established. There is also a large accessory structure (originally a covered playground) which is used for storage.

Proposal: Columbia County is proposing to establish a government administrative facility/office on the first floor, second floor, and basement. A historic cultural facility (i.e., history museum) will also be on the first floor. The accessory structure will remain. Establishing these uses will be reviewed under Site Development Review (SDR.9.22).

Per the definition of “Historic Resource” in Chapter 17.36 SHMC, historic resource types include: buildings, structures, objects, sites, or districts. The John Gumm School (a singular building) is listed as a designated landmark on the City’s locally designated landmark list, which is why exterior modifications triggered this Historic Resource Review and public hearing. Exterior modifications to the school **building** include:

- New wall signage
- Restoration of original windows, doors, and other architectural features including the pediment, entablature, and cornice
- Removal of non-original wheelchair lift on the west façade with a new accessible ramp to the front entrance (previously approved with HRR.2.20)
- Balcony restoration and removal of non-original second level exterior stairs on the east and west facades, including installation of new guardrails and handrails
- New trash/mechanical enclosure
- New building lighting

In addition, there are modifications to the **site** (as opposed to the John Gumm school building) which fall under SHMC 17.32.172.(7) and require that permanent exterior architectural changes to buildings and signs that are not designed as locally significant resources comply with the *Riverfront District’s Architectural Design Guidelines*. These modifications include:

- New emergency generator enclosure adjacent to the former covered playground now used as a storage building
- New freestanding sign proposed in a similar the same location as the sign which is there today

After the public hearing and deliberations, the Historic Landmarks Commission shall make a recommendation to the approval authority as to whether the Commission believes the site modifications comply with the guidelines which can be find on the City’s website here:

<https://www.sthensoregon.gov/planning/page/riverfront-district-architectural-design-guidelines>

PUBLIC HEARING & NOTICE

Hearing dates are as follows:

December 13, 2022 before the Planning Commission

Notice of this proposal was sent to surrounding property owners within 300 feet of the subject property on November 22, 2022 via first class mail. Notice was sent to agencies by mail or e-mail on the same date. Notice was published in the The Chronicle on November 30, 2022.

AGENCY REFERRALS & COMMENTS

As of the date of this staff report, no relevant agency comments have been received.

APPLICABLE CRITERIA, ANALYSIS & FINDINGS

SHMC 17.36.040(3) Criteria for Alteration

In order to approve an application for the alteration of a designated landmark or historic resource of statewide significance, the commission must find that the proposal meets the following standards:

- (a) The purpose of the historic overlay district as set forth in [SHMC 17.36.005](#).
- (b) The provisions of the comprehensive plan.
- (c) A property shall be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
- (d) The historic character of a property shall be retained and preserved. The removal or relocation of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property shall be avoided.
- (e) A property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, shall not be undertaken.
- (f) Changes to a property that have acquired historic significance in their own right shall be retained and preserved.
- (g) Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
- (h) Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and, where possible (including environmental considerations), materials. Replacement of missing features shall be substantiated by documentary and physical evidence.
- (i) Chemical and physical treatments, if appropriate, shall be undertaken using the gentlest means possible. Treatments that cause damage to historic materials shall not be used.
- (j) Archeological resources shall be protected and preserved in place. If such resources must be disturbed, mitigation measures shall be undertaken.
- (k) New additions, exterior alterations, or related new construction shall not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and shall be compatible in appearance with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
- (l) New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Discussion: (a) The purpose of this Chapter is noted under Section 17.36.005. As it relates to this proposal, the purpose of this chapter is to accomplish the *protection, enhancement, and perpetuation of improvements that represent or reflect elements of the city's cultural, social,*

economic, political, and architectural history. In addition, because of the co-location of the Columbia County History Museum, the proposal also includes *protection and enhancement of the city's attractions to tourists and visitors* and promotes the use of historic districts and landmarks for the *education of the city*.

Finding: The Commission can find that this review complies with the purpose of the historic district overlay as described in SHMC 17.36.050.

(b) The Comprehensive Plan includes a policy to “subject proposed remodeling of the City’s historic resources to design review to encourage preservation of the structure’s historical assets.” This is the review of an alteration to a City historic resource. In addition, the Comprehensive Plan includes a policy to “encourage adaptive reuse of historic resources.”

Finding: The Commission can find that the County is proposing to reuse the former school as government administrative offices which complies.

(c) The building’s use as a school has ceased since 1999. Office uses have been approved through previous building permits since 2000. This section requires that new uses must require minimal change to distinctive materials, features, spaces, and spatial relationships. The building footprint of the school is remaining unchanged. Arguably, the most distinctive features of the Olde School are the columns, windows, and “pedimented pavilion” (the roof line along the recessed entry). None of these features are proposed to be altered with the exterior modifications listed on page 2. All of the new items proposed address alterations that would be required with most new uses in order to comply with the Development Code.

Finding: The Commission can find that this proposal requires only minimal change to distinctive materials, features, spaces, and spatial relationships.

(d) There are a few areas which have **removal** of features proposed with this project: the removal of the wheelchair lift on the west elevation and the removal of the second level exterior stairs on the east and west elevations. All removals are of non-original features.

Finding: The Commission can find that there are no distinct materials that characterize the property being removed.

Areas of **alteration** include a new trash/mechanical enclosure, new wall signage, a new entrance ramp at the north façade, restoration of windows/doors, and improvements to the east/west balconies. Of these alterations, signage, the main entry, the balconies, and the windows/doors and could be characterized as **distinct features**. Photos of the original district features have been provided.

The applicant is proposing removal of non-original wall signage and replacement with original wall signage (“John Gumm” instead of “The Olde School”). This complies.

The applicant is proposing a new accessible ramp to the main entry of the building. It will require removal of a small portion of the front entry porch which will not be visible from the

front, although the front entry porch is clearly a distinct feature. Does the Commission feel alteration of this distinct feature is minimal?

The applicant is proposing restoration of the original balconies by removing non-original exterior stairs on the south/east/west sides and installing new balcony guardrails and handrails which meet today's code and safety requirements. This complies.

The applicant is proposing removing mesh and restore all original windows. They are also proposing to remove wall infill and install new aluminum-clad wood windows where original windows used to be on the south elevation. There is a window on the south elevation next to the mechanical/trash enclosure and two windows on the west elevation which are proposed to be removed and replaced with mechanical louvers in the existing openings. Does the Commission feel alteration of these windows is minimal or that these windows are not distinct features due to their location on the secondary frontages (i.e., not the façade with the main entrance for the general public)?

The applicant is proposing to restore the original entry doors, transom windows, and sidelights. The restored doors will be equipped with electronic operators to comply with accessibility requirements. The door color is proposed to change to the accent color (blue) which appears to match the roof fascia. Currently, these elements are a reddish brown. Staff feels this complies.

Finding: Does the Commission find that alterations of distinct features is minimal and/or that the alterations of certain features are not distinct features due to their location on the secondary frontages (i.e., not the façade with the main entrance for the general public)?

(e) The new front entry ramp will have a new half-wall with concrete caps matching the existing caps on the east and west stairs. As seen on the original rendering of the school from 1919, these capped walls are not original. However, they have been part of the building for over 75 years. The guard wall and cap will be consistent with this structure and does not pull features or elements from other historic properties.

Finding: The Commission can find that any changes proposed do not pull features or elements from other historic properties or create a false sense of historical development.

(f) There have not been any alterations to the school since construction which have formerly acquired historic significance in their own right.

Finding: The Commission can find that there have not been any alterations to the school since construction which have formerly acquired historic significance in their own right.

(g) For the new entry ramp, the new concrete wall cap is proposed to match the existing stair wall caps on east and west façade. The ramp wall itself is proposed to be a concrete wall with painted plaster to match the existing color of the base of the building. There is a section of the column's base that will be removed to accommodate the accessible route entry. The exposed surfaces are proposed to be finished to match adjoining surfaces.

The steel handrailing and the pickets and tube posts both say “exterior paint or powder-coat finish on steel – Color TBD.” **Given the prominence/visibility of the entry, does the Commission want to recommend a color, or deny any finishes/colors?** Unpainted galvanized steel finish may look out of place/be incompatible. There is similar guardrail proposed on the east/west balconies and southern exit as well. There is a proposed accent color proposed for the roof fascia board (blue). **Leaving this decision up to the design experts is certainly an option too.**

Finding: The Commission can find that distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property are preserved <<**with a condition about color of railings/pickets/tube posts if desired?>>>**

(h) The east/west balconies and southern exit will be preserved and only altered to meet current code. Restoration (as opposed to complete replacement) of the existing entry door, windows, cornice, pediment, entablature and wood louvers is proposed. This complies.

Replacement of missing features includes windows which have been filled in on the south elevation and replacement of the original signage wall signage. This has been documented with photo evidence. This complies.

Finding: The Commission can find that deteriorated historic features are being repaired, rather than replaced. A recommended condition of approval states all new features, including the new windows on the southern façade shall match the old in design, color, texture, and, where possible (including environmental considerations), materials.

(i) Finding: Although none are proposed, this is a recommended condition of approval.

(j) Finding: This is not relevant to this proposal.

(k) The new additions include a new entry ramp, a new mechanical/trash enclosure, and new lighting.

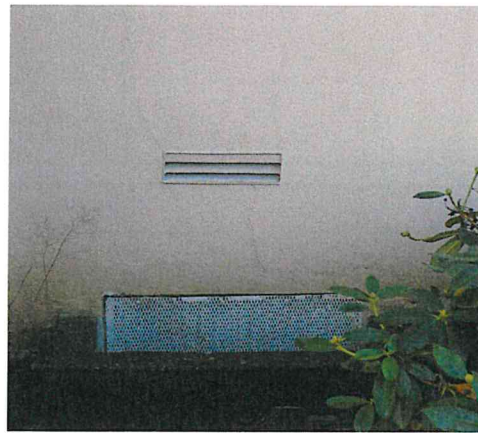
The new ramp will retain the symmetry of the front façade by maintaining a consistent color scheme by painting new ramp features to match and using similar construction materials (concrete, painted plaster) as the surrounding area.

The new mechanical/trash enclosure will be painted wood siding to match the existing building.

New exterior building lighting is proposed on all elevations. All lights to be removed are non-original and new lights to be added are required for crime prevention/public safety. The most visible and prominent light fixture is the front entry pendant light. Staff feels the proposed fixtures (wall packs along the perimeter exterior of the building, pendant at the front entry, and surface mount (balconies and south stairs) are appropriate. **Does the Commission agree?**

There are two areas where new aluminum louvers will replace existing windows (west and south facades). The color the louvers is unknown, although they will be aluminum. Does the Commission want to recommend a color and/or deny any finishes/colors? Bright or unfinished

aluminum would be incompatible. The existing wooden louvers which will be restored are painted to match the surrounding exterior (two examples pictured below).



Overall, staff feels these new features do not destroy historic materials, features, and spatial relationships that characterize the property and that the exterior alterations will be differentiated from the old just by the nature of refinishing and matching paint colors and installation of new guard rails and handrails which are required per code.

Finding: The Commission can find that the exterior alterations in this proposal are compatible in appearance with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment <<with any added conditions related to louvers or anything else the Commission wants to include>>.

(I) Removal of the trash/mechanical enclosures or freestanding signage would not impact the form or integrity of the building.

If the entry ramp were removed, the use of the space was previously a landscaped planter. Removal of the new concrete walls, ramps, and curbing would be a large construction project, but once removed, it would be fairly easy to return this area back to its former use as landscaping. From the street, it would not be clear that a portion of the column's base had been removed to accommodate an ADA ramp.

Finding: The Commission can find that, if additions included in this proposal were removed, the essential form and integrity of the historic property and its environment would be unimpaired.

SHMC 17.36.040(4)

(4) Prior to alteration, current photographs and/or drawings of all elevations shall be provided to the city for its public records. Photographs and drawings shall be archival quality; proof of such shall be provided with the photographs and/or drawings.

Finding: Current digital photos (and hardcopies of the application package) have been included in the record for this HRR. **Should the Commission require hard copy archival prints as a condition?**

CONCLUSION & RECOMMENDATION

Please note that the requirements of other City of St. Helens departments (e.g., Building, Engineering, and Administration) and other agencies (local, state and/or federal) may apply to this proposal. This **local land use approval** decision does not exempt and is not a substitute for those requirements.

Based upon the facts and findings herein, the City Planning Administrator recommends approval of this **Historic Resource Review** with the following condition:

1. Plans submitted with building permits must be materially the same as reviewed with this HRR proposal. Any alterations or plan revisions which substantially alter the details described in the HRR package or conditions of approval herein shall require a new Historic Resource Review before the Historic Landmarks Commission.
2. This HRR acknowledges the proposed use per SHMC 17.36.040(3)(c) but a Site Development Review and Sign Permits are still required to allow the overall proposal. Alterations proposed to the building in conjunction with the overall proposal may be allowed to the extent of this HRR. However, this HRR does not mandate an alteration if the scale of the proposal decreases for reasons beyond the applicant's control. For example, if a previous alteration such as window infill is omitted from the proposal and will remain as is, this would not be a revision warranting a new HRR per condition 1.
3. All new features, including but not limited to, the windows on the southern façade, shall match the old in design, color, texture, and, where possible (including environmental considerations), materials.
4. No damaging physical or chemical treatments are to be used as part of this project.
5. **Does the Commission have any recommended colors/finishes for the guard rails, handrailings, pickets/tube posts, the mechanical louvers, or anything else?**

CONCLUSION & RECOMMENDATION

The Historic Landmarks Commission shall make a recommendation to the approval authority as to whether the Commission believes the proposal complies with the guidelines which can be found on the City's website here: <https://www.sthelensoregon.gov/planning/page/riverfront-district-architectural-design-guidelines> These modifications to the site include:

- New emergency generator enclosure adjacent to the former covered playground now used as a storage building

- New freestanding sign proposed in a similar the same location as the sign which is there today

Staff thoughts: The guidelines state that traditional pallet of colors and materials are preferred. Alterations should appear similar to those seen traditionally to establish a sense of visual continuity. The generator enclosure says “vertical lap siding to match existing outbuilding on site to match adjacent walls.” Excepting the mural which will be adjacent to the proposal, staff feels this complies.

For the freestanding sign, the sign should not obscure important architectural details or overpower the façade. Given the placement of the sign on the site close to the sidewalk, staff feels there will be limited impact on obstruction of the building. The guidelines also include a list of appropriate materials which includes galvanized sheet metal. The sign proposed is made of powder coated steel painted to match the building with painted bronze finished aluminum stand-off letters (similar to the wall signage proposed). The guidelines also state that the freestanding sign should incorporate architectural features of the building it served. The proposed sign includes a similar cornice and entablature which staff feels complies.

Does the Commission make a recommendation to staff that the site alterations listed above comply with the Riverfront District’s Architectural Design Guidelines?

Attachments: *Plan set (32 pages), Applicant narrative (8 pages)*

JOHN GUMM BUILDING CIVIC OFFICES
HISTORIC RESOURCE REVIEW
NOVEMBER 7, 2022

Item B.



SHEET LIST

HRR-1.1	COVER
HRR-1.2	PROJECT INFORMATION
HRR-1.3	SITE CONTEXT
HRR-1.4	EXISTING SURVEY
HRR-2.0	PHOTO KEY PLAN
HRR-2.1	SITE ORIENTATION PHOTOS
HRR-2.2	SITE ORIENTATION PHOTOS
HRR-2.3	EXISTING PHOTOS - NORTH FACADE
HRR-2.4	EXISTING PHOTOS - EAST FACADE
HRR-2.5	EXISTING PHOTOS - SOUTH FACADE
HRR-2.6	EXISTING PHOTOS - WEST FACADE
HRR-2.7	EXISTING PHOTOS - SITE
HRR-2.8	HISTORIC PHOTOS
HRR-3.1	EXISTING ELEVATIONS
HRR-3.2	EXISTING ELEVATIONS
HRR-4.1	PROPOSED SITE PLAN
HRR-4.2	PROPOSED FLOOR PLAN - BASEMENT
HRR-4.3	PROPOSED FLOOR PLAN - LEVEL 01
HRR-4.4	PROPOSED FLOOR PLAN - LEVEL 02
HRR-4.5	PROPOSED ROOF PLAN
HRR-6.1	PROPOSED ELEVATIONS
HRR-6.2	PROPOSED ELEVATIONS
HRR-6.3	EXTERIOR MATERIALS & PRODUCTS
HRR-7.1	PROPOSED EXTERIOR RAMP
HRR-7.2	PROPOSED EXTERIOR DETAILS
HRR-7.3	PROPOSED SIGNAGE
HRR-7.4	PROPOSED BALCONY RAIL
HRR-7.5	PROPOSED WINDOW DETAILS
HRR-7.6	PROPOSED NEW SOUTH STAIR
HRR-7.7	PROPOSED TRASH/GENERATOR ENCLOSURE
HRR-8.1	PROPOSED SITE LIGHTING PLAN
HRR-8.2	PROPOSED SITE LIGHTING

JOHN GUMM BUILDING CIVIC OFFICES

HISTORIC RESOURCE REVIEW

NOVEMBER 7, 2022

Item B.

PROJECT SUMMARY

The John Gumm Building is situated on a one-acre site in St. Helen's, Oregon, at the north end of the downtown center near the historic county courthouse, and just west of the Columbia River. Constructed in 1919, the building functioned as a schoolhouse, and is listed as a contributing building in the St. Helens Historic District (842001501) and as a locally designated Landmark by the City of St. Helens. In 1999, the site was converted for use as mixed-tenant commercial space. The property also contains an additional structure (originally the playground enclosure for the school) and a parking lot.

The proposed project will convert the John Gumm Building for use by Columbia County, and include a mix of civic offices space, public assembly space, and the new home for the Columbia County Museum. The building footprint will be unaltered. Exterior alterations to the building include the removal of non-original elements (platform lift, exterior exit stairs), replacement of some since-removed windows, and a new ramp to provide an accessible route to the primary entrance. The project also will include a restoration of original windows, doors, and significant architectural features. Exterior site renovations will include regrading and restriping of the parking lot, a new trash/mechanical enclosure, added site lighting, and new landscaping.

PROJECT TEAM

ARCHITECT

Emerick Architects P.C.
Contact Person: Brendan Hart
321 SW 4th Avenue, Suite 200
Portland, OR 97204
PHONE: 503.235.9400
EMAIL: brendan@emerick-architects.com

CLIENT

Columbia County
Contact Person: Riley Baker
230 Strand Street
St. Helens, OR, 97051
PHONE: 971.328.2537
EMAIL: riley.baker@columbiacountyor.gov

CONTRACTOR

Bremik Construction
Contact Person: Ben Carlson
1026 SE Stark Street
Portland, OR, 97214
PHONE: 503.688.1000
EMAIL: bc@bremik.com

PROJECT MANAGER

Ameresco, Inc.
Contact Person: Jason Carver, P.E.
9700 SW Capitol Highway, Suite 110
Portland, OR 97219
PHONE: 503.290.1297
EMAIL: jcarver@ameresco.com

MEP ENGINEER

System Design Consultants, Inc.
Contact Person: Kelly M. Johnson
333 SE 2nd Avenue, Suite 100
Portland, OR, 97214
PHONE: 503.248.0227
EMAIL: kelly@sdcpdx.com

STRUCTURAL ENGINEER

Schutte Consulting Engineers, Inc.
Contact Person: Chris Mount
310 SW 4th Avenue, Suite 400
Portland, OR, 97204
PHONE: 503.241.0161
EMAIL: chris@scestructural.com

CIVIL ENGINEER AND
LANDSCAPE ARCHITECT

Lower Columbia Engineering, LLC
Contact Person: Brett Kahr
58640 McNulty Way
St. Helens, OR, 97051
PHONE: 503.366.0399
EMAIL: brett@lowercolumbiaengr.com

PROJECT INFORMATION

ADDRESS:	JOHN GUMM SCHOOL 251 ST. HELENS STREET ST. HELENS, OREGON 97501
TAX LOT:	4N1W3BB12600
HISTORICAL DESIGNATION:	-- ST. HELENS DOWNTOWN HISTORIC DISTRICT CONTRIBUTING BUILDING, SECONDARY SIGNIFICANCE ITEM 7 PAGES 66-67 -- CITY OF ST. HELENS DESIGNATED LANDMARKS REGISTER ORDINANCE NO. 3250, ATTACH B, ITEM 10
YEAR BUILT:	1919
ZONING DESIGNATION:	RD (RIVER DISTRICT) PLAZA (SUBDISTRICT BY ORDINANCE No. 3215 ATTACH C)
ALLOWABLE HEIGHT PER ZONE:	45 FEET BY RD-PLAZA (EXISTING BLDG - NO CHANGE)
LOT DIMENSIONS:	228 FT x 200 FT
LOT SIZE:	45,600 S.F.
EXIST. LOT COVERAGE:	JOHN GUMM: FOOTPRINT 10,922 S.F. / LOT SIZE 45,600 S.F. = 24.1% ENCLOSED MAINTENANCE BLDG: FOOTPRINT 5300 S.F. / LOT SIZE 45,600 S.F. = 11.6% TOTAL = 35.7%



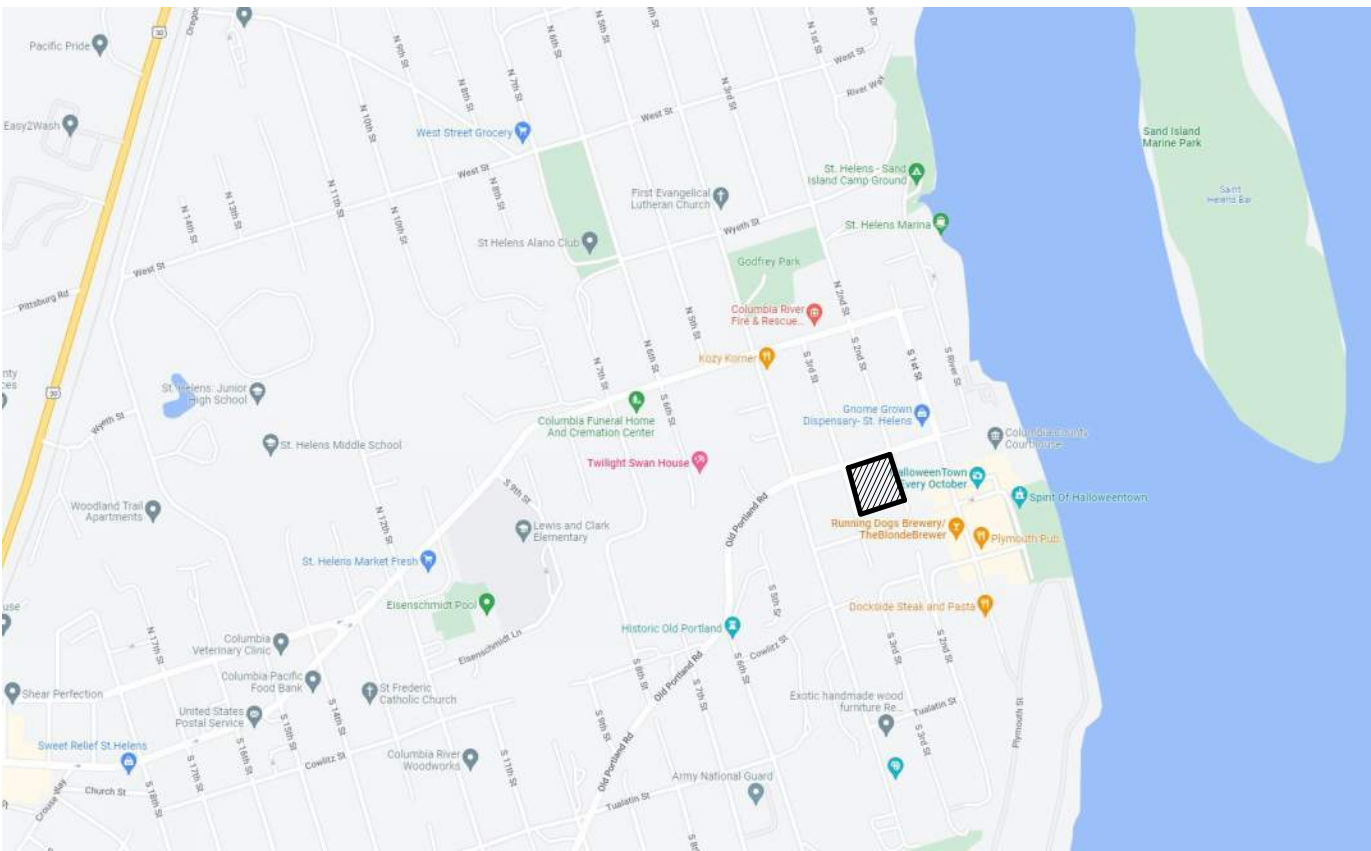
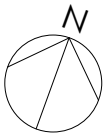
JOHN GUMM BUILDING CIVIC OFFICES
HISTORIC RESOURCE REVIEW
NOVEMBER 7, 2022

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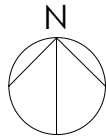
SITE MAP

NOT TO SCALE



VICINITY MAP

NOT TO SCALE



ZONING LEGEND

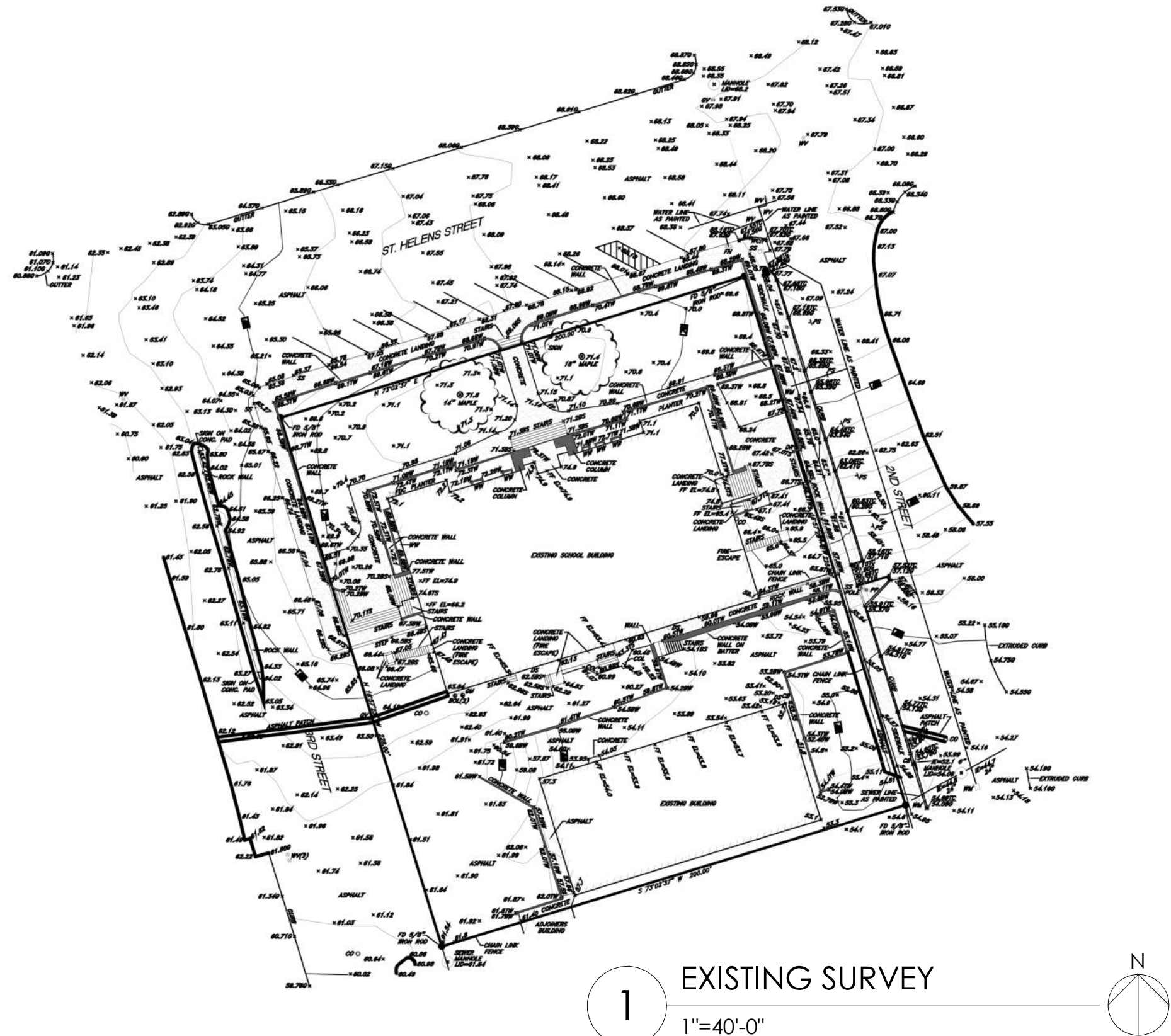
- GENERAL COMMERCIAL (GC)
- GENERAL RESIDENTIAL (R5)
- MIXED USE (MU)
- RIVERFRONT DISTRICT (RD)

JOHN GUMM BUILDING CIVIC OFFICES

HISTORIC RESOURCE REVIEW

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EXISTING SURVEY

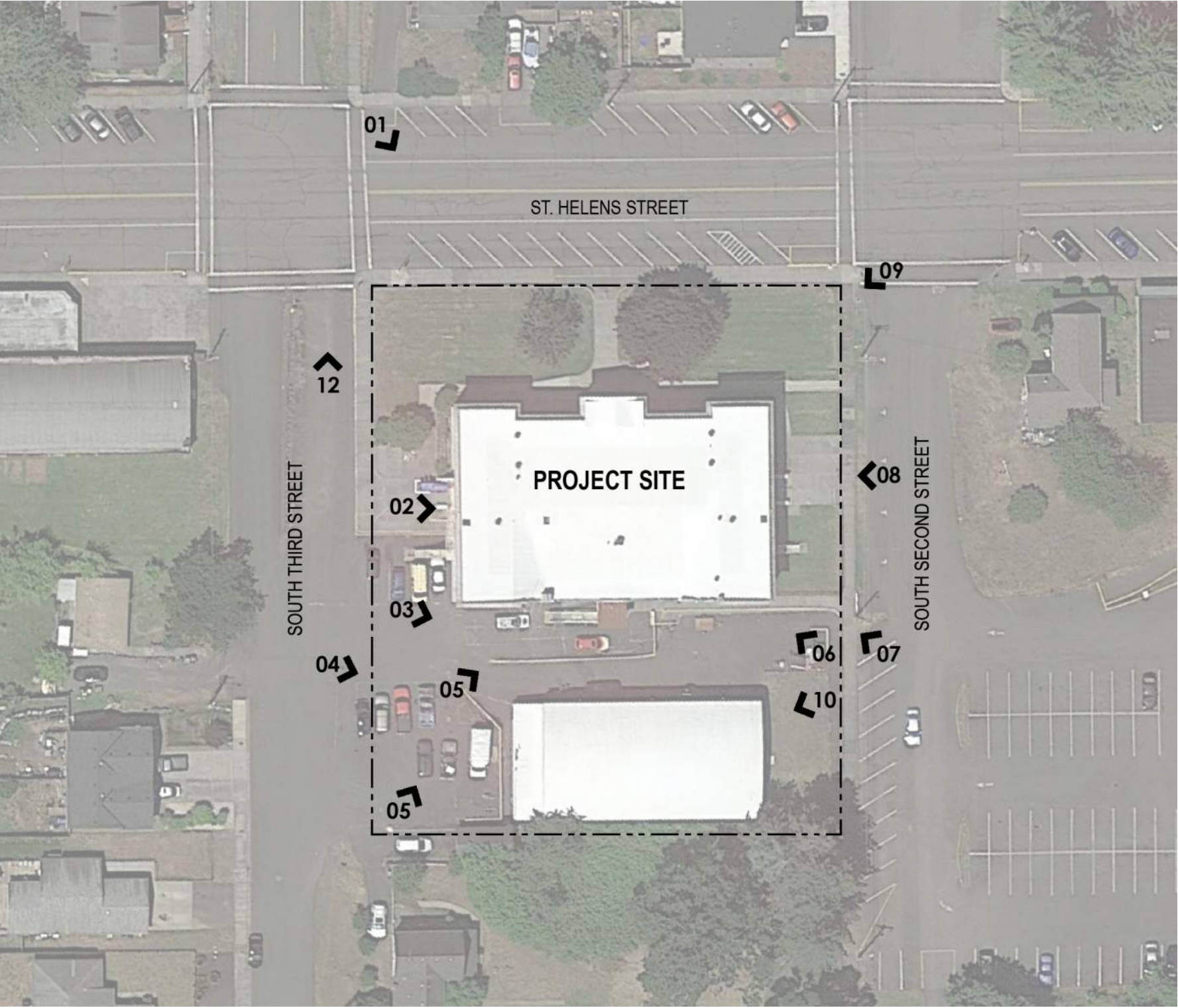
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JOHN GUMM BUILDING CIVIC OFFICES
251 St. Helens Street
St. Helens, Oregon 97051
NOT FOR CONSTRUCTION



JOHN GUMM BUILDING CIVIC OFFICES
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JOHN GUMM BUILDING CIVIC OFFICES
251 St. Helens Street
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HRR-2.0
PHOTO KEY # 21
EA PROJECT #: 2141

JOHN GUMM BUILDING CIVIC OFFICES
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Item B.



01 NORTH FACADE



02 WEST FACADE



03 SW CORNER AND OUTBUILDING



04 LOOKING TOWARDS SE CORNER OF SITE



05 SOUTH FACADE



06 SE CORNER

JOHN GUMM BUILDING CIVIC OFFICES

HISTORIC RESOURCE REVIEW

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Item B.



07 SE CORNER



08 EAST FACADE



09 NE CORNER



10 OUTBUILDING AT SE CORNER OF SITE



11 SOUTH FACADE FROM SW CORNER OF SITE



12 LOOKING NORTH FROM CENTER OF SOUTH THIRD STREET

JOHN GUMM BUILDING CIVIC OFFICES

HISTORIC RESOURCE REVIEW

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Item B.

NORTH FACADE



REMOVE EXISTING
SIGNAGE. LOCATION OF
NEW COLUMBIA COUNTY
MUSEUM SIGNAGE

PORTION OF FRONT ENTRY
PORCH TO BE REMOVED TO
ACCOMMODATE NEW RAMP



RESTORE CORNICE, PEDIMENT,
AND ENTABLATURE AS NECESSARY

REPLACE BUILDING LETTERING AND
CHANGE TO ORIGINAL BUILDING TITLE

REMOVE PLANTER BED TO
PREPARE FOR NEW RAMP

REMOVE AND REPLACE
NON-HISTORIC LIGHT
FIXTURE

RESTORE ALL WOOD LOUVERS

RESTORE ALL WINDOWS

JOHN GUMM BUILDING CIVIC OFFICES
HISTORIC RESOURCE REVIEW
NOVEMBER 7, 2022

Item B.

REMOVE NON-
HISTORIC FIRE ESCAPE

NEW ELECTRICAL SERVICE
NEW GUARDRAIL
RESTORE BALCONY

REMOVE ELECTRICAL
SERVICE

REPLACE AND ADD NEW CODE
COMPLIANT HANDRAILS
NEW CODE COMPLIANT HANDRAILS



EAST FACADE

JOHN GUMM BUILDING CIVIC OFFICES
HISTORIC RESOURCE REVIEW
NOVEMBER 7, 2022

Item B.

REMOVE CMU INFILL AND
REPLACE WITH NEW WINDOWS
AT TWO LOCATIONS

REPLACE NON-HISTORIC
LIGHT FIXTURE

RESTORE ALL WINDOWS

NEW CODE COMPLIANT
HANDRAILS

REPAIR ALL CMU INFILL TO
MATCH ADJACENT PLASTER
WALLS

REPLACE NON-HISTORIC
GUARDRAILS

REMOVE AND
REPLACE WINDOW
TO FULL HEIGHT



SOUTH FACADE

JOHN GUMM BUILDING CIVIC OFFICES
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Item B.

REPAIR BALCONY
REPLACE NON-HISTORIC
DOORS, SIDELIGHTS, AND
TRANSOM
REMOVE LIFT

REPAIR CORNICE AND
ENTABLATURE
REMOVE NON-HISTORIC
FIRE ESCAPE
RESTORE ALL WINDOWS
REPLACE AND ADD NEW
CODE COMPLIANT
HANDRAILS

NEW CODE COMPLIANT
HANDRAILS

WEST FACADE

JOHN GUMM BUILDING CIVIC OFFICES
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Item B.

RETAINING WALL TO BE REBUILT

LOCATION OF NEW TRASH/
MECHANICAL ENCLOSURE



BUILDING TO REMAIN

RE-STRIPED
PARKING LOT



RETAINING WALL TO BE REBUILT

NEW PARKING SPACES



PROPOSED
LOCATION FOR NEW
GENERATOR AND
SCREENING
ENCLOSURE



JOHN GUMM BUILDING CIVIC OFFICES
251 St. Helens Street
St. Helens, Oregon 97051
NOT FOR CONSTRUCTION

EMERICK ARCHITECTS

HRR-2.7
EXISTING PHOTOS
EA PROJECT #:
2141

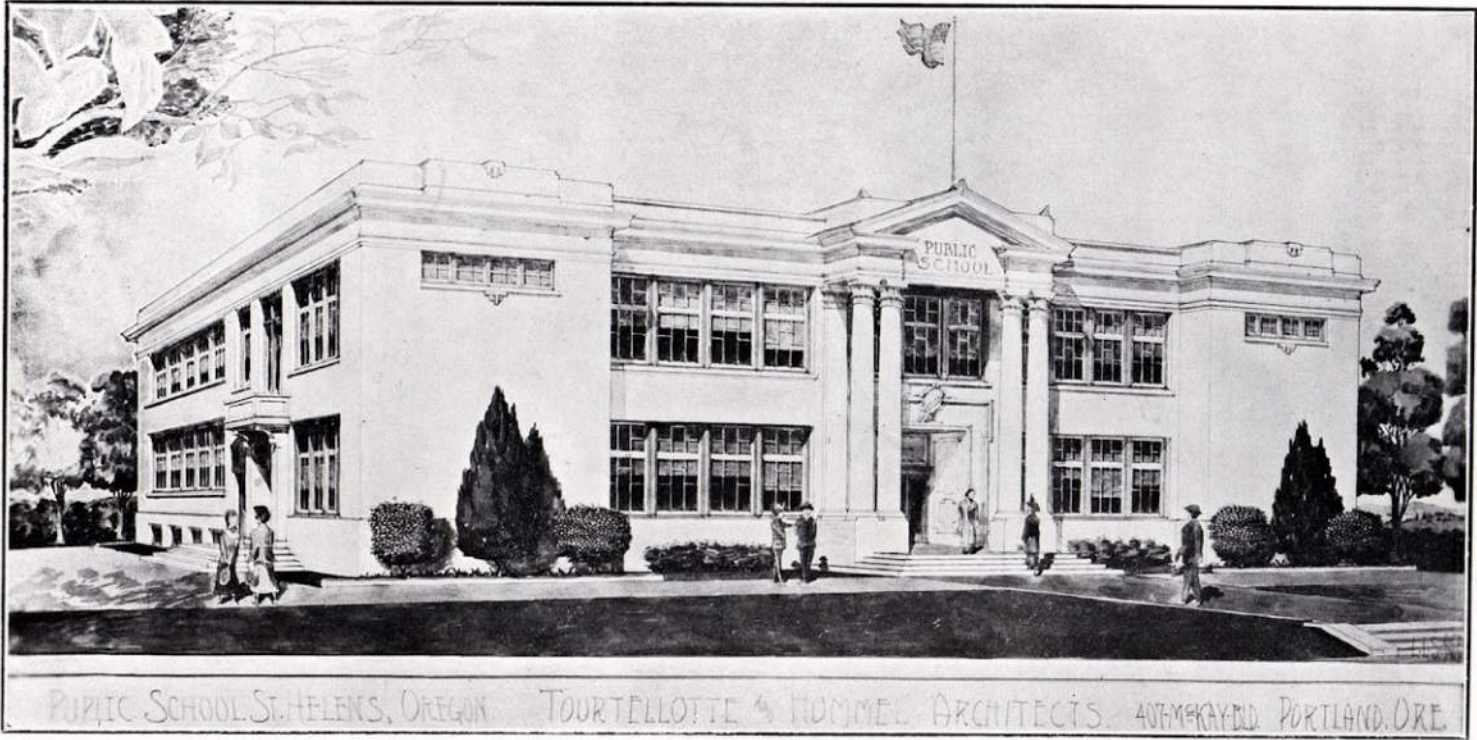
JOHN GUMM BUILDING CIVIC OFFICES

HISTORIC RESOURCE REVIEW

NOVEMBER 7, 2022

Item B.

ORIGINAL RENDERING



1924



c. 1953

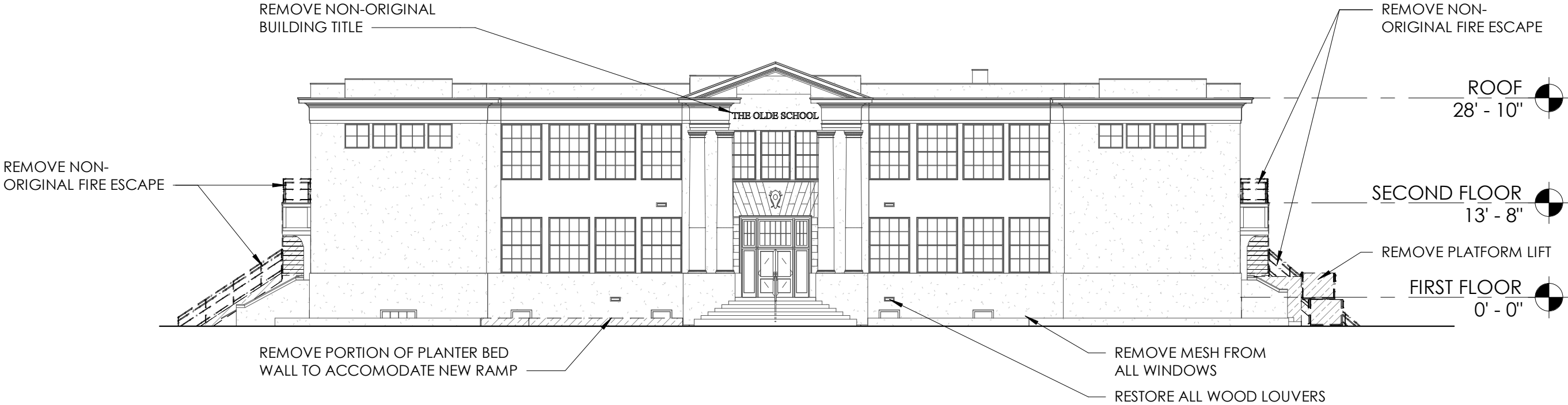


1968 AERIAL

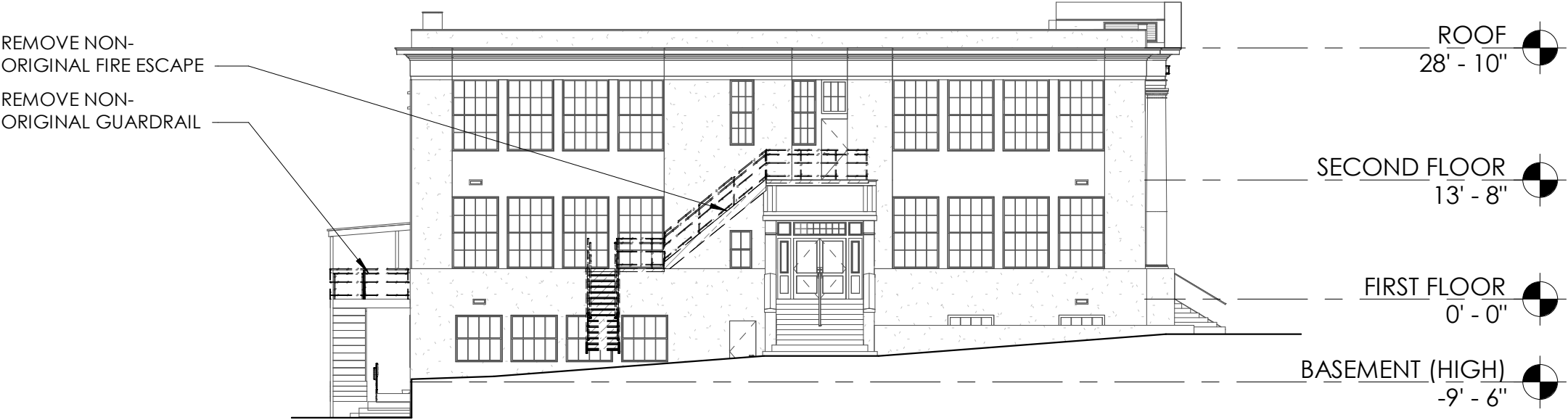


JOHN GUMM BUILDING CIVIC OFFICES
HISTORIC RESOURCE REVIEW
NOVEMBER 7, 2022

Item B.



1 HRR - ELEVATION - NORTH
SCALE: 1/16" = 1'-0"



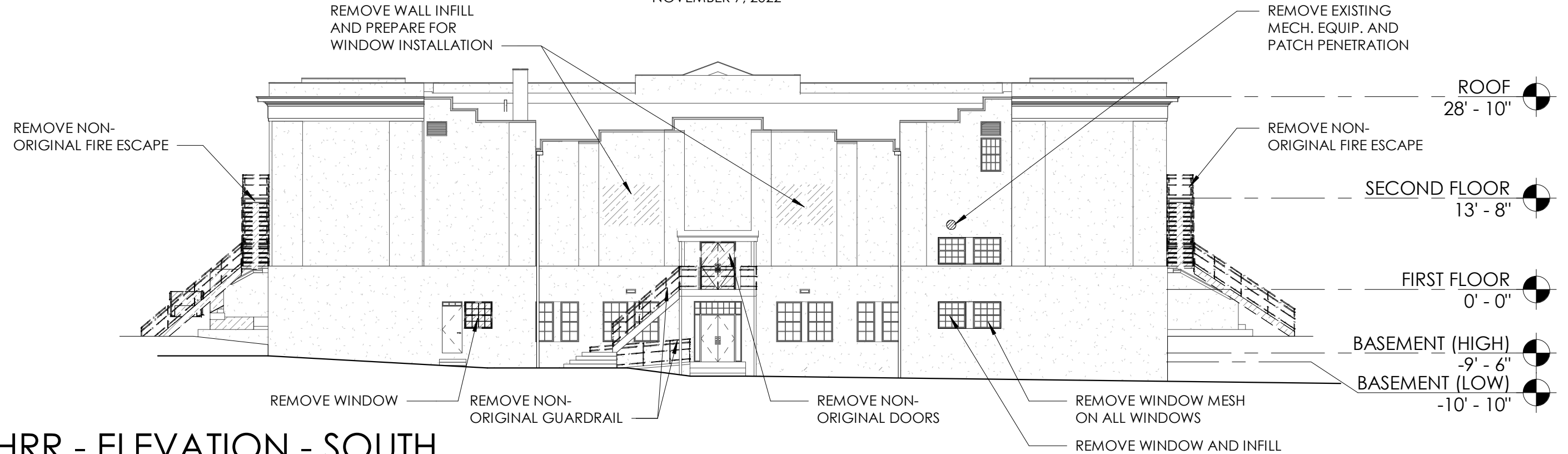
2 HRR - ELEVATION - EAST
SCALE: 1/16" = 1'-0"

JOHN GUMM BUILDING CIVIC OFFICES

HISTORIC RESOURCE REVIEW

NOVEMBER 7, 2022

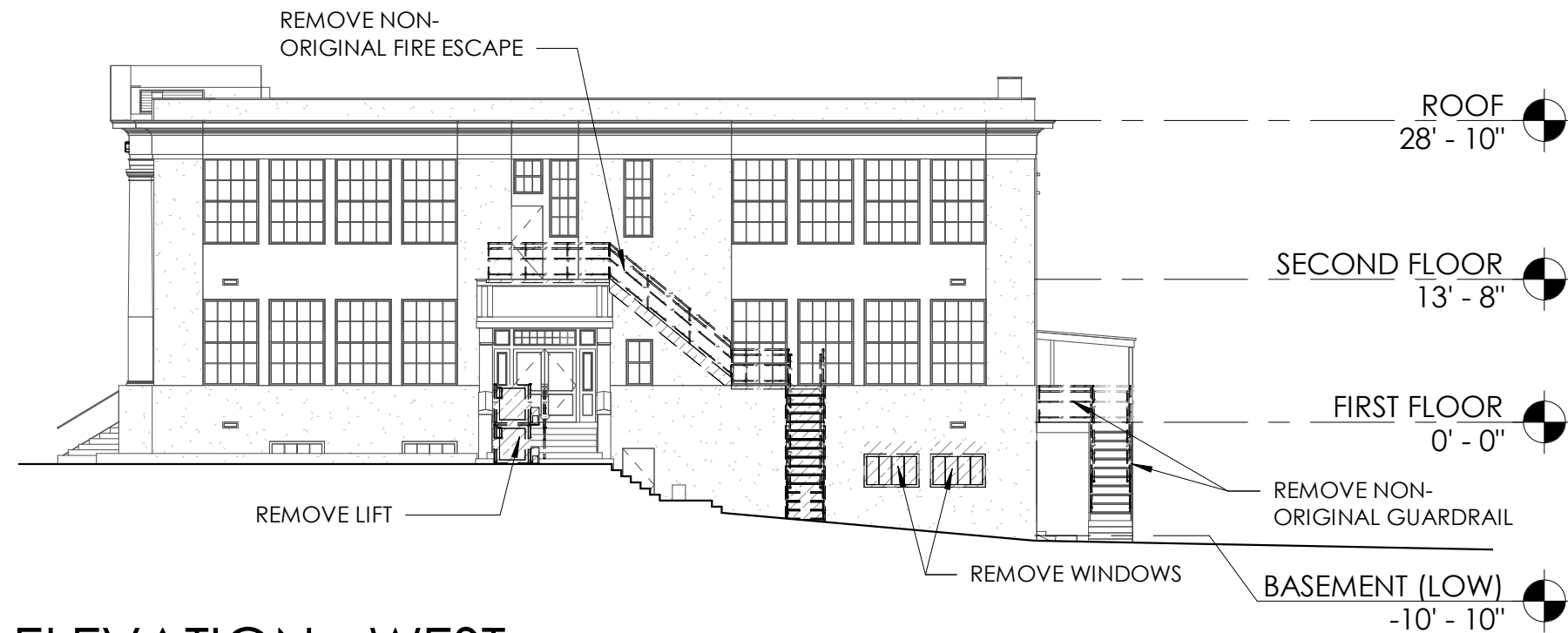
Item B.



1

HRR - ELEVATION - SOUTH

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



2

HRR - ELEVATION - WEST

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

JOHN GUMM BUILDING CIVIC OFFICES

251 St. Helens Street
St. Helens, Oregon 97051

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EMERICK ARCHITECTS

HRR-3.2

EXISTING ELEVATION

EA PROJECT #:

31

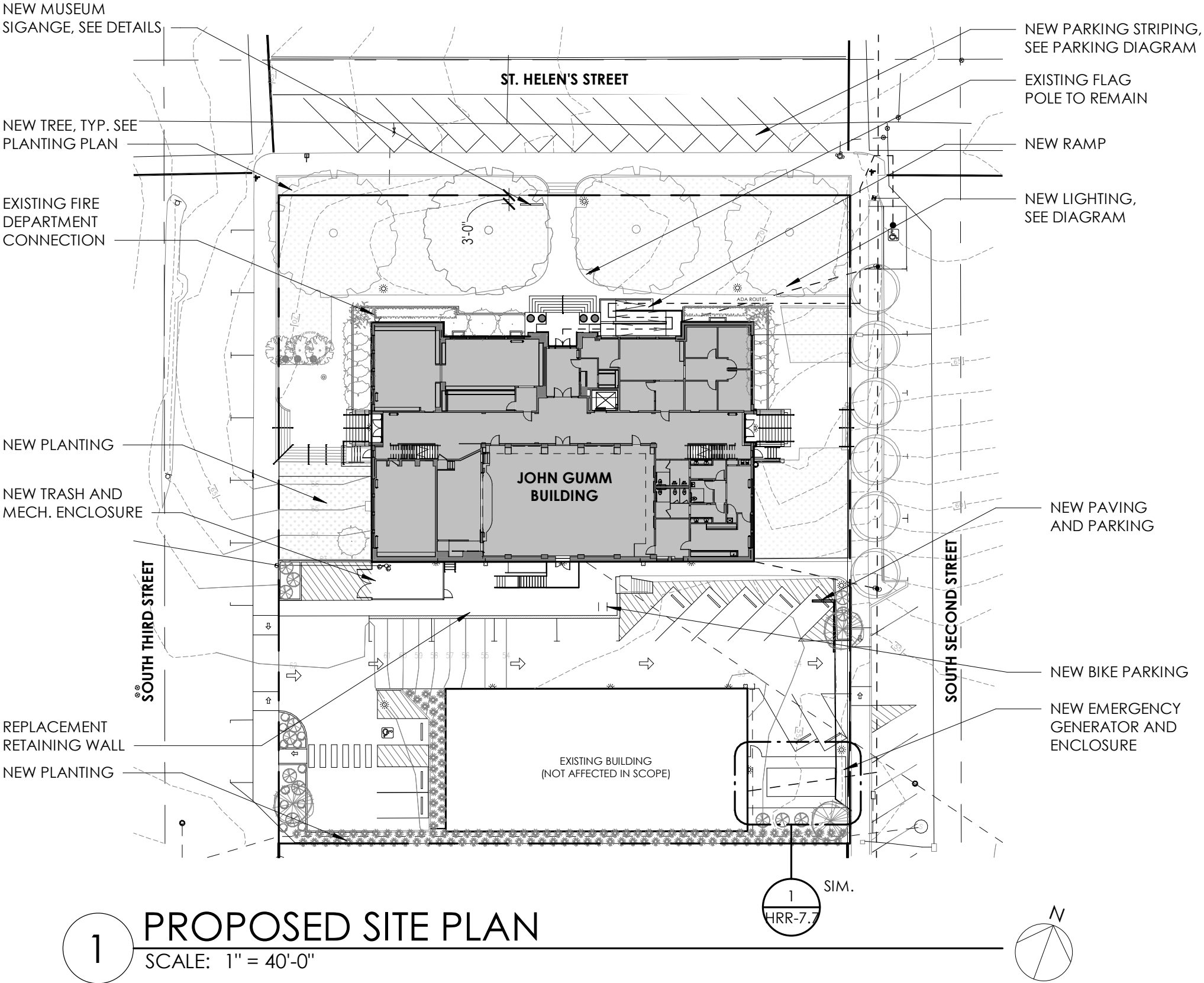
2141

JOHN GUMM BUILDING CIVIC OFFICES

HISTORIC RESOURCE REVIEW

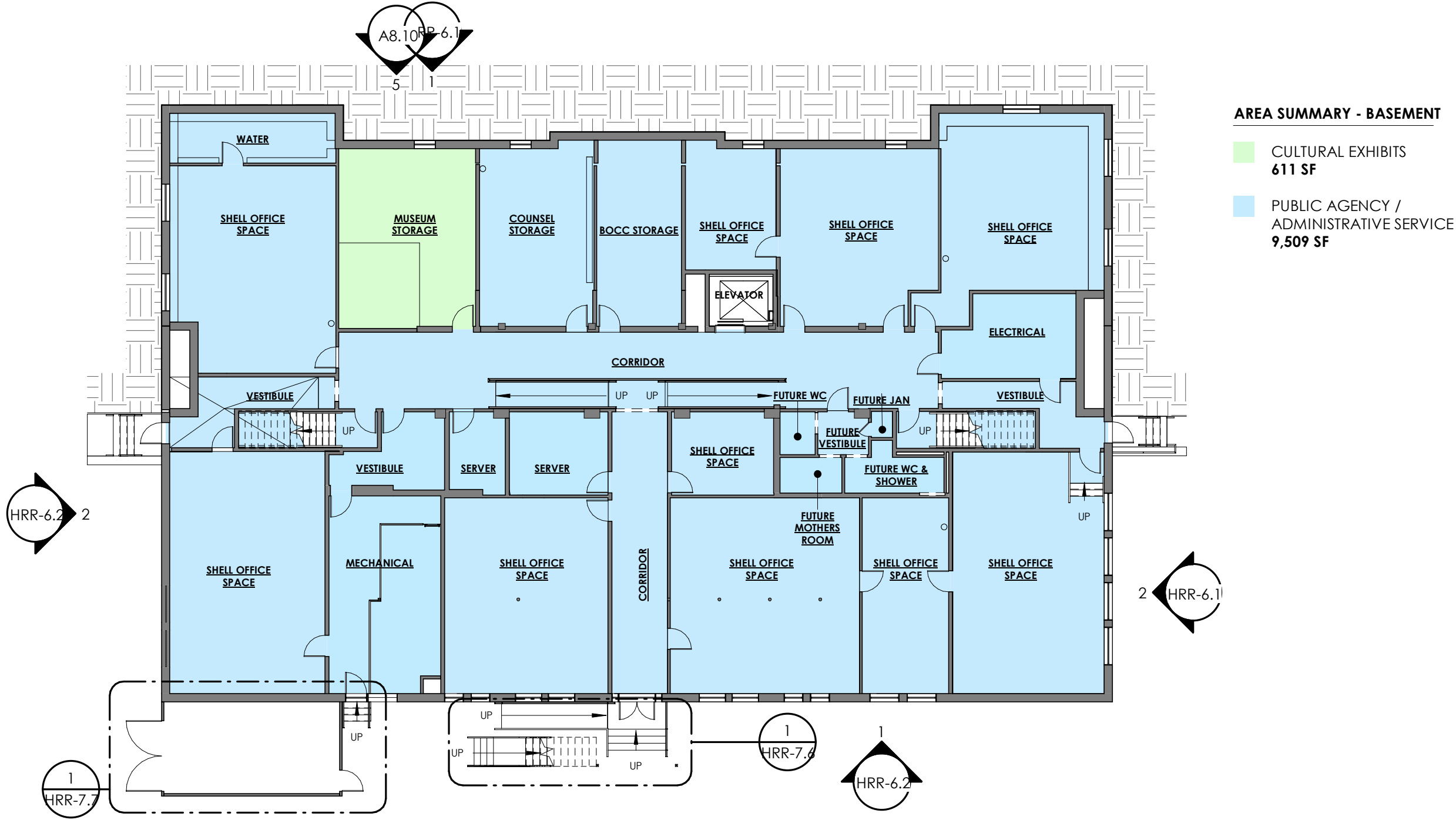
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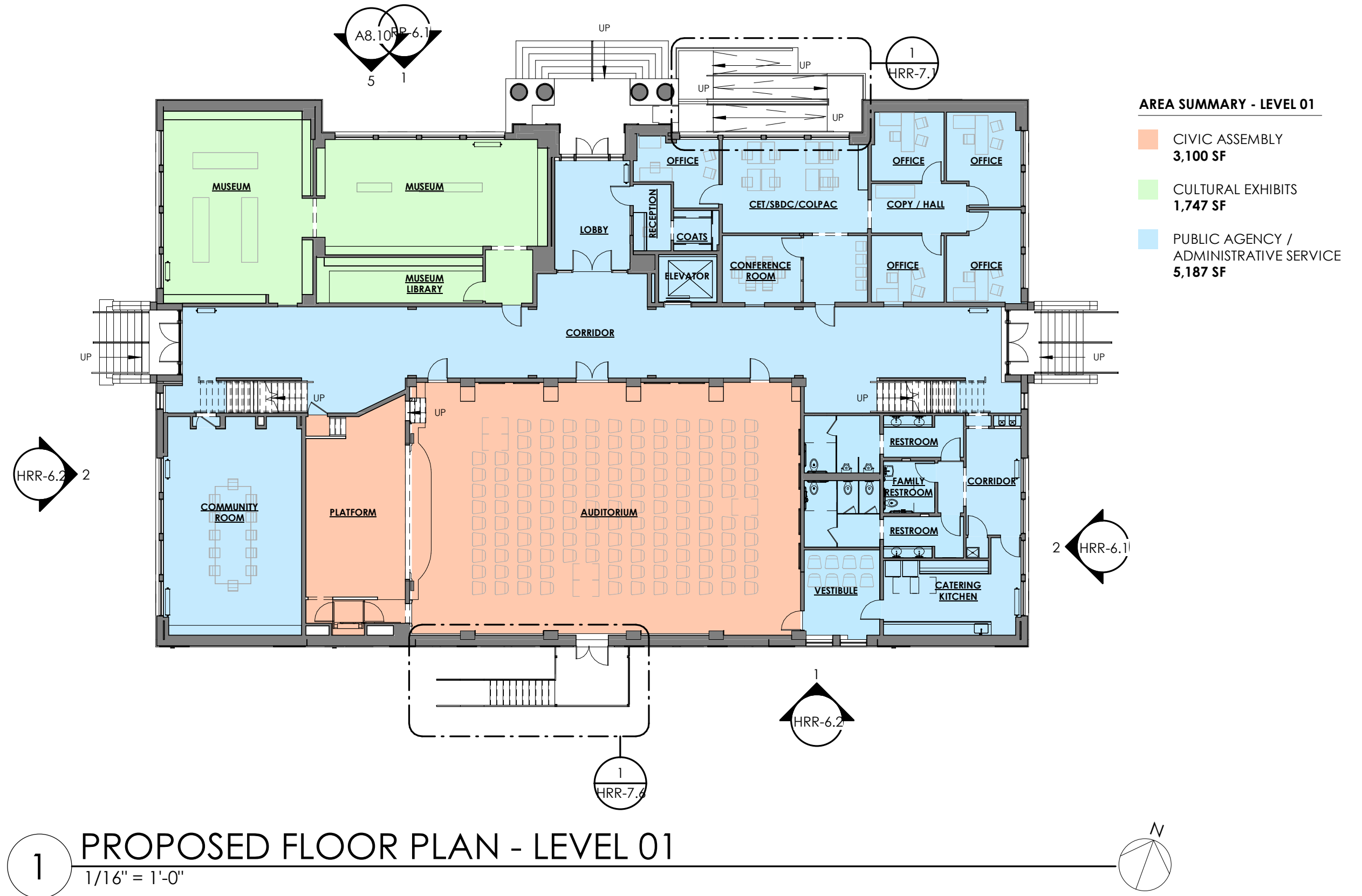
Item B.



JOHN GUMM BUILDING CIVIC OFFICES
HISTORIC RESOURCE REVIEW
NOVEMBER 7, 2022

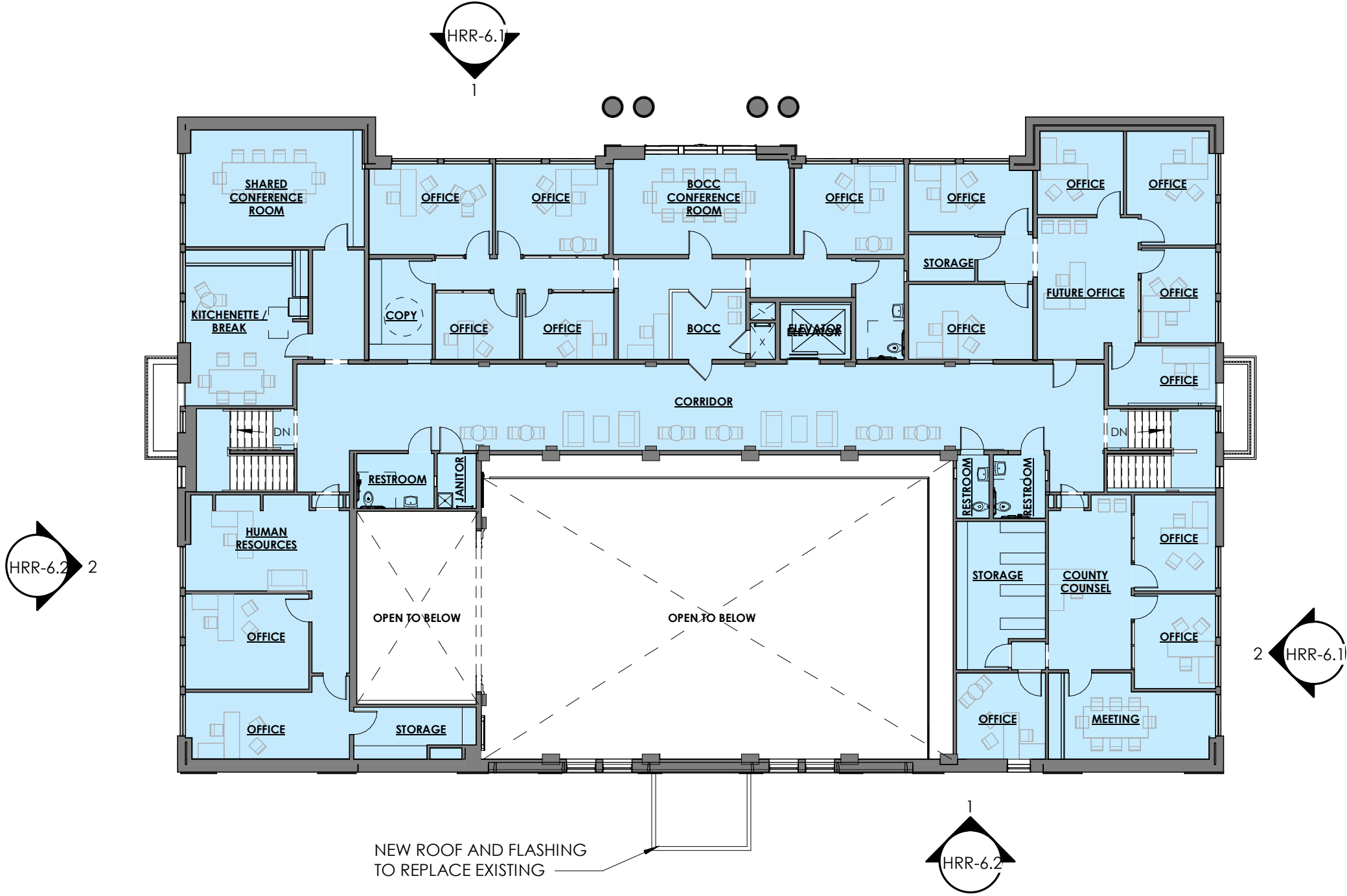
Item B.





JOHN GUMM BUILDING CIVIC OFFICES
HISTORIC RESOURCE REVIEW
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Item B.



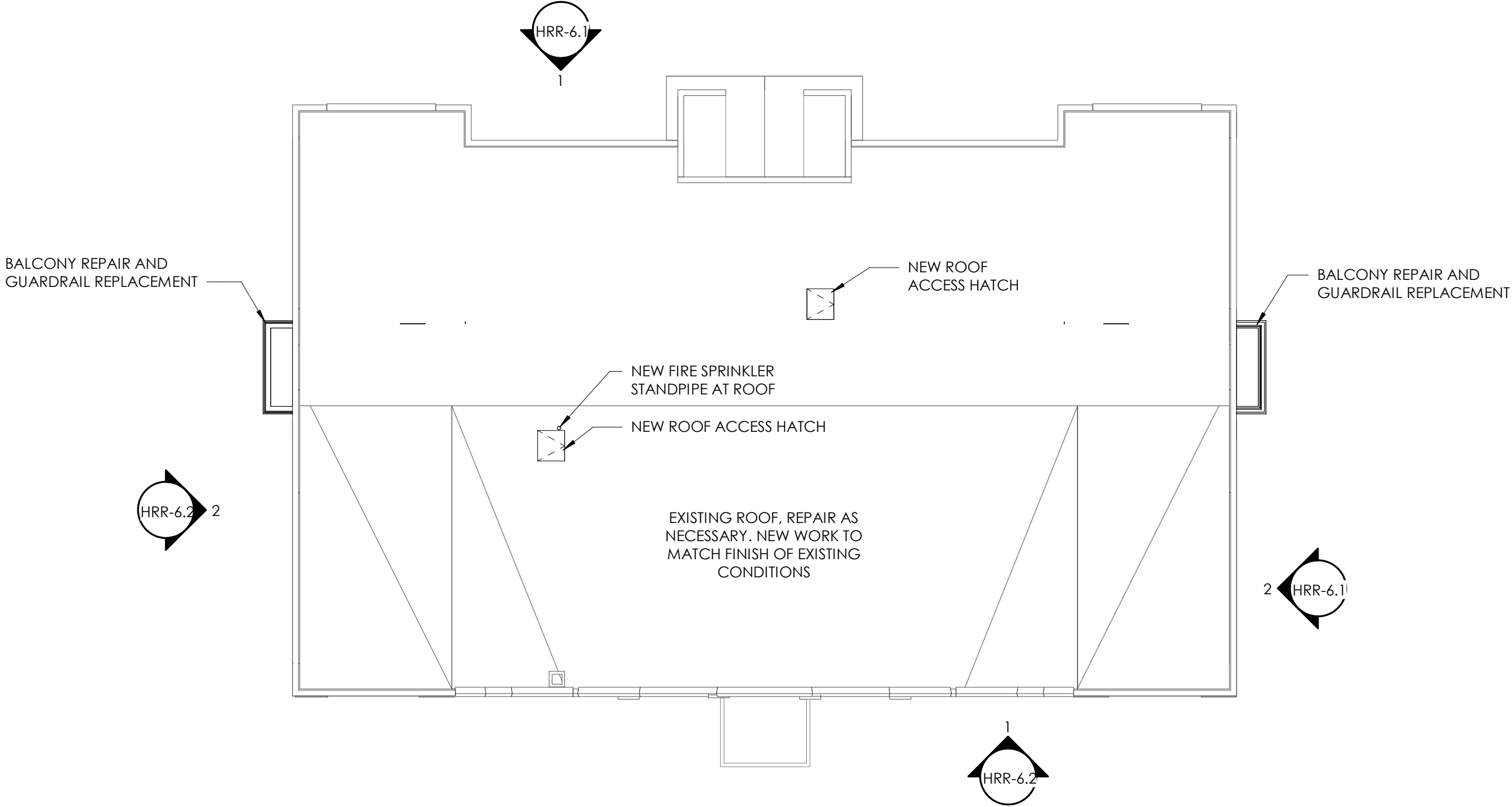
AREA SUMMARY - LEVEL 02

PUBLIC AGENCY /
ADMINISTRATIVE SERVICE
7,623 SF

1 PROPOSED FLOOR PLAN - LEVEL 02
1/16" = 1'-0"

JOHN GUMM BUILDING CIVIC OFFICES
HISTORIC RESOURCE REVIEW
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Item B.



1

PROPOSED ROOF PLAN

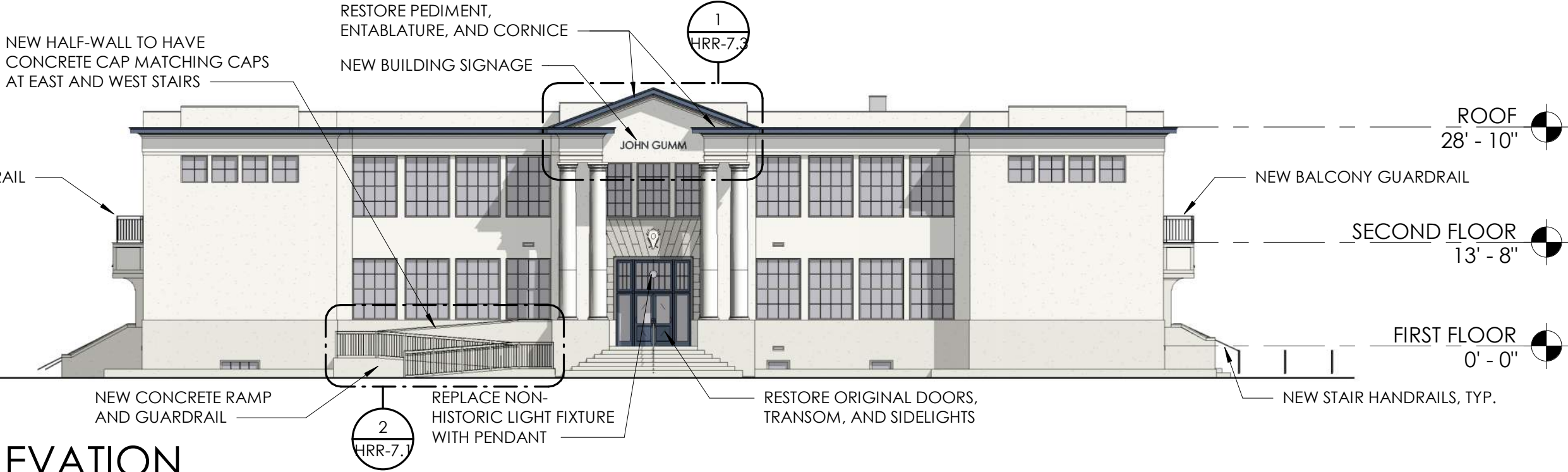
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JOHN GUMM BUILDING CIVIC OFFICES

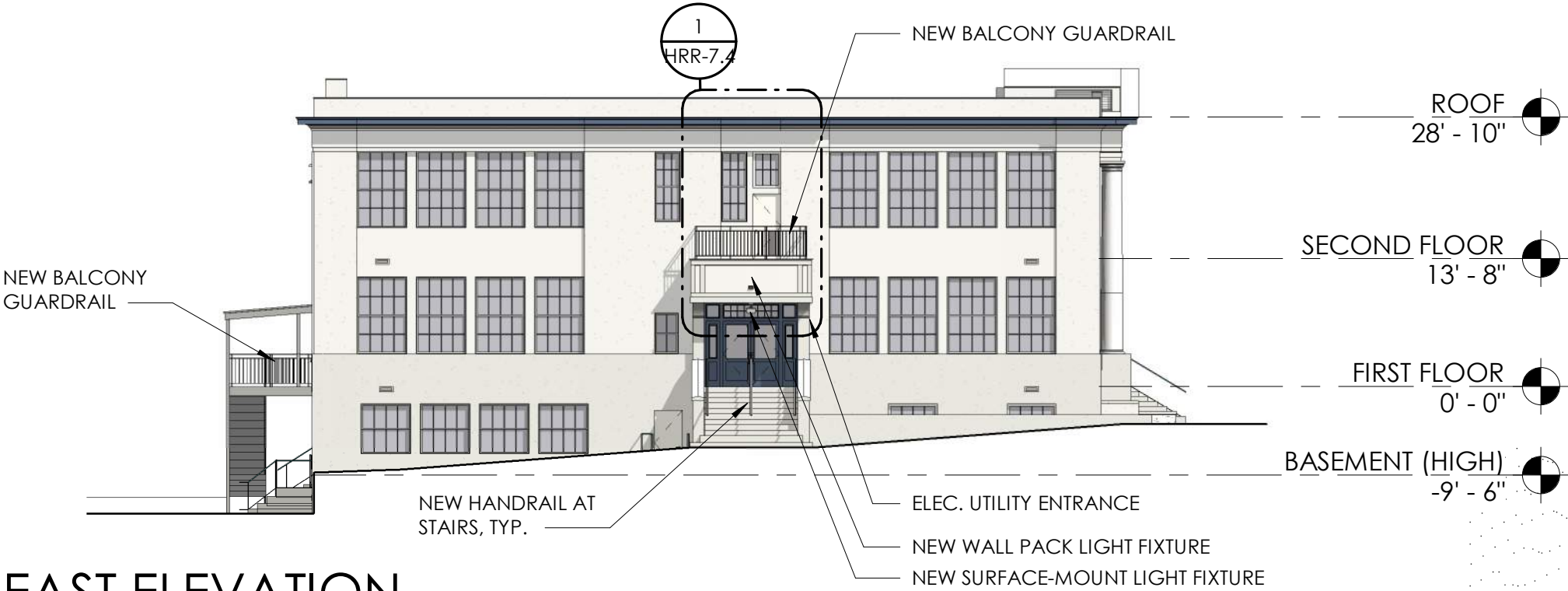
HISTORIC RESOURCE REVIEW

NOVEMBER 7, 2022

Item B.



1 NORTH ELEVATION
SCALE: 1/16" = 1'-0"



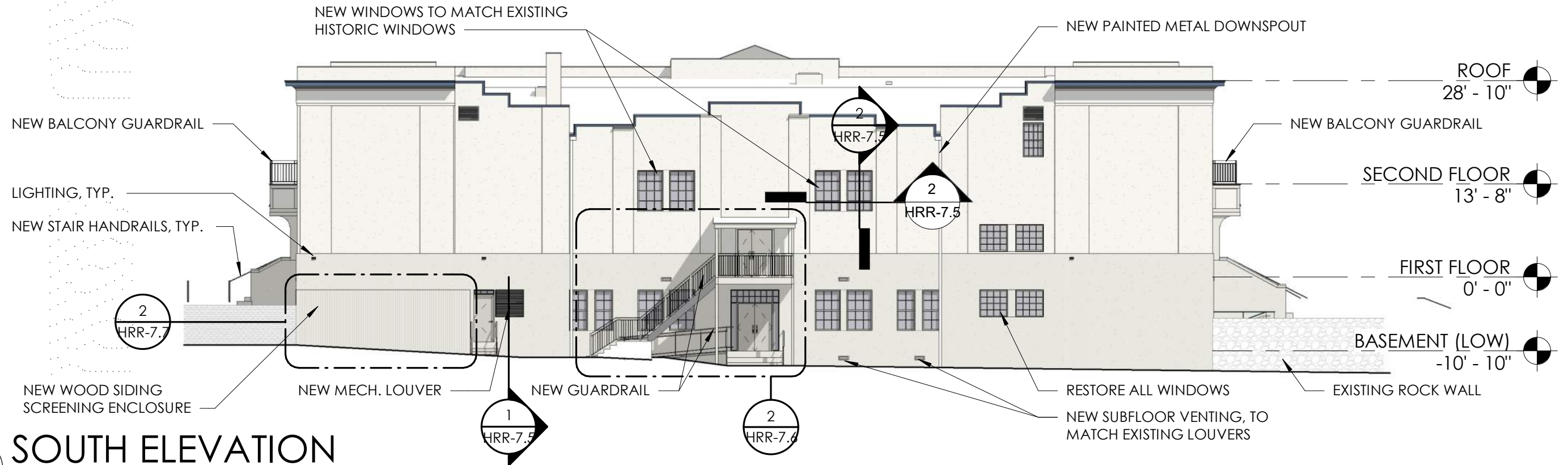
2 EAST ELEVATION
SCALE: 1/16" = 1'-0"

JOHN GUMM BUILDING CIVIC OFFICES

HISTORIC RESOURCE REVIEW

NOVEMBER 7, 2022

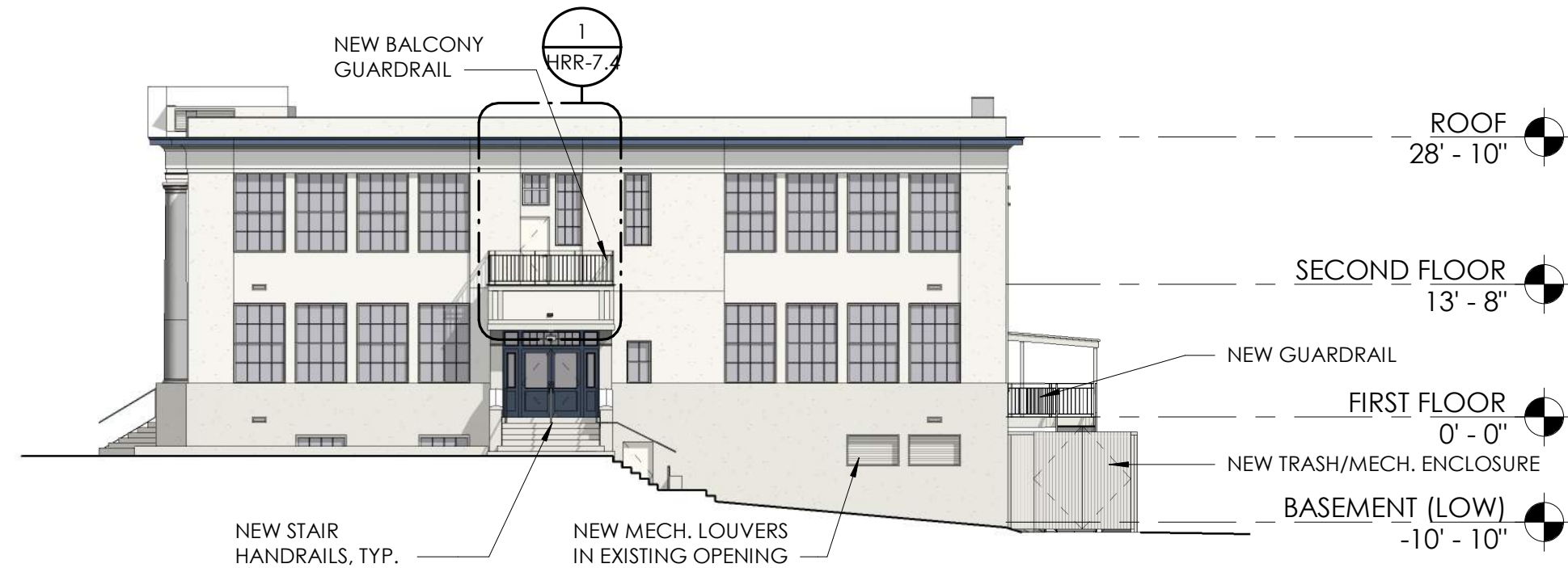
Item B.



1

SOUTH ELEVATION

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



2

WEST ELEVATION

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

JOHN GUMM BUILDING CIVIC OFFICES

251 St. Helens Street
St. Helens, Oregon 97051

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EMERICK ARCHITECTS

HRR-6.2

PROPOSED ELEVATION

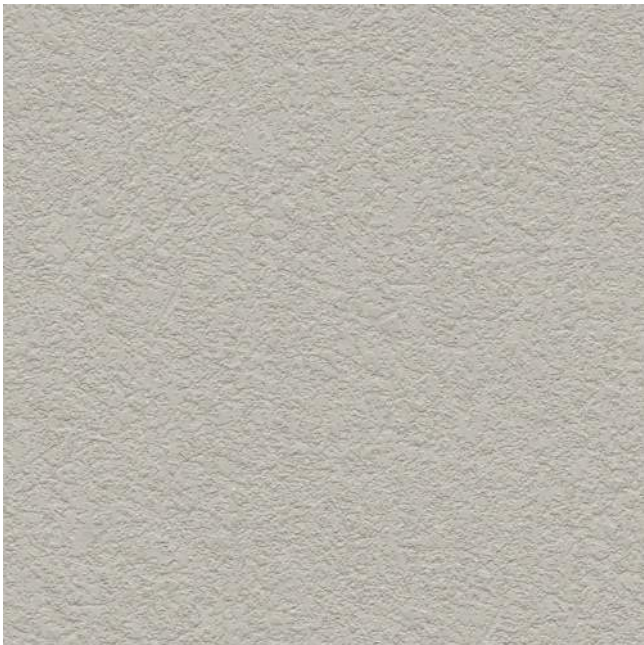
EA PROJECT #:

38

2141



PAINTED PLASTER WALLS



PAINTED PLASTER BASE



PAINTED WOOD SCREENING ENCLOSURE



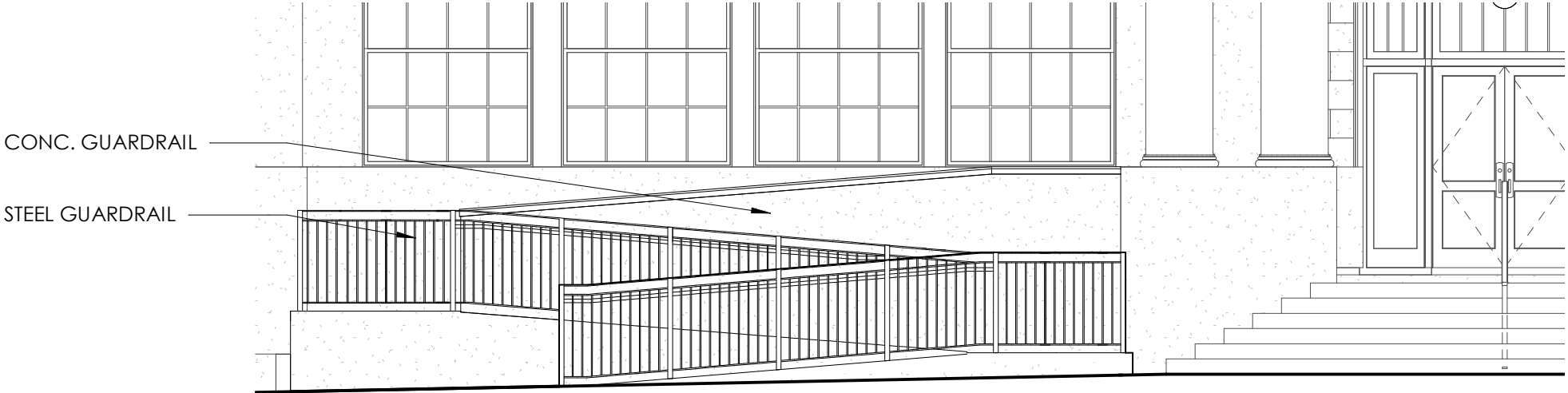
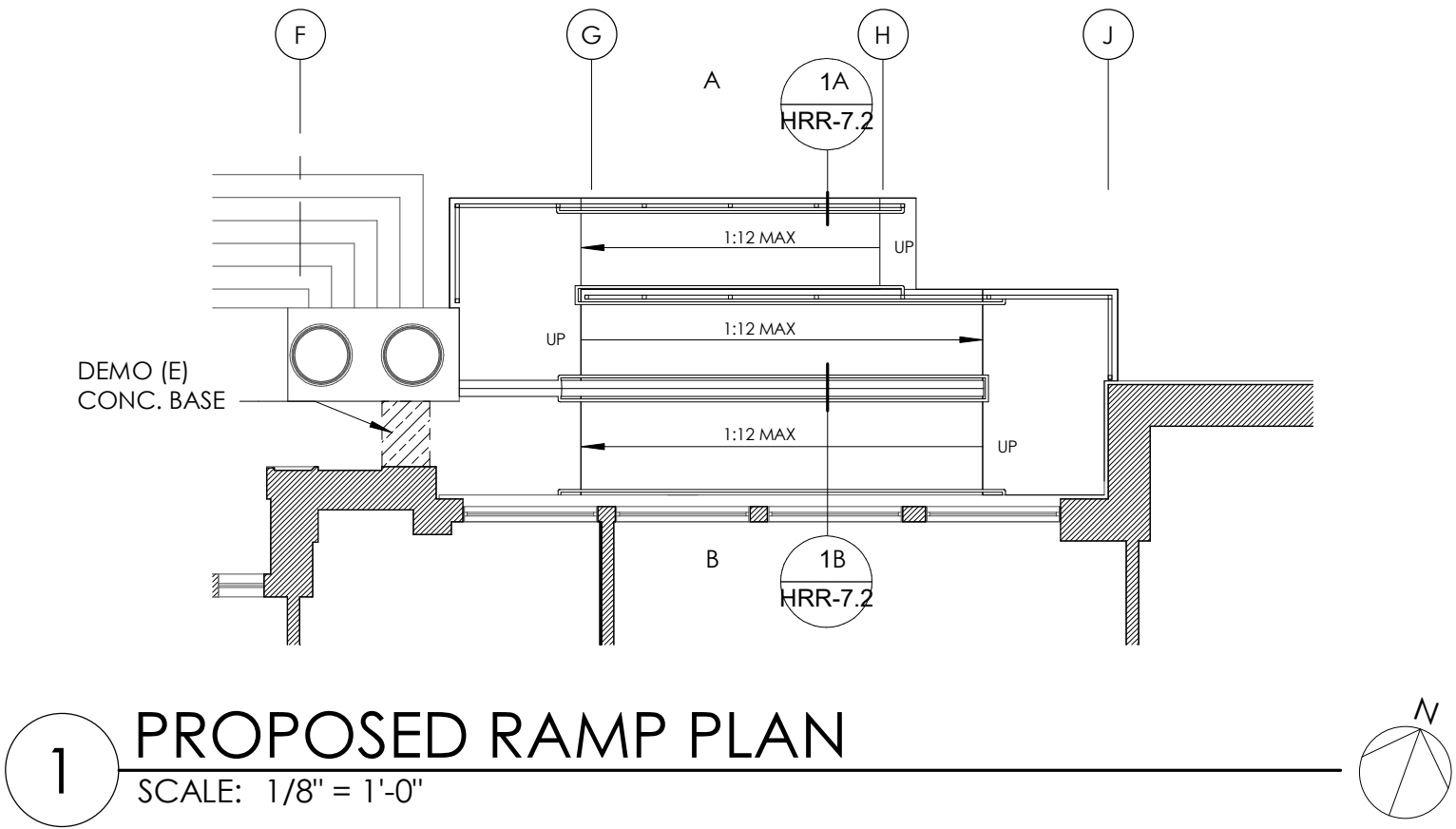
ACCENT PAINT



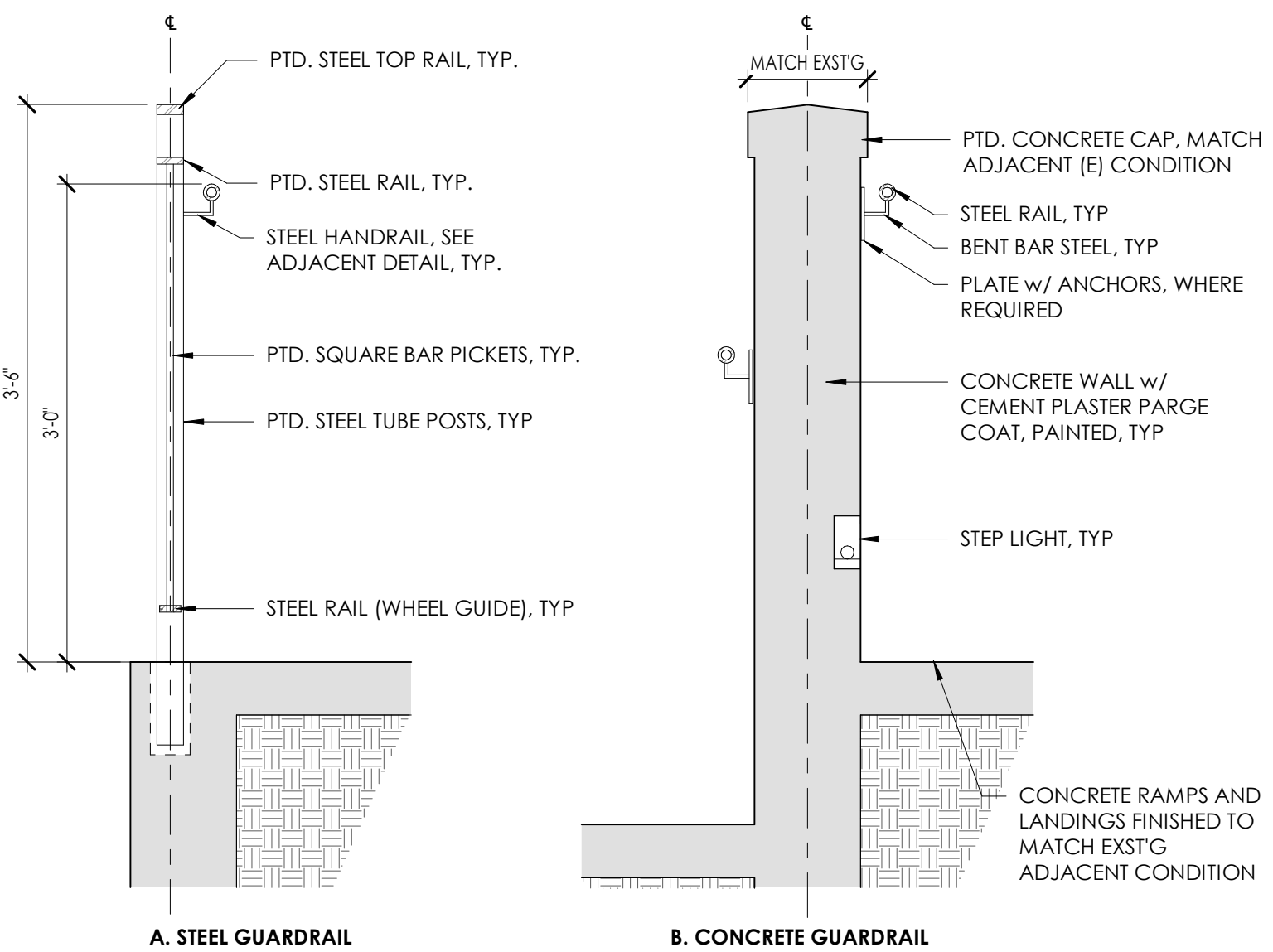
BICYCLE RACK
MODLAR HP STAPLE RACK OR SIMILAR



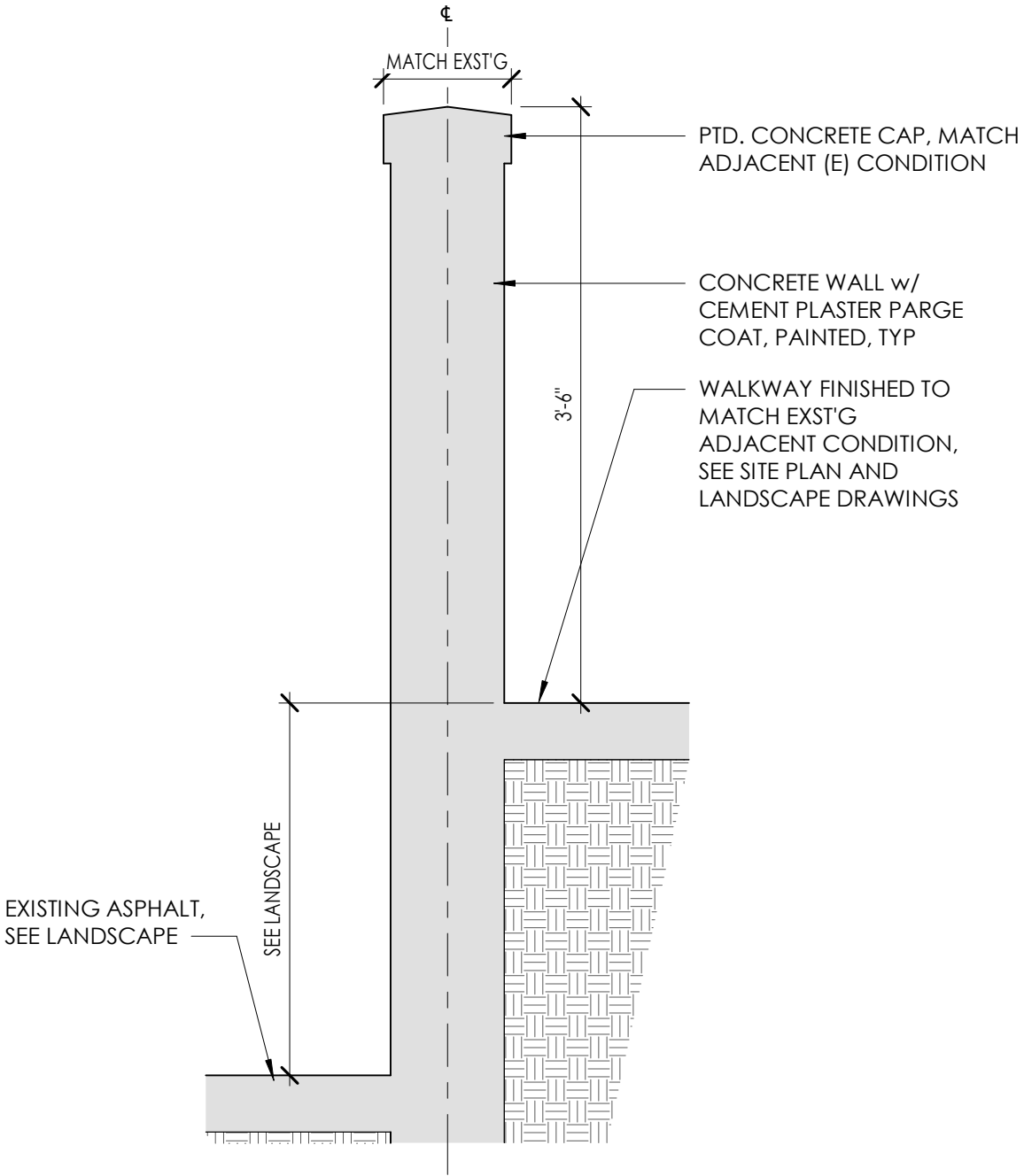
NEW WINDOWS
MARVIN ULTIMATE
TO BE CUSTOM-BUILT AND PAINTED TO
MATCH EXISTING HISTORIC WINDOWS



2 PROPOSED RAMP ELEVATION
SCALE: 3/16" = 1'-0"



EXTERIOR PAINT OR POWDER-COAT FINISH ON STEEL/COLOR TBD; EXPOSED BOLTING ONLY WHERE NECESSARY

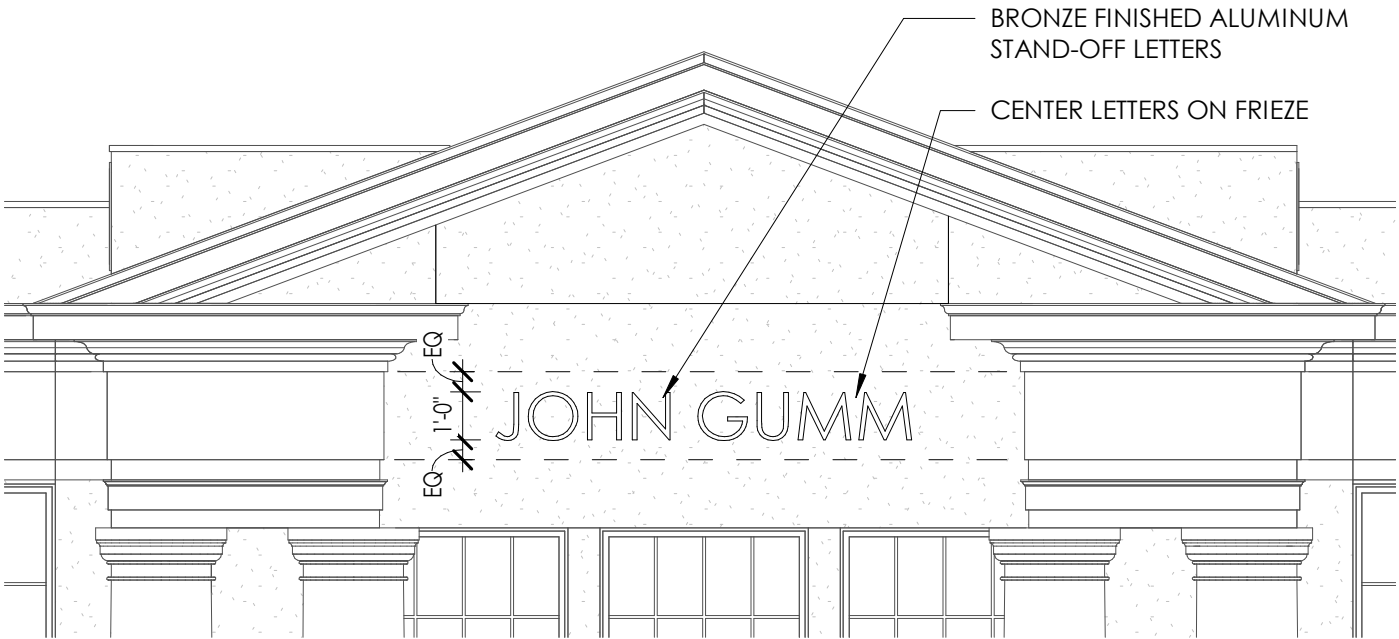


1 PROPOSED RAMP RAILS
SCALE: 1" = 1'-0"

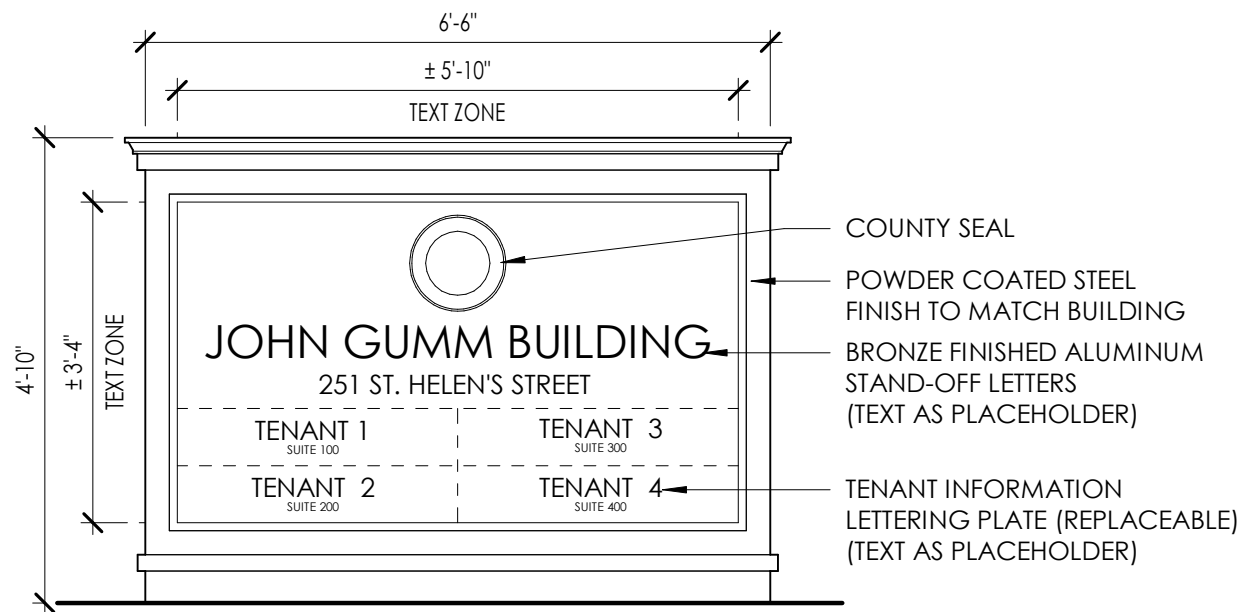
2 PROPOSED RETAINING WALL
SCALE: 1" = 1'-0"

JOHN GUMM BUILDING CIVIC OFFICES
HISTORIC RESOURCE REVIEW
NOVEMBER 7, 2022

Item B.

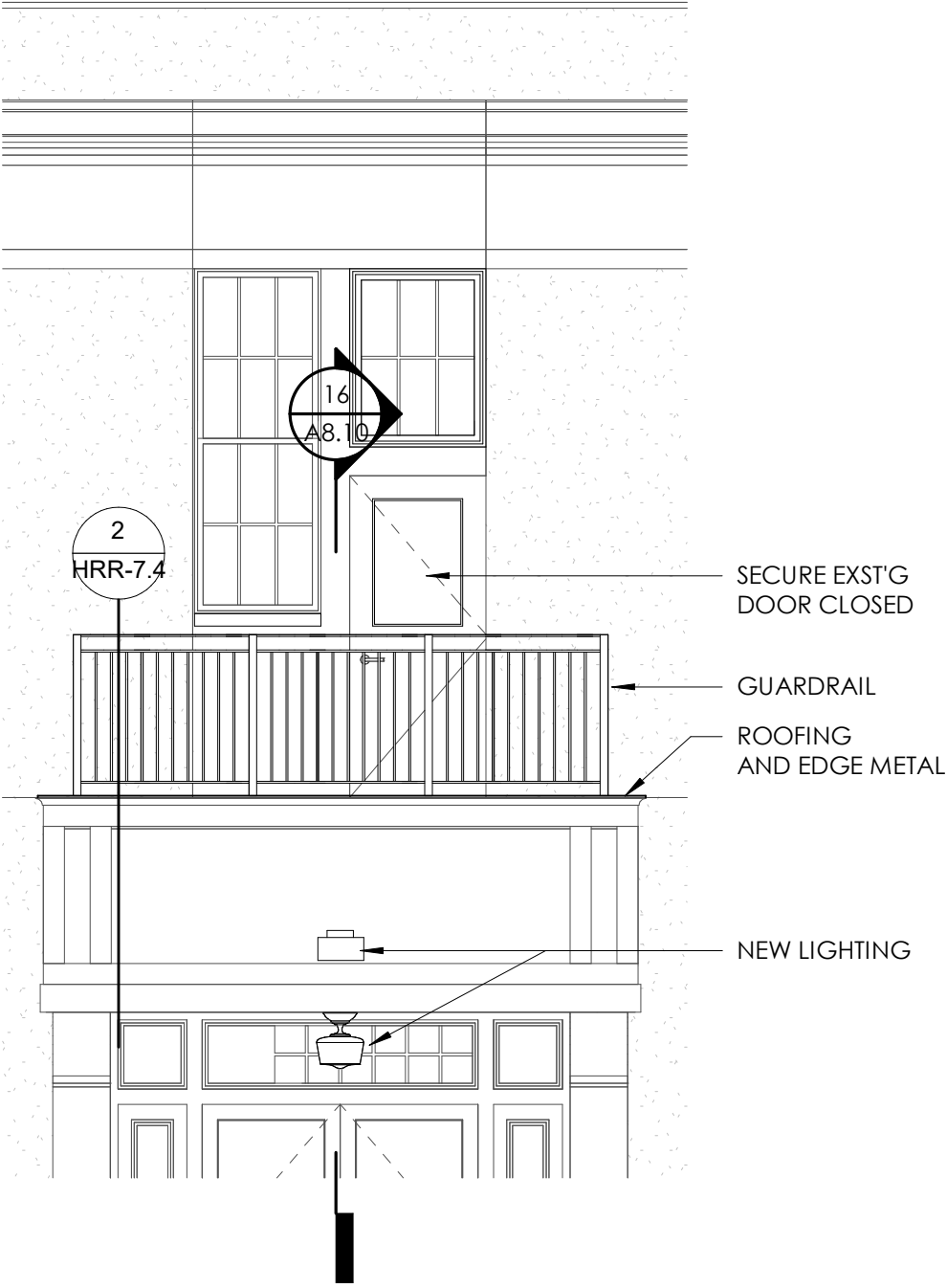


1 PROPOSED BUILDING SIGNAGE
SCALE: 1/4" = 1'-0"

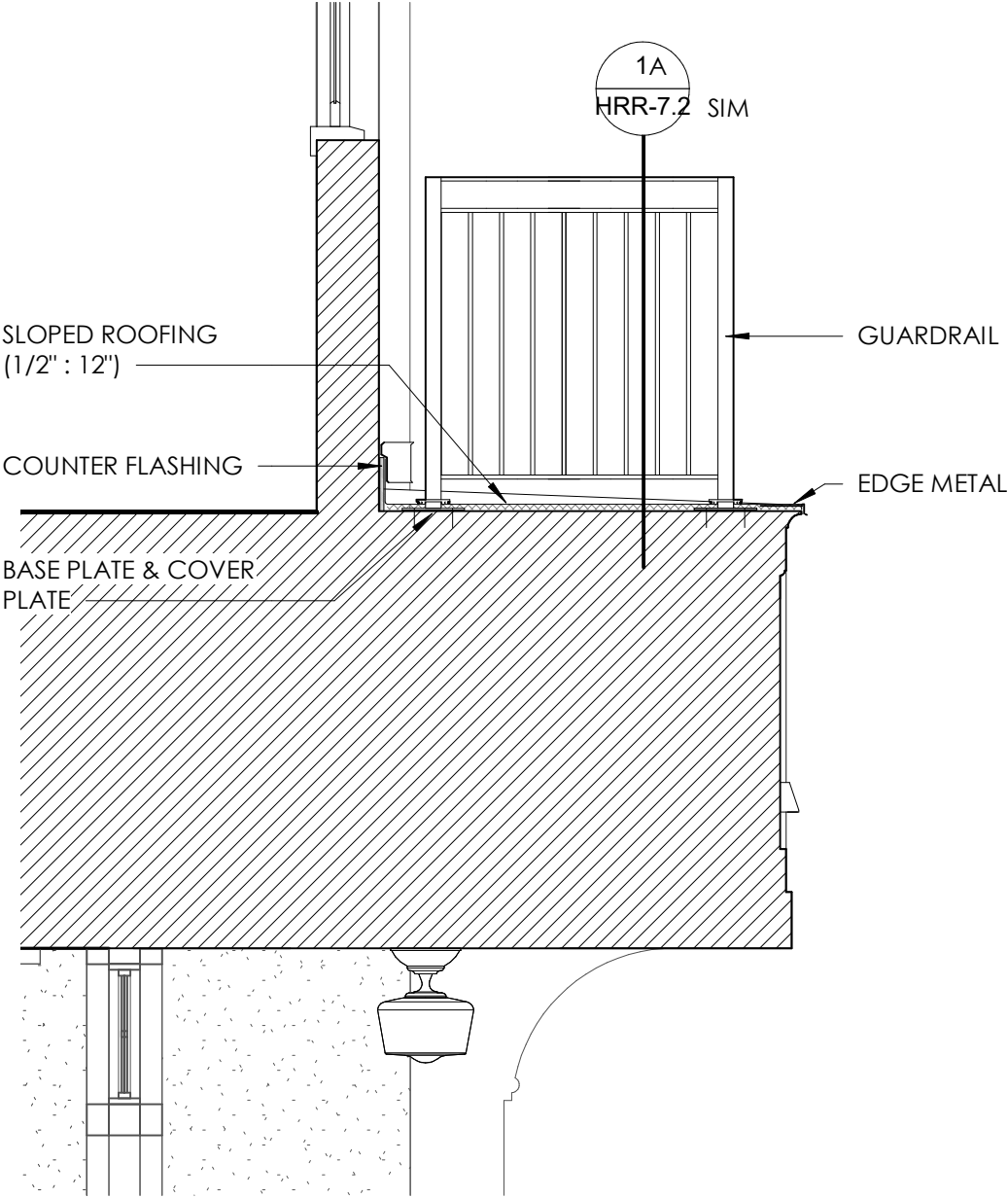


2 PROPOSED MUSEUM SIGN
SCALE: 1/2" = 1'-0"

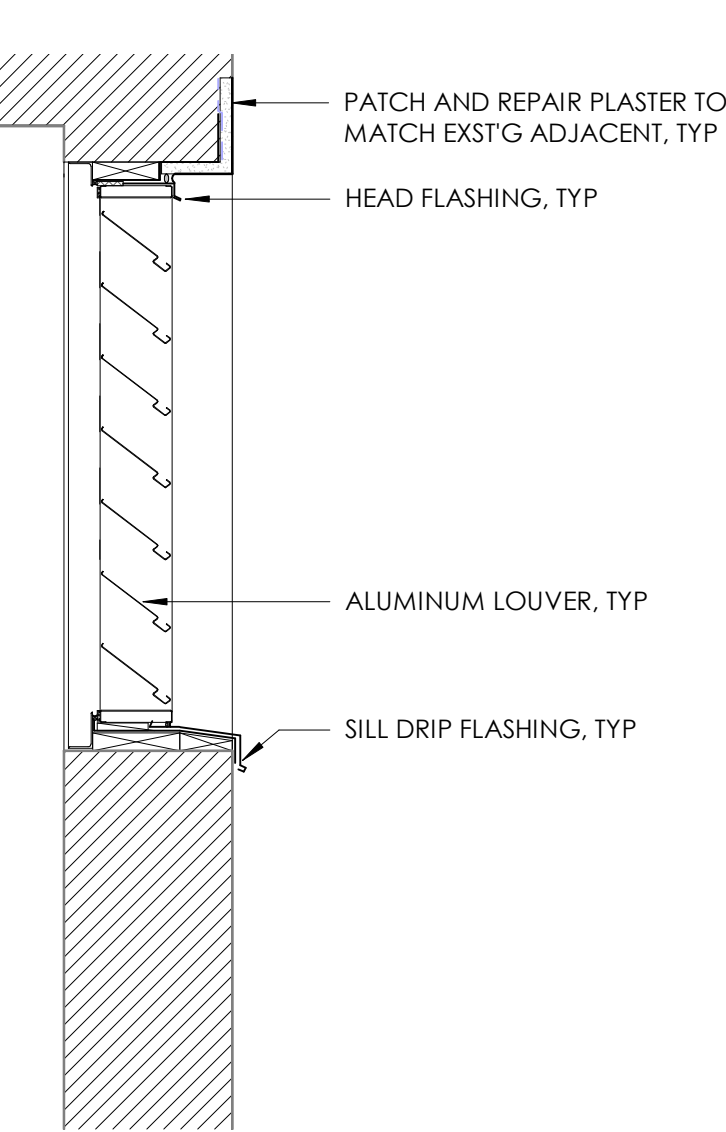




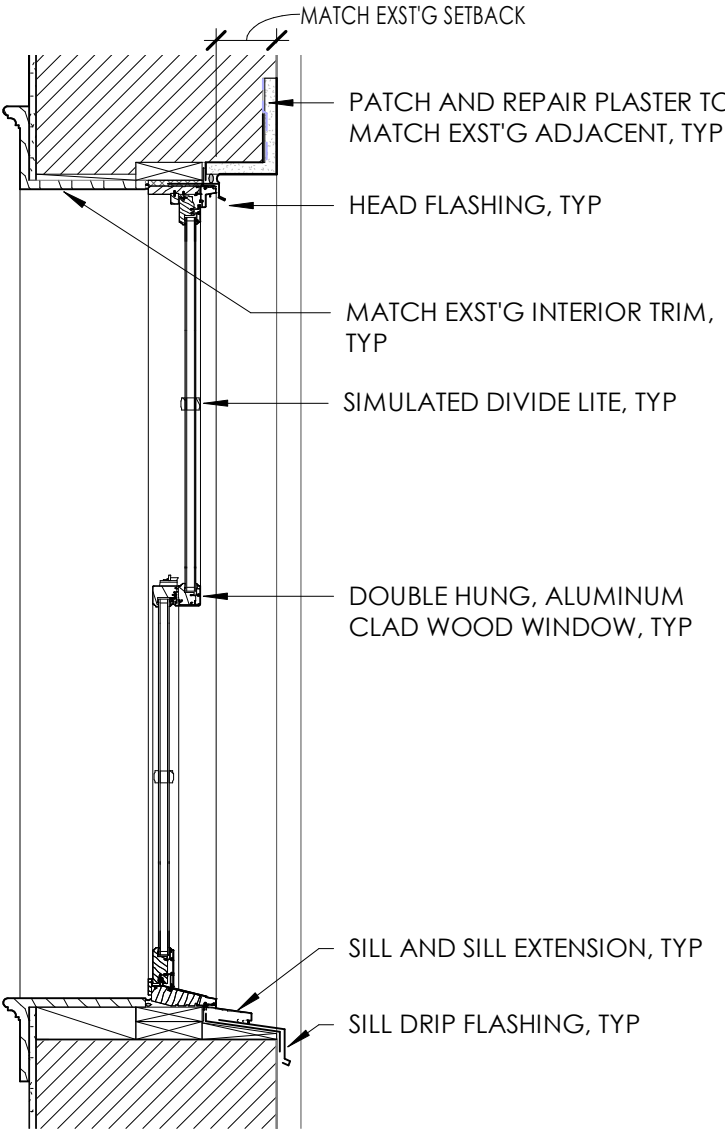
1 BALCONY RESTORATION
1/4" = 1'-0"



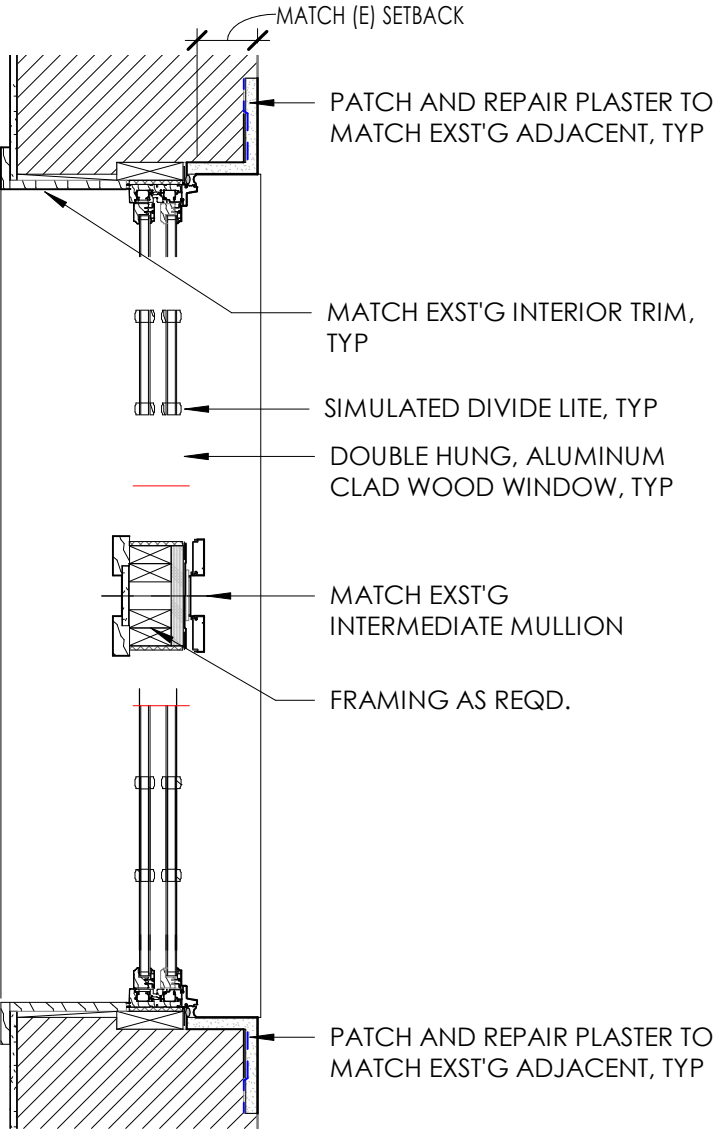
2 BALCONY SECTION
SCALE: 1/2" = 1'-0"



1 LOUVER DETAIL
SCALE: 3/4" = 1'-0"

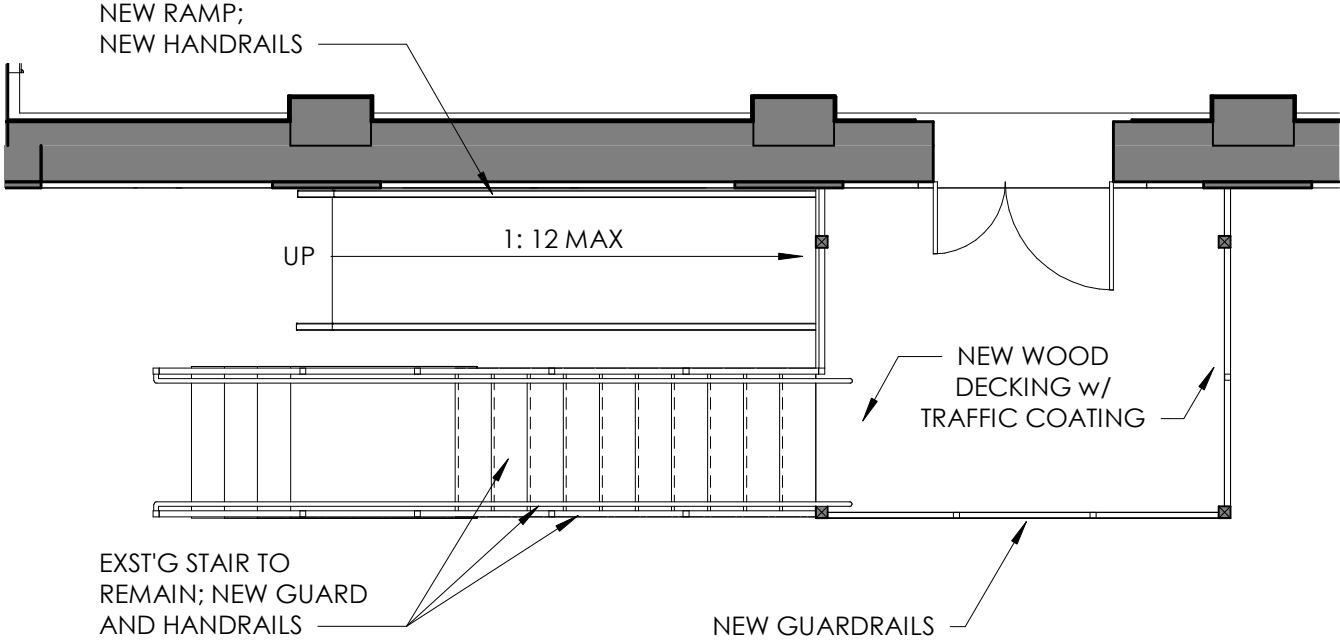


A. WINDOW SECTION



B. WINDOW PLAN

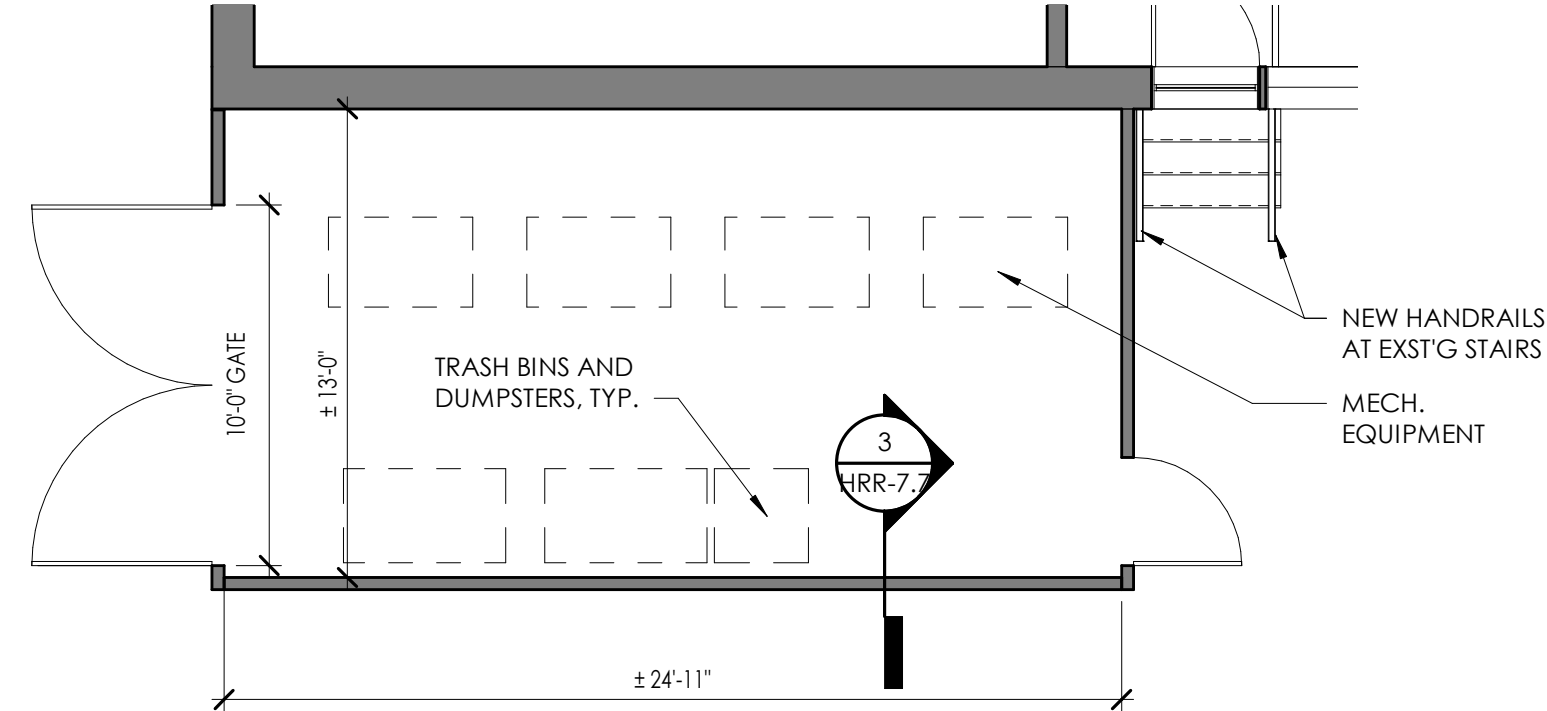
2 NEW WINDOW DETAIL
SCALE: 3/4" = 1'-0"



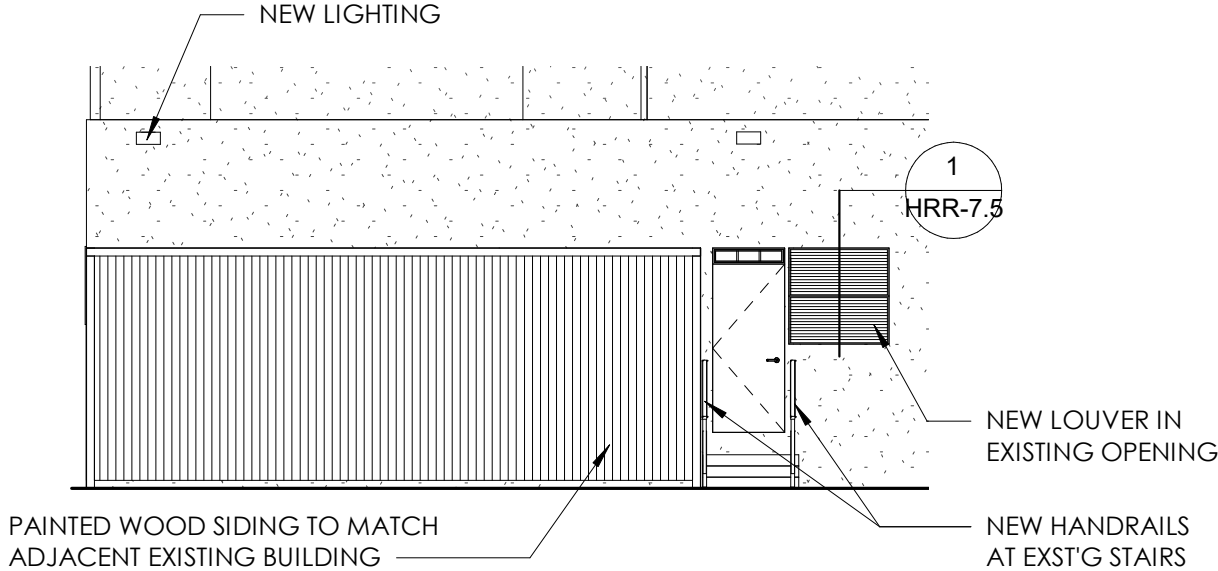
1 PROPOSED SOUTH STAIR PLAN
SCALE: 3/16" = 1'-0"



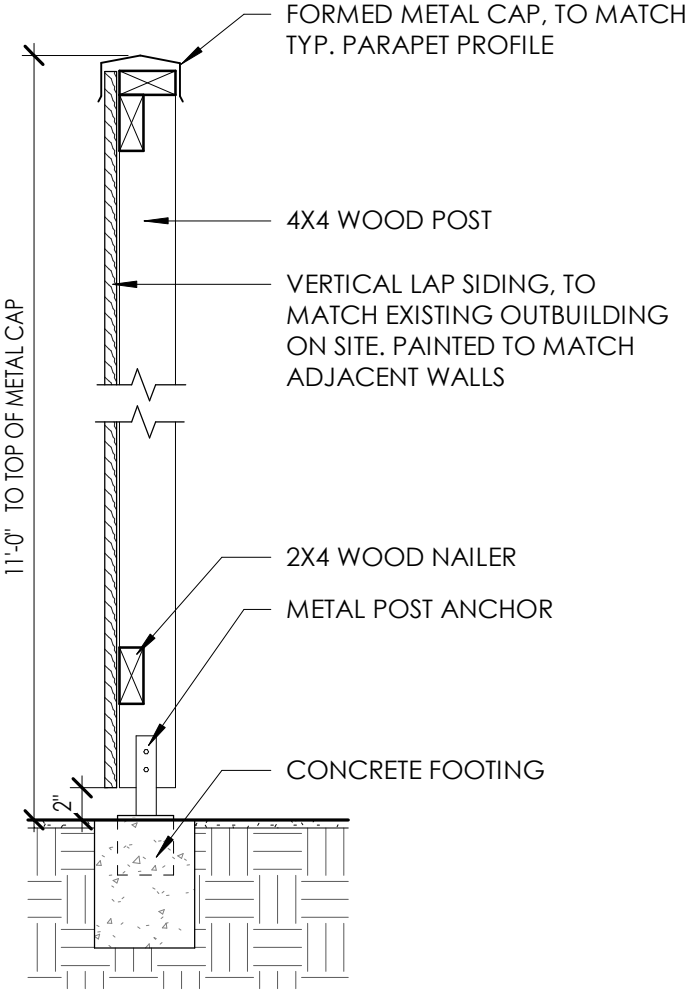
2 PROPOSED SOUTH STAIR SECTION
3/16" = 1'-0"



1 TRASH/MECH ENCLOSURE - PLAN
SCALE: 3/16" = 1'-0"



2 TRASH/MECH ENCLOSURE - ELEVATION
SCALE: 1/8" = 1'-0"



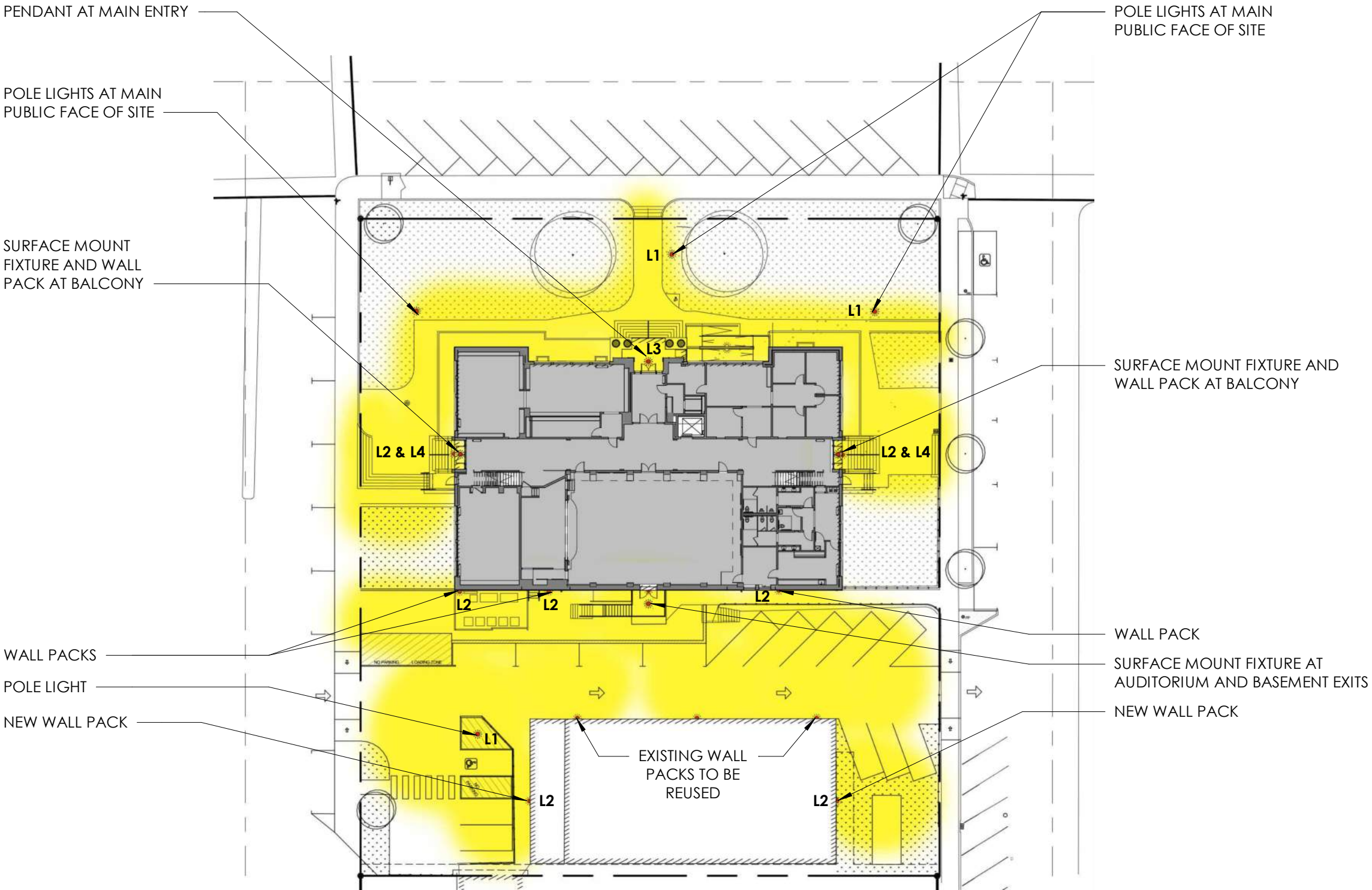
3 TRASH / MECH. ENCLOSURE
SCALE: 1" = 1'-0"

JOHN GUMM BUILDING CIVIC OFFICES

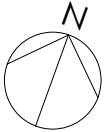
HISTORIC RESOURCE REVIEW

NOVEMBER 7, 2022

Item B.



1 PROPOSED SITE LIGHTING PLAN
1"=40'-0"





L1 POLE



L2 WALL PACK



L3 PENDANT



L4 SURFACE MOUNT

JOHN GUMM BUILDING
HISTORIC RESOURCE REVIEW NARRATIVE | NOVEMBER 07, 2022
251 ST. HELEN'S STREET, ST. HELENS, OR 97051

PROJECT TEAM

OWNER:

Columbia County
Contact Person: Riley Baker
230 Strand Street
St. Helens, OR, 97051
PHONE: 971.328.2537
EMAIL: riley.baker@columbiacountyor.gov

PROJECT MANAGER:

Ameresco, Inc.
Contact Person: Jason Carver, P.E.
9700 SW Capitol Highway, Suite 110
Portland, OR 97219
PHONE: 503.290.1297
EMAIL: jcarver@ameresco.com

ARCHITECT:

Emerick Architects P.C.
Contact Person: Brendan Hart
321 SW 4th Avenue, Suite 200
Portland, OR 97204
PHONE: 503.235.9400
EMAIL: brendan@emerick-architects.com

ZONING SUMMARY

PROPERTY ADDRESS:	251 ST. HELENS STREET, ST. HELENS, OREGON 97501
TAXLOT:	4N1W3BB12600
COUNTY:	Columbia
JURISDICTION:	St. Helens
ZONING DESIGNATION:	RD (River District) PLAZA (Subdistrict by Ordinance No. 3215 Att. C)
HISTORIC STATUS:	St. Helens Downtown Historic District Contributing Building, Secondary Significance City of St. Helens Designated Landmarks Register Ord. No. 3250, Att. B, Item 10

PROJECT NARRATIVE

The John Gumm Building is situated on a one-acre site in St. Helen's, Oregon, at the north end of the downtown center near the historic county courthouse, and just west of the Columbia River. Constructed in 1919, the building functioned as a schoolhouse, and is listed as a contributing building in the St. Helens Historic District (842001501) and as a locally designated Landmark by the City of St. Helens. In 1999, the site was converted for use as mixed-tenant commercial space. The property also contains an additional structure (originally the playground enclosure for the school) and a parking lot.

The proposed project will convert the John Gumm Building for use by Columbia County, and include a mix of civic offices space, public assembly space, and the new home for the Columbia County Museum. The building footprint will be unaltered. Exterior alterations to the building include the removal of non-original elements (platform lift, exterior exit stairs), replacement of some since-removed windows, and a new ramp to provide an accessible route to the primary entrance. The project also will include a restoration of original windows, doors, and significant architectural features. Exterior site renovations will include regrading and restriping of the parking lot, a new trash/mechanical enclosure, added site lighting, and new landscaping.

CRITERIA FOR ALTERATION (SHMC 17.36.040)

RESPONSES TO CRITERIA FOR ALTERATION (SHMC 17.36.040):

This project will undertake general exterior restoration work and updates, as shown in the submitted drawings package, including: painting and restoration of decorative wood elements, painting and repair of concrete, metal, wood, and plaster elements as required, and removal of non-historic elements such as louvers and security mesh.

Each alteration being proposed will respond to all individual requirements of 17.36.040(3) below. Any individual requirement not included in the response is assumed/proposed to be not relevant to the alteration.

3) In order to approve an application for the alteration of a designated landmark or historic resource of statewide significance, the commission must find that the proposal meets the following standards:

a) The purpose of the historic overlay district as set forth in SHMC 17.36.005

The proposed project will enhance the purpose of the historic overlay district, including specific response to the following criteria:

- (1) Protects and perpetuates the condition of the historic John Gumm Building through the proposed restoration
- (2) Safeguards the city's historic, aesthetic, and cultural heritage by providing a new home for the Columbia County Museum
- (5) Fosters civic pride by restoring a local landmark for reuse as a public building
- (6) Protects and enhances the city's attraction to tourists and visitors by providing a new home for the Columbia County Museum and local economic development groups.

(8) Promotes the use of historic districts and landmarks by bringing new life and access to the John Gumm Building and St. Helens Downtown historic district.

b) The provisions of the comprehensive plan

This project specifically addresses the Comprehensive Plans goals to provide facilities, utilities, and services which are necessary for the well-being of the community, and ensure that these facilities are sized to meet future and present demands. It also contributes to the plan's vision to increase tourism by providing a new home for the Columbia County museum.

c) A property shall be used as it was historically or be given new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.

The proposed use will require minimal change to any distinctive materials, features, spaces, or spatial relationships of the existing site. Specific alterations are addressed in the narrative below, but generally address alterations that would be required by local and state codes in any use. This new work is proposed to have similar/compatible materials and configurations to the existing building, including painted parge-coated concrete walls that match those around the ground floor of the building, wood-sided screening enclosures that meet municipal code requirements while matching the materiality, finish, and dimensions of the original covered play area on site, and new metal railings that meet current code dimensional requirements while matching the original conditions as closely as possible.

d) The historic character of a property shall be retained and preserved. The removal or relocation of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property shall be avoided.

NEW RAMP AT NORTH FAÇADE

- The new ramp at the north façade of the building will not alter the building's distinctive entry in any architecturally significant way and will not reorganize spatial relationships or remove/relocate distinctive materials or features. The proposed ramp will not disrupt the overall symmetry of the building and removes as small an amount of original material as possible. This element will improve public access to the building, and will also allow for the removal of the non-original platform lift currently located at the west entry to the building.

BALCONIES AND FIRE ESCAPES

- The existing wood balconies at the east and west facades will be preserved restored. The current fire escapes are proposed for removal as they are not original elements (chutes were initially used) and create an unsightly appearance and safety/security issues. The south balcony and exit stair will be restored without removal of distinctive material while improving the safety and serviceability of this original element.

DOORS AND WINDOWS

- The original front entry doors and glazing will be restored and preserved. These doors will be equipped with electronic operators to allow for synchronized opening and compliance with accessibility requirements, allowing these historic elements to remain part of the public entry sequence. All original windows will be restored and preserved. New aluminum-clad wood windows are proposed to provide daylight to the auditorium and match an original condition of the building.

SITE LIGHTING

- There is no original site lighting. New fixtures will be selected to match historic character of building while providing the illumination required by the St. Helens Municipal Code.

SITE WORK

- All site work will be installed with respect to the historic character of the site and building. No site elements that contribute to the historic character of the property will be removed, and new elements are proposed with materials and configurations compatible with the existing historic character of the building. These include the required screening enclosures at the trash/recycling area and generator, which are designed with wood siding to match the original covered play area.

ROOF WORK

- The current roof is non-historic and in good condition. New roof work will be limited to provide better means of roof access for maintenance and fire/rescue without impacting the historic character of the building.

e) A property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, shall not be undertaken.

NEW RAMP AT NORTH FAÇADE

- The ramp will not add a false sense of historical development and is designed to be a subtle addition to the historic building, matching the materials and detailing of the existing building, and improving public access.

BALCONIES AND FIRE ESCAPES

- The proposed restoration and alterations to the exterior balconies and fire escapes will not create a false sense of historical development. The proposed guardrails are designed to match original conditions as closely as possible in material, configuration, and detailing, while meeting current code requirements.

DOORS AND WINDOWS

- The new windows proposed at the auditorium will match the location and configuration of windows included in the original building, as shown from historic photos. All other windows and doors will be restored.

SITE LIGHTING

- No proposed site lighting will create a false sense of historic development.

SITE WORK

- The proposed site elements will not create a false sense of historic development, and are designed to be subtle additions to the original site compatible with the current conditions.

ROOF WORK

- No proposed roof work will create a false sense of historic development.

f) Changes to a property that have acquired historic significance in their own right shall be retained and preserved.

NEW RAMP AT NORTH FAÇADE

- The proposed ramp does not change any non-original historically significant material. The ramp will provide new access to the building and allow for the non-significant platform lift at the west entry.

BALCONIES AND FIRE ESCAPES

- The existing fire escapes at the east and west facades are not original, and though they have been in place since the 1950s, do not have historic significance. Their proposed removal will improve the safety and security of the building and enhance visibility and clarity of the east and west facades

DOORS AND WINDOWS

- All doors, those original and subsequently installed, will be preserved. Any window restoration will not remove historically significant changes to the original openings.

SITE LIGHTING

- The existing lighting on the building is non-significant and is proposed to be replaced with new fixtures more compatible with the historic character of the site.

SITE WORK

- The proposed site work will replace non-significant and failing/non-complaint elements such as paving, retaining walls, and rails.

ROOF WORK

- No non-original significant roof elements are proposed for alteration.

g) Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

NEW RAMP AT NORTH FAÇADE

- The ramp will be designed to maintain the distinctive entry portico as much as possible, requiring removal of only non-prominent portions of the column pedestals to provide access to the entry landing.

BALCONIES AND FIRE ESCAPES

- The distinctive wood balconies at the east and west facades will be preserved and restored.

DOORS AND WINDOWS

- The distinctive entry doors will be preserved and restored. Almost all exterior windows will be preserved, including many conditions at the basement and rear façade that require extensive restoration. Only heavily altered windows at the southwest corner of the basement level are proposed to be replaced with louvers of the same dimension to serve indoor mechanical equipment.

SITE LIGHTING

- No site lighting has distinctive characteristics that would recommend preservation.

SITE WORK

- No site elements have distinctive characteristics that would recommend preservation.

ROOF WORK

- No roof elements have distinctive characteristics that would recommend preservation.

h) Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and, where possible (including environmental considerations), materials. Replacement of missing features shall be substantiated by documentary and physical evidence.

NEW RAMP AT NORTH FAÇADE

- The proposed ramp does not impact any deteriorated historic features.

BALCONIES AND FIRE ESCAPES

- The east and west balconies as well as the southern fire exit will be preserved to the extent possible, and only altered as required by current code.

DOORS AND WINDOWS

- Historic doors and windows are proposed to be preserved rather than replaced. The replacement of since-removed original windows to the auditorium is substantiated by historic photos that document this condition, and the proposed windows will match the size and configuration of the original openings.

SITE LIGHTING

- No site lighting will impact deteriorated historic features.

SITE WORK

- No site work will impact deteriorated historic features.

ROOF WORK

- No roof work will impact deteriorated historic features.

- i) Chemical and physical treatments, if appropriate, shall be undertaken using the gentlest means possible. Treatments that cause damage to historic materials shall not be used.**

There are no potentially damaging chemical or physical treatments that will occur as part of this project.

- j) Archeological resources shall be protected and preserved in place. If such resources must be disturbed, mitigation measures shall be undertaken.**

There are no known archeological resources on site. If such resources are discovered, measures will be taken to ensure proper mitigation and resource protection.

- k) New additions, exterior alterations, or related new construction shall not destroy historic materials, features, and spatial relationships that characterize the property.**

NEW RAMP AT NORTH FAÇADE

- The proposed ramp will minimally impact the historic entry portico of the building while matching the materials, finishes, and detailing, of the historic building and increasing accessibility to the primary entrance.

BALCONIES AND FIRE ESCAPES

- The fire escapes at the east and west facades are non-historic elements that do not characterize the property. The guardrails at all exterior balconies are not historic and will be replaced with new code-compliant conditions.

DOORS AND WINDOWS

- No historically significant doors or windows are proposed to be altered.

SITE LIGHTING

- No historically significant doors or windows are proposed to be altered.

SITE WORK

- No site work component will destroy or alter any historically or architecturally significant features or relationships.

ROOF WORK

- No historically significant roof elements are proposed to be altered.

- I) New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.**

NEW RAMP AT NORTH FAÇADE

- The ramp is designed to be installed without significant effect to the essential form and integrity of the building, and located in an area such that if the ramp was removed, the essential building form would still be intact.

BALCONIES AND FIRE ESCAPES

- N/A

DOORS AND WINDOWS

- N/A

SITE LIGHTING

- N/A

SITE WORK

- The trash/recycling and service enclosures are proposed in such a way that their removal would not impact the essential form or integrity of the historic property.

ROOF WORK

- N/A

**CITY OF ST. HELENS PLANNING DEPARTMENT
STAFF REPORT
VAC.3.22**

DATE: December 6, 2022
TO: Planning Commission
FROM: Jennifer Dimsho, AICP, Associate Planner
 Jacob A. Graichen, AICP, City Planner

PETITIONER: Murphy Family Trust & Kylie Bellar

PROPOSAL: Vacation of public right-of-way described as follows:

The east 40' of the North 9th Street right-of-way abutting Lots 5, 6, 7 and 8 of Block 76 of the St. Helens Subdivision, City of St. Helens, Columbia County, Oregon.

The purpose of this vacation is for increased parking area per the petitioner's petition.

PUBLIC HEARING & NOTICE

Hearing date: January 4, 2023 before the City Council

Notice of this proposed street vacation was Published in the Chronicle on **December 21, 2022** and **December 28, 2022**. Staff posted a copy of the notice at or near each end of the proposed street vacation areas on **December 21, 2022**.

APPLICABLE CRITERIA, ANALYSIS & FINDINGS

SHMC 2.08.080μ Planning Commission Powers and Duties

Discussion: There are several listed duties and powers that include recommendations to the City Council with regards to property acquisition/disposition, public facility proposals, right-of-way plans, plats or deeds dedicating land to public use, and street design for example. Street vacation proposals can be construed as falling within one or more of these.

As such, at their December 13, 2022 meeting, the Commission considered this request and, based on <<majority or unanimous>> vote, recommends the following to the City Council:

<<**Recommendation will be here**>>

SHMC 17.32.030(5): Whenever any street is lawfully vacated, and when the lands within the boundaries thereof attach to and become a part of lands adjoining such street, the lands formerly within the vacated street shall automatically be subject to the same zoning district designation that is applicable to lands to which the street attaches.

SHMC 17.136.220μ Vacation of Streets: All street vacations shall comply with the procedures and standards set forth in ORS Chapter 271 and applicable local regulations.

Discussion: The above two excerpts are the only places where vacations are specifically mentioned in the St. Helens Municipal Code. The Municipal Code does not set forth any additional approval criteria other than those per State law below.

Oregon Revised Statutes, ORS 271.120 – Street Vacation Approval Criteria

... the governing body shall hear the petition and objections and shall determine whether the consent of the owners of the requisite area has been obtained, whether notice has been duly given and whether the public interest will be prejudiced by the vacation of such plat or street or parts thereof. If such matters are determined in favor of the petition the governing body shall by ordinance make such determination a matter of record and vacate such plat or street; otherwise it shall deny the petition. The governing body may, upon hearing, grant the petition in part and deny it in part, and make such reservations, or either, as appear to be for the public interest.

Findings:

- **Have there been any objections or other comments submitted regarding this request?**
Notice was sent to utilities on November 10, 2022.

City Public Works/Engineering: **Recommendation is to not vacate the public right-of-way because an existing unimproved natural drainageway runs through the center of the proposed area to be vacated.** Contour lines show this to be a natural drainage path for this area. In addition, a waterline easement is required for future extension of the water main coming from N. 8th Street. A sanitary sewer easement and a storm drain easement is required for the existing sewer trunk line which runs through the south end of the proposed area to be vacated. **See attached referral staff report and map.**

There have been no comments as of the date of this staff report from the Columbia River PUD, Comcast/Centurylink, or NW Natural.

- **Has the consent of the owners of the requisite area been obtained?**
Pursuant to ORS 271.080(2), the consent of the owners of all abutting property and not less than two-thirds in area of the real property affected area (i.e. an area 200 feet parallel to and on both sides of the portion of street right-of-way to be vacated and 400 feet along its course beyond each terminus of the portion of street right-of-way to be vacated) is required. **The applicant submitted documentation showing 100% consent of all property owners abutting the portion of street right-of-way to be vacated and 67.8% of the affected area.**
- **Has notice been duly given?**
Notice requirements are set forth by ORS 271.110. This requires published notice to occur once each week for two consecutive weeks prior to the hearing and posted notice within five

days after the first date of published notice. The posting and first day of publication notice is required to be at least 14 days before the hearing. The notice requirements have been met (see PUBLIC HEARING & NOTICE above).

• **Will the public interest be prejudiced by the proposed street vacation?**

Streets – This section of N. 9th Street is an undeveloped right-of-way at 80' in width. It is classified as a local street according to the City's Transportation Systems Plan (TSP). According to SHMC 17.152.030, local streets have a minimum right-of-way width of 50'. However, there are multiple reasons why it is unlikely that a roadway will ever be built that connect Columbia Boulevard to Wyeth Street.

- Approximately 180' north of the proposed vacation, there is a large basalt cliff of about 25' to 30' in height, which resulted in a similar 40' wide street vacation of N. 9th Street (VAC.1.18) on the upper part of N. 9th Street.
- Approximately 200' south of the proposed vacation, there is another rock bluff wall of about 40' in height (near Spain's Hill).
- Approximately 40 feet south of the proposed vacation, there is a large locally significant Type I wetland with a 75' upland protection zone.
- The angle that the N. 9th Street right-of-way connects to Columbia Blvd. right-of-way is very challenging for intersection configuration and safe sight distance.



Taken in the N. 9th St. right-of-way looking south towards basalt bluff near Spain's Hill/Columbia Blvd.



Taken in the N. 9th St. right-of-way looking north towards Wyeth St./basalt bluff. Note the small indentation in the grass.



Taken looking west from the N. 9th St. right-of-way. Pictured is the public storm system/ditch which runs east/west about 130' south from the proposed vacation. Type I wetland with a 75' upland protection zone pictured to the right of the public stormwater ditch.

Fire Access - The applicants of this street vacation share access from N. 8th Street along a 20' wide shared driveway. The area proposed for vacation currently functions as a gravel turnaround for the private driveway, although it is not formally developed. The fire code requires an approved turnaround if the distance from the roadway to the structure is over 150'. There is about 175' from the edge of the developed roadway at N. 8th Street to the dwelling at 144 N. 9th Street. If this structure were to be built today or if the dwelling is re-built, a fire turnaround or fire sprinkling of the new structure would be considered. See the attached *Page 5 from the Fire Code Application Guidelines*

Fire turnarounds can be built on private property or within public rights-of-way. However, given the large footprint, if a fire turnaround were built entirely on private property in this case, it would require cooperation of both private property owners to draft and record a shared access and maintenance easement. It would also take up a significant portion of both lots, reducing potential building envelopes significantly. This could be a barrier. **By vacating the entire proposed area, it eliminates the flexibility to utilize public right-of-way to provide an adequate fire turnaround in the future.**

There are two potential fire turnaround options (cul-de-sac and hammerhead) staff contemplated as shown on the Aerial & Utilities Map. If fire turnaround option A were retained as public right-of-way, additional right-of-way would need to be retained or a public easement would need to be granted through the shared private driveway to ensure that there would not be an "island" of public right-of-way with no way to access it.

Trees – Tree within rights-of-way are subject to public protection. There are trees within the proposed vacation area that would no longer be subject to public protection.



Taken looking south from the N. 9th St. right-of-way. Some trees pictured would no longer be subject to public protection if vacated.

Utilities – There is public sanitary sewer and public storm drain which runs through the south end of the area proposed to be vacated which would require a public utility easement of the southern 30' to be vacated. There is also a water line which terminates in the private drive. In addition to ensuring there is public utility easement over the existing water main, a 15' wide waterline easement which runs east/west through the proposed vacation would be required for future extension of the mainline to serve infill lots. There is also an unimproved drainageway which runs north/south through the entire section of proposed right-of-way to be vacated. It is unimproved for the length, except a section where it is piped for about 30-40 feet near the informal gravel turnaround.

Taken looking north from the N. 9th Street right-of-way. Storm outfall (not identified as public) daylight as shown in the background and a ditch runs north/south through the entire proposed right-of-way to be vacated until it reaches the public storm ditch that runs east/west about 130' south of the proposed vacation.



Engineering's recommendation is denial of the request given that this is a natural drainage path for this area.



Taken looking south from the N. 9th Street right-of-way. The natural drainageway is piped under the informal gravel turnaround for about 30-40' shown above.

Summary - Retaining the public right-of-way in this area promotes protection of the natural drainageway and allows crews access for maintenance as needed. It is difficult to require an easement to capture the extent of the natural drainageway because it meanders through the entire right-of-way to be vacated (as opposed to parallel with the right-of-way). With the location of this natural drainageway, the need for a public utility easement for the sanitary/sewer at the south end, and a waterline easement for future main line extension, the proposed vacation becomes a mess of easements at various sizes. Vacating this right-of-way would also result in a reduction of options to comply with fire code in the future. For these reasons, staff does not recommend approval of this vacation.

CONCLUSION & RECOMMENDATION

Based upon the facts and findings herein, staff and recommends to the City Council denial of the street vacation petition.

<< Planning Commission recommendation will also go here. >>

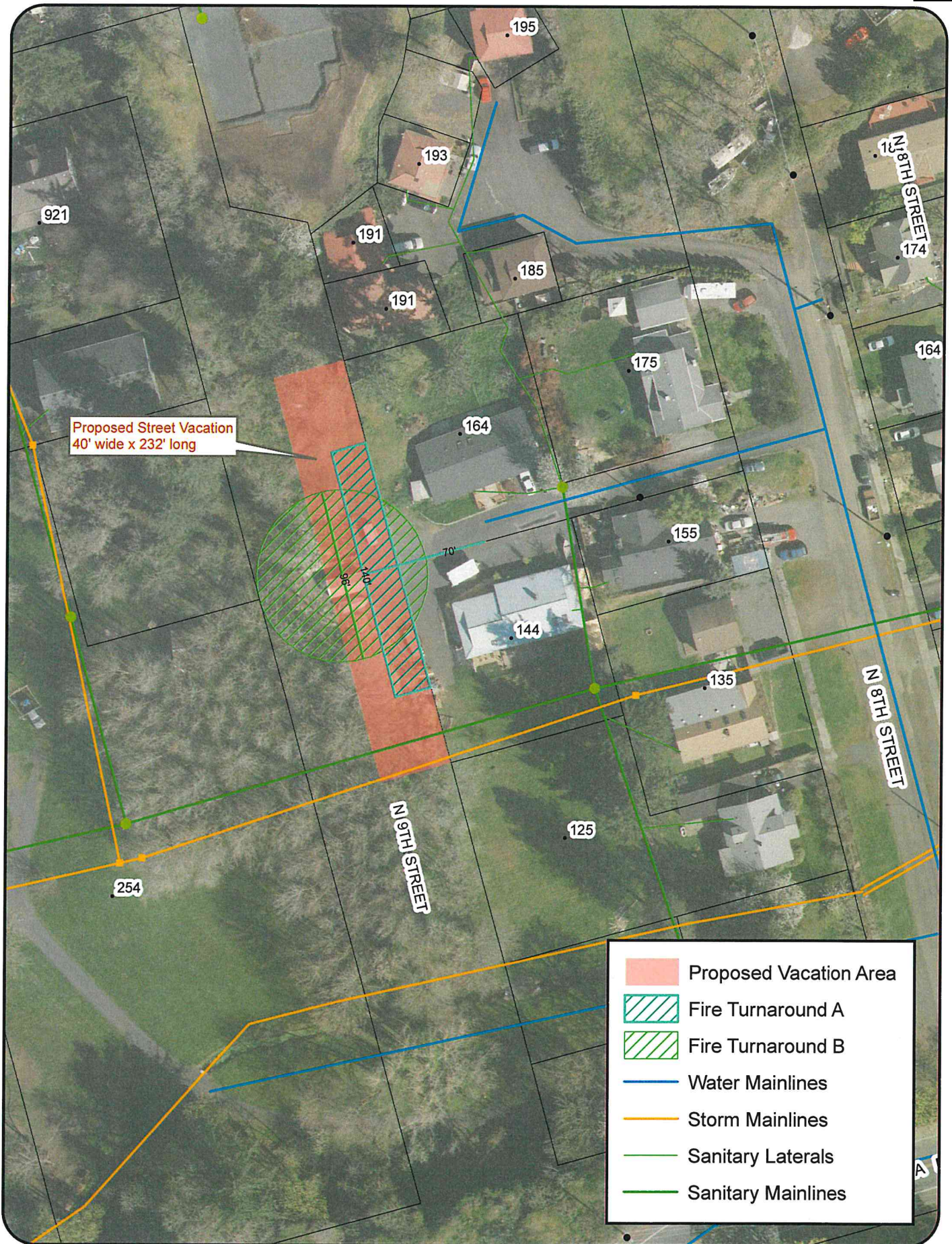
Attachments

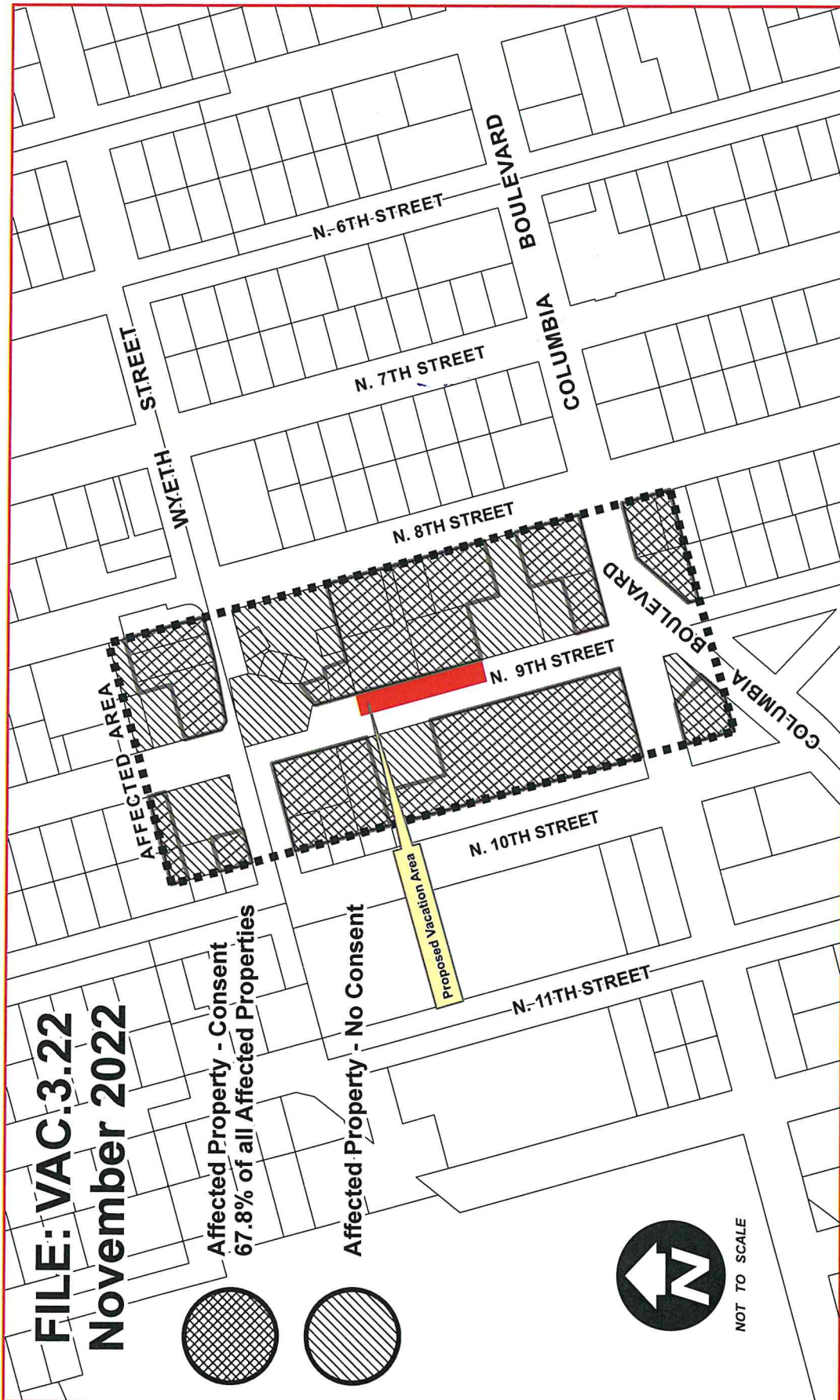
Aerial & Utilities Map

Consent Map

Page 5 from the Fire Code Application Guidelines

City Engineering Referral Comment dated December 1, 2022

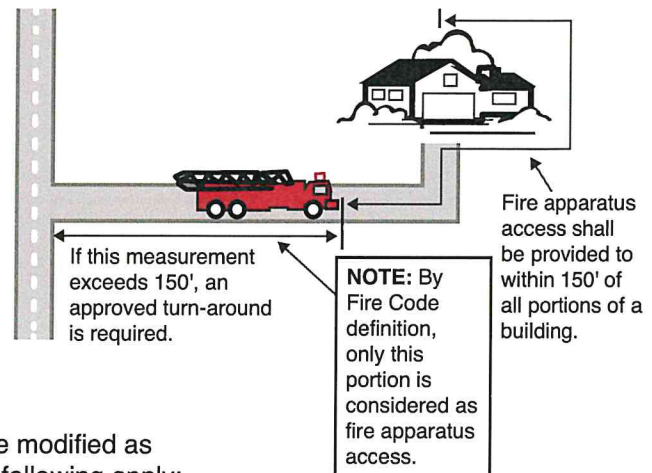




FIRE DEPARTMENT ACCESS

FIRE APPARATUS ACCESS ROAD DISTANCE FROM BUILDINGS AND FACILITIES:

Access roads shall be within 150 feet of all portions of the exterior wall of the first story of the building. An approved turnaround is required if the remaining distance to an approved intersecting roadway, as measured along the fire apparatus access road, is greater than 150 feet. (OFC 503.1.1)



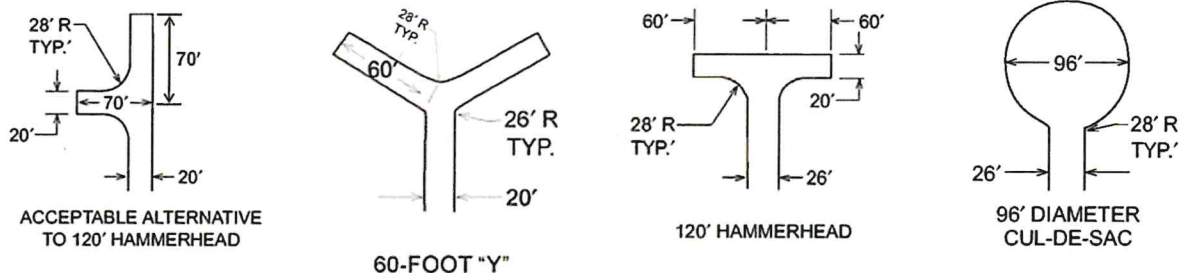
ACCESS ROAD EXCEPTIONS:

The requirements for fire apparatus access may be modified as approved by the fire code official where any of the following apply: (OFC 503.1.1 Exception)

1. Buildings are equipped throughout with an approved automatic fire sprinkler system (the approval of this alternate method of construction shall be accomplished in accordance with the provisions of ORS 455.610(5)).
2. Fire apparatus access roads cannot be installed because of location on property, topography, waterways, non-negotiable grades, or other similar conditions, and an approved alternative means of fire protection is provided.

DEAD END ROADS AND TURNAROUNDS:

Dead end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved turnaround. Diagrams of approved turnarounds are shown below: (OFC 503.2.5 & Figure D103.1 in the OFC)



TURNING RADIUS:

The inside turning radius and outside turning radius shall not be less than 28 feet and 48 feet respectively, measured from the same center point. The greatest turning radius that needs to be accommodated for our fire apparatus is 240". That is axle to axle. Angle of approach and departure is to be no greater than less than 9 percent. (OFC 503.2.4 & D103.3)



ENGINEERING STAFF REPORT

PROJECT/SITE: VACATION OF N 9TH ST SOUTH IF WYETH ST

REPORT DATE	PROJECT NAME	PREPARED BY
12/01/2022	Bellar Murphy N 9th St Vacation	Sharon Darroux Engineering Manager

EVALUATION

STREETS

- Minimum ROW width for local streets is 50 feet. Vacation of the ROW would reduce the ROW to 40 feet which may potentially degrade access to public utilities, and to the installation of future utilities.

WATER

- Waterline easement required for future extension of the water main coming off N 8th St.

SEWER

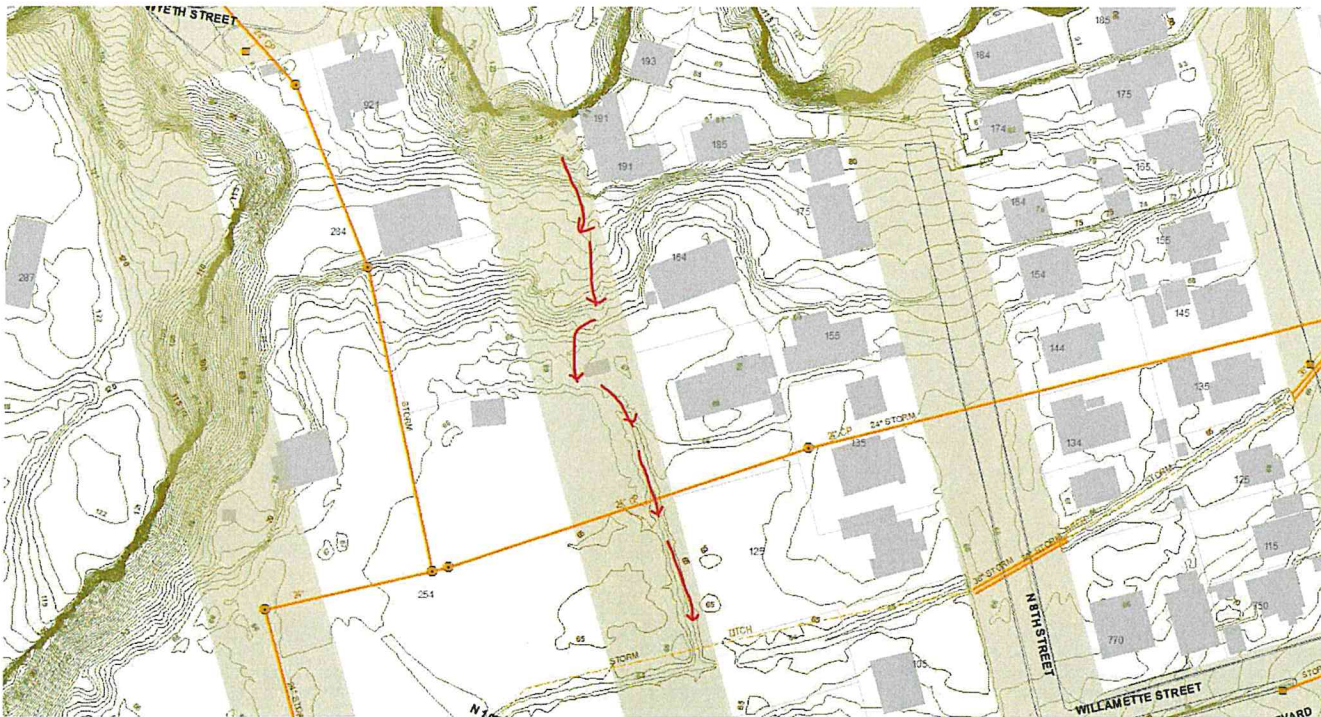
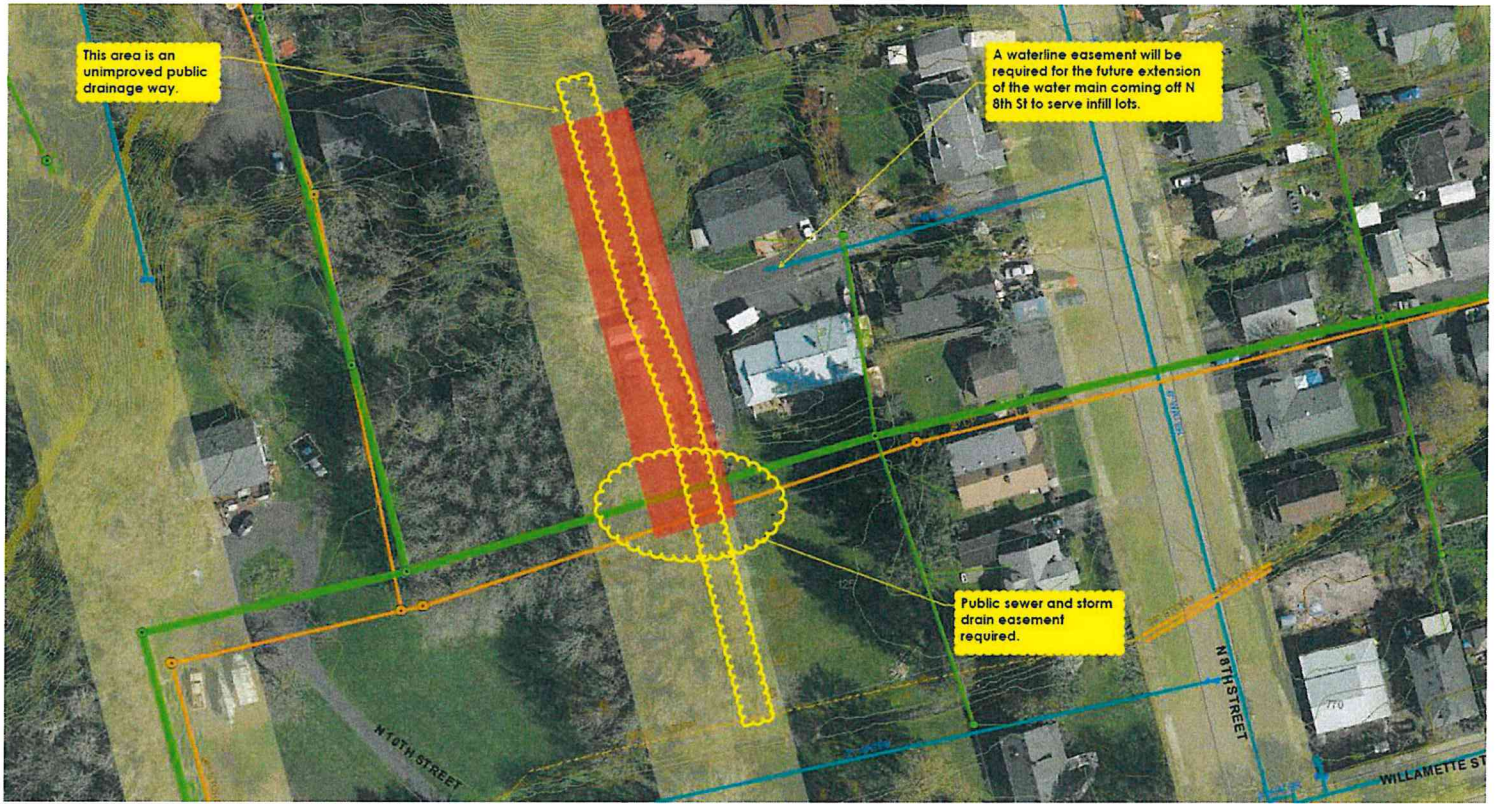
- Sanitary sewer easement required for the existing sewer trunk line which runs through south end of the area proposed to be vacated.

STORM

- Storm drain easement required for the existing storm drain which runs through south end of the area proposed to be vacated.
- A mostly unimproved public drainageway runs through the center of the area proposed to be vacated.



Recommendation is to not vacate the public right of way because an existing unimproved natural drainageway runs through the center of the proposed area to be vacated as shown on the map. Contour lines show this to be a natural drainage path for this area.



CITY OF ST. HELENS PLANNING DEPARTMENT ACTIVITY REPORT



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

Date: 11.29.2022

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

Issued a decision for a second lot of the Columbia Commons commercial subdivision. Previously, a Burger King was approved. This time it is a for a vehicle quick lube business. The quick lube business development application does reference Dairy Queen as a potential occupant of an adjacent lot, but no formal application has been submitted. There are four lots total.

PLANNING ADMINISTRATION—PREAPPLICATIONS MEETINGS

Had a preliminary Q&A meeting for potential partition in the Urban Growth Boundary along Bachelor Flat Road and Morten Lane. If applied for, this will be an application with the county, but the city is still involved being in our UGB.

Conducted a pre-application meeting for a potential multi building shopping center on the commercial lots of the Greystone Estates Subdivision (across the street from where Burger King is proposed at the Howard and Kelly Streets intersection. The meeting was with OTAK folks mostly. They noted years of experience and having been through many pre-app meetings with other jurisdictions, they said this pre-app was the most thorough one they've had. Customer service matters!

Sand Island cabins and picnic shelter development process when we inspected the site this month and staff noted many trees missing and the buildings placed in a different arrangement from the approved plans. The original plans noted "no trees greater than 6" DBH shall be harmed or removed as part of this project." However, upon inspection and later revised plan, 35 trees were cut down. They will replace the trees removed, mostly cottonwoods, with more enduring species (Big Leaf Maples and Douglas Fir), so this should prove a better investment in the long run despite an apparent miscommunication between the island operator, designer, and workers, and the inefficiency of needing revised plans and reinspection.

PLANNING ADMINISTRATION—MISC.

The Planning Commission Interview Committee conducted interviews this month and selected 2 candidates out of 5 applicants (only 4 interviews). They could have selected a potential 3rd

person in the event Commission Toschi was elected to the Council, but decided to leave that until the election and, if needed, will re-advertise for that position with the folks who interviewed kept in the running if they choose. Ultimately, Commissioner Toschi was not elected to Council, so no 3rd opening to fill.

DEVELOPMENT CODE ENFORCEMENT

Earlier this CRFR started conducting activity on property and installed a sign without proper permitting for use or the sign. Consultants for CRFR have been communicating with staff about this property throughout the year and my hope was through that the issues would be resolved without the need for formal enforcement correspondence. However, after receiving correspondence from CRFR's legal counsel this month, a reply was in order. Please note staff informed the CRFR Fire Chief Joel Medina, Deputy Chief Eric Smythe and Board President Hans Feige of these issues in person earlier this year, so there shouldn't be any surprise. **See attached letter from CRFR and the reply from the city.**

Some councilors, commissioners and staff may remember the 2nd floor conference room before the remodel when it was in the corner of the building. Somehow, despite no declaration of surplus, the table (big and solid hardwood) and many solid hardwood chairs ended up in the main building that ACSP (business now defunct) occupied. **See attached.**

As noted in the September report, I met with the site manager for the ACSP / Orgrotech business at 1400 Kaster Road. They need to move a shed placed on a city easement by the end of the year. Since then, they have allegedly sold all of their state marijuana production licenses and said all of the small sheds, including the one required to be moved, will be removed from the site.

PLANNING COMMISSION (& acting HISTORIC LANDMARKS COMMISSION)

November 8, 2022 meeting (outcome): The Commission approved a yard (setback) Variance at 134 N. 2nd Street and approved a motion recommending two new commissioners as recommended by the Planning Commission interview subcommittee. Staff also presented the department's semiannual report. The Commission also made some formal recommendations related to potential actions pursuing how to address Oregon's HB 3115 (**see attached**).

December 13, 2022 meeting (upcoming): The Commission will hold a public hearing for improvements to the John Gumm Scholl building as part of Columbia County's plans to reuse for their purposes. This includes their role as the *Historic Landmarks Commission* as a proposal to alter this designated landmark. They will also review a right-of-way vacation of a portion of N. 9th Street to provide recommendation to the Council.

COUNCIL ACTIONS RELATED TO LAND USE

Council agreed to have one last joint meeting with the Planning Commission on Dec. 14 @ 4pm. They agreed with my suggestion that councilors who won the election and newly appointed commissioners attend as a “changing of the guard.”

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

Quarterly data updates. This was more involved than the typical quarterly update given new utility data added to the system Public Works uses. Also updated my own map with more of the new data from this year. With these updates, I finally feel 100% done with the aerial photo/planimetric update project that was “mostly” finished earlier this year.

Created public ownership map to help navigate HB 3115 (homeless/camping) issue.

Received some information from the County Assessor about conflicting addresses that will take some time to review for comments. This is report worthy as an important but time consuming “surprise task.”

ST. HELENS INDUSTRIAL BUSINESS PARK PROPERTY

Continue to work with our consultants and PGE to figure out how PGE’s new substation will fit.

Finally started to put review time into the initial application for the new public safety facility, which I’m hoping will be ready for a public hearing before the Planning Commission early next year.

From: [Jennifer Dimsho](#)
To: [Jacob Graichen](#)
Subject: November Planning Department Report
Date: Monday, November 28, 2022 10:40:19 AM

Here are my additions to the November Planning Department Report. My report is light on project management, but I am no less busy. We are processing a Street Vacation application and received two Site Development Review applications (Chinese Restaurant & Riverside Community Outreach) in November.

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. Engineering will still bid the project with a design which was made as lean as possible. If bids come back too high, we may have to shelf the plans until additional funding can be sourced.
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)** – Moving into 90% design, continued regular PM meetings and TAC meetings. For permitting, stage and structure will require architectural review before the PC (anticipated in the early 2023 with the Building permit). LWCF grant contract will be subject to the Buy America Build America (BABA) requirements which could have budget/timeline implications. Executed additional scope of work to determine if compliance or waiver is recommended. Recommendation is to comply with the BABA requirements, as the cost implications are around 6% increased for the project.
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.

PROJECTS & MISC

5. **Riverfront Streets/Utilities Design/Engineering** – Construction contract granted to Moore Excavation. Groundbreaking ceremony held on Nov 2 and kickoff business/resident meetings held in late October. Assisting project team with outreach efforts including website updates/press releases/promotion materials. Attending weekly check-ins to stay in tune with project schedule.
6. **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 go out for a bid process instead of the RFP process.
7. **St. Helens Industrial Business Park (SHIBP) Public Infrastructure Design** – Work Order 1

approved - 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.

8. **Utility Billing/Bennett Building cornice** – Met with Pacific stainless to select cornice color and discuss method of attachment with Public Works and fabricator.

Jenny Dimsho, AICP

Associate Planner / Community Development Project Manager

City of St. Helens

(503) 366-8207

jdimsho@sthelensoregon.gov



CLARK I. BALFOUR

cbalfour@cablehuston.com

November 4, 2022

SENT VIA USPS AND EMAIL

John Walsh
City Manager
265 Strand Street
St. Helens, OR 97051

Jacob Graichen
Planning Director
265 Strand Street
St. Helens, OR 97051

Re: Columbia River Fire and Rescue
Parcel ID: 28762
4N1300400

Mr. Walsh and Mr. Graichen,

We represent Columbia River Fire and Rescue (CRFR), owner of the above referenced parcel. CRFR has questions for the City of St. Helens (City):

1. The property is referenced in both the Central Waterfront Plan (CWP) and the St. Helens Industrial Business Park Plan. The parcel is identified as Map ID 427 in Table 2-1 of the Phase 1 Site Characterization Report prepared by Maul Foster in May 2020 for the CWP. CRFR is listed as the owner, which is true. But it is also referenced in the St. Helens Industrial Business Park Plan as Parcel 9A as a separate lot of record and as a “future expansion area not under City ownership.” See the St Helens Industrial Business Park- Parcelization Framework prepared by 3J Connelly in May 2020. There is another reference in the Phase 1 map referring to Parcel 9A that makes a very similar statement. We ask the City to confirm which plan includes the CRFR parcel so that CRFR can exercise its rights of participation as a landowner.
2. Earlier this summer, CRFR applied to the County for a temporary electrical permit to perform some work on the parcel. County staff denied the permit based on instructions from Jacob Graichen, City Planning Director. CRFR’s architect, Robert Evenson, contacted Jacob Graichen via email and received a response that, among other things, included reference to an existing sign the City claims is unlawful and unpermitted. We understand that the sign is exempt under Development Code Section 17.88. Please let us know the reason for the claim of violation.

3. In the same email, Jacob Graichen stated that denial was also based on “ownership issues and legitimacy of the parcel” (also stated in a voice mail by Jacob Graichen to Jesse Hlyva, CRFR’s contractor, on August 24, 2022). Fire Chief Joel Medina has also indicated that in other conversations previous to August 24, John Walsh stated that the City did not believe CRFR was the rightful owner. CRFR has the following questions:
- a. Does the City dispute that title to this parcel is vested in CRFR?
 - b. If the City does dispute CRFR’s title, what is the basis?
 - c. Does the City claim it is the owner of the parcel?
 - d. What is the meaning of Jacob’s phrase questioning the legitimacy of the parcel?
 - e. If CRFR submits a development application, would the City deny based on ownership questions?

CRFR is intent on preserving its ownership rights regarding its continuing use of the property for public safety training purposes and participating in the ongoing public processes as the City seeks to implement its vision. So that CRFR is not prejudiced in the exercise of these rights, please provide your answers by November 18, 2022.

Sincerely,



Clark I. Balfour

CIB/vc

cc: Jenny Dimsho (via email)
CRFR Board
Chief Medina



265 Strand Street
St. Helens, Oregon
97051

November 22, 2022

Clark I Balfour
Cable Huston
1455 SW Broadway, Suite 1500
Portland, OR 97201-3412

RE: Property identified as Columbia County Assessor Account No. 28762 and map and tax lot number 4N1W-3-400. Ownership and use concerns.

Dear Mr. Balfour:

The City of St. Helens (the "City") acknowledges receipt of your letter of November 4, 2022 on behalf of your client, Columbia River Fire and Rescue ("CRFR"). Your letter posed several questions based on CRFR's alleged ownership of the parcel noted above ("Parcel"), and request information as to certain actions taken by the City. We will respond to each of your questions below.

The City will respond to your last question first, as the response to that set of questions is relevant to the City's responses to your other questions. The City believes there is a significant question whether CRFR actually is the owner of the Parcel. According to a review of the relevant land records, CRFR took ownership of the property in May of 1989 with a BARGAIN AND SALE DEED WITH RIGHT OF REVERTER recorded as instrument no. 89-2674. Language in that document clearly states that if the property is not used for fire related protection purposes for a period of three (3) years, and there are no written development plans to use or continue to use the property for a fire training site or other fire prevention or control purposes, then the property shall revert to the Grantor or its successor. The City is not aware of any use of the Parcel by CRFR for fire related protection purposes nor of any written plan that was prepared regarding the same between May 2, 1989 and May 2, 1992. In the absence of such use or preparation of plans, the City believes that title to the Parcel automatically reverted to the prior property owner. In light of the concerns noted above, the City does not believe it appropriate to move forward with any type of application for use of the property until the title issue is clear.

The City also has concerns whether the Parcel is a legal lot or parcel per ORS Chapter 92. The City cannot find evidence it was legally created. In 1989 the City had rules about land partitions and there is no record of an approved partition or even an application for such. Creation by deed alone in 1989 was not a lawful way of creating a parcel.

As it pertains to this property's reference in the St. Helens Industrial Business Park – Parcelization Framework Plan adopted by Resolution No. 1910, Parcel 9a is referenced as being *within* a separate lot of record, as opposed to being as lot of record itself. Please note there is no adopted central waterfront plan.

Complicating matters further is use of the property, which, in light of the questions regarding ownership of the Parcel and, as discussed below, the absence of any permits, potentially includes unlawful use of it as training grounds and unlawful installation of a sign. This potentially unlawful activity has been documented by observations by staff of the sign installed earlier this year and a CRFR Facebook post on July 11, 2022, which was highlighted in a July 13, 2022 article in The Chronicle newspaper. Please understand that continued and unabated unlawful acts may result in enforcement action.

Even if CRFR is the owner of the Parcel, which is not at all certain, the CRFR's use is in violation of applicable law. The property is zoned Heavy Industrial ("HI"). Under current zoning regulations CRFR training grounds would fall under "public safety and support facilities." This is a conditionally permitted use in the HI zone and requires a Conditional Use Permit to be obtained regardless of whether buildings or structures are proposed. The use is not exempt from permitting and thus the use without proper permitting and compliance with the conditions thereof is a violation. There is no land use permit establishing a use of the property in the City's records from before 1989 to today.

Temporary uses are also regulated by Chapter 17.116 SHMC, and this includes temporary buildings. The Columbia County Land Development Services was instructed to deny a temporary electrical permit for this site this summer because there is no legitimate permanent or temporary use for the site. The electrical permit was for an office modular building according to the applicant (Electro-Wire Inc.), which if placed without proper permitting from the City per the SHMC would be a violation. In fact, there is no clear category for a temporary building per Chapter 17.116 SHMC to be placed on the site, so the building and related site improvements (required and proposed) would need to be approved on a permanent basis (i.e., Conditional Use Permit and subsequent building/development permits).

As it pertains to the "Training Grounds" sign, contrary to the assertion in your letter, a sign permit is required to install a new sign pursuant to SHMC 17.88.020(2) and the existing sign is not exempt from permitting per this Chapter. There is no permit for this sign, nor is the City aware of any application for a sign permit having been filed.

As noted above, the City believes that the existing sign is unlawful and that such a sign cannot be placed on the Parcel without a permit. Pursuant to its authority under SHMC 17.88.155, please accept this letter as official notice that the City deems the sign to be in violation of the provisions of SHMC 17.88, and the City hereby requests that CRFR immediately remove the sign. A failure on the part of CRFR to do could result in the City removing the sign pursuant to its authority under SHMC 17.88.155.

Should you have any questions in this regard, please do not hesitate to contact this office.

Respectfully yours,



Jacob A. Graichen, AICP, City Planner

cc: CRFR; 270 Columbia Blvd; St. Helens, OR 97016

From: [Jacob Graichen](#)
To: [Rick Scholl](#); [Doug Morten](#); [Patrick Birkle](#); [Jessica Chilton](#); [Stephen Topaz](#)
Cc: [John Walsh](#); [Kathy Payne](#); [Brian Greenway](#)
Subject: ACSP and city furniture not declared surplus
Date: Tuesday, November 15, 2022 11:11:00 AM
Attachments: [LoopNet Screenshot 11152022.jpg](#)
[1400-Kaster-Rd-Saint-Helens-OR-1400-Kastor-Rd-8-24-LargeHighDefinition.jpg](#)

Dear City Council,

When city hall was remodeled somewhat recently the conference room on the second floor was moved to a smaller room. The sad part of that for many staff folks was loss of a large wooden table, which we hoped to reuse someday.

What troubles me is this table and many of the wooden chairs are unquestionably visible in one of the scrolling photos on the LoopNet site: <https://www.loopnet.com/Listing/1400-Kaster-Rd-Saint-Helens-OR/26715202/>

I attached a screenshot and the photo itself as downloaded.

Because these furnishings were not declared surplus, this seems like theft.

Jacob A. Graichen, AICP, City Planner

City of St. Helens

jgraichen@sthelensoregon.gov

(503) 397-6272

1400 Kaster Rd

21,119 SF | Vacant | Industrial Building | Saint Helens, OR | \$6,500,000 (\$308/SF)

Industrial Properties / Oregon / Saint Helens / 1400 Kaster Rd, Saint Helens, OR 97051



INVESTMENT HIGHLIGHTS

- HI Zoning
- Rail Road Spur holds 10-12 rails cars +large flat lay down area
- 8.62 Acres
- 5 Buildings
- Water Access
- Vacant

EXECUTIVE SUMMARY

Heavy Industrial property with 5 buildings. Sitting on 8.62 acres with rail road and water access. Excellent opportunity for any heavy Industrial , lumber lay down yard, finished wood ect.... Renewables/

blending location. This property is ready for you and your business. "Owner carry/flexible terms

PROPERTY FACTS



Jeff Yarbor



503-546-9955

9755 SW Barnes Rd
Suite 560
Portland, OR 97225





CITY OF ST. HELENS PLANNING DEPARTMENT

M E M O R A N D U M

TO: John Walsh, City Administrator
Brian Greenway, Chief of Police
Suzanne Bishop, Library Director
Jacob Graichen, City Planner
Patrick Birkle, City Councilor

FROM: Christina Sullivan, Community Development Administrative Assistant

RE: Planning Commission motion(s) from their November 8, 2022 meeting

DATE: November 22, 2022

At their November 8, 2022 meeting, the Planning Commission approved the following motions:

A resolution to have the City Administrator keep the Planning Commission subcommittee advised of all potential solutions being actively considered by the city.

A resolution to have the subcommittee meet with the police, the library and they form a stakeholder group and regroup and discuss in January.

These relate to HB 3115 and homelessness. If you have any questions, please talk to the City Planner.