



PLANNING COMMISSION

Tuesday, December 12, 2023 at 6:00 PM
HYBRID: Council Chambers & Zoom (details below)

AGENDA

6:00 P.M. CALL TO ORDER & FLAG SALUTE

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

CONSENT AGENDA

- A. Planning Commission Minutes Dated November 14, 2023

PUBLIC HEARING AGENDA (times are earliest start time)

- B. 6:05 p.m. Historic Resource Review at 240 Strand Street - SOLARC Architecture

DISCUSSION ITEMS

- C. Architectural Review at 230/240 Strand Street - SOLARC Architecture
- D. Planning Department Semi-Annual Report
- E. Planning Commission Stipends

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

- F. Temporary Use Permit at 305 S Columbia River Hwy - Breslin Properties, LLC
- G. Site Design Review (Minor) at Sand Island - City of St. Helens
- H. Extension of Time at northern termini of N 8th, 9th & 10th Street - North 8th Street, LLC

PLANNING DEPARTMENT ACTIVITY REPORT

- I. Planning Department Activity Report - November

PROACTIVE ITEMS

- J. Architectural Standards

FOR YOUR INFORMATION ITEMS

ADJOURNMENT

NEXT REGULAR MEETING: January 9, 2024

VIRTUAL MEETING DETAILS

Join:

<https://us06web.zoom.us/j/88040383501?pwd=oSGSaIgzH0iRfp6BpbMrz5Jg0cSNDa.1>

Meeting ID: 880 4038 3501

Passcode: 594487

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

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

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



PLANNING COMMISSION

Tuesday, November 14, 2023, at 6:00 PM

DRAFT MINUTES

- Members Present:** Chair Dan Cary
 Vice Chair Jennifer Shoemaker
 Commissioner Ginny Carlson
 Commissioner David Rosengard
 Commissioner Russ Low
 Commissioner Charles Castner
- Members Absent:** None
- Staff Present:** City Planner Jacob Graichen
 Associate Planner Jenny Dimsho
 Community Development Admin Assistant Christina Sullivan
 City Councilor Mark Gunderson
- Others:** Brady Preheim
 Steve Toschi
 Sabrina Moore
 Andrew Stamp
 Beth Pulito
 Christine Dahlgren
 Amelia Kercher
 Jenn Kercher
 Shaunee Moreland
 Marco Costanek
 Matt Alexander
 Wayne Weigandt

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 expressed his concern about two of the Planning Commissioners. He said he did not agree with them being on the board as he felt it damaged the reputation of the Commission. He also said the agenda item of Architectural Standards was not something the Planning Commission seemed to prioritize, and he felt that they should change what they look at to the Plaza instead. He said it would continue to be a mess (due to annual Spirit of Halloweentown events) until they did something about it. He said would like to see them be more proactive in taking this on to fix it.

Toschi, Steve. Toschi was called to speak. Toschi welcomed the new Planning Commissioner. He also said he was still concerned about the gag order in place to limit what individuals on commissions or committees are allowed to say. He said it was in part the reason he resigned from the Commission in protest of such an order. He said he sees this order discouraging the Planning Commission from

moving forward proactively, because it portrays an idea that the City Council no longer wants to have the Commission involved in decision making, which he says is unlawful. He also applauded the Planning Commission for standing up to the location of the Police Station and denying the Conditional Use Permit. He expressed concern that the Council decided to move forward with it based on ego, instead of putting the money into fixing up the Houlton District and tearing down and rebuilding the old police station, which would have been more fiscally responsible.

CONSENT AGENDA

A. Planning Commission Minutes Dated September 12, 2023

Motion: Upon Commissioner Low's motion and Commissioner Carlson's second, the Planning Commission unanimously approved the Draft Minutes dated September 12, 2023. Commissioner Rosengard abstained, as he was not a member of the Commission at the last meeting. [AYES: Vice Chair Shoemaker, Commissioner Low, Commissioner Carlson, Commissioner Castner; NAYS: None]

PUBLIC HEARING AGENDA (times are earliest start time)

B. 6:05 p.m. Conditional Use Permit at vacant parcel southeast of 35835 Industrial Way – The Amani Center

Chair Dan Cary opened the Public Hearing at 6:09 p.m. There were no ex-parte contacts, conflicts of interests, or bias in this matter.

Brady Preheim made an objection to Commissioner Castner and Commissioner Rosengard to make a fair decision on the hearing.

The Commission discussed the objection and felt that both Commissioners were able to make fair decisions.

Associate Planner Jenny Dimsho presented the staff report dated November 7, 2023. She shared the location of the property to be discussed. She mentioned the applicant wanted to build an 8,329 square foot two-story office building. She said there was a public utility easement that was on the northern portion of the property to maintain a public storm facility..

She shared there was a driveway approach built by a neighboring property that the applicant would share for access to their property so no frontage improvements would be required as the site's street frontage is already fully developed.

She also mentioned that the property along with the surrounding properties were zoned Light Industrial and that office use was a conditionally allowed use in that zone only under the allowed classification of an Industrial Park. The subject property is part of a 3-lot partition. When Parcel one and Parcel two were developed there was an instrument recorded on the deed that said all three parcels were subject to the industrial park classification. That means that more than 30-percent of the uses on these three parcels must be permitted outright uses in the Light Industrial zone. She did say that with the proposed development by the applicant, that would make two of these parcels developed with office use. She said they took the third parcel and had them prepare an exhibit that showed each suite on this developed parcel and their business use. They concluded that most of the suites were permitted outright light industrial uses. There was over 66-percent of the uses, including the proposed use, that were permitted out-right uses for the Light Industrial zone.

She shared there were some Sensitive Lands on the property to be developed, but the proposed building was well away from the lands and buffer zone, so no permit required. There are some steep slopes, but the development plans do seem to avoid those areas along with the flood plain areas.

She said the Development Code only requires 24 parking spaces for the size of the building proposed to be built, but the plans the applicant gave show they will have 36 parking spaces, which is well over what is required. She talked about bike parking as well and how there is a required percentage for off-street parking. She said in this case ten percent was required and with their proposed number of spaces four would be the amount of bike spaces required. In the applicant's plan there was only two shown. She also said they typically want to see bike parking covered and it was not shown that way in the plan either. So, the Commission could require them to update that as part of the conditions.

Dimsho also mentioned the plans should show illumination on all walkways. She said on the current plans there was a pole mounted light that is shown in the middle of the public utility easement and that would need to be moved to avoid underground utility conflicts. She also said there should be walkways to all entrances that connect the property to streets and those would need to be illuminated as well.

She mentioned because the driveway was longer than 150-feet an emergency vehicle turnaround was required.

She discussed the utilities and said that it did have water and sewer access. She mentioned it was in an area with deficient sewer capacity so a sewer capacity fee would apply. She also showed the storm retention area for their storm connection.

Alexander, Matt. Applicant. Alexander works for Lower Columbia Engineering and is an architect for the Applicant. He said the current Amani Center is located in the busiest areas of St. Helens. He said for the type of service they provide; the area was not appropriate. He also said given the size of St. Helens and Columbia County, the Amani Center has outgrown their space and so a new building would help them to continue to offer services to those who need them. He said the new property would offer features that are perfect for helping in trauma situations. He mentioned that as a non-profit, they would love to put their space in a place where a conditional use permit was not required, but with financial constraints, and a willing donor, this property ended up being perfect. He said it would provide security, safety, and privacy. He also shared some other options for walkways to create less expense for the applicant. He also shared the details of the design and how it would fit in with the surrounding buildings and area.

Kercher, Amelia. Applicant. Kercher is the Executive Director of the Amani Center. She said they are a child abuse assessment center. She shared with the Commission what services the Amani Center provides to the community and that they had been doing this for over 20 years. She said they have outgrown their space, and a new building will provide the space and privacy they need to give all the services in one space, instead of sending them to different locations. She also said this building would give them the capacity to serve two families at a time.

Moreland, Shaunee. Applicant. Moreland is the Multi-Disciplinary Program Manager of the Amani Center. She coordinates with all the organizations that are involved in helping provide services to those families affected. She said a new building and space would provide a designated and confidential space to meet in for the amount of time they needed. It would also provide a space for training and networking amongst the different entities.

Commissioner David Rosengard asked if the space would be accessible for a therapy dog to be utilized in the space. Moreland said yes, and that they had worked with a facility dog in the past. She also said they want to be ahead of the game for ADA access and they are putting a lot of effort into making sure the space was comfortable for all involved, including provisions for an elevator.

In Favor

Pulito, Beth. Pulito was called to speak. She said she was the Deputy Director of the Amani Center. She said they currently serve over 275 families and have 18 staff employees. On average, there are about

11 people in the office at a time. She said they would see a small increase in this amount with the new building because they would be able to serve more than one family at a time.

Costanek, Marco. Costanek was called to speak. He said he has spoken with many people in the Community and trying to find if they understand the vision of the Amani Center. He said it seemed many were behind the project and wanted to get behind the services that were provided by the Amani Center.

Dahlgren, Christine. Dahlgren was called to speak. She said they had been strong supporters of the Amani Center for many years. They had decided to develop this parcel of property and felt it the right move to donate this parcel to the Amani Center and is excited to help them get a space to serve more individuals in our community.

Neutral

Moore, Sabrina. Moore was called to speak. She said her family owned the property east of the proposed parcel. She felt the property would be a good fit for their proposed use. She was concerned about future uses of her property and this proposed development becoming a sensitive use (due to industrial use/land proximity) which could devalue her property. She wanted something put in the application that the proposed development would not affect the current or future permitted uses of hers and the surrounding properties.

In Opposition

No one spoke in opposition of the application.

Rebuttal

Alexander, Matt. Applicant. He said he did not know enough about the zoning and that the current proposed use should not affect any neighboring properties. He also said the applicant did not object to language in the application as proposed earlier, if it did not affect the way the Amani Center needed to run their business.

End of Oral Testimony

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

Close of Public Hearing & Record

Deliberations

Commissioner Russ Low asked if verbiage had to be in this application for future uses for other properties. He said it seems those uses would have to come back before the Commission. City Planner Jacob Graichen said no, the uses are permitted, but there could be new legislation in the future that could pertain to this kind of use and prevent them from being able to use their property to the full extent, for example

Vice Chair Jennifer Shoemaker said she did not agree with adding this type of condition to the application, because there was really no way to enforce it, in the future. She did not want to see any rights taken away from the Amani Center and the way they function. Commissioner Ginny Carlson said this was a natural consequence of building in an industrial area. Graichen suggested a condition where the applicant would be acknowledging the surrounding industrial uses and that they would not raise complaint in the future to any new developments. The Commission agreed a condition like this should be added to the proposal. Graichen also discussed a condition that could state that the approved new use would not be a deterrent or inhibitor to the current or future permitted uses on adjacent industrial

lands. There was a discussion about whether this could be enforced, but ultimately the Commission wanted to include it in the decision.

There was a discussion about the plan set submitted and how it would need to be revised to fix some of the conditions required.

There was a discussion about the sidewalks and walkways and rerouting them to make it easier for the applicant. They discussed how the alternative walkway considered by the architect would require constructing street frontage improvements along an adjacent property. New conditions should be added to accommodate this alternative.

The Commission also discussed the bike parking and agreed there should be four spaces and it should be covered.

Motion: Upon Commissioner Carlson's motion and Commissioner Low's second, the Planning Commission unanimously approved the Conditional Use Permit as recommended by staff with two new additional conditions relating to the surrounding industrial uses, conditions which would accommodate the alternative walkway as proposed by the applicant, and required 4 covered bike parking spaces.

[AYES: Vice Chair Shoemaker, Commissioner Carlson, Commissioner Castner, Commissioner Low, Commissioner Rosengard; NAYS: None]

Motion: Upon Commissioner Carlson's motion and Commissioner Low's second, the Planning Commission unanimously approved the Chair to sign the Findings. [AYES: Vice Chair Shoemaker, Commissioner Carlson, Commissioner Castner, Commissioner Low, Commissioner Rosengard; NAYS: None]

C. **6:30 p.m. Comprehensive Plan and Zoning Map Amendment at 475 N 12th Street; Lots 4, 5, 22, and 23, Block 5, Railroad addition to St. Helens – Vial Fotheringham, LLP**

Chair Dan Cary opened the Public Hearing at 7:37 p.m. There were no ex-parte contacts, conflicts of interests, or bias in this matter.

Graichen presented the staff report dated November 6, 2023. He shared that the property would be going from an industrial to a residential zoning. He said the property was interesting from a zoning standpoint, because on three sides it was surrounded by residential, and the other side was a former industrial mill site. He said the property was historically developed with an old single-family dwelling that was recently torn down.

He said if you were to look at the property (and not a zoning map), where it sits makes it look like it is already in a Residential Zone as it is just outside of the industrial area. There is a large wall fence that sits around the abutting industrial site that borders this property. The proposed property is the only developed industrial zoned property in this area that sits outside of this fence. He said looking at older zoning maps, the property was zoned residential in the past changed to industrial around 1980.

He said they looked over the Economics Opportunity Analysis to make sure there was sufficient employment lands, and the analysis does show there is plenty of employment acreage without this property.

He also said they will need to address the State Planning goal pertaining to housing based on comments from the Fair Housing Council of Oregon.

There was a small discussion about the sewer capacity. Graichen this was neutral point for the purposes of a zone change.

Stamp, Andrew. Applicant. Stamp is a Land Use Attorney and representing the property owner of the application. He said the property owner originally tried to develop the property as industrial but ran in to some issues with the code requirements for commercial development, particularly the buffering requirements between residential and industrial uses. Because the site is so much smaller, it created limitations with what could be developed on the property. The property owner decided there was a better opportunity for the community if there was the ability to build provide more housing for the City.

Weigandt, Wayne. Weigandt is the owner of the property. He mentioned that he planned to follow all the guidelines for a residential zone and would not be applying for any variances in the future.

In Favor

No one spoke in favor of the application.

Neutral

No one spoke in neutral of the application.

In Opposition

No one spoke in opposition of the application.

Rebuttal

There was no rebuttal from the applicant.

End of Oral Testimony

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

Close of Public Hearing & Record

Deliberations

There were no deliberations on this application.

Motion: Upon Commissioner Carlson's motion and Commissioner Low's second, the Planning Commission recommended to the City Council to approve the Comprehensive Plan and Zone Map Change as recommended by staff. [AYES: Vice Chair Shoemaker, Commissioner Castner, Commissioner Low, Commissioner Carlson, Commissioner Rosengard; NAYS: None]

DISCUSSION ITEMS

D. Planning Commission Vacancy/Term Expirations

Graichen said Commissioner Low's term will end this calendar year. Russ said he was willing to continue, but there would be meetings (approximately six) he would miss in 2024. Commissioner Low notes this is substantial, so he said they should start looking for someone to replace him eventually.

The Commission discussed the possibility of interviews and names Vice Chair Shoemaker and Chair Cary as the two to be on the interview committee. Commissioner Carlson volunteered to be the backup.

All other Commissioners agreed to Commissioner Low's reappointment.

Graichen also shared there was only one applicant who applied for the opening, but could not be considered, as he was an attorney, and the Commission was only allowed to have two of one job type. The other applicants who had applied in the past did not want to be considered at this time for the vacancy on the Commission. He asked if they wanted him to advertise the opening soon and the Commission felt it was important to get the advertisement out. They wanted to fill the position(s).

E. December Joint Meeting with the City Council

Graichen asked the Commission if they wanted to proceed with the joint meeting, and if they had any topics they wanted to discuss. He suggested the psilocybin regulations that would need to be made soon.

The Commission said yes, they wanted to move forward with the meeting. They were not opposed to the psilocybin topic but felt it may be more important to keep it a general discussion.

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

- F. Sensitive Lands Permit at 35454 & 35460 Valley View Drive – Danielson Contractors, Inc.
- G. Sign Permit at 435 N Columbia River Hwy – Clark Signs
- H. Sign Permit at 248 N Columbia River Hwy – Vernon (Troy) Locks
- I. Temporary Use Permit at 71 Cowlitz Street – Michael Sagalowicz (The Klondike Tavern)
- J. Temporary Sign Permit at 2100 Block of Columbia Blvd – The Amani Center
- K. Temporary Sign Permit at 2100 Block of Columbia Blvd – CRF&R Toy-N-Joy Auction

There was no discussion on the Planning Director Decisions.

PLANNING DEPARTMENT ACTIVITY REPORT

- L. Planning Department Activity Report – September
- M. Planning Department Activity Report – October

There was a small discussion on the new police station location. Graichen mentioned the decision the Planning Commission made to deny the location was overturned by the City Council. Vice Chair Shoemaker said the proposal and presentation they presented to the Council was completely different than what the Planning Commission received. She mentioned had the presentation to the City Council received been the same as the Planning Commission, the decision or outcome may have been different.

PROACTIVE ITEMS

- N. Architectural Standards

Vice Chair Shoemaker asked the Commission if they should approach these Proactive Items in a different way. She suggested that they were taking on items that were too large, and maybe they should be listening to the citizens more on what items to take on. She said the Commission is almost a complete rebuild since they took on the idea of being a Proactive Planning Commission. She said she wanted to revisit each Commissioner's enthusiasm on it. She said there were items being brought to them by the public and instead of having their personal agendas, maybe they should reassess and figure out what items to move forward on instead. Graichen said if the Commission all agreed to move forward on a specific item, it was ok to do that.

There was a small discussion on vacancies in storefronts around the city. The Commission felt this should be another topic for the upcoming joint meeting with the Council.

FOR YOUR INFORMATION ITEMS

Dimsho said she was working on a grant to fund a trail from St. Helens to Scappoose. She said it was a 7.5 mile route and there will be a series of meetings with stakeholders to determine a preferred route. She said the grant was approved but would only get them to 30 percent design that they can use to go after more funding.

Dimsho also shared they would find out very soon about a grant they were working on to update the Economics Opportunity Analysis. She said this would be something that would go before the Planning Commission for adoption.

Dimsho also shared that the City Engineering department spearheaded a grant for a new Transportation Systems and received \$300,000 for them to update it. She said this was to help consolidate all the different transportation plans together.

There was a small discussion on the travel lanes in front of Broadleaf Arbor. Graichen mentioned the City was in the process of working with the Oregon Department of Transportation to update the posted speeds in that area. Commissioner Carlson asked about the occupancy rate for the new apartments as well. Graichen said the back half of the development had occupancy, but the buildings toward the front of the project were working to gain occupancy.

Commissioner Carlson asked for an update on the construction off Columbia River Highway by the Department of Motor Vehicles. Graichen said Burger King was very close to getting occupancy. The Fast Lube was also starting to move quickly, and Dairy Queen had an issued land use decision but had not moved forward since then. He said the larger parcel between Burger King and Fast Lube has had no application.

There was a small discussion on a few other construction projects going on in the city.

Commissioner Carlson also asked about the Nuisance Ordinance and whether these items were being enforced. Dimsho mentioned we do have an active Code Enforcement Officer.

Commissioner Charles Castner asked for an update on the Riverwalk Project. Dimsho said there was a \$3 million budget for all the Columbia View Park improvements, including the Riverfront, the stage, the new playground, and picnic shelter. When they went out for bid, they had three bids come in at over \$5 million. She said she can only explain it through inflation. She said they do have a grant for \$1.3 million for the Riverwalk Project and they did not want to jeopardize that funding, so they plan to move forward with a redesign of the project and hold off on the stage, the playground, and a few other items.

Commissioner Castner also asked about the Streets & Utilities Project and wanted to understand why it was all dug up and then put back, but not completed. Dimsho said this project was being managed by the Public Works/Engineering Department. She said the contractor who was doing the work asked them to revisit the undergrounding design for the project because there were not enough details. She said this redesign was what was holding up the completion as there were several utility providers involved.

ADJOURNMENT

There being no further business before the Planning Commission, the meeting was adjourned at 8:49 p.m.

Respectfully submitted,

Christina Sullivan

Community Development Administrative Assistant

**CITY OF ST. HELENS PLANNING DEPARTMENT
STAFF REPORT
HRR.1.23**

DATE: December 4, 2023
TO: Planning Commission acting as the **Historic Landmarks Commission**
FROM: Jennifer Dimsho, AICP, Associate Planner

APPLICANT: SOLARC Architecture, c/o Nate Carter
OWNER: Columbia County

ZONING: Riverfront District, RD, Plaza Subdistrict
LOCATION: 230 Strand Street (the old Columbia County Courthouse); 4N1W-3BA-7600
PROPOSAL: Seismic upgrade, platform railing replacement, and ceiling and column repairs to the historic County Courthouse clocktower and reinforcements to the existing exterior fire escape

SITE INFORMATION

Site Description: The historic Columbia County Courthouse is owned by Columbia County and is the first building listed in the National Register of Historic Places for the St. Helens Downtown Historic District (1984). It is listed as a Secondary Significant structure, having been built after the fire of 1904, but before 1933. In 1972, a non-compatible, non-contributing courthouse was added to the north end elevation of the original 1906 Columbia County Courthouse. The historic courthouse is also listed as a designated landmark in our local historic resource list, which is why this alteration is being reviewed with a public hearing.

The old courthouse is a two-story structure sitting on an above-grade basement. The building itself is constructed with random coursed basalt with the window lintels and sills a light gray sandstone. In 1984, the nomination notes a clocktower which is centered on the top of the roof with a square base of metal which is painted white. "Four square columns topped with a classical entablature and steeply pitched hipped roof with steep gable projections facing in four directions. Each gable end has a clock face in it."

Proposal: The applicant is proposing the following modifications to the **clocktower**:

- **Seismic improvement.** The applicant notes that the structural elements that will strengthen the bell tower will be located within the envelope of the bell tower, columns, and attic and will not be visible.
- **Railing replacement.** The applicant is proposing to remove the existing metal clocktower platform railing which is not historically accurate. They propose to replace it with a "mixture of wood for the rail and a composite material for the balustrades" on all four sides. All painted white.

- **Platform ceiling.** The applicant indicates the existing clocktower platform ceiling has deteriorated. They will be replacing the ceiling and soffit panels with modern materials (“most likely fiber cement panels”) with the same reveals and trim painted white.
- **Platform columns.** The applicant indicates removal of the existing sheet metal column surrounds to be replaced with new column surrounds, bases, and caps with modern materials (“most likely fiber cement panels”) with the same trim and painted white.
- **Fascia panels.** The applicant notes minor repairs and painting of fascia panels on the clocktower platform and ceiling. They also note removal of a steel angle edge on the platform.

The applicant provided an egress diagram which dictates the need for a secondary egress route. It is not currently safe to use because of deteriorated stone windowsills where the fire escape was attached. The applicant is proposing the following modifications to the **fire escape**:

- **Hardware.** New fire escape hardware including new steel brackets bolted to the basalt stone (instead of the windowsills). All new fire escape components are proposed to be painted black to match the rest of the existing fire escape.
- **Windowsill replacement.** Two stone windowsills where the stone has been degraded from the fire escape hardware will be replaced in-kind.

PUBLIC HEARING & NOTICE

Hearing dates are as follows:

December 12, 2023 before the Planning Commission

Notice of this proposal was sent to surrounding property owners within 300 feet of the subject property on November 22, 2023, via first class mail. Notice was sent to agencies by mail or e-mail on the same date. Notice was published in the The Chronicle on November 29, 2023.

The 120-day rule (ORS 227.178) for final action for this land use decision is **February 22, 2024**.

AGENCY REFERRALS & COMMENTS

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

APPLICABLE CRITERIA, ANALYSIS & FINDINGS

SHMC 17.36.040(3) CRITERIA FOR ALTERATION

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

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

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

(a) The purpose of this Chapter is noted under Section 17.36.005. As it relates to this proposal, the purpose of this chapter is to accomplish the protection, enhancement, and perpetuation of improvements that represent or reflect elements of the city's cultural, social, economic, political, and architectural history. The Commission can find that this review is intended to safeguard the city's historic heritage as embodied in the district and its resources.

(b) The Comprehensive Plan includes a policy to "subject proposed remodeling of the City's historic resources to design review to encourage preservation of the structure's historical assets." The Commission can find that this is the review of an alteration to a City historic resource, so this is met.

(c) The Commission can find that these alterations will not change the historic use of the building as a courthouse.

(d) There will be no removal of distinct materials that characterize the building. Replacement of the non-historic clocktower metal railing with railing that more closely resembles the historic photos satisfies this criterion. In addition, the clocktower columns will have sheet metal removed

and replaced with surrounds, bases, and caps which more closely match the panel detail in historic photos.

(e) The Commission can find that elements from other buildings have not been added to this building to create a false sense of historic development.

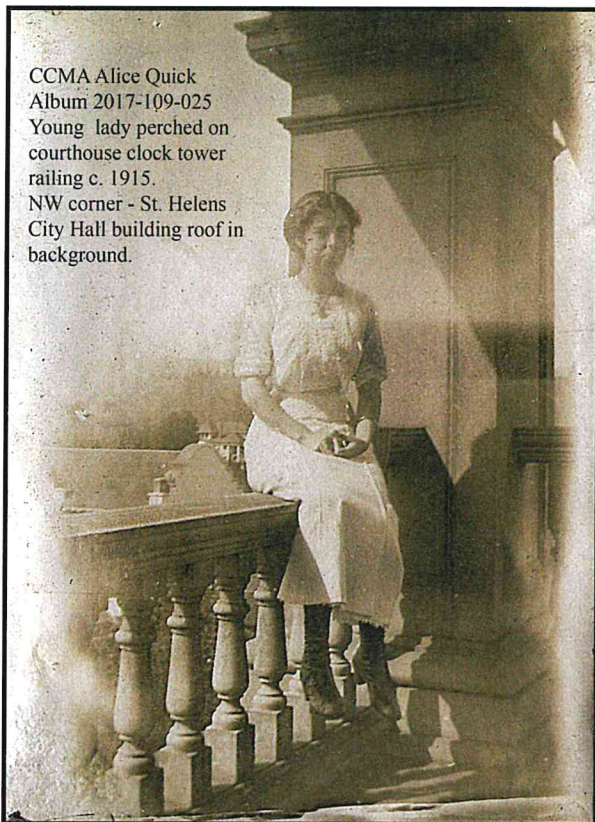
(f) The Commission can find there are no alterations to the building which have acquired their own historic significance and should be retained.

(g) This criterion focuses on distinctive materials, features, finishes, and construction techniques. Both the clocktower railing and columns will result in features and finishes which more closely resemble the original structure. The applicant also notes minor fascia repairs which are proposed to be painted white to match. The applicant is proposing modern materials to replace materials which have deteriorated beyond repair. This is addressed in more detail under (h) below.

If the Commission can find criterion (h) is met for replacement of deteriorated historic features with modern materials, the Commission can also find that the materials being replaced do not characterize the property, as long as they can still match the old in design, color, and texture.

(h) The applicant notes several historic features which have deteriorated beyond repair, including the clocktower ceiling and column surrounds, bases, and caps. Wherever replacement is proposed, this criterion requires that the new features must match the old in design, color, texture, **and where possible, materials.** Because of lifespan considerations, the applicant is proposing a different material, “most likely fiber cement panels.” While not in the application, the location on the river also creates environmental considerations for replacement materials. **Does the Commission feel the lifespan considerations and environmental considerations warrant replacement of deteriorated materials with modern materials? At a minimum, the Commission should consider a condition that the new materials used for the clocktower platform ceiling and column surrounds, bases, and caps should match the old in design, color, and texture. This should include the same reveals and trim.**

This criterion also requires that where a missing feature is being replaced, evidence is supplied. For the railing, there are many photos provided which show the proposed style of railing on all four sides. An additional photo is provided to the right. Also note that the existing columns no longer include the paneling detail because they have been wrapped in incompatible sheet metal



CCMA Alice Quick
Album 2017-109-025
Young lady perched on
courthouse clock tower
railing c. 1915.
NW corner - St. Helens
City Hall building roof in
background.

which is proposed to be removed with the detail re-added. There is evidence of this missing detail provided.

Another historic feature which has deteriorated beyond repair are the two windowsills on the south elevation where the fire escape was installed previously. The applicant is proposing to replace these two stone windowsills “in-kind.” Presumably, this satisfies this condition. However, staff notes it may be very difficult to perfectly match the old in design, color, and texture. **The Commission could consider requiring that the County receive staff approval of the stone to confirm that it is “in-kind replacement” prior to installation.**

(i) This is not relevant to this proposal.

(j) This is not relevant to this proposal.

(k) Removal of the incompatible metal railing on the clocktower and replacement with railing which more closely resembles the original railing in appearance and location satisfies this condition. It appears that even if the railing materials are wood and composite, they will be compatible with the historic photos of the clocktower if done correctly.

The fire escape is not original, but the applicant provided an egress study which shows a secondary emergency egress is needed for the safety and function of the courtroom. **The Commission should assess if the hardware drilled into the basalt stones and/or mortar will cause damage to the south stone wall over time. Staff is concerned that without sufficient detail provided in the application about the method of installation, something similar to what occurred to the windowsills could occur to the south wall stones and/or mortar.**

(l) For this criterion to be met, **the Commission must assess the integrity of the historic structure if the fire escape were to be removed in the future. The south wall stones and mortar may be jeopardized if the fire escape is installed in a way that does not minimize damage upon future removal. Staff feels there is not currently not sufficient evidence in the applicant’s package to make a finding for this criterion. The Commission could consider requesting additional information about how the installation methods will minimize damage to the historic stones upon removal.**

Finding: These criteria are met as presented by the applicant.

SHMC 17.36.040(4)

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

Finding: Current photos have been included in the digital record for this HRR.

CONCLUSION & RECOMMENDATIONS

Depending on the discussion of the fire escape and information provided during the public hearing, the Commission has a few options described:

- **Option A:** Continue the public hearing to the January 9, 2024, meeting so that the applicant can provide additional materials to help meet the criteria addressed in criteria (k) and (l). Note that the 120-day rule (ORS 227.178) requires final action for this land use decision by February 22, 2024.
- **Option B:** Approve **only the alterations related to the clocktower**, basing the denial of the fire escape modifications on findings under criteria (k) and (l).
- **Option C:** Approve the application as outlined below with findings and an additional condition which the Commission feels will meet the criteria addressed in (k) and (l).
- **Option D:** Any other option that the Commission comes up with.

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

Based upon the facts and findings herein, if the Historic Landmarks Commission approves this **Historic Resource Review**, staff recommends the following conditions of approval:

1. As included in this HRR submittal, the new materials used for the clocktower railing, clocktower column surrounds, bases, and caps, and the clocktower ceiling should match the original in design, color, and texture. This includes the same reveals and trim.
2. The replacement stone for the two south wall windowsills shall be approved by the City prior to installation to confirm that it is “replacement in-kind.”
3. << **Option B:** Only improvements related to the clocktower and clocktower platform are approved. No alterations related to the fire escape are approved with this HRR. >>

OR

<< **Option C:** A new condition which helps address criteria (k) and (l) for the fire escape installation could be included here. >>

Attachments: *Applicant’s Narrative (5 pages)*

Applicant Attachment A – Many Faces of the Courthouse Clock (2 pages)

Applicant Attachment B – Site Plan (1 page)

Applicant Attachment C – Elevations (5 pages)

Applicant Attachment D- Existing Deterioration Photos (3 pages)

Applicant Attachment E – Egress Study (1 page)

October 2023

Columbia County Courthouse

Historic Resource Review Narrative

City of St. Helens

Prepared on Behalf of:
Columbia County
230 Strand Street
St. Helens, Oregon 97051

Prepared for:
City of St. Helens
Planning Department
265 Strand Street
St. Helens, Oregon 97051

Prepared by:
SOLARC Architecture
3115 NE Sandy Boulevard, Suite 224
Portland, Oregon 97232

Property Information

Owner:	Columbia County, State of Oregon
Site Address:	230 Strand Street St. Helens, Oregon 97051
Taxlot No.:	4106-BA-07600
Parcel No.:	00616266
Zone:	RD (Riverfront District)
Overlay District:	St. Helens Downtown Historic District (Secondary Significant, Designated Landmark)
Subarea:	Plaza Subdistrict
Lot Size:	Approx. 2.37 Acre (103,040 SF)
Building Size:	Old Courthouse: 17,943 SF Courthouse Annex: 42,637 SF
Project Description:	Seismic upgrade to the existing bell tower and exterior fire escape; along with the replacement of the bell tower platform railing. Scope of work includes construction of new seismic bracing interior to the bell tower attic, columns, and courthouse attic.

Narrative

PURPOSE

The purpose of this project is to seismically strengthen the bell tower and the existing fire escape of the original courthouse in downtown St. Helens. This will serve to prolong the life of the bell tower and provide a safe and functioning fire escape.

PROVISIONS OF COMPREHENSIVE PLAN

The proposed project serves to prolong the life of a major feature (bell tower) of a designated landmark without impacting the goals and policies of the comprehensive plan in regard to the Public Lands zone.

HISTORICAL USE

We are not proposing to change the historical use of the property.

HISTORICAL CHARACTER

This project lends itself to the opportunity to change the bell tower's railing to better match the original railing from 1906 and re-store the platform ceiling to its original condition. Historical photos are attached to this narrative for reference. The structural elements that will strengthen the bell tower will all be located within the envelope of the bell tower, columns, and courthouse attic. They will not be visible from the exterior.

Additionally, we understand that the fire escape is not original to the courthouse, however, it is necessary to maintain a secondary emergency egress route. The fire escape is currently attached to the stone window sills at the platforms. Those sills have, over time, deteriorated to a point of needing replacement and have created an unsafe fire escape. The window sills will be replaced in-kind and the additional elements that will reinforce the fire escape will have a minimal visual impact.

PHYSICAL RECORD OF TIME, PLACE, & USE

We are proposing to restore the bell tower railing, columns, and deteriorated platform ceiling back to its original character. We are proposing to use modern materials (most likely fiber cement panels) for the columns wraps and ceiling that will have the same reveals and trim as in 1906 but will have a much longer life span than traditional wood panels. The new railing is proposed to be a mixture of wood for the rail and a composite material for the balustrades. All components are proposed to be painted white to match the historic photos and existing conditions.

The proposed changes to the fire escape will be minimal and necessary for a safe functioning fire escape. The new elements will be painted black to match the rest of the fire escape.

HISTORIC SIGNIFICANCE

We understand the historical significance of the courthouse and we are proposing structural upgrades that will extend the life of the bell tower for many years. As stated earlier, this upgrade will not be visible from the exterior, and this project lends itself to bringing the bell tower columns, railing, and platform ceiling back to its original character with modern materials. We are purposing to restore the bell tower platform to be historically accurate to the best of our knowledge.

DISTINCTIVE MATERIALS, FEATURES, FINISHES, AND CONSTRUCTION TECHNIQUES

We are proposing a change to bring the bell tower railing, columns, and platform ceiling back to its original profile but will use modern materials painted white.

RESTORATION OF DETERIORATED FEATURES

The bell tower platform has deteriorated over time due to weather. The proposed project provides an opportunity to replace the platform columns, railing, and ceiling. We are proposing to replace these elements with modern materials and restore their original character.

The existing stone window sills associated with the fire escape have deteriorated, as well, and need replacement to prevent water intrusion through cracks. We are, also, proposing to add steel elements to the fire escape to avoid attaching the fire escape to the window sills; this will serve to prevent future damage from weather cycling.

CHEMICAL AND PHYSICAL TREATMENTS

We are not proposing any chemical or physical treatments that would cause damage to historical materials.

ARCHEOLOGICAL RESOURCES

This project does not impact any archeological resources of this property.

EXTERIOR ALTERATION

The proposed alterations will not destroy historic materials, features, or spatial relationships that characterize the property. While we are proposing to include modern materials, they will be selected and implemented to restore the bell tower character rather than detract or continue to detract from the original courthouse.

The added elements to the fire escape will allow the fire escape to be safe and properly function if the need to use it arises. The visual impact of these new elements will be very minimal and will not impact other features of the courthouse.

IMPACT TO HISTORICAL INTEGRITY AND ESSENTIAL FORM

We believe that the proposed bell tower project will have a positive effect on the courthouse by restoring the original character of the bell tower platform.

The fire escape upgrade will be minimal and will not impact the historical integrity or essential form of the courthouse.

Attachments

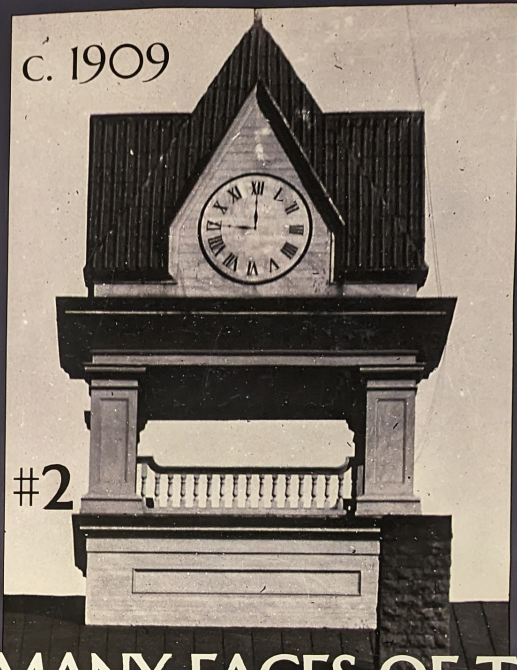
Attachment A – Historic Photos of Bell Tower

Attachment B – Site Plan

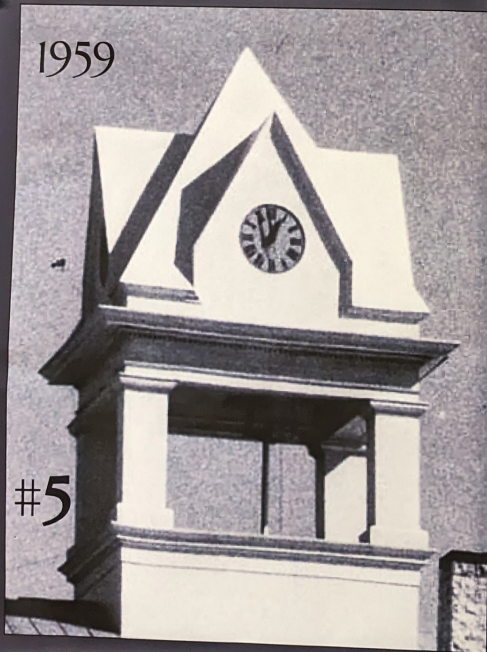
Attachment C – Architectural Plans

Attachment D – Photos

Attachment E – Egress Study



THE MANY FACES OF THE COL





1911

#3

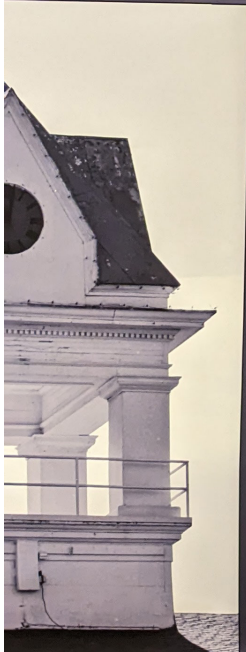


1925

#4



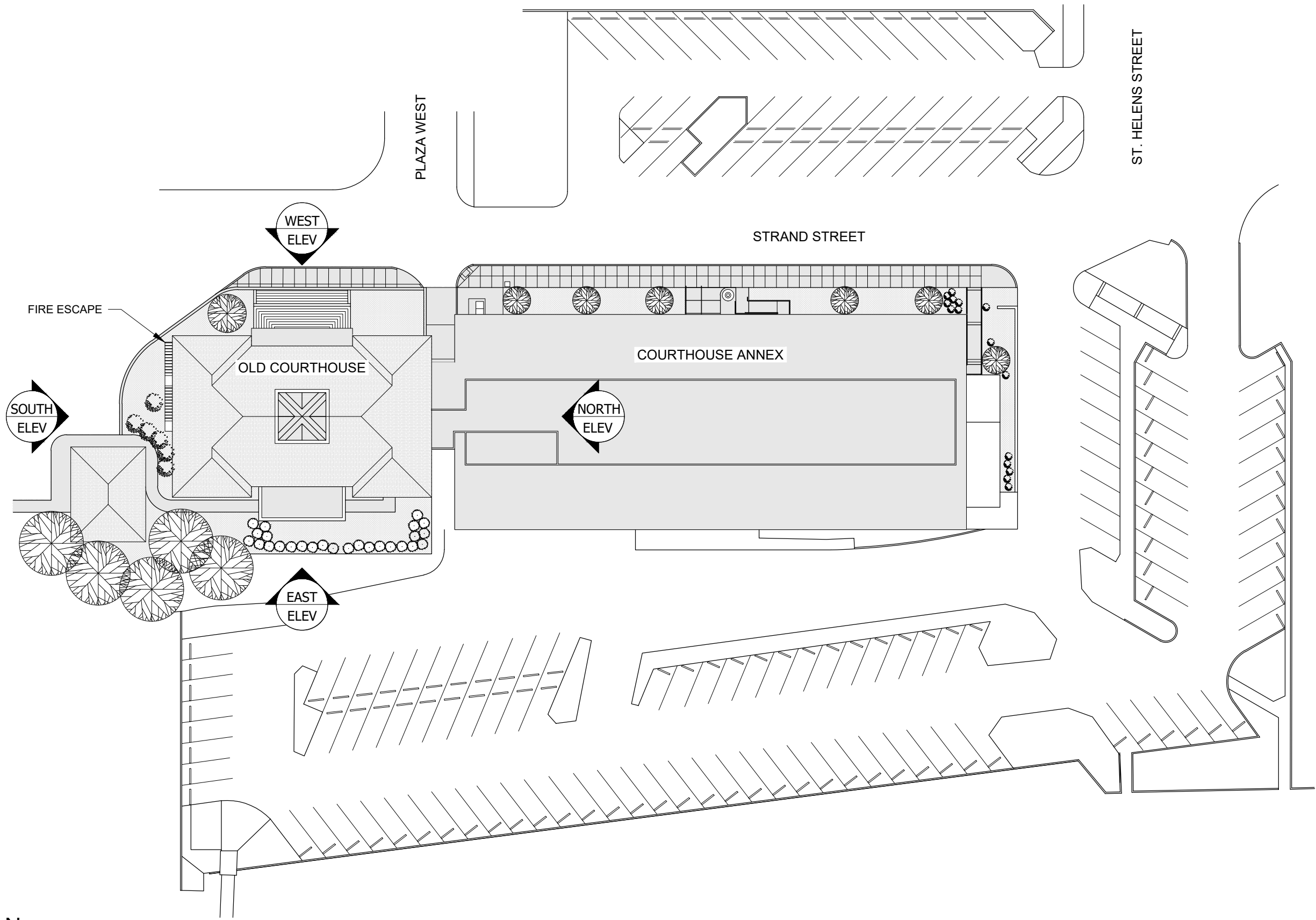
PHASES OF THE COURTHOUSE CLOCK



TODAY



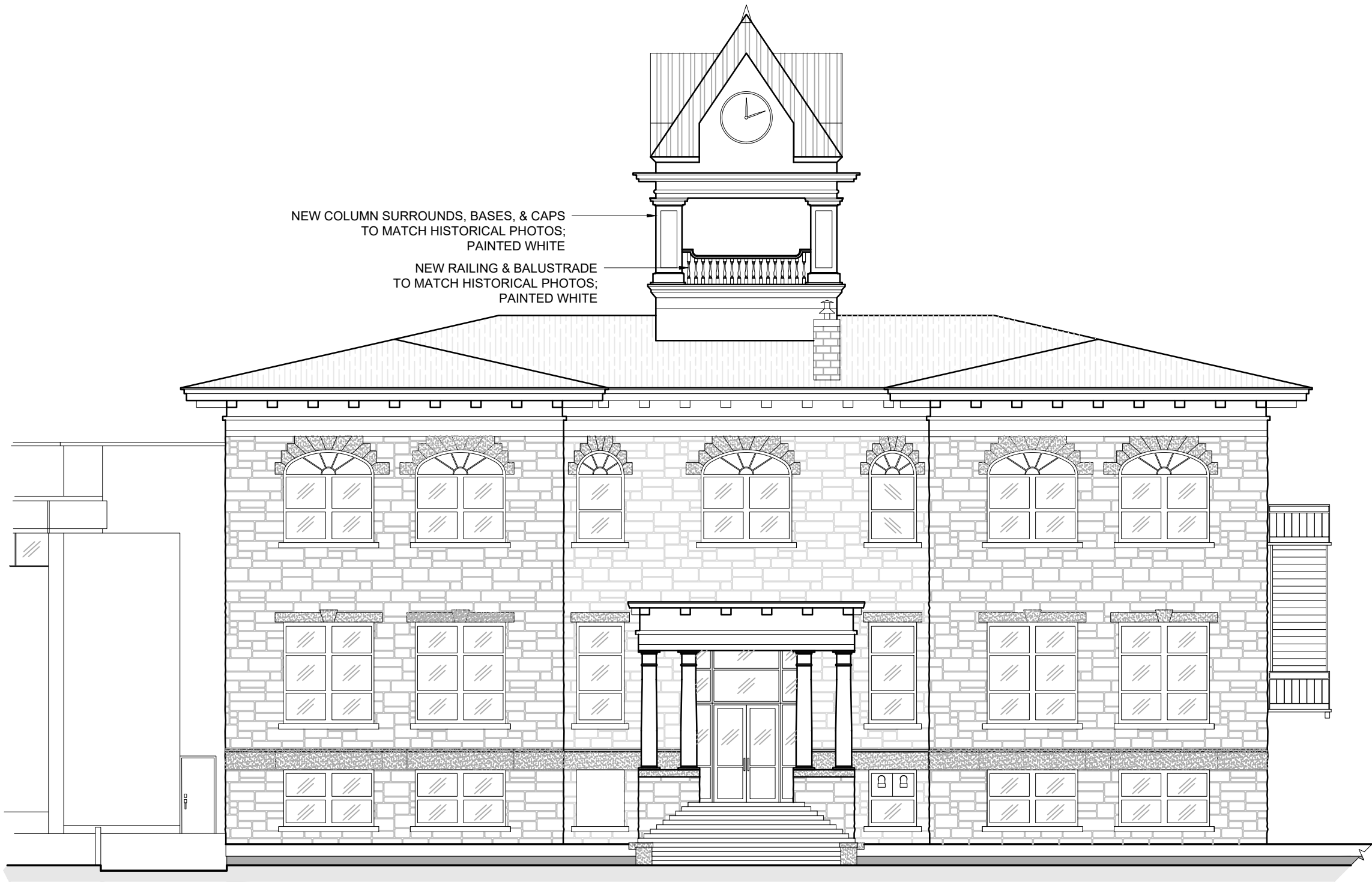
- #1 & 2 FAKE FACE THAT ALWAYS READ 9:00 O'CLOCK.
- #3 AFTER SETH THOMAS CLOCK INSTALLED. NOTE SPLIT BEZEL.
- #4 BEZEL PAINTED WHITE AND JOINED.
- #5 TEXTURED ROOF REPLACED WITH WHITE METAL, RAILING AND FLAG POLE REMOVED, COLUMNS AND BASE CLAD WITH FLAT METAL SHEETS COVERING MOLDING AND PANEL DETAILS.
- #6 PERIMETER IRON RAILING ADDED, ROOF COLOR DARKER.



SITE PLAN
SCALE: 1" = 40'-0"

HISTORIC RESOURCE REVIEW
PROJECT #: 23-009
20 - OCTOBER - 2023
FULL SIZE PRINT = 11 x 17

**COLUMBIA COUNTY COURTHOUSE
BELL TOWER SEISMIC UPGRADE**
ST. HELENS, OREGON



WEST ELEVATION (STREET VIEW)

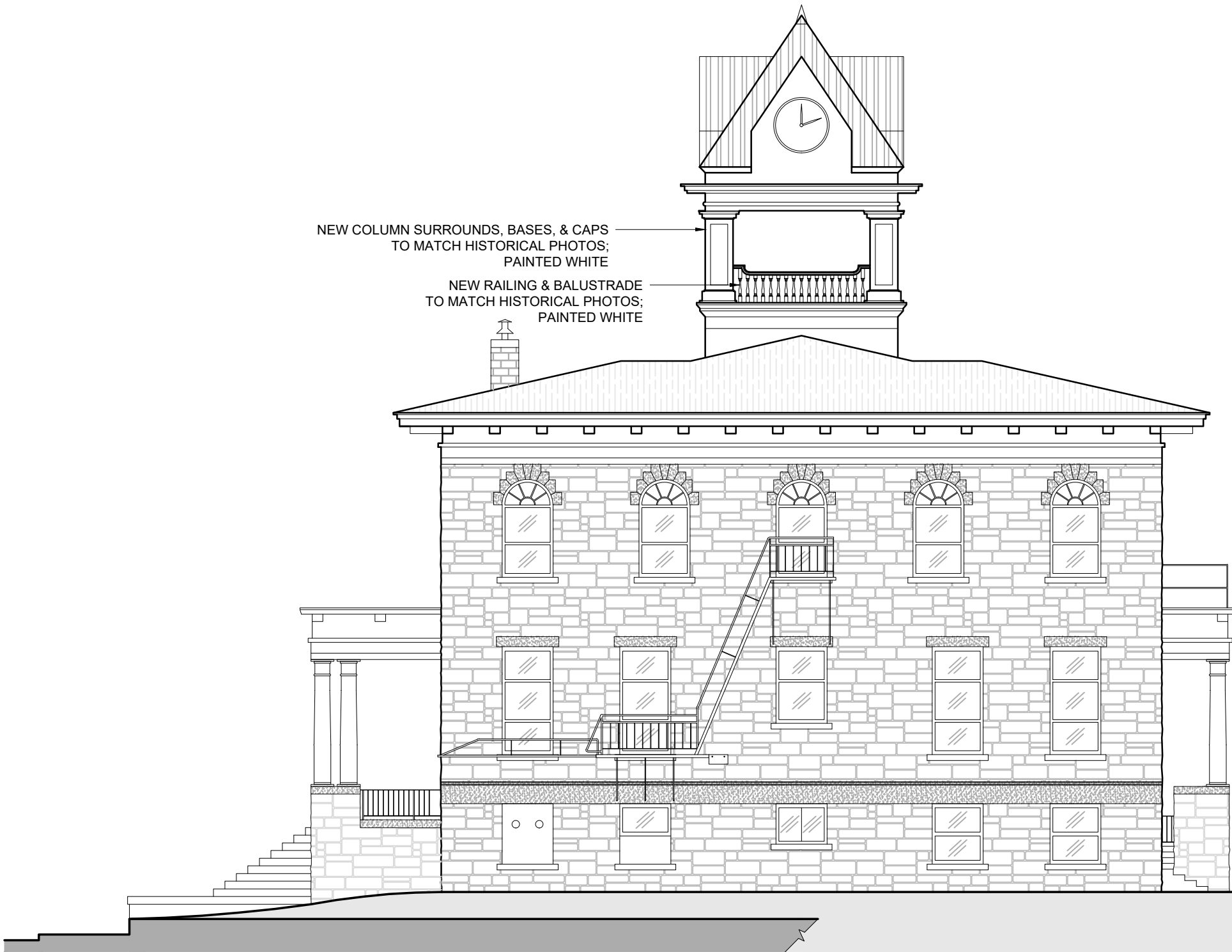
SCALE: $\frac{3}{32}$ " = 1'-0"

HISTORIC RESOURCE REVIEW

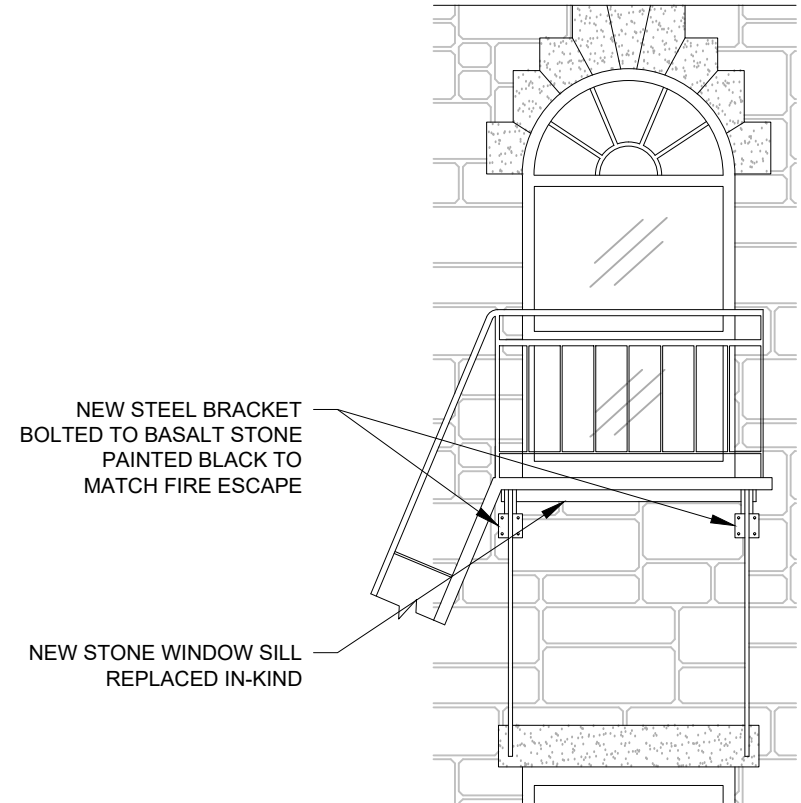
PROJECT #: 23-009

20 - OCTOBER - 2023

COLUMBIA COUNTY COURTHOUSE
BELL TOWER SEISMIC UPGRADE
ST. HELENS, OREGON

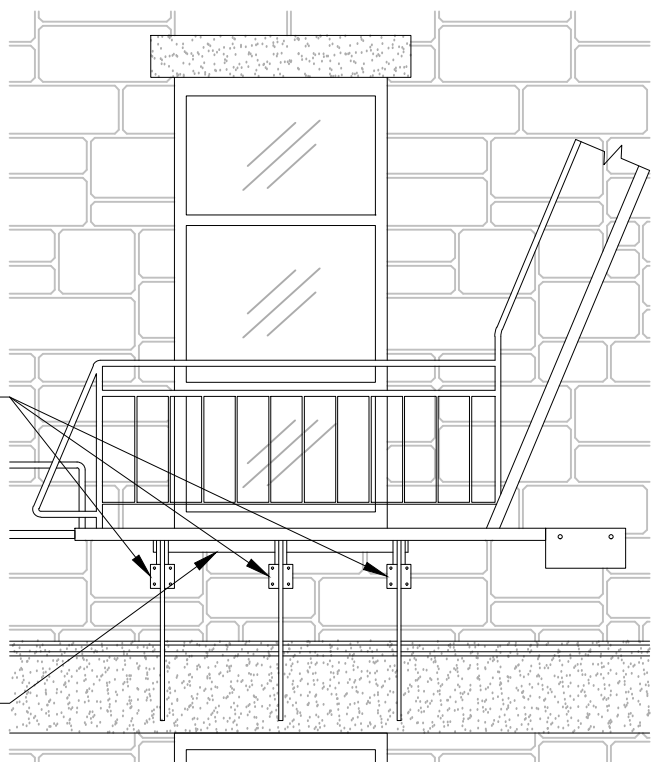


SOUTH ELEVATION
SCALE: 3/32" = 1'-0"



NEW STEEL BRACKET
BOLTED TO BASALT STONE
PAINTED BLACK TO
MATCH FIRE ESCAPE

NEW STONE WINDOW SILL
REPLACED IN-KIND



FIRE ESCAPE PLATFORMS
SCALE: 1/4" = 1'-0"



EAST ELEVATION (RIVER VIEW)
SCALE: $\frac{3}{32}$ " = 1'-0"

HISTORIC RESOURCE REVIEW
PROJECT #: 23-009
20 - OCTOBER - 2023

COLUMBIA COUNTY COURTHOUSE
BELL TOWER SEISMIC UPGRADE
ST. HELENS, OREGON



NORTH ELEVATION

SCALE: $\frac{3}{32}$ " = 1'-0"

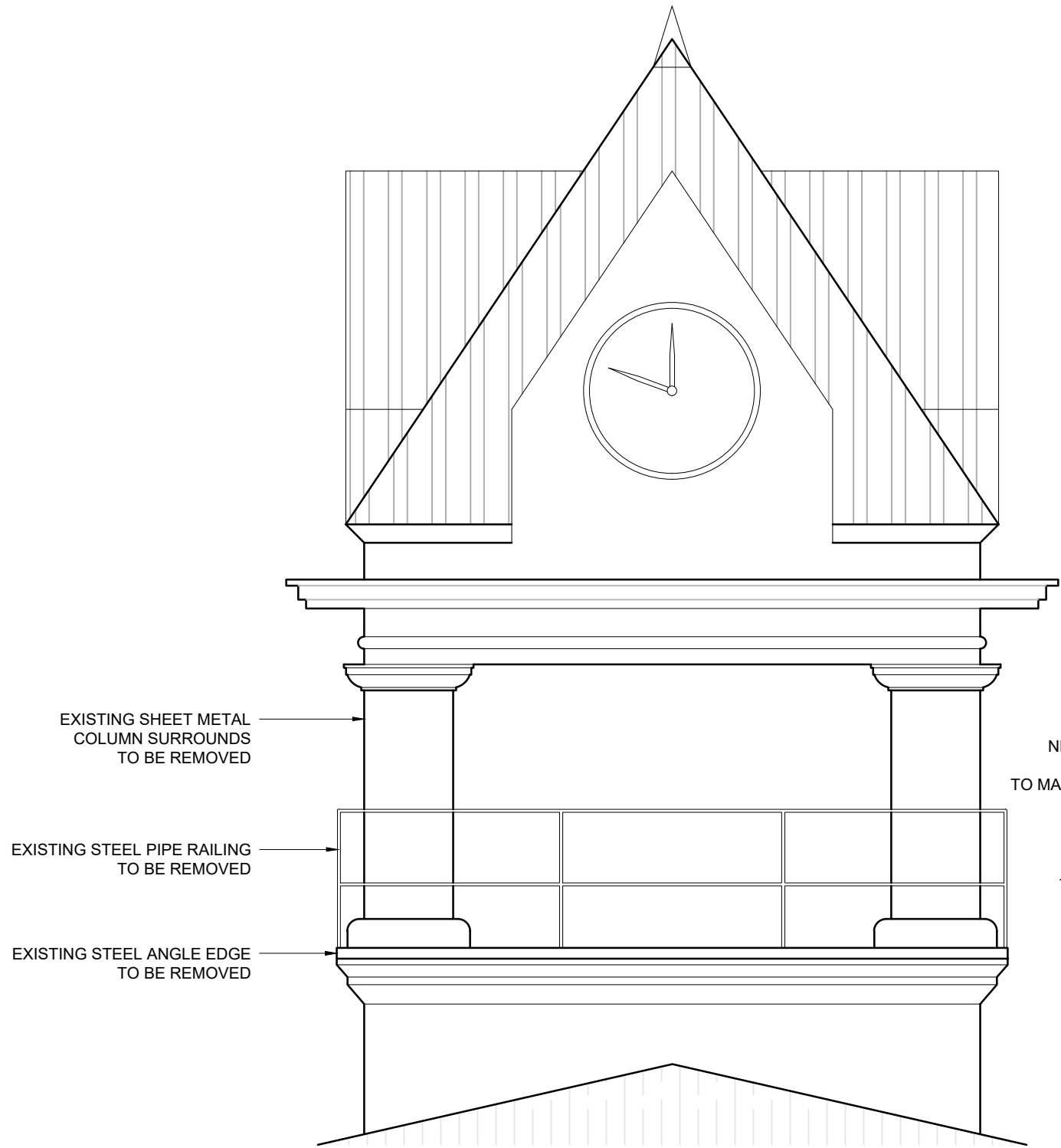
HISTORIC RESOURCE REVIEW

PROJECT #: 23-009

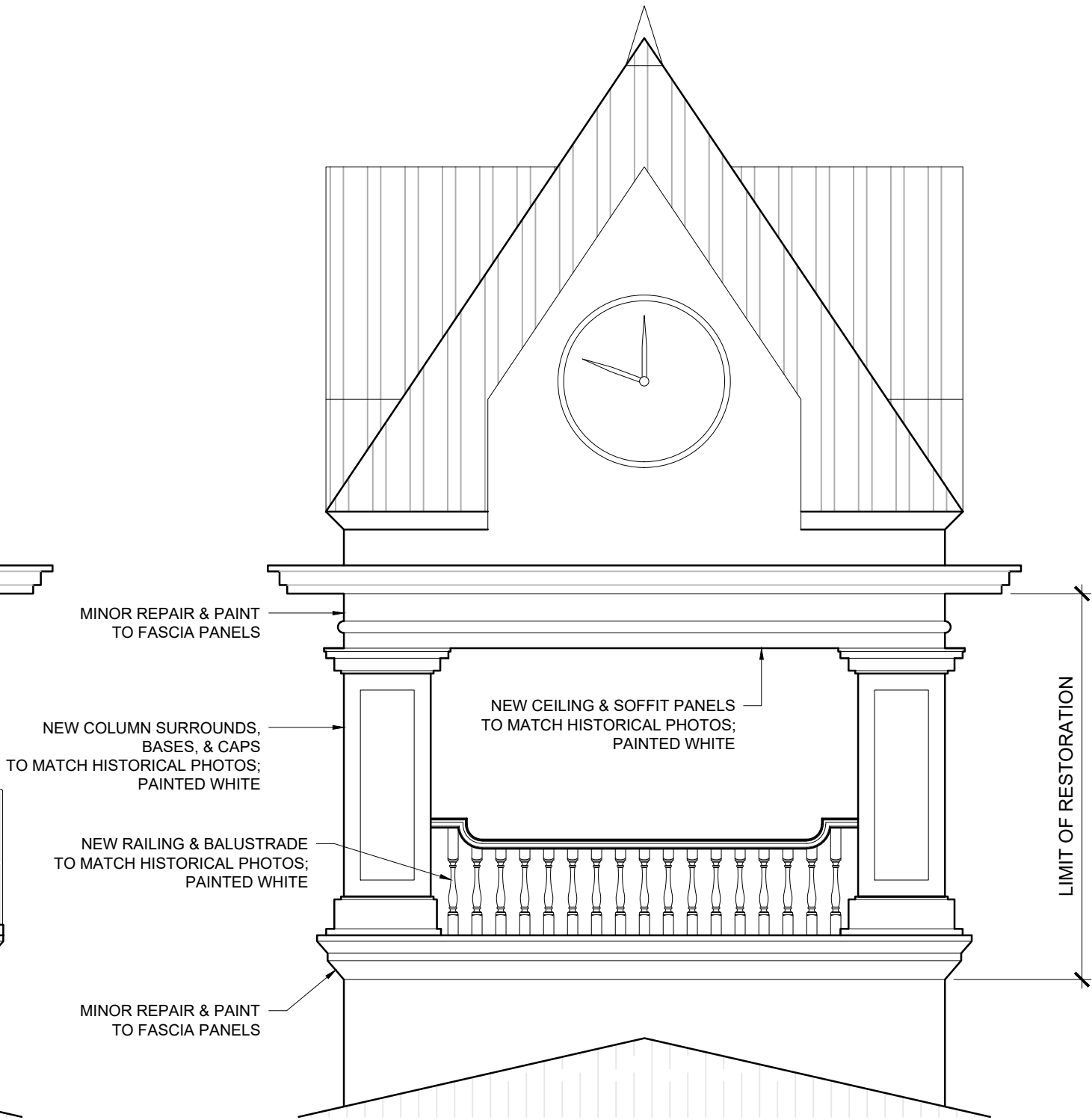
20 - OCTOBER - 2023

FULL SIZE PRINT = 11 x 17

COLUMBIA COUNTY COURTHOUSE
BELL TOWER SEISMIC UPGRADE
ST. HELENS, OREGON



EXISTING BELL TOWER ELEVATION
SCALE: 3/32" = 1'-0"



NEW BELL TOWER ELEVATION
SCALE: 3/32" = 1'-0"

PHOTOS OF THE DETERIORATED WINDOW SILLS ASSOCIATED WITH THE FIRE ESCAPE

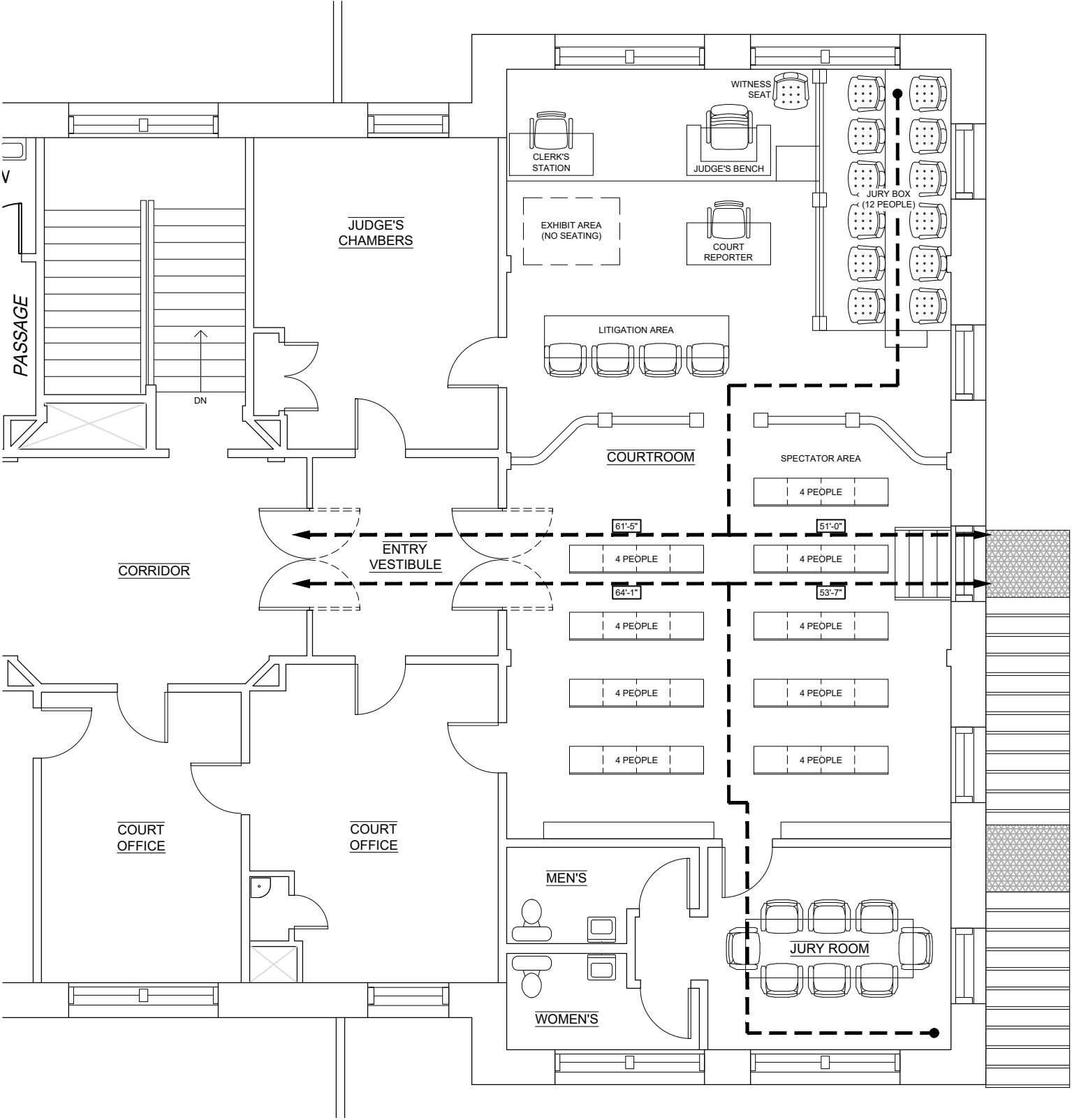


PHOTOS OF THE DETERIORATED BELL TOWER CEILING



PHOTOS OF THE DETERIORATED BELL TOWER COLUMNS & RAILING





CURRENT COURTROOM LAYOUT

EGRESS STUDY

IN ORDER TO REMOVE THE EXTERNAL FIRE ESCAPE THE COURTROOM WILL NEED TO COMPLY WITH THE BUILDING CODE FOR A SINGLE EGRESS SPACE. THIS WILL REQUIRE THE SPACE TO HAVE AN OCCUPANT LOAD OF 49 PEOPLE OR LESS AND THE SINGLE POINT OF EGRESS WITH A COMMON PATH OF TRAVEL OF 75'-0" OR LESS.

FOR CALCULATING THE OCCUPANY LOAD THIS SPACE CAN FOLLOW THE FIXED SEATING METHOD INSTEAD OF THE SQUARE FOOTAGE METHOD, BECAUSE THE SPECTATOR AREA PEWS ARE FIXED TO THE FLOOR AND THE COURT AREAS (JUDGE'S BENCH, JURY BOX, ETC...) ARE SPECIFIC DESIGNATED AREAS.

BUILDING CODE ANALYSIS

2022 OREGON STRUCTURAL SPECIALTY CODE

CHAPTER 10: MEANS OF EGRESS

1004.6 FIXED SEATING
FOR AREAS HAVING FIXED SEATS, THE OCCUPANT LOAD SHALL BE DETERMINED BY THE NUMBER OF FIXED SEATING. THE OCCUPANT LOAD FOR AREAS IN WHICH FIXED SEATING IS NOT INSTALLED SHALL BE DETERMINED IN ACCORDANCE WITH THE FLOOR AREA CALCULATION METHOD (SECTION 1004.5) AND ADDED TO THE NUMBER OF FIXED SEATS.

FOR AREAS HAVING FIXED SEATING WITHOUT DIVIDING ARMS, THE OCCUPANT LOAD SHALL BE NOT LESS THAN THE NUMBER OF SEATS BASED ON ONE PERSON FOR EACH 18 INCHES OF SEATING LENGTH.

1006.2.1 SPACES WITH ONE EXIT OR EXIT ACCESS DOORWAY		
OCCUPANCY	MAX OCC LOAD OF SPACE	MAXIMUM COMMON PATH OF TRAVEL
ASSEMBLY	49 OCCUPANTS	75'-0" (WITH SPRINKLER SYSTEM)

CURRENT COURTROOM
FIXED SEATING

JURY BOX:	12
WITNESS SEAT:	1
JUDGE'S BENCH:	1
COURT REPORTER:	1
CLERK STATION:	1
LITIGATION AREA:	4
SPECTATOR AREA:	36
TOTAL:	56 (OVER THE 49 OCCUPANT LOAD)

JURY ROOM IS EXCLUDED FROM THE COUNT ABOVE AS THE JURORS ARE ACCOUNTED FOR WITH THE JURY BOX.

COMMON PATH OF TRAVEL
64'-1" OR LESS (UNDER THE MAXIMUM DISTANCE)



CITY OF ST. HELENS PLANNING DEPARTMENT

MEMORANDUM

TO: Planning Commission acting as the Historic Landmarks Commission
FROM: Jennifer Dimsho, AICP, Associate Planner
RE: Architectural Review at 230 Strand Street
DATE: December 5, 2023

We received Building Permit No. 749-23-000432-STR and Site Development Review (Minor) for a new elevator and related exterior site improvements to 230 Strand Street, which is the Courthouse Annex building.

Per SHMC 17.132.172 (7), permanent exterior architectural changes to buildings 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>

Generally, the Courthouse annex is not compatible with the bulk of the buildings in the Riverfront District and considered a non-contributing structure to the historic district. In addition, the area of work for the elevator and related site improvements is tucked within the alley between the historic Courthouse and the annex building.



Existing alley where elevator and related site improvements are proposed

Staff identified a relevant Guidelines: the building façade/entry, lighting, material & building colors, roofs, and windows. The Commission may identify other relevant Guidelines during discussion.

Building Façade/Entry: The existing courthouse annex main entry is not proposed to be altered. However, there is a new west-facing aluminum door to the vestibule elevator entrance which will service the historic courthouse and the annex building proposed. What is currently a vehicular accessible alley will become an accessible walkway with a ramp and handrails. In the right-of-way, they are proposing a new parallel ADA parking space and modifications to the sidewalk ramps.

Given that the elevator work focuses on making the historic courthouse more accessible without impacting the exterior of the historic courthouse, staff feels adding a new building entry is warranted. For new doors, the Guidelines support using traditional building materials of a similar texture, pattern, and scale as those found in the Riverfront District. **Does the Commission support the use of an aluminum door system for the new west facing entry, given that the Courthouse annex is not compatible with most of the buildings in the Riverfront District (not traditional construction) and that the new entry is not very visible because of its location?**

Lighting: The applicant is proposing to relocate and repurpose the existing light fixture. This light fixture is currently mounted on the annex building (pictured right). It is unclear where this light fixture is proposed to be relocated as it is identified in the same location on both the existing and proposed site plan. **The Commission could consider a condition of approval to ensure the light is relocated on the courthouse annex building (not the historic courthouse building) since it is unclear where it will be installed.**



Material & Building Colors: During rehabilitation of buildings, the Guidelines support replacement of materials with similar material types to maintain the original appearance of the structure. With the new elevator shaft, there is a significant portion of the elevation's siding which will be renovated. The applicant notes that the wood siding is to match existing siding in style, texture, and color. Staff feels this complies. **Does the Commission agree?**

Roof: The Guidelines require minimizing the visual impact of mechanical systems and equipment by locating these as far away from the façade as possible. It appears that there are no mechanical components for the elevator which are visible on the roof. The Site Development Review (minor) review will require screening of any mechanical units that would be visible, even if they are not shown on preliminary plans.

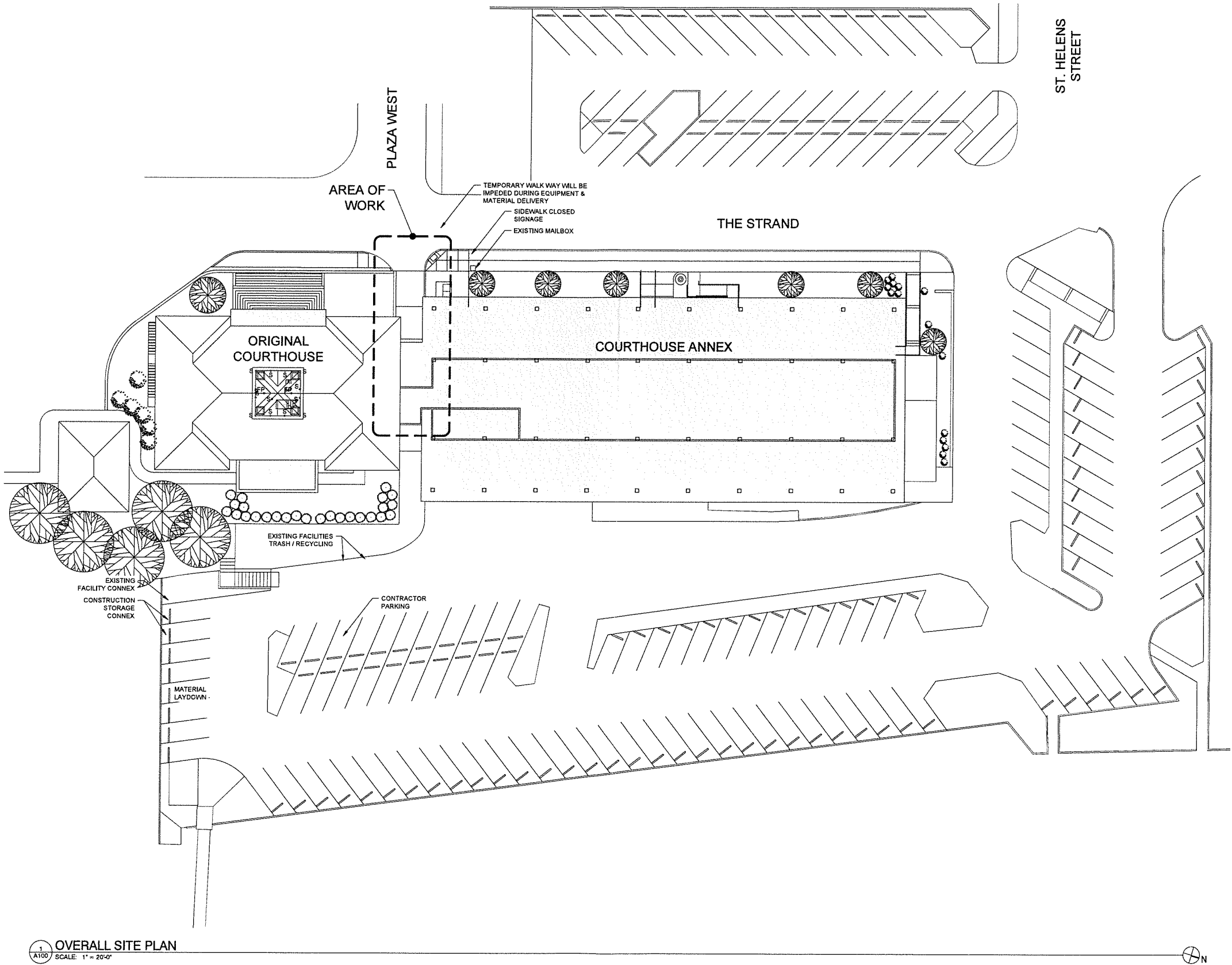
Windows: The new elevator vestibule includes a floor-to-ceiling aluminum window system on the south elevation, likely for safety reasons. The Guidelines support maximizing window-to-wall ratio of ground-floor facades in new construction and/or additions. Staff feels a floor-to-ceiling aluminum window system for on the south face of the vestibule complies. **Does the Commission agree?**

NOT FOR
CONSTRUCTION

COLUMBIA COUNTY
DESIGN-BUILD IMPROVEMENTS
COLUMBIA COUNTY COURTHOUSE

230 STRAND ST. ST HELENS OR 97051

REVISIONS



1
A100
OVERALL SITE PLAN
SCALE: 1" = 20'-0"

PROJECT INFORMATION
PROJECT #: 23-009
DATE: 13-OCT-2023
DRAWN BY: CG
CHECK BY: NDC

SHEET TITLE

OVERALL
SITE PLAN

SHEET #

A
100

ISSUED FOR: PERMIT

FULL SIZE PRINT: 24 x 36

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NOT FOR
CONSTRUCTION

COLUMBIA COUNTY
DESIGN-BUILD IMPROVEMENTS
COLUMBIA COUNTY COURTHOUSE

230 STRAND ST. ST HELENS OR 97051

REVISIONS

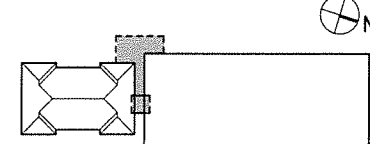
KEY NOTES

- 1 REMOVE EXISTING CONCRETE PAVING AND SUB-BASE. PROTECT UNDERGROUND UTILITIES, IRRIGATION SYSTEM, OIL TANK & ALL OTHER KNOWN OR UNKNOWN ELEMENTS.
- 2 REMOVE EXISTING DECORATIVE ROCK.
- 3 REMOVE VENT PIPE.
- 4 REMOVE ABANDONED IN-GROUND VALVE BOX.
- 5 REMOVE EXISTING CONCRETE SIDEWALK & ASPHALT PAVING. REFER TO ENLARGED PLANS FOR MORE INFORMATION.
- 6 VERIFY EXTERIOR CONDUIT & JUNCTION BOX. REMOVE IF ABANDONED.
- 7 NEW CONCRETE PAVING, PER ASSEMBLY DETAIL. NEW ADA RAMP & RAILING. REFER TO ENLARGED PLANS FOR MORE INFORMATION.
- 8 NEW ADA PARKING. REFER TO ENLARGED PLANS FOR INFORMATION.
- 9 NEW DECORATIVE ROCK. IF EXISTING ROCK IS REUSED, CLEAN ROCK PRIOR TO RE-USE.
- 10 EXCAVATE AS NEEDED FOR NEW ADA RAMP, ELEVATOR PIT, & FOUNDATIONS. REFER TO STRUCTURAL DRAWINGS FOR MORE INFORMATION.
- 11 RELOCATE OIL TANK VENT PIPE.
- 12 RELOCATE SECURITY CAMERAS, PER OWNER'S DIRECTION.
- 13 RELOCATE FIRE ALARM.
- 14 RELOCATE WALL MOUNTED LIGHTS.

GENERAL NOTES

1. CONTRACTOR IS TO BE FAMILIAR WITH AND FIELD VERIFY SCOPE OF WORK (SHOWN & UNSHOWN) PRIOR TO THE COMMENCEMENT OF DEMOLITION. REPORT ANY DISCREPANCIES TO ARCHITECT.
2. CONTRACTOR IS RESPONSIBLE FOR DISCONNECTING ELECTRICAL, GAS, OR ANY OTHER 'LIVE' UTILITY SERVICES PRIOR TO COMMENCEMENT OF DEMOLITION.
3. NOTIFY ARCHITECT OF UNFORSEEN ROT, DE-LAMINATION, OR OTHER DEFECTS IN STRUCTURAL MEMBER THAT REMAIN AFTER DEMOLITION.
4. CONTRACTOR IS RESPONSIBLE FOR WASTE REMOVAL AND MATERIAL RECYCLING, AS DIRECTED BY THE OWNER. SITE IS TO BE CLEARED OF WASTE DEBRIS DAILY.
5. PROCEDURES FOR DEMOLITION SHALL BE CONDUCTED IN A MANNER SAFE FOR PROJECT PERSONNEL AND THE PUBLIC AT-LARGE. PROTECT OR CLOSE ALL BUILDING ENTRANCES AND PUBLIC WALKWAYS ADJACENT TO PROJECT SITE. COORDINATE WITH OWNER PRIOR TO IMPLEMENTING SAFETY MEASURES.
6. CONTRACTOR SHALL BE RESPONSIBLE REPAIRING DAMAGE TO OWNER'S PROPERTY AND NEIGHBORING PROPERTIES AS A RESULT OF THIS WORK, INCLUDING CITY UTILITIES / INFRASTRUCTURE.
7. COORDINATE AND COMPLY WITH OWNER AND AHJ RESTRICTIONS INVOLVING PERMITS, WORKING HOURS, NOISE, ODORS, MATERIAL STAGING, AND PARKING.
8. EXISTING BUILDING MAY CONTAIN HAZARDOUS MATERIALS. IF DISCOVERED, COORDINATE SCOPE OF REMOVAL WITH OWNER AND FOLLOW ALL CITY, STATE, AND FEDERAL REGULATIONS.

KEY MAP

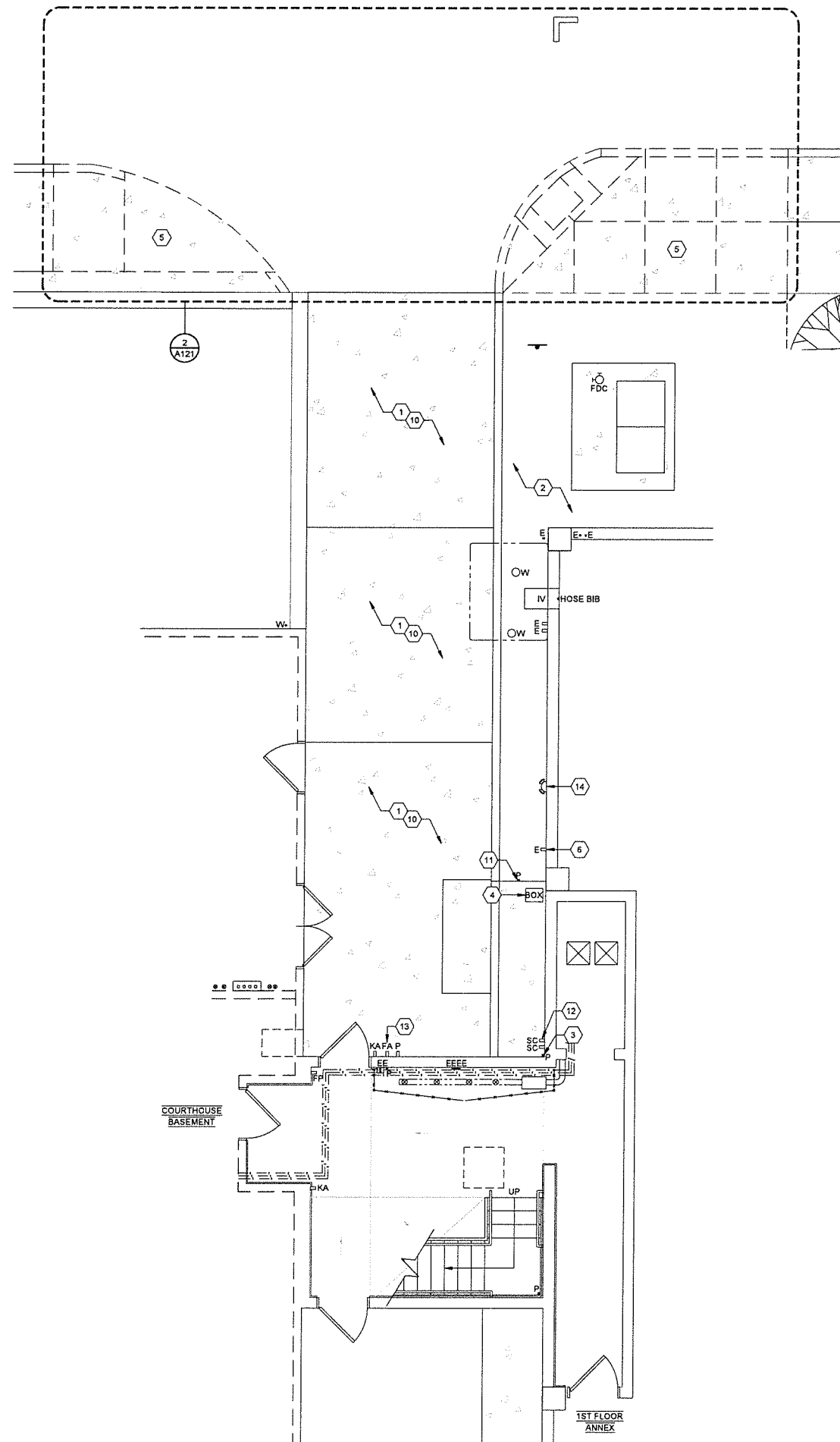


ENLARGED
SITE PLAN -
DEMO & NEW

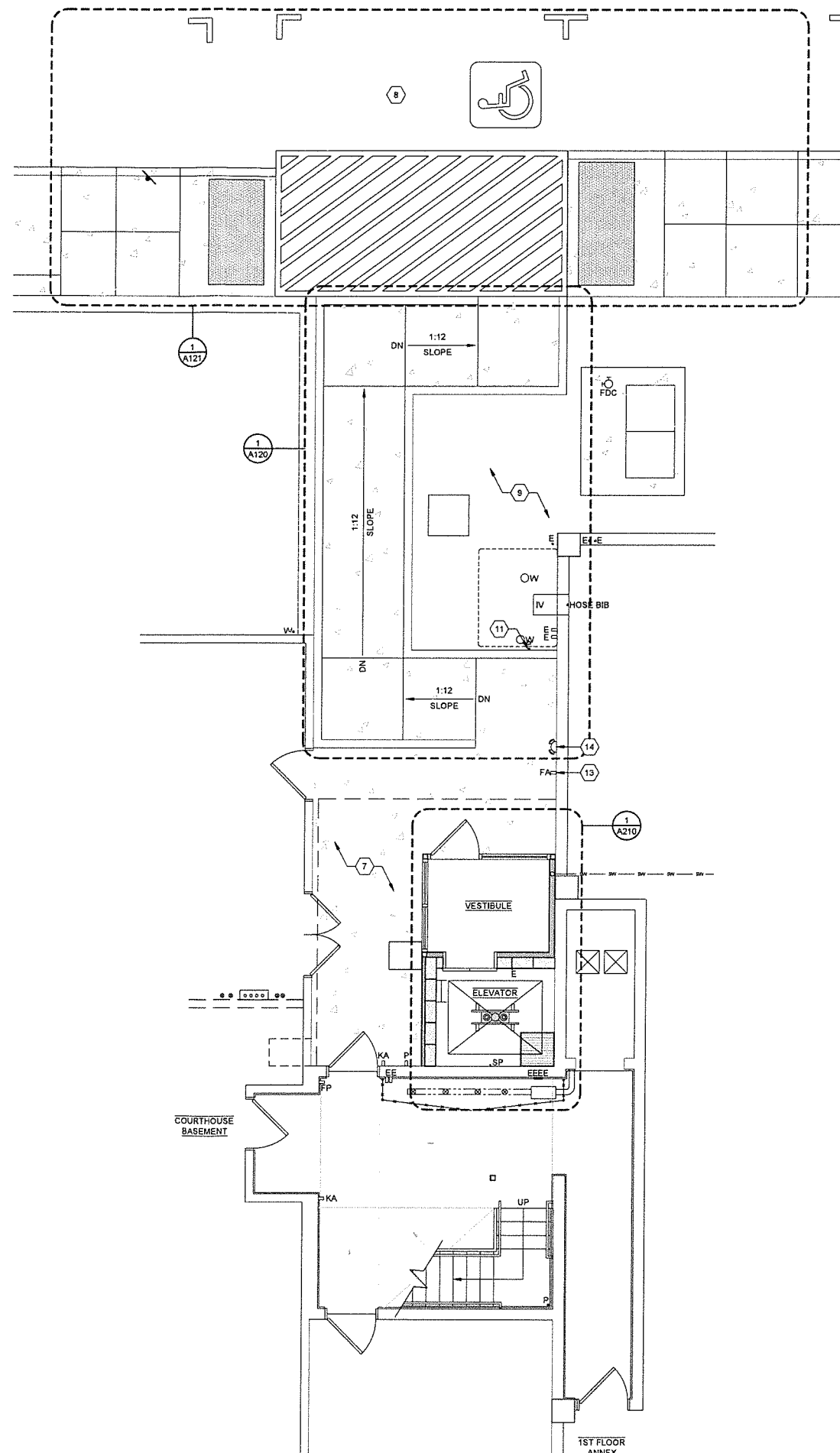
SHEET #

A
110

ALL SIZE PRINT: 24 x 36



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



2 ENLARGED SITE PLAN - NEW
SCALE: 1/4" = 1'-0"




NOT FOR
CONSTRUCTION

COLUMBIA COUNTY
DESIGN-BUILD IMPROVEMENTS
COLUMBIA COUNTY COURTHOUSE

230 STRAND ST., ST HELENS OR 97051

REVISIONS

LEGEND

-  SECURITY CAMERA
-  FLOOD LIGHT
-  ELECTRICAL EQUIPMENT ON WALL
-  FIRE ALARM
-  SECURITY LOCK

KEY NOTES

- 1 RE-ROUTE EXISTING ELECTRICAL CONDUIT.
- 2 REMOVE PART OF PARAPET STRUCTURE & FINISHES FOR NEW ELEVATOR SHAFT.
- 3 REMOVE EXISTING WOOD SIDING & FURRING TO CONCRETE WALL FOR NEW ELEVATOR SHAFT & VESTIBULE.
- 4 REMOVE ALL EXISTING WOOD SIDING & FURRING ON THIS ELEVATION.
- 5 RELOCATE SECURITY CAMERAS.
- 6 RELOCATE WALL MOUNTED LIGHTING FIXTURE.
- 7 RELOCATE FIRE ALARM.
- 8 RELOCATE VENT PIPE.
- 9 REMOVE VENT PIPE.

GENERAL NOTES

1. CONTRACTOR IS TO BE FAMILIAR WITH AND FIELD VERIFY SCOPE OF WORK (SHOWN & UNSHOWN) PRIOR TO THE COMMENCEMENT OF DEMOLITION. REPORT ANY DISCREPANCIES TO ARCHITECT.
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8. EXISTING BUILDING MAY CONTAIN HAZARDOUS MATERIALS. IF DISCOVERED, COORDINATE SCOPE OF REMOVAL WITH OWNER AND FOLLOW ALL CITY, STATE, AND FEDERAL REGULATIONS.

PROJECT INFORMATION:

PROJECT #: 23-008
DATE: 13-OCT-2023
DRAWN BY: CG
CHECK BY: NDC

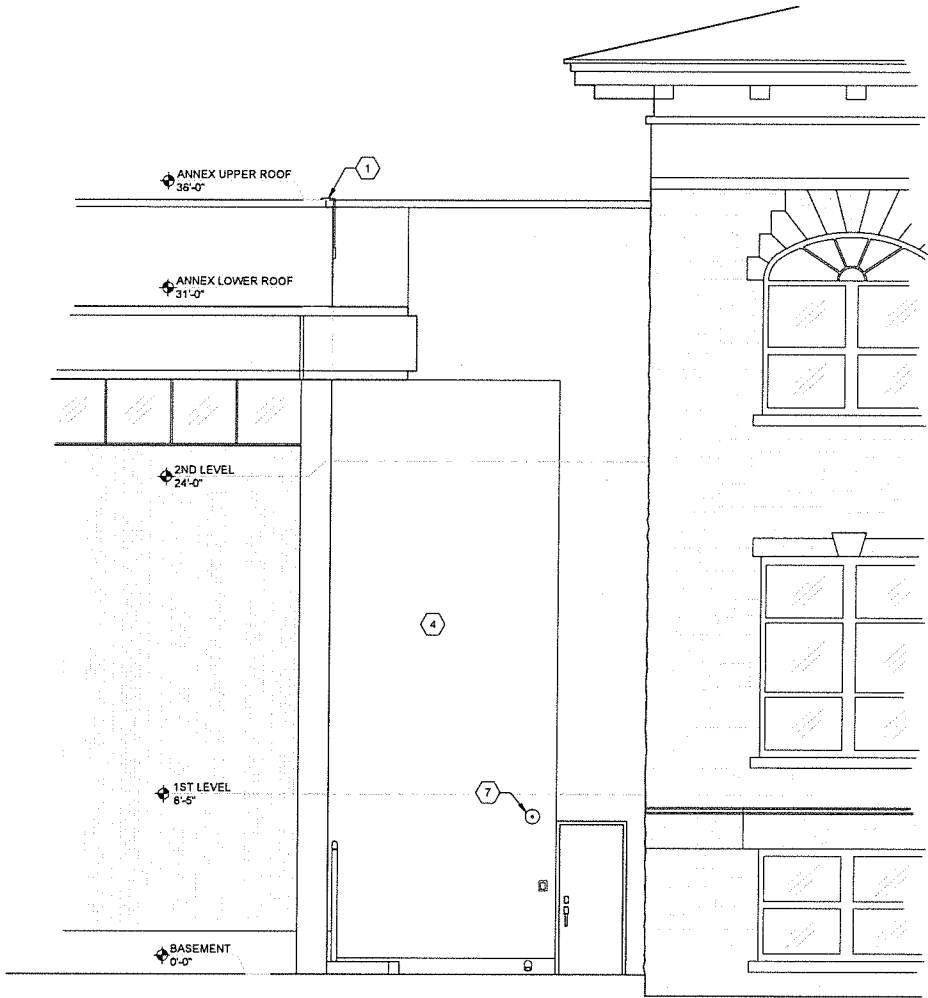
SHEET TITLE

EXISTING
EXTERIOR
ELEVATIONS

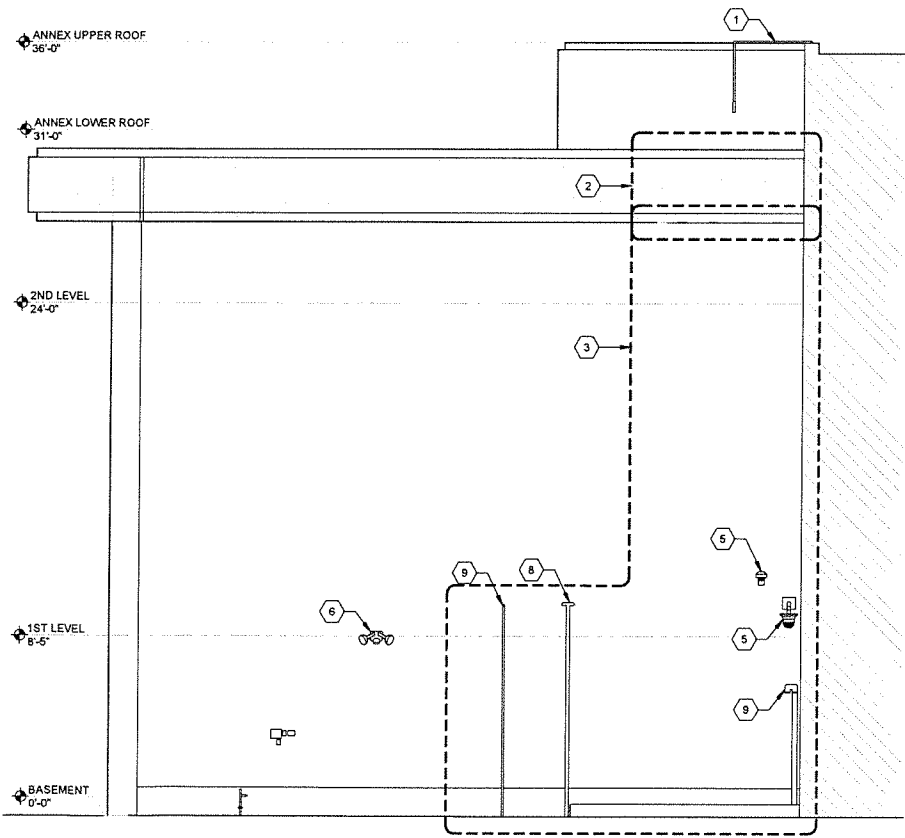
SHEET #

A
300

FULL SIZE PRINT: 24" x 36"



1 EXISTING ELEVATOR - WEST ELEVATION
SCALE: 1/4" = 1'-0"



2 EXISTING ELEVATOR - SOUTH ELEVATION DEMO
SCALE: 1/4" = 1'-0"

KEY MAP



ISSUED FOR: PERMIT






NOT FOR
CONSTRUCTION

COLUMBIA COUNTY
DESIGN-BUILD IMPROVEMENTS
COLUMBIA COUNTY COURTHOUSE

230 STRAND ST. ST HELENS OR 97051

REVISIONS

LEGEND

-  SECURITY CAMERA
-  FLOOD LIGHT
-  ELECTRICAL EQUIPMENT ON WALL
-  FIRE ALARM
-  SECURITY LOCK

KEY NOTES

- 1 WOOD SIDING TO MATCH EXISTING SIDING IN STYLE, TEXTURE, & COLOR.
- 2 PRE-FINISHED SHEET METAL COPING CAP TO MATCH EXISTING.
- 3 PRE-FINISHED SHEET METAL COLLECTION BOX & DOWNLEADER. COLOR TO COPING CAP.
- 4 PRE-FINISHED SHEET METAL FASCIA. COLOR TO MATCH COPING CAP.
- 5 ALUMINUM STOREFRONT SYSTEM.
- 6 ACCESS LADDER.
- 7 RELOCATED WALL MOUNTED LIGHTING FIXTURE.
- 8 RELOCATED FIRE ALARM.
- 9 RELOCATED VENT PIPE.

GENERAL NOTES

1. CONTRACTOR IS TO BE FAMILIAR WITH AND FIELD VERIFY SCOPE OF WORK (SHOWN & UNSHOWN) PRIOR TO THE COMMENCEMENT OF DEMOLITION. REPORT ANY DISCREPANCIES TO ARCHITECT.
2. CONTRACTOR IS RESPONSIBLE FOR DISCONNECTING ELECTRICAL, GAS, OR ANY OTHER 'LIVE' UTILITY SERVICES PRIOR TO COMMENCEMENT OF DEMOLITION.
3. NOTIFY ARCHITECT OF UNFORSEEN ROT, DE-LAMINATION, OR OTHER DEFECTS IN STRUCTURAL MEMBER THAT REMAIN AFTER DEMOLITION.
4. CONTRACTOR IS RESPONSIBLE FOR WASTE REMOVAL AND MATERIAL RECYCLING, AS DIRECTED BY THE OWNER. SITE IS TO BE CLEARED OF WASTE DEBRIS DAILY.
5. PROCEDURES FOR DEMOLITION SHALL BE CONDUCTED IN A MANNER SAFE FOR PROJECT PERSONNEL AND THE PUBLIC AT-LARGE. PROTECT OR CLOSE ALL BUILDING ENTRANCES AND PUBLIC WALKWAYS ADJACENT TO PROJECT SITE. COORDINATE WITH OWNER PRIOR TO IMPLEMENTING SAFETY MEASURES.
6. CONTRACTOR SHALL BE RESPONSIBLE REPAIRING DAMAGE TO OWNER'S PROPERTY AND NEIGHBORING PROPERTIES AS A RESULT OF THIS WORK, INCLUDING CITY UTILITIES / INFRASTRUCTURE.
7. COORDINATE AND COMPLY WITH OWNER AND A/HJ RESTRICTIONS INVOLVING PERMITS, WORKING HOURS, NOISE, ODORS, MATERIAL STAGING, AND PARKING.
8. EXISTING BUILDING MAY CONTAIN HAZARDOUS MATERIALS. IF DISCOVERED, COORDINATE SCOPE OF REMOVAL WITH OWNER AND FOLLOW ALL CITY, STATE, AND FEDERAL REGULATIONS.

KEY MAP



SHEET #

NEW
EXTERIOR
ELEVATIONS

A
310

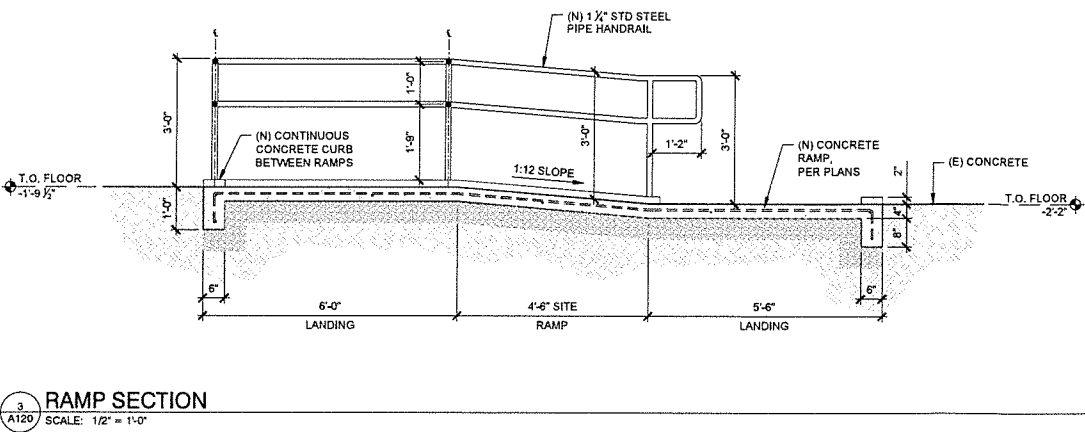
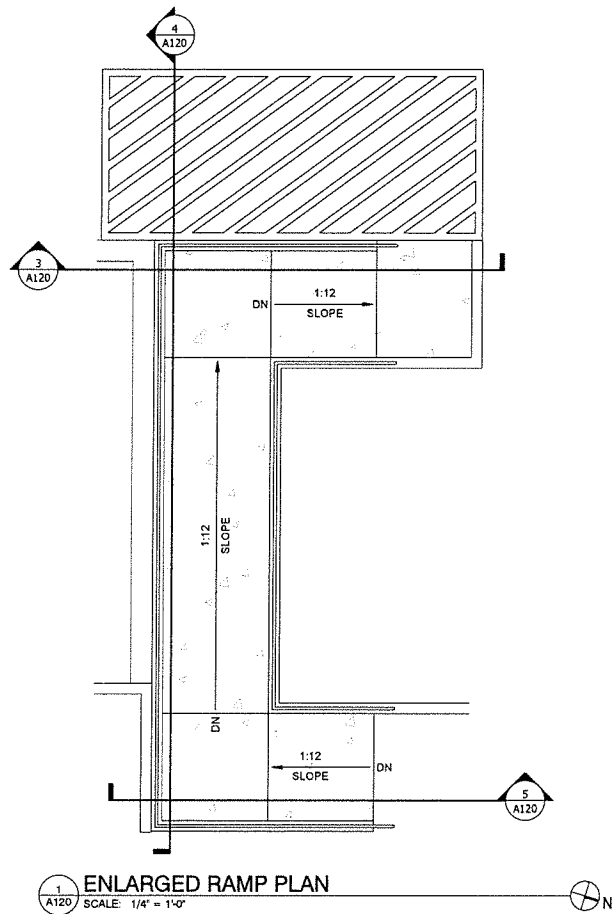
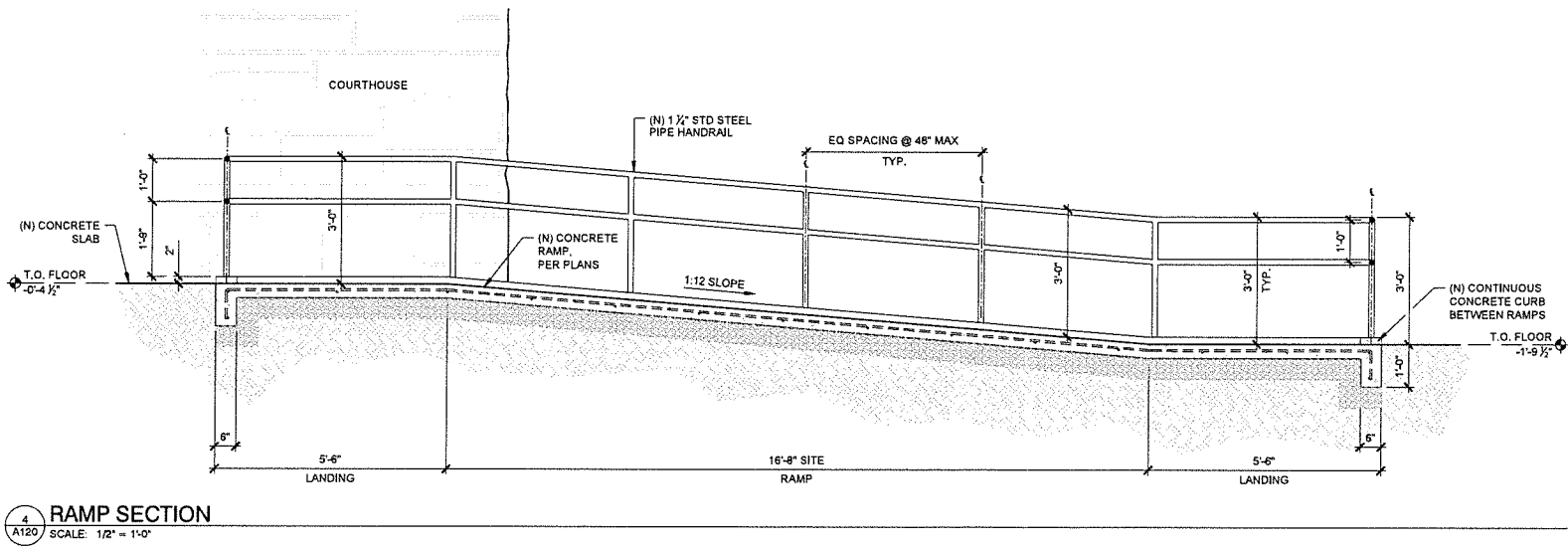
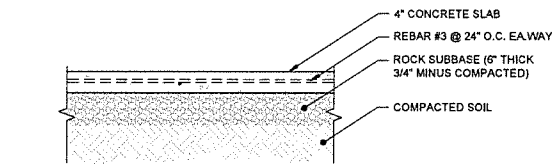
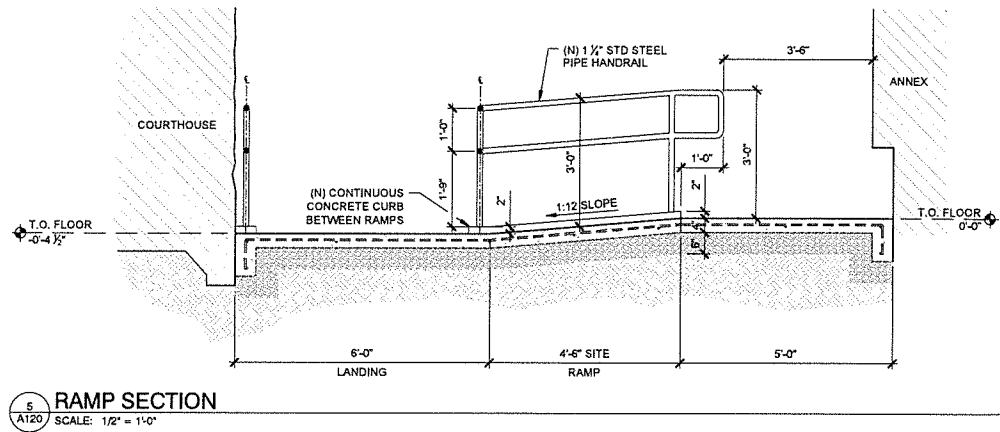
FULL SIZE PRINT: 24 x 36

NOT FOR
CONSTRUCTION

COLUMBIA COUNTY
DESIGN-BUILD IMPROVEMENTS
COLUMBIA COUNTY COURTHOUSE

230 STRAND ST. ST HELENS OR 97051

REVISIONS



KEY MAP



PROJECT INFORMATION
PROJECT #: 23-008
DATE: 13-OCT-2023
DRAWN BY: CG
CHECK BY: NDC

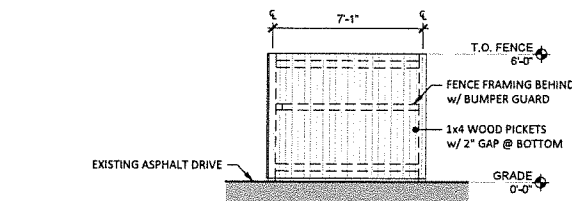
RAMP PLAN,
SECTION &
RAIL DETAILS

A
120

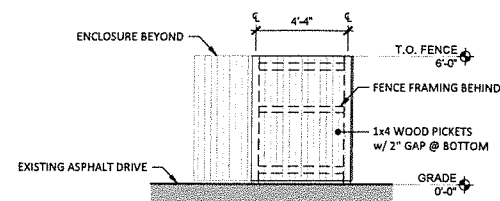
COLUMBIA COUNTY
DESIGN-BUILD IMPROVEMENTS
COLUMBIA COUNTY COURTHOUSE

230 STRAND ST., ST. HELENS, OR 97051

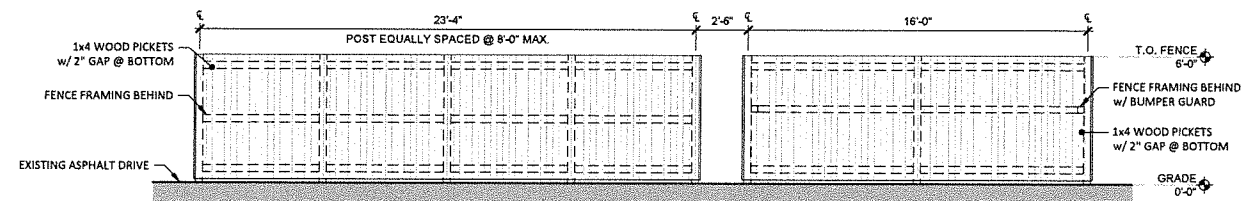
REVISIONS
1 SITE DEVELOPMENT
28 NOV 2023



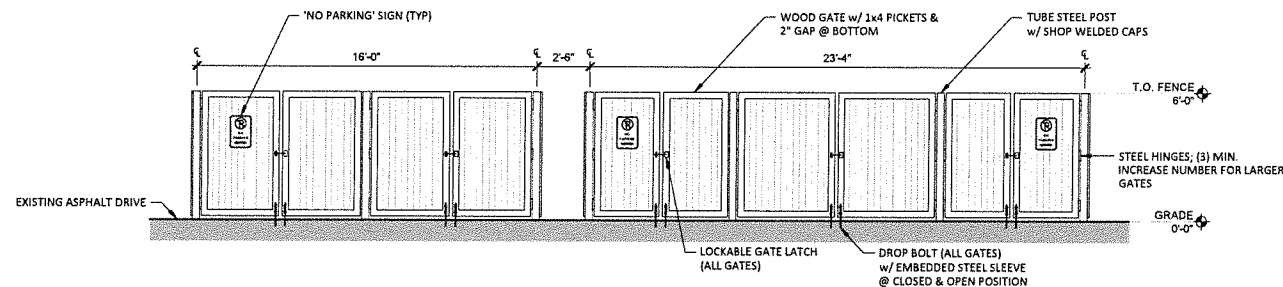
5 EXTERIOR ELEVATION
A140 SCALE: 1/4" = 1'-0"



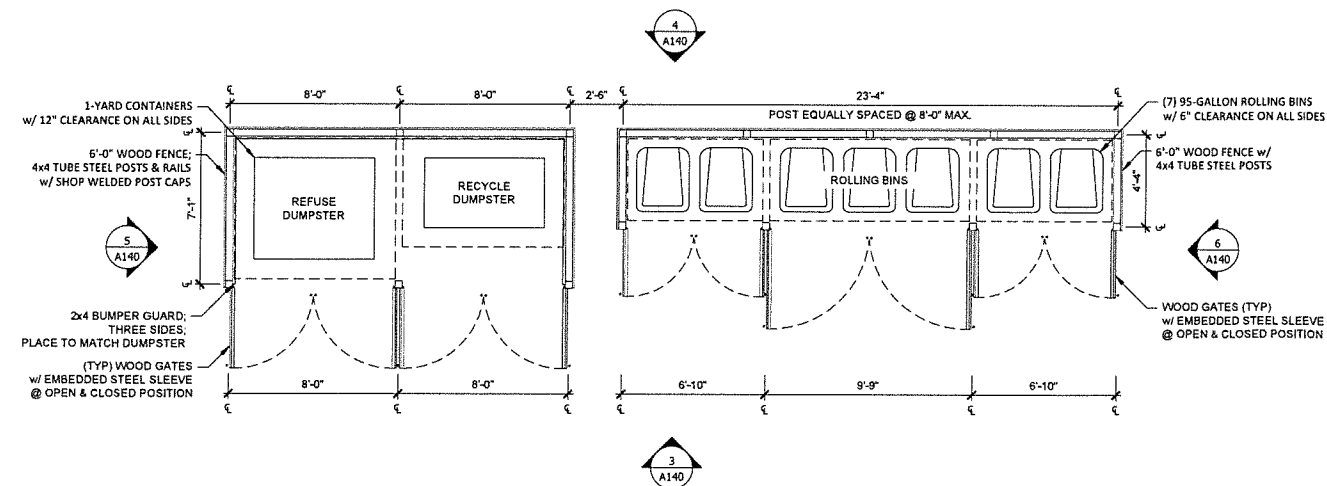
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A140 SCALE: 1/4" = 1'-0"



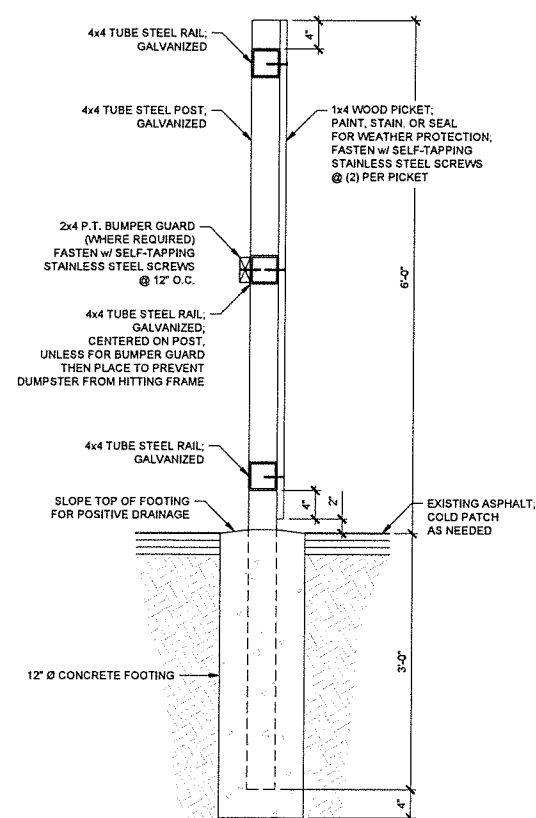
4 EXTERIOR ELEVATION
A140 SCALE: 1/4" = 1'-0"



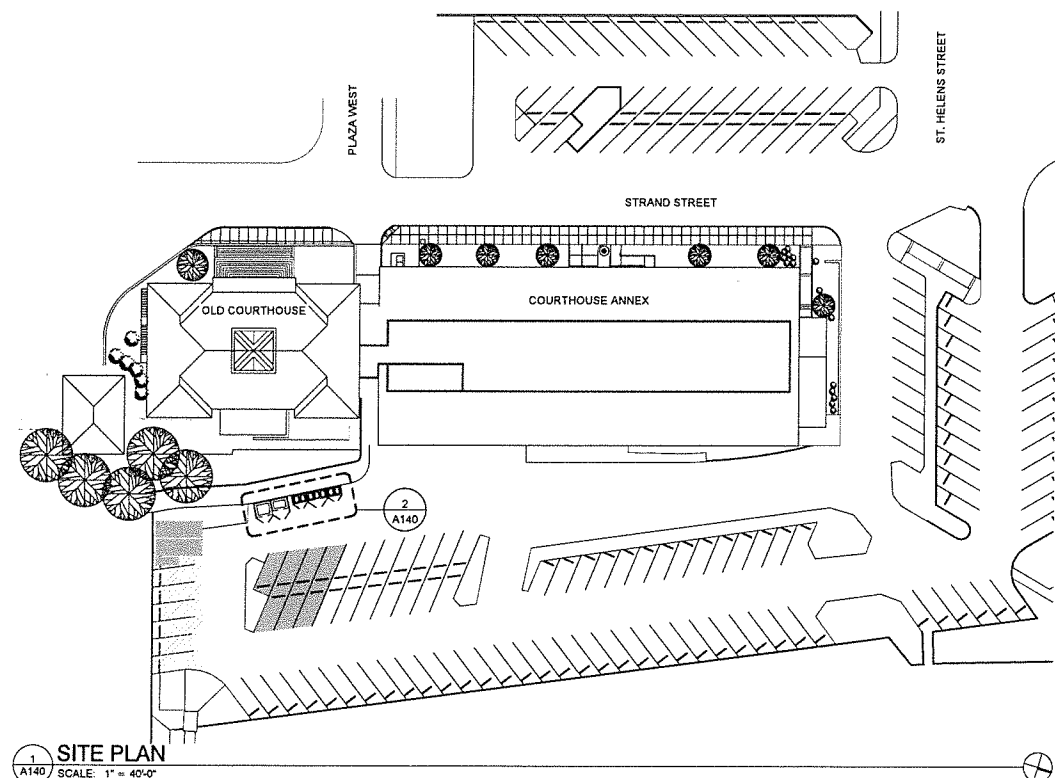
3 EXTERIOR ELEVATION
A140 SCALE: 1/4" = 1'-0"



2 ENLARGED PLAN
A140 SCALE: 1/4" = 1'-0"



7 TYPICAL POST SECTION
A140 SCALE: 1" = 1'-0"



1 SITE PLAN
A140 SCALE: 1" = 40'-0"

PROJECT INFORMATION
PROJECT #: 23-009
DATE: 13-OCT-2023
DRAWN BY: CG
CHECK BY: NDC

SHEET TITLE

REFUSE /
RECYCLING
ENCLOSURE

SHEET #

A
140

FULL SIZE PRINT: 24 x 36

CITY OF ST. HELENS PLANNING DEPARTMENT ACTIVITY REPORT



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

Date: 11.27.2023

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—PREAPPLICATIONS MEETINGS

Had a preliminary Q&A meeting for potential property line adjustment, land division, 2nd dwelling off Belton Road.

Conducted a pre-application meeting for a potential land division on S. 21st Street of the Crouse Way. Property has an existing house, and they are looking at carving off three new parcels.

PLANNING ADMINISTRATION—MISC.

County Public Works reached out to me about road transfer process. I think they are gearing up to give us some of Gable Road west of US30. Thankfully, I thought ahead and attained previous ones from Lonny Welter, Columbia County Road Dept. Planner before he retired.

With some potential large manufacturing entities looking at both the Armstrong and St. Helens Industrial Business Park sites, some time spent on providing information and other support.

Updated public hearing scripts.

Conducted final inspection for buildings B and C of the Broadleaf Arbor (Gable Road apartments) development. D (community building), E, F, G, H and I (multi-family buildings) inspected previously. B and C are the 7th and 8th of the eleven buildings. Only three more buildings left.

DEVELOPMENT CODE ENFORCEMENT

A several months long effort by Associate Planner/Community Development Project Manager Jenny Dimsho about a shed too close to property line has been resolved. Person has to use a couple come along tools to do it, but they did it. Jenny also has the side benefit of knowing what a come along tool is now.

Received a complaint about a small shed too close to property line on Whitetail Avenue. Too small to require a permit, but still doesn't meet the minimum setback that applies. Classic issue of roof storm drainage onto neighbor's property. Compliance anticipated after making contact.

PLANNING COMMISSION (& *acting* HISTORIC LANDMARKS COMMISSION)

November 14, 2023 meeting (outcome): The Commission held two public hearings. One was for a Conditional Use Permit for a new location for the Amani Center, which the Commission approved. The other for a zone and comprehensive plan map change of 475 N 12th Street from industrial to residential, which the Commission recommended the Council approve. The Council will see this one at a later date.

The Commission discussed vacancies and determined who the next interview committee would be. Due to a vacancy from a Commission being selected to be on the Council and another whose attendance in 2024 is anticipated to be low, they agreed we should continue formal solicitation of new members.

The Commission discussed the December joint meeting with the Council and felt the groups should meet. They discussed vacant storefronts/businesses as a potential proactive item and thought it would be a good item for the joint meeting.

December 12, 2023 meeting (upcoming):

As the Historic Landmarks Commission, they will consider alterations to the County Courthouse. This requires a public hearing.

Staff also intends to present the semi-annual report to the Council, to the Commission as well.

COUNCIL ACTIONS RELATED TO LAND USE

Mayor signed the final decision for the Police Station land use permitting.

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

Quarterly data updates this month. Plus, updates related to recent zone change.

The County Assessor data has been famous for being inaccurate as to City of St. Helens zoning. Recently, County Assessor staff reached out to me about helping them improve this. There are about 560 accounts with zoning in the Assessor's data that does not align with the City's adopted zoning. Fortunately, about 200 are easier to identify being part of the Riverfront District or Houlton Business District zoning, since these are very specific areas and done not too long ago (<20 years). Unfortunately, the remaining 360 accounts may need to be looked at individually; some tedium expected over the next couple to several months.

Updated the official zoning and comprehensive plan maps. Last update was December 26, 2019.

ST. HELENS INDUSTRIAL BUSINESS PARK PROPERTY

Technical assistance efforts ramping up given potential occupants/PGE parcel for substation.

From: [Jennifer Dimsho](#)
To: [Jacob Graichen](#)
Subject: November Planning Department Report
Date: Monday, November 27, 2023 11:05:13 AM
Attachments: [image001.png](#)

Here are my additions to the November Planning Department Report.

GRANTS

1. **Safe Routes to School - Columbia Blvd. Sidewalk & County Culvert Project** – Construction with TFT began July 17, starting at the culvert near Gable Road. Road is open with sidewalk complete. Street trees and landscaping nearly complete. Project is near closeout!
2. **Business Oregon – Infrastructure Finance Authority** – Low-interest loan for Streets & Utilities Project and Riverwalk improvements. 1st Reimbursement request processed (which included over 30 invoices). Working with finance and URA revenue projection consultant to support amendment request for additional funding for undergrounding work.
3. **Riverwalk Project (OPRD Grants x2)** – Project bidding closed on 9/19. All bids came back around \$5 million, which is higher than we had budgeted and estimated. Working on value engineering efforts to reduce project costs rebid the project and to ensure full utilization of grant funding. Working on new scope to omit playground, picnic shelter, and stage, as well as reduce general project costs.
4. **Community Development Block Grant (CDBG)** – \$2.5 million grant award to fund design/engineering/permitting for the City's Sanitary Sewer Improvement Project. This project covers 3 sanitary sewer basins which were identified as deficient and priorities for improvement in the adopted Wastewater Master Plan. 3 submitted qualifications. Interviews held for 2 shortlisted contractors with Consor selected by the committee.
5. **CLG Historic Preservation Grant Program** – SHPO Certified Local Government Program. Received our contract for 17k. State approved work plan. Waiting for final comments before executing contract with property owner.
6. **DLCD Technical Assistance Program** – Submitted request for 60k for a new Economic Opportunities Analysis (EOA), including a Resolution from City Council and a letter of support from Columbia Economic Team. Grant was due 9/29. Awards are expected soon.
7. **SHPO Veterans Memorial Grant Program** - 33k award for an expansion at McCormick Park Veterans Memorial. Project includes 7 branch of service monuments and corresponding flags. Project is almost complete. All but granite slabs have been installed, with an expected installation the week of 12/5.
8. **ODOT Community Paths Program** - Received 300k to study a trail route refinement project (30% design) from St. Helens to Scappoose. Contracts are expected in October. Award is \$300k, with a match of around 42k split between Scappoose, the County, and us. ODOT anticipates grant contracts in November/December. Received draft Statement of Work from ODOT. Compiled 2nd round of comments on the statement of work.
9. **Travel Oregon Grant Program** – **Received 100k grant to fund ADA components of the Riverwalk Project!** Thanks to Columbia Economic Team and our RDMO (within CET).
10. **ODOT TGM Program** – Assisting Engineering Dept with Transportation Systems Plan.

Statement of Work submitted to ODOT for final review and consultant solicitation. ODOT is notoriously slow with contracting, so it could be ~6-9 months before we see movement on this project.

PROJECTS & MISC

11. **Riverfront Streets/Utilities Project** – Attending weekly check-ins. Pump station just missing generator. Bluff trail construction is moving along. Rough grade and electrical of traffic circle near Cowlitz/Strand underway. Water line under construction. Landscaping and irrigation near south water quality swale underway. Undergrounding at 1st Street and St. Helens Street design ongoing.
12. **St. Helens Industrial Business Park (SHIBP) Planning** – 30% design for Phase I infrastructure & permitting/grading work for Phase II with Mackenzie. Project is on hold with potential user/sale of property.

Jenny Dimsho, AICP | Community Development Project Manager

City of St. Helens | Planning Department
 265 Strand Street, St. Helens, OR 97051 | www.sthelensoregon.gov
 P: (503) 366-8207 | jdimsho@sthelensoregon.gov

