



PLANNING COMMISSION

Tuesday, January 10, 2023 at 6:00 PM
HYBRID: Council Chambers & Zoom (details below)

AGENDA

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

CONSENT AGENDA

- [A.](#) Planning Commission Minutes Dated December 13, 2022
- [B.](#) Joint Planning Commission/City Council Minutes Dated December 14th, 2022

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

DISCUSSION ITEMS

- [C.](#) Architectural Review at Columbia View Park - City of St. Helens
- [D.](#) 2023-2024 Certified Local Government Historic Preservation Grant Program
- E. Chair/Vice Chair Selection
- [F.](#) 2022 Year End Summary Report

PLANNING DIRECTOR DECISIONS

- G. Site Design Review at 35531 Firway Lane - Jixiang Zhen
- H. Site Development Review at 1465 Columbia Blvd - Riverside Community Outreach

PLANNING DEPARTMENT ACTIVITY REPORT (previously e-mailed to the Commission)

- [I.](#) Planning Department Activity Report - December

PROACTIVE ITEMS

- J. Updates on HB 3115 Effort
- [K.](#) New Proactive Item Proposals

FOR YOUR INFORMATION ITEMS

ADJOURNMENT

NEXT REGULAR MEETING: February 16, 2023

VIRTUAL MEETING DETAILS

Join: <https://us06web.zoom.us/j/81432970042?pwd=NmpEWWZWRmRPOUI3WmcvdFFYUXRRUT09>

Meeting ID: 814 3297 0042

Passcode: 232288

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, December 13, 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
 Commissioner Russ Low
- Members Absent:** Associate Planner Jennifer Dimsho
- Staff Present:** City Planner Jacob Graichen
 Community Development Admin Assistant Christina Sullivan
 Councilor Patrick Birkle
- Others:** Brady Preheim
 Charles Castner
 Ron Murphy
 Chris Murphy
 Kylie Bellar (Zoom)
 Brendan Hart
 Steve Palmer
 Gerry Glynn
 Casey Garrett (Zoom)

CALL TO ORDER & FLAG SALUTE

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

Preheim, Brady. Preheim was called to speak. He discussed the City Code of Ethics and compared that to the selections made for the new Planning Commissioners to take over the vacancies in January. He experienced some questionable behavior with Charles Castner that would make him an inappropriate choice for the Commission. He agreed with the Commission's appointment of Ginny Carlson.

Castner, Charles. Castner was called to speak. He said he did not agree that any of his behavior was questionable and that he would be a good option for the Commission. He said the accusations against him were not true and he hoped to move forward in a positive manner.

CONSENT AGENDA

A. Planning Commission Minutes Dated November 8, 2022

Commissioner Toschi requested an amendment to the minutes.

Motion: Upon Commissioner Semling's motion and Commissioner Webster's second, the Planning Commission unanimously approved the Draft Minutes dated November 8, 2022, with the amendment to change the word "approved" to "resolved" on page 5 in the first motion. [AYES: Vice Chair Hubbard, Commissioner Toschi, Commissioner Webster, Commissioner Pugsley, Commissioner Semling, Commissioner Low; NAYS: None]

PUBLIC HEARING AGENDA (times are earliest start time)

B. 7:00 p.m. Historic Resource Review at 251 St. Helens Street – Columbia County

Commissioner Jennifer Pugsley declared potential bias, as she is a member of the Historical Society and had participated in meetings with the applicant regarding the location and renovation of the project. She said it did not affect her ability to make a fair decision.

City Planner Jacob Graichen presented the staff report dated December 6, 2022. He said they were looking at this decision as the Historic Landmarks Commission. He said the school building is designated as a locally significant historic resource which is why there is a public hearing for permanent exterior alterations. He said Columbia County planned to establish government offices and a museum inside of it. He said they would discuss the Riverfront's District's architectural standards and the Commission's recommendation for alterations on the property (as opposed to the school building), but not the Site Development standards.

He said the building was built around 1919 to replace a former school building that had burned down. He said it was constructed with more fire-resistant materials. He said the building was used as a school up until about the year 1999 and then it was determined to be unsafe and closed. He said in the early 2000's it went through some changes to establish commercial uses on the first level and lower level. The second floor remained in an unoccupied state.

He said there was some new wall signage proposed, restoration of existing and modified windows, doors and other architectural features to the building, removal of a non-original wheelchair ramp, balcony repair and some removal of non-original exterior stairs, some new lighting, and some new handrails and guard rails.

He also mentioned there would be a new emergency generator enclosure and freestanding sign.

Chair Dan Cary mentioned the Commission had already looked at some improvements to this building for a new wheelchair ramp, some exterior improvements and other items and wondered what had happened to those decisions. Graichen mentioned they had expired but were included in this new application.

Graichen discussed the new wheelchair ramp and how they would need to remove a portion of the concrete wall on the landing to make it accessible. The opening would be 35.5 inches as to not impact the large pillar on the landing. He said the ramp would be concrete and with steel handrailing and pickets.

He also showed the backside of the building and there is an existing window that they proposed to remove to support a mechanical louver. He also said the proposed building mounted lighting was small and would be finished to match the outside of the building.

Graichen said there was a standard that photographs, and documents would need to be archival worthy for public record retention. He said currently they have good digital copies, but asked if the Commission would want archival prints as well.

He talked about the emergency generator enclosure located by the old playground building. He said the enclosure would be painted to match the building and had vertical lap siding to match the exterior of the old playground building and the adjacent walls.

He also said there was a free-standing sign proposed to replace the old sign there currently. He said the sign should not obstruct any visual impacts of the school and the appropriate materials being used including powder coated steel painted to match the building and aluminum stand-off letters. He said it would have a similar cornice to match some of the architecture of the building.

Commissioner Pugsley asked if there were going to be any modifications to the old play structure building included in this application. Graichen said no.

Hart, Brendan. Applicant. Hart works for Emerick Architects and represents the applicant for this project. He said they were excited to bring some life back to this historic building. They looked to match its original civic use with a new one and felt it would be great benefit for the community. He said they planned to incorporate the history museum inside of the building as well. He said they have done a lot of historic restoration and they are passionate about it. They said they also consult with a historic preservation specialist and said this building would meet the standards for rehabilitation. He also mentioned the steel exit stairs would be removed as they were not original to the building, created a security risk and were not required by code. They also said they planned to restore some of the original windows that had been removed to bring in more natural light to the building.

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 discussion on how to handle the front doors for ADA accessibility. There was mention there would be automatic operators to open them at the same time to meet the code compliant standard.

There was a small discussion on how long the project would take to complete.

There was a discussion on how to make the opening near the landing ADA compliant on paper. Graichen mentioned that when the building is considered a historic resource, there are provisions that allow for potential changes to the building code. Vice Chair Hubbard said he would prefer to see the ADA entrance at the back of the building, as the grade would be much easier for access and not as many turns. Graichen mentioned they kept it at the front of the building to provide more security and safety for staff and have one entrance for all people. He also mentioned that the side doors would like to be exit only.

There was a discussion on the guard rails and the paint color. Commissioner Pugsley recommended that the louvers and guardrails have the same paint color as the outside of the building itself.

Commissioner Pugsley voiced concern about the design of the generator building. She said most people will park in the City parking lot and that building will be the first thing they see. She wanted to be sure it was not an eyesore. She also asked about the mural that is painted on the side of the playground building and if it had ever gone through a review process. Graichen mentioned the playground building itself was not a locally designated historic resource like the school building and that paint alone was not considered a change warranting review. There was more discussion on the generator building design and what materials should be used. The Commission agreed that there needed to be visually pleasing and historically appropriate.

There was a small discussion about the sign and the materials being used.

There was a discussion about the photographs and drawings and the archival quality that was recommended.

Motion: Upon Commissioner Toschi's motion and Commissioner Pugsley's second, the Planning Commission unanimously approved the Historic Resource Review as recommended by staff with an additional finding that the applicant has done everything they can to meet the ADA while meeting historic preservation goals. They also included an additional condition that the guard rails, handrailing, pickets/tube posts, mechanical louvers and non-historic wall packs (lighting) be painted to match the building. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Toschi, Commissioner Pugsley, Commissioner Low; Nays: None]

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

Motion: Pertaining to the Riverfront District Architectural Design Guidelines, upon Commissioner Webster's motion and Commissioner Toschi's second, the Planning Commission unanimously recommended approval of the freestanding sign and generator enclosure with the additional recommendation that the generator enclosure be visually appealing and historically appropriate.. [Ayes: Vice Chair Cary, Commissioner Semling, Commissioner Webster, Commissioner Toschi, Commissioner Pugsley, Commissioner Low; Nays: None]

DISCUSSION ITEMS

C. Recommendation for Street Vacation at N. 9th Street – Murphy and Bellar

Graichen presented the report to the Commission. He showed where the property was located and said applicants were asking for 40 feet of the right-of-way to be vacated of the 80 feet behind their properties. He said these properties have a N. 9th Street address, even though neither of these homes have access from N. 9th Street. Access is from N. 8th Street. He said he did not see the street ever being developed in the future, as it runs into a bluff, and it does not lead to any other homes or proposed development. He did mention that rights-of-way have other uses though besides access.

He mentioned the Engineering staff observed a natural drainage going through the area to be vacated. He also said there was the potential for some utility extensions to the west of the area requested to be vacated. He also said they would need a utility easement for storm and sanitary sewer from the south side. He also discussed the distance from the main access point and the ability to get emergency vehicles in. Normally a turnaround would be required in this instance or the homes to have fire

sprinklers. He also said if the right-of-way is vacated, there would need to be easements for utilities and the fire access. City Engineering expressed concern about the need for easements.

Graichen said the staff did not recommend approval because of the forementioned concerns.

There was a discussion about the potential of future development to the west of the property requesting the street vacation.

Commissioner Toschi expressed concern that there might be a potential to build an additional structure on this lot if the petition was granted. He also said there was an affected property that did not give consent to this vacation. He said the property that does not consent is an abutting property and so this application should not be considered since the threshold had not been met per St. Helens Municipal Code. He said this was the second street vacation that had come before them with a potential legal issue concerning abutting properties. He did not feel comfortable giving a recommendation at all because of those concerns. He expressed that he wanted to be sure the decisions they make and recommend to Council are lawful and he did not agree that this application met the guidelines.

Graichen explained to the applicant that the City's legal counsel opinion of the abutting matter differed from Commissioner Toschi. Graichen also notes, the City Council can disagree with the Planning Commission's and Staff's recommendation entirely.

Chair Cary also mentioned that there was still a possibility that there was a wetland on this right-of-way property and that was another concern about vacating it.

Motion: Upon Commissioner Toschi's motion and Commissioner Pugsley's second, the Planning Commission unanimously recommended to City Council to deny the Street Vacation based on the applicant did not have consent from all the owners abutting the properties. They also found that SHMC 17.16.010, where the Development Code's definition of "abutting" is located, applies. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Toschi, Commissioner Pugsley, Commissioner Low; Nays: None]

Motion: Upon Commissioner Toschi's motion and Commissioner Webster's second, the Planning Commission unanimously recommended to City Council to deny the Street Vacation due to the concerns raised by the City Engineering and Public Works Departments. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Toschi, Commissioner Pugsley, Commissioner Low; Nays: None]

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

- D. Site Design Review at 700 Port Avenue - Pellham
- E. Temporary Sign Permit at 2100 Block of Columbia Blvd - Heather Epperly Agency, Inc.
- F. Site Development Review, Scenic Resource at vacant lot north of 244 N 1st Street – Cuddigan
- 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 Fir & Rescue Merchant Toy & Joy
- K. Temporary Use Permit at 175 Bowling Alley Lane – CCPOD, LLC

There was no discussion of the Planning Director Decisions.

PLANNING DEPARTMENT ACTIVITY REPORT

H. Planning Department Activity Report - November

Vice Chair Hubbard asked about the trees that were recommended for the Sand Island project and their tree plan. He said he would like to see them plant trees that will survive and thrive there. The Commission discussed and recommended alternate species for the proposed Douglas fir trees proposed as they relate to the cabin/picnic shelter project.

Vice Chair Hubbard also asked about the Public Safety Facility. He asked about the application made to the Land Use Department. Graichen mentioned there were assumptions made in the financing of the facility which were incorrect. He gave an example of the population growth and how it was based on the growth from the year 2000 and 2010 instead of the last decade which overinflated the growth and that was reflected in the anticipated revenue. He said now they are looking at potentially downsizing it.

Councilor Patrick Birkle said the City Administrator John Walsh and the Interim Finance Director Jon Ellis were looking into possible solutions to the financial situation. He said once those two felt there was enough information to present options to the Council, they would do so and then the Council could move forward with those recommendations. Vice Chair Hubbard asked if there were any other locations being considered to help offset the expense of building it in a flood zone. Councilor Birkle said no. Vice Chair Hubbard expressed concern about the money already spent and nothing to show for it. He also expressed concern that the City Council did not have the information needed to make these decisions on something so important to the community.

Commissioner Toschi asked if there was a review being done on the previous Finance Director's, Matt Brown, tenure here. He said he was concerned about the details of decisions made by him may have been tainted. Councilor Birkle said he did think these things were being looked at, but that the staff did not have all the information gathered to make and present those details yet.

PROACTIVE ITEMS

I. Update on HB 3115 Effort

There was no Update on HB 3115 Effort. The Commission said they would discuss again in January.

FOR YOUR INFORMATION ITEMS

Graichen reminded the Commission members of the Joint City Council and Planning Commission Meeting the next day.

Graichen also mentioned that the builder and developer for the Comstock Property had walked away from the subdivision proposal.

Commissioner Webster brought up a discussion about when a property is to be vacated, the applicants should have to purchase that property. Graichen said there should be specific local policy that works in conjunction with state law, but there are other things that keep them from working on this task.

Commissioner Pugsley thanked Commissioner Webster and Commissioner Semling for their long time commitment to the Planning Commission and the City. She also wanted to express the amount of appreciation she had for the wisdom and knowledge they brought to the Commission and that it was an honor to work with them.

ADJOURNMENT

There being no further business before the Planning Commission, the meeting was adjourned 9:56 p.m.

Respectfully submitted,

*Christina Sullivan
Community Development Administrative Assistant*



PLANNING COMMISSION & CITY COUNCIL JOINT MEETING DRAFT MINUTES

Wednesday, December 14, 2022, at 4:00 PM

Members Present: Mayor Rick Scholl
Council President Doug Morten at 5:07 p.m.
Councilor Patrick Birkle
Councilor Stephen Topaz
Councilor Jessica Chilton

Chair Dan Cary
Commissioner Audrey Webster
Commissioner Sheila Semling
Commissioner Steve Toschi
Commissioner Jennifer Pugsley

Members Absent: Vice Chair Russell Hubbard
Commissioner Russ Low

Staff Present: City Administrator John Walsh
City Planner Jacob Graichen
Associate Planner Jennifer Dimsho
Deputy City Recorder Lisa Scholl
Community Development Admin Assistant Christina Sullivan

Others: Councilor-Elect Brandon Sundeen (Zoom)
Planning Commissioner – Elect Charles Castner
Tina Curry
Randy May
Betty Drillzer
Scott Jacobson – Parks & Recreation Commission

This meeting was held in the Council Chambers.

Presentation and handout materials were distributed. A copy is included in the archive packet for this meeting. At 4:02 p.m., Mayor Rick Scholl opened the Joint Planning Commission and City Council Meeting. The purpose, rules, and goals of this meeting were explained. The Mayor is the presiding officer, the group must have respect for others' time, and no decisions are to be made at these meetings.

The Council and Planning Commission recognized Commissioner Audrey Webster for 20 years of service and Commissioner Sheila Semling for 16 years of service. There was also discussion about Councilor Stephen Topaz four years of service and that he would be recognized at the next City Council meeting and Councilor President Doug Morten for 16 years of service and his reception that would be held the next week.

City Planner Jacob Graichen shared there was an agreement between both bodies that these joint meetings should take place on a regular basis (starting in 2023). He presented the timeframe of the second Wednesday of the last month of the quarter at the same time of 4 p.m. There was some

discussion on timeframe, but the group agreed that the recommended timeframe was the best and worked for all involved. Quarterly meeting months will be March, June, September, and December.

Graichen and Associate Planner Jenny Dimsho shared the Planning Division's To-Do List and the urgency for some of those items. They discussed where they were on the list with completing or starting some of the tasks and discussed goals and ideas on how to move forward with other items.

City Administrator John Walsh and Dimsho shared an update on the waterfront development.

There was a small discussion about parking and a possible parking structure in the future.

There was a discussion on potential developers and how to keep the ownership amongst the community. They also discussed having a more precise plan on what to develop on the property so they could choose the correct developer. There was a discussion on having more than one developer.

There was a small discussion on the cost and expenses of maintaining this property if ownership was maintained during and after development.

Graichen shared the HB 3115 measure and explained what it entailed. Mayor Scholl discussed that the City had identified the local homeless, and there were several entities that helped to care for them. He explained with the new measure, it could cause a shortage of supplies if we help those who are not local to our community.

There was a discussion on ways to humanely identify who the local homeless were to be sure to use local resources for the locals only.

There was a discussion about ordinances and laws already in place to protect the city from homeless camps and resting. They discussed the language being used for these laws.

They discussed forming a task force of entities to create these guidelines and who should be included to develop the laws and procedures for how to handle the HB 3115 measure. There was some concern discussed about what attorneys and individuals were qualified to be a part of this committee. There was also a small discussion on how the laws should be written to protect the community.

There was a discussion on the Proactive Planning Commission Subcommittee and the different roles they have when supporting this effort for the HB 3115 Measure.

Graichen shared the map of the new Sanitary Sewer Master Plan and discussed the basins that were above capacity and in need of repair. With this new knowledge, the Planning Department approached the City Council earlier this year about the possibility of halting all new development until these areas could be fixed.. He mentioned that the Council decided to continue to allow development, so staff came up with a fee structure to help offset some of these upgrades and improvement expenses.

There was a small discussion about upgrading the sewage facility itself and centralizing it somewhere between St. Helens and Scappoose and be able to offset some of the expense and overflow.

There was a discussion on how or if they can stop development in certain areas. Graichen explained that if restrictions or denials of development become a pattern or practice, it becomes a defacto moratorium, and it could cause some legality issues.

There was a discussion on the fee structure and the monies paid into it and where and what it would be used for. City Administrator John Walsh discussed ways to fund the repairs and what grants and loans they will apply for to be able to perform the upgrades as soon as possible.

There being no further business the meeting was adjourned at 6:40 p.m.

Respectfully submitted,

Christina Sullivan
Community Development Administrative Assistant

/s/
Rick Scholl, Mayor

/s/
Dan Cary, Chair



CITY OF ST. HELENS PLANNING DEPARTMENT

MEMORANDUM

TO: Planning Commission acting as the Historic Landmarks Commission
FROM: Jennifer Dimsho, AICP, Associate Planner
RE: 270 Strand Street (Columbia View Park)
DATE: December 30, 2022

In 2022, the Planning Commission reviewed and approved Site Development Review SDR.1.22 for a park expansion of Columbia View Park of about 0.6 acres southward onto City-owned property. This expansion is part of a larger city-initiated Columbia View Park improvement project which includes substantial improvements along the Columbia River with Phase I of the Riverwalk Project. Additional Columbia View Park improvements include a new stage, dance floor, pavilion (covered picnic structure), and new playground equipment.

We anticipate building permit applications and a sign application will be submitted in early 2023 to construct the new stage and pavilion. Per SHMC 17.132.172 (7), permanent exterior architectural changes to buildings (including new construction) must comply with the ***Riverfront District Architectural Guidelines***. The Historic Landmarks Commission shall make a recommendation to the approval authority as to whether the Commission believes the proposal complies. Please review your copy of the Guidelines when looking at this proposal and be prepared to discuss. The Guidelines can also be found on the City website on the City's website:

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

Stage/Storage: The proposed stage is approximately 35' x 20' (700 sq. ft.). It is elevated approximately 3' high on the west side and flush with the grade at the back side. The stage is equipped with power and an area for mounting a projector screen and has an internal mounted lighting system. North of the stage, there is an approximately 135 sq. ft. storage building which houses the lighting controls, irrigation controls, and equipment storage for events. This storage building includes a push swing door and a rolling barn door on the stage side for easy equipment loading and unloading. There are also clerestory windows and a skylight to help provide natural light inside the structure. The storage building also serves as an area to post temporary event sponsorship recognition. There is an approximate 525 sq. ft. dance floor area just below the stairs to the stage.

There are seven (7) rolling stage panels with a track that runs the length of the stage to behind the storage building. The stage panels include a colored pattern which matches the storage building. When rolled behind the stage, these panels serve as a backdrop for performances, blocking wind and amplifying sound towards the audience. When rolled in their closed position behind the storage structure, the stage is open completely to the natural views of the river.

The columns of the stage are tapered wood-wrapped steel columns to help soften the appearance. The roof is a membrane roof with unique curved glulam beams which creates a water-like warped look from the side.

NOTE: Skylights were included on the stage roof design for cost estimating. The Riverwalk Technical Advisory Committee (TAC) may remove the skylights after cost estimates are finalized later in January.

Stage/Storage Staff Comments: Overall, the Guidelines are focused on consistency with surrounding mixed-use development. The stage is adjacent to the historic basalt Columbia County courthouse building. There are aspects of the design which incorporate basalt blocks including the stacked seatwalls just behind the dance floor and the basalt stone veneer around the sides of the stage. To help blend the old with the new, the stacked stone seatwalls are also similar in design to the existing stacked stone amphitheater seating which are remaining in the park. The other relevant section of the Guidelines which staff feels applies to the stage is the Material and Building Colors section on Pages 15 and 16.

Does the Commission feel like the design of the stage is consistent with the Guidelines when it comes to the color pallet of the sliding stage panels and the storage building siding?

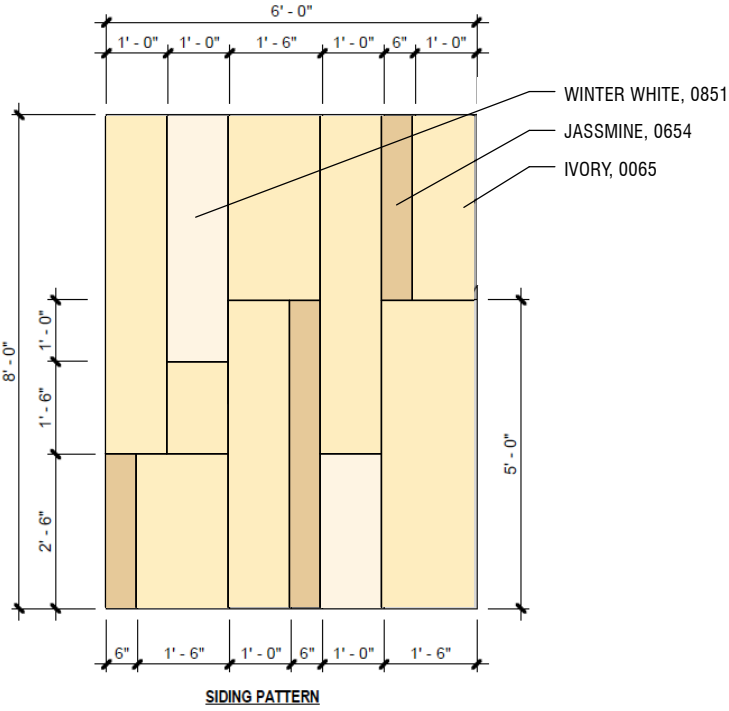
Pavilion: The proposed pavilion is approximately 12' x 22' (264 sq. ft.) located near the new playground equipment. The pavilion is considered a "add alternative" which gives the City the option to remove it from the scope if the overall project bids come back higher than the budgeted amount. Originally the pavilion included a roof made of entirely laminated art glass. The TAC expressed concerns with the cost and noted that one of the main purposes of the pavilion is to provide shade. Now, the design includes four (4) laminated glass panel skylights with an aluminum composite panel roof canopy. The shape and curved look of the pavilion is intended to look similar and consistent with the stage structure. The pavilion also has similar tapered wood wrapped metal columns as the stage.

Pavilion Staff Comments: Staff does not see any inconsistency with the Guidelines as applied to the pavilion. **Does the Commission have any thoughts or concerns with the pavilion design as it relates to the Guidelines?**

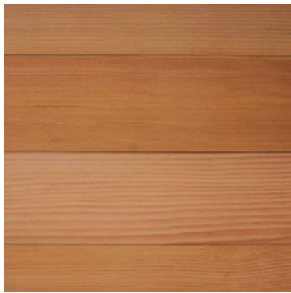
Wall Sign: The Wauna Credit Union Stage signage is required on the stage because of sponsorship dollars provided to the City to construct a new stage. The sign is precision cut bronze or stainless steel letters 3/8" thick mounted to the steel stage I-beam with concealed hardware.

Wall Sign Staff Comments: For new signage construction, the Guidelines state that metal is an appropriate material. The proposed sign has a simple lettering style which is proportional to the stage and easy to read. This is consistent with the Guidelines. **Does the Commission agree?**

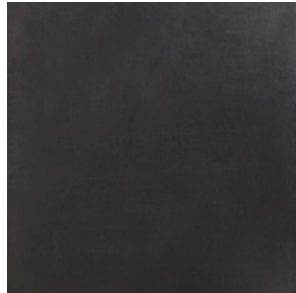
RECOMMENDED COLORS FROM 90%



DOUGLASS FIR CANOPY



CHARCOAL PAINTED STEEL

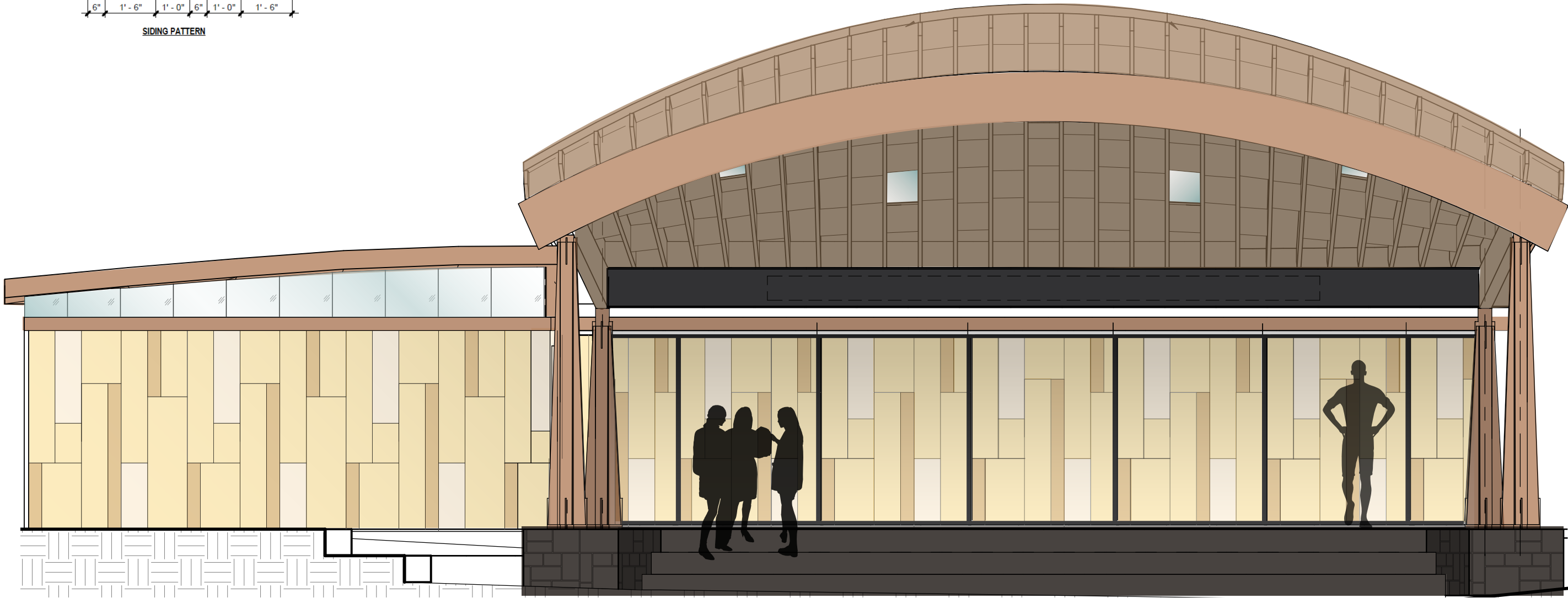
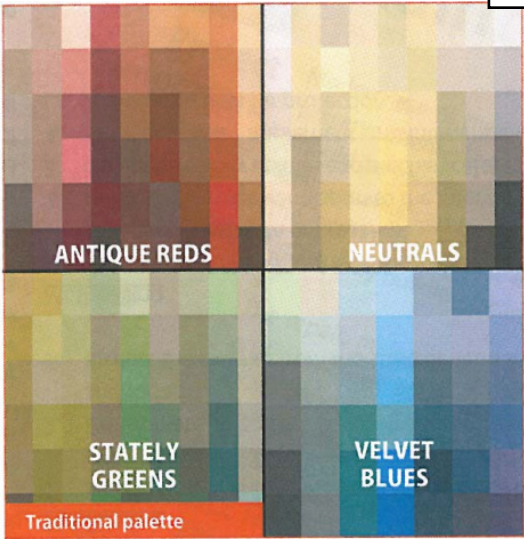


BASALT STAGE FOUNDATION



RECOMMENDED ARCHITECTURAL GUIDELINE

Item C.



RECOMMENDED COLOR PALETTE



Mayer/Reed

Mayer/Reed, Inc.
319 SW Washington St.
Suite 820
Portland, Oregon 97204
503.223.5953

GENERAL LEGEND

	ORDINARY HIGH WATER (OHW)
	100 YEAR FLOODLINE
	RIPARIAN AREA
	LAWN AREA
	STORMWATER AREA
	PLANTING AREA
	SPECIALTY PAVING
	PAVING AT STAGE
	BASALT BOULDER/COLUMN
	INTERPRETIVE SIGN
	AREA DRAIN, REF. CIVIL

TAG#	DETAIL TITLE	DETAIL #	SHEET #
1	HARDSCAPE		
1A	CONCRETE PAVING	1	L601
1E	SAND FINISH, SAW CUT JOINTS	6	L601
1F	BROOM FINISH, TOOLED JOINTS	7	L601

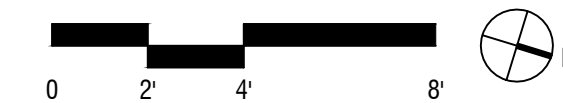
TAG#	DETAIL TITLE	DETAIL #	SHEET #
2	WALLS/STAIRS		
2D	STONE WALL	4	L602
2E	CONCRETE STAIRS	5	L602
2J	STONE VENEER AT STAGE	10	L602

TAG#	DETAIL TITLE	DETAIL #	SHEET #
3	RAILINGS		
3D	STAIR HANDRAIL	4	L603

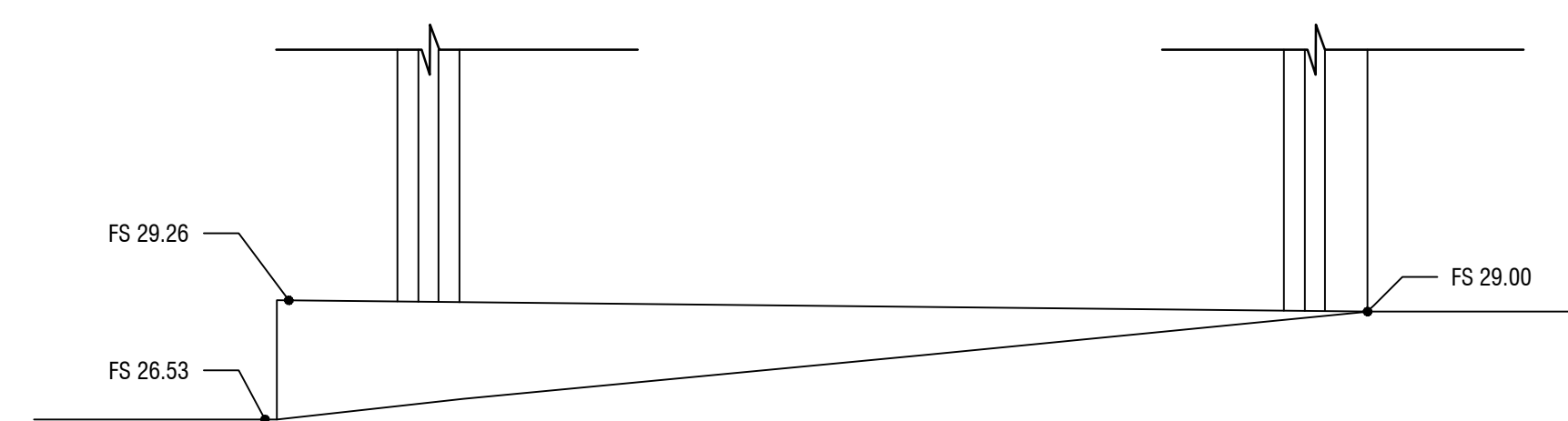
TAG#	DETAIL TITLE	DETAIL #	SHEET #
4	FURNISHINGS & SIGNAGE		
4D	RELOCATED DOG STATUE (OPCI)	-	L605



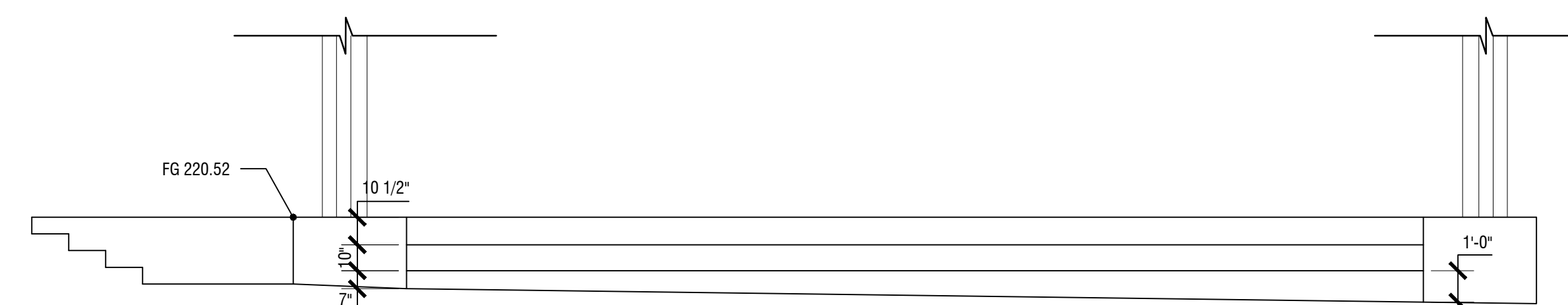
1 ENLARGED STAGE PLAN
SCALE: 1/4" = 1'-0"



2 ENLARGED PAVILION PLAN (ADD-ALT)
SCALE: 1/4" = 1'-0"



3 ELEVATION - STAGE BASE - SOUTH
SCALE: 1/4" = 1'-0"



4 ELEVATION - STAGE BASE - WEST
SCALE: 1/4" = 1'-0"



St. Helens Riverwalk

St. Helens, Oregon
Project Number: P-525A

Project Managers: Jennifer Dimsho; John Walsh

PHASE
90% DESIGN
DATE
12/20/2022

REVISIONS
NO. DESC. DATE

DRAWN BY
J. CARLSON
CHECKED BY
S. SIMMS

SHEET TITLE
ENLARGED SITE MATERIALS PLANS

SHEET NUMBER

L103



Mayer/Reed

Mayer/Reed, Inc.
319 SW Washington St.
Suite 820
Portland, Oregon 97204
503.223.5953

St. Helens Riverwalk

St. Helens, Oregon
Project Number: P-525A

Project Managers: Jennifer Dimsho; John Walsh

NOT FOR CONSTRUCTION

PHASE
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DATE
12/20/2022

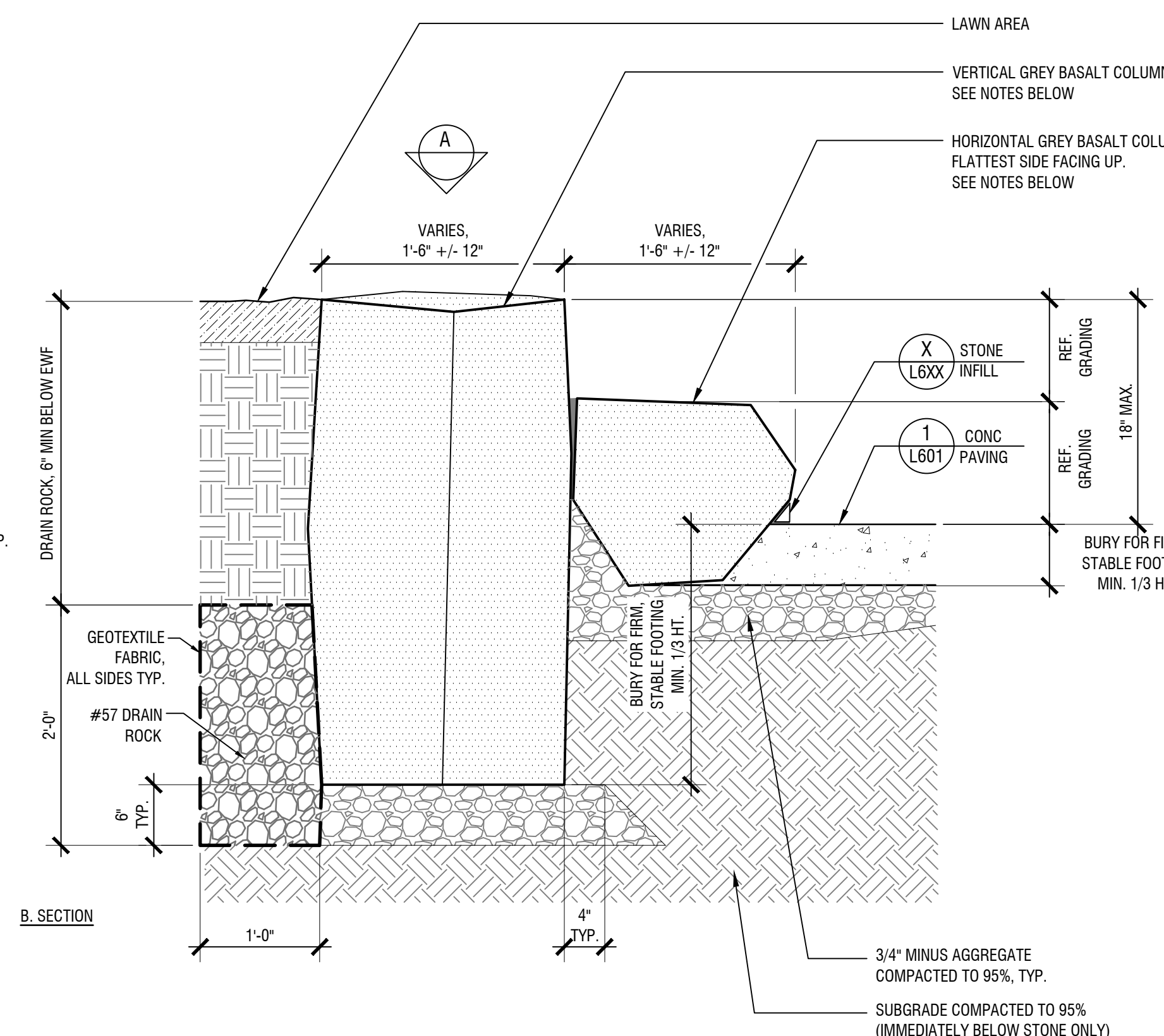
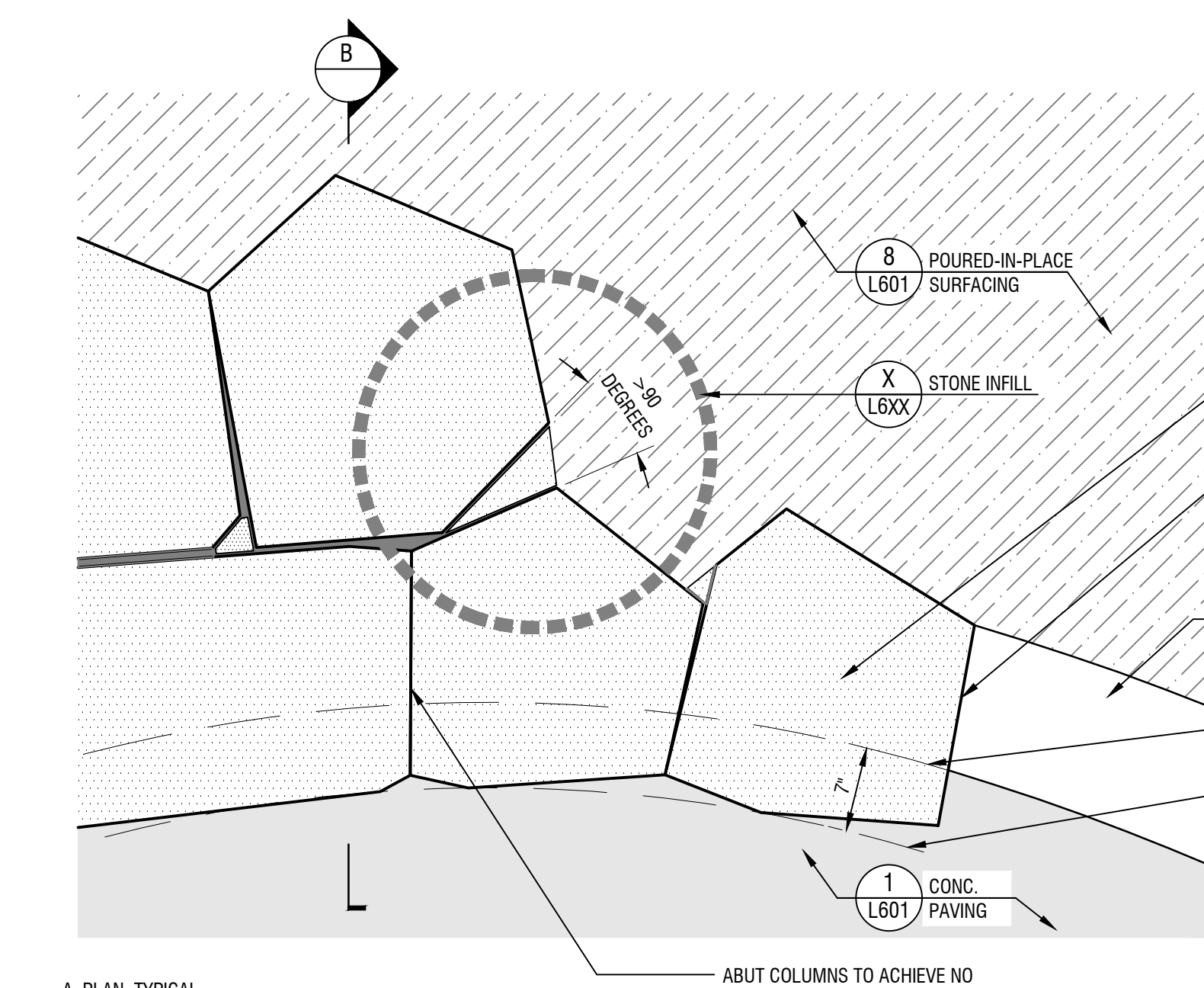
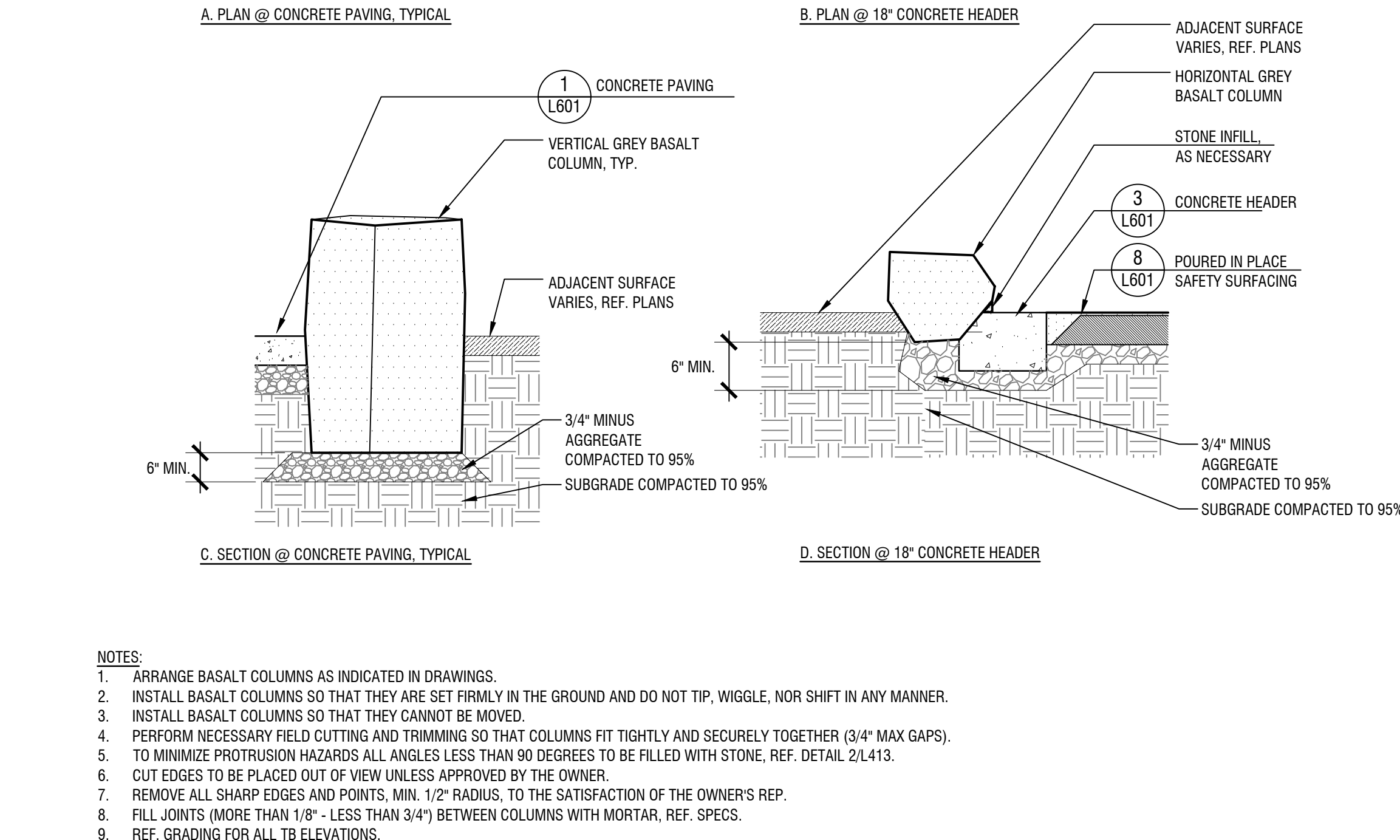
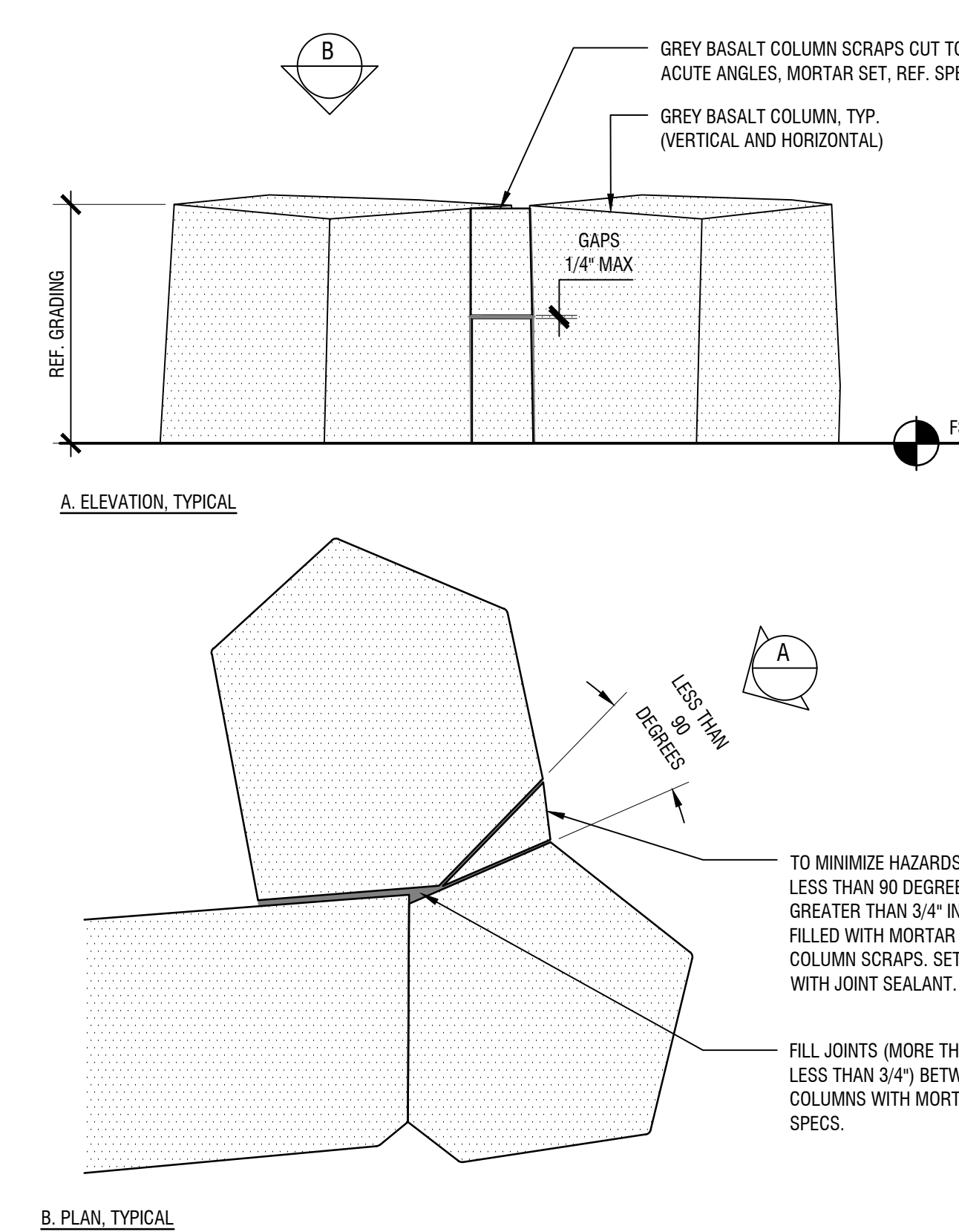
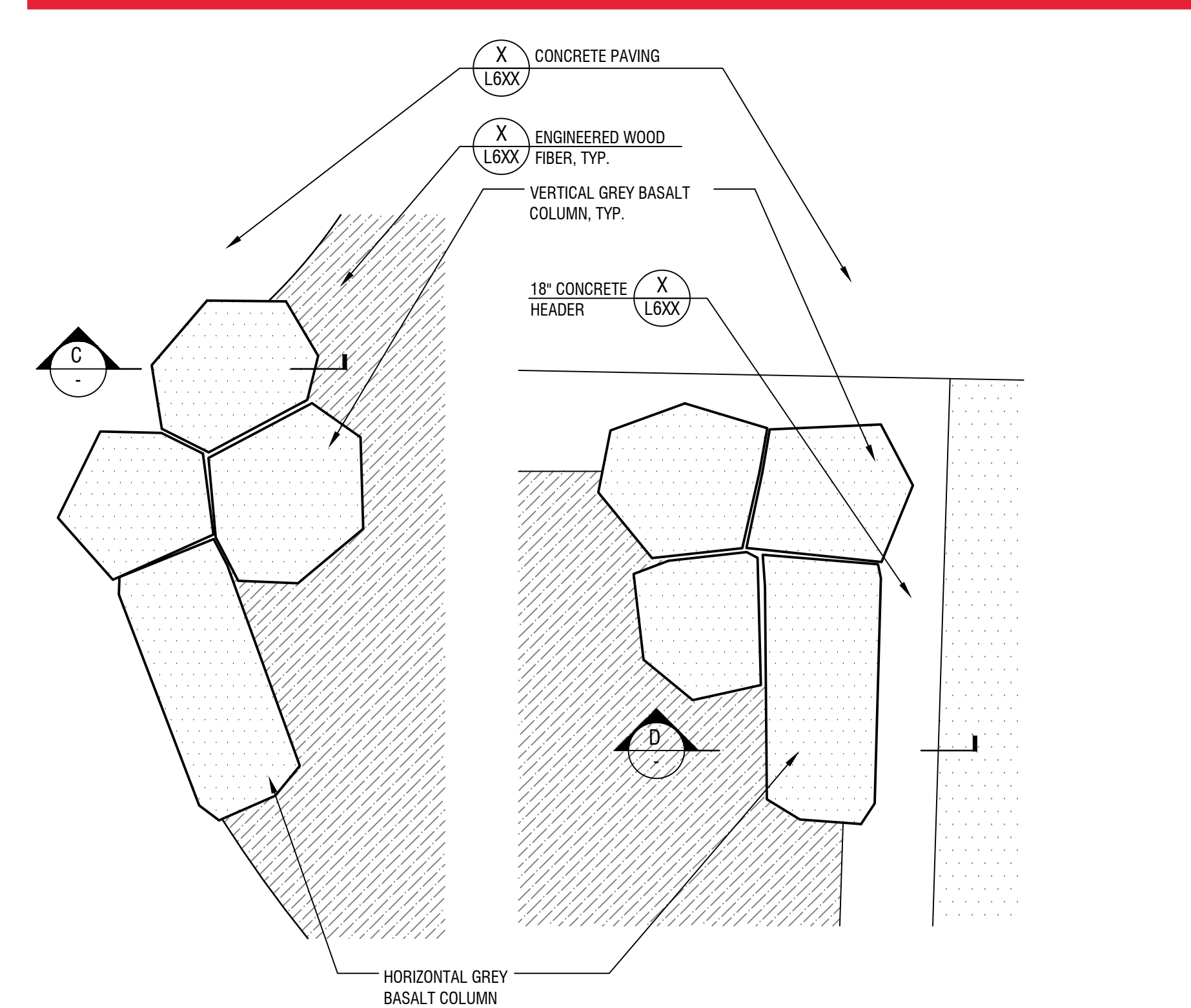
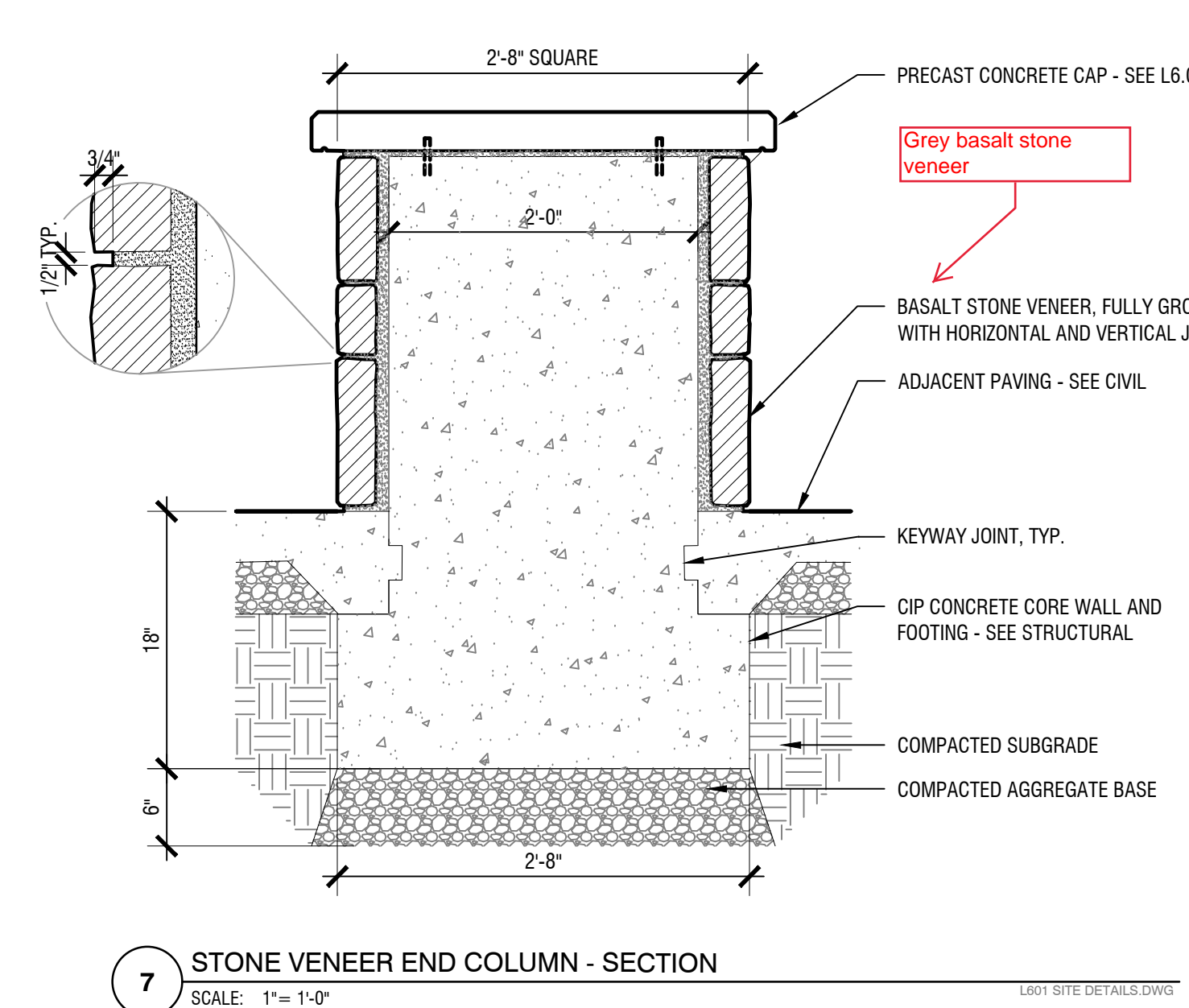
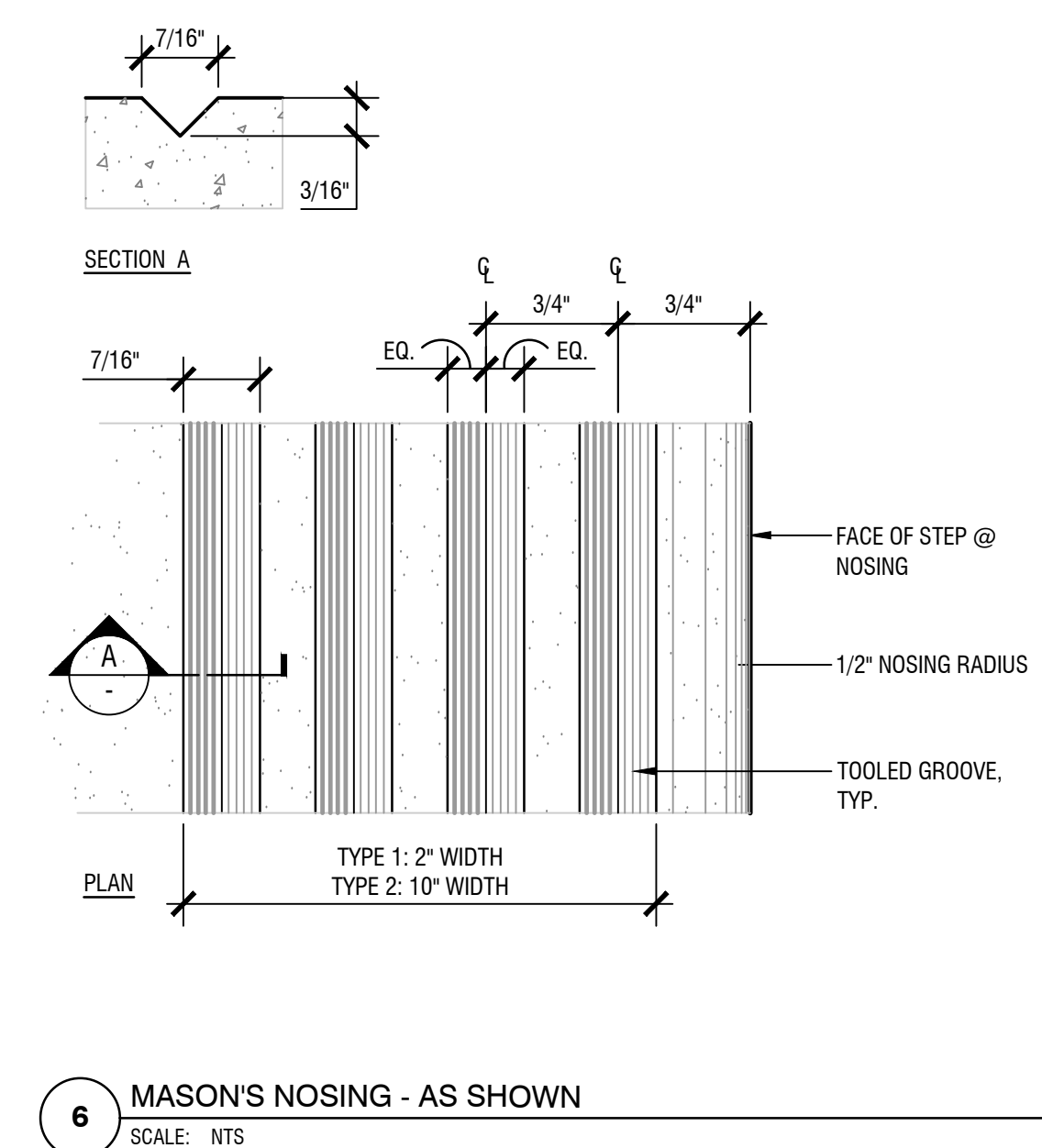
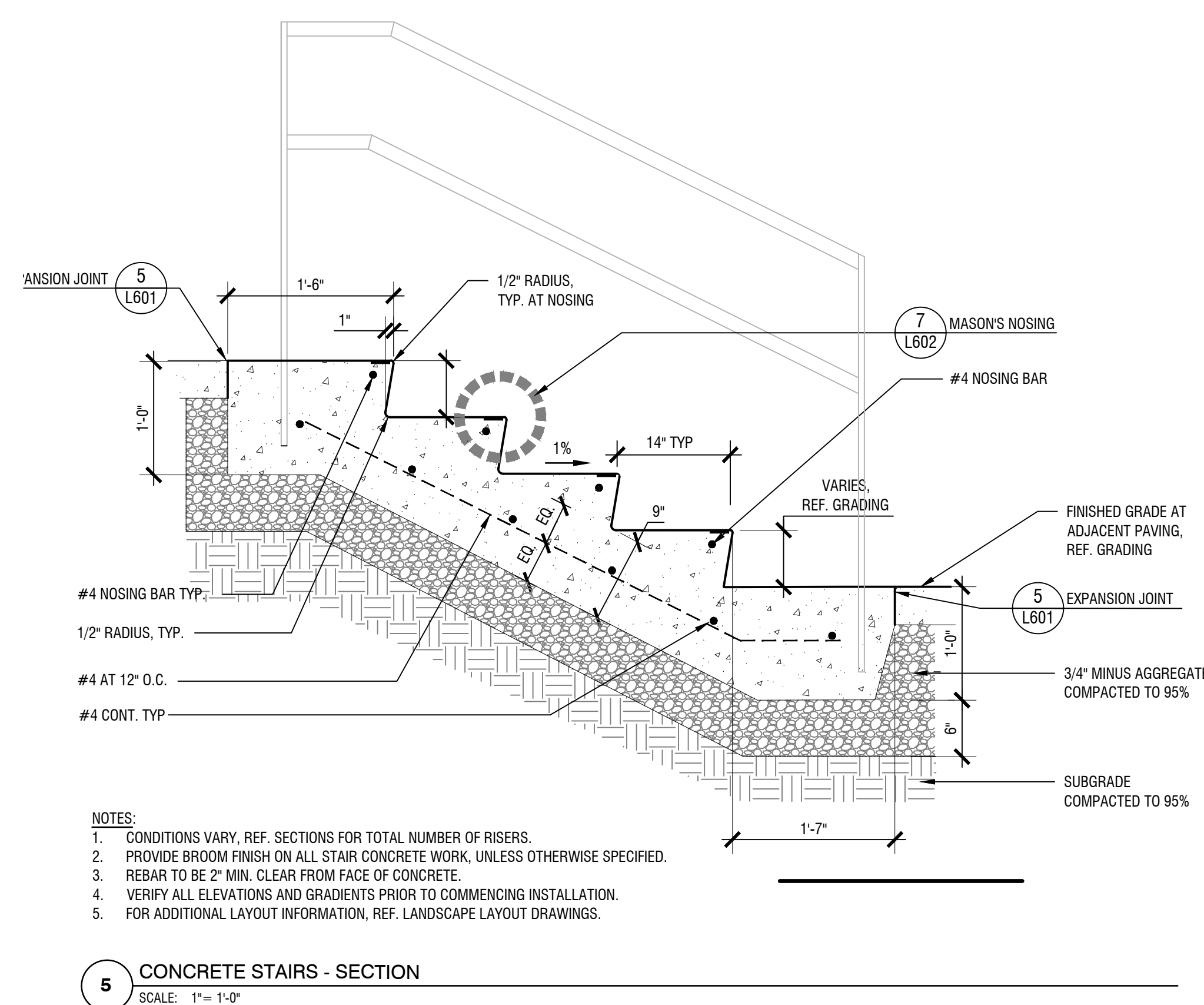
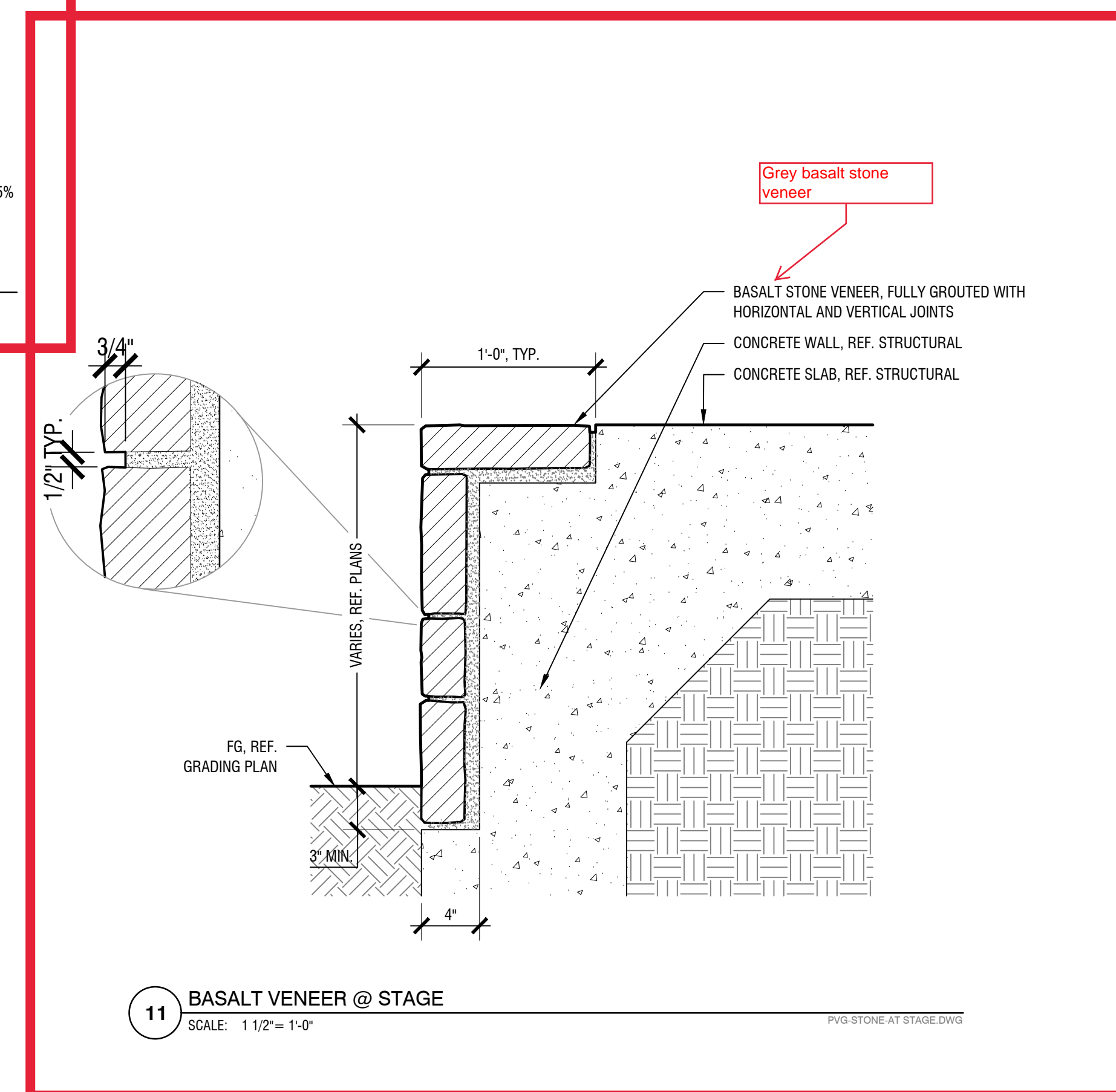
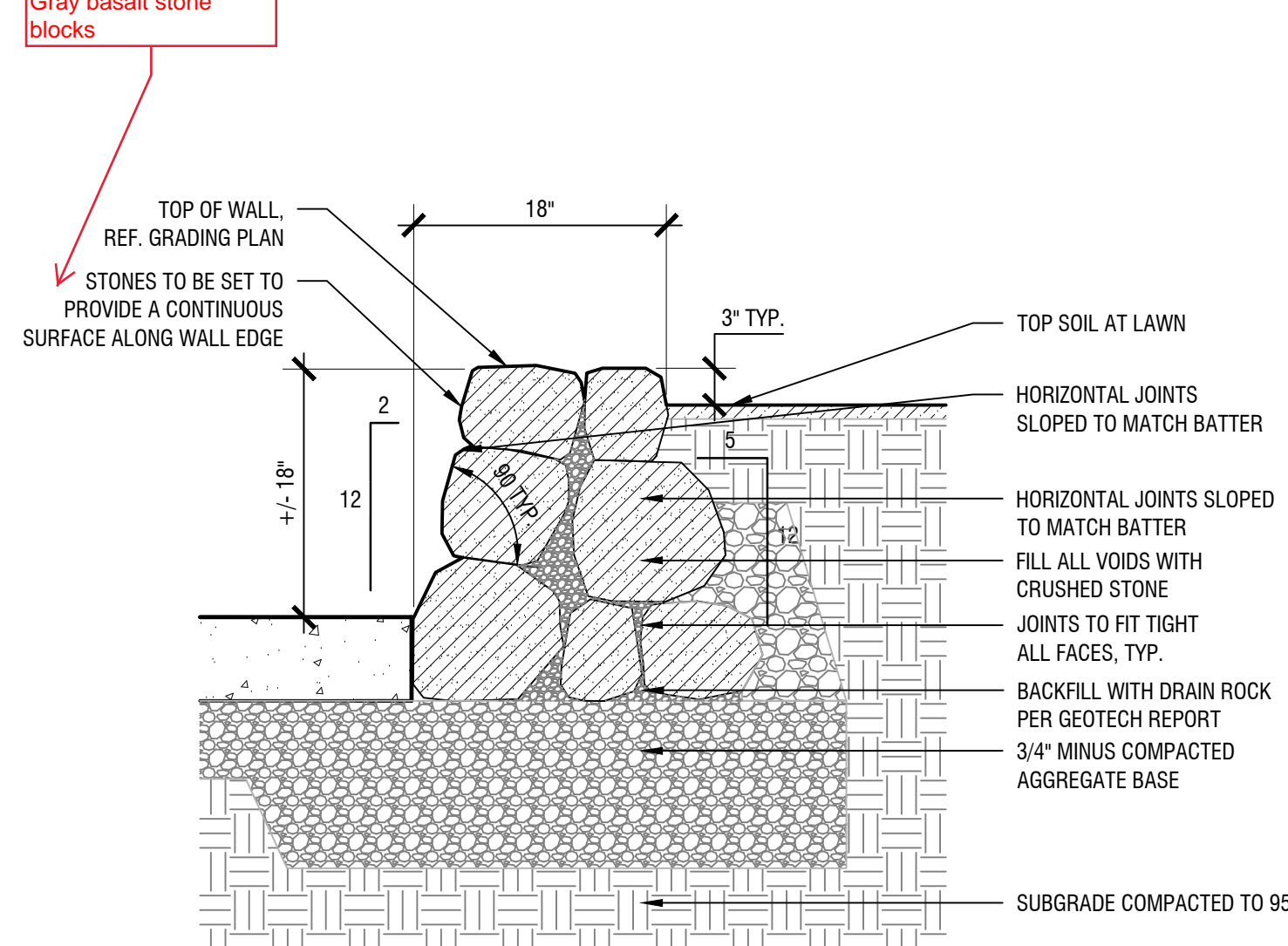
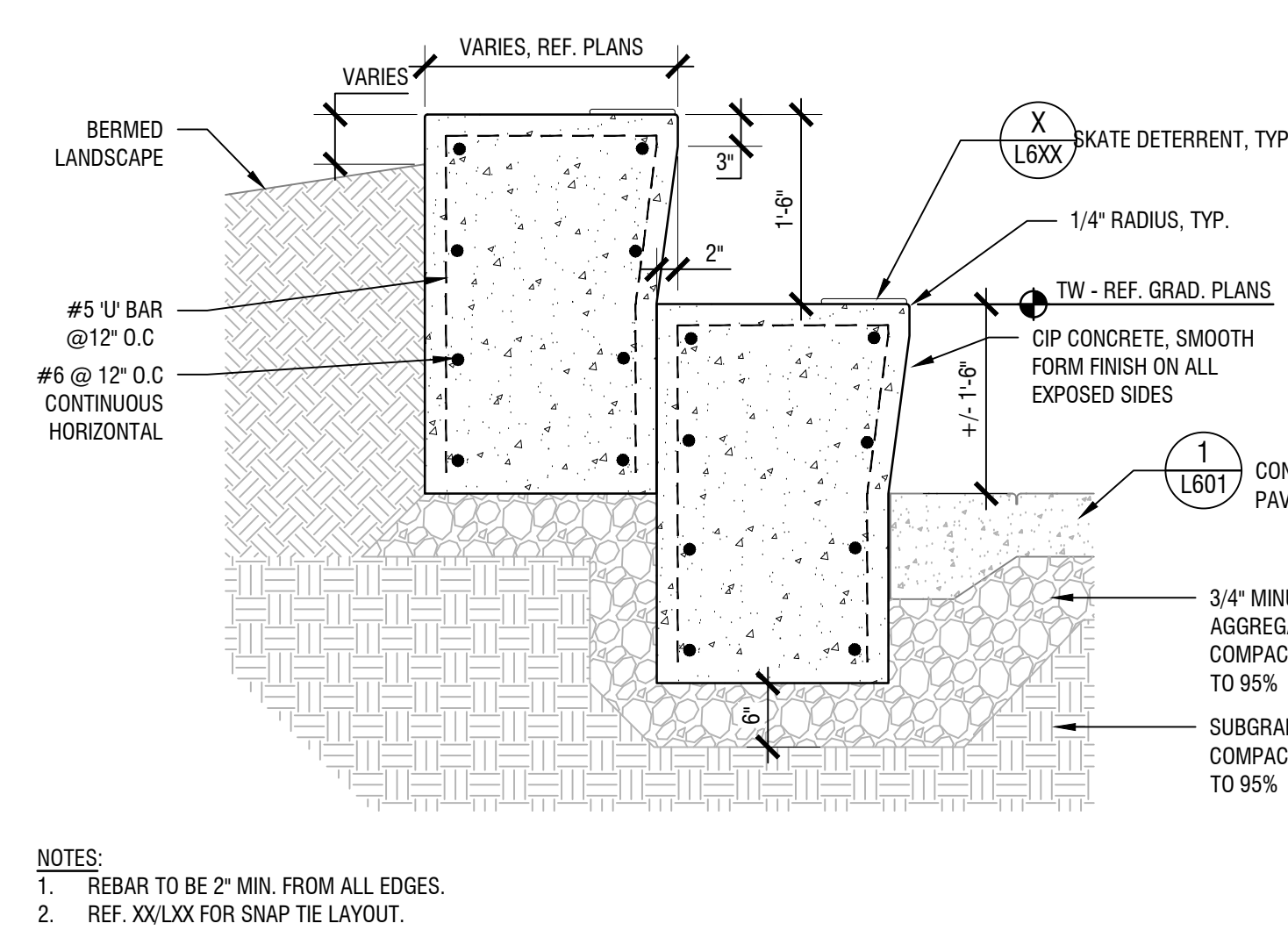
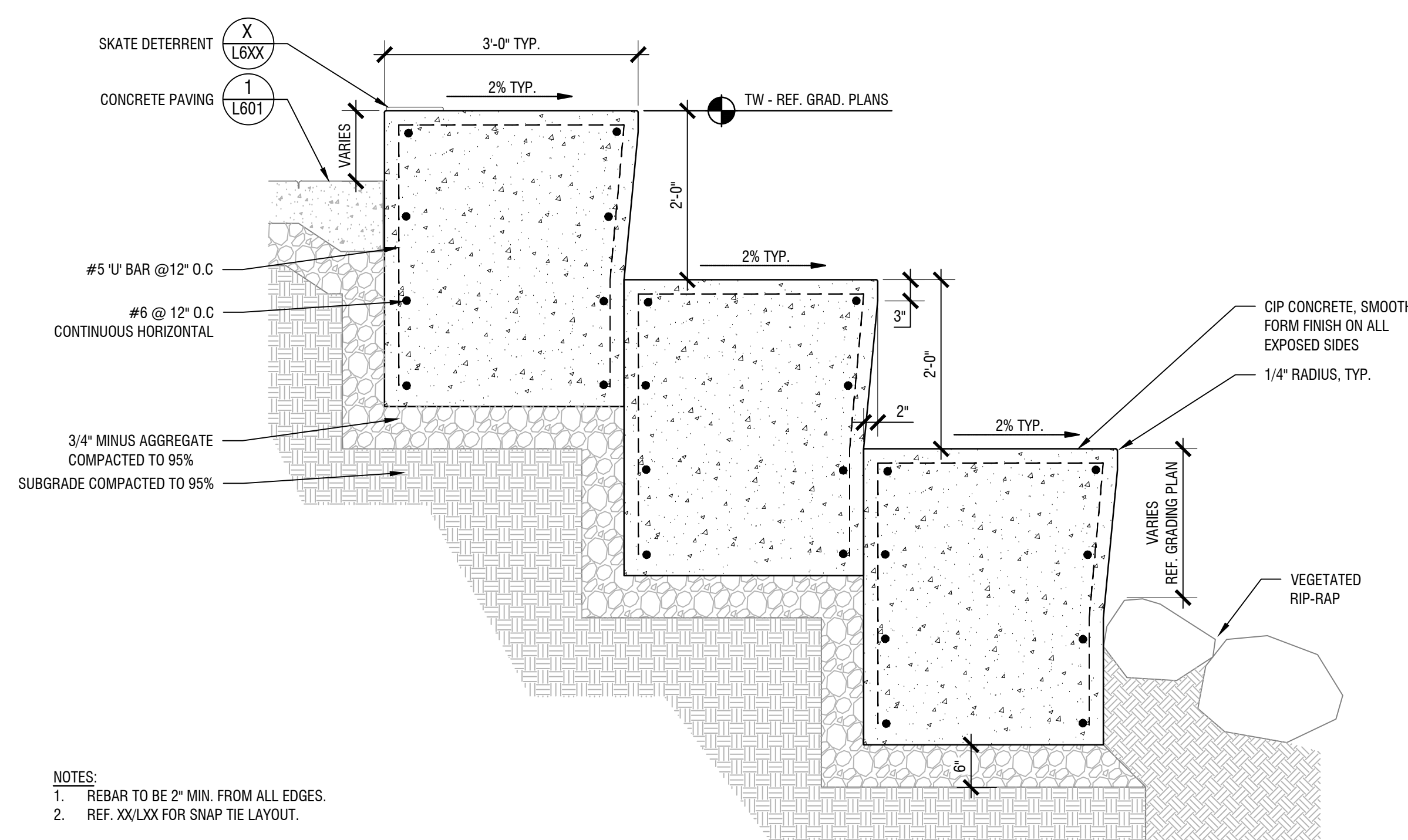
REVISIONS
NO. DESC. DATE

DRAWN BY
J. CARLSON
CHECKED BY
S. IMMS

SHEET TITLE
SITE DETAILS -
WALLS & STAIRS

SHEET NUMBER

L602



8. BASALT COLUMN RETAINING WALL
SCALE: 1" = 1'-0"

9. STONE INFILL, TYPICAL
SCALE: 1" = 1'-0"

10. BASALT SEATING - TYPICAL
SCALE: 1/2" = 1'-0"



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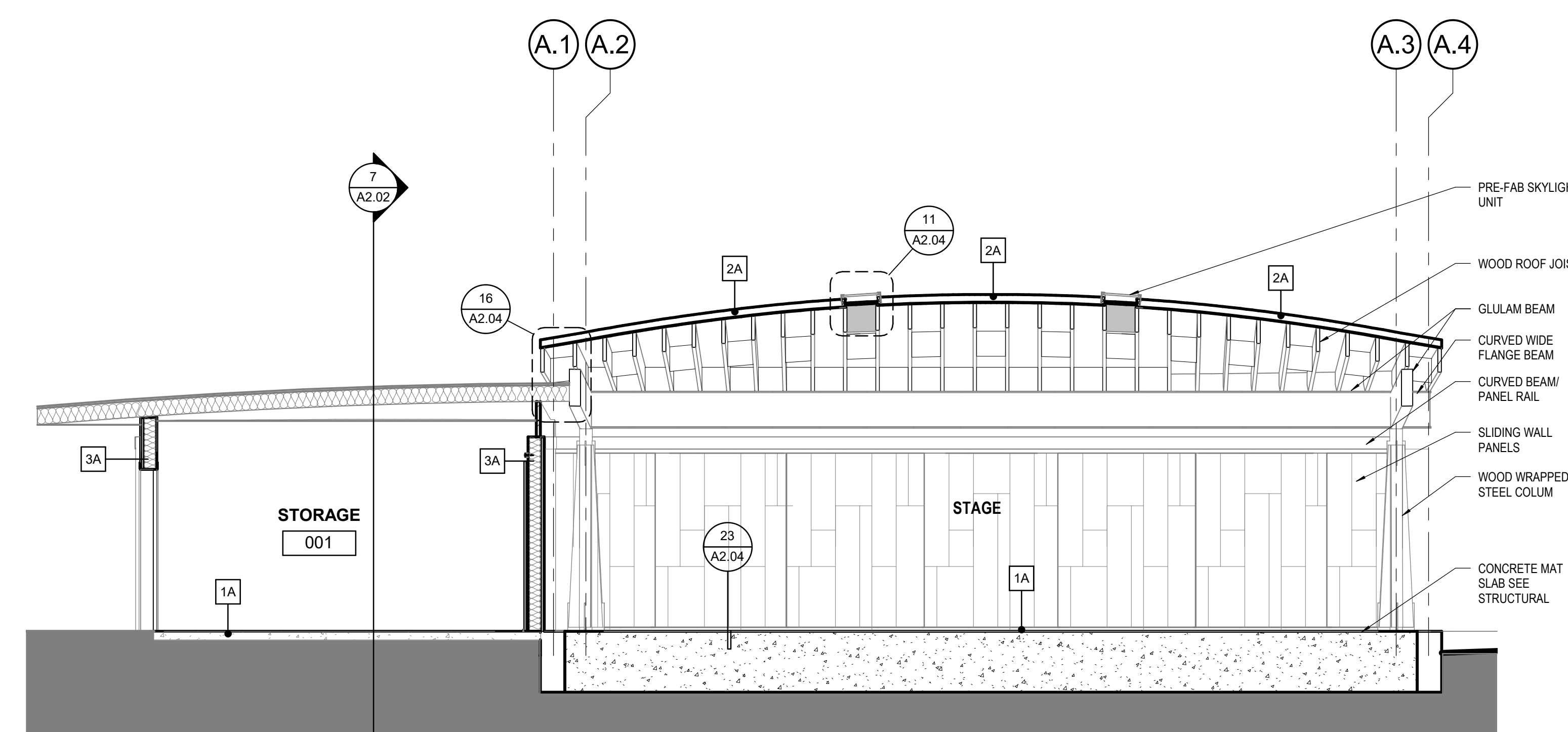


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main 503.287.6825
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ELEVATION NOTES

- SEE BUILDING FLOOR PLANS FOR WINDOW AND DOOR TAGS AND ACTIVE PANELS.
- SIDING TYPE, REVEALS & BUILDING COLORS SHALL WRAP AROUND CORNERS INTO RECESSED AREAS UNLESS OTHERWISE NOTED.
- SEE A2.01 FOR CONSTRUCTION ASSEMBLY DETAILS.

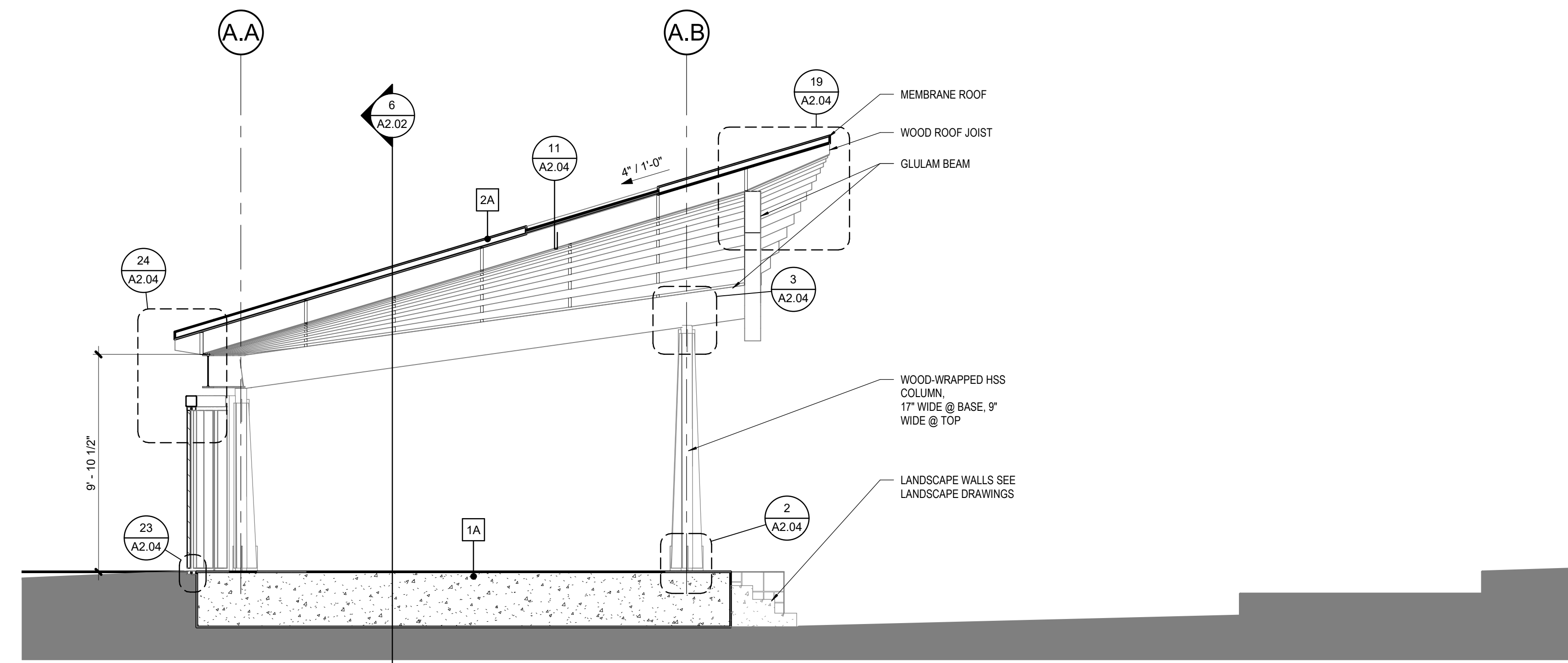
ELEVATION LEGEND



6 SECTION THROUGH STAGE AND STORAGE

A2.02

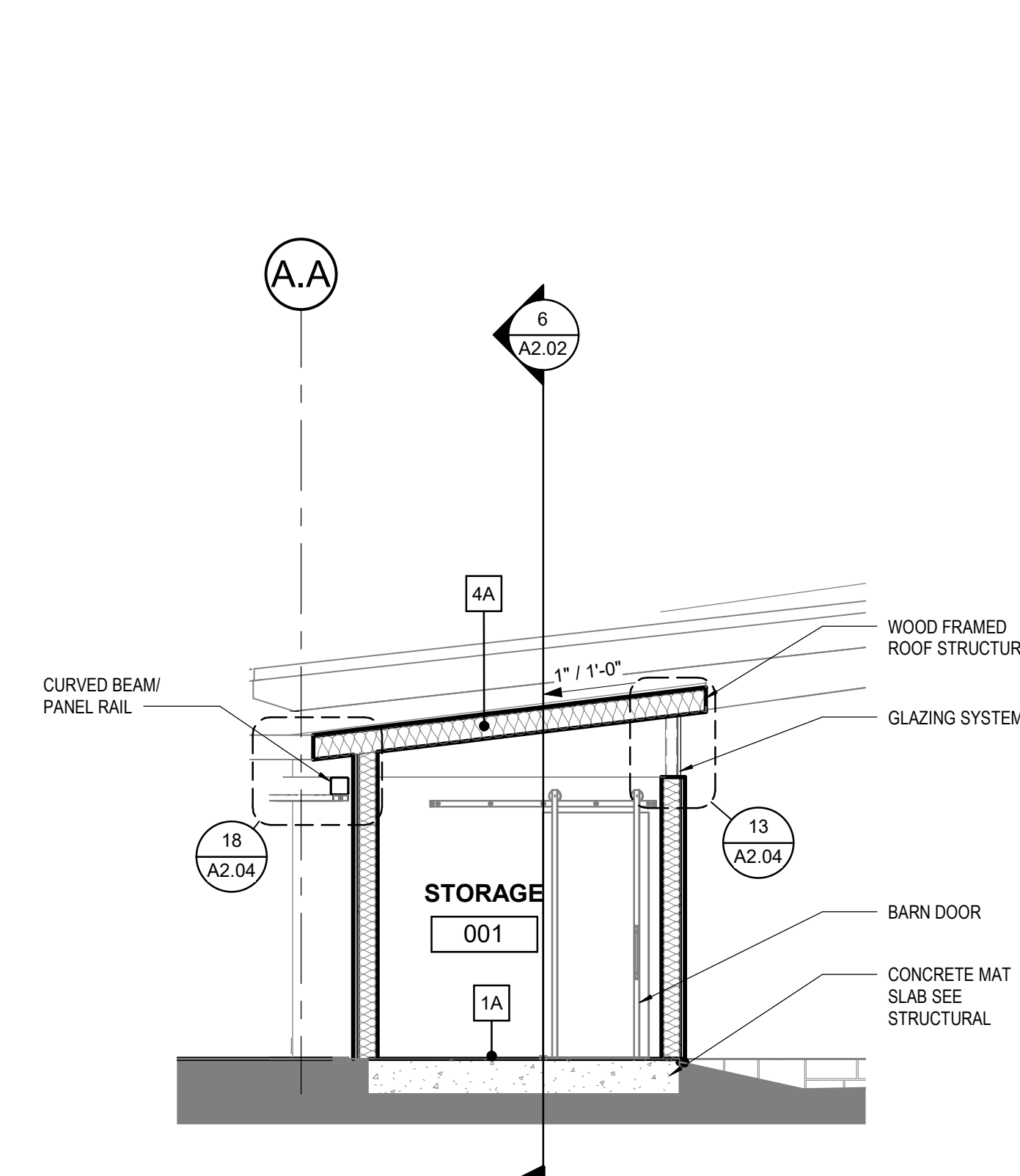
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5 STAGE CROSS SECTION

A2.02

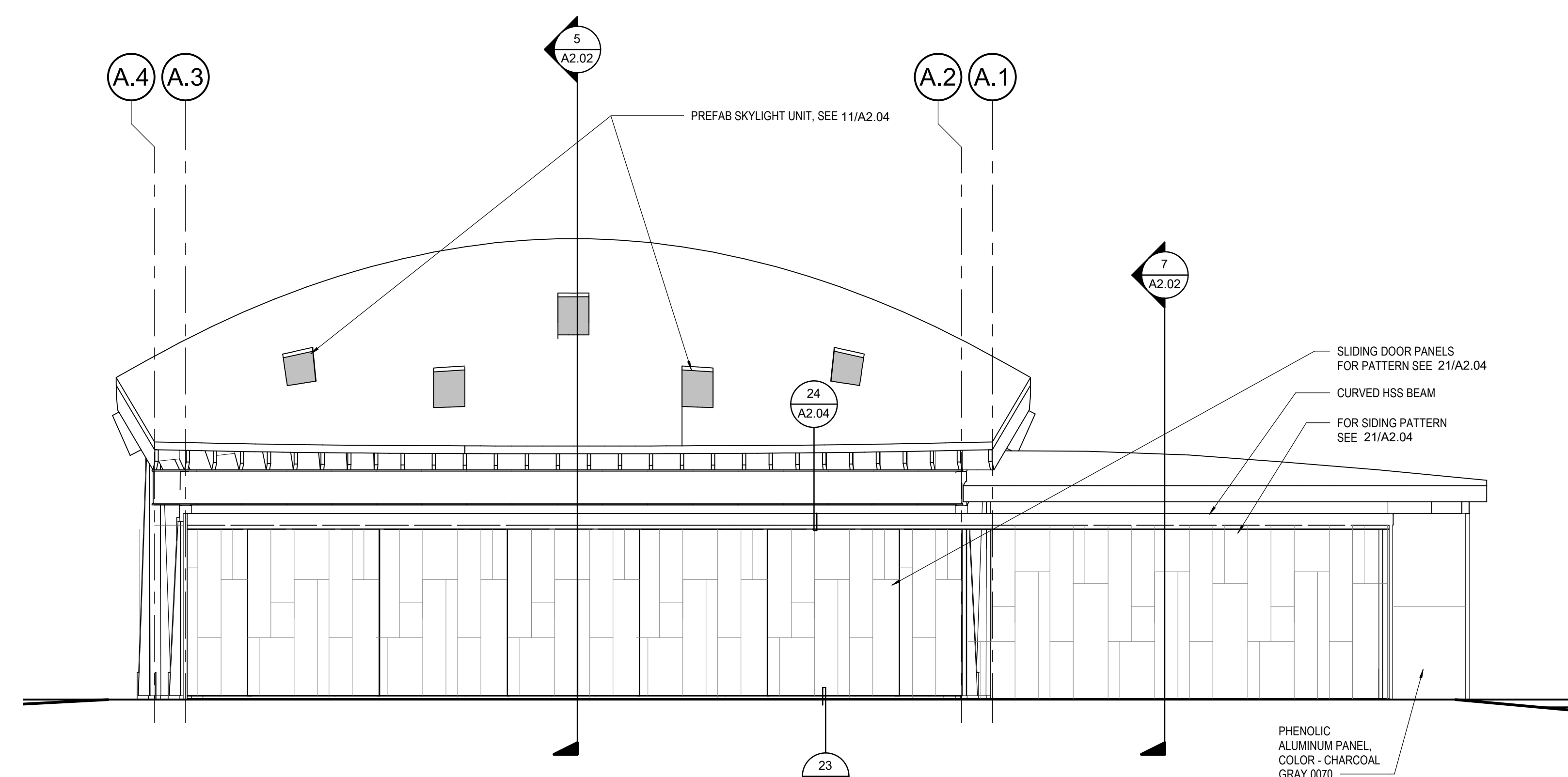
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7 STORAGE CROSS SECTION

A2.02

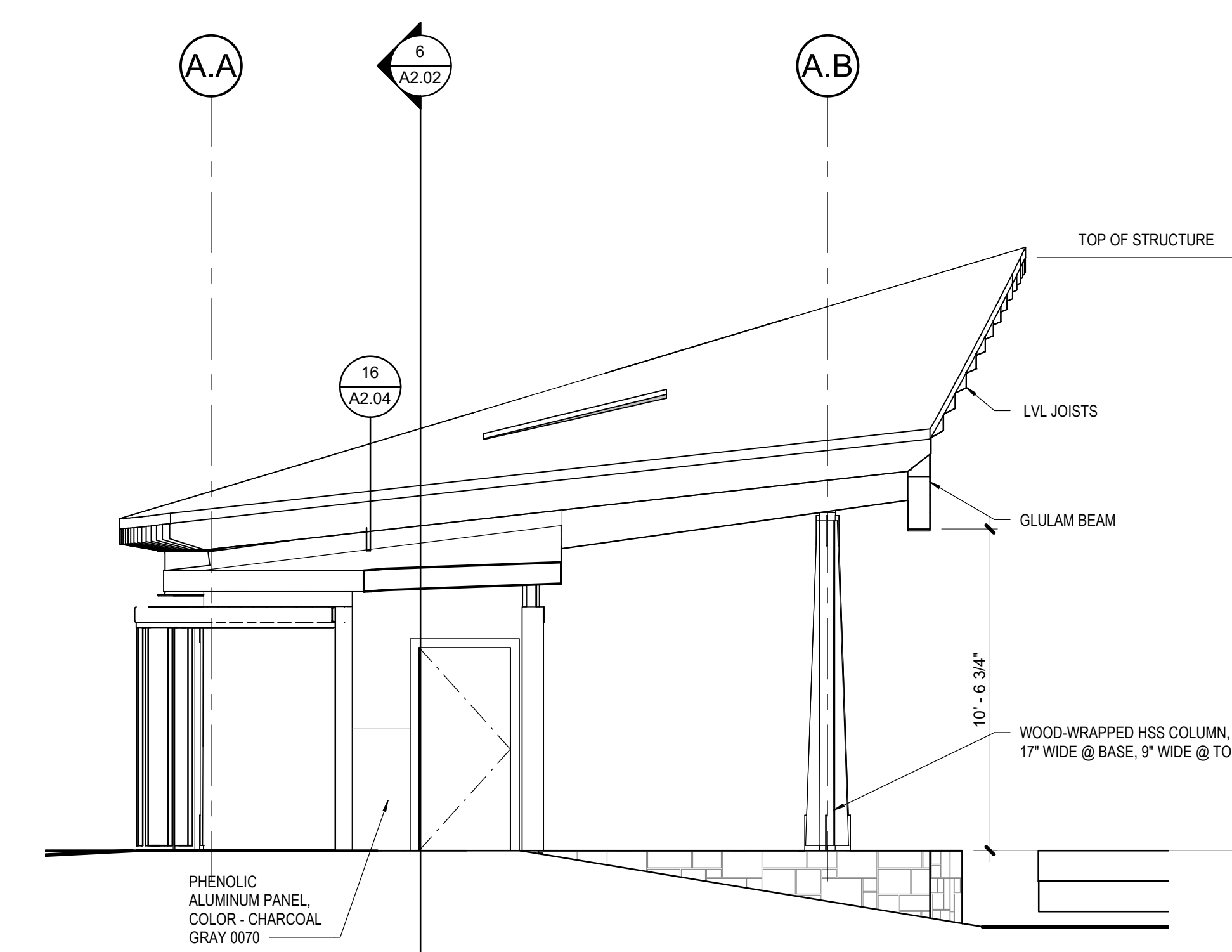
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4 STAGE - NORTH

A2.02

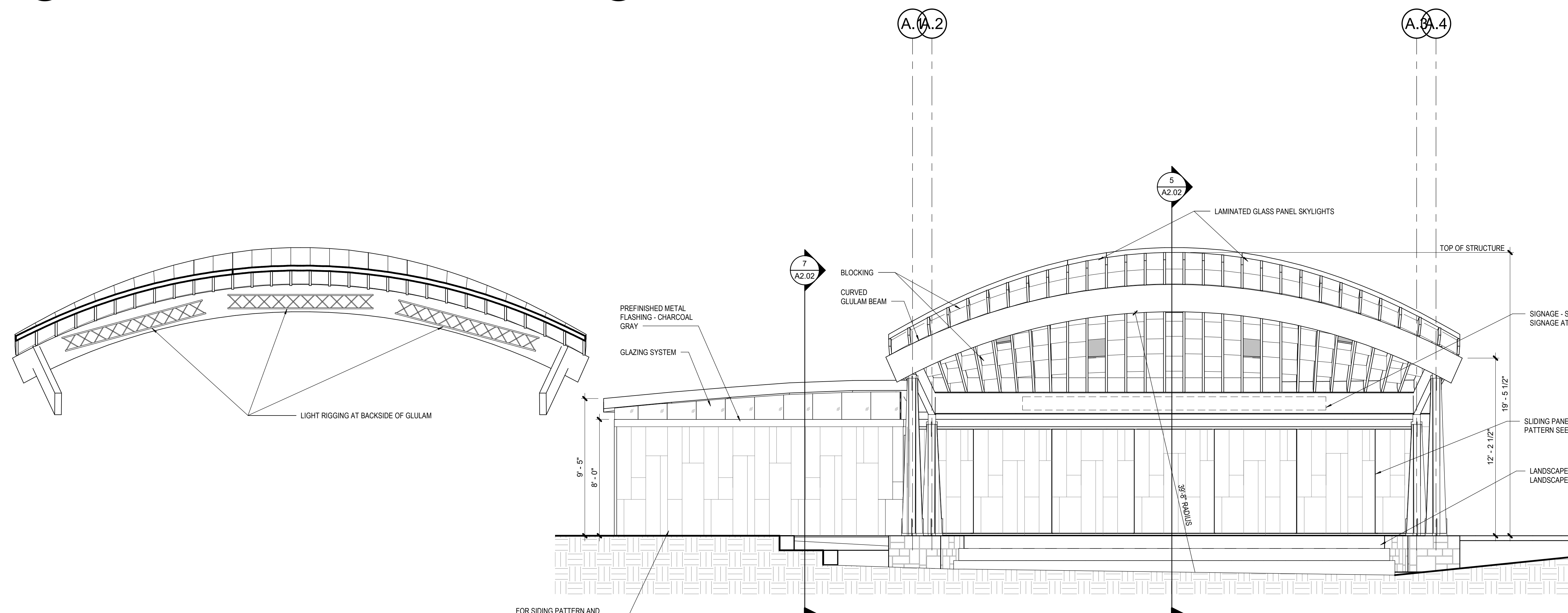
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3 STAGE - WEST

A2.02

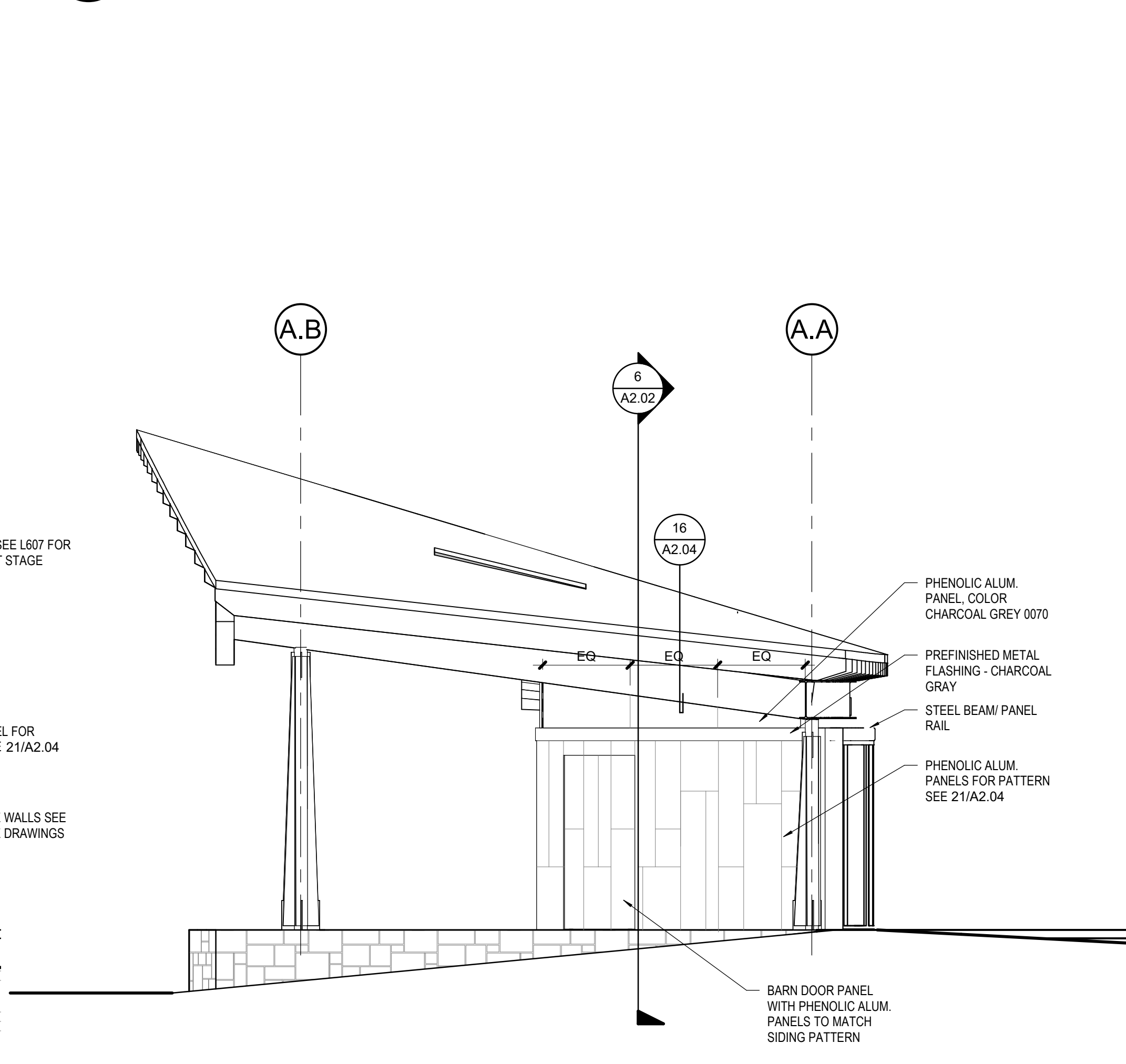
SCALE: 1/4" = 1'-0"



2 STAGE - SOUTH

A2.02

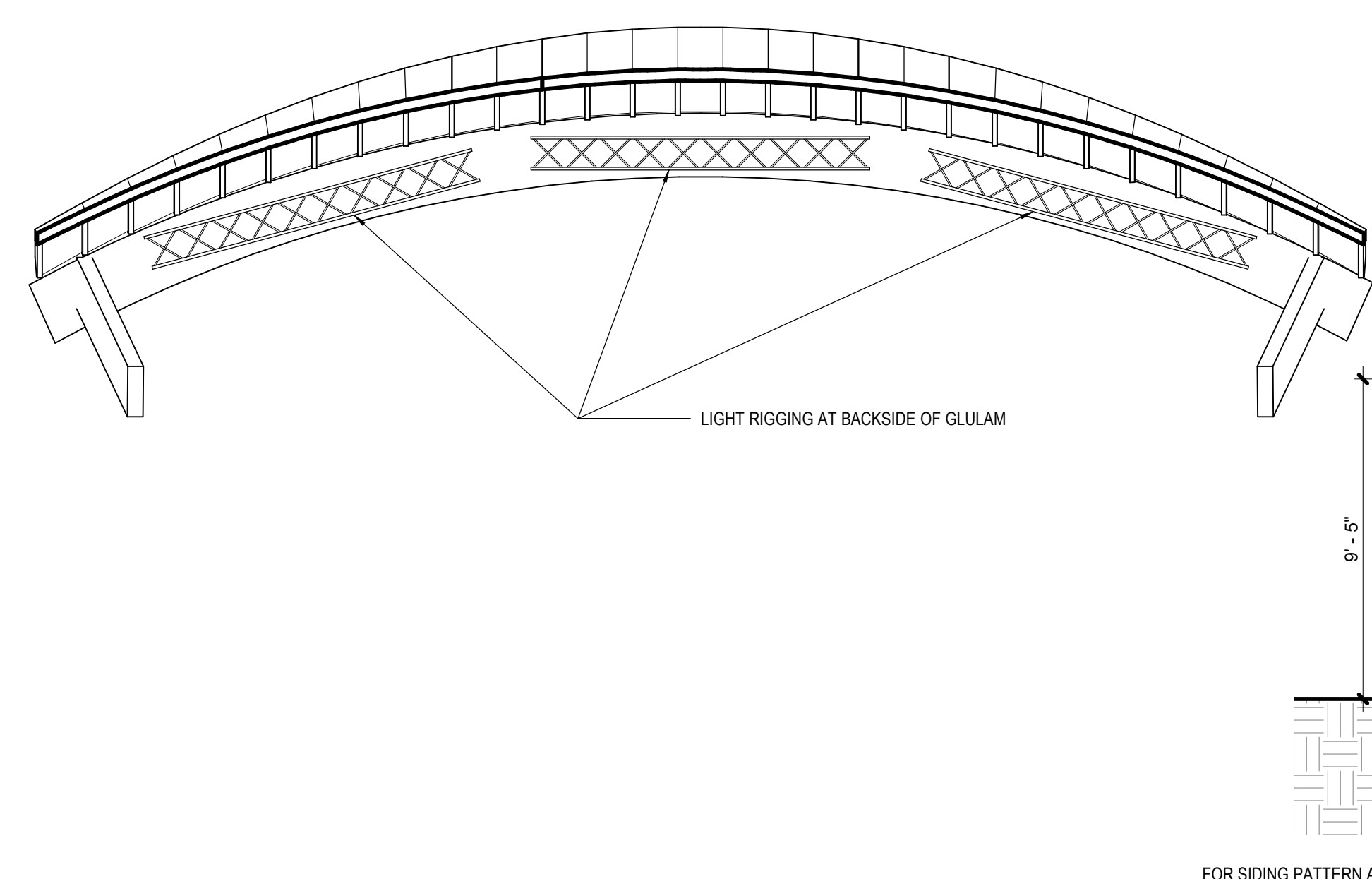
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1 STAGE - EAST

A2.02

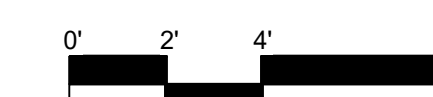
SCALE: 1/4" = 1'-0"



8 STAGE RIGGING - ELEVATION

A2.02

SCALE: 1/4" = 1'-0"



ST. HELENS RIVERWALK

St. Helens, Oregon

Project Number: P-525A

Project Manager: Kurt Basford

PHASE
90% DESIGN
DATE
12/20/2022

REVISIONS
NO. DESC. DATE

DRAWN BY
PP, AP
CHECKED BY
SE

SHEET TITLE
STAGE EXTERIOR ELEVATIONS
AND SECTION

SHEET NUMBER

A2.02



BUILDING PLAN NOTES

- ALL DIMENSIONS AND GRIDS ARE TO FACE OF STUD AND EDGE OF ROUGH OPENING UNLESS OTHERWISE NOTED.
- SEE LANDSCAPE SHEET L201 FOR STRUCTURE LOCATIONS

Mayer/Reed

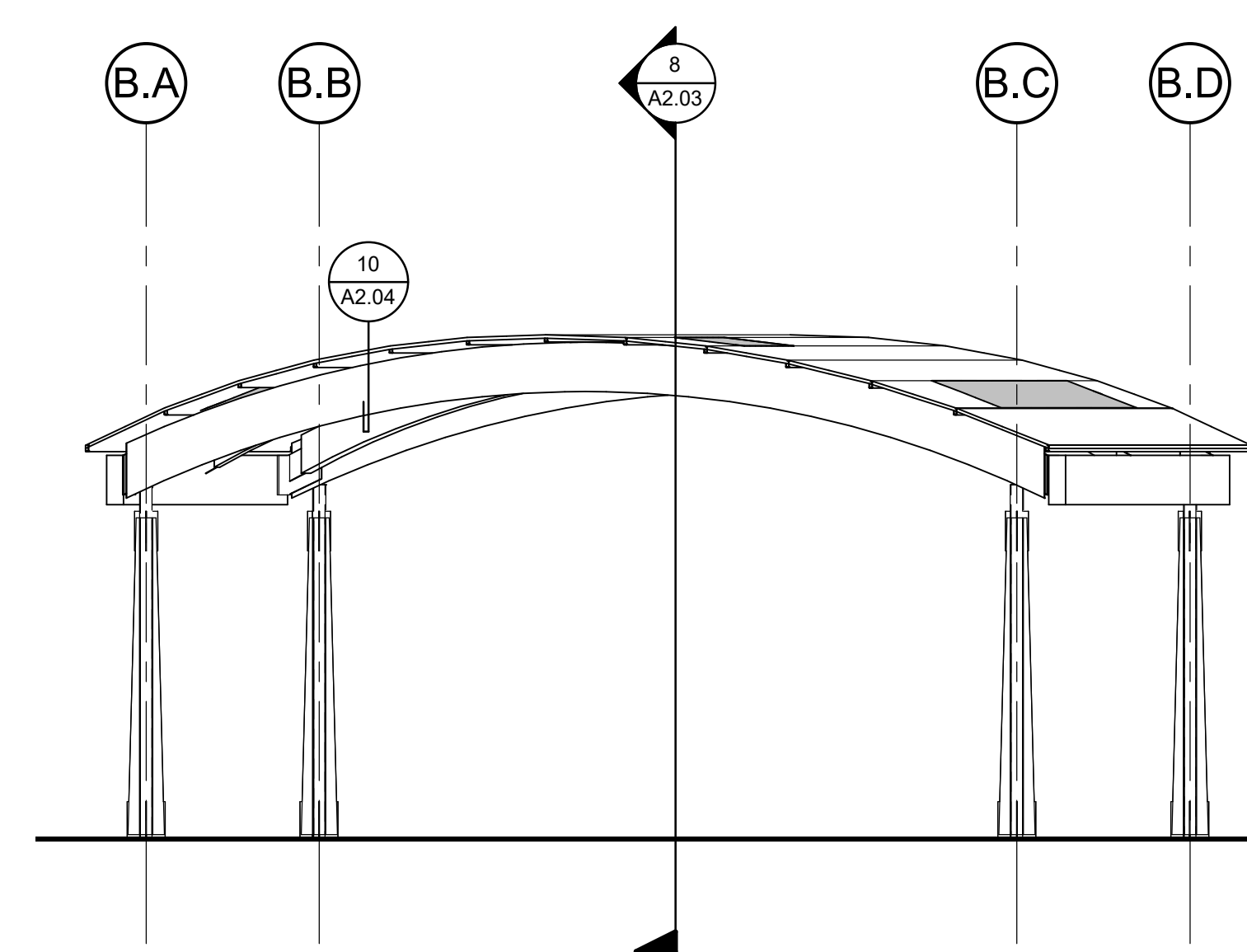
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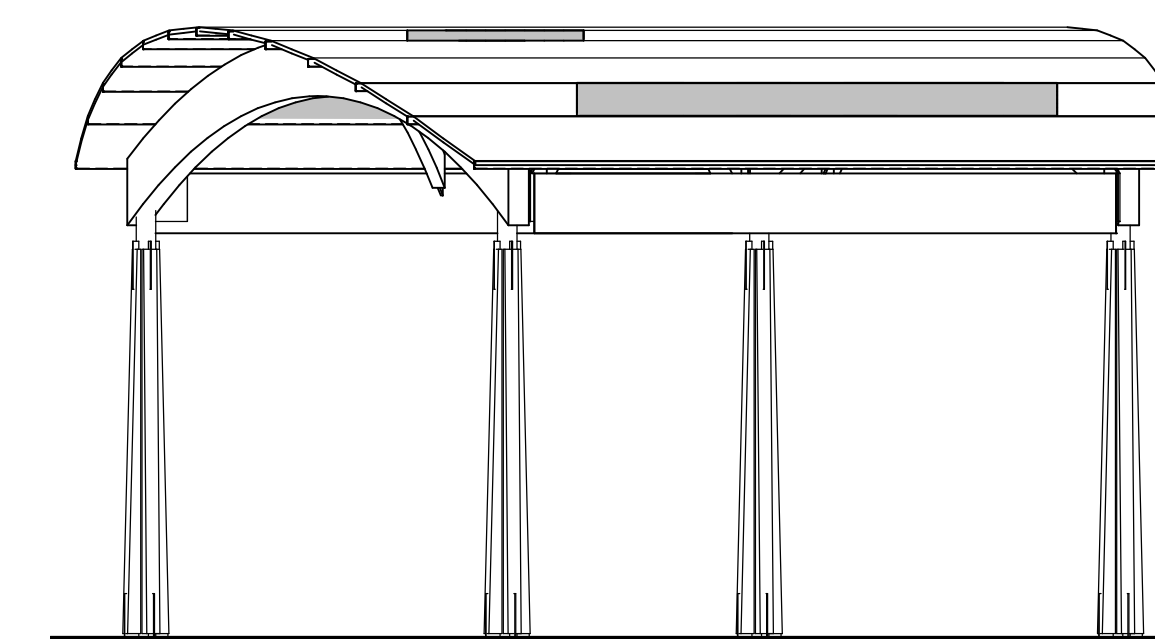
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ROOF PLAN NOTES

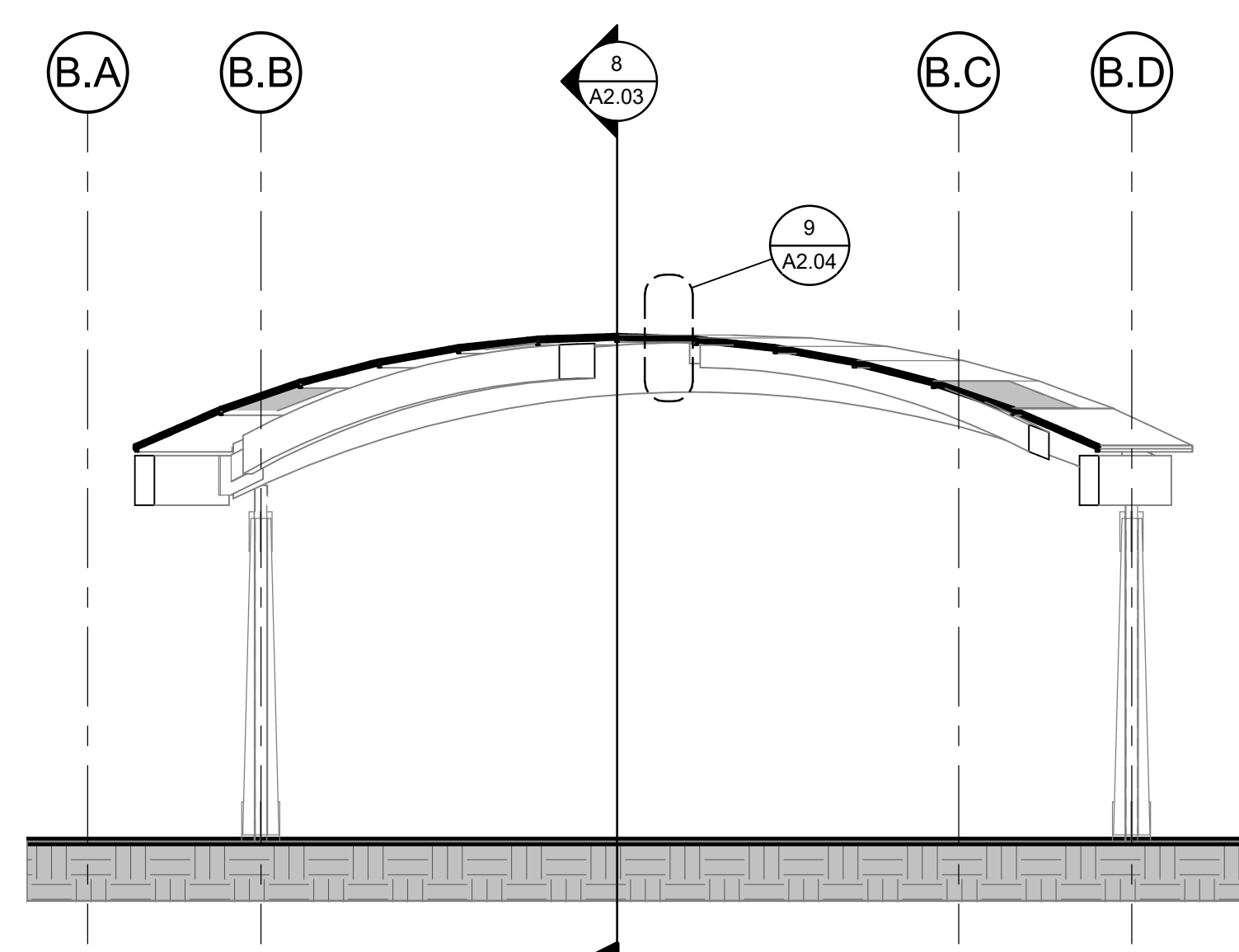
- SEE LOWER FLOOR PLANS FOR BUILDING DIMENSIONS.



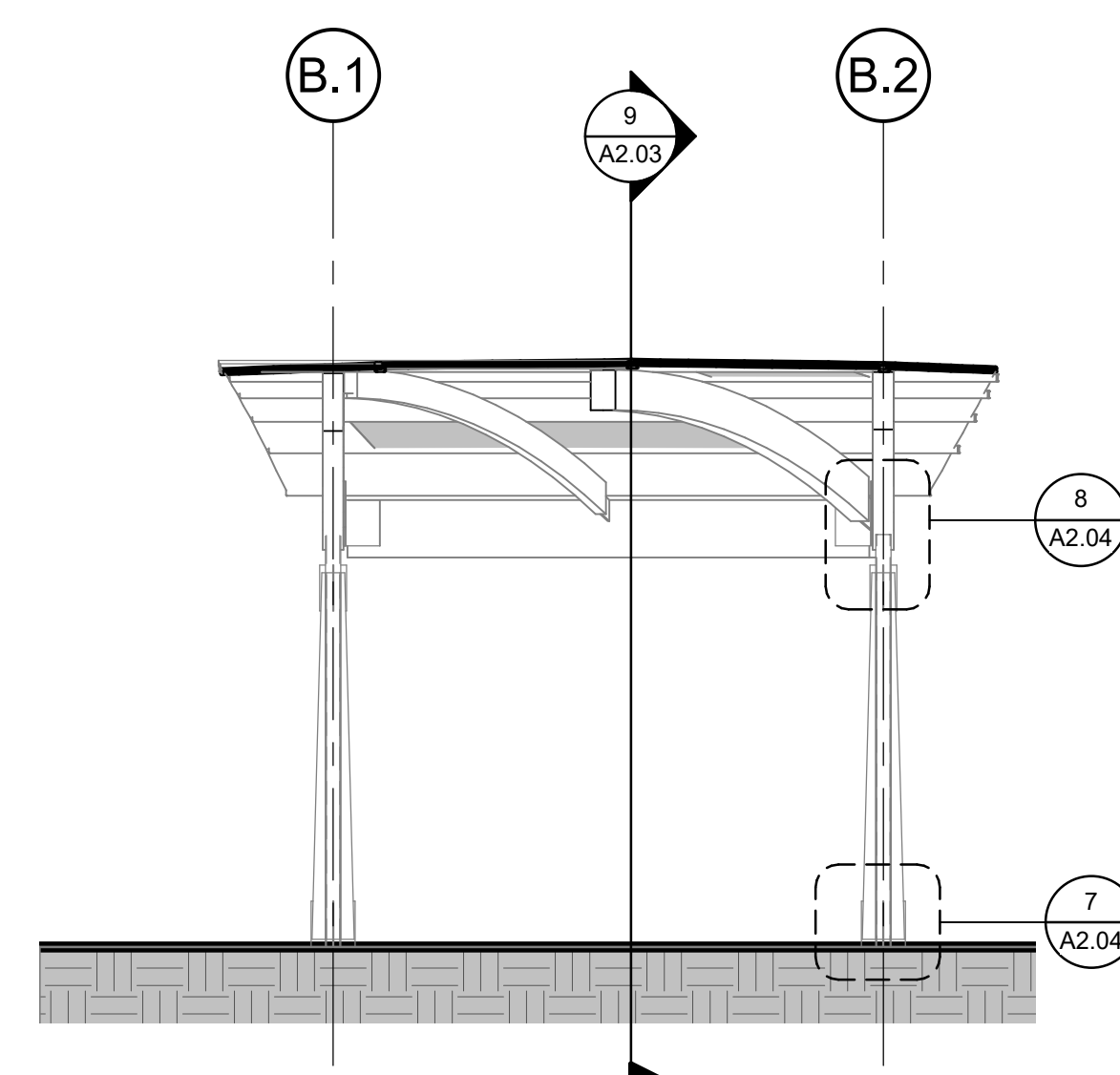
2 PAVILION - NORTH
SCALE: 1/4" = 1'-0"



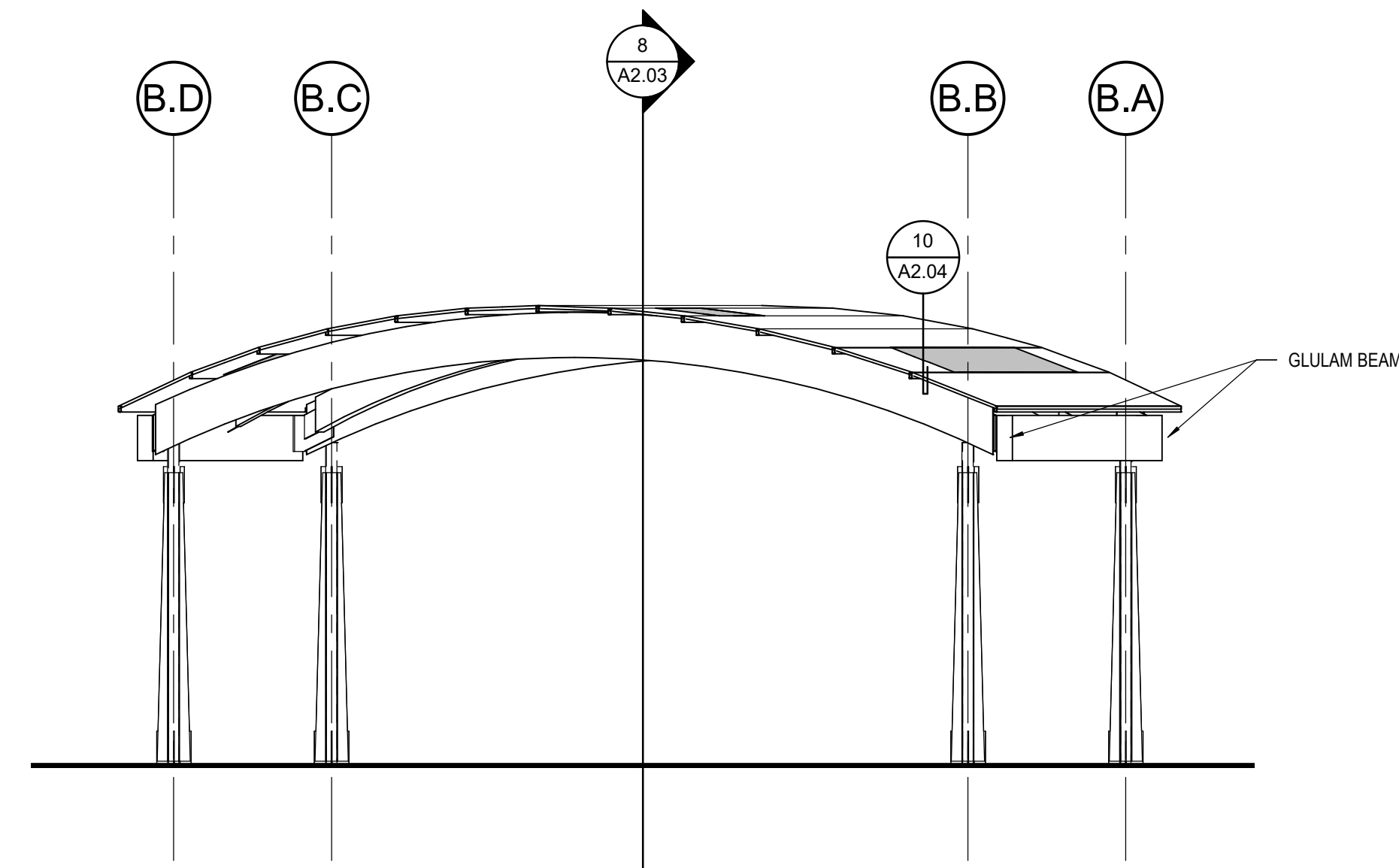
3 PAVILION - EAST
SCALE: 1/4" = 1'-0"



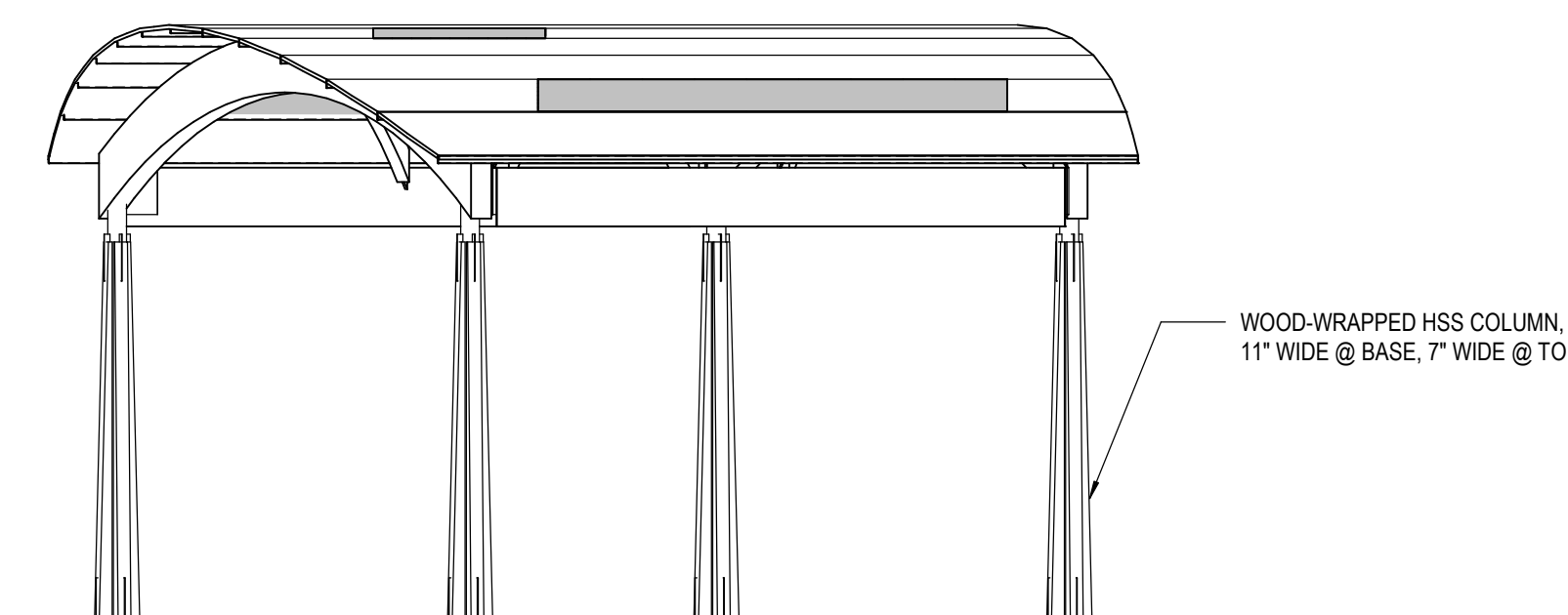
9 PAVILION SECTION
SCALE: 1/4" = 1'-0"



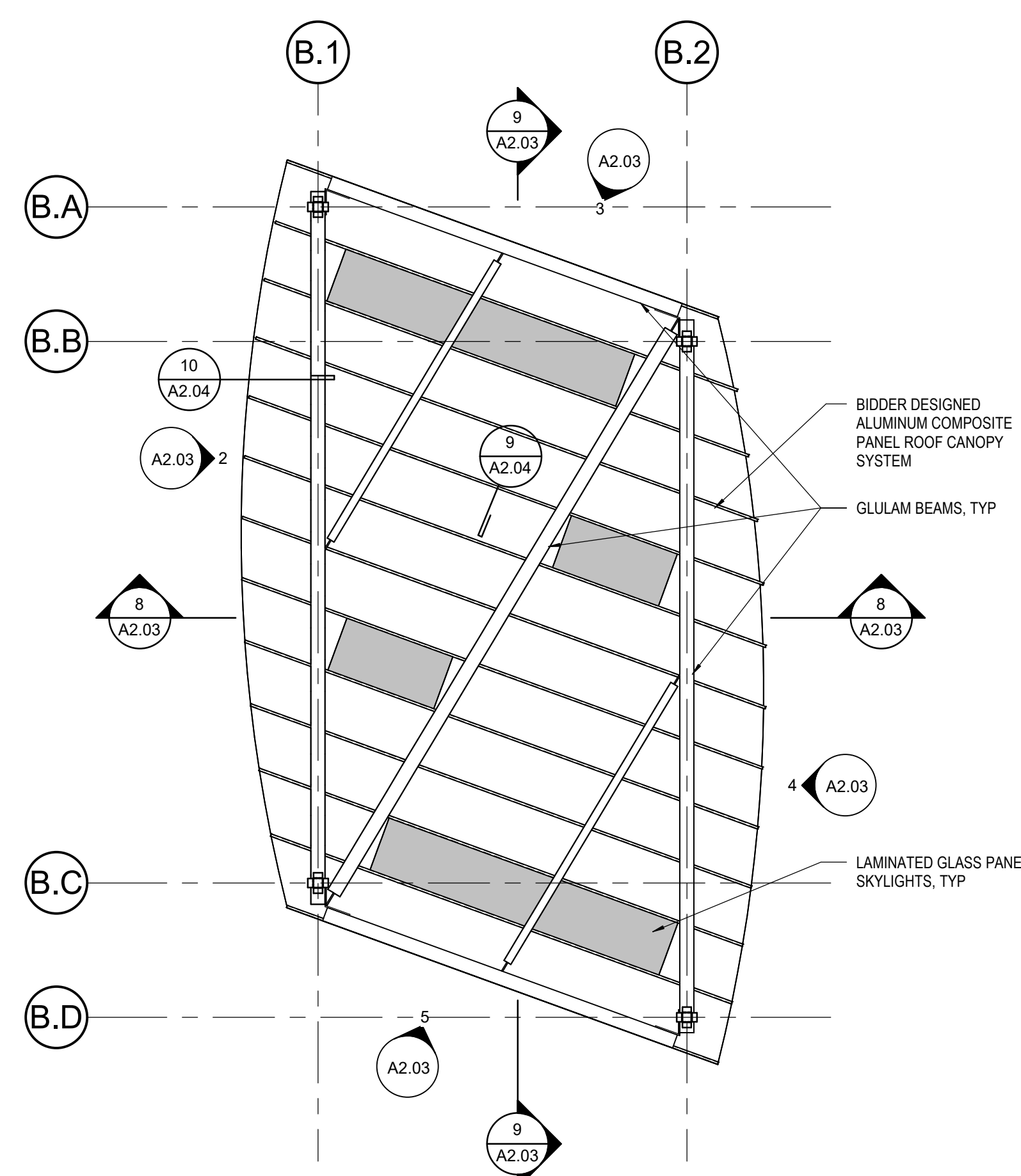
8 PAVILION CROSS SECTION
SCALE: 1/4" = 1'-0"



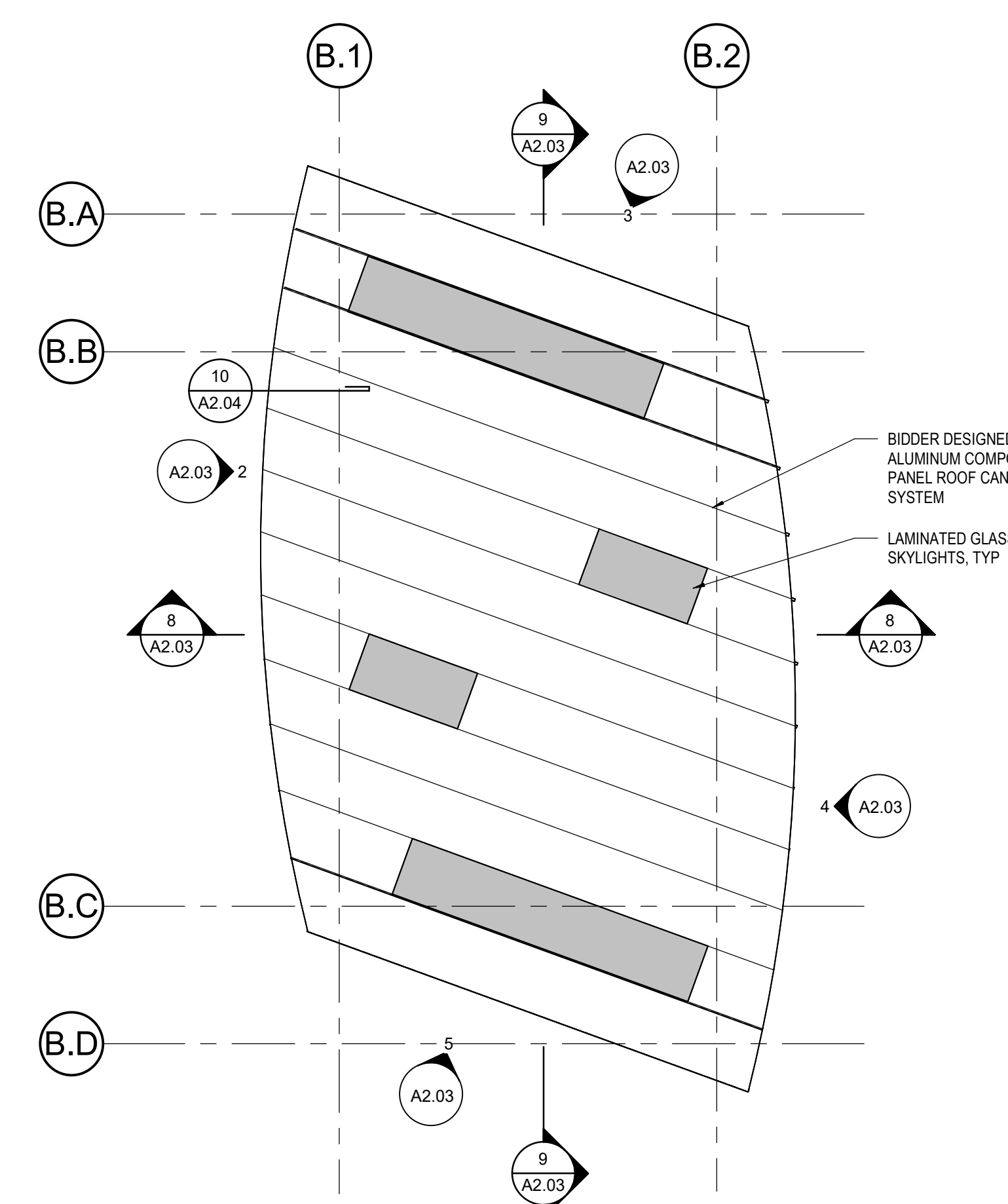
4 PAVILION - SOUTH
SCALE: 1/4" = 1'-0"



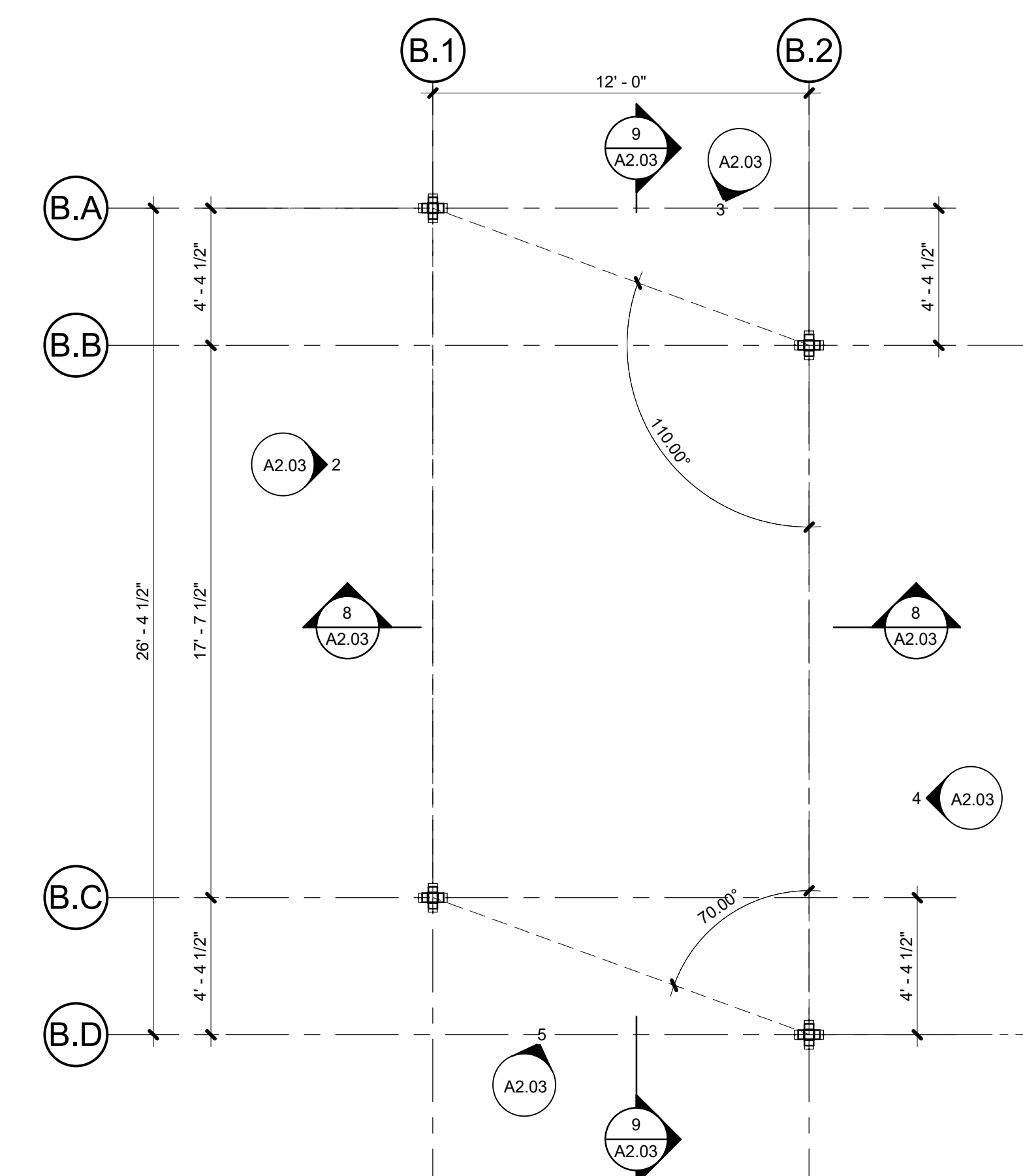
5 PAVILION - WEST
SCALE: 1/4" = 1'-0"



7 REFLECTED CEILING PLAN - PAVILION
SCALE: 1/4" = 1'-0"



6 ROOF PLAN - PAVILION
SCALE: 1/4" = 1'-0"



1 FLOOR PLAN - PAVILION
SCALE: 1/4" = 1'-0"

KEYNOTE LEGEND

PHASE
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SE

SHEET TITLE
PAVILION PLANS AND
ELEVATIONS (ADD ALT)

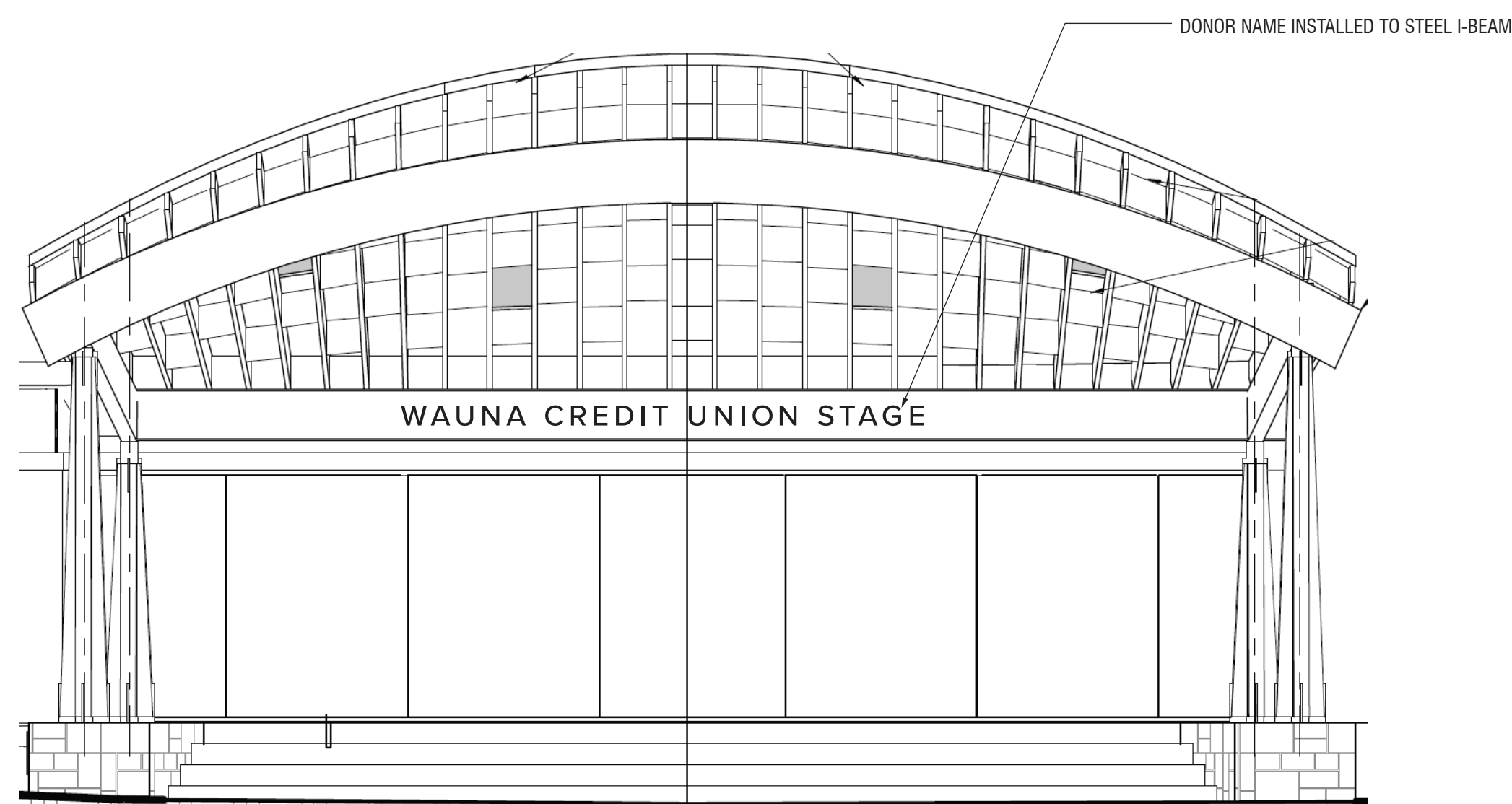
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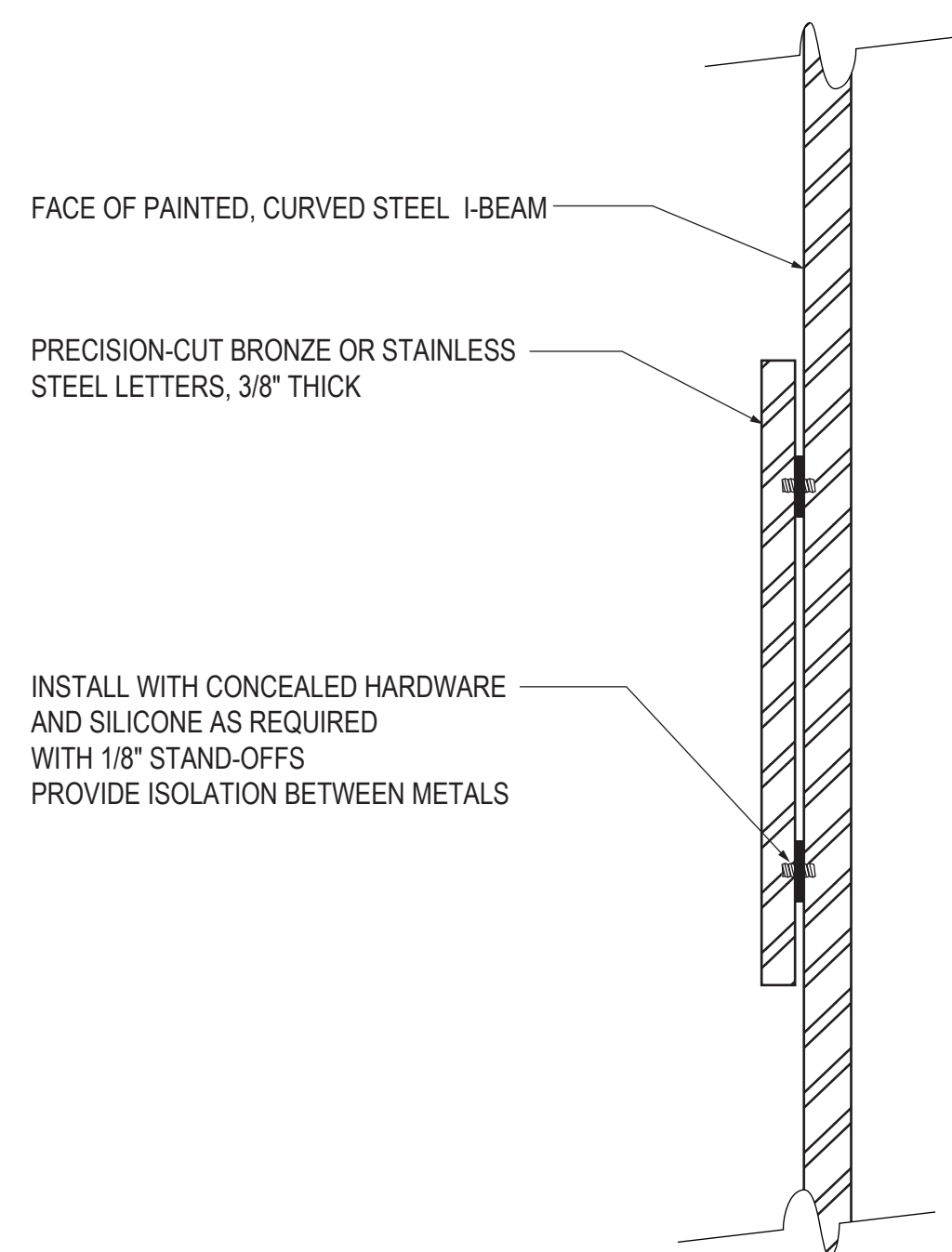


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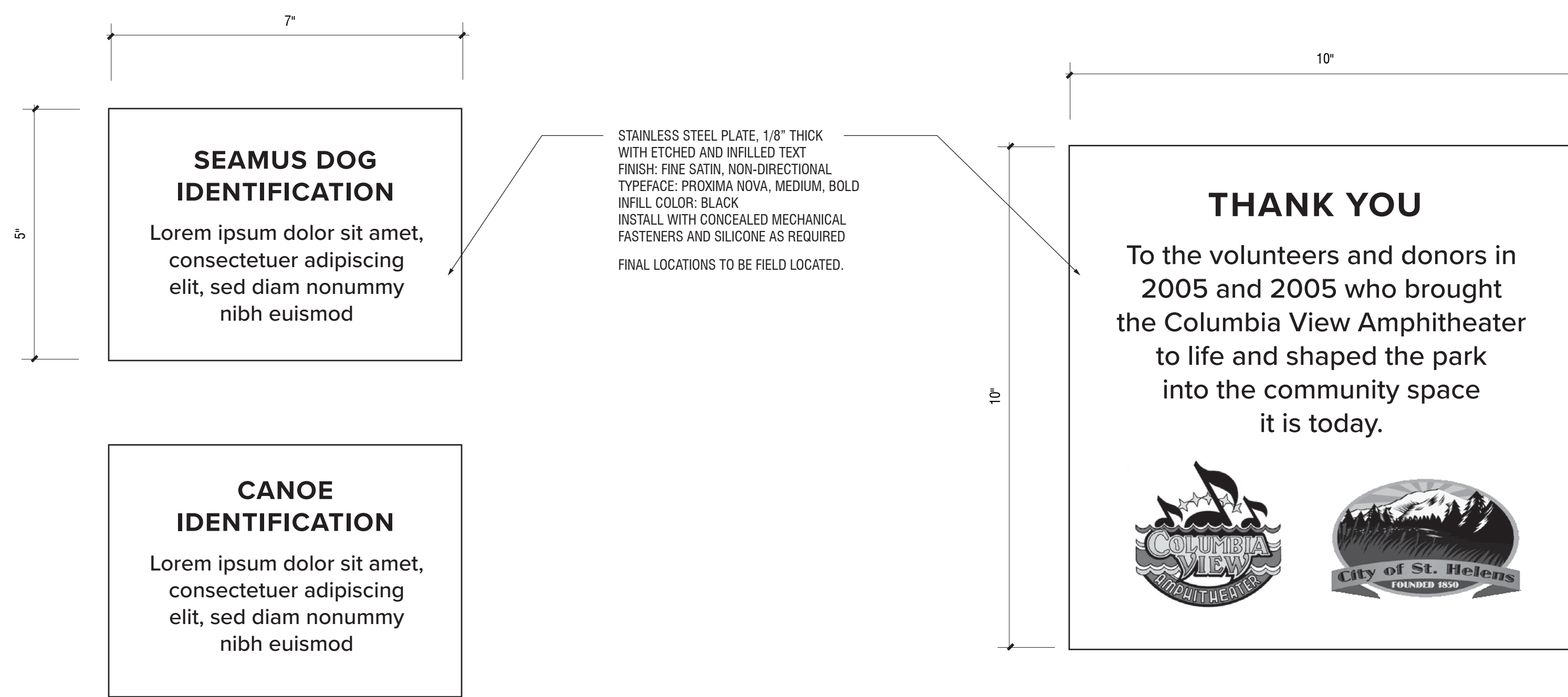
1 STAGE - CONTEXT ELEVATION
SCALE: 1/4" = 1'-0"



3 DONOR LETTERS - SECTION
SCALE: HALF FULL



2 STAGE - DONOR LAYOUT
SCALE: 1 1/2" = 1'-0"



4 PLAQUES - LAYOUT
SCALE: 1 1/2" = 1'-0"

St. Helens Riverwalk
St. Helens, Oregon
Project Number: P-525

Project Managers: Jennifer Dimsho; John Walsh

PHASE
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DATE
12/20/2022

REVISIONS
NO. DESC. DATE

DRAWN BY
D. SHAW
CHECKED BY
S. SIMMS

SHEET TITLE
SIGNAGE DETAILS

SHEET NUMBER

L607



BUILDING PLAN NOTES

- ALL DIMENSIONS AND GRIDS ARE TO FACE OF STUD AND EDGE OF ROUGH OPENING UNLESS OTHERWISE NOTED.
- SEE LANDSCAPE SHEET L201 FOR STRUCTURE LOCATIONS

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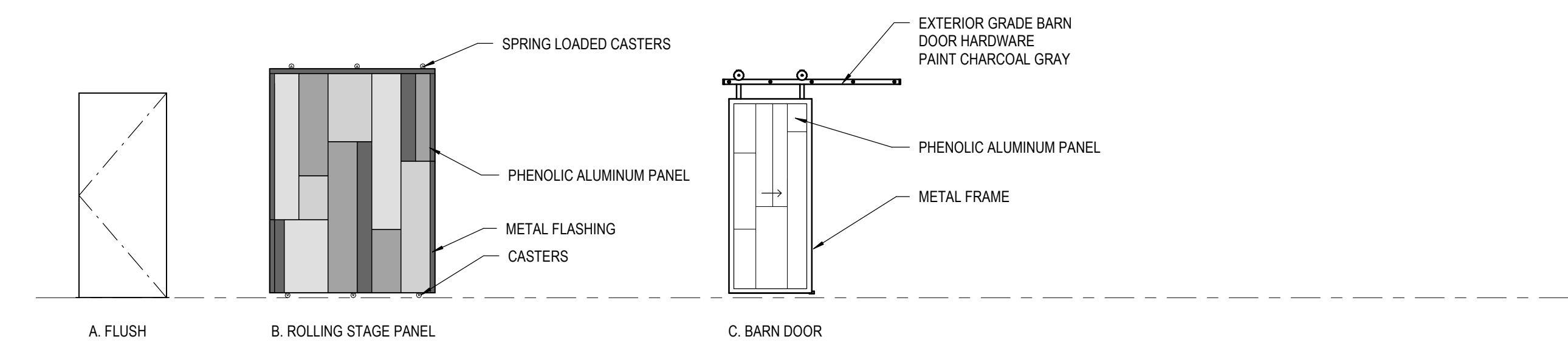
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ROOF PLAN NOTES

- SEE LOWER FLOOR PLANS FOR BUILDING DIMENSIONS.

DOOR / PANEL SCHEDULE - STAGE

DOOR NO.	Type Mark	LOCATION	OPENING WIDTH	HEIGHT	THICKNESS	DOOR MATERIAL	FINISH	FRAME MATERIAL	FINISH	HARDWARE	FIRE RATING	COMMENTS
001	A	STORAGE	3'-0"	6'-8"	1 3/4"	HM	PAINTED	HM	PAINTED		NR	CUSTOM FABRICATED BARN DOOR FINISH TO MATCH STAGE SLIDING PANELS
002	C	STORAGE	3'-0"	7'-0"	1 3/4"	ALUM	PRE-FIN	ALUMINUM	POWDER COATED		NR	
002A	B	STAGE	2'-10"	7'-6"	2"	ALUM	PRE-FIN	ALUMINUM	POWDER COATED	SPRING LOADED CASTER WHEELS	NR	CUSTOM FABRICATION
002B	B	STAGE	5'-8"	7'-6"	2"	ALUM	PRE-FIN	ALUMINUM	POWDER COATED	SPRING LOADED CASTER WHEELS	NR	CUSTOM FABRICATION
002C	B	STAGE	5'-8"	7'-6"	2"	ALUM	PRE-FIN	ALUMINUM	POWDER COATED	SPRING LOADED CASTER WHEELS	NR	CUSTOM FABRICATION
002D	B	STAGE	5'-8"	7'-6"	2"	ALUM	PRE-FIN	ALUMINUM	POWDER COATED	SPRING LOADED CASTER WHEELS	NR	CUSTOM FABRICATION
002E	B	STAGE	5'-8"	7'-6"	2"	ALUM	PRE-FIN	ALUMINUM	POWDER COATED	SPRING LOADED CASTER WHEELS	NR	CUSTOM FABRICATION
002F	B	STAGE	5'-8"	7'-6"	2"	ALUM	PRE-FIN	ALUMINUM	POWDER COATED	SPRING LOADED CASTER WHEELS	NR	CUSTOM FABRICATION
002G	B	STAGE	2'-10"	7'-6"	2"	ALUM	PRE-FIN	ALUMINUM	POWDER COATED	SPRING LOADED CASTER WHEELS	NR	CUSTOM FABRICATION



3 DOOR TYPES

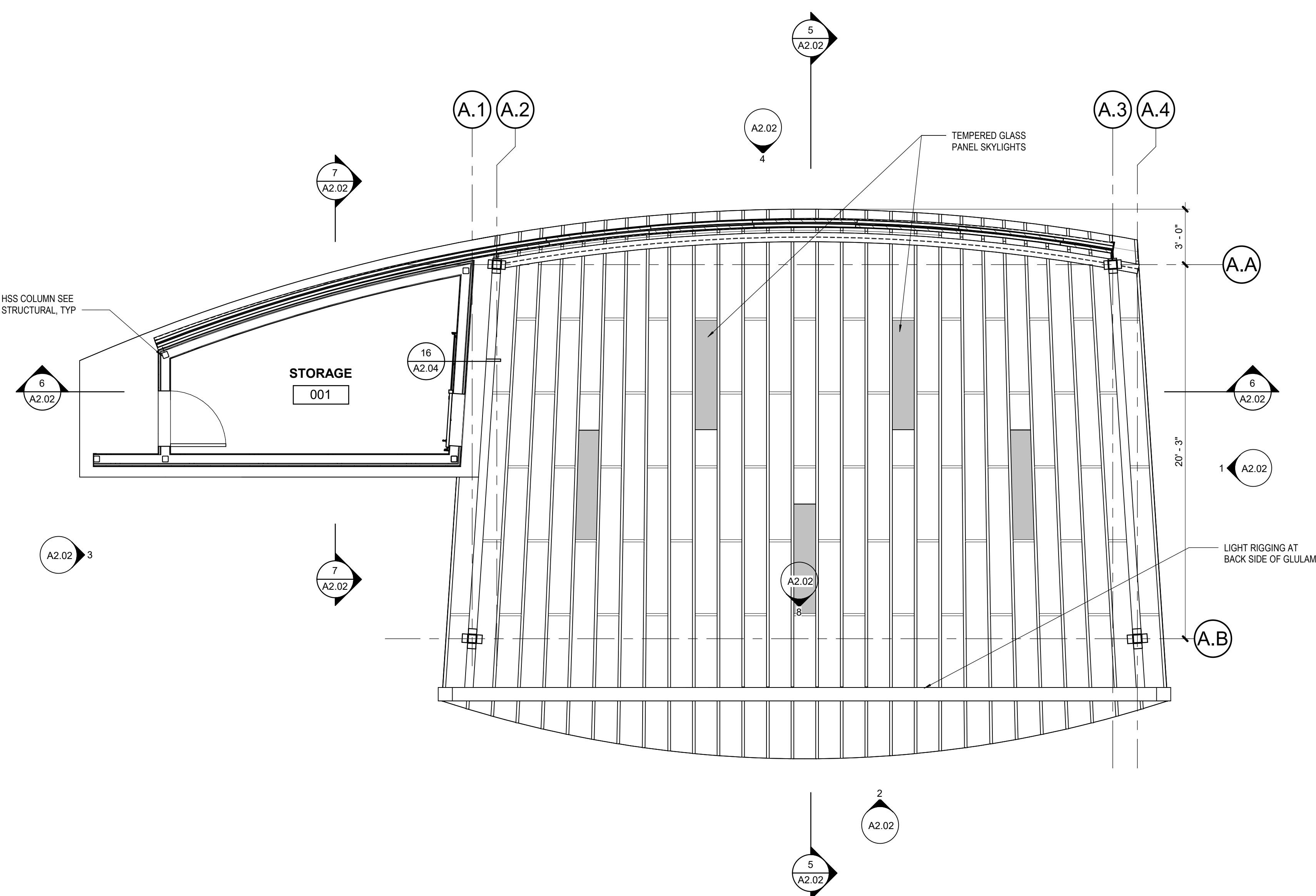
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SCALE: 1/4" = 1'-0"

2 ROOF PLAN - STAGE

A2.01

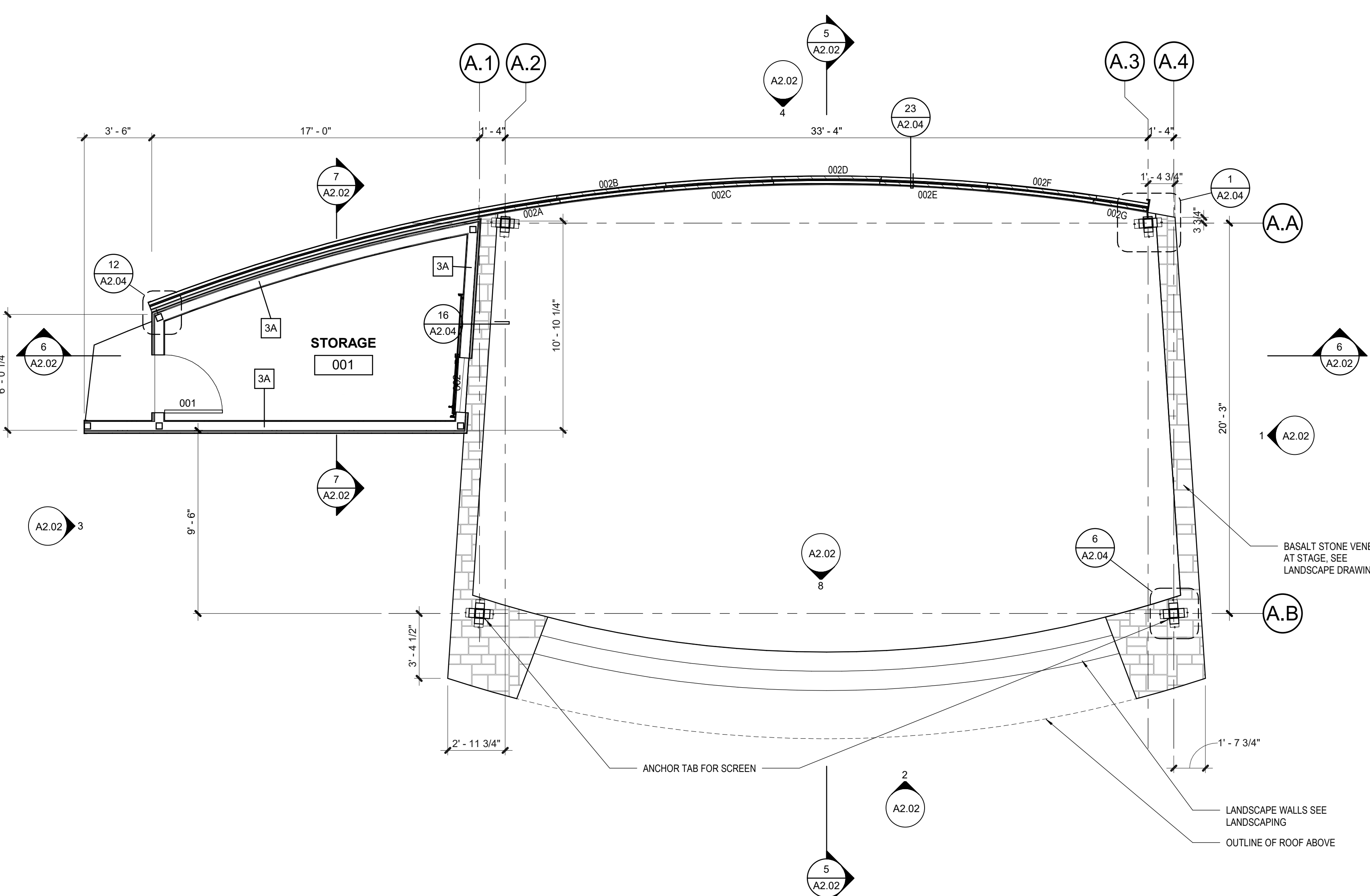
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3 REFLECTED CEILING PLAN - STAGE

A2.01

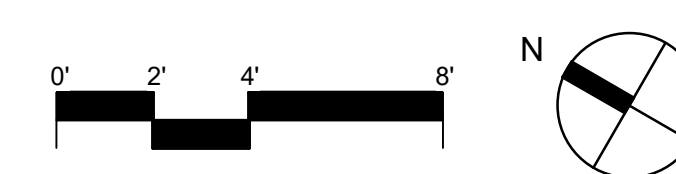
SCALE: 1/4" = 1'-0"



1 FLOOR PLAN - STAGE

A2.01

SCALE: 1/4" = 1'-0"



ST. HELENS RIVERWALK
St. Helens, Oregon
Project Number: P-525A

Project Manager: Kurt Basford

PHASE
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STAGE PLANS

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St. Helens, Oregon

Project Manager: Jennifer Dimsho; John Walsh

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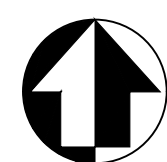
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SHEET TITLE
STAGE PLANS

SHEET NUMBER

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St. Helens Riverwalk
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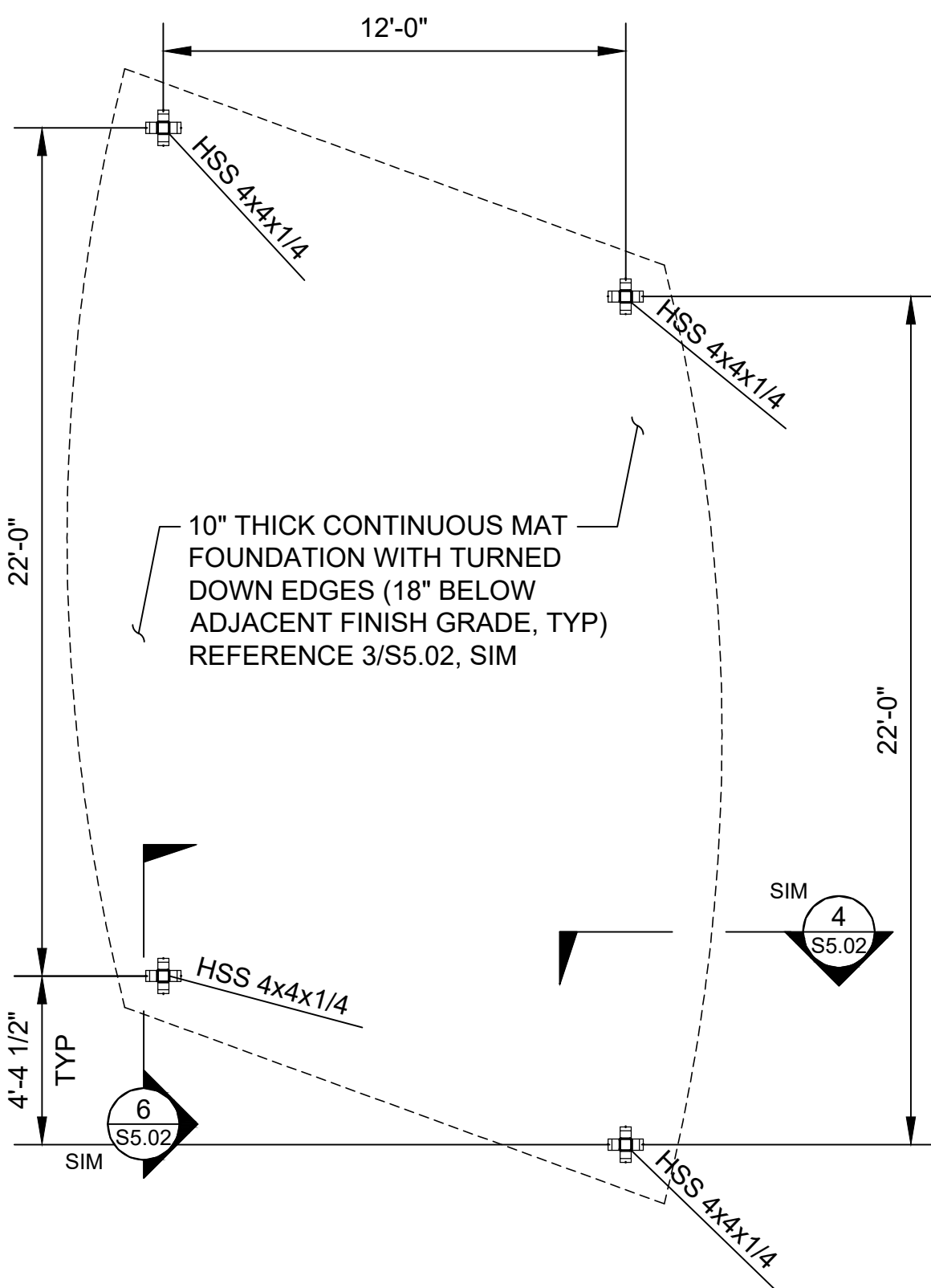
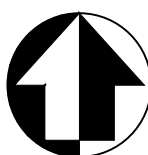
REVISIONS		
NO.	DESC.	DATE

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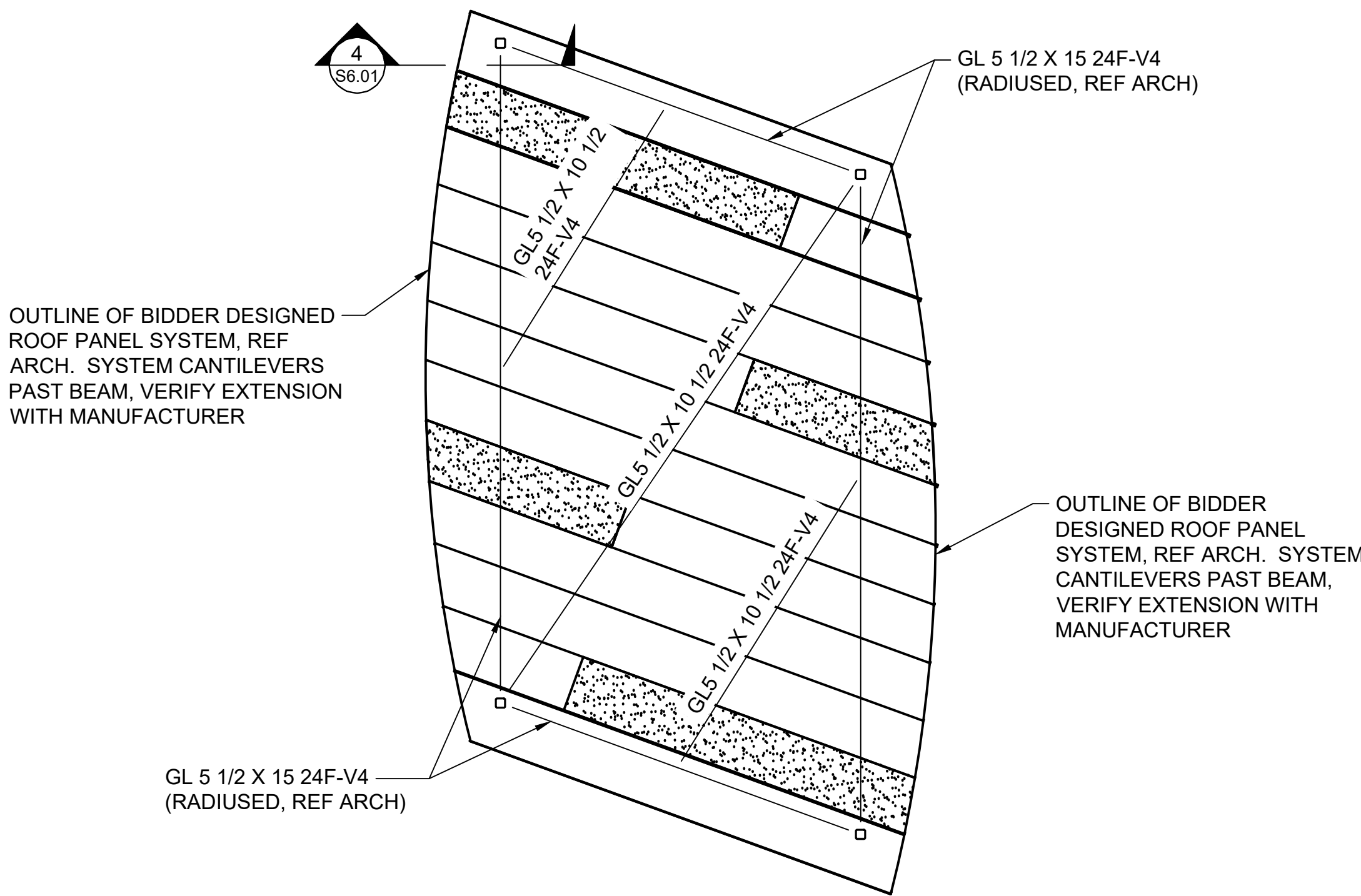
SHEET TITLE
PAVILION PLANS
-ADD ALT

SHEET NUMBER

S2.03



1 FLOOR PLAN - PAVILION (ADD ALT)
SCALE: 1/4" = 1'-0"



2 ROOF PLAN - PAVILION (ADD ALT)
SCALE: 1/4" = 1'-0"

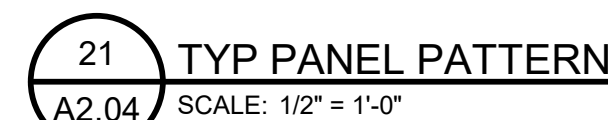
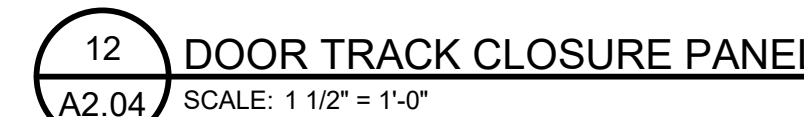
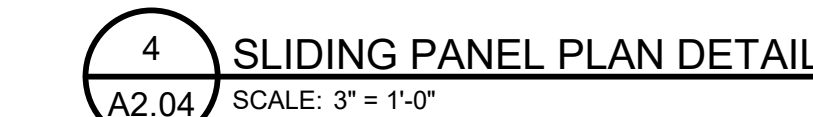
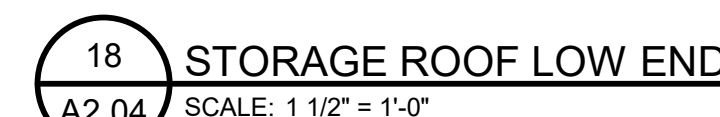
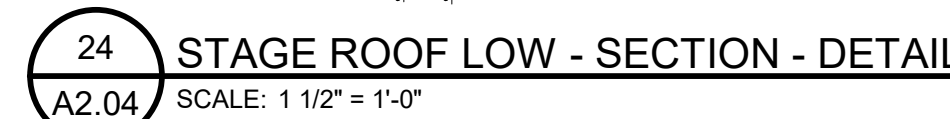
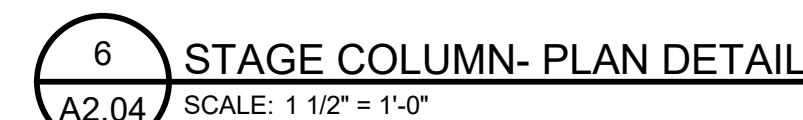
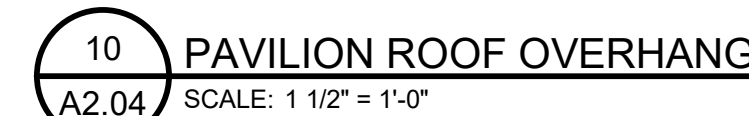


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A2.04





CITY OF ST. HELENS PLANNING DEPARTMENT

MEMORANDUM

TO: Planning Commission acting as the Historic Landmarks Commission
FROM: Jennifer Dimsho, AICP, Associate Planner
RE: 2023-2024 Certified Local Government Historic Preservation Grant Program
DATE: January 3, 2023

Since becoming a Certified Local Government (CLG) in 2009, the City has gone through six (6) CLG grant cycles. Four cycles (2011-2012, 2013-2014, 2015-2016, and 2019-2020) were used for the **St. Helens' Historic Preservation Rehabilitation Grant Program**. See link below for more information about past recipients. The 2017-2018 cycle was used for City Hall exterior restoration. The 2021-2022 cycle was used on the Bennett Building (Utility Billing/Court) storefront and transom windows.

For the upcoming 2023-2024 cycle, the City would like to do another round of solicitation of property owners to fund historic preservation/rehabilitation work. Eligible property owners include those with primary or secondary significance within our St. Helens Downtown Historic District as listed on the National Register of Historic Places. A map is attached.

The CLG grant application deadline is February 24, 2023. The City will receive and pass through to an eligible property owner one competitive grant of between \$13,500 and \$15,000 with a required 1:1 match. This means the total project/owner expense will be between \$27,000 and \$30,000. **Does this HLC have any questions about the eligible property owners or the funding available?**









Selecting the project will be based on selection criteria used by the Planning Commission acting as the Historic Landmarks Commission (HLC) to score applications. The selection criteria used from previous cycles is attached to this memo. **Does the HLC have any questions, comments, or suggested changes to the scoring criteria?**

Letters notifying eligible property owners of the grant program are anticipated to go out in April 2023, with the application for property owners to apply from April - June 2023. The HLC is anticipated to make their recommendation for award using the scoring criteria during the July 2023 meeting. The project selected will need to be completed by August 31, 2024.

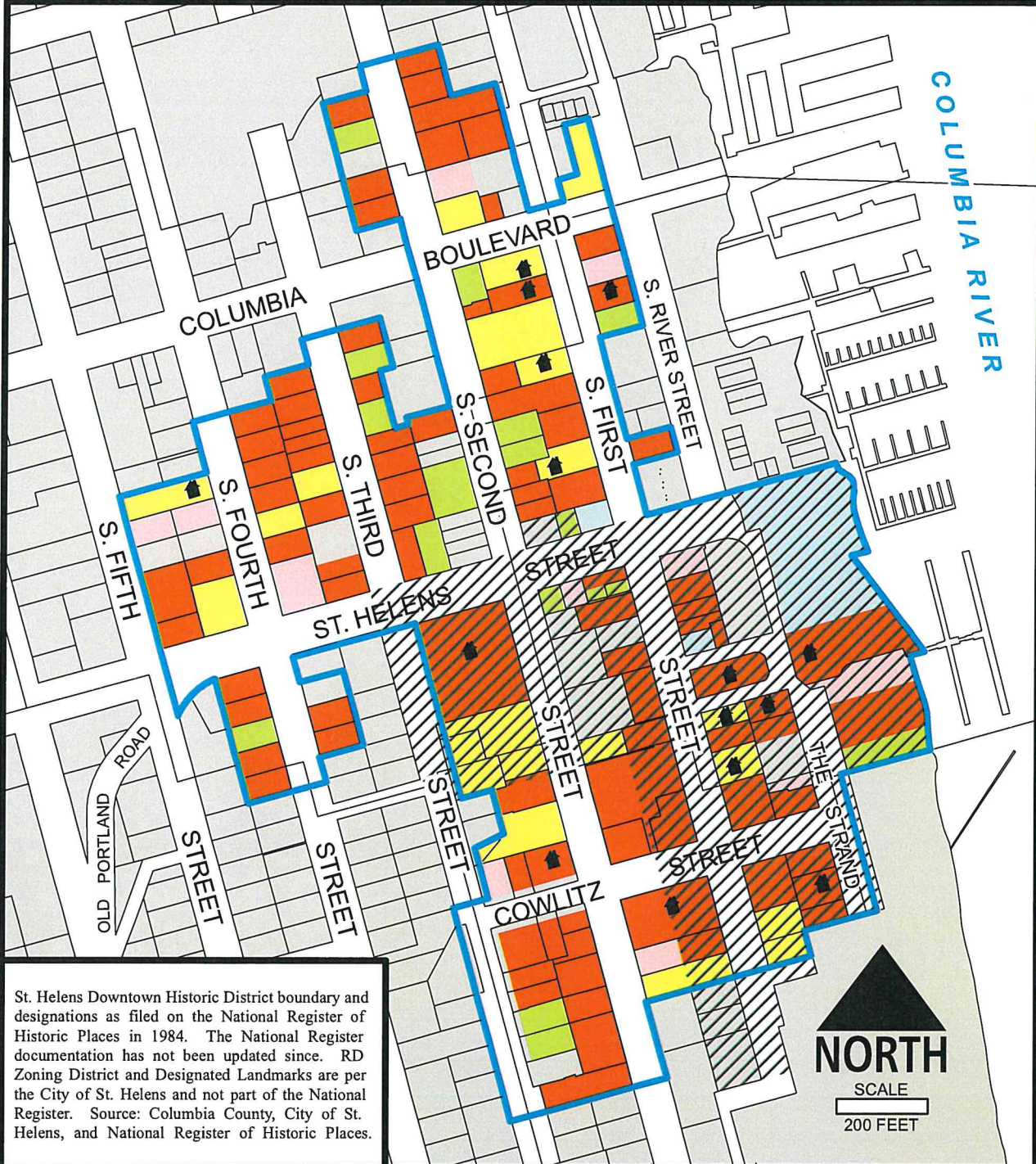
Here is a link to the City's Historic Preservation Rehabilitation Grant homepage:

<https://www.sthelensoregon.gov/planning/page/historic-preservation-rehabilitation-grant>

ST. HELENS DOWNTOWN HISTORIC DISTRICT

- | | |
|--|--|
|  Primary Significant |  Vacant or outside Historic District |
|  Secondary Significant |  Historic District Boundary |
|  Historic, Non-contributing |  Riverfront District (RD) Zoning District Plaza Subdistrict |
|  Compatible, Non-contributing |  Designated Landmark |
|  Non-compatible, Non-contributing | |

Feb 2019 / jag



St. Helens Downtown Historic District boundary and designations as filed on the National Register of Historic Places in 1984. The National Register documentation has not been updated since. RD Zoning District and Designated Landmarks are per the City of St. Helens and not part of the National Register. Source: Columbia County, City of St. Helens, and National Register of Historic Places.



Historic Preservation Rehabilitation Grant GRANT SELECTION CRITERIA

Grants received by the grant application deadline will be reviewed by the City of St. Helens Historic Landmarks Commission (HLC) based on the criteria below. This is a point based system. Past grant awards do not void eligibility or have an impact on priority for future grant cycles.

Please note that the Oregon State Historic Preservation Office (SHPO) will review the applications to ensure they are eligible from a historic preservation perspective.

A complete and eligible grant application will be scored (up to 30 points) to compare it with other projects submitted as follows:

Grant Selection Criteria	Points Possible	Points Awarded
Projects that restore integrity to the architectural style by removing incompatible features, alterations or additions and/or restoring missing or altered historic features on the front façade	5	
Projects that restore missing or altered historic features on the side façades	3	
Projects that repair or replace deteriorated historic features visible from the street or maintenance projects that preserve the integrity, safety, and stability of portions of the building	3	
Priority will also be given to a project that has a particularly positive influence on other threatened or poorly maintained historic properties in the neighborhood	1	
Visual impact	3	
Project need. Will the building sustain damage if project is not done?	3	
The building is “ primary significant ” or “ secondary significant ” according to the St. Helens Downtown Historic District National Register of Historic Places inventory.	3 IF PRIMARY 2 IF SECONDARY	
Projects that encourage development and investment, and will have a positive economic impact	3	
Applicant has provided proof of the financial resources to match the grant	3	
Applicant has provided sufficient evidence to indicate that the project can be completed within the timeframe allowed by the grant contract	3	
Total Points	30	

Comparison of Land Use Actions by Year

Planning Commission Public Hearings & Planning Administrator Decisions

Land Use Action	2014	2015	2016	2017	2018	2019	2020	2021	2022
Accessory Structure	2	3	6	8	7	8	3	4	2
Annexation (Processed)	2	0	1	2	2	2	0	11	0
Annexation (Submitted, Not Processed)	1	0	1	0	1	3	3	1	2
Appeals	0	1	1	1	1	0	10	1	1
Architectural Character Review	0	0	0	0	1	1	1	0	4
Map/Text Amendment	1	4	4	2	2	5	1	1	0
Auxiliary Dwelling Unit ₁	0	0	0	0	0	1	3	0	-
Conditional Use Permit	2	6	7	6	5	3	5	2	2
Conditional Use Permits (Minor Modification)	0	0	0	1	0	0	1	1	1
Development Agreement	0	0	0	0	1	0	0	0	0
Expedited Land Division	0	0	0	0	0	0	0	0	0
Extension of Time	1	2	1	1	4	5	5	0	4
Historic Resource Review	0	0	1	0	0	1	2	0	1
Home Occupations ₂	6	1	4	1	3	4	3	2	2
Lot Line Adjustment	0	0	3	3	3	11	2	3	3
Non-Conforming Use Determination	0	0	0	0	0	0	0	0	1
Partition	0	2	2	2	6	2	5	2	4
Planned Development	0	0	0	0	1	0	0	0	2
Revocation	0	0	0	0	0	0	0	0	0
Sensitive Lands Permit	2	0	4	3	5	0	1	1	9
Sign Permit ₃	32	35	24	22	13	15	5	13	10
Sign Permit (Temporary)	-	-	-	12	10	10	4	3	5
Sign Exception/Variance	0	0	0	0	1	0	0	0	1
Site Design Review	2	6	4	7	6	7	7	6	11
Site Design Review (Minor)	6	5	6	8	10	7	4	6	8
Site Design Review (Scenic Resource)	1	1	4	0	1	0	2	0	5
Street Vacations	0	1	0	2	0	1	2	0	3
Subdivisions	0	0	1	3	2	0	1	1	2
Subdivision Final Plat Approval	1	0	0	0	3	1	2	0	1
Variances	3	4	9	7	6	16	18	4	7
Temporary Use Permits	3	4	2	5	13	12	9	8	4
Tree Removal Permit	0	0	1	1	0	0	1	0	0
Other Public Hearing Subjects (i.e. Periodic Review)	0	0	0	0	0	0	1	0	0
Columbia County Referrals	0	0	0	9	6	2	1	3	4
Total Land Use Actions	65	75	86	106	113	117	102	73	99

1 - Permitted by CUP prior to 2019. No longer required separate land use application in 2021

2 - This includes Home Occupation (Type II) prior to 2019

Additional Note - Home Occupation (Type I) removed in 18/19 - See previous summaries for counts

3 - Temporary Sign Permits were included in Sign permits prior to 2017

2022 Year End Summary
Planning Commission & Planning Administrator Land Use Actions
Planning Commission Work Sessions, Discussions & Interpretations

Accessory Structure		Annexation	
1. Marsh (S 20th)		1. May (Maple St)	
2. Olson (Sykes Rd)		2. Jenkins (Maple St)	
Appeal		Comprehensive Plan/Zone Map Amendment	
1. Westlake/Comstock (Pittsburg Rd)		1.	
Conditional Use Permit		Conditional Use Permits (Minor Modifications)	
1. Tanner (Columbia Blvd)		1. Happy Hollow Construction (Millard Rd)	
2. Alexander (N. 14th & Col. Blvd)			
Extension of Time		Home Occupation	
1. Delgado (S. Col. Riv Hwy)		1. Herbert (McBride St)	
2. Kniffin (Gable Road)		2. Lince (Emerald Lp)	
3. CCPOD, LLC (Bowling Alley Lane)			
4. Breslin Properties, LLC (S. Col. Riv)			
Scenic Resource Review		Tree Removal Permit	
1. Pickett (S. 1st & 2nd)		1.	
2. Pickett (S. 1st & 2nd)			
3. Pickett (S. 1st & 2nd)			
4. Pickett (S. 1st & 2nd)			
5. Cuddigan (N. 1st Street)			
Lot Line Adjustment		Partition	
1. Elegant (Sykes/Forest Trail)		1. Melton (Deer Island Road)	
2. 3J Consulting (Valley View/Krestrel)		2. Holcomb (Firway Ln / Kavanagh Ave)	
3. Barlow (Columbia Blvd/N Vernonia)		3. Sunset Development (SE Howard & Kelly St)	
		4. Pellham (Port Ave)	
Sign Permit		Sensitive Lands Permit	
1. CP Food Bank (Col. Blvd)		1. North 8th Street, LLC (N.8th)	
2. Carrick, Inc. (Milton Way)		2. North 8th Street, LLC (N.8th)	
3. School Dist. (Col. Blvd)		3. North 8th Street, LLC (N.8th)	
4. School Dist. (Col. Blvd)		4. Schlumpberger (Belton Rd)	
5. JH Kelly (Col. Blvd)		5. Bouchard/Cascade (Kaster Rd)	
6. Crooked Creek (Col. Blvd)		6. Port of Columbia County (McNulty Way)	
7. St. Helens Park & Rec (Gable Rd)		7. Riverside Dr (Kelly)	
8. Heather Epperly (Col. Blvd)		8. Riverside Dr (Kelly)	
9. Klondike (Cowlitz) - WITHDRAWN		9. Roberts Lane (Keepers)	
10. City of SH (Columbia View Park)			

Site Design Review (Major)		Nonconforming Use Determination	
1. City of St. Helens (Strand St) 2. InSite (Col. Riv. Hwy & Howard St) 3. Weigandt (Little St.) 4. City of SH (S. 1st & Strand) 5. Port of Columbia County (McNulty Way) 6. Klondike (Cowlitz) - WITHDRAWN 7. Pellham (Port Ave) 8. Thussing (N. Col. Riv. Hwy) 9. Columbia County (St. Helens St) 10. Happy Garden (Firway Lane) 11. Riverside Outreach (Columbia Blvd)		1. Robertson&Olson(Marshall St)	
Site Design Review (Minor)		Temporary Use Permit	
1. Kuhn (S. 15th) 2. Tanner (Columbia Blvd) 3. Crown Castle (Milton Way) 4. ACSP (Kaster Road) 5. ACSP (Kaster Road) 6. Robertson&Olson(Marshall St) 7. PNW Metal Recycling (Port Ave) 8. Zinda (Port Ave)		1. Bethel Fellowship (S Col. Riv. Hwy) 2. TNT Fireworks (Gable Rd) 3. Sagalowicz (Cowlitz St) 4. CCPOD, LLC (Bowling Alley Ln)	
Variance		Historic Resource Review	
1. North 8th Street, LLC (N.8th) 2. Echternach (S 2nd) 3. Bonilla (S 10th) 4. Paranto (N 9th) 5. St. Helens II, LLC (N. Col. Riv. Hwy) 6. Alexander (N. 14th & Col. Blvd) 7. Alexander (N. 14th & Col. Blvd) 8. Pugsley/Garcia (N 2nd Street)		1. Columbia County (St. Helens St)	
		Street Vacation	
		1. City of St. Helens (7th & S. 16th) 2. Locke (N & S River, N. 1st, Columbia Blvd) 3. Bellar/Murphy (N 9th Street ROW)	
Planned Development/Development Agreement		Columbia County Referral	
1. North 8th Street, LLC (N.8th) 2. Westlake Consultants (Pittsburg Rd)		1.	
Subdivision (Final Plat)		Subdivision	
1. St. Helens II, LLC (Howard Street)		1. St Helens II, LLC (Col. River Hwy) 2. North 8th Street, LLC (N.8th) 3. Westlake Consultants, Inc. (Pittsburg Rd)	
Auxiliary Dwelling Units		Temporary Sign Permit	
1.		1. Kiwanis Club (ROW Columbia Blvd) 2. Heatherly Epperly (ROW Columbia Blvd) 3. Columbia County Fair (ROW Columbia Blvd) 4. Heatherly Epperly (ROW Columbia Blvd) 5. Merchant Toy N Joy (ROW Columbia Blvd)	
Zone Amendment			
1.			

Architectural Character Review

1. Courthouse Plaza Signs at Plaza Square on the Strand
2. New Pump Station Building (City of SH at 1st & Plymouth)
3. Columbia County Courthouse at 230 Strand Street
4. The Klondike Tavern at 71 Cowlitz

CITY OF ST. HELENS PLANNING DEPARTMENT ACTIVITY REPORT



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

Date: 12.20.2022

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

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

PLANNING ADMINISTRATION—NOTEWORTHY ADMINISTRATIVE DECISIONS

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

PLANNING ADMINISTRATION—MISC.

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

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

DEVELOPMENT CODE ENFORCEMENT

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



PLANNING COMMISSION (& acting HISTORIC LANDMARKS COMMISSION)

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

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

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

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

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

COUNCIL ACTIONS RELATED TO LAND USE

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

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

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

ST. HELENS INDUSTRIAL BUSINESS PARK PROPERTY

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

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

Here are my additions to the December Planning Department Report.

GRANTS

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

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

PROJECTS & MISC

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

Jenny Dimsho, AICP

Associate Planner / Community Development Project Manager

City of St. Helens

(503) 366-8207

jdimsho@sthelensoregon.gov

December 14, 2022

REFERRAL AND ACKNOWLEDGMENT

Responding Agency:

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

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

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

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

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

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

You can also dial in using your phone.

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

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

*COUNTY FILE:
DR 23-06*

Access Code: 295-783-757

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

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

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

Planner: **Deborah Jacob**

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

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

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

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

Signed: _____



Printed Name: _____

JACOB GRAICHEN

Title: _____

CITY PLANNER

Date: _____

DEC. 20, 2022



CITY OF ST. HELENS PLANNING DEPARTMENT

MEMORANDUM

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

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

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

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

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

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

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

* * *

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

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

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

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

Zoning/Comprehensive Plan Designation:

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

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

Addressing:

Please let us know the address once assigned.

City Utilities:

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

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

Pumping may be necessary for the sanitary sewer.

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

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

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

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

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

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

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

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

Wetlands:

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

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

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

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

Floodplain:

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

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

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

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

Landscaping:

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

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

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

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

Parking/Paving:

No gravel areas proposed.

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

Streets/Access:

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

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

Signs:

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

Traffic Impact Analysis:

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

Other:

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

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

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

* * * * *

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

DSL WD#2014-0514R

LEGEND

PROJECT PROPERTY LINE

ADJACENT PROPERTY LINE

EXISTING MAJOR CONTOUR

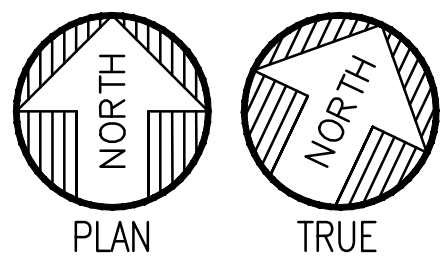
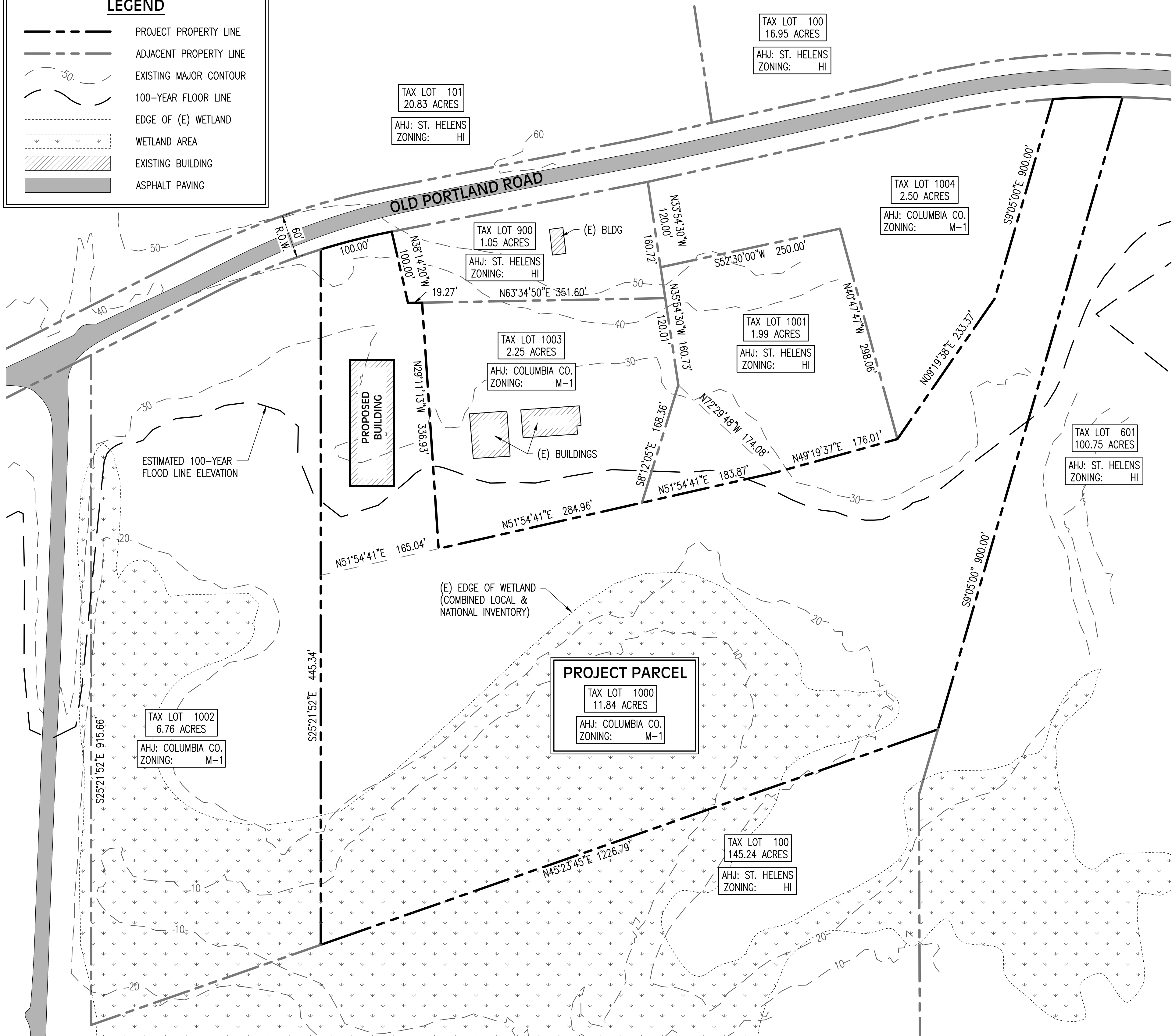
100-YEAR FLOOD LINE

EDGE OF (E) WETLAND

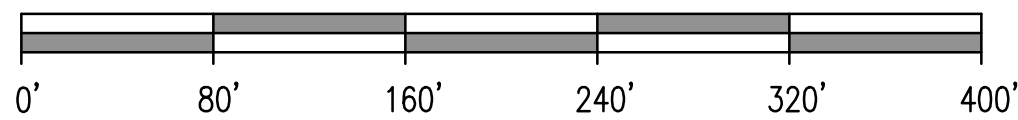
WETLAND AREA

EXISTING BUILDING

ASPHALT PAVING



PLOT PLAN
SCALE: 1" = 80'



MAINTENANCE BUILDING

PORT OF COLUMBIA COUNTY

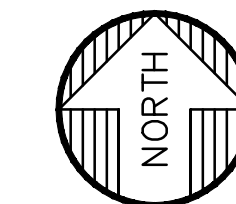
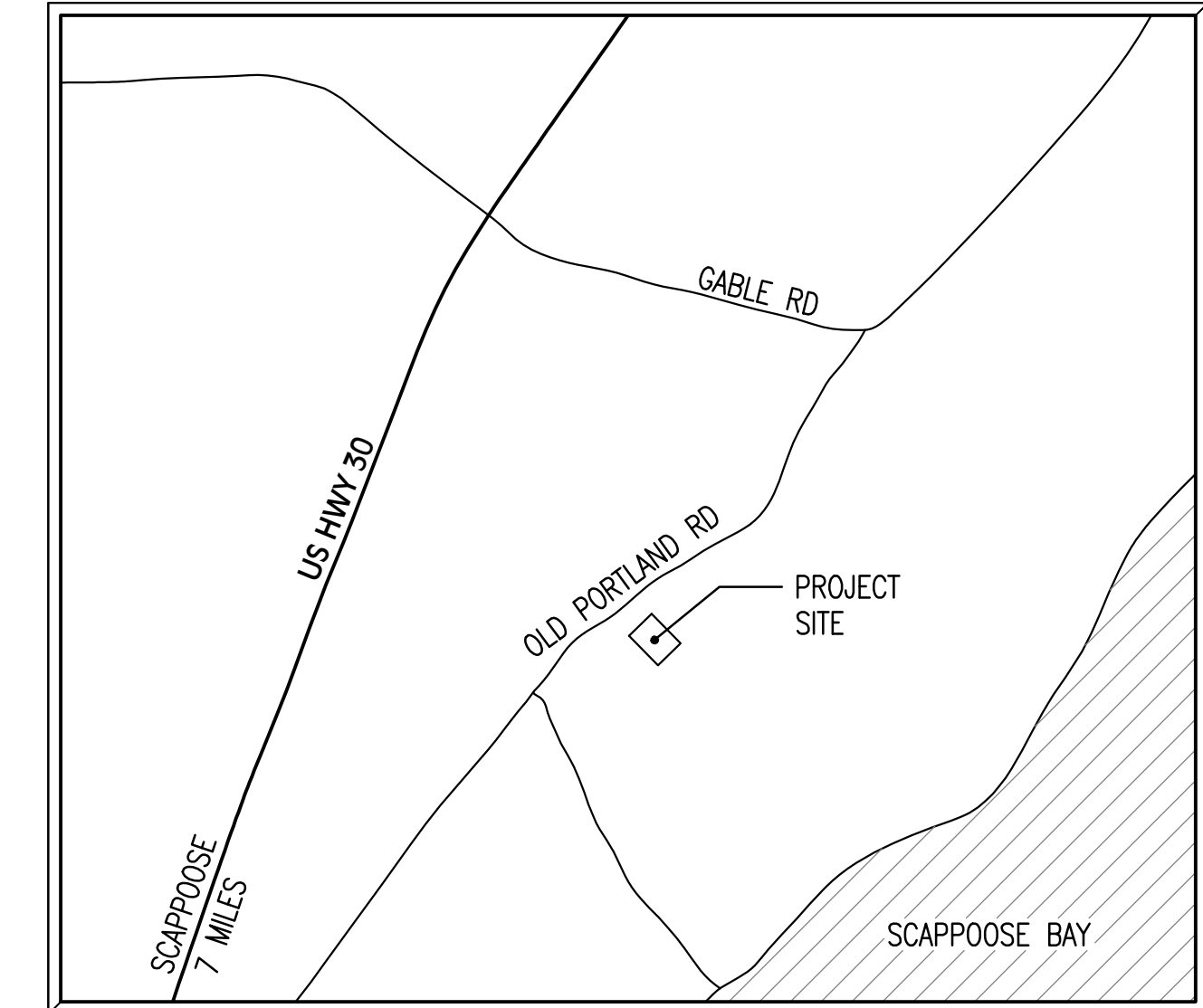
ST HELENS, OR

PROJECT TEAM

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

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

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



VICINITY MAP
SCALE: NTS

UTILITY LOCATES

(48 HOUR NOTICE PRIOR TO EXCAVATION)

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

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

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

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

DEFERRED SUBMITTALS

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

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

PROJECT DESCRIPTION

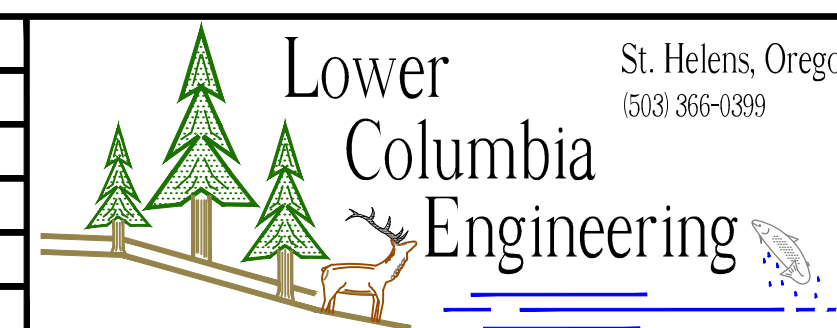
THE PORT OF COLUMBIA COUNTY PROPOSES TO CONSTRUCT A NEW PRE-ENGINEERED METAL BUILDING, APPROXIMATELY 10,000 SQ FT IN AREA, AS A MAINTENANCE FACILITY TO SUPPORT DAY-TO-DAY COUNTY MAINTENANCE OPERATIONS. THE BUILDING WILL BE USED FOR VEHICLE MAINTENANCE AND STORAGE, METAL AND WOOD FABRICATION, AND MATERIAL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

DRAWING INDEX

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

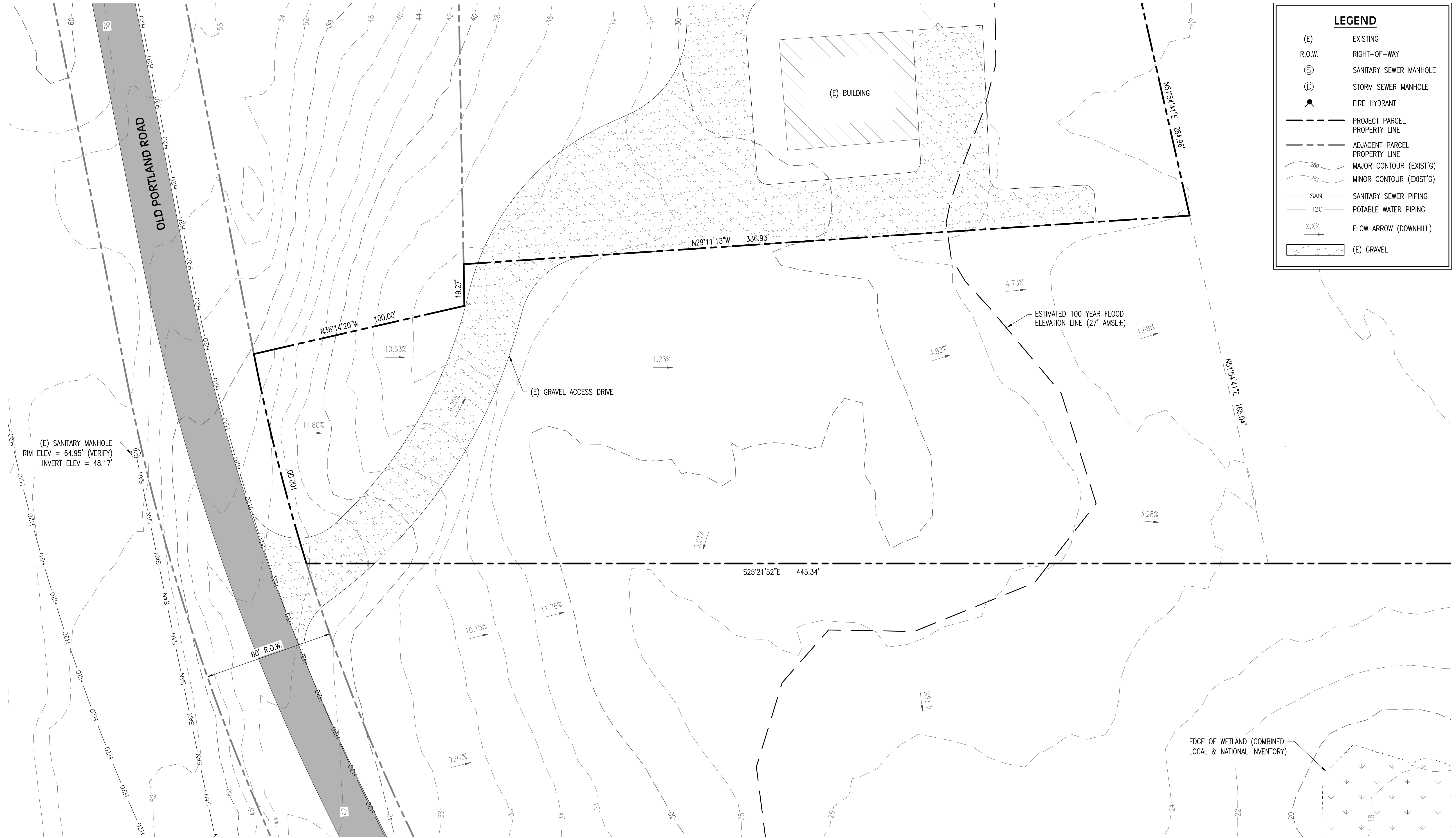
DATE: 10/21/2022
ISSUED
FOR APPROVAL

REV.	REVISION RECORD	DATE



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

G-1



LEGEND

(E)

EXISTING

R.O.W.

RIGHT-OF-WAY

S

SANITARY SEWER MANHOLE

D

STORM SEWER MANHOLE

Fire Hydrant Symbol

FIRE HYDRANT

Project Parcel Property Line

PROJECT PARCEL PROPERTY LINE

Adjacent Parcel Property Line

ADJACENT PARCEL PROPERTY LINE

Major Contour (EXIST'G)

MAJOR CONTOUR (EXIST'G)

Minor Contour (EXIST'G)

MINOR CONTOUR (EXIST'G)

SAN

SANITARY SEWER PIPING

H2O

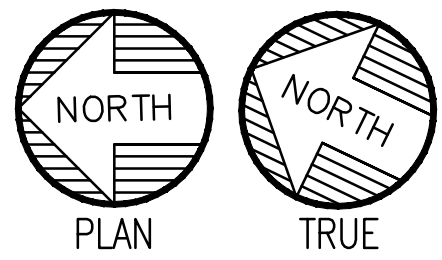
POTABLE WATER PIPING

X.X%

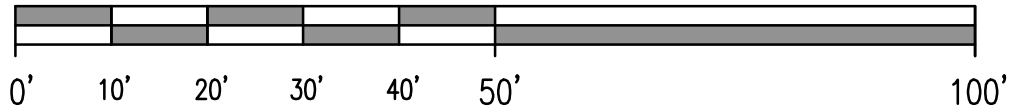
FLOW ARROW (DOWNHILL)

Gravel Pattern

(E) GRAVEL

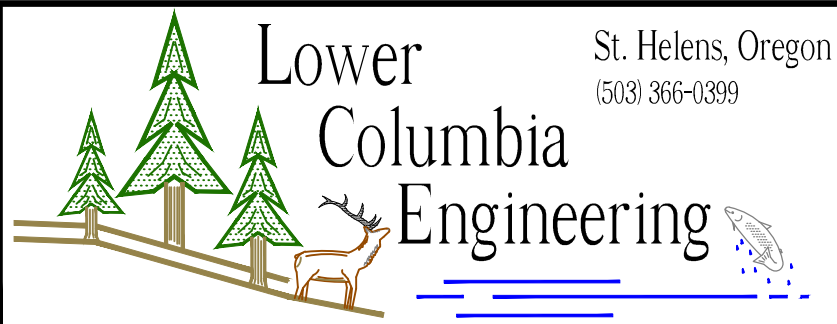


ENLARGED EXISTING CONDITIONS PLAN
SCALE: 1" = 20'

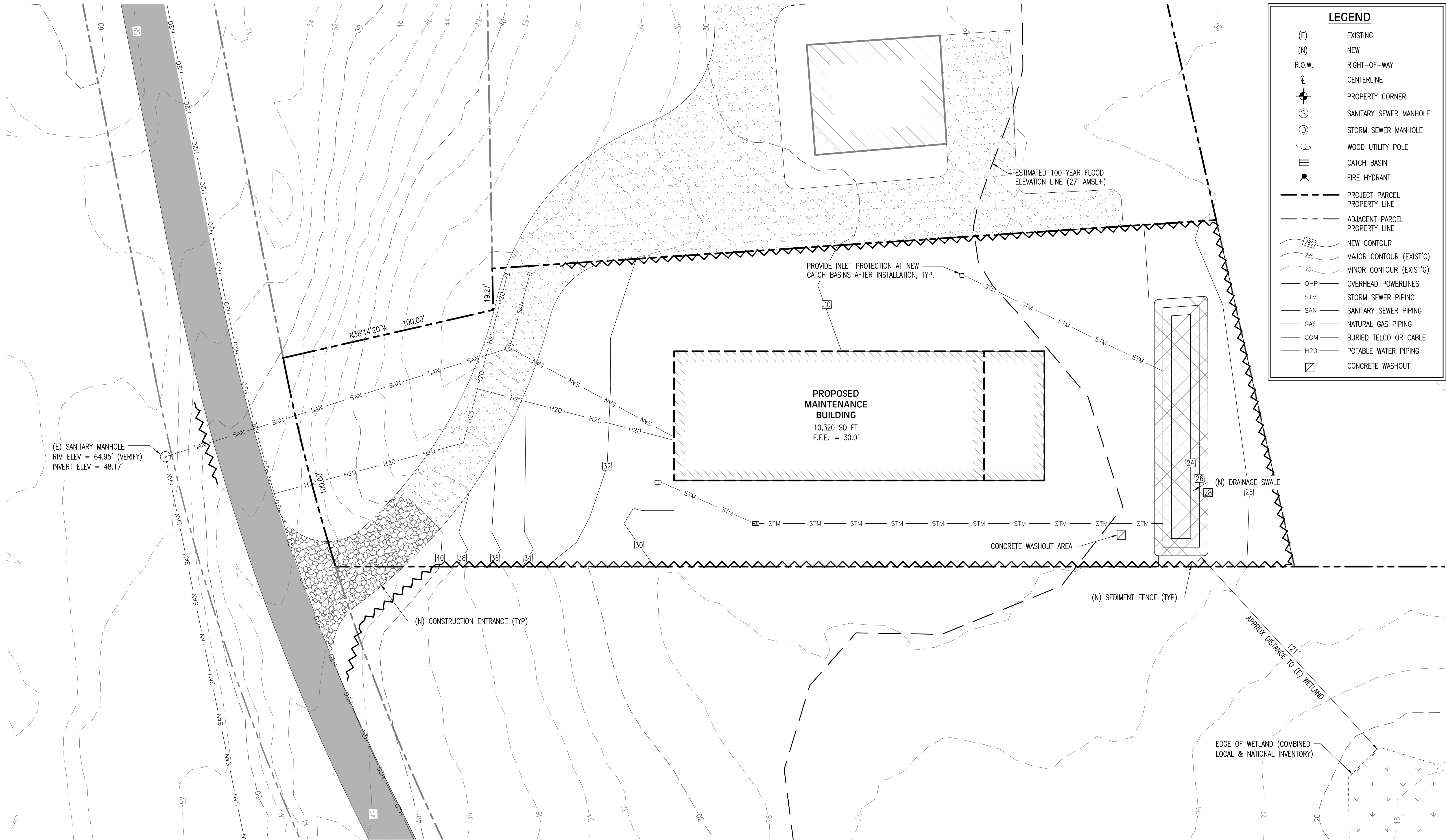


DATE: 10/21/2022
ISSUED
FOR APPROVAL

REV.	REVISION RECORD	DATE



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



LEGEND

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

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

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

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

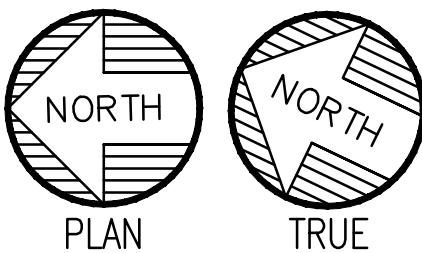
PROVIDE INLET PROTECTION AT NEW
CATCH BASINS AFTER INSTALLATION, TYP.

CONCRETE WASHOUT AREA

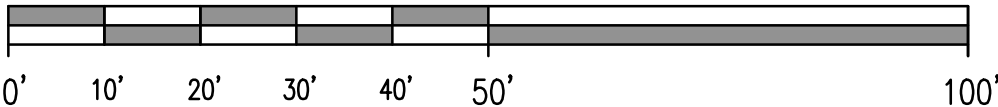
(N) SEDIMENT FENCE (TYP)

EDGE OF WETLAND (COMBINED
LOCAL & NATIONAL INVENTORY)

APPROX. DISTANCE TO (E) WETLAND
121'

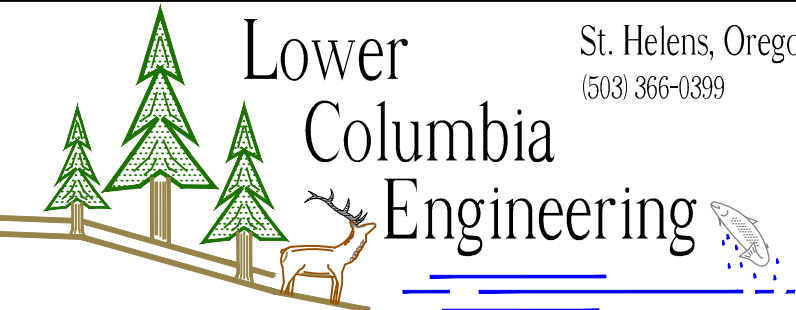


EROSION AND SEDIMENT CONTROL PLAN
SCALE: 1" = 20'



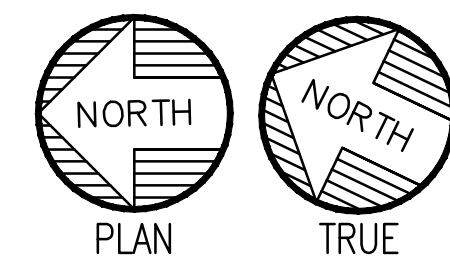
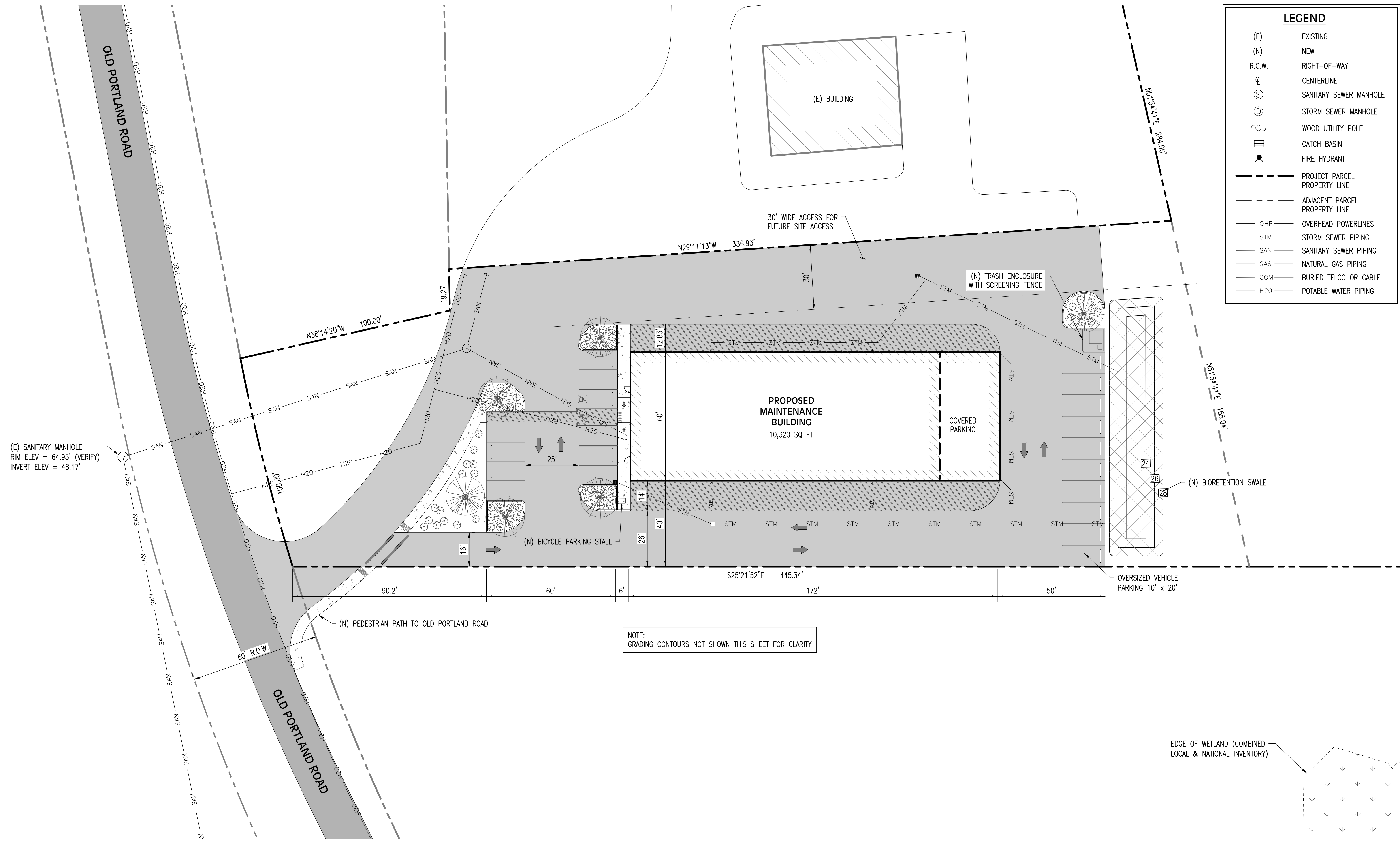
DATE: 10/21/2022
ISSUED
FOR APPROVAL

REV.	REVISION RECORD	DATE

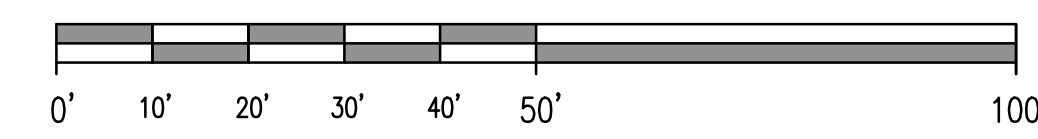


PROJ. NO.	3169	EROSION AND SEDIMENT CONTROL PLAN	
DWG. BY	RM2	PORT MAINTENANCE BUILDING	
APPR. BY		PORT OF COLUMBIA COUNTY	SHEET
FILE	D-3169-C-2	DATE	03/15/2022

C-2

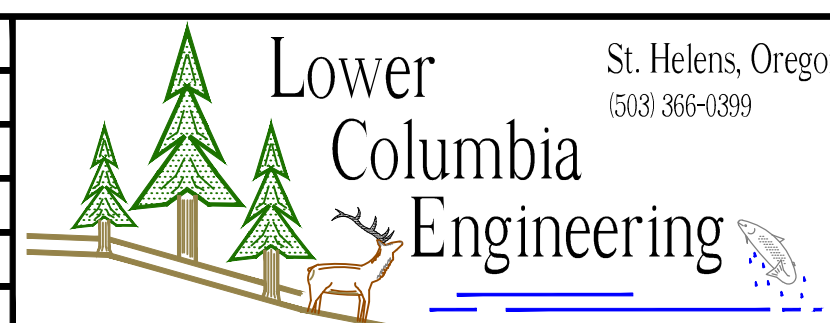


ENLARGED SITE PLAN
SCALE: 1" = 20'



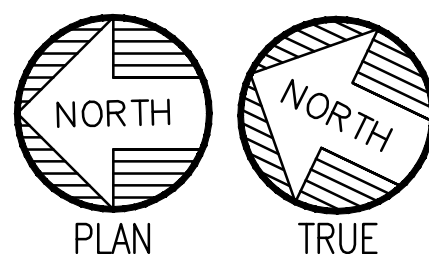
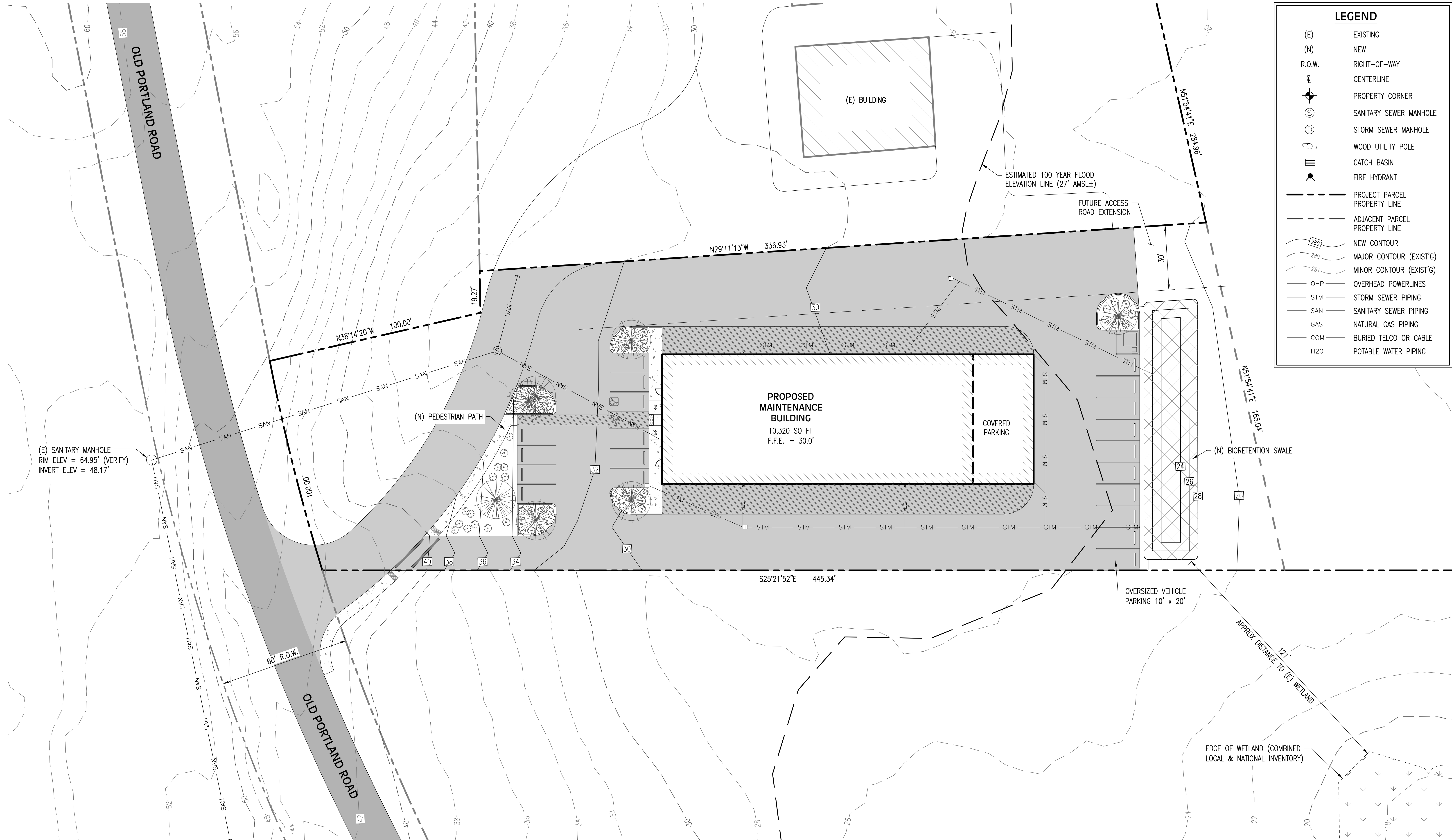
DATE: 10/21/2022
ISSUED
FOR APPROVAL

REV.	REVISION RECORD	DATE

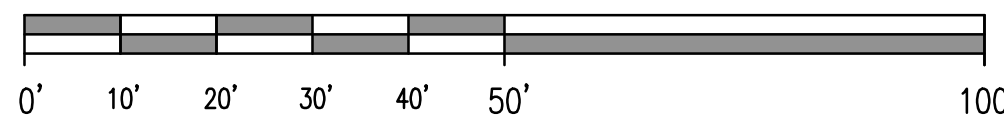


PROJ. NO.	3169	ENLARGED SITE PLAN	
DWG. BY	RM2	PORT MAINTENANCE BUILDING	
APPR. BY		PORT OF COLUMBIA COUNTY	SHEET
FILE	D-3169-C-3	DATE	03/15/2022

C-3

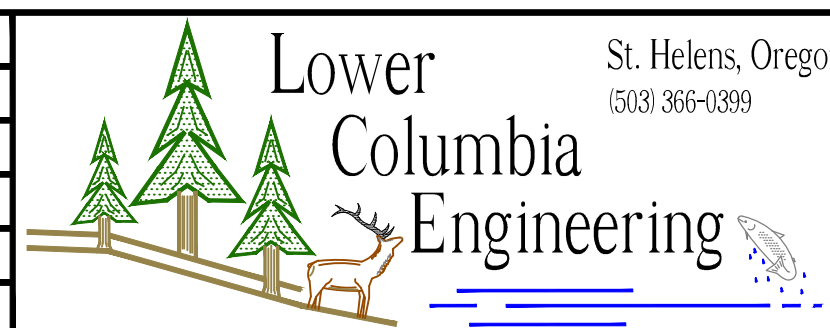


GRADING & STORM DRAINAGE PLAN
SCALE: 1" = 20'



DATE: 10/21/2022
ISSUED
FOR APPROVAL

REV.	REVISION RECORD	DATE



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

C-4

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

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

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

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

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

LIGHTING FIXTURE LEGEND

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

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

LEGEND

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

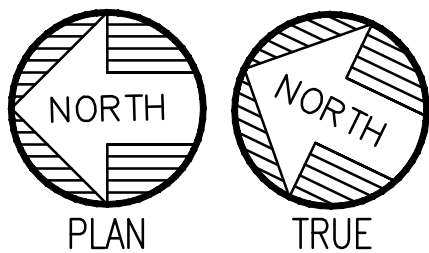
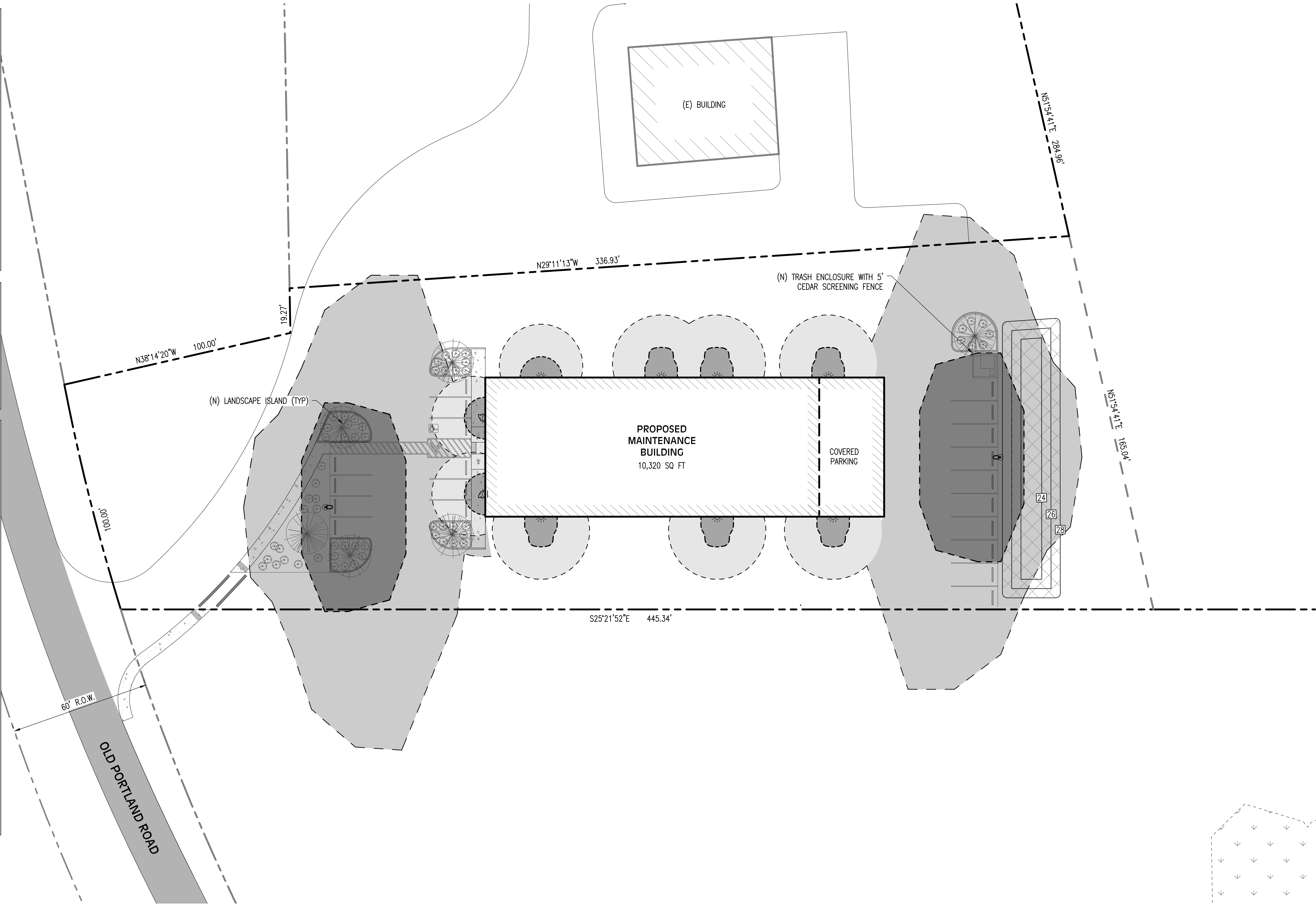
PROJECT PARCEL PROPERTY LINE
ADJACENT PARCEL PROPERTY LINE

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

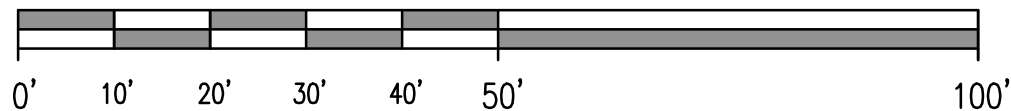
BOUNDARY OF 1-FOOTCANDLE
BOUNDARY OF 0.1-FOOTCANDLE
BOUNDARY OF 5-FOOTCANDLES
BOUNDARY OF 0.5-FOOTCANDLE

ROCKY MOUNTAIN GLOW MAPLE:
25'x20' AT MATURITY

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

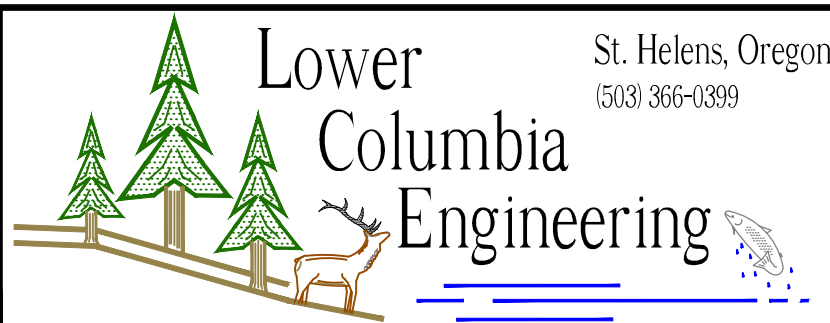


LANDSCAPE AND LIGHTING PLAN
SCALE: 1" = 20'



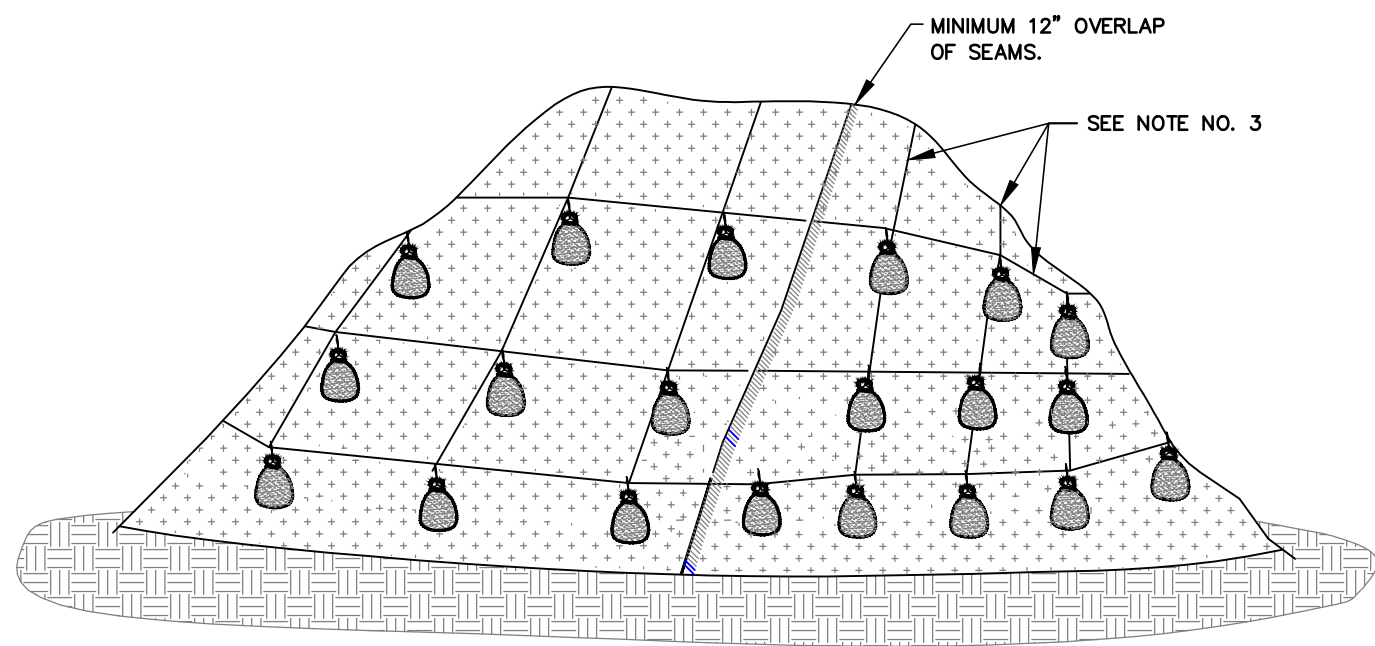
DATE: 10/21/2022
ISSUED
FOR APPROVAL

REV.	REVISION RECORD	DATE



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

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



PLASTIC SHEETING

NOTES:

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

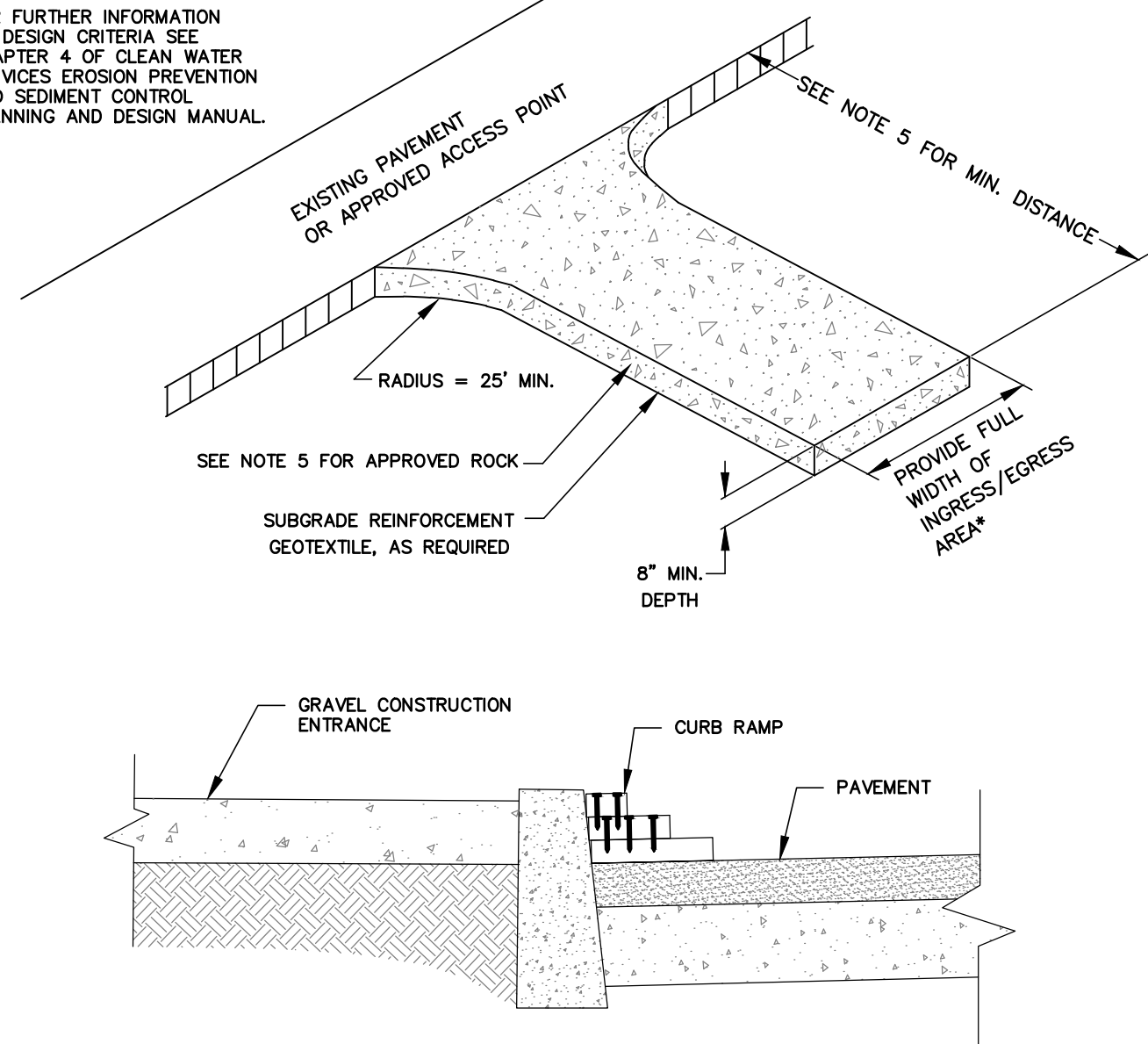
PLASTIC SHEETING

DRAWING NO. 810

REVISED 10-31-19



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



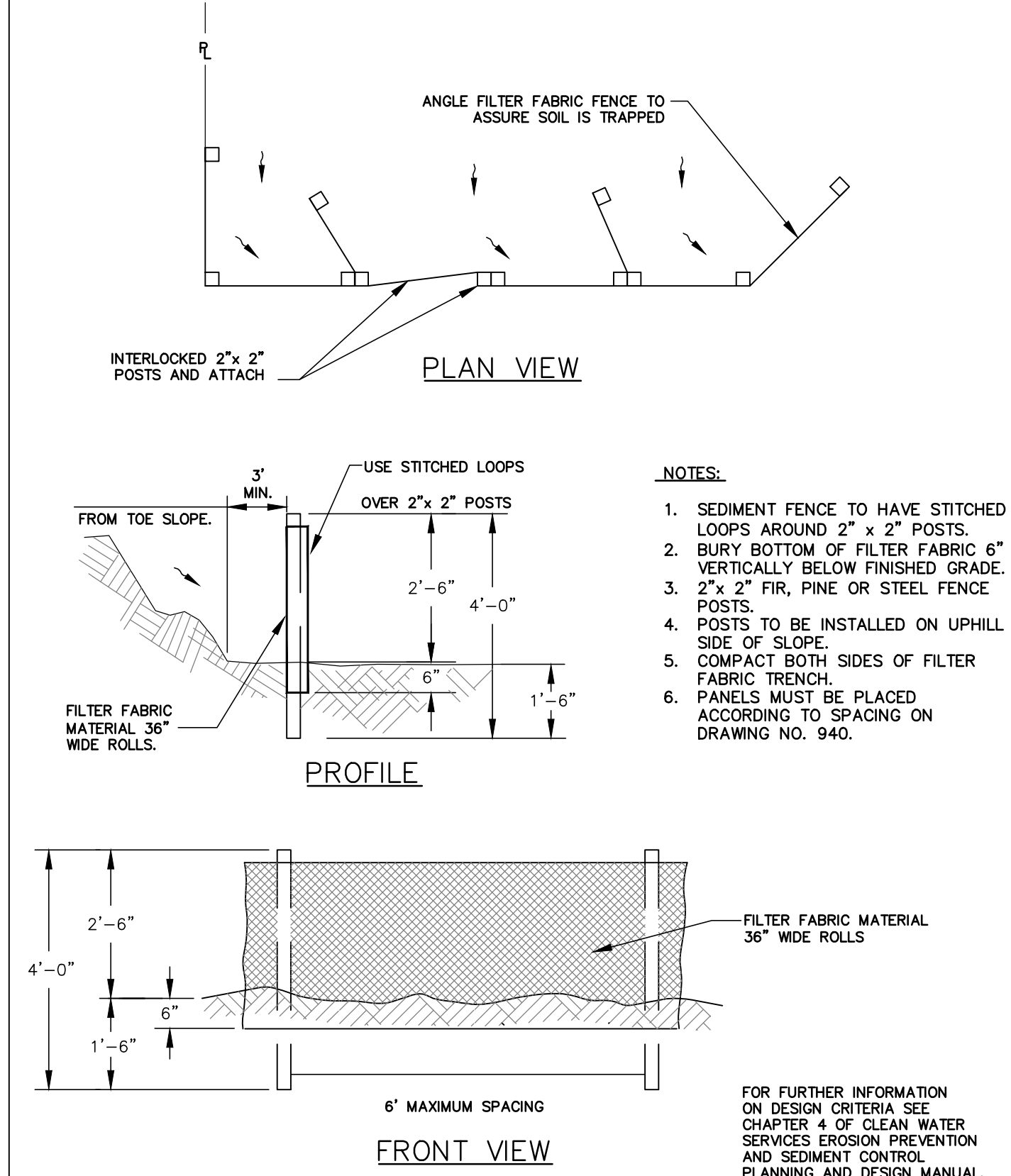
NOTES:

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

CONSTRUCTION ENTRANCE

DRAWING NO. 855

REVISED 10-31-19



NOTES:

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

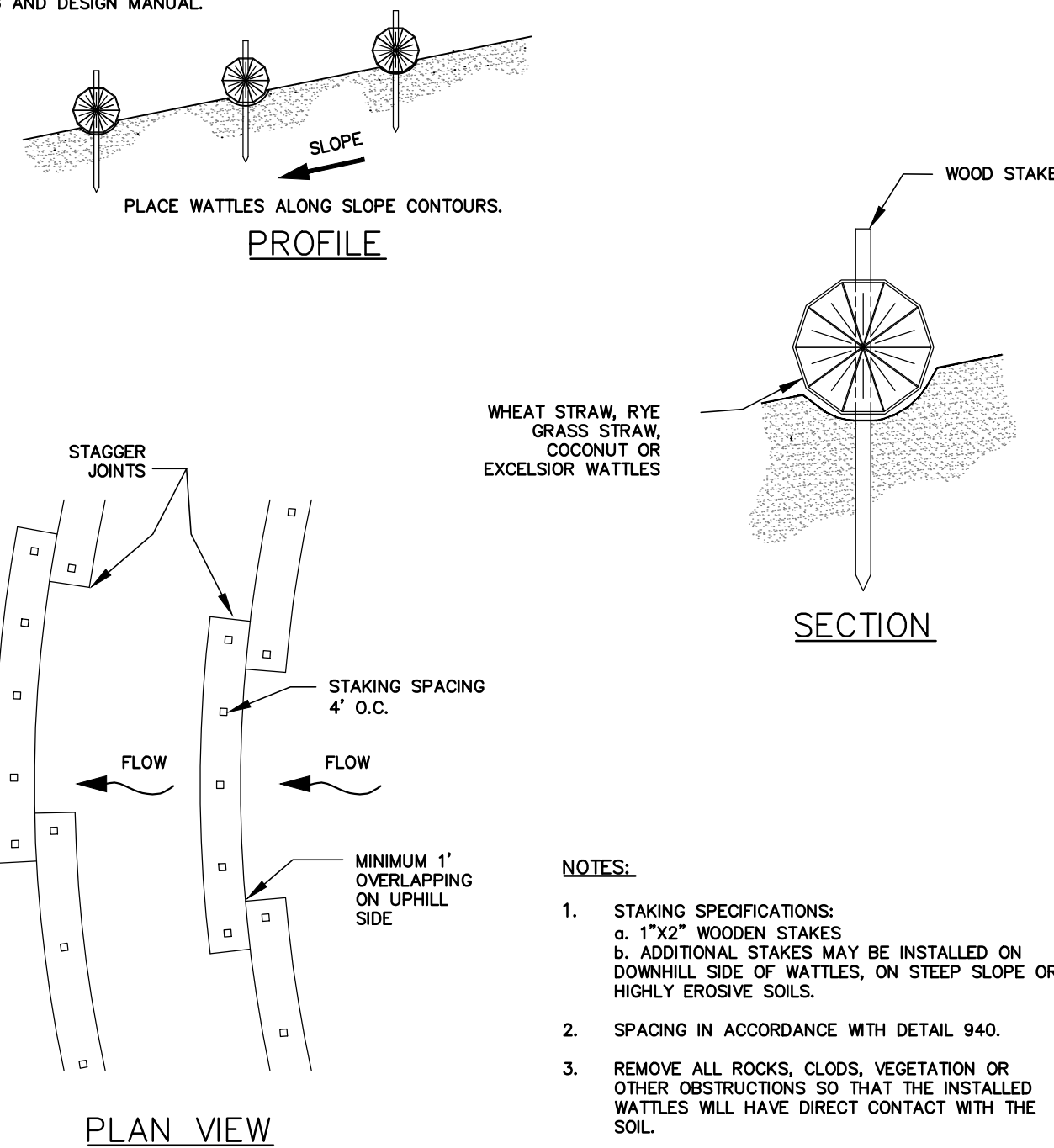
SEDIMENT FENCE

DRAWING NO. 875

REVISED 10-31-19



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



NOTES:

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

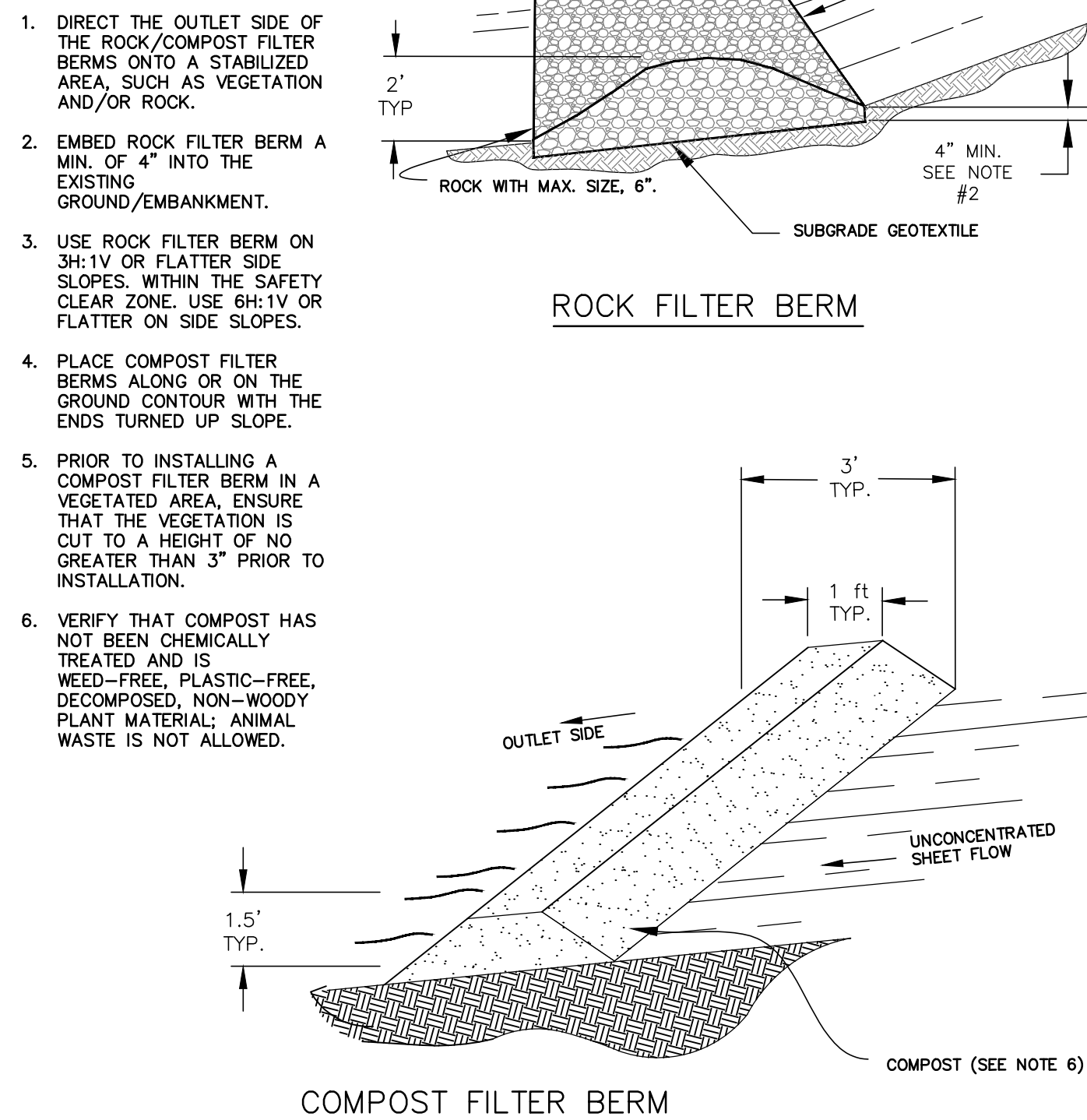
WATTLES

DRAWING NO. 880

REVISED 10-31-19



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



FILTER BERMS
ROCK/COMPOST

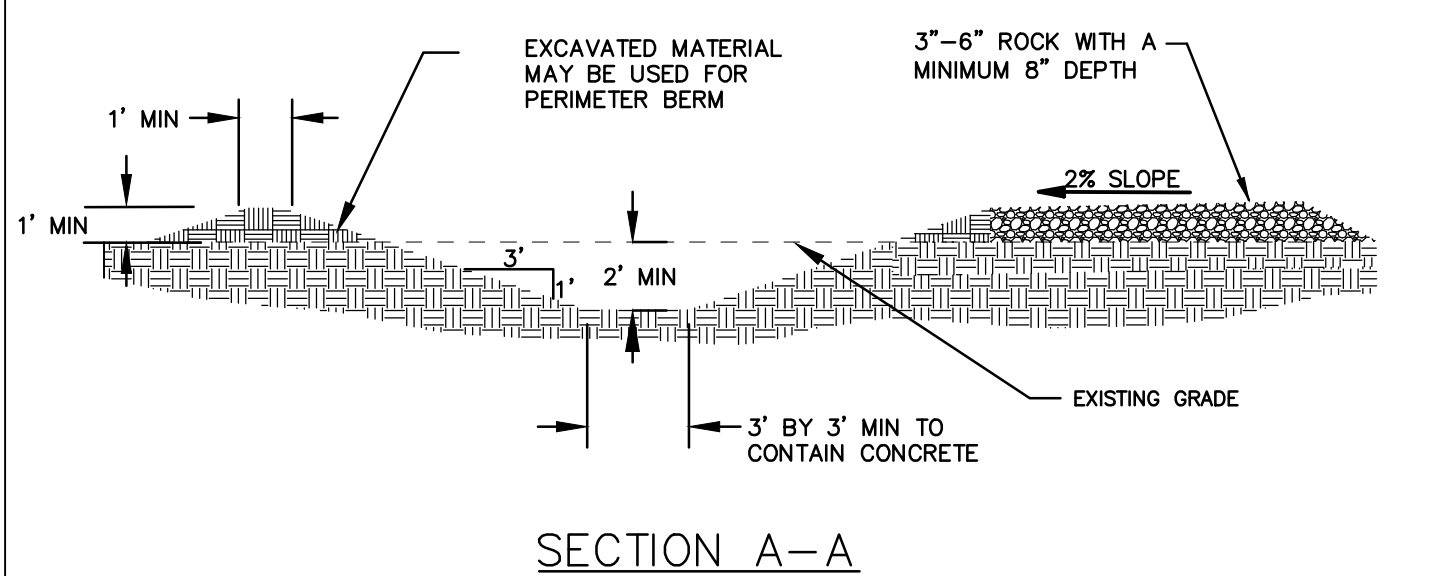
DRAWING NO. 890

REVISED 10-31-19



NOTES:

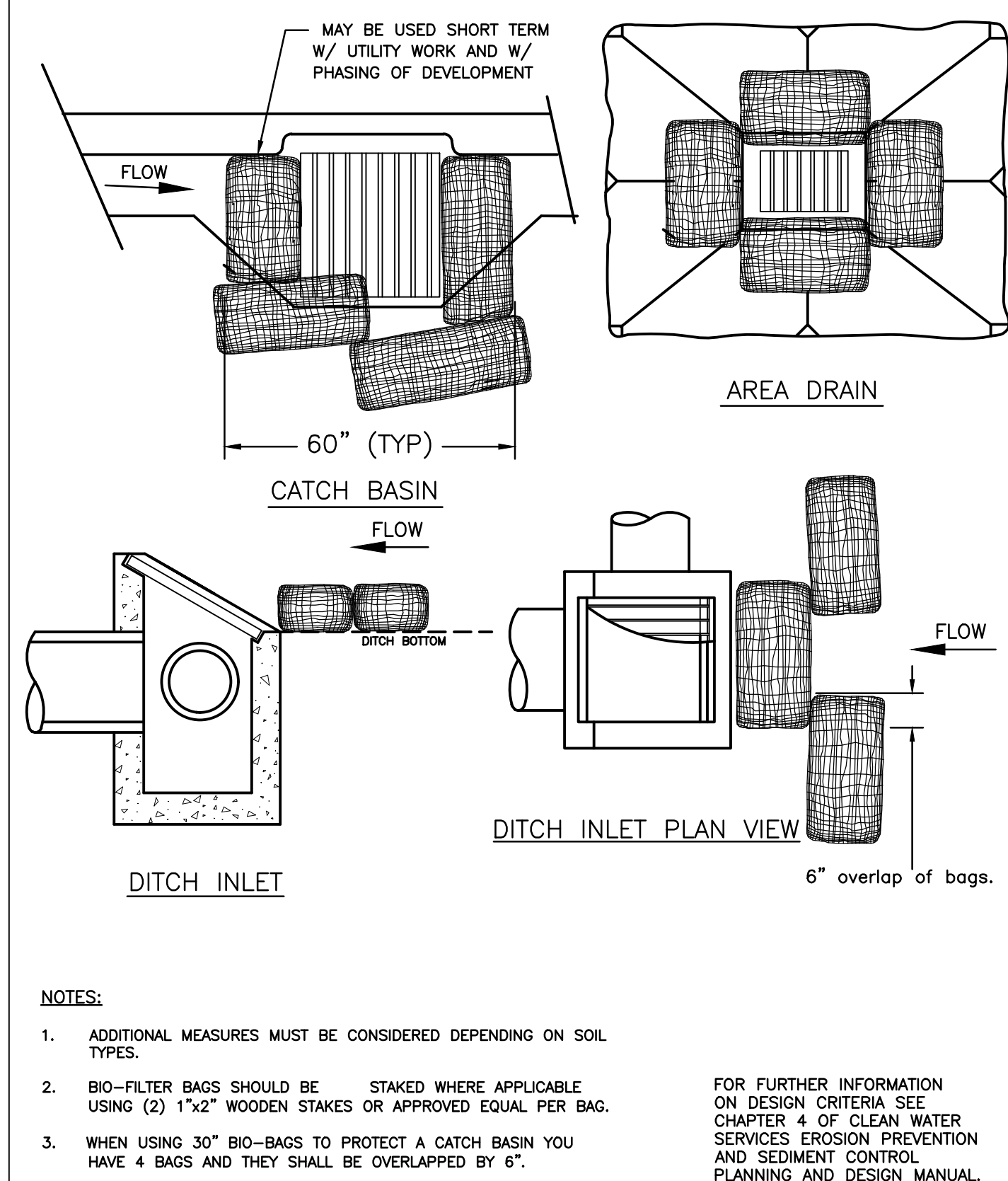
1. WASHOUT FACILITIES SHALL BE MAINTAINED TO PROVIDE ADEQUATE HOLDING CAPACITY WITH A MINIMUM FREEBOARD OF 12 INCHES.
2. WASHOUT FACILITIES MUST BE CLEANED, OR NEW FACILITIES MUST BE CONSTRUCTED AND READY FOR USE ONCE THE WASHOUT IS 75% FULL.
3. IF THE WASHOUT IS NEARING CAPACITY, VACUUM AND DISPOSE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



CONCRETE WASHOUT

DRAWING NO. 900

REVISED 10-31-19



NOTES:

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

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

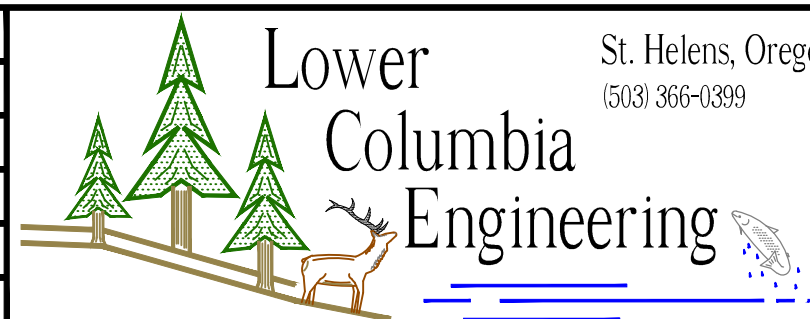
INLET PROTECTION
TYPE 4

DRAWING NO. 915

REVISED 10-31-19

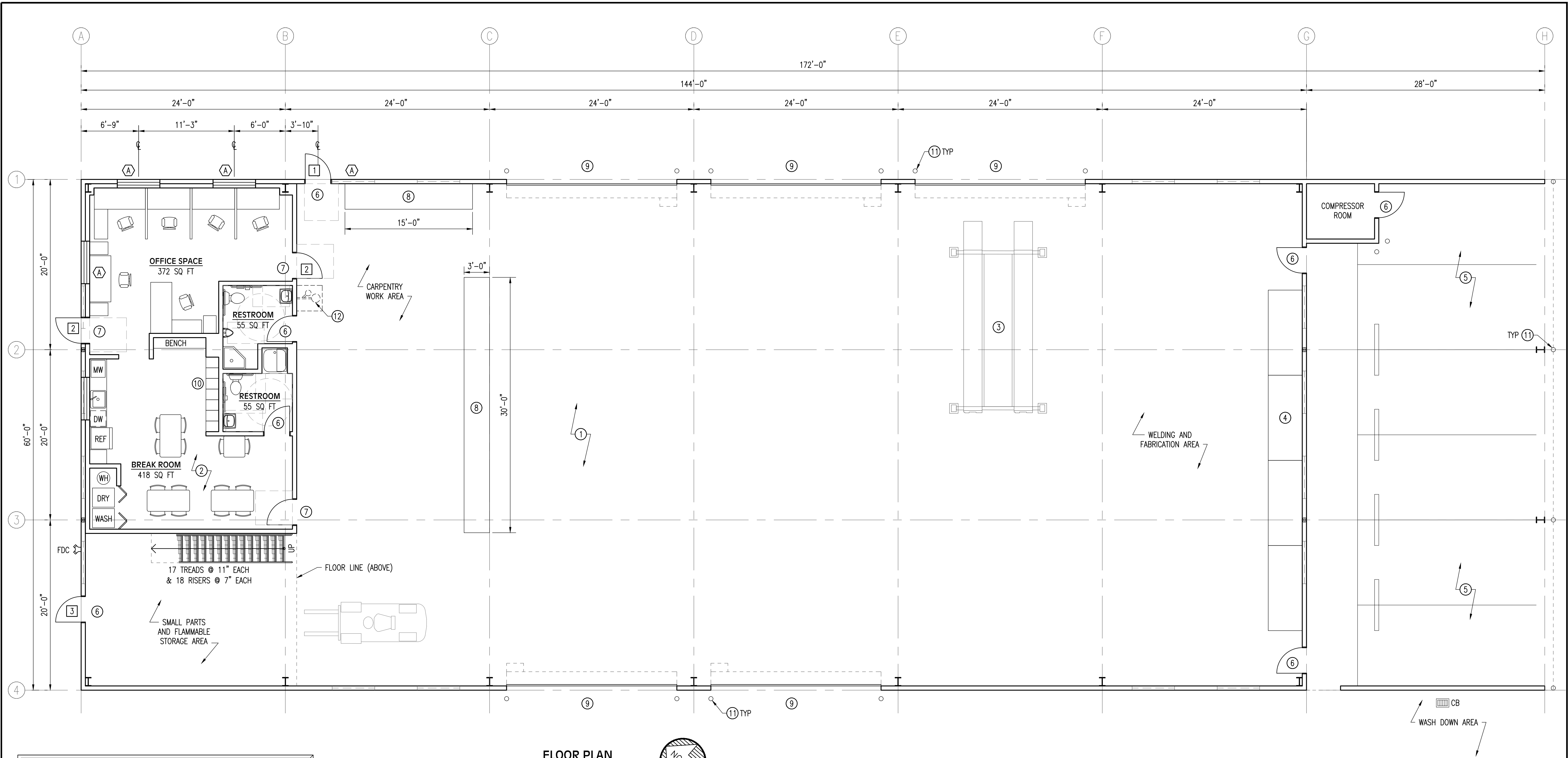


DATE: 10/21/2022
ISSUED
FOR APPROVAL



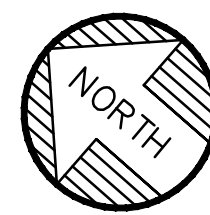
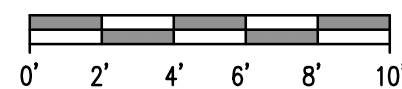
St. Helens, Oregon
(503) 366-0399

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



FLOOR PLAN

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

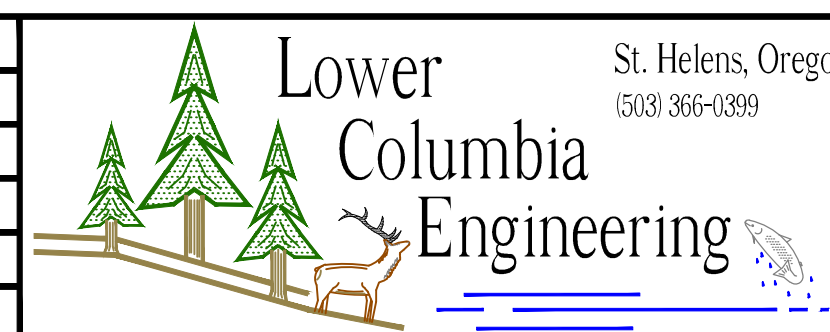


GENERAL KEYED NOTES

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

DATE: 10/21/2022
ISSUED
FOR APPROVAL

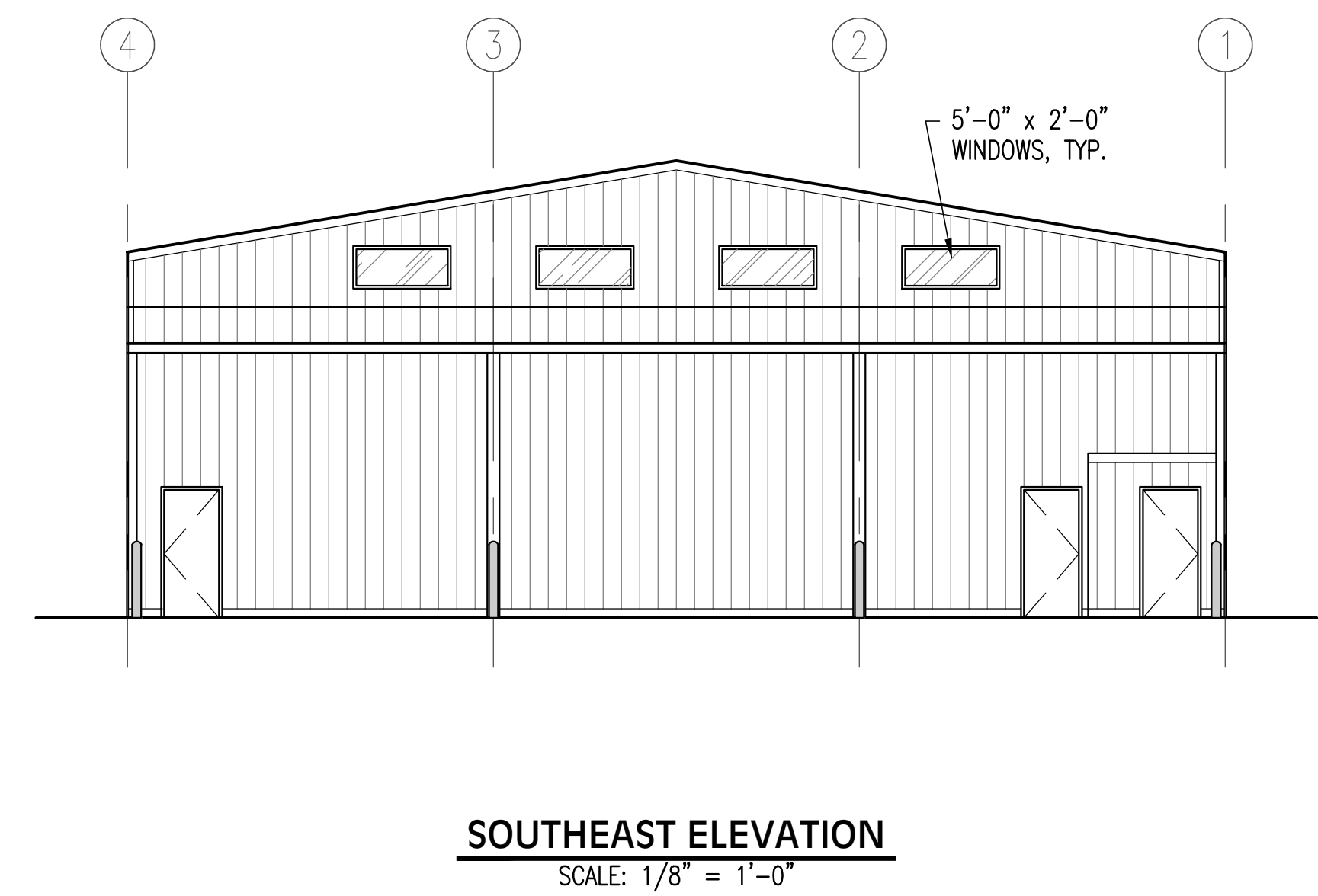
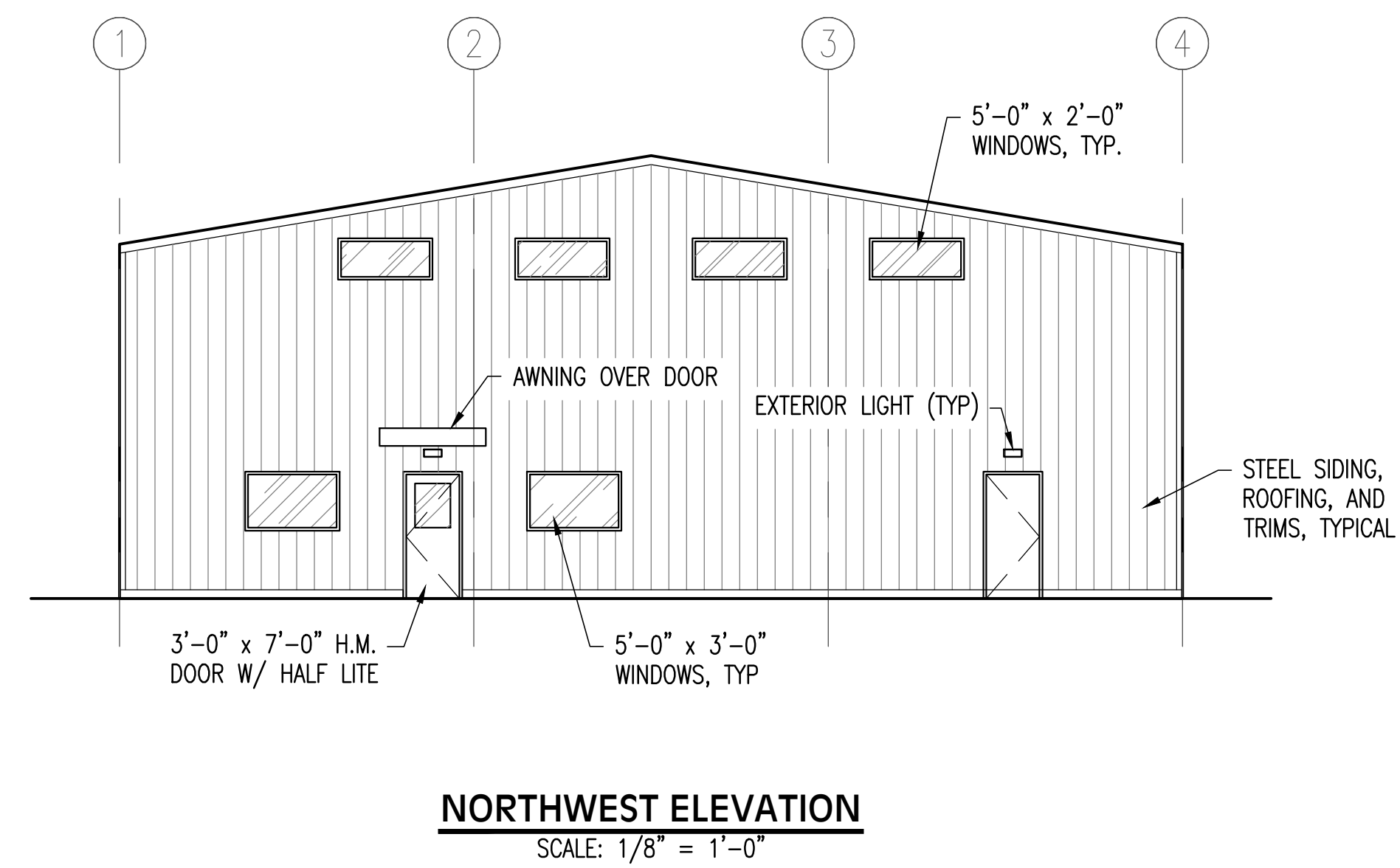
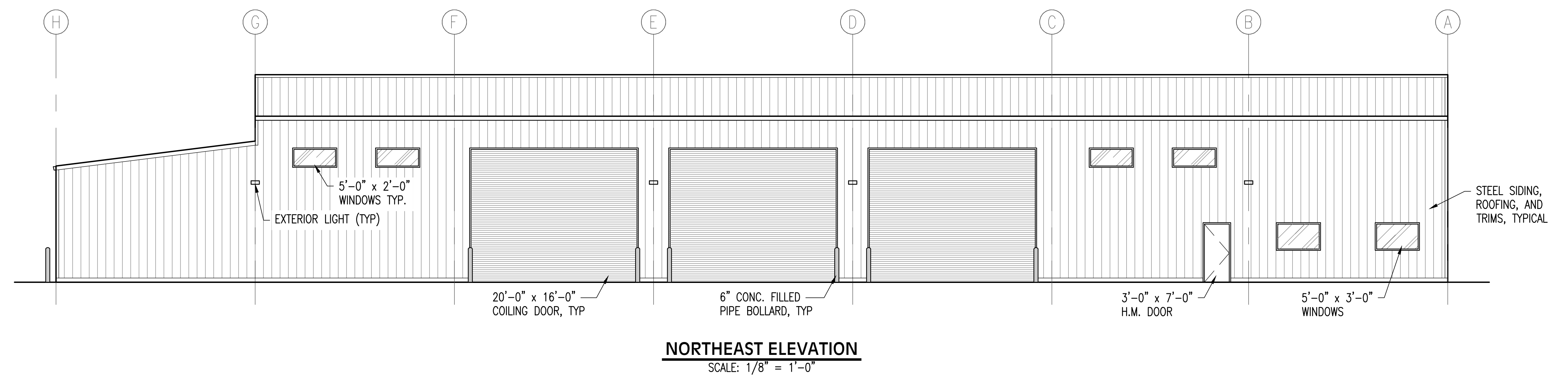
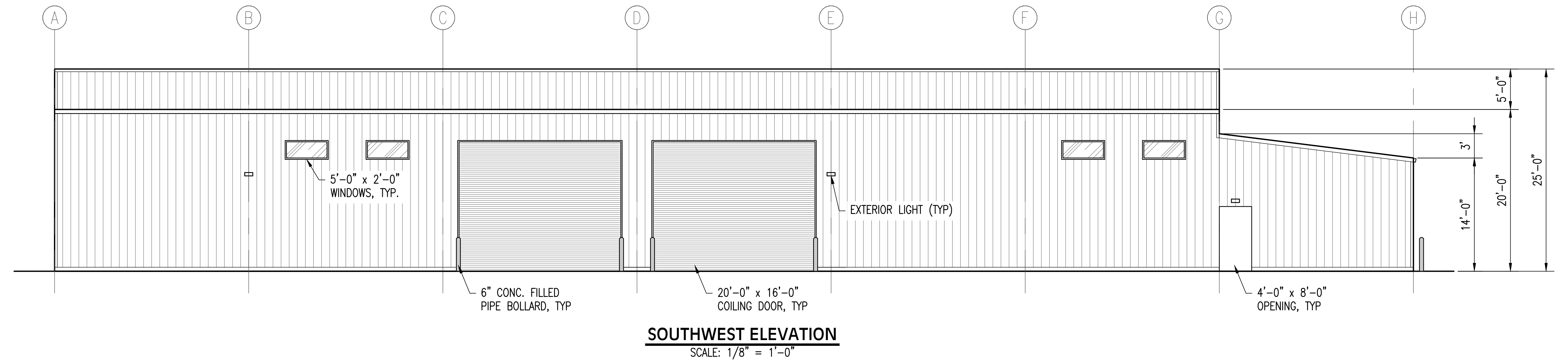
REV.	REVISION RECORD	DATE



St. Helens, Oregon
(503) 366-0399

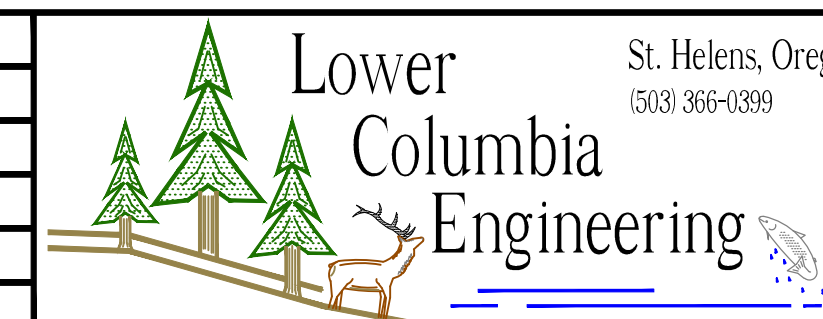
PROJ. NO.	3169	FLOOR PLAN
DWG. BY	RM2	PORT MAINTENANCE BUILDING
APPR. BY		PORT OF COLUMBIA COUNTY
FILE	D-3169-A-1	DATE 03/15/2022

SHEET
A-1



DATE: 10/21/2022
ISSUED
FOR APPROVAL

REV.	REVISION RECORD	DATE



St. Helens, Oregon
(503) 366-0399

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

SHEET
A-2



CITY OF ST. HELENS PLANNING DEPARTMENT

M E M O R A N D U M

TO: Planning Commission
 FROM: Jacob A. Graichen, AICP, City Planner
 RE: Planning Commission Proactive Item Submission Consideration
 DATE: January 3, 2023

In June 2022 the Planning Commission adopted the **Planning Commission Proactive Procedures, PCPR**. These have been provided to you previously and are included in the materials for new Commissioners. If you need a copy, please contact staff.

Commissioner Toschi submitted a Proactive Item packet—including four items—for Commission consideration. This was submitted via e-mail on November 8, 2022. This was sent to staff but also all Planning Commissioners and Councilor Birkle, which necessitates a question of the appropriateness of that action.

The PCPR talks about submittal to *staff* and that *staff* will put on a future agenda as appropriate. **Does the Commission think that providing this email to all (not just staff) before any formal staff review was appropriate especially before being formally put on any agenda given the rules adopted only six months ago?**

Staff comments:

Staff provided comments to Commissioner Toschi via email on November 23, 2022, also acknowledging requested delay to the January meeting. Staff used the “track changes” tool of Microsoft® Word as a potential aid to revisions. The applicant acknowledged receipt of this email but never provided revisions as of the date of this memo.

The complete staff comments are attached for each proposed item.

One of the things the Commission needs to consider is jurisdiction and this is what I will focus on with this memo.

All items: The language under the “jurisdiction section” of the submitted documents is identical for all four items and just paraphrases the listed powers and duties under SHMC 2.08.080 rather than specifically answer the question as to why the Commission has jurisdiction.

The Commission may want to consider delaying discussion of this until more specificity is provided.

Architectural standards proactive item. Under the “reasons for” section it references developing and maintaining the Comprehensive Plan as an applicable power and duty. Though amendment to the Comprehensive Plan is a potential aspect of this, this does not hit the mark. One staff comment on this item was:

You are wanting to create policy to *implement* the Comprehensive Plan; this is not a Comp Plan proposal. You need to pick a better power and duty and explain how that applies. For example, if you go with 2.08.080(4) what does this specifically advance as identified in the Comp Plan?

Budget, debt., etc. proactive item. Unlike the other proposed proactive items, there is no attempt to connect the jurisdiction aspect under the “reasons for” section. One staff comment on this item was:

Jurisdiction basis needs to be defined here specifically to be able to sell this to the Commission.

Elimination of blight proactive item. Under the “reasons for” section it references developing and maintaining the Comprehensive Plan as an applicable power and duty. One staff comment on this item was:

This is not a Comp Plan proposal. You are not proposing to do anything to the Comp Plan. Need to identify an applicable basis.

Waterfront development proactive item. Under the “reasons for” section it references developing and maintaining the Comprehensive Plan as an applicable power and duty. One staff comment on this item was:

You are wanting to create policy to *implement* the Comprehensive Plan; this is not a Comp Plan proposal. You need to pick a better power and duty and explain how that applies. For example, if you go with 2.08.080(4) what does this specifically advance as identified in the Comp Plan?

Other comments:

Though these are four proactive submittals, some of the items could easily be broken into separate proactive items. So, there is a question of how broad an item should be.

HB 3115 is already an ongoing proactive item. Does it make sense to add new items while that is just getting started?

****Overall recommendation: reject discussion of these until the jurisdiction is specified, improved and more accurate. Revised proactive proposals should follow the same timeline of Section 1 of the PCPR as “last minute” revisions would be contrary to proper consideration based on the volume of material.****

You may disagree as these are your rules. But a certain level of quality control is recommend as adopted procedures are intended to prevent chaos and help promote appropriateness.

Attached: November 8, 2022 email from Commissioner Toschi
November 15, 2022 email from City Planner to Commissioner Toschi

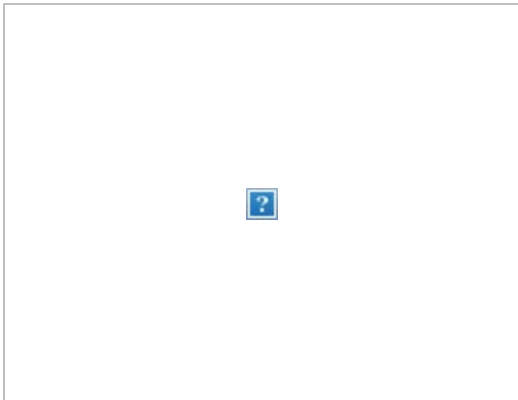
Architectural standards proactive item (raw version + staff comments version)
Budget, debt., etc. proactive item (raw version + staff comments version)
Elimination of blight proactive item (raw version + staff comments version)
Waterfront development proactive item (raw version + staff comments version)

From: [Steven Toschi](#)
To: [Dan Cary](#); [Russ Hubbard](#); [Jennifer Herbert-Pugsley](#); [Audrey Webster](#); [Sheila Semling](#); semling63@gmail.com; [rmLOW](#)
Cc: [Jacob Graichen](#); [Jennifer Dimsho](#); [Patrick Birkle](#); [Christina Sullivan](#)
Subject: [External] Pro-Active Planning Commission Items
Date: Tuesday, November 8, 2022 3:53:14 PM
Attachments: [image001.png](#)
[Architectural Standards Proactive Item.docx](#)
[Budget, debt, infrastructure, Rentals and Gas Tax Proactive Item.docx](#)
[Elimination of Blight Proactive Item.docx](#)
[Waterfront Development Proactive Item.docx](#)

Dear Planning Commission, Councilor Birkle, Mr. Graichen, Ms. Dimsho and Ms. Sullivan:

I'm enclosing several pro-active items for Planning Commission consideration at the December or January meetings. Probably January with the new group would be best. I've been thinking about these things for a while. I want to be on record regarding the Planning Commission moving forward with plans for the waterfront, with a consideration of a priority of appropriate housing for the area, revenue studies, among other subjects, before the election. Wherever I'm sitting, I'm hoping the Planning Commission will move forward with actively shaping the future of St. Helens. It my hope the Planning Commission will formulate plans, and become increasingly engaged to promote the economic vitality, health, and safety of the City and its citizens.

Respectfully,



STEVEN TOSCHI
 PLANNING COMMISSIONER
 (925) 963-2518
STOSCHI@TCDLEGAL.COM

"A goal without a plan is nothing but a dream." — Jimmy Rhodes

From: [Jacob Graichen](#)
To: [Steven Toschi](#)
Subject: Proactive items emailed Nov. 8, 2022 - comments
Date: Wednesday, November 23, 2022 4:50:00 PM
Attachments: [Architectural Standards Proactive Item.docx](#)
[Budget, debt, infrastructure, Rentals and Gas Tax Proactive Item.docx](#)
[Elimination of Blight Proactive Item.docx](#)
[Waterfront Development Proactive Item.docx](#)

Dear proactive item applicant,

First, staff is in receipt of your email from Nov. 15, 2022 requesting delay to January.

Second, staff reviewed the proposals and we have provided some suggested edits and comments.

Please remember the specific provisions proving Planning Commission jurisdiction need to be identified.

Jacob A. Graichen, AICP, City Planner

City of St. Helens

jgraichen@sthelensoregon.gov

(503) 397-6272

CITY OF ST. HELENS PLANNING COMMISSION
PROACTIVE ITEM SUBMISSION

Date Submitted: November 2, 2022

Submitted by: Steve Toschi, Planning Commissioner

Proposed Date for Meeting for Discussion: December 2022

Item Matter Number: 2022-? (subject to Staff numbering)

Title: Planning Commission Plans for Architectural Standards and Historic Preservation

Jurisdiction: The Planning Commission has jurisdiction under 2.08.080 (1) “Conduct studies appropriate to an understanding of area development and its significance to public interest,” (2) **Develop and maintain comprehensive plan proposals for recommendation to the city council,** (3) Develop specific plans for selected areas or functions as indicated by studies and other evidence of community need and recommend plan adoption, if appropriate,” (4) Investigate and make recommendations regarding the implementation of the comprehensive plan as adopted by the City Council,” (6) Consult and advise with public agencies and private citizens on ways to carry out the comprehensive plan,” (10) “review and act on land use control ordinance change proposals,...and discretionary permits.” (12) “Recommend and make suggestions to the city council...concerning...betterment of housing and sanitation conditions and establishment of zones or districts limiting the use...of buildings and structures,” (13) Recommend to the city council...plans for regulations of the future growth of the city and beautification of the city in respect to its public and private buildings and works, streets, parks, grounds, and vacant lots and plans consistent with the future growth and development of the city in order to secure to the city and its inhabitants sanitation, proper services of all public utilities, harbor, shipping and transportation facilities.” (14) “Recommend to the city council...plans for promotion, development and regulation of industrial and economic needs of the community in respect to private and public enterprises engaged industrial pursuits.” And (18) Study and propose in general such measures as may be advisable for promotion of the public interest, health, morals, safety, comfort, convenience, and welfare of the city and the area six miles adjacent thereto within the urban growth boundary of the city.”

Reasons for Planning Commission Action: The Planning Commission has the Power and the Duty to “Develop and Maintain comprehensive plan proposals for recommendations to the City Council.” The Planning Commission has no plans for architectural standards in order to preserve the “look” and “historic feel” of St. Helens. The City has standards applicable to “mixed use” buildings. However, more specific standards are needed to address residential development. The Planning Commission can study ways to encourage historical property owners to rehabilitate their properties rather than tear them down.

Process of Study: The Planning Commission and Historic Preservation Commission will study and the Planning Commission will adopt, with recommendations to Council, architectural

standards for all properties from a street recommended by the PC to the Columbia River. Also, will ORS 227.186 may be triggered.

Timeline: Begin work as soon as possible.

Budget: Planning Department Staff will need to interface with the subcommittee.

CITY OF ST. HELENS PLANNING COMMISSION

PROACTIVE ITEM SUBMISSION

Date Submitted: November 2, 2022

Submitted by: Steve Toschi, Planning Commissioner

Proposed Date for Meeting for Discussion: ~~December 2022~~ Jan. 2023

Item Matter Number: 2022-? (subject to Staff numbering)

Title: Planning Commission Plans for Architectural Standards to buildings that are not Designated Landmarks and Historic Preservation

Jurisdiction: The Planning Commission has jurisdiction under 2.08.080 (1) "Conduct studies appropriate to an understanding of area development and its significance to public interest," (2) **Develop and maintain comprehensive plan proposals for recommendation to the city council,** (3) Develop specific plans for selected areas or functions as indicated by studies and other evidence of community need and recommend plan adoption, if appropriate," (4) Investigate and make recommendations regarding the implementation of the comprehensive plan as adopted by the City Council," (6) Consult and advise with public agencies and private citizens on ways to carry out the comprehensive plan," (10) "review and act on land use control ordinance change proposals,...and discretionary permits." (12) "Recommend and make suggestions to the city council...concerning...betterment of housing and sanitation conditions and establishment of zones or districts limiting the use...of buildings and structures," (13) Recommend to the city council...plans for regulations of the future growth of the city and beautification of the city in respect to its public and private buildings and works, streets, parks, grounds, and vacant lots and plans consistent with the future growth and development of the city in order to secure to the city and its inhabitants sanitation, proper services of all public utilities, harbor, shipping and transportation facilities." (14) "Recommend to the city council...plans for promotion, development and regulation of industrial and economic needs of the community in respect to private and public enterprises engaged industrial pursuits." And (18) Study and propose in general such measures as may be advisable for promotion of the public interest, health, morals, safety, comfort, convenience, and welfare of the city and the area six miles adjacent thereto within the urban growth boundary of the city."

Reasons for Planning Commission Action: The Planning Commission has the Power and the Duty to "Develop and Maintain comprehensive plan proposals for recommendations to the City Council." The Planning Commission has no plans for architectural standards in order to preserve the "look" and "historic feel" of St. Helens, except those that apply to the Riverfront District. ~~The City has standards applicable to "mixed-use" buildings.~~ However, more specific standards are needed to address residential development of a broader geographic area. The Planning Commission can study ways to encourage historical property owners to rehabilitate their properties rather than tear them down.

Commented [JG1]: This should be a separate proactive item.

Commented [JG2]: Why bold? This is not a comprehensive plan proposal.

Commented [JG3]: You are wanting to create policy to implement the Comprehensive Plan; this is not a Comp Plan proposal. You need to pick a better power and duty and explain how that applies. For example, if you go with 2.08.080(4) what does this specifically advance as identified in the Comp Plan?

Commented [JG4]: Incentives for historic preservation is a separate proactive item.

Process of Study: The Planning Commission and Historic Preservation Commission will study and the Planning Commission ~~will adopt, with~~make recommendations to Council ~~to adopt;~~ architectural standards for all properties ~~from a street recommended by the PC to the Columbia River~~within a geographic area to be determined. Also, ORS 197.307 will apply to these kinds of standards given anticipated extensive impact to residential properties, so ensuring clear and objective standards will be paramount, and will ORS 227.186 may be triggered as part of the adoption process.

Timeline: Begin work as soon as possible.

Budget: Planning Department Staff will need to interface with the subcommittee. Reports, notices, ordinances, and all of the things that pertain to Development Code amendments will apply. Workshops and other vetting prior to the adoption process is pertinent as well, so significant planning staff involvement is anticipated and due to likely conflicts with other work obligations and projects, an additional planning staff member is recommended. Or time could be allowed to evaluate the impacts of a potential economic downturn, which if it stifles growth, may provide the needed staff capacity.

In addition, depending on geographic extent and complexity of new standards, additional workload necessary to implement new standards also may justify additional staffing.

CITY OF ST. HELENS PLANNING COMMISSION
PROACTIVE ITEM SUBMISSION

Date Submitted: November 2, 2022

Submitted by: Steve Toschi, Planning Commissioner

Proposed Date for Meeting for Discussion: December 2022 or January 2023

Item Matter Number: 2022-? (subject to Staff numbering)

Title: Study and Recommendations to Council re Debt, Budget, Gas Tax, Business License Tax and Infrastructure Spending

Jurisdiction: The Planning Commission has jurisdiction under 2.08.080 (1) “Conduct studies appropriate to an understanding of area development and its significance to public interest,” (2) Develop and maintain comprehensive plan proposals for recommendation to the city council,” (3) Develop specific plans for selected areas or functions as indicated by studies and other evidence of community need and recommend plan adoption, if appropriate,” (4) Investigate and make recommendations regarding the implementation of the comprehensive plan as adopted by the City Council,” (6) Consult and advise with public agencies and private citizens on ways to carry out the comprehensive plan,” (10) “review and act on land use control ordinance change proposals,...and discretionary permits.” (12) “Recommend and make suggestions to the city council...concerning...betterment of housing and sanitation conditions and establishment of zones or districts limiting the use...of buildings and structures,” (13) Recommend to the city council...plans for regulations of the future growth of the city and beautification of the city in respect to its public and private buildings and works, streets, parks, grounds, and vacant lots and plans consistent with the future growth and development of the city in order to secure to the city and its inhabitants sanitation, proper services of all public utilities, harbor, shipping and transportation facilities.” (14) “Recommend to the city council...plans for promotion, development and regulation of industrial and economic needs of the community in respect to private and public enterprises engaged industrial pursuits.” And (18) Study and propose in general such measures as may be advisable for promotion of the public interest, health, morals, safety, comfort, convenience, and welfare of the city and the area six miles adjacent thereto within the urban growth boundary of the city.”

Reasons for Planning Commission Action: Recently there was the departure of the Finance Director. The City’s finances are beyond the understanding of any citizen, information is withheld from the public, and there is no way for the Planning Commission or any citizen to actually know the status of the City’s finances. Review of budgets of the City for year 2022 verses year 2021 demonstrated an increase in the City Budget of \$40 million. The City has at least \$15,000,000 to spend on sewer infrastructure expansion in order to avoid raw sewage flowing down the streets of St. Helens and into people’s homes. This is per a report by the City Public Works Department and the City Engineers office. The money to pay for these public improvements has not been allocated except by debt. The City will spend millions on road projects for needed infrastructure at Gable Road/Highway 30, and other areas of St. Helens. The

City is planning on borrowing another \$40 million with an additional \$20 million in debt service for “urban renewal.” Current budget planning for the waterfront should be understood by the Planning Commission, as should the City’s finances. The City of Scappoose recently voted for a gas tax. The City of St. Helens can obtain gas tax revenues from all sources buying gas within the City, thereby shifting revenue production to non-citizens buying gas here. The City has many landlords holding more than 10 rental properties. The City requires a business license to operate multiple units. Payment of a residential rental tax in return for a business license will generate considerable revenue.

Process of Study: The process will involve the Planning Commission being briefed by the City Finance Director (or someone within the City) concerning the City’s budget, debt, cash on hand, and how the debt will be paid over time. The Planning Commission may request to hire its own accountants to advise the Planning Commission in this regard. The Planning Commission will contact the City of Scappoose and get data from it regarding its gas tax. The Planning Commission will study how the gas tax will benefit the citizens of St. Helens and will propose methods to educate the citizens regarding the benefits. The Planning Commission will study how spending the gas tax money can aid the Public Works Department and defray debt concerning infrastructure work and public safety regarding City streets (including the possibility of using some funds for litigation to prevent vagrants and drugs addicts taking over portions of City streets). The study will also look to increased revenue from business licenses for the holders of rental property. The actual projected costs of the infrastructure needs over the next 10 years should be explored.

Timeline: The goal will be to progress the item to council for recommendation by June 2023 re the gas tax for inclusion on the November ballot. A recommendation for a tax on business licenses will be made before the end of 2023.

Budget: Planning Department Staff will have minimal involvement. Rachael Barry, or someone from the City that can help organize and coordinate people to provide information needed for the study will help. Money allocated for experts and their time may be requested. The City Finance Director (or someone) will need to spend time reporting to the Planning Commission. Perhaps \$20,000 to \$50,000 for a forensic accountant if needed.

CITY OF ST. HELENS PLANNING COMMISSION
PROACTIVE ITEM SUBMISSION

Date Submitted: November 2, 2022

Submitted by: Steve Toschi, Planning Commissioner

Proposed Date for Meeting for Discussion: December 2022 or January 2023

Item Matter Number: 2022-? (subject to Staff numbering)

Title: Study and Recommendations to Budget Committee and Council re Debt, Budget, Gas Tax, Business License Tax and Infrastructure Spending

Jurisdiction: The Planning Commission has jurisdiction under 2.08.080 (1) "Conduct studies appropriate to an understanding of area development and its significance to public interest," (2) Develop and maintain comprehensive plan proposals for recommendation to the city council," (3) Develop specific plans for selected areas or functions as indicated by studies and other evidence of community need and recommend plan adoption, if appropriate," (4) Investigate and make recommendations regarding the implementation of the comprehensive plan as adopted by the City Council," (6) Consult and advise with public agencies and private citizens on ways to carry out the comprehensive plan," (10) "review and act on land use control ordinance change proposals,...and discretionary permits." (12) "Recommend and make suggestions to the city council...concerning...betterment of housing and sanitation conditions and establishment of zones or districts limiting the use...of buildings and structures," (13) Recommend to the city council...plans for regulations of the future growth of the city and beautification of the city in respect to its public and private buildings and works, streets, parks, grounds, and vacant lots and plans consistent with the future growth and development of the city in order to secure to the city and its inhabitants sanitation, proper services of all public utilities, harbor, shipping and transportation facilities." (14) "Recommend to the city council...plans for promotion, development and regulation of industrial and economic needs of the community in respect to private and public enterprises engaged industrial pursuits." And (18) Study and propose in general such measures as may be advisable for promotion of the public interest, health, morals, safety, comfort, convenience, and welfare of the city and the area six miles adjacent thereto within the urban growth boundary of the city."

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Commented [JG1]: Jurisdiction basis needs to be defined here specifically to be able to sell this to the Commission

City is planning on borrowing another \$40 million with an additional \$20 million in debt service for “urban renewal.” Current budget planning for the waterfront should be understood by the Planning Commission, as should the City’s finances. The City of Scappoose recently voted for a gas tax. The City of St. Helens can obtain gas tax revenues from all sources buying gas within the City, thereby shifting revenue production to non-citizens buying gas here. The City has many landlords holding more than 10 rental properties. The City requires a business license to operate multiple units. Payment of a residential rental tax in return for a business license will generate considerable revenue.

Process of Study: The process will involve the Planning Commission being briefed by the City Finance Director (or someone within the City) concerning the City’s budget, debt, cash on hand, and how the debt will be paid over time. The Planning Commission may request to hire its own accountants to advise the Planning Commission in this regard. The Planning Commission will contact the City of Scappoose and get data from it regarding its gas tax. The Planning Commission will study how the gas tax will benefit the citizens of St. Helens and will propose methods to educate the citizens regarding the benefits. The Planning Commission will study how spending the gas tax money can aid the Public Works Department and defray debt concerning infrastructure work and public safety regarding City streets (including the possibility of using some funds for litigation to prevent vagrants and drugs addicts taking over portions of City streets). The study will also look to increased revenue from business licenses for the holders of rental property. The actual projected costs of the infrastructure needs over the next 10 years should be explored.

Timeline: The goal will be to progress the item to Council for recommendation by June 2023 re the gas tax for inclusion on the November ballot. A recommendation for a tax on business licenses will be made before the end of 2023.

Budget: Planning Department Staff will have minimal involvement. Rachael Barry, or someone from the City that can help organize and coordinate people to provide information needed for the study will help. Money allocated for experts and their time may be requested. The City Finance Director (or someone) will need to spend time reporting to the Planning Commission. Perhaps \$20,000 to \$50,000 for a forensic accountant if needed.

Commented [JG2]: Someone would have to administer contracts for accountants and other experts.

CITY OF ST. HELENS PLANNING COMMISSION
PROACTIVE ITEM SUBMISSION

Date Submitted: November 2, 2022

Submitted by: Steve Toschi, Planning Commissioner

Proposed Date for Meeting for Discussion: December 2022

Item Matter Number: 2022-? (subject to Staff numbering)

Title: Planning Commission Plans for Elimination of Blight within the Urban Renewal Zone

Jurisdiction: The Planning Commission has jurisdiction under 2.08.080 (1) “Conduct studies appropriate to an understanding of area development and its significance to public interest,” (2) **Develop and maintain comprehensive plan proposals for recommendation to the city council,**” (3) Develop specific plans for selected areas or functions as indicated by studies and other evidence of community need and recommend plan adoption, if appropriate,” (4) Investigate and make recommendations regarding the implementation of the comprehensive plan as adopted by the City Council,” (6) Consult and advise with public agencies and private citizens on ways to carry out the comprehensive plan,” (10) “review and act on land use control ordinance change proposals,...and discretionary permits.” (12) “Recommend and make suggestions to the city council...concerning...betterment of housing and sanitation conditions and establishment of zones or districts limiting the use...of buildings and structures,” (13) Recommend to the city council...plans for regulations of the future growth of the city and beautification of the city in respect to its public and private buildings and works, streets, parks, grounds, and vacant lots and plans consistent with the future growth and development of the city in order to secure to the city and its inhabitants sanitation, proper services of all public utilities, harbor, shipping and transportation facilities.” (14) “Recommend to the city council...plans for promotion, development and regulation of industrial and economic needs of the community in respect to private and public enterprises engaged industrial pursuits.” And (18) Study and propose in general such measures as may be advisable for promotion of the public interest, health, morals, safety, comfort, convenience, and welfare of the city and the area six miles adjacent thereto within the urban growth boundary of the city.”

Reasons for Planning Commission Action: The Planning Commission has the Power and the Duty to “Develop and Maintain comprehensive plan proposals for recommendations to the City Council.” The Urban Renewal goals are for the elimination of blight, but the City has no specific laws or processes for condemning and acquiring property on the basis of “blight.” There are properties within the Urban Renewal District that are dilapidated and should be removed.

Process of Study: The Planning Commission and Historic Preservation Commission will study and the Planning Commission will adopt, with recommendations to Council and the Urban renewal agency concerning laws and procedures for the elimination of Blight.

Timeline: Begin work as soon as possible.

Budget: Planning Department Staff will need to interface with the subcommittee.

CITY OF ST. HELENS PLANNING COMMISSION
PROACTIVE ITEM SUBMISSION

Date Submitted: November 2, 2022

Submitted by: Steve Toschi, Planning Commissioner

Proposed Date for Meeting for Discussion: ~~December 2022~~ Jan. 2023

Item Matter Number: 2022-? (subject to Staff numbering)

Title: Planning Commission Plans for Elimination of Blight within the Urban Renewal ~~Zone~~ area

Jurisdiction: The Planning Commission has jurisdiction under 2.08.080 (1) "Conduct studies appropriate to an understanding of area development and its significance to public interest," (2) **Develop and maintain comprehensive plan proposals for recommendation to the city council,** (3) Develop specific plans for selected areas or functions as indicated by studies and other evidence of community need and recommend plan adoption, if appropriate, (4) Investigate and make recommendations regarding the implementation of the comprehensive plan as adopted by the City Council," (6) Consult and advise with public agencies and private citizens on ways to carry out the comprehensive plan," (10) "review and act on land use control ordinance change proposals,...and discretionary permits." (12) "Recommend and make suggestions to the city council...concerning...betterment of housing and sanitation conditions and establishment of zones or districts limiting the use...of buildings and structures," (13) Recommend to the city council...plans for regulations of the future growth of the city and beautification of the city in respect to its public and private buildings and works, streets, parks, grounds, and vacant lots and plans consistent with the future growth and development of the city in order to secure to the city and its inhabitants sanitation, proper services of all public utilities, harbor, shipping and transportation facilities." (14) "Recommend to the city council...plans for promotion, development and regulation of industrial and economic needs of the community in respect to private and public enterprises engaged industrial pursuits." And (18) Study and propose in general such measures as may be advisable for promotion of the public interest, health, morals, safety, comfort, convenience, and welfare of the city and the area six miles adjacent thereto within the urban growth boundary of the city."

Reasons for Planning Commission Action: The Planning Commission has the Power and the Duty to "Develop and Maintain comprehensive plan proposals for recommendations to the City Council." The Urban Renewal goals are for the elimination of blight, but the City has no specific laws or processes for condemning and acquiring property on the basis of "blight." There are properties within the Urban Renewal District that are dilapidated and should be removed.

Process of Study: The Planning Commission and Historic Preservation Commission will study and the Planning Commission will ~~adopt, with~~ make recommendations to Council and the Urban renewal agency concerning laws and procedures for the elimination of Blight.

Timeline: Begin work as soon as possible.

Commented [JG1]: Why bold? This is not a comprehensive plan proposal.

Commented [JG2]: This is not a Comp Plan proposal. You are not proposing to do anything to the Comp Plan. Need to identify an applicable basis.

Commented [JD3]: Condemning and acquiring property is not the only method of elimination of blight. In fact, this is a last resort. This would require consultation with URA consultants (\$\$) to ensure we are in compliance with all required state statutes. Eminent domain/condemnation of property that requires relocation of an residences or businesses requires a relocation report which was not contemplated in the original UR Plan because the focus was on revitalization of the vacant waterfront property. Chapter 5 of the Urban Renewal Plan discusses Property Acquisition and Disposition. There are only 2 listed locations for possible acquisition in this chapter and both involve street intersection improvements around Old Portland Road/Plymouth. In addition, any property acquisition would have be done through a Minor Amendment of the URA, which also has specific statutes which govern the process. Recommending that the PC consider recommendations for condemnation/acquisition/relocation would require money to pay consultants to provide guidance to the URA members to ensure compliance with relevant state statutes. There is no \$\$ budgeted for this, and the priority of the URA and the community remains on the Waterfront Redevelopment Project. If the goal is reduction of blight, I would look into other methods, like façade improvement grant programs for business owners (which the URA has included in its budgeted items once the Waterfront Redevelopment Project is underway).

Budget: Planning Department Staff will need to interface with the subcommittee, at a minimum. Staff time from a TBD department will be necessary for vetting, as applicable, and adoption processes. This time could be substantial. If the city relies on Planning Department Staff for this, an additional Planning staff member is recommended. Or time could be allowed to evaluate the impacts of a potential economic downturn, which if it stifles growth, may provide the needed staff capacity over the course of several months. Otherwise, conflicts with other work obligations and projects are anticipated. If this impacts the Development Code, Planning Staff will need to be substantially involved.

CITY OF ST. HELENS PLANNING COMMISSION
PROACTIVE ITEM SUBMISSION

Date Submitted: November 2, 2022

Submitted by: Steve Toschi, Planning Commissioner

Proposed Date for Meeting for Discussion: December 2022

Item Matter Number: 2022-? (subject to Staff numbering)

Title: Planning Commission Plans for Waterfront Development, Architectural Standards

Jurisdiction: The Planning Commission has jurisdiction under 2.08.080 (1) “Conduct studies appropriate to an understanding of area development and its significance to public interest,” (2) **Develop and maintain comprehensive plan proposals for recommendation to the city council,** (3) Develop specific plans for selected areas or functions as indicated by studies and other evidence of community need and recommend plan adoption, if appropriate,” (4) Investigate and make recommendations regarding the implementation of the comprehensive plan as adopted by the City Council,” (6) Consult and advise with public agencies and private citizens on ways to carry out the comprehensive plan,” (10) “review and act on land use control ordinance change proposals,...and discretionary permits.” (12) “Recommend and make suggestions to the city council...concerning...betterment of housing and sanitation conditions and establishment of zones or districts limiting the use...of buildings and structures,” (13) Recommend to the city council...plans for regulations of the future growth of the city and beautification of the city in respect to its public and private buildings and works, streets, parks, grounds, and vacant lots and plans consistent with the future growth and development of the city in order to secure to the city and its inhabitants sanitation, proper services of all public utilities, harbor, shipping and transportation facilities.” (14) “Recommend to the city council...plans for promotion, development and regulation of industrial and economic needs of the community in respect to private and public enterprises engaged industrial pursuits.” And (18) Study and propose in general such measures as may be advisable for promotion of the public interest, health, morals, safety, comfort, convenience, and welfare of the city and the area six miles adjacent thereto within the urban growth boundary of the city.”

Reasons for Planning Commission Action: The Planning Commission has the Power and the Duty to “Develop and Maintain comprehensive plan proposals for recommendations to the City Council.” The Planning Commission has no plans for the waterfront. The City’s plans are quite unspecific and have no plans regarding: a) the best mix of “mixed use v housing,” b) ownership of property once developed, among others. The City approved the waterfront development in 2016. It’s 7 years later and St. Helens just broke ground for infrastructure. The dynamic needs to change. The City has the opportunity to forever change the course of its economic vitality if the waterfront can be developed in the short term in a way to attract people with middle to high income jobs that can “work from anywhere.” The old model of “get business here for people to work” is still good, but St. Helens, being a tourist riverfront community, has the opportunity to attract middle class to high income earners to live in St. Helens without having employers move

here as well. “Untethered” workers are looking to relocate to a community like St. Helens. There is a severe shortage of housing in St. Helens for this demand.

Process of Study: The Planning Commission will work with Staff and/or Public works to recommend areas where 100 – 200 individually owned high quality condominium and townhouse units can be built on the waterfront, location and size of parking garages, an apartment complex with 50 – 100 high quality units, filling the lagoon, building of a ferry terminal/small cruise ship terminal, and infrastructure. Recommend whether the City’s website will be changed such that the City is “seeking a developer to develop residential units targeted to ‘untethered’ workers and/or ‘mixed use development.’” The subcommittee will follow the progress of attracting a residential developer to develop quality units on the waterfront. This could be divided into two or three projects, one for the Ferry, and another for the parking structures, coordinated by the PC.

Timeline: Begin work as soon as possible. Start soliciting developers as soon as possible.

Budget: Planning Department Staff and Public Works will need to interface with the subcommittee. Staff and PC sub-committee members will explore with other cities how they were able to successfully implement waterfront development.

CITY OF ST. HELENS PLANNING COMMISSION
PROACTIVE ITEM SUBMISSION

Date Submitted: November 2, 2022

Submitted by: Steve Toschi, Planning Commissioner

Proposed Date for Meeting for Discussion: ~~December 2022~~ Jan. 2023

Item Matter Number: 2022-? (subject to Staff numbering)

Title: **Planning Commission Plans for Waterfront Development, Architectural Standards**

Jurisdiction: The Planning Commission has jurisdiction under 2.08.080 (1) "Conduct studies appropriate to an understanding of area development and its significance to public interest," (2) **Develop and maintain comprehensive plan proposals for recommendation to the city council,**" (3) **Develop specific plans for selected areas or functions as indicated by studies and other evidence of community need and recommend plan adoption, if appropriate,**" (4) Investigate and make recommendations regarding the implementation of the comprehensive plan as adopted by the City Council," (6) Consult and advise with public agencies and private citizens on ways to carry out the comprehensive plan," (10) "review and act on land use control ordinance change proposals,...and discretionary permits." (12) "Recommend and make suggestions to the city council...concerning...betterment of housing and sanitation conditions and establishment of zones or districts limiting the use...of buildings and structures," (13) Recommend to the city council...plans for regulations of the future growth of the city and beautification of the city in respect to its public and private buildings and works, streets, parks, grounds, and vacant lots and plans consistent with the future growth and development of the city in order to secure to the city and its inhabitants sanitation, proper services of all public utilities, harbor, shipping and transportation facilities." (14) "Recommend to the city council...plans for promotion, development and regulation of industrial and economic needs of the community in respect to private and public enterprises engaged industrial pursuits." And (18) Study and propose in general such measures as may be advisable for promotion of the public interest, health, morals, safety, comfort, convenience, and welfare of the city and the area six miles adjacent thereto within the urban growth boundary of the city."

Reasons for Planning Commission Action: The Planning Commission has the Power and the Duty to "Develop and Maintain comprehensive plan proposals for recommendations to the City Council." The Planning Commission has no plans for the waterfront. The City's plans are quite unspecific and have no plans regarding: a) the best mix of "mixed use v housing," b) ownership of property once developed, among others. The City approved the waterfront development in 2016. It's 7 years later and St. Helens just broke ground for infrastructure. The dynamic needs to change. The City has the opportunity to forever change the course of its economic vitality if the waterfront can be developed in the short term in a way to attract people with middle to high income jobs that can "work from anywhere." The old model of "get business here for people to work" is still good, but St. Helens, being a tourist riverfront community, has the opportunity to attract middle class to high income earners to live in St. Helens without having employers move

Commented [JG1]: This is not really a "plan." More like development recommendations/strategy.

Commented [JG2]: Why bold? This is not a Comp Plan proposal.

Commented [JG3]: You are wanting to create policy to implement the Comprehensive Plan; this is not a Comp Plan proposal. You need to pick a better power and duty and explain how that applies. For example, if you go with 2.08.080(4) what does this specifically advance as identified in the Comp Plan?

Commented [JG4]: No plans for what? Staff will disagree.

Commented [JG5]: What does this mean? What specifically happened in 2016? Demonstrate you truly know what you are talking about.

here as well. “Untethered” workers are looking to relocate to a community like St. Helens. There is a severe shortage of housing in St. Helens for this demand.

Process of Study: The Planning Commission will work with Staff and/or Public works to recommend areas where 100 – 200 individually owned high quality condominium and townhouse units can be built on the waterfront, location and size of parking garages, an apartment complex with 50 – 100 high quality units, filling the lagoon, building of a ferry terminal/small cruise ship terminal, and infrastructure. Recommend whether the City’s website will be changed such that the City is “seeking a developer to develop residential units targeted to ‘untethered’ workers and/or ‘mixed use development.’” The subcommittee will follow the progress of attracting a residential developer to develop quality units on the waterfront. This could be divided into two or three projects, one for the Ferry, and another for the parking structures, coordinated by the PC.

Recommendations to the Council for how the Riverfront District’s Mill Sub-District can be developed (e.g. mix of use, ownership, etc). Potential changes to applicable existing plans and policies.

Timeline: Begin work as soon as possible. Start soliciting developers as soon as possible.

Budget: Planning Department Staff and Public Works will need to interface with the subcommittee. Staff and PC sub-committee members will explore with other cities how they were able to successfully implement waterfront development. This has the potential to need substantial Planning Department involvement and due to likely conflicts with other work obligations and projects, an additional planning staff member is recommended. Or time could be allowed to evaluate the impacts of a potential economic downturn, which if it stifles growth, may provide the needed staff capacity over the course of several months.

Commented [JG6]: This is way too individualized. Should be filtered down to recommended mix of use (residential v. non), ownership, etc. Your view of "100 - 200 units" is arbitrary. For example, a recommendation could be to potentially maximize residential use, focusing on higher end units. Stating a specific number should be avoided. Also, the lagoon area is not planned like the Mill Subdistrict, but that is a whole other exercise and really its own item.

Commented [JG7]: What you do with the Mill Subdistrict and the lagoon property are separate as one is zoned and planned and the other is still Industrial zoned.