



# PLANNING COMMISSION

Tuesday, August 10, 2021 at 7:00 PM

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## AGENDA

1. **7:00 P.M. CALL TO ORDER & FLAG SALUTE**
2. **CONSENT AGENDA**
  - A. Planning Commission Minutes dated July 13, 2021
3. **TOPICS FROM THE FLOOR** (Not on Public Hearing Agenda): Limited to five minutes per topic
4. **PUBLIC HEARING AGENDA** (times are earliest start time)
  - B. 7:05 p.m. Subdivision Preliminary Plat at underdeveloped property at the intersection of Columbia River Hwy & Howard Street - St. Helens II, LLC
5. **ACCEPTANCE AGENDA: Planning Administrator Site Design Review**
  1. Site Design Review (Minor) at 2290 Gable Road - Wilcox & Flegel
  2. Site Design Review at 495 S Columbia River Hwy - PM Design Group
6. **PLANNING DIRECTOR DECISIONS** (previously e-mailed to the Commission)

None
7. **PLANNING DEPARTMENT ACTIVITY REPORT**
  - C. Planning Department Report - July
8. **ADJOURNMENT**

**NEXT REGULAR MEETING: Tuesday, September 14, 2021**

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# PLANNING COMMISSION

Tuesday, July 13, 2021, at 7:00 PM

## DRAFT MINUTES

### Members Present:

Chair Cary  
Vice Chair Hubbard  
Commissioner Webster  
Commissioner Semling  
Commissioner Lawrence  
Commissioner Pugsley

### Members Absent:

Commissioner Cavanaugh

### Staff Present:

City Planner Graichen  
Associate Planner Dimsho  
Community Development Admin Assistant Sullivan  
Councilor Birkle

### Others:

None

### 1. 7:00 P.M. CALL TO ORDER & FLAG SALUTE

### 2. CONSENT AGENDA

A. Planning Commission Minutes Dated May 11, 2021

**Motion:** Upon Commissioner Webster's motion and Commissioner Pugsley's second, the Planning Commission unanimously approved the Draft Minutes dated May 11, 2021. [AYES: Vice Chair Hubbard, Commissioner Pugsley, Commissioner Lawrence, Commissioner Webster, Commissioner Semling  
NAYS: None]

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

**Leskowich, Arthur.** Leskowich was called to speak. He had questions about the strategic goals and future of the city and what plans came through the Planning Commission for their review. He asked why they were not more involved in the review of the Riverfront Development. He shared concern about the funds and where they were going for environmental studies. He shared concern about the leasing of the lagoon area, as he did not think it had been cleaned up yet. He said there was no environmental oversight or commission to oversee the cleanup of the lagoon and suggested there should be one.

Chair Cary said nothing about the cleanup had come before the Planning Commission and he was not sure it would. He did mention the State was requiring the city to clean up the space.

### 4. PUBLIC HEARING AGENDA (times are earliest start time)

#### B. 7:05 p.m. Site Design Review at 2375 Gable Road – Angelo Planning Group for St. Helens School District

City Planner Graichen presented the staff report dated June 30, 2021. Graichen said they were discussing the updates and improvements to the St. Helens High School property and building. He

mentioned the property was annexed in 1971. He said there had been small improvements since the last big expansion in 1980 when they expanded the school from 600 to 1,200 students. He said the school is not looking to increase the capacity from 1,200 students; they plan to maintain it. He said the zoning of the property was Public Lands. He said that means the standards are very open ended and based on proximity to residential zones and impacts. He said they proposed a ten-foot setback for buildings and athletic areas. Ten feet is also the minimum rear yard of the Apartment Residential zone that abuts the west side.

He showed some of the changes to the access ways the applicant proposed. He also shared some information about the pedestrian connections from the sidewalks to the site. He mentioned three different ways the Commission could consider. He also brought up the issues with Firlok Park Boulevard. He shared some of the options for improvements to that road and increasing the access to the school along that road. He talked about the road being a Collector classified street.

He shared the support from the Fire Marshall and some of the concerns and support from Columbia County. Recommendation of approval did not include any deleted conditions.

Graichen also shared some of the added language to the memo between him and the applicant and mentioned they had agreed to the additions. He said the memo did not include any deletions.

There was a discussion about possible street improvements to Firlok Park Boulevard.

**Stockwell, Scot. Applicant.** Stockwell was called to speak. He mentioned the strong relationships between the school district and the city. He said they have worked hard to separate plans into projects for academics and the activities. He said he hoped to keep the project schedule on time and moving forward to keep with the normalcy they are trying to maintain for the students. Chair Cary asked when construction would begin and when it would finish. Stockwell said they hope to begin demolition in November 2021 and be completed by Fall of 2024.

**Gills, Marlene. Applicant.** Gills works for Soderstrom Architects and represents the applicant. She was called to speak. She shared the plans they had for updating the building and the timeline for the project. She shared some of the neighborhood impacts and where they are trying to rectify any issues. She discussed the fire life safety plan and the overall fire and first responders access plan. She explained the timeline they had for renovations. She said the classroom count and capacity would remain the same but is being shuffled to have a better layout. She also provided some description of the interior classrooms.

**Baker, Meagan. Applicant.** Baker also works for Soderstrom Architects. She was called to speak. She discussed the safety and security of the school. They were designing the building to be connected and united with one main entrance. She said they hope to make the building feel like a new and cohesive building that all are proud of. She showed the new connector areas on the site and the updated parking areas.

**Reburg, Shana. Applicant.** Reburg works for Angelo Planning Group, the planning firm for the project. She mentioned they support and approve all staff recommendations on conditions for approval.

### **In Favor**

No one spoke in favor.

### **Neutral**

No one spoke as neutral testimony.

### **In Opposition**

No one spoke in opposition.

### **End of Oral Testimony**

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

### **Close of Public Hearing & Record**

The applicant waived the opportunity to submit final written argument after the close of the record.

### **Deliberations**

There was a discussion about the conditions of approval that were amended by the memo.

There was a small discussion about access to the school and from Firlok Park Boulevard.

Chair Cary asked what will happen with the parking and student safety from the construction when the modulars are in place. He was concerned about where the construction vehicles would be and how they would keep students safe and clear from those areas. Graichen mentioned that there would be safe passage through fenced off areas.

**Motion:** Upon Commissioner Webster's motion and Commissioner Pugsley's second, the Planning Commission unanimously approved the Site Design Review as recommended by staff and as amended by the memo from Angelo Planning Group including annotations by staff. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Pugsley, Commissioner Lawrence; Nays: None]

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

## **C. 7:40 p.m. Conditional Use Permit at 2625 Gable Road – City of St. Helens**

Graichen presented the staff report dated June 30, 2021. Graichen showed the Commission where the property was located. He explained that the site was undeveloped before 1999. There was a Conditional Use Permit pulled to build a church, and it has been a Baptist Church ever since. The City purchased the property and building to be the home of the new Recreation Center. He said there were a few things that seemed appropriate to update, including the disabled parking, and bike parking. There were some wheel stops and safety features of a parking lot to be installed. He said there would need to be a trash enclosure added. He also said the City would be working with the school district for a pedestrian connection between properties.

He brought up the hammerhead off Alexandra Lane that extends onto the subject property. He said when there is a dead-end street more than 150-feet in length, there is a turnaround required. He said currently people were using the hammerhead to park, so they would require some no parking signs. He also said they would recommend to the City Council to dedicate the hammerhead as public right-of-way since an easement was never recorded for the turnaround.

Graichen said there are standards specific to Community Recreation uses. He said there was a minimum 30-foot setback. He said this setback is met on three sides of the building, but on one side it was about 10-feet. He said since it is a pre-existing circumstance, so the Commission could consider this okay.

Chair Cary asked if they would also be using the field for parking in the future. Graichen said the Recreation Center had not mentioned there would be any parking there.

**Duggan, Shanna. Applicant.** Duggan was called to speak. Duggan is the Parks & Recreation Manager. She said the field in the back would be used for their programs they offer. She also mentioned currently the programs offered were more geared towards youth, but they hope to expand to programs for all ages. She said the closeness to the High School would provide opportunities to host events on the School District site. She said the current Recreation Center building would remain. She said this location would be for education and activities for youth. She also mentioned this would be like a community center to help offer services to the area. She also discussed the access to this site was safer and much easier to get to than the existing Recreation Center.

### **In Favor**

**Stockwell, Scot.** Stockwell was called to speak. He said the School District was excited to have such close proximity to the new Recreation Center building. He said they planned to have a walkway to this new building to provide easier access.

### **Neutral**

No one spoke as neutral testimony.

### **In Opposition**

No one spoke in opposition.

### **End of Oral Testimony**

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

### **Close of Public Hearing & Record**

The applicant waived the opportunity to submit final written argument after the close of the record.

### **Deliberations**

There was a discussion about the hammerhead on Alexandra Lane.

Commissioner Pugsley brought up the screening for trash and that it was not listed in the conditions of approval. Graichen said that it would be included in the landscaping rules for vegetation.

**Motion:** Upon Commissioner Webster's motion and Commissioner Lawrence's second, the Planning Commission unanimously approved the Conditional Use Permit as recommended by staff. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Pugsley, Commissioner Lawrence; Nays: None]

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

## **D. 8:00 p.m. Conditional Use Permit and Variance at 174 Sunset Blvd – Lower Columbia Engineering**

Associate Planner Dimsho presented the staff report dated June 30, 2021. Dimsho said Columbia Health Services has a modular building located on their current location off Gable Road. They would like to move it to the Sunset Park Community Church space on the corner of Sunset Boulevard and Bradley Street. The property they would like to move it to is zoned Apartment Residential.

Dimsho said Columbia Health Services will provide the WIC program (Woman, Infants, and Children) to families from this location. WIC is a publicly funded national nutritional education program for families

with pregnant women or children ages 0-5 years old. This use is considered a public facility (major), which is a Conditional Use in this zone. In the AR zone, only one principal building is allowed per property, which is why the applicant is also applying for a variance. She also said that since office use is not allowed in the AR zone, there would need to be a condition that says if CHS ever left the site, the use could not revert to an office use not related to the church. She said there are existing conditions on the site, since it is already built out, but there are ways to improve compliance with the code near the proposed modular location. She said with the new modular building, they would require street trees. She said for parking lots larger than three spaces they require screening, and the trees help with that. They are also proposing a landscaped area in what is the vision clearance area, instead of two parking spaces.

She said there would be a new driveway approach which will formalize the intersection and improve the overall access and circulation of the parking lot. She also said a new disability space would be required and bike parking.

She talked about the interior walkways and there is plan needed to provide these to give safety to the pedestrians using the facility.

She said the property would fit in with the area even though there are multiple buildings as it was surrounded by other properties that had the same layout.

**Niemi, Andrew. Applicant.** Niemi was called to speak. He is with Lower Columbia Engineering, the engineer for the project and representing Columbia Health Services. He said the area where they would like to place the modular is an area where a lot of the community who uses the Columbia Health Services lives. He said he agreed with the recommendations by staff.

### **In Favor**

**Ford, Sheri.** Ford was called to speak. Ford is with Columbia Health Services. She said they were looking to forward to having a more convenient location for community members who may need these services. She was thankful for the partnership with the church.

**Clegg, Matt.** Clegg was called to speak. Clegg is with Sunset Park Community Church. He said the church was excited to partner with Columbia Health Services and provide a more convenient space for those who need these services. He said they are in favor of the changes and support the application.

### **Neutral**

No one spoke as neutral testimony.

### **In Opposition**

No one spoke in opposition.

### **End of Oral Testimony**

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

### **Close of Public Hearing & Record**

The applicant waived the opportunity to submit final written argument after the close of the record.

### **Deliberations**

There were no deliberations.

**Motion:** Upon Commissioner Pugsley's motion and Commissioner Webster's second, the Planning Commission unanimously approved the Conditional Use Permit as written by staff. [Ayes: Vice Chair

Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Pugsley, Commissioner Lawrence; Nays: None]

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

## **5. RIVERFRONT REDEVELOPMENT UPDATE**

### **E. Riverfront Redevelopment Update Memo**

Dimsho said there was movement with City Council on the development and the design and engineering of the roadway. She said they were also designing the Riverwalk. She said they did some public outreach on how the Community uses the space today and received significant feedback.

She described the phases of the project and what those phases entail. She described the framework and what they were discussing for alternatives.

She said the City Council reviewed two different street alignments and they decided to go with the one close to the buff. She said they approved the alignment strategy, but not the types of development of the alignment.

Commissioner Pugsley asked if there would be requirements of the development to meet the Historic District guidelines. Dimsho said yes, the zoning of the Riverfront property includes the architectural guidelines for the Riverfront District.

## **6. ACCEPTANCE AGENDA: Planning Administrator Site Design Review**

### **1. Site Design Review at 1804 Columbia Blvd – American Mart**

**Motion:** Upon Commissioner Webster's motion and Commissioner Semling's second, the Planning Commission unanimously approved the Acceptance Agenda. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Pugsley, Commissioner Lawrence; Nays: None]

## **7. PLANNING DIRECTOR DECISIONS (previously e-mailed to the Commission)**

1. Temporary Use Permit at 2295 Gable Road – TNT Fireworks
2. Temporary Use Permit at 735 S Columbia River Hwy – Bethel Fellowship
3. Sign Permit at 795 S Columbia River Hwy – Hannah Signs

## **8. PLANNING DEPARTMENT ACTIVITY REPORT**

- F. Planning Department Report - May
- G. Planning Department Report - June

## **9. FOR YOUR INFORMATION ITEMS**

There was a discussion on the decision made for the Appeal of the Partition (PT.1.21) that went before the City Council.

Graichen brought up the League of Oregon Cities virtual Planning conference and the fee would be paid for by the City if any members of the Commission were interested in attending.

## **10. ADJOURNMENT**

**NEXT REGULAR MEETING: August 10, 2021**

*There being no further business before the Planning Commission, the meeting was adjourned  
10:15p.m.  
Respectfully submitted,*

*Christina Sullivan  
Community Development Administrative Assistant*

**CITY OF ST. HELENS PLANNING DEPARTMENT  
STAFF REPORT  
Subdivision Preliminary Plat SUB.1.21  
Unnamed Subdivision**

**DATE:** July 28, 2021  
**TO:** Planning Commission  
**FROM:** Jacob A. Graichen, AICP, City Planner

**APPLICANT:** St. Helens II, LLC  
**OWNER:** same as applicant

**ZONING:** Highway Commercial, HC and General Commercial, GC  
**LOCATION:** 4N1W-4BA-3600; property at the intersection of Columbia River Highway and Howard Street  
**PROPOSAL:** 4 Lot Commercial Subdivision

**SITE INFORMATION / BACKGROUND**

The subject property is vacant with no known previous development. The city's local wetlands inventory identifies wetland D-3 on the site. However, an effort starting before the rules were adopted (Dec. 2003) to fill it before D-3 was locally protected (DSL Permit No. 25836-FP). This wetland no longer exists.

There is also some underground private storm water infrastructure thought to be installed in the early 2000's around the same time wetland D-3 was filled.

The site abuts public rights of way on the south (Howard Street) and east (Columbia River Highway) sides and one property known as Columbia Commons (500 N. Columbia River Hwy) on the remaining sides.

**Past files:** A portion of the site is part of the Georgetown Subdivision which dates back to 1891. This plat created the Howard Street right-of-way that abuts the southern side of the site and is a developed road. Some undeveloped rights-of-way within the boundaries of the subject property were vacated via Ordinance No. 944 in 1944. There are no reserved easements or other conditions of that vacation ordinance.

A Lot Line Adjustment (file LLA.9.03) was done in 2003 adjusting the shared property line between the subject property and the one property that abuts it, known as Columbia Commons. This increased the size of the subject property to its current state. The original property line was also the line between Highway Commercial, HC and General Commercial, GC zoning. This LLA resulted in the split zoning of the property.

**PUBLIC HEARING & NOTICE**

**Public hearing** before the Planning Commission: August 10, 2021

**Notice** of this proposal was sent to surrounding property owners within 300 feet of the subject property(ies) on July 22, 2021 via first class mail. Notice was sent to agencies by mail or e-mail on the same date.

**Notice** was published on July 28, 2021 in The Chronicle newspaper.

#### **APPLICATION COMPLETENESS**

This application was originally received and deemed complete on June 22, 2021. The 120-day rule (ORS 227.178) for final action for this land use decision is October 20, 2021.

#### **AGENCY REFERRALS & COMMENTS**

As of the date of this report, n agency comments have been received that would impact this decision.

#### **APPLICABLE CRITERIA, ANALYSIS & FINDINGS**

##### **SHMC 17.136.040(1)**

(1) The preliminary plat approval by the planning commission or final approving authority shall lapse if:

- (a) A final plat (first phase in an approved phased development) has not been submitted within a one-year period; or
- (b) The final plat does not conform to the preliminary plat as approved or approved with conditions.

**Discussion:** This is a standalone subdivision request. No phases are proposed.

**Finding:** This Subdivision preliminary plat approval shall be effective for a period of twelve (12) months from the date of approval per this section. Time extensions are possible per SHMC 17.136.040.

\* \* \*

##### **SHMC 17.136.060(1) – Approval standards – Preliminary plat.**

(1) The planning commission may approve, approve with conditions or deny a preliminary plat based on the following approval criteria:

- (a) The proposed preliminary plat complies with the city's comprehensive plan, the applicable sections of this code and other applicable ordinances and regulations;
- (b) The proposed plat name is not duplicative or otherwise satisfies the provisions of ORS Chapter 92[.090(1)];
- (c) The streets and roads are laid out so as to conform to the plats of subdivisions and maps of partitions already approved for adjoining property as to width, general direction and in all other respects unless the city determines it is in the public interest to modify the street or road pattern; and
- (d) An explanation has been provided for all common improvements.

**(a)** This criterion asks if the proposed preliminary plat complies with the city's comprehensive plan, the applicable sections of this code and other applicable ordinances and regulations. The City's development code (SHMC Title 17) implements the Comprehensive Plan. The Development Code standards are addressed herein.

**There are no known conflicts with the Comprehensive Plan.** This includes addendums to the Comprehensive Plan: Economic Opportunities Analysis (Ord. No. 3101), Waterfront Prioritization Plan (Ord. No. 3148), the Transportation Systems Plan (Ord. No. 3150 and 3181), the Corridor Master Plan (Ord. No. 3181), the Parks & Trails Master Plan (Ord. No. 3191), the Riverfront Connector Plan (Ord. No. 3241), and the Housing Needs Analysis (Ord. No. 3244).

Note that per SHMC 19.08.030(3)(a):

Ensure that urban facilities and services, particularly water and sewer systems, are properly designed to eventually serve the designated urban growth area; also, ensure that services are provided to sufficient vacant property to meet the anticipated needs.

Sanitary sewer warrants further discussion in this regard. See **SHMC 17.136.060(6) – Additional Conditions** below.

**Applicable provisions of the Development Code are addressed per Chapter as follows:**

- **17.32 – Zones and Uses** → The subject property is zoned Highway Commercial, HC, with a small portion on the opposite side of the highway as General Commercial, GC. In either case, there are no lot size or dimension standards specific to the zoning district (i.e., found in SHMC 17.32.100 for HC and 17.32.110 for GC).

Note that the HC zone includes minimum yard requirements along the highway, which will apply to development of the proposed lots.

There is also a restrictive covenant recorded as Instrument No. 2003-18709 that through December 31, 2050, the subject property cannot be used for office, medical, dental or clinical purposes. There are limited exceptions for the office use restriction. These restrictions relate to a past sale of the subject property from the adjacent property known as Columbia Commons (500 N. Columbia River Highway).

- **17.72 – Landscaping and Screening** → Street trees are required per this Chapter because the site fronts a street for more than 100 feet.

The subject property abuts two public streets: US30 (Columbia River Highway), a major arterial street per the city's Transportation Systems Plan (TSP) and Howard Street, a local street per the TSP.

Arterials normally require a landscape strip with street trees as part of the public street frontage improvements (curb, gutter, landscape strip, and sidewalk). However, as US30 has an existing sidewalk, the frontage improvements there do not need to be

reconstructed. Street trees will need to be behind the sidewalk in this case. Street trees are located behind the sidewalk on local streets.

In both cases street trees will be behind the sidewalk in the right-of-way or landscape/public utility easement, per this Chapter. These trees will be planted as each lot is developed, as a condition of land use and building permits to develop the lots.

- **17.84 – Access, Egress & Circulation** → The site abuts two public streets: **US30** (Columbia River Highway), on the east side and **Howard Street** on the south side.

**US30:** access is controlled by ODOT. No direct highway access is proposed, however, the city does not control highway access. Allowance of such is up to ODOT. However, per SHMC 17.84.050(7)(b):

Nonresidential projects proposed on arterials shall include a frontage or service road and shall take access from the frontage or service road rather than the arterial. Frontage or service road design shall conform to applicable jurisdictional design standards. This access requirement may be met through the use of interconnecting parking lots that abut the arterial provided the necessary easements and agreements are obtained.

The city cannot deny US30 access. But it can require the “frontage or service road” requirement to be met. Applicant notes that all parcels will execute cross access agreements. Interconnected access shall be established as part of the subdivision. Shared access requires maintenance agreements.

The number of street accesses and width of shared access is determined by the quantity of off-street parking required. Figure 17 of SHMC 17.84.080 provides guidance:

#### COMMERCIAL AND INDUSTRIAL USE

Figure 17

Required Parking Spaces	Minimum Number of Driveways Required	Minimum/Maximum Access Width	Minimum Pavement
0 to 100	1	30'/40'	24' curbs required
over 100	2	30'/40'	24' curbs required
over 100	1	40'/50'	40' curbs required

It is possible the overall development will be 100 parking spaces or less, in which case at least one access point is required with an easement width at least 30 feet. Two

access points are anticipated for the subdivision: one from Howard Street and another from the adjoining property (see below).

**Howard Street:** access is controlled by the city and this street is anticipated to be a key link for the proposed lots to the surrounding public street network.

**Private access:** the subject property has an access easement on the abutting Columbia Commons property per Instrument No. 2003-18709. This allows access to surrounding public rights-of-way. However, the easement document notes:

“The parties intend that the [subject property] will have a curb cut directly onto the public portion of Howard Street, in which case little or no [subject property] traffic entering or exiting on Howard Street should cross over the Columbia Commons property.”

In addition, Exhibit D depicting the access easement includes written notation as follows:

“Access easement area denoted by ~~~~~ and subject to change/relocation by Columbia Commons the location of the drive aisle change.

This is important as the number and location of accesses impacts site design. For example, per Chapter 17.152 SHMC, access easements exceeding 150' in length requires fore code compliance and turn-around area. This could pertain if there is only one perimeter access (e.g., via Howard Street only) for all proposed lots. Columbia Commons property owner acknowledgment of the shared access proposed for this subdivision shall be required.

This subdivision approval (**assuming it is not denied**) assumes an access point from Howard Street and another from the private property, that combined with interconnected access amongst the four lots, would result in the “frontage road” required along arterial streets.

- **17.88 – Signs** → There are a couple of sign easements on the subject property per Instrument No. 2003-18708. There are generally located along the US30 side of the property on the north and south sides. There is no existing signage along the south side along Howard Street, but there is along the north side in the assumed easement area. There is also another freestanding sign along the north side of the subject property further back (approx. 125 feet) from the highway.



**Above left:** The north side of the subject property as seen from the RR crossing at Wyeth Street across US30. Existing signage within an easement is visible. **Above right:** North side of the subject property looking from the opposing side. Both the sign within an easement (photo center) and another sign not within one (photo center right) are visible.

This area is in the commercial/industrial sign district. The sign code addresses a few types of freestanding signs.

Monument or ground-mounted signs are allowed for each lot. When a lot has more than one frontage, signage is allowed along each frontage classified as a collector or arterial. US30 is the only frontage with such classification. Thus, each lot is limited to one Monument or ground-mounted sign.

The proposed northerly lot cannot have another such sign and the proposed southerly lot is encumbered by an easement that if used, would make it ineligible for another sign.

Pole signs (larger and taller than monument or ground-mounted signs) are permitted on lots with at least 40' of street frontage with a minimum spacing of 80' between signs. Pole signs cannot be along the same frontage monument or ground-mounted signs per freestanding sign limitations.

All lots exceed 40' along the highway. Except for those encumbered with existing signage or sign easement, pole signs are possible.

- **17.132 – Tree Removal** → A tree plan is required for a property with more than 10 trees or any tree over 2 feet diameter at breast height (DBH). This chapter focuses on trees over 12 inches DBH.

The site is void of any trees over 12 inches DBH.

- **17.152 – Street & Utility Improvement Standards** → Development is required to have frontage along a public street improved to city standards. Abutting streets are required to be improved to city standards. New or additional street width is required to be dedicated as right-of-way as well.

**Right of way dedications.** The ROW width of both US30 and Howard Street are adequate.

Also, the portion of Howard Street northwest of Kelly Street is a street stub of sorts, but is less than 150' long, thus dedication of a turnout or cul-de-sac area is not warranted.

**Street names.** No new street is proposed. Nothing to name.

**Street lights.** Are required at least at each intersection and as otherwise required by City Engineering for adequate street illumination. US30/Howard Street intersection already has a street light. Illumination of the lot to be developed, including any access from Howard will be addressed when the proposed lots are developed.

**Easements/utilities.** Minimum 8-foot-wide public utility easements will be required along the street frontage of all lots unless a greater width is determined necessary by City Engineering. The plans provided by the applicant show 10-foot-wide public utility easements, which is even better for dry utilities (though plan erroneously calls them private utility easements).

Public utility easements are proposed to extend water and sanitary sewer into the site.

There is existing stormwater infrastructure within the boundaries of the subject property, proposed to serve the three most northly lots. A private easement and maintenance agreement will be necessary for this subdivision.

**Streets improvements.** Curb/sidewalk will be required along all streets where such is lacking.

As US30 is improved, this applies to the portion that abuts Howard Street only. Improvements will be required when the southerly lot is developed.



**Left:** The subject property is mid photo with both Howard Street and Columbia River Highway visible. The railroad is just behind the photographer.

**Water.** Existing public water infrastructure is within the Howard Street and Kelly Street rights-of-way and is proposed to be extended into the site to serve the proposed lots. This will be required of this subdivision.

**Sanitary sewer.** Existing public sanitary sewer infrastructure is within the Howard Street right-of-way and is proposed to be extended into the site to serve the proposed lots. This will be required of this subdivision.

**Storm sewer.** The most southerly lot is anticipated to have its own storm water improvements, whereas the other three lots are proposed to share an existing subsurface facility on the site.

**Bikeways and trails.** There are no identified routes in adopted plans that traverse through the subject property.

- **17.156 – Traffic Impact Analysis (TIA)** → A TIA is not warranted at this time. Traffic impacts will be considered when the lots of this subdivision are proposed to be developed.

**Other applicable ordinances and regulations.** No other ordinances or regulations that warrant discussion.

**(b)** This criterion requires that the proposed plat name is not duplicative or otherwise satisfies the provisions of ORS Chapter 92.

No subdivision name is proposed yet. The name will need to be approved by the County Surveyor per ORS 92.090.

**(c)** This criterion requires that the streets and roads are laid out so as to conform to the plats of subdivisions and maps of partitions already approved for adjoining property as to width,

general direction and in all other respects unless the city determines it is in the public interest to modify the street or road pattern.

The subject property utilizes existing rights-of-way (US30 and Howard Street). There is no need or relevant opportunity to change any road pattern.

**(d)** This criterion requires that an explanation has been provided for all common improvements.

The only proposed common improvement is a shared private storm water infrastructure for three of the four proposed lots and shared access, as described above.

\* \* \*

#### **SHMC 17.136.060(2) – Lot Dimensions**

(a) Lot size, width, shape and orientation shall be appropriate for the location of the development and for the type of use contemplated, and:

- (i) No lot shall be dimensioned to contain part of an existing or proposed public right-of-way;
- (ii) The depth of all lots shall not exceed two and one-half times the average width, unless the parcel is less than one and one-half times the minimum lot size of the applicable zoning district; and
- (iii) Depth and width of properties zoned for commercial and industrial purposes shall be adequate to provide for the off-street parking and service facilities required by the type of use proposed.

**Findings:** **(i)** No issue. **(ii)** This provision does not apply to commercial lots. **(iii)** All proposed lots are of a size and shape that a reasonable use allowed per the underlying zoning district should be possible.

\* \* \*

#### **SHMC 17.136.060(3) – Through Lots**

(a) Through lots shall be avoided except where they are essential to provide separation of residential development from major traffic arterials or to overcome specific disadvantages of topography and orientation, and:

- (i) A planting buffer at least 10 feet wide is required abutting the arterial rights-of-way; and
- (ii) All through lots shall provide the required front yard setback on each street.

**Discussion:** The Development Code defines a through lot is a lot having frontage on two parallel or approximately parallel streets. Note that access easements are considered “streets” for the purpose of the Development Code.

**Finding:** The subject property already has the highway on one side and private access on the opposite.

\* \* \*

#### **SHMC 17.136.060(4) – Large Lots**

(a) In dividing tracts into large lots or parcels which at some future time are likely to be redivided, the approving authority may require that the lots be of such size and shape, and be so divided into building

sites, and contain such site restrictions as will provide for the extension and opening of streets at intervals which will permit a subsequent division of any tract into lots or parcels of smaller size, and:

(i) The land division shall be denied if the proposed large development lot does not provide for the future division of the lots and future extension of public facilities.

**Finding:** This applies to residential development. Future development plans or “shadow plans” are not warranted.

\* \* \*

#### **SHMC 17.136.060(5) – Access Control**

(5) Control of access to adjoining properties, including but not limited to continuation of streets, shall be granted to the city via reserve strips or language in lieu of reserve strips as a note on the plat. Generally, language in lieu of reserve strips is preferred.

**Finding:** No new street stub.

\* \* \*

#### **SHMC 17.136.060(6) – Additional Conditions**

(6) The planning commission may require additional conditions as are necessary to carry out the comprehensive plan and other applicable ordinances and regulations.

**Discussion:** Per the Comprehensive Plan policy above we must consider urban services, water and sewer systems in particular, and their design to serve vacant property and future needs.

This discussion includes the subject property those surrounding it.

**Finding:** Water is available from multiple directions to serve surrounding properties. The water main into the subject property needs to be extended to serve the lots of the subdivision only.

Unlike water, sanitary sewer availability is limited in the area. There is a void of public sanitary sewer to the north of the site including properties along Pittsburg Road. There is private sanitary sewer within the abutting Columbia Commons property that serve other properties to the north of the subject property, including 505 and 515 N. Columbia River Highway. Using private sewer can be problematic; connection to public sewer could be beneficial. For other properties that do not have sewer access, access to sanitary sewer facilitates a higher use of land.

The utility and easement extending all the way to the north side of the property enables further extension. Easement rights would need to be granted to extend the sanitary sewer further beyond the northern boundary of the subject property. But the sewer could be extended northwest towards Commons Drive and/or north towards Pittsburg Road, so this opens options for properties in the area in the future.

Interestingly, there is a 20' wide sanitary sewer easement per Instrument No. 2003-18709 benefitting the subject property along the portion of the Columbia Commons property that abuts US30. The easement is located in a low spot that is not conducive to utility extension. As shown on the preliminary plat, the proposed sanitary sewer line location is way from this low point.

### CONCLUSION & RECOMMENDATION

**Based upon the facts and findings herein, staff recommends approval of this application with the following conditions:**

1. **This Subdivision preliminary plat approval shall be effective for a period of twelve (12) months from the date of approval.** The approval shall become void if a final plat prepared by a professional registered surveyor in accordance with (1) the approved preliminary plat, (2) the conditions herein, and (3) the form and content requirements of the City of St. Helens Development Code (SHMC Title 17) and Oregon Revised Statutes is not submitted within the twelve (12) month approval period. **Note: two time extensions are possible per SHMC 17.136.040(2).**
2. **The following shall be completed prior to submission and the City's acceptance of a final plat application:**
  - a. The applicant shall provide written acknowledgement and acceptance that owner of the Columbia Commons property approves the point(s) of shared access abutting the Columbia Commons property (i.e., any access point not from Howard Street). Note condition 4.
  - b. The County Surveyor shall approve the name of the plat.
  - c. Engineering/construction plans for extension of public water and sanitary sewer to serve all proposed lots. Sanitary sewer shall extend to the opposite end (from Howard Street) of the property.
  - d. Improvements per condition 2.c shall be completed and approved by the city.
3. **In addition to compliance with local, county, state and other requirements, the following shall be included on/with the final plat:**
  - a. Public sanitary sewer easement shall extend from Howard Street to the opposite side of the property. Water easement needs to extend enough to serve all lots.
  - b. Interconnected access between all lots utilizing Howard Street. Easement width shall be at least 30' wide. See condition 4. Maintenance agreement required, subject to city review and approval, with a line on the plat to write the recordation number upon recordation with the final plat.
  - c. Easement for the existing private storm water facility to be shared by three of the lots. Maintenance agreement required, subject to city review and approval, with a line on the plat to write the recordation number upon recordation with the final plat.

4. This subdivision preliminary plat approval assumes an access point from Howard Street and at least one additional access point from the adjoining private property (Columbia Commons) on the opposing side, that combined with interconnected access amongst the four lots, would result in the “frontage road” required along arterial streets.
5. In addition to zoning, restrictive covenant per Instrument No. 2003-18709 impacts uses possible on the subject property.
6. Allowance of future freestanding signs for proposed Lot 1 and 4 is impacted by existing sign easements and signs.
7. Street frontage improvements (e.g., curb and sidewalk) will be required when the lot abutting Howard Street is developed. If other lots are developed first, frontage improvements commensurate with the shared access will be required when they are developed.
8. Owner/applicant and their successors are still responsible to comply with the City Development Code (SHMC Title 17).

**Attachment(s):** Applicant’s Description of Land Use Request

Preliminary Plat

Preliminary Utility Plan

Sanitary Sewer Profile

Preliminary Storm Water Report (for 3 of the 4 proposed lots)

Easement Agreement and Declaration of Restrictive Covenant (Instrument No. 2003-18709)

## Description of Land Use Request

Request to divide this 3.31 acre site into 4 parcels. The site is subject to the restrictions outlined in the document recorded on title dated December 3, 2003 "Easement Agreement and Declaration of Restrictive Covenant" which is included with the materials submitted as part of this application.

Owners of all 4 parcels will execute cross access and shared parking agreements.

We are currently negotiating contracts with Burger King for Parcel 4. Jiffy Lube for Parcel 2 , and Dairy Queen for parcel 1.

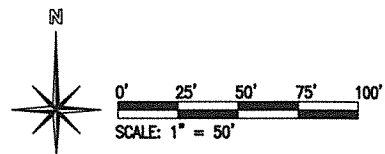
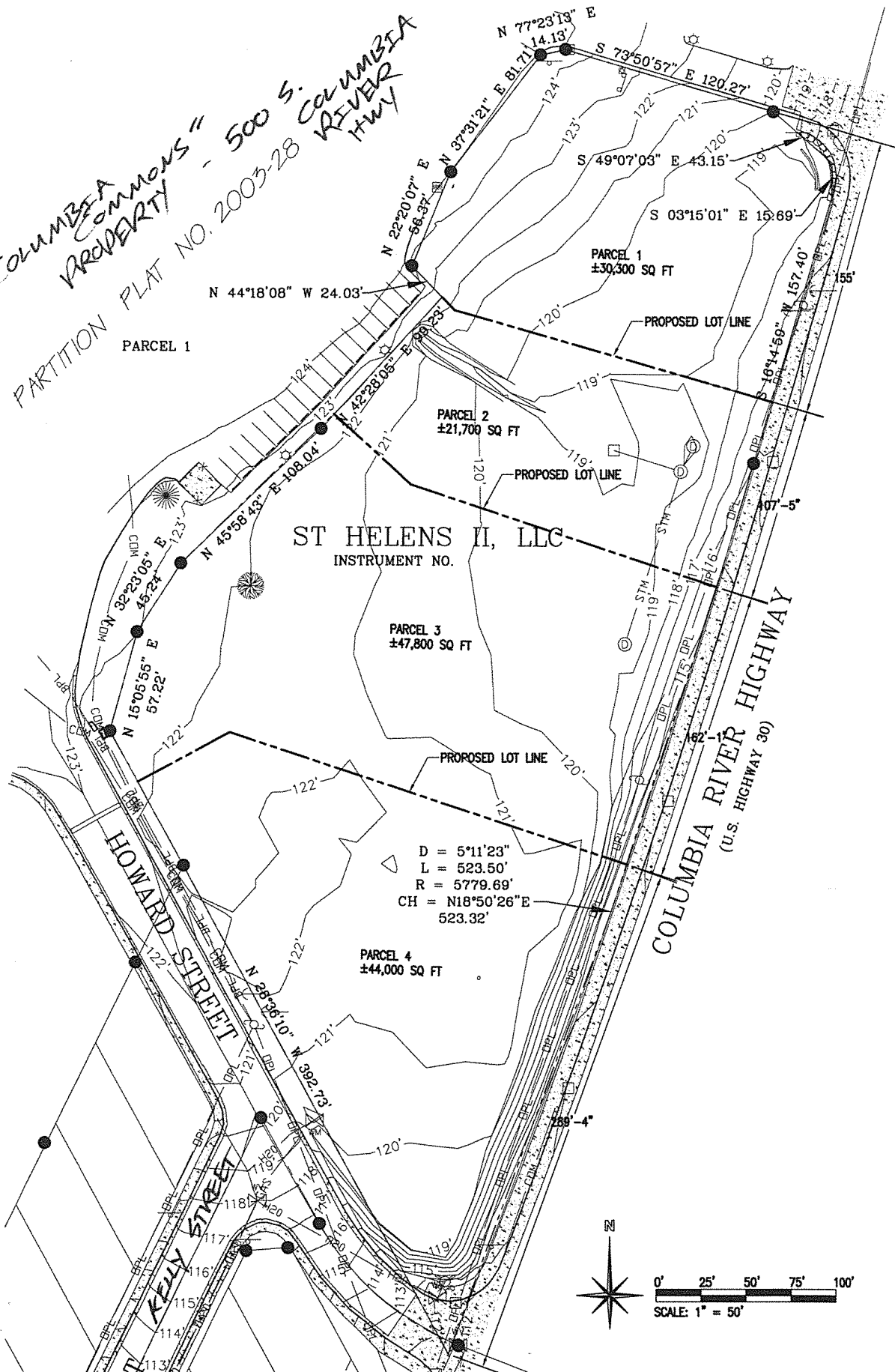
Burger King will be responsible for their storm detention requirements, while the underground storm detention system that we installed previously will support the developments of parcels 1,2, and 3. Civil engineering calculations are included.

RECEIVED

JUN 22 2021

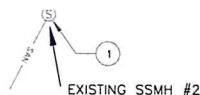
CITY OF ST. HELENS

"COLUMBIA COMMONS" - 500 S. COLUMBIA RIVER HWY  
 PARTITION PLAT NO. 2003-28



# COLUMBIA COMMONS PRELIMINARY UTILITY PLAN

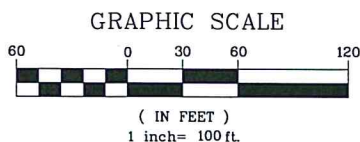
6/21/21



Item B.

## LEGEND:

- ⊙ = SANITARY SEWER MANHOLE
- = CATCH BASIN
- ⊙ = STORM DRAINAGE MANHOLE
- ☆ = LIGHT POLE
- ⊞ = POWER METER
- ⌋ = GUY WIRE
- ⊞ = POWER POLE
- ⊞ = WATER METER
- ⊞ = IRRIGATION VALVE
- ⊞ = FIRE HYDRANT
- ⊞ = WATER VALVE
- ⊞ = SIGN
- ⊞ = DOUBLE POST SIGN
- = MONUMENT FOUND
- ⊞ = ARBORVITAE ROW
- ⊞ = TREES
- ⊞ = COMMUNICATION LINE
- ⊞ = FENCE LINE
- ⊞ = GAS LINE
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- ⊞ = OVERHEAD POWER LINE
- ⊞ = SANITARY SEWER LINE
- ⊞ = STORM DRAINAGE LINE
- ⊞ = WATER LINE

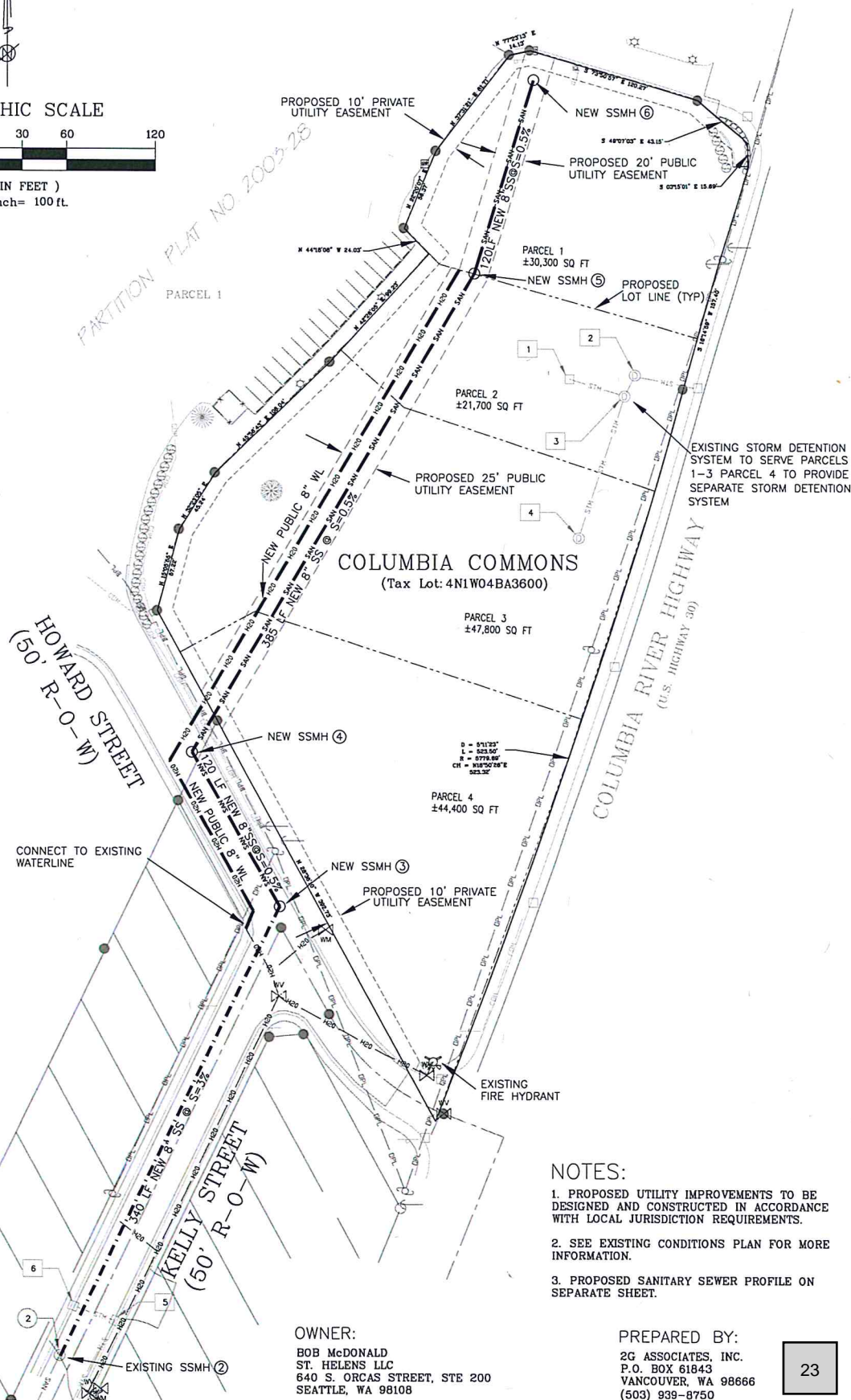


## SANITARY SEWER TABLE:

- EXISTING**
- ① SANITARY SEWER MANHOLE  
RIM = 124.72'  
I.E. 6" CONCRETE (NE) = 121.24'  
I.E. 8" CONCRETE (SW) = 121.18'  
I.E. 6" CONCRETE (NW) = 121.48'
- ② SANITARY SEWER MANHOLE  
RIM = 105.90'  
I.E. 18" CONCRETE (SE) = 102.47'  
I.E. 15" CONCRETE (SW) = 102.75'  
I.E. 12" P.V.C. (NW) = 102.57'
- PROPOSED**
- ③ SANITARY SEWER MANHOLE #3  
RIM = 120.5  
I.E. = 112.8
- ④ SANITARY SEWER MANHOLE #4  
RIM = 122.0  
I.E. = 113.4
- ⑤ SANITARY SEWER MANHOLE #5  
RIM = 121.8  
I.E. = 121.8
- ⑥ SANITARY SEWER MANHOLE #6  
RIM = 124.0  
I.E. = 115.9

## STORM DRAINAGE TABLE:

- ① CATCH BASIN  
GRATE = 118.39'  
I.E. 12" P.V.C. (SE) = 116.89'
- ② STORM VAULT  
RIM = 120.20'  
I.E. = 109.18'
- ③ STORM VAULT  
RIM = 119.93'  
I.E. 12" P.V.C. (W) = 112.19'
- ④ STORM VAULT  
RIM = 119.73'  
I.E. 111.83'
- ⑤ CATCH BASIN  
GRATE = 106.37'  
I.E. 15" CONCRETE (W) = 100.41'  
I.E. 15" CONCRETE (S) = 100.35'
- ⑥ CATCH BASIN  
GRATE = 106.09'  
I.E. 15" CONCRETE (E) = 101.39'

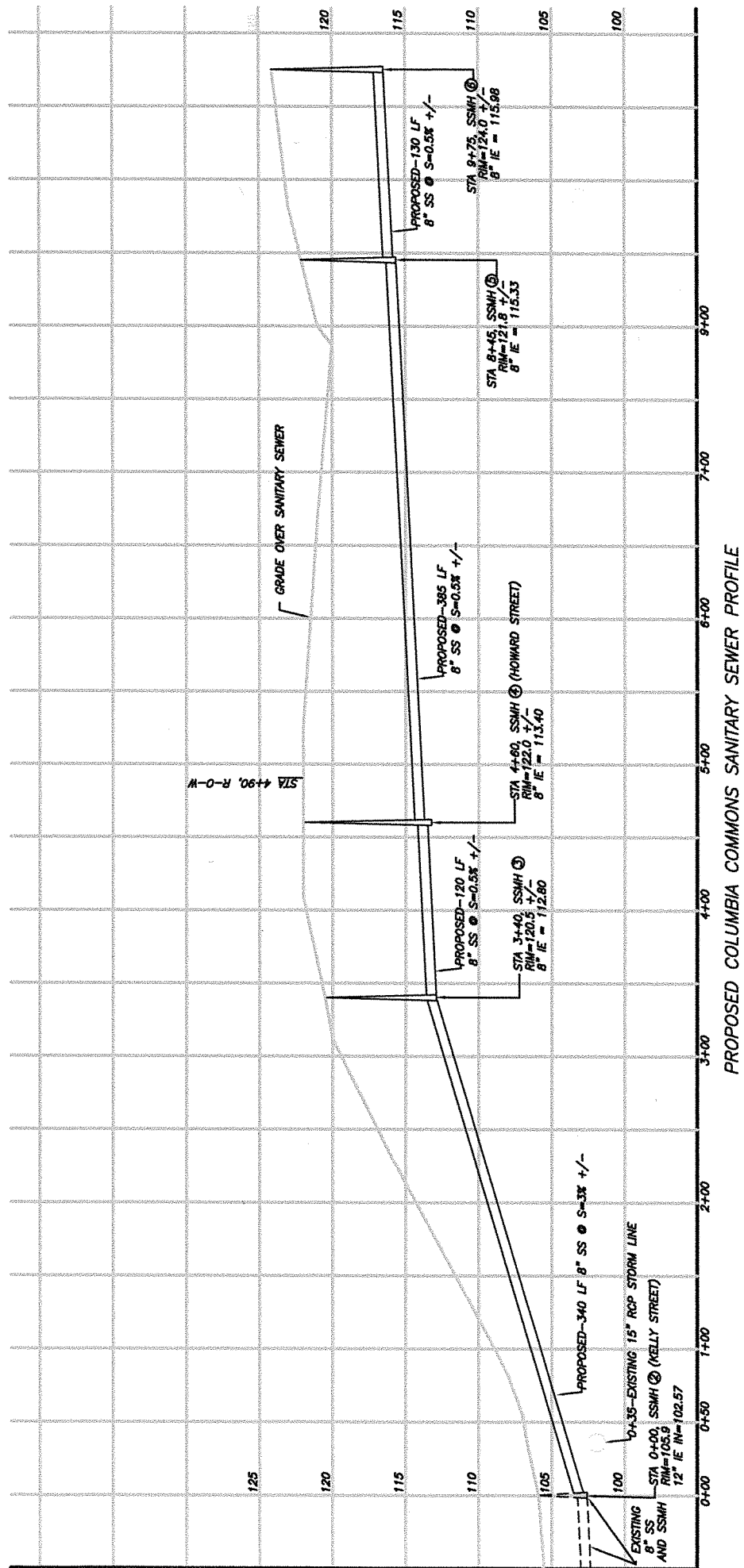


## NOTES:

1. PROPOSED UTILITY IMPROVEMENTS TO BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH LOCAL JURISDICTION REQUIREMENTS.
2. SEE EXISTING CONDITIONS PLAN FOR MORE INFORMATION.
3. PROPOSED SANITARY SEWER PROFILE ON SEPARATE SHEET.

OWNER:  
BOB McDONALD  
ST. HELENS LLC  
640 S. ORCAS STREET, STE 200  
SEATTLE, WA 98108

PREPARED BY:  
2G ASSOCIATES, INC.  
P.O. BOX 61843  
VANCOUVER, WA 98666  
(503) 939-8750



# Preliminary Stormwater Report (Parcels 1, 2, 3)

for

## Columbia Commons Annex Commercial Subdivision

Date: June 17, 2021

### Project Information

**Site Location:**

Howard Street  
St. Helens, OR 97051

**Property Size:**   Parcels 1-3 = 2.246 Acres  
                          All 4 Parcels = 3.31 Acres

Columbia County

Tax Lot:            4N1W04BA3600

**Stormwater Requirements:**

Columbia County Stormwater and Erosion Control  
Ordinance (version Nov 21, 2001)

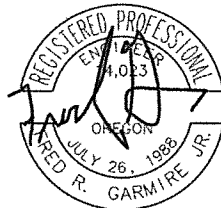
### Project Contacts

**Owner:**

Bob McDonald  
St. Helens II LLC  
650 S. Orcas St., Suite 200  
Seattle, WA 98108

**Report Prepared By:**

2G Associates. Inc.  
14108 SE 25<sup>th</sup> Circle  
Vancouver, Washington 98683  
Contact: Fred Garmire, PE  
(503) 939-8750  
fred.garmire@2gassociates.us  
2G Project Number: MAC-001



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B. Preliminary Stormwater Plan and Map	
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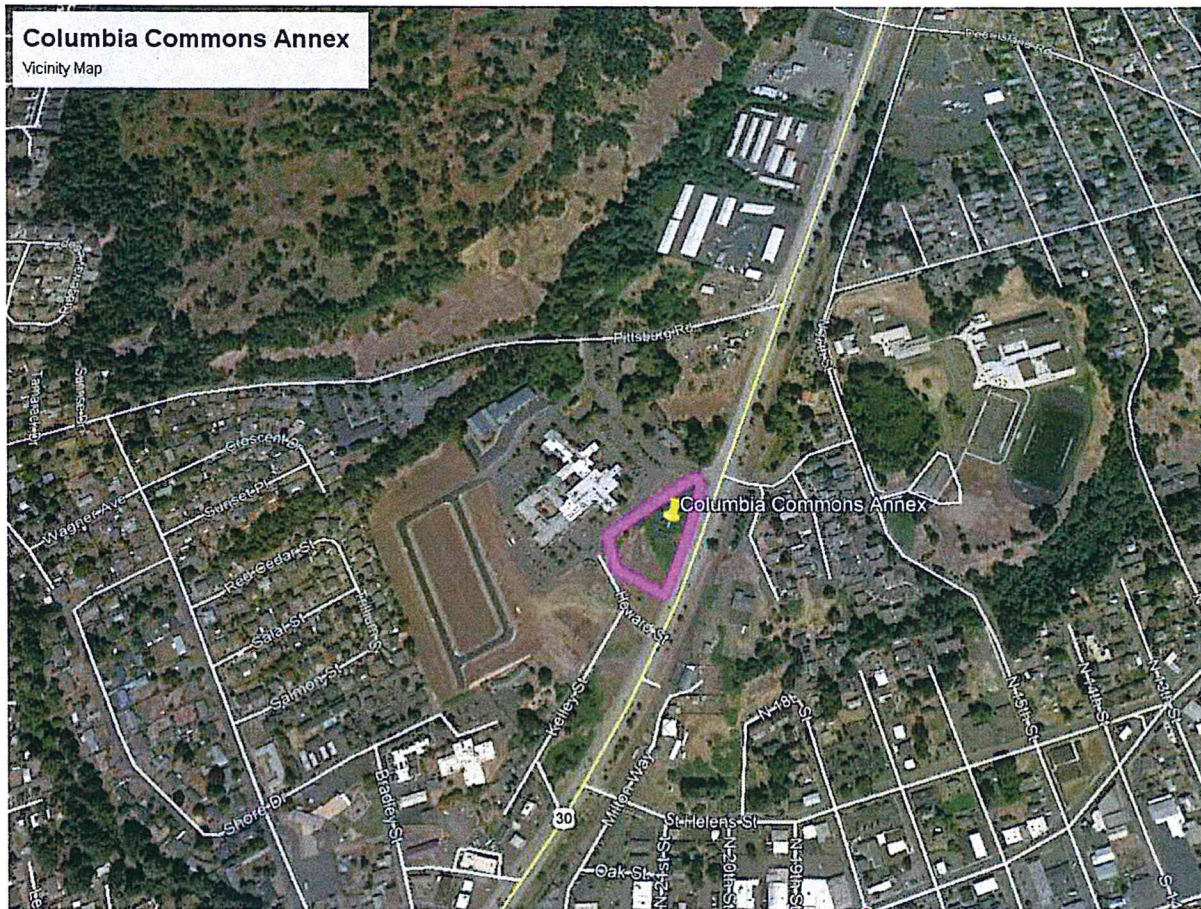
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## I: Maps

The Maps section contains a Vicinity Map (Figure 1) and Soils Map (Figure 2) of the project site, located in St. Helens, OR. The site is not located in a flood plain, therefore the FIRM map for the area is not included.



### Figure 1: Site Vicinity Map

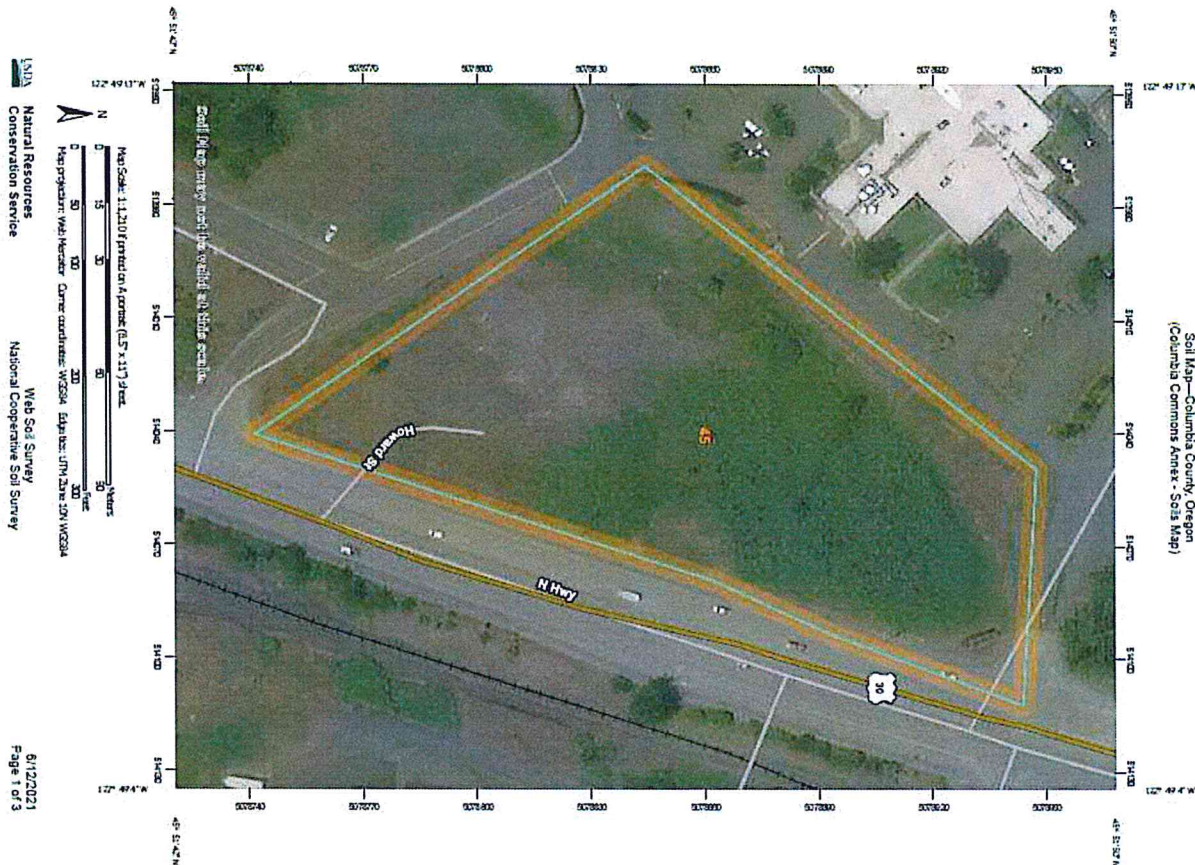


Figure 2: Soils Map

## II: Project Overview

### A) Project Scope

Columbia Commons Annex Commercial Subdivision (Columbia Commons) is a proposed commercial development subdividing a 3.31-acre property into four lots. The three northern lots (Parcels 1, 2 and 3) totaling 2.246 acres are included in this report. The fourth lot/parcel storm report will be included in a separate report by others. Office or Commercial development are proposed on each lot. The project is located within Saint Helens, Oregon.

### B) Stormwater Requirements

A final Stormwater Plan and Report have been completed for this project in compliance with the Commercial section B2 "Long Term Water Quality Protection" in the Columbia County Stormwater and Erosion Control Ordinance, version Nov 21, 2001. The Ordinance requires for a commercial development to meet the following standards for water quality and runoff control:

**Water Quality:** Runoff from parking lots, driveways, and other exposed traffic areas shall be treated utilizing mechanical water quality facilities, including stormfilter catch basins or similar products. Treatment methods shall be sized to treat the water quality storm.

**Runoff Quantity Control:** Post-development runoff flows shall be controlled such that a) the post-development peak flows for the 10- and 100-year design storms do not exceed the respective pre-development flows, and b) the post-development peak flow for the 2-year design storm does not exceed half the pre-development peak flow for the 2-year storm.

### **C) Drainage, Topography, and Soils**

The three proposed northern parcels have been analyzed as one basin for the purpose of this preliminary storm water report (see Appendix A). Each lot will be graded to collect and convey stormwater runoff to the existing central stormwater detention facility.

The parcel generally slopes to the east with the greatest grades present adjacent to Highway 30. The northern portion of the property is approximately 8 feet higher than the lowest elevation found on the eastern portion of the property along Highway 30.

Soils onsite are uniformly identified by the NRCS Web Soil Survey as soil 45, "Rock Outcrop-Xerumbrepts Complex, Undulating" with an unrated hydraulic soil group. In the absence of a hydraulic soil group rating, D has been used for analysis in HydroCAD.

### **D) Stormwater Runoff Mitigation Overview**

An existing underground stormwater detention facility (detention facility) is present within the site. The existing condition of the detention facility has been reviewed and verified based upon a survey and shop drawings of the facility. Each lot will be graded to collect and convey the stormwater to the detention facility. An engineered stormwater flow control manhole with standpipe and outlet orifices is proposed to be added to the detention facility to control the overall stormwater discharge from the entire site.

Each catch basin collecting and conveying stormwater runoff from the pollution generating surfaces will be engineered to include a mechanical stormwater filter. These filters will be utilized to treat all runoff to achieve the required water quality standards.

HydroCAD was used to model and analyze stormwater runoff flows for this project. Design Storms for St. Helens can be found below in Table 1:

**Table 1: St. Helens Design Storms**

24-hour Storm Event	Rainfall (in)
Water Quality (WQ)	0.67
2-year	2
10-year	3
25-year	3.4
100-year	4

Source: Appendix E of the Columbia County Stormwater and Erosion Control Ordinance. Rainfall based on Isopluvial maps in the NOAA Atlas 2, Volume X, Figure 30

### III: Pre- Development Analysis

Predevelopment runoff flows for the entire parcel were calculated using HydroCAD, based on the existing conditions on site, including all existing topography. Table 2 below contains Pre-Developed surface cover and soil type data that was modeled into HydroCAD:

**Table 2: Pre-Development Surface Cover Data**

Pre-Developed Area (sqft)	HydroCAD Surface Cover	Soil Group	Curve Number
97,850	Woods/grass comb., Poor, HSG D	D	86

Table 3 below contains pre-development peak runoff flows from each basin:

**Table 3: Pre-Development Peak Runoff Summary**

Design Storm	Peak Runoff (cfs)
WQ	0.01
2-yr	0.42
10-yr	0.90
100-yr	1.44

### IV: Post- Development Analysis

Post-development peak runoff flows were calculated using HydroCAD, based on the proposed development plan, which includes the new paved parking lot and driveway, sidewalk, and buildings. Table 4 below contains Post-Developed surface cover and soil type data that was modeled into HydroCAD:

**Table 4: Post-Development Surface Cover Data**

Post-Developed Area (sqft)	HydroCAD Surface Cover	Soil Group	Curve Number

75,683	Paved Parking & Roofs	-	98
22,167	>75% Grass cover, Good, HSG D	D	80

Table 5 below contains post-development peak runoff flows from the post-developed parcel conditions, both un-mitigated and mitigated values.

**Table 5: Post-Development Peak Runoff Summary**

Design Storm	Un-Mitigated Runoff (cfs)	Mitigated Runoff (cfs)
WQ	0.21	0.08
2-yr	0.83	0.18
10-yr	1.35	0.78
100-yr	1.87	1.20

Comparing the post-development detained peak runoff flows to the maximum allowable values in Table 3, the development is in compliance with the stormwater requirements to not exceed the maximum allowable flows for 2-yr, 10-yr, and 100-yr design storms. The HydroCAD analysis is included in Appendix D.

## V: Water Quality and Runoff Quantity Control

### A) Water Quality

Each catch basin collecting and conveying stormwater runoff from the pollution generating surfaces will be engineered to include a mechanical stormwater filter. These filters will be utilized to treat all runoff from pollution generating surfaces to achieve the required water quality standards. Runoff from roofs can be conveyed directly into the detention facility. The details of the individual mechanical stormwater catch basin filters will be developed as the site grading plans are finalized and individual basin runoff flow rates are established.

### B) Runoff Quantity Control

Each lot will be graded to collect and convey the stormwater to the detention facility. An engineered stormwater flow control manhole with standpipe and outlet orifices is proposed to be added to the detention facility to control the overall stormwater discharge from the entire site. The detention facility will detain and control the outflow of detained stormwater to achieve the required outflows.

The details of the detention facility and flow control manhole will be developed and expanded as the final site plan and grading plan are developed. Table 6 shows the existing stage and storage of the detention facility.

**Table 6: Detention Facility - Stage-Storage Table**

Elevation Feet	Stage Feet	Storage Cubic Feet
119.0	0.0	0
119.5	0.5	337
120.0	1.0	923
120.5	1.5	1,635
121.0	2.0	2,420
121.5	2.5	3,240
122.0	3.0	4,059
122.5	3.5	4,845
123.0	4.0	5,557
123.5	4.5	6,142
124.0	5.0	6,480

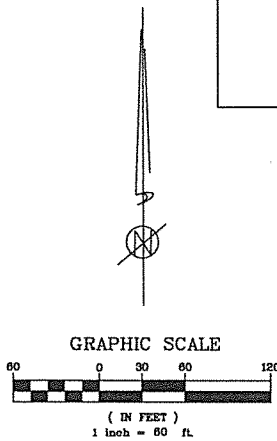
## VII: Conveyance

The proposed conveyance system will be designed to carry runoff from the 25-year storm due to the contributing drainage area being less than 40 acres. The Santa Barbara Unit Hydrograph method is the approved method for calculating runoff in Columbia County and will be used in HydroCAD to size conveyance facility pipes for the site. Impervious areas were defined by the future development scenario to be conservative (paved parking and driveway access area, CN 98). Time of concentration used in the calculations was 5 minutes for each basin. The conveyance system will be designed and engineered to these standards and a full analysis will be included in the final stormwater report.

## VIII: Maintenance

On-site stormwater facilities including the detention facility, stormfilter catch basins, and all on stile conveyance systems will be maintained by Columbia Commons. This system will maintain the existing connection to the existing storm drain system in the Columbia River Highway right of way.

# APPENDIX A EXISTING CONDITIONS MAP



## LEGEND:

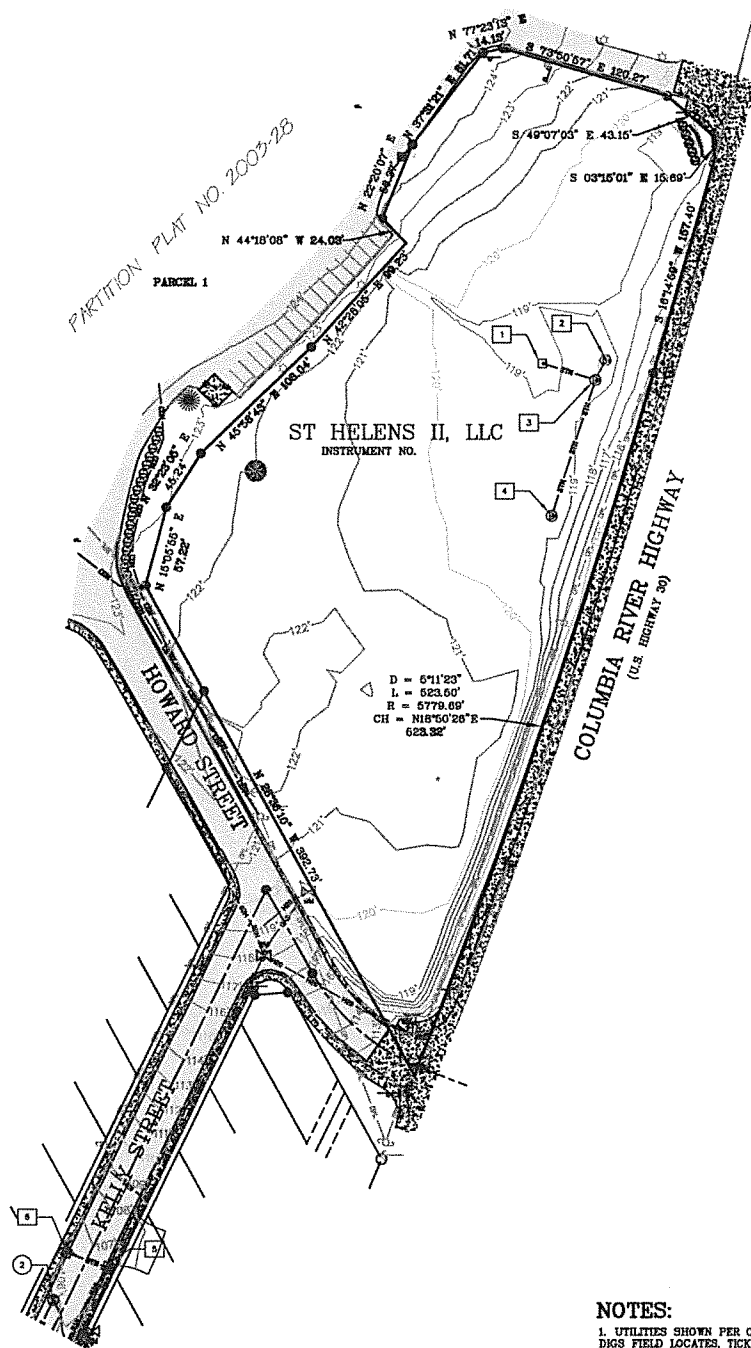
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I.E. 15" CONCRETE (SW) = 102.75'  
I.E. 12" P.V.C. (NW) = 102.07'

## STORM DRAINAGE TABLE:

- ① CATCH BASIN  
GRATE = 118.39'  
I.E. 12" P.V.C. (SE) = 116.89'
- ② STORM VAULT  
RIM = 120.20'  
I.E. = 109.18'
- ③ STORM VAULT  
RIM = 119.63'  
I.E. 12" P.V.C. (W) = 112.19'
- ④ STORM VAULT  
RIM = 119.73'  
I.E. 111.83'
- ⑤ CATCH BASIN  
GRATE = 108.37'  
I.E. 15" CONCRETE (W) = 100.41'  
I.E. 15" CONCRETE (S) = 100.35'
- ⑥ CATCH BASIN  
GRATE = 108.09'  
I.E. 15" CONCRETE (E) = 101.39'



## NOTES:

1. UTILITIES SHOWN PER CALL BEFORE YOU DIGS FIELD LOCATES, TICKET NUMBER = 21119046
2. ELEVATIONS ARE NAVD83 BASED ON NGS BENCHMARK FID# RD3989

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR  
  
PRELIMINARY  
  
OREGON  
JANUARY 19, 1993  
DONALD D WALLACE JR  
2601  
RENEWS 6/30/22



TOPOGRAPHIC SURVEY FOR  
ST HELENS II, LLC  
IN THE NW 1/4 OF SECTION 4,  
T4N, R1W, W.M.  
CITY OF ST HELENS,  
COLUMBIA COUNTY, OREGON  
SCALE 1" = 60 MAY 5, 2021

DRAWN BY: SWM

FIELD: SWM/R/CAM/DJL

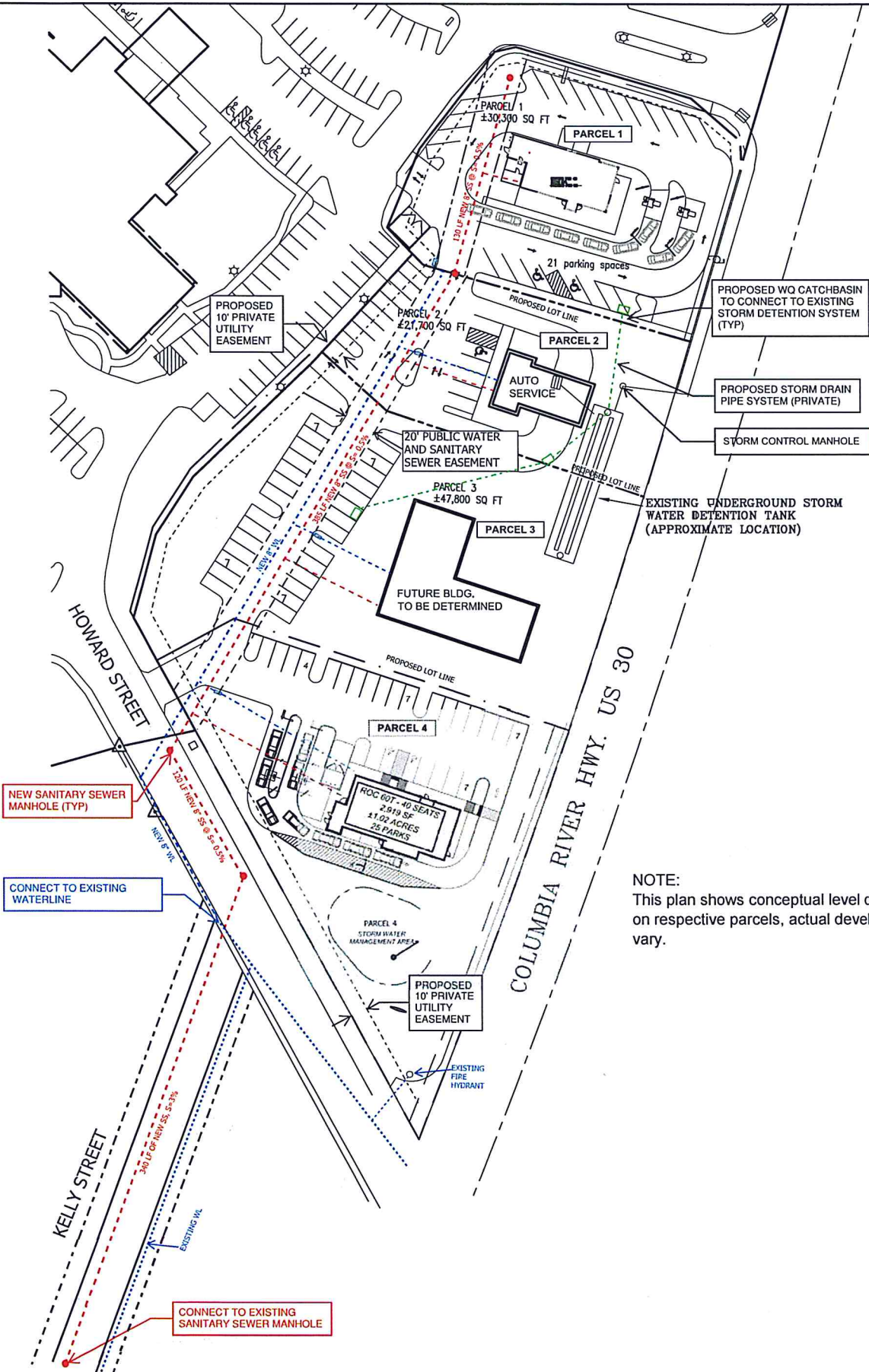
EQUIPMENT: NIKON/IGAGE

JOB NO. 21-187

PROJECT NO. 21-187

REVISED: 6/1/2021

# APPENDIX B - PRELIMINARY STORMWATER AND UTILITY PLAN



## APPENDIX C

### CONVEYANCE ANALYSIS

(THIS SECTION WILL BE INCLUDED IN FINAL STORM REPORT)

# APPENDIX D1 - PRE-DEVELOPMENT ANALYSIS

**Pre-developed - Columbia Commons - 06.12.2021**

Prepared by {enter your company name here}

Printed 6/12/2021

HydroCAD® 8.50 s/n 005045 © 2007 HydroCAD Software Solutions LLC

Page 1

## Area Listing (all nodes)

Area (sq-ft)	CN	Description (subcatchment-numbers)
97,850	86	Woods/grass comb., Poor, HSG D (B1)

**Pre-developed - Columbia Commons - 06.12.2021**

Prepared by {enter your company name here}

Printed 6/12/2021

HydroCAD® 8.50 s/n 005045 © 2007 HydroCAD Software Solutions LLC

Page 2

**Soil Listing (all nodes)**

Area (sq-ft)	Soil Group	Subcatchment Numbers
0	HSG A	
0	HSG B	
0	HSG C	
97,850	HSG D	B1
0	Other	

**Pre-developed - Columbia Commons - 06.12.2021** Type IA 24-hr 2yr-24hr Rainfall=2.00"

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Page 3

**Summary for Subcatchment B1: Pre-Developed Conditions**

Runoff = 0.42 cfs @ 7.99 hrs, Volume= 6,923 cf, Depth= 0.85"

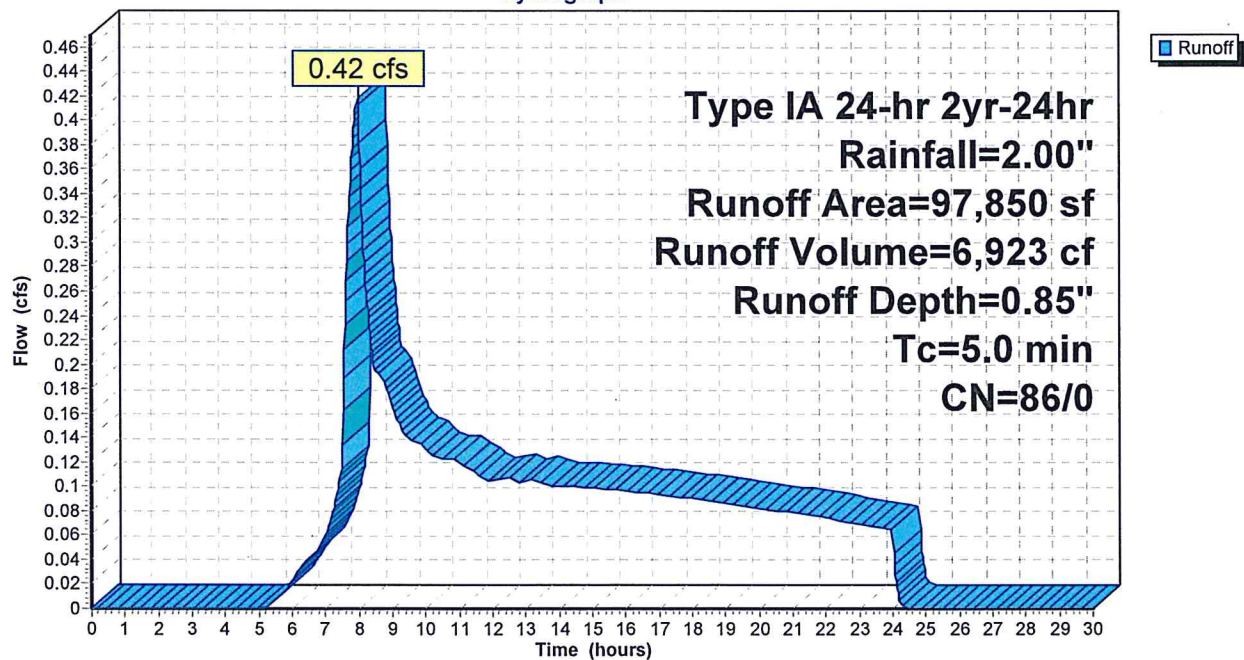
Runoff by SBUH method, Split Pervious/Imperv., Time Span= 0.00-30.00 hrs, dt= 0.02 hrs  
Type IA 24-hr 2yr-24hr Rainfall=2.00"

Area (sf)	CN	Description
0	98	Paved parking & roofs
97,850	86	Woods/grass comb., Poor, HSG D
0	79	Woods/grass comb., Good, HSG D
97,850	86	Weighted Average
97,850	86	Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry,

**Subcatchment B1: Pre-Developed Conditions**

Hydrograph



**Pre-developed - Columbia Commons - 06.12.2021** Type IA 24-hr 10yr-24hr Rainfall=3.00"

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**Summary for Subcatchment B1: Pre-Developed Conditions**

Runoff = 0.90 cfs @ 7.96 hrs, Volume= 13,556 cf, Depth= 1.66"

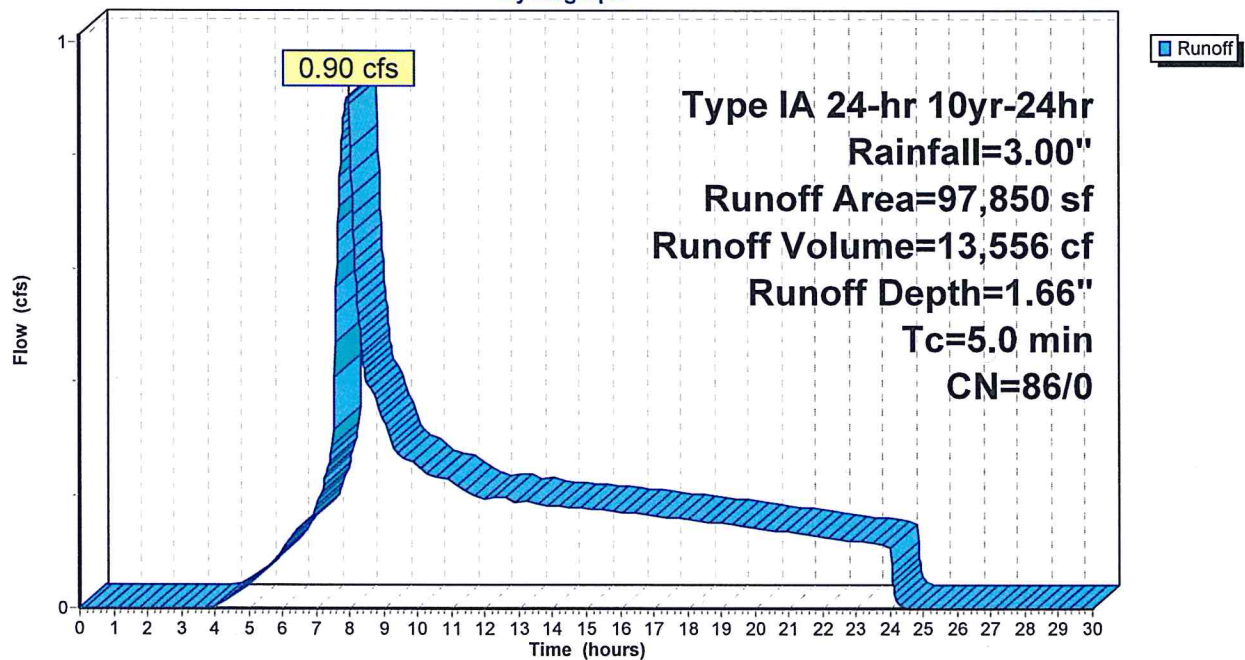
Runoff by SBUH method, Split Pervious/Imperv., Time Span= 0.00-30.00 hrs, dt= 0.02 hrs  
Type IA 24-hr 10yr-24hr Rainfall=3.00"

Area (sf)	CN	Description
0	98	Paved parking & roofs
97,850	86	Woods/grass comb., Poor, HSG D
0	79	Woods/grass comb., Good, HSG D
97,850	86	Weighted Average
97,850	86	Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry,

**Subcatchment B1: Pre-Developed Conditions**

Hydrograph



**Pre-developed - Columbia Commons - 06.12.2021 Type IA 24-hr 100yr-24hr Rainfall=4.00"**

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**Summary for Subcatchment B1: Pre-Developed Conditions**

Runoff = 1.44 cfs @ 7.94 hrs, Volume= 20,763 cf, Depth= 2.55"

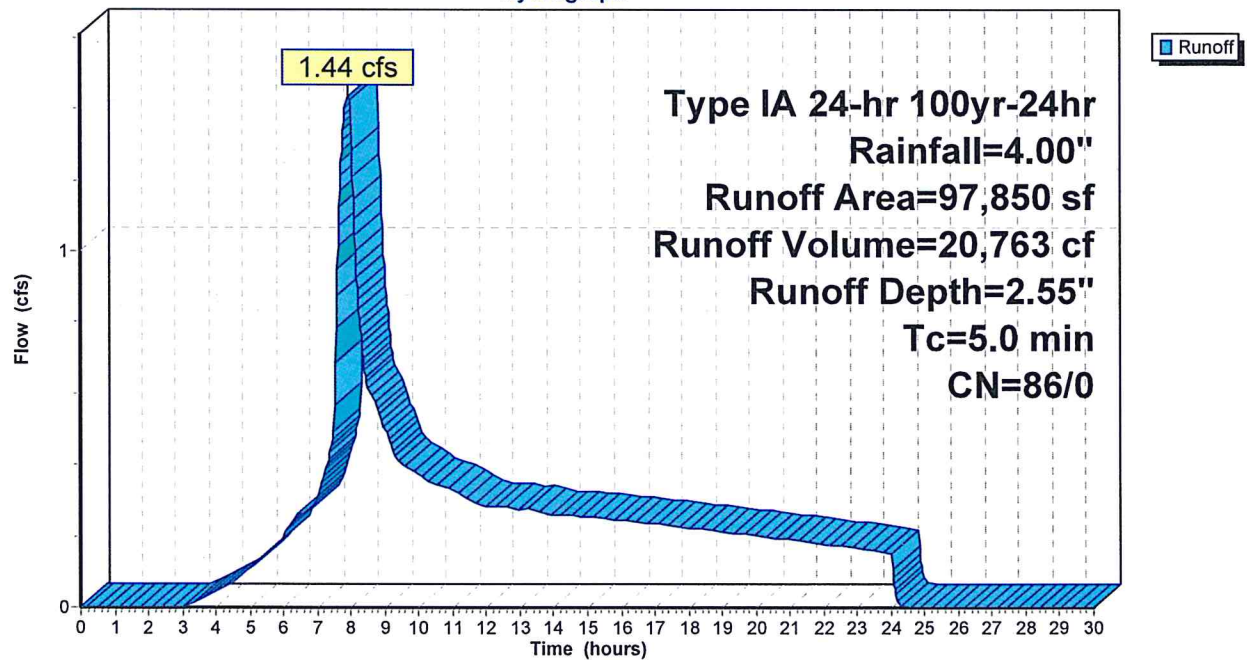
Runoff by SBUH method, Split Pervious/Imperv., Time Span= 0.00-30.00 hrs, dt= 0.02 hrs  
Type IA 24-hr 100yr-24hr Rainfall=4.00"

Area (sf)	CN	Description
0	98	Paved parking & roofs
97,850	86	Woods/grass comb., Poor, HSG D
0	79	Woods/grass comb., Good, HSG D
97,850	86	Weighted Average
97,850	86	Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry,

**Subcatchment B1: Pre-Developed Conditions**

Hydrograph



**Pre-developed - Columbia Commons - 06.12.2021**

Type IA 24-hr WQ Rainfall=0.67"

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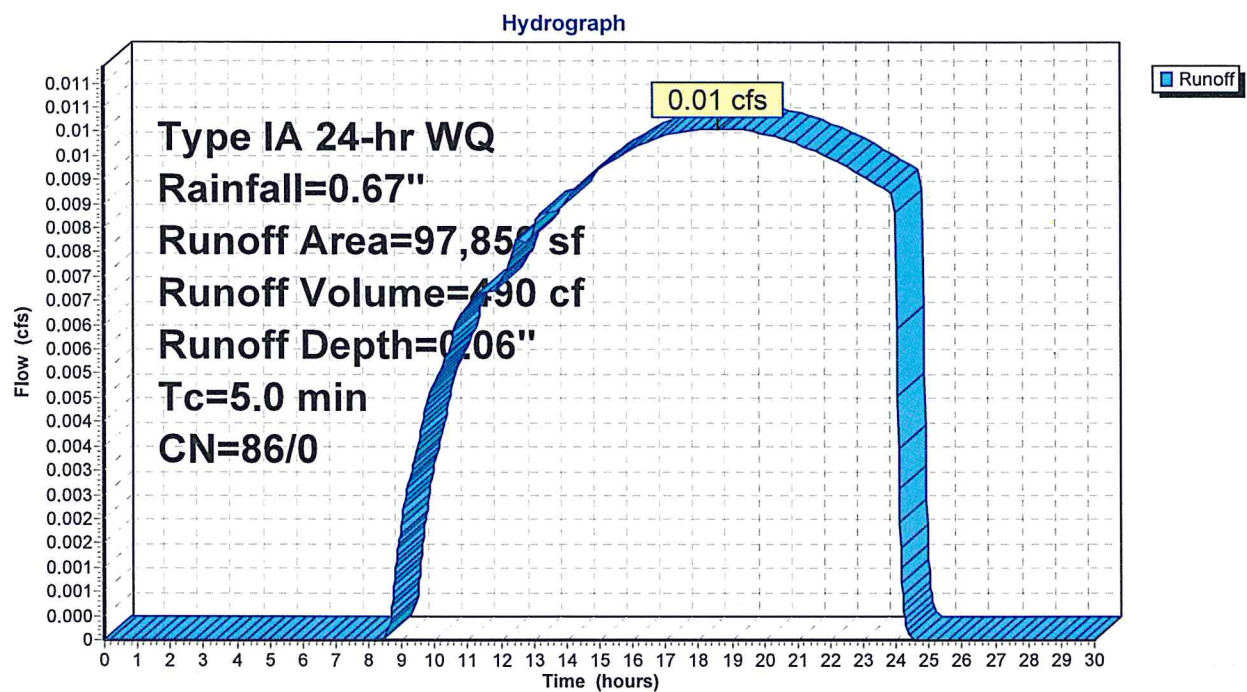
**Summary for Subcatchment B1: Pre-Developed Conditions**

Runoff = 0.01 cfs @ 18.59 hrs, Volume= 490 cf, Depth= 0.06"

Runoff by SBUH method, Split Pervious/Imperv., Time Span= 0.00-30.00 hrs, dt= 0.02 hrs  
Type IA 24-hr WQ Rainfall=0.67"

Area (sf)	CN	Description
0	98	Paved parking & roofs
97,850	86	Woods/grass comb., Poor, HSG D
0	79	Woods/grass comb., Good, HSG D
97,850	86	Weighted Average
97,850	86	Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry,

**Subcatchment B1: Pre-Developed Conditions**

# APPENDIX D2 - POST-DEVELOPMENT ANALYSIS

Item B.

**Post-developed - Columbia Commons (lots 1, 2, 3)** Type IA 24-hr 2yr-24hr Rainfall=2.00"  
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## Summary for Pond 1P: Underground Detention Facility

Inflow Area = 97,850 sf, 77.35% Impervious, Inflow Depth = 1.50" for 2yr-24hr event  
 Inflow = 0.83 cfs @ 7.90 hrs, Volume= 12,230 cf  
 Outflow = 0.18 cfs @ 10.33 hrs, Volume= 12,208 cf, Atten= 78%, Lag= 145.5 min  
 Primary = 0.18 cfs @ 10.33 hrs, Volume= 12,208 cf

Routing by Stor-Ind method, Time Span= 0.00-30.00 hrs, dt= 0.02 hrs  
 Peak Elev= 121.57' @ 10.33 hrs Surf.Area= 1,649 sf Storage= 3,358 cf

Plug-Flow detention time= 251.7 min calculated for 12,208 cf (100% of inflow)  
 Center-of-Mass det. time= 250.3 min ( 948.2 - 697.9 )

Volume	Invert	Avail.Storage	Storage Description
#1	119.00'	6,480 cf	60.0"D x 330.00'L Horizontal Cylinder

Device	Routing	Invert	Outlet Devices
#1	Primary	119.00'	12.0" x 50.0' long Culvert CMP, projecting, no headwall, Ke= 0.900 Outlet Invert= 118.00' S= 0.0200 ' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior
#2	Device 1	119.00'	2.0" Vert. Orifice/Grate C= 0.600
#3	Device 1	121.50'	6.0" Vert. Orifice/Grate C= 0.600
#4	Device 1	123.00'	12.0" Horiz. Orifice/Grate Limited to weir flow C= 0.600

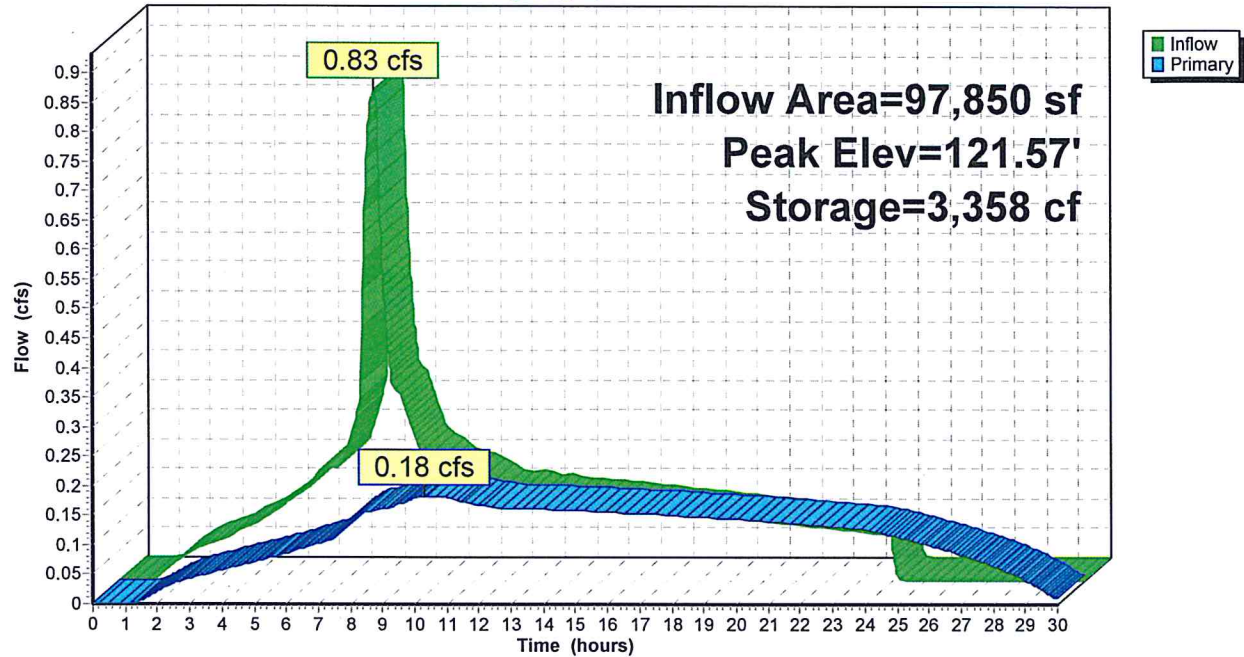
**Primary OutFlow** Max=0.18 cfs @ 10.33 hrs HW=121.57' (Free Discharge)

1=Culvert (Passes 0.18 cfs of 4.30 cfs potential flow)  
 2=Orifice/Grate (Orifice Controls 0.17 cfs @ 7.60 fps)  
 3=Orifice/Grate (Orifice Controls 0.02 cfs @ 0.91 fps)  
 4=Orifice/Grate ( Controls 0.00 cfs)

Post-developed - Columbia Commons (lots 1, 2, 3) Type IA 24-hr 2yr-24hr Rainfall=2.00"  
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### Pond 1P: Underground Detention Facility

Hydrograph



**Post-developed - Columbia Commons (lots 1, 2, 3) Type IA 24-hr 10yr-24hr Rainfall=3.00"**

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**Summary for Pond 1P: Underground Detention Facility**

Inflow Area = 97,850 sf, 77.35% Impervious, Inflow Depth = 2.42" for 10yr-24hr event  
 Inflow = 1.35 cfs @ 7.90 hrs, Volume= 19,768 cf  
 Outflow = 0.78 cfs @ 8.22 hrs, Volume= 19,342 cf, Atten= 42%, Lag= 19.2 min  
 Primary = 0.78 cfs @ 8.22 hrs, Volume= 19,342 cf

Routing by Stor-Ind method, Time Span= 0.00-30.00 hrs, dt= 0.02 hrs  
 Peak Elev= 122.14' @ 8.22 hrs Surf.Area= 1,594 sf Storage= 4,291 cf

Plug-Flow detention time= 212.8 min calculated for 19,329 cf (98% of inflow)  
 Center-of-Mass det. time= 196.9 min ( 883.0 - 686.2 )

Volume	Invert	Avail.Storage	Storage Description
#1	119.00'	6,480 cf	<b>60.0"D x 330.00'L Horizontal Cylinder</b>

Device	Routing	Invert	Outlet Devices
#1	Primary	119.00'	<b>12.0" x 50.0' long Culvert</b> CMP, projecting, no headwall, Ke= 0.900 Outlet Invert= 118.00' S= 0.0200 '/' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior
#2	Device 1	119.00'	<b>2.0" Vert. Orifice/Grate</b> C= 0.600
#3	Device 1	121.50'	<b>6.0" Vert. Orifice/Grate</b> C= 0.600
#4	Device 1	123.00'	<b>12.0" Horiz. Orifice/Grate</b> Limited to weir flow C= 0.600

**Primary OutFlow** Max=0.78 cfs @ 8.22 hrs HW=122.14' (Free Discharge)

- 1=Culvert (Passes 0.78 cfs of 4.85 cfs potential flow)
- 2=Orifice/Grate (Orifice Controls 0.18 cfs @ 8.42 fps)
- 3=Orifice/Grate (Orifice Controls 0.59 cfs @ 3.02 fps)
- 4=Orifice/Grate ( Controls 0.00 cfs)

**Post-developed - Columbia Commons (lots 1, 2, 3) Type IA 24-hr 10yr-24hr Rainfall=3.00"**

Prepared by {enter your company name here}

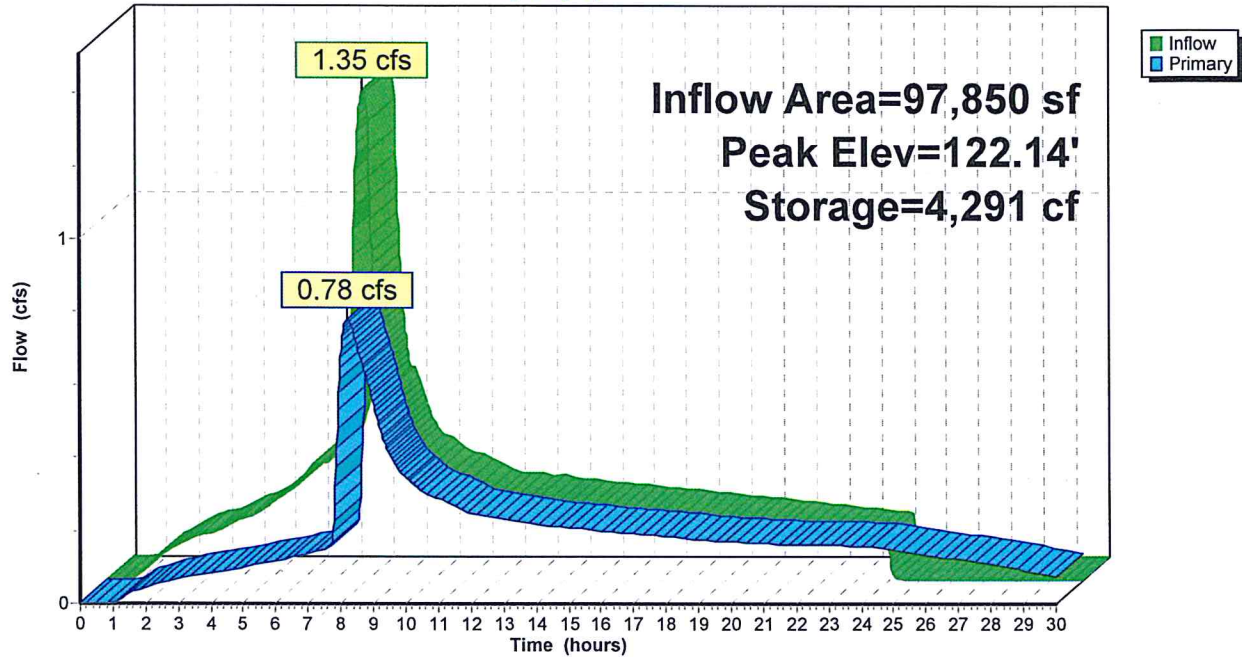
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### Pond 1P: Underground Detention Facility

Hydrograph



**Post-developed - Columbia Commons (lots 1, 2, 3) Type IA 24-hr 100yr-24hr Rainfall=4.00"**

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**Summary for Pond 1P: Underground Detention Facility**

Inflow Area = 97,850 sf, 77.35% Impervious, Inflow Depth = 3.37" for 100yr-24hr event  
 Inflow = 1.87 cfs @ 7.89 hrs, Volume= 27,518 cf  
 Outflow = 1.20 cfs @ 8.16 hrs, Volume= 26,907 cf, Atten= 36%, Lag= 15.9 min  
 Primary = 1.20 cfs @ 8.16 hrs, Volume= 26,907 cf

Routing by Stor-Ind method, Time Span= 0.00-30.00 hrs, dt= 0.02 hrs  
 Peak Elev= 122.87' @ 8.16 hrs Surf.Area= 1,380 sf Storage= 5,381 cf

Plug-Flow detention time= 171.6 min calculated for 26,889 cf (98% of inflow)  
 Center-of-Mass det. time= 155.0 min ( 833.8 - 678.7 )

Volume	Invert	Avail.Storage	Storage Description
#1	119.00'	6,480 cf	60.0"D x 330.00'L Horizontal Cylinder

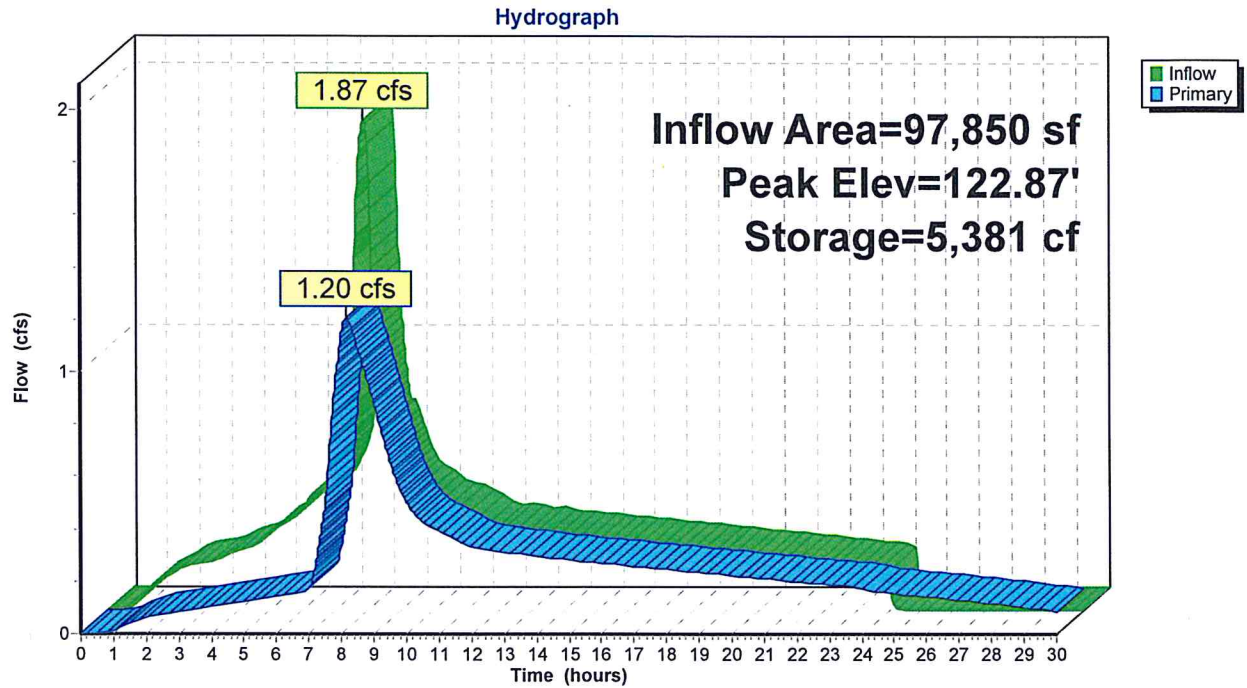
Device	Routing	Invert	Outlet Devices
#1	Primary	119.00'	12.0" x 50.0' long Culvert CMP, projecting, no headwall, Ke= 0.900 Outlet Invert= 118.00' S= 0.0200 ' /' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior
#2	Device 1	119.00'	2.0" Vert. Orifice/Grate C= 0.600
#3	Device 1	121.50'	6.0" Vert. Orifice/Grate C= 0.600
#4	Device 1	123.00'	12.0" Horiz. Orifice/Grate Limited to weir flow C= 0.600

Primary OutFlow Max=1.20 cfs @ 8.16 hrs HW=122.87' (Free Discharge)

1=Culvert (Passes 1.20 cfs of 5.48 cfs potential flow)  
 2=Orifice/Grate (Orifice Controls 0.20 cfs @ 9.37 fps)  
 3=Orifice/Grate (Orifice Controls 1.00 cfs @ 5.09 fps)  
 4=Orifice/Grate ( Controls 0.00 cfs)

**Post-developed - Columbia Commons (lots 1, 2, 3)** Type IA 24-hr 100yr-24hr Rainfall=4.00"  
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### Pond 1P: Underground Detention Facility



**Post-developed - Columbia Commons (lots 1, 2, 3) WQ Ftype IA 24-hr WQ Rainfall=0.67"**

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Printed 6/14/2021

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**Summary for Pond 1P: Underground Detention Facility**

Inflow Area = 97,850 sf, 77.35% Impervious, Inflow Depth = 0.37" for WQ event  
 Inflow = 0.21 cfs @ 7.92 hrs, Volume= 3,016 cf  
 Outflow = 0.08 cfs @ 8.87 hrs, Volume= 3,016 cf, Atten= 64%, Lag= 57.1 min  
 Primary = 0.08 cfs @ 8.87 hrs, Volume= 3,016 cf

Routing by Stor-Ind method, Time Span= 0.00-30.00 hrs, dt= 0.02 hrs  
 Peak Elev= 119.61' @ 8.87 hrs Surf.Area= 1,082 sf Storage= 454 cf

Plug-Flow detention time= 59.4 min calculated for 3,016 cf (100% of inflow)  
 Center-of-Mass det. time= 59.4 min ( 800.6 - 741.2 )

Volume	Invert	Avail.Storage	Storage Description
#1	119.00'	6,480 cf	<b>60.0"D x 330.00'L Horizontal Cylinder</b>

Device	Routing	Invert	Outlet Devices
#1	Primary	119.00'	<b>12.0" x 50.0' long Culvert</b> CMP, projecting, no headwall, Ke= 0.900 Outlet Invert= 118.00' S= 0.0200 '/ Cc= 0.900 n= 0.013 Corrugated PE, smooth interior
#2	Device 1	119.00'	<b>2.0" Vert. Orifice/Grate</b> C= 0.600
#3	Device 1	121.50'	<b>6.0" Vert. Orifice/Grate</b> C= 0.600
#4	Device 1	123.00'	<b>12.0" Horiz. Orifice/Grate</b> Limited to weir flow C= 0.600

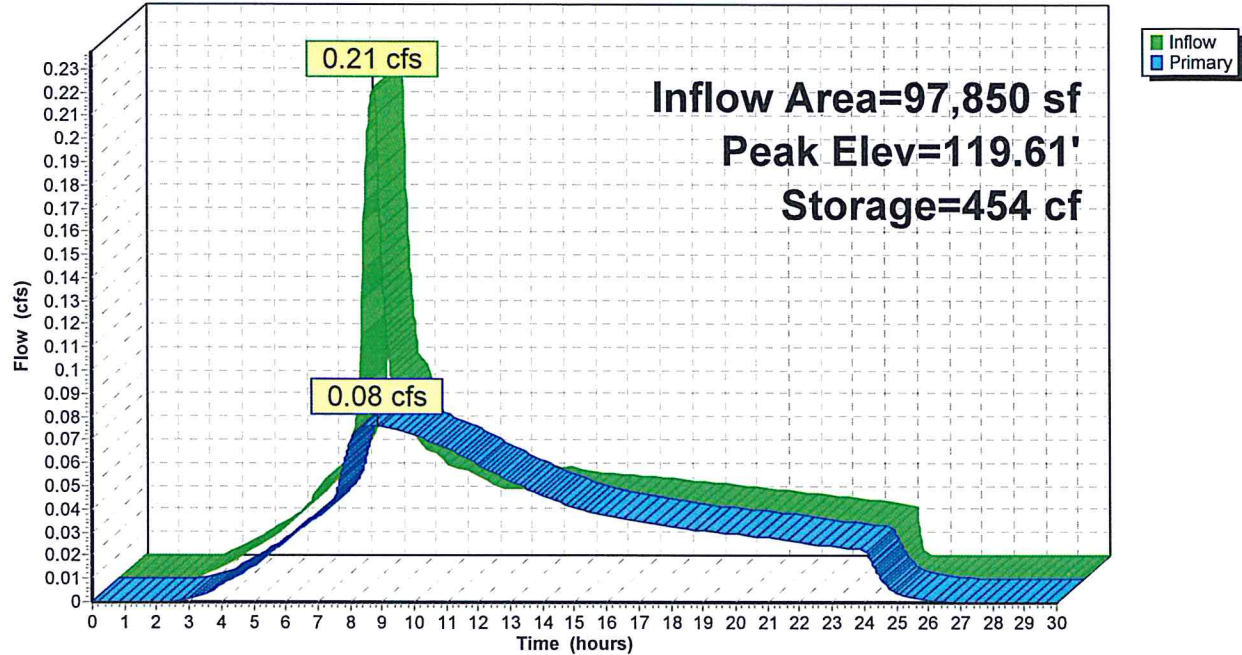
**Primary OutFlow** Max=0.08 cfs @ 8.87 hrs HW=119.61' (Free Discharge)

- 1=Culvert (Passes 0.08 cfs of 1.06 cfs potential flow)
- 2=Orifice/Grate (Orifice Controls 0.08 cfs @ 3.50 fps)
- 3=Orifice/Grate ( Controls 0.00 cfs)
- 4=Orifice/Grate ( Controls 0.00 cfs)

**Post-developed - Columbia Commons (lots 1, 2, 3) WQ FType IA 24-hr WQ Rainfall=0.67"**  
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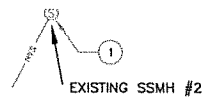
### Pond 1P: Underground Detention Facility

Hydrograph



# COLUMBIA COMMONS PRELIMINARY UTILITY PLAN

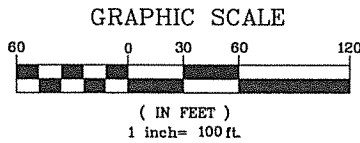
6/21/21



## APPENDIX E PRELIMINARY UTILITY PLAN

### LEGEND:

- ⊙ = SANITARY SEWER MANHOLE
- = CATCH BASIN
- ⊙ = STORM DRAINAGE MANHOLE
- ☆ = LIGHT POLE
- ⊠ = POWER METER
- + = GUY WIRE
- ⊙ = POWER POLE
- ⊗ = WATER METER
- ⊠ = IRRIGATION VALVE
- ⊗ = FIRE HYDRANT
- ⊗ = WATER VALVE
- = SIGN
- = DOUBLE POST SIGN
- = MONUMENT FOUND
- ⊙ = ARBORVITAE ROW
- ⊙ = TREES
- = COMMUNICATION LINE
- = FENCE LINE
- = GAS LINE
- = BURIED POWER LINE
- = OVERHEAD POWER LINE
- = SANITARY SEWER LINE
- = STORM DRAINAGE LINE
- = WATER LINE

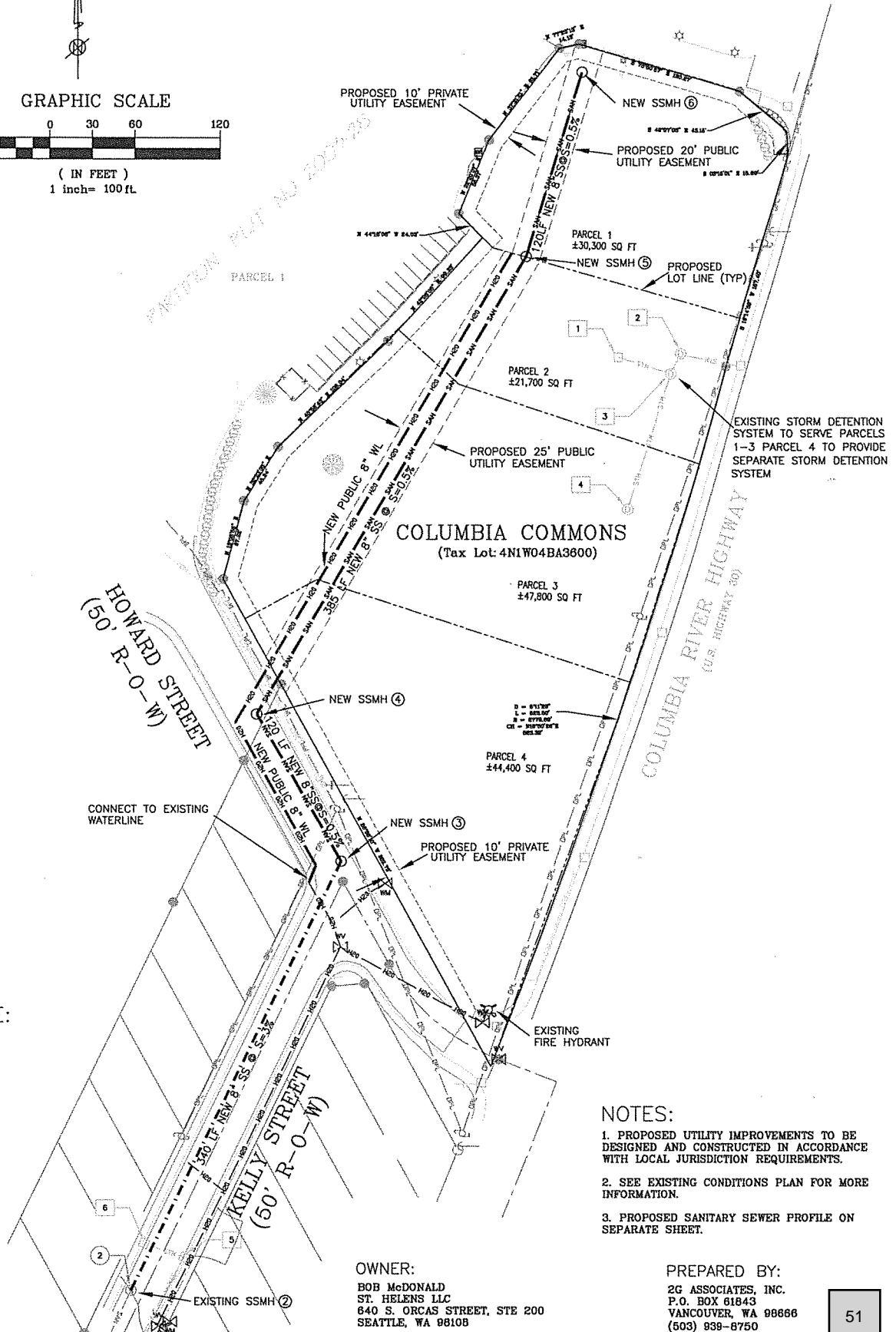


### SANITARY SEWER TABLE:

- EXISTING**
- ① SANITARY SEWER MANHOLE  
RIM = 124.72'  
I.E. 8" CONCRETE (NE) = 121.24'  
I.E. 8" CONCRETE (SW) = 121.18'  
I.E. 8" CONCRETE (NW) = 121.48'
- ② SANITARY SEWER MANHOLE  
RIM = 105.90'  
I.E. 18" CONCRETE (SE) = 102.47'  
I.E. 15" CONCRETE (SW) = 102.75'  
I.E. 12" P.V.C. (NW) = 102.57'
- PROPOSED**
- ③ SANITARY SEWER MANHOLE #3  
RIM = 120.5  
I.E. = 112.8
- ④ SANITARY SEWER MANHOLE #4  
RIM = 122.0  
I.E. = 113.4
- ⑤ SANITARY SEWER MANHOLE #5  
RIM = 121.8  
I.E. = 121.8
- ⑥ SANITARY SEWER MANHOLE #6  
RIM = 124.0  
I.E. = 115.9

### STORM DRAINAGE TABLE:

- ① CATCH BASIN  
GRATE = 118.39'  
I.E. 12" P.V.C. (SE) = 116.89'
- ② STORM VAULT  
RIM = 120.20'  
I.E. = 109.18'
- ③ STORM VAULT  
RIM = 119.93'  
I.E. 12" P.V.C. (W) = 112.19'
- ④ STORM VAULT  
RIM = 119.73'  
I.E. 111.83'
- ⑤ CATCH BASIN  
GRATE = 108.37'  
I.E. 15" CONCRETE (W) = 100.41'  
I.E. 15" CONCRETE (S) = 100.35'
- ⑥ CATCH BASIN  
GRATE = 106.09'  
I.E. 15" CONCRETE (E) = 101.39'



### NOTES:

1. PROPOSED UTILITY IMPROVEMENTS TO BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH LOCAL JURISDICTION REQUIREMENTS.
2. SEE EXISTING CONDITIONS PLAN FOR MORE INFORMATION.
3. PROPOSED SANITARY SEWER PROFILE ON SEPARATE SHEET.

OWNER:  
BOB McDONALD  
ST. HELENS LLC  
640 S. ORCAS STREET, STE 200  
SEATTLE, WA 98108

PREPARED BY:  
2G ASSOCIATES, INC.  
P.O. BOX 61843  
VANCOUVER, WA 98666  
(503) 939-8750

**WHEN RECORDED RETURN TO:**

Robert C. MacAulay  
c/o Meriwether Partners LLC  
1191 2<sup>nd</sup> Ave., suite 1650  
Seattle, WA 98101

INST NO.  
2003-18709

**EASEMENT AGREEMENT AND DECLARATION OF RESTRICTIVE COVENANT**

This Easement Agreement and Declaration of Restrictive Covenant ("Agreement") is made and entered into as of the 3<sup>rd</sup> day of <sup>December</sup> ~~October~~, 2003, by and between **COLUMBIA COMMONS LLC**, an Oregon limited liability company ("Columbia Commons"), and **ST. HELENS PARTNERS**, a Washington general partnership ("St. Helens").

**RECITALS:**

A. Contemporaneously with this Agreement, Columbia Commons is acquiring from St. Helens certain real property situated in Columbia County, Oregon, more particularly described on Exhibit A attached hereto and incorporated herein by this reference (the "**Columbia Commons Property**").

B. Pursuant to and in connection with the conveyance of the Columbia Commons Property to Columbia Commons, Columbia Commons has agreed to grant to St. Helens an ~~easement for vehicular ingress and egress and a sanitary sewer easement over a portion of the~~ Columbia Commons Property for the benefit of St. Helens and certain property retained by St. Helens more particularly described on Exhibit B (the "**St. Helens ODOT Property**"), on the terms and conditions hereinafter set forth.

C. Also pursuant to and in connection with the conveyance of the Columbia Commons Property to Columbia Commons, St. Helens has agreed to impose a restrictive covenant on certain property retained by St. Helens more particularly described on Exhibit C (the "**Restricted Property**"), on the terms and conditions hereinafter set forth.

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Columbia Commons and St. Helens hereby covenant and agree as follows:

→ 1. Grant of Access Easement. Columbia Commons hereby grants and conveys to St. Helens a perpetual, nonexclusive easement for vehicular ingress and egress between the public right of ways serving the Columbia Commons Property (Columbia River Highway-US 30, Howard Street and Pittsburg Road) and the St. Helens ODOT Property over those portions of the driveways on Columbia Commons Property more particularly shown on Exhibit D attached hereto and incorporated herein by this reference. The areas subject to the easement conveyed herein shall be hereinafter collectively referred to as the "**Easement Area**". The parties intend that the St. Helens ODOT Property will have a curb cut directly onto the public portion of

Howard Street, in which case little or no St. Helens ODOT Property traffic entering or exiting on Howard Street should cross over the Columbia Commons Property. Columbia Commons reserves to itself all rights regarding the Easement Area that will not materially interfere with rights in the Easement Area granted to St. Helens herein.

2. Construction of St. Helens ODOT Property. St. Helens plans to develop the St. Helens ODOT Property. St. Helens shall repair and restore any damage to the Easement Area caused by or arising from St. Helens' construction activity on the St. Helens ODOT Property.

3. Maintenance. From and after the date of completion of improvements to the St. Helens ODOT Property (as evidenced by the issuance of a certificate of occupancy for the improvements on the St. Helens ODOT Property), the owner of the St. Helens ODOT Property shall reimburse the owner of the Columbia Commons Property for its fair and reasonable share of the cost and expense of maintaining, repairing and replacing the Easement Area. Upon completion of the improvements to the St. Helens ODOT Property, the owners shall negotiate in good faith in an attempt to agree upon a fair and reasonable allocation of expenses based upon the relative use of the Easement Area by the respective owners, their tenants and invitees, giving consideration to the type of wear and tear caused by the respective uses and the number of car trips per week each may have on the Easement Area. If the owners cannot agree upon a fair and reasonable allocation of expenses within sixty (60) days after the owner of the Columbia Commons Property commences such allocation discussions in writing, the owner of the Columbia Commons Property shall hire a traffic engineer unaffiliated with either party but acceptable to the owner of the St. Helens ODOT Property in its reasonable discretion, who shall determine the relative number and type of car trips per week over the Easement Area traveling to and from the Columbia Commons Property and the St. Helens ODOT Property, respectively, and the cost of maintaining the Easement Area shall be allocated accordingly.

4. Payment of Reimbursement. Following the determination of the relative shares of expenses for repair and maintenance of the Easement Area allocable to each owner, the owner of the St. Helens ODOT Property shall reimburse the owner of the Columbia Commons Property within fifteen (15) days following receipt of a written invoice for its share of expenses, together with reasonable backup information evidencing the costs and expenses incurred by the owner of the Columbia Commons Property.

5. Sanitary Sewer Easement. Columbia Commons further grants and conveys to St. Helens a perpetual, non-exclusive easement across the easterly twenty (20) feet of the main (northerly) entrance to the Columbia Commons Property from the Columbia River Highway (US 30) and across the easterly twenty (20) feet of the Columbia Commons Property located north of such main entrance and adjacent to such Columbia River Highway (the latter piece being a small sliver of property), all as shown on Exhibit E attached hereto and incorporated herein by this reference ("Sanitary Sewer Easement") for the purpose of constructing, maintaining, repairing and replacing a sanitary sewer line connecting the St. Helens ODOT Property with certain real property owned by St. Helens located to the north of the Sanitary Sewer Easement. Upon Columbia Commons' request, construction of the sewer line shall be conducted outside normal business hours. St. Helens shall, at its expense, promptly repair and restore any damage to the real property covered by the Sanitary Sewer Easement incurred in connection with the construction, repair or replacement of the sewer line, and St. Helens shall, at its expense repair, replace and otherwise maintain the Sanitary Sewer Line at all times so that such remains in good

condition. Columbia Commons reserves to itself all rights regarding the Sanitary Sewer Easement that will not materially interfere with rights in the Sanitary Sewer Easement granted to St. Helens herein.

→ 6. Restrictive Covenant. St. Helens covenants and agrees that, from the date hereof through December 31, 2050, the Restricted Property shall not be used for office, medical, dental or clinical purposes. The parties to this Agreement acknowledge specifically that this restriction was material, bargained-for consideration as part of Columbia Commons' agreement to purchase the Columbia Commons Property. Both parties further acknowledge that actual damages in the event of a breach of this covenant may be difficult, if not impossible, to determine, and that St. Helens may, at its election, obtain an order or injunction from a court of competent jurisdiction specifically enforcing the terms of the covenant. Notwithstanding the foregoing restriction, in the event that

(a) St. Helens encounters a potential office tenant that insists upon occupying a stand-alone building on the St. Helens ODOT Parcel, which is a portion of the Restricted Property (e.g., for street visibility, identity, or signage reasons),

(b) such office tenant would therefore not consider leasing office space in the Columbia Commons Property (and such office tenant is not an occupant in the Columbia Commons Property),

(c) the stand-alone building on the St. Helens ODOT Parcel will be no larger than five thousand (5,000) square feet and

(d) for ten (10) years after the initial occupancy date of such stand-alone building by such office tenant, no more than two thousand (2,000) square feet of it will be offered for lease to other office, medical, dental or clinical tenants (such 2,000 square foot limitation shall be an ongoing restrictive covenant applicable to the building and occupant in question during the 10 year period in question),

then (i) St. Helens shall be permitted to construct and lease a building to such a tenant (and to replacement tenants or subtenants who meet all of the preceding criteria and comply with all of the preceding conditions, which replacement tenants/subtenants shall hereinafter be referred to as "Qualified Replacement Tenants") on a build-to-suit basis or to ground lease to such a tenant or to Qualified Replacement Tenants (the ground lease must be expressly subject to the foregoing restrictions outlined in subsections (c) and (d)) and (ii) if none of the preceding criteria have been violated through the tenth (10<sup>th</sup>) anniversary of the initial occupancy date of such stand-alone building by such tenant, then, on such tenth anniversary, the restrictive covenant described in this Paragraph 6 shall no longer apply to the stand-alone building in question (however, if such stand-alone building is ever expanded, the terms of the first sentence of this Paragraph 6 shall apply to the expansion space). Similarly, and also notwithstanding the restrictive covenant outlined in the first sentence of this Paragraph 6, if

(A) St. Helens encounters a potential office user that insists upon occupying a stand-alone building on the St. Helens ODOT Parcel (e.g., for street visibility, identity, or signage reasons),

(B) such office user also wishes to own its own building,

(C) such office user would therefore not consider leasing office space in the Columbia Commons Property (and such office user is not an occupant in the Columbia Commons Property),

(D) the stand-alone building on the St. Helens ODOT Parcel will be no larger than five-thousand (5,000) square feet and

(E) for ten (10) years after the initial occupancy date of such stand-alone building by such office user, no more than two thousand (2,000) square feet of it will be offered for lease to other office, medical, dental, or clinical tenants (such 2,000 square foot limitation shall be an ongoing restrictive covenant applicable to the building and occupant in question during the 10 year period in question),

then (1) St. Helens shall be permitted to sell such user (and such user shall in turn be permitted to sell to a replacement user who meets all of the preceding criteria and complies with all of the preceding conditions) either the land or the land with such stand-alone building and (2) if none of the preceding criteria have been violated through the tenth (10<sup>th</sup>) anniversary of the initial occupancy date of such stand-alone building by such user, then, on such tenth anniversary, the restrictive covenant described in this Paragraph 6 shall no longer apply to the stand-alone building in question (however, if such stand-alone building is ever expanded, the terms of the first sentence of this Paragraph 6 shall apply to the expansion space). Finally, notwithstanding the two prior sentences, in no event shall the exceptions outlined in the two prior sentences apply to a total of more than two (2) stand-alone buildings located on the St. Helens ODOT Parcel.

7. Successors and Assigns. The terms of this Agreement shall be binding upon and inure to the benefit of the Columbia Commons Property, the St. Helens ODOT Property, the Restricted Property, and their owners, and their successors and assigns, and the burdens and benefits of the easements and restrictions granted herein shall run with the title to the Columbia Commons Property, the St. Helens ODOT Property, and the Restricted Property.

8. Severability and Waiver. The invalidation by any court of any reservation, covenant, restriction, limitation or agreement herein contained shall in no way effect any of the other provisions hereof and the same shall remain in full force and effect. No claim of waiver, consent or acquiescence with respect to any provision of this Agreement shall be made against either party unless such party has expressly waived, consented or acquiesced in writing. In such latter event, the waiver, consent or acquiescence shall not apply to any future action or inaction.

9. Attorneys' Fees. If any party brings legal proceedings to enforce or obtain a declaration of rights under this Agreement, the prevailing party in such legal proceeding shall be entitled to recover its reasonable costs and attorneys' fees from the nonprevailing party.

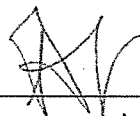
IN WITNESS WHEREOF, Columbia Commons and St. Helens have executed this Agreement as of the day and year first above written.

**COLUMBIA COMMONS:**

**COLUMBIA COMMONS LLC**, a Washington  
limited liability company

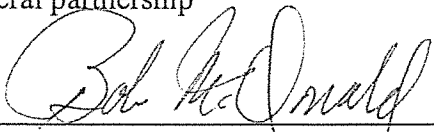
By \_\_\_\_\_

Its \_\_\_\_\_

  
*Manager*

ST. HELENS:

ST. HELENS PARTNERS, a Washington  
general partnership

By   
Bob McDonald, Managing General Partner

STATE OF WASHINGTON )  
 ) ss.  
 COUNTY OF King )

On this 3rd day of December, 2003, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn personally appeared Fred W. Hines, Jr., known to me to be the Manager of **COLUMBIA COMMONS LLC**, the limited liability company that executed the foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said limited liability company, for the purposes therein mentioned, and on oath stated that he/she was authorized to execute said instrument.

I certify that I know or have satisfactory evidence that the person appearing before me and making this acknowledgment is the person whose true signature appears on this document.

WITNESS my hand and official seal hereto affixed the day and year in the certificate above written.

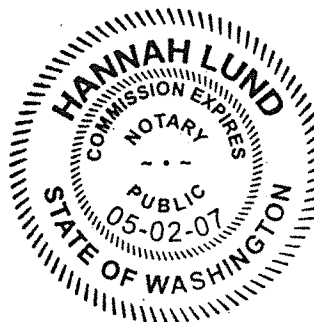
Hannah Lund

Signature

Hannah Lund

Print Name

NOTARY PUBLIC in and for the State of  
 Washington, residing at Seattle.  
 My commission expires 5-2-07.



STATE OF WASHINGTON )  
 ) ss.  
 COUNTY OF King )

On this 3rd day of December, 2003, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn personally appeared **Bob McDonald**, known to me to be the Managing General Partner of **ST. HELENS PARTNERS**, the partnership that executed the foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said partnership, for the purposes therein mentioned, and on oath stated that he/she was authorized to execute said instrument.

I certify that I know or have satisfactory evidence that the person appearing before me and making this acknowledgment is the person whose true signature appears on this document.

WITNESS my hand and official seal hereto affixed the day and year in the certificate above written.

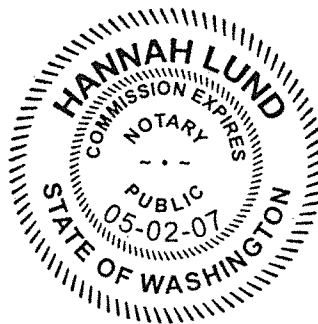
Hannah Lund

Signature

Hannah Lund

Print Name

NOTARY PUBLIC in and for the State of  
 Washington, residing at Seattle.  
 My commission expires 5-2-07.



**EXHIBIT A**  
**LEGAL DESCRIPTION**  
**OF**  
**COLUMBIA COMMONS PROPERTY**

Parcel 1 of PARTITION PLAT NO. 2003-28 as recorded November 7, 2003 under Columbia County Clerk's fee number 03-17424, records of Columbia County, Oregon;

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**EXHIBIT B**  
**LEGAL DESCRIPTION**  
**OF**  
**ST. HELENS ODOT PROPERTY**

That certain tract of land lying within the Northwest quarter of Section 4, Township 4 North, Range 1 West, Willamette Meridian, Columbia County, Oregon, more particularly described as follows:

That certain parcel of land lying Northeasterly of Howard Street right-of-way; lying westerly of Columbia River Highway 30;

lying South of the (unnamed) Entrance way from Highway US 30;

and of which lies Southeasterly of Parcel 1 of Partition Plat No. 2003-28 as recorded November 7, 2003 under Columbia County Clerk's fee number 03-17424, records of Columbia County, Oregon, said parcel being 3.31 acres, more or less.

**EXHIBIT C**

**LEGAL DESCRIPTION  
OF  
RESTRICTED PROPERTY**

Parcel 2 of PARTITION PLAT NO. 2003-28, as recorded November 7, 2003 under Columbia County Clerk's fee number 03-17424, records of Columbia County, Oregon.

AND

That certain tract of land lying within the Northwest quarter of Section 4, Township 4 North, Range 1 West, Willamette Meridian, Columbia County, Oregon, more particularly described as follows:

That certain parcel of land lying Northeasterly of Howard Street right-of-way; lying westerly of Columbia River Highway 30;  
lying South of the (unnamed) Entrance way from Highway US 30;  
and of which lies Southeasterly of Parcel 1 of Partition Plat No. 2003-28 as recorded November 7, 2003 under Columbia County Clerk's fee number 03-17424, records of Columbia County, Oregon, said parcel being 3.31 acres, more or less.

AND

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Property description for the Easterly 97 feet, more or less, of tax parcel number 02-01 2 4104-022-00100; conveyed to Rex D Murray and Susan Dee Murray by St Helens Partners as recorded November 30, 1995 under Columbia County Instrument No. 95-10243 and described as parcel II on deed;

A tract of land in Section 4, Township 4 North, Range 1 West, Willamette Meridian, in the City of St. Helens, Columbia County, State of Oregon, described as:

BEGINNING at a point which is South 18° 06 1/2' East 270.7 feet from the Northwest corner of the H.M. Knighton Donation Land Claim in said Section 4; said point being on the West line of said Donation Land Claim;  
Thence North 71° 53 1/2' East a distance of 97.0 feet to the West property line of 18th Street;  
Thence, along said 18th Street property line, South 17° 05 1/2' East 130.0 feet;  
Thence South 71° 53 1/2' West 94.7 feet to the West line of said H.M. Knighton Donation Land Claim;  
Thence North 18° 06 1/2' West, along the West line of said donation land claim, 130.0 feet to the POINT OF BEGINNING.

AND

A tract of land situate in the Northwest quarter of Section 4, Township 4 North, Range 1 West, Willamette Meridian, Columbia County, Oregon, more particularly described as follows:

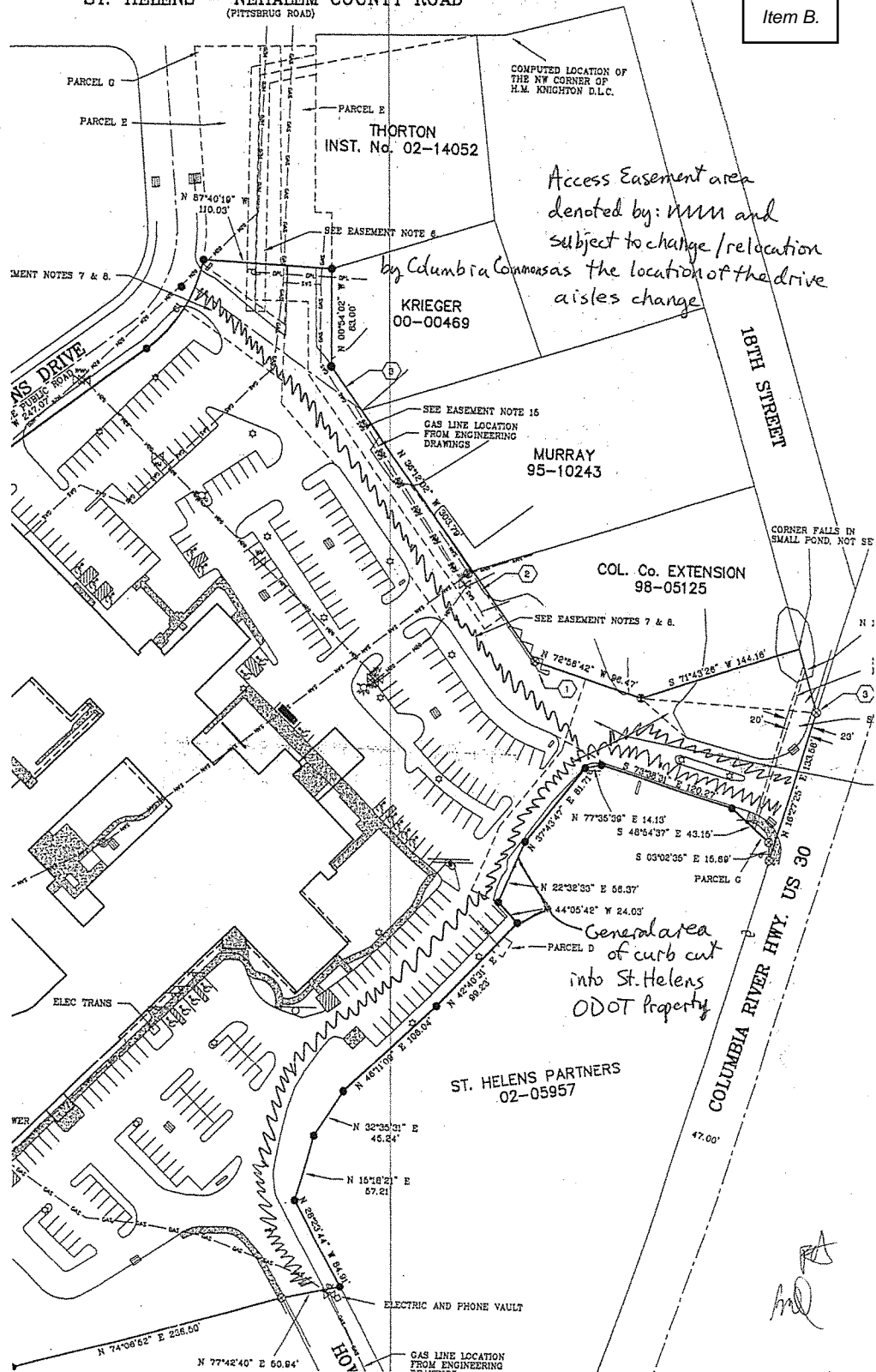
BEGINNING at a point that is South 89° 05' West 32.36 feet from the Northwest corner of H. M. Knighton Donation Land Claim in Section 4, Township 4 North, Range 1 West of the Willamette Meridian, Columbia County, Oregon, said point being on the South right of way line of St. Helens-Pittsburg County Road; Thence South 07° 51' East a distance of 170.25 feet to a point in the center line of a lake; Thence South 19° 13' East a distance of 112.40 feet to the Northerly line of the Joseph B. Steward tract as described in Book 183, Page 535 of Columbia County Deed Records; Thence North 71° 53 1/2' East a distance 156.9 feet, more or less, to the West property line of 18th Street; Thence, along said 18th Street property line, North 17° 05 1/2' West <sup>268.75</sup>~~234.24~~ feet to a point that is North 73° 00' East 101.4 feet from the Northwest corner of said H.M. Knighton Donation Land Claim, said point also being the Northeast corner of Government Lot 1, Section 4, Township 4 North, Range 1 West of the Willamette Meridian, Columbia County, Oregon; Thence South 73° 00' West 101.4 feet to the POINT OF BEGINNING; EXCEPTING THEREFROM any portion lying within parcel conveyed to Rex D Murray and Susan Dee Murray by deed recorded November 30, 1995 under Columbia County Clerk's instrument No. 95-10243.

AND (tax account 02-01 2 4104-021-01900)

All that portion of Lots 4, 5, 6, 7, 8, 15 and 16, Block 142, CITY OF ST HELENS, Columbia County, Oregon, lying Westerly of the Westerly boundary of the Columbia River Highway, as established by deed to the State Highway Commission, recorded January 21, 1955 in Deed Book 124 at Page 574, records of Columbia County, Oregon; TOGETHER WITH that portion of tract of land conveyed to St. Helens Partners by deed recorded June 26, 2002 under Columbia County Clerk's instrument number 02-08614 lying Easterly of said tract of land and lying Westerly of the Columbia River Highway right of way; EXCEPTING THEREFROM any portion lying within 18th Street right of way.

ST. HELENS - NEHALEM COUNTY ROAD  
(PITTSBURG ROAD)

Item B.



152

Exhibit F

R  
69EASEMENT NOTE 15  
LINE LOCATION  
ENGINEERING  
INGSMURRAY  
95-10243COL. Co. EXTENSION  
98-05125

SEE EASEMENT NOTES 7 &amp; 8.

CORNER FALLS IN  
SMALL POND, NOT SET.SEE EASEMENT  
NOTES 11, 12, & 13.

SEE EASEMENT NOTE 18.

SEE EASEMENT NOTE 17.

PARCEL G

PARCEL D

ST. HELENS PARTNERS  
02-05957

COLUMBIA RIVER HWY. US 30

47.00'

description of the property, (iii) this plat correctly shows the locations and dimensions of the property and all buildings, structures, setbacks lines, party walls, ditched, flood plains, water, fences, easements, rights-of ways, utilities, streets, roadways, curbs gutters, driveways, curb cuts parking stalls traveled ways, disposal sites, and other significant items, (iv) all information shown hereon correct, and complete, (v) the subject property contains 10 and 344 striped parking stalls, (vi) no portion of said property shown hereon lies within the one hundred year flood plain area subject to special flood hazards as designated by the Emergency Management Agency, the United States government agency having jurisdiction over the property, (vii) no improvement upon, under, or adjacent to the property constitute or are to encroachments, overlaps, or overhangs, except as shown (viii) no covenants, restrictions or easements that are of record discoverable upon visual inspection, or otherwise known to appear to have been violated in any respect, (ix) this map and the survey on which it is based were made in accordance with the "Minimum Standard Detail Requirements for ALTA/ASCE Title Surveys" jointly established and adopted by ALTA, ACS and NSPS in 1997, and meets the accuracy requirements of an "ALTA/ASCE Title Survey" as defined therein and also in all respects meets the requirements of all applicable law.

Signature

Date

## LEGAL DESCRIPTION:

PARCEL 1, PARTITION PLAT 2003-21

Sanitary Sewer Easement  
denoted by WWWW

## CURVE TABLE

CURVE	DELTA	LENGTH	RADIUS	BEARING
C1	42°11'24"	92.04	125.00	N 31°29'41"
C2	34°22'09"	44.89	75.00	S 35°24'24"
C3	26°04'26"	58.88	125.00	N 31°15'34"
C4	85°00'02"	85.09	75.00	S 11°47'46"
C5	16°20'29"	21.39	75.00	S 28°52'31"
C6	88°50'24"	90.11	75.00	S 71°27'51"

## SYMBOL LEGEND

⊙	PK NAIL WITH BRASS WASHER MARKED "BRADY LS 1860" PER
⊗	MAG NAIL WITH 1 1/2" WASHER MARKED "REYNOLDS LS 2157
●	5/8" IRON ROD WITH A Y.P.C. MARKED REYNOLDS LAND SERV
⊞	CATCH BASIN
⊞	UTILITY POLE
⊞	SEWER MANHOLE
⊞	WATER VALVE
⊞	FIRE HYDRANT
⊞	LIGHT POLE
⊞	WATER METER
⊞	GAS VALVE
⊞	SIGN
⊞	FENCE
⊞	HANDICAPPED PARKING SPACE
⊞	LOADING ZONE
⊞	SIGN WITH CONCRETE BASE
— — — — —	OVERHEAD POWER LINE

# CITY OF ST. HELENS PLANNING DEPARTMENT ACTIVITY REPORT



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

**Date:** 07.27.2021

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.

## PLANNING ADMINISTRATION—PREAPPLICATIONS MEETINGS

Conducted a pre-application meeting for a potential phase of the Elk Ridge Estates subdivision. Based on the pre-app plans, this would finish Elk Ridge with approximately 125 new lots off Hankey Road. There are some old landfill issues that remain.

## PLANNING ADMINISTRATION—MISC.

We received a vision clearance concern on Pittsburg Road due to road improvements associated with the Emerald Meadows Subdivision. As a county road, County Public Works is the lead agency, and a no-parking designation would need to be approved by the County Commissioners. County PWs requested support from the city for this. **See attached.**

## DEVELOPMENT CODE ENFORCEMENT

In the March 2021 report I mentioned an enforcement case about fill and parking area expansion for a home close to downtown. This issue is now resolved.

In last month's report I mentioned a complaint about illegal structures on the 400 Block of Greycliffs Drive. No response from the neighbor from the correspondence sent to them. Time to get Code Enforcement involved.

In 2016, we had a Conditional Use Permit application for a marijuana production facility at 264 N. Columbia River Highway. That permit was withdrawn. Recent activity on the site has prompted staff to investigate the matter. It has been sold recently.

In this year's February and April reports, I mentioned our dealings with the property on the SW corner of the US30/Pittsburg Road intersection. They have had three months to make headway. Having not seen any substantial progress in abating the illegal junkyard, I have asked our Code Enforcement officer to cite. **See photos below comparing Feb. 16<sup>th</sup> to July 16<sup>th</sup>.** Spoke to the occupant in April, hoping a conversation would be enough. No movement unfortunately.



Responded to a concern about a big pile of firewood with the LeMont Street right-of-way between N. 9<sup>th</sup> and N. 10<sup>th</sup> Streets. Speaking to the person responsible, the issue should be short term and all affected folks are anticipated to be at peace.

### **PLANNING COMMISSION (& *acting* HISTORIC LANDMARKS COMMISSION)**

July 13, 2021 meeting (outcome): The Commission unanimously approved three public hearing items: the St. Helens High School renovation, the City of St. Helens Recreation Center at 2625 Gable Road and a building for Columbia Health Services at 174 Sunset Boulevard.

The Commission was given an update of the riverfront development efforts (i.e., the old veneer mill site).

August 10, 2021 meeting (upcoming): This Commission will have a public hearing for a four lot commercial subdivision along US30 just north of Howard Street.

*As the Historic Landmarks Commission*, they will review and consider the applications received for the latest Historic Preservation Rehabilitation Grant.

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

### **ST. HELENS INDUSTRIAL BUSINESS PARK PROPERTY**

Staff is working on outreach to select an engineering and architectural services for the city's new public safety facility. This department is not the lead but has assisted. Proposed deadline from firms is in August.

**ASSOCIATE PLANNER**—*In addition to routine tasks, the Associate Planner has been working on:*  
**See attached.**



265 Strand Street  
St. Helens, Oregon  
97051

Item C.

July 16, 2021

Columbia County Public Works  
1054 Oregon Street  
St. Helens, OR 97051

Via Email: [Scott.Toenjes@columbiacountyor.gov](mailto:Scott.Toenjes@columbiacountyor.gov)

RE: No parking designation request in response to vision clearance concern at 35186 Pittsburg Road

Dear Columbia County Public Works,

In May of this year, the city received a concern from the residents at 35186 Pittsburg Road about visibility restrictions. This property is within St. Helens city limits and abuts Pittsburg Road, a county road. The folks in question are Kathy and Dave Innocenti.

Kathy and Dave's concerns include both ingress and egress using their driveway as well as getting to their mailbox which is on the other side of Pittsburg Road. Kathy and Dave have owned this property since 1994 (per County records) and curvature of Pittsburg Road lying to the west of their property poses some challenges.

Fairly recently, the Emerald Meadows Subdivision was constructed. A portion of the Emerald Meadows property abuts Pittsburg Road and this portion is both adjacent to the Innocenti property and at the apex of the curve mentioned above. The Emerald Meadows subdivision resulted in street frontage improvements to this segment of Pittsburg Road, which resulted in an "extra wide" shoulder. This shoulder provides an area that some may confuse as on-street parking.

The city's Transportation Systems Plan identifies Pittsburg Road as a minor arterial street. The normal cross section for this type of street does not include on-street parking (see attached Figure 7-2).

To reduce the potential for hazards, it is important for the shoulder to be marked as "no parking" because otherwise the width is a temptation for on-street parking. It is the city's understanding that to establish this area as a "no parking" zone the Board of County Commissioners would need to approve such.

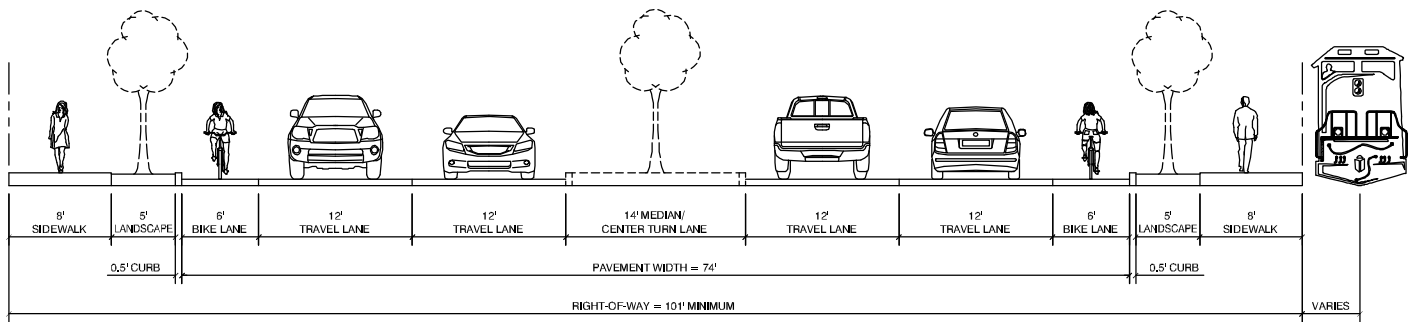
The City of St. Helens urges consideration of a "no parking" zone for this segment to support public health, safety and welfare for both local residents and users of Pittsburg Road.

Respectfully yours,

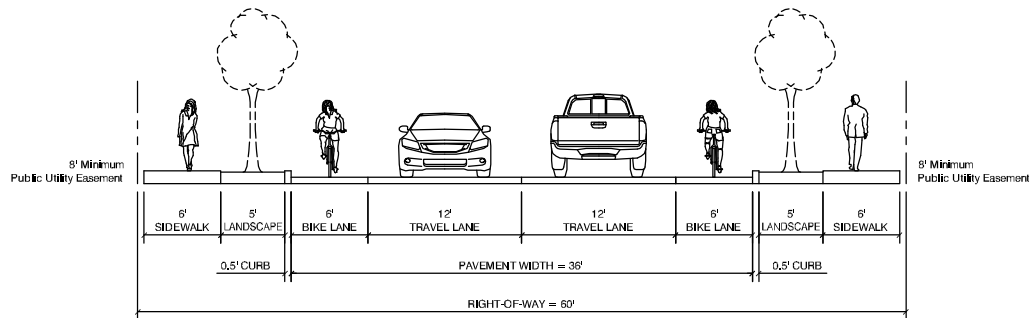
Jacob A. Graichen, AICP, City Planner



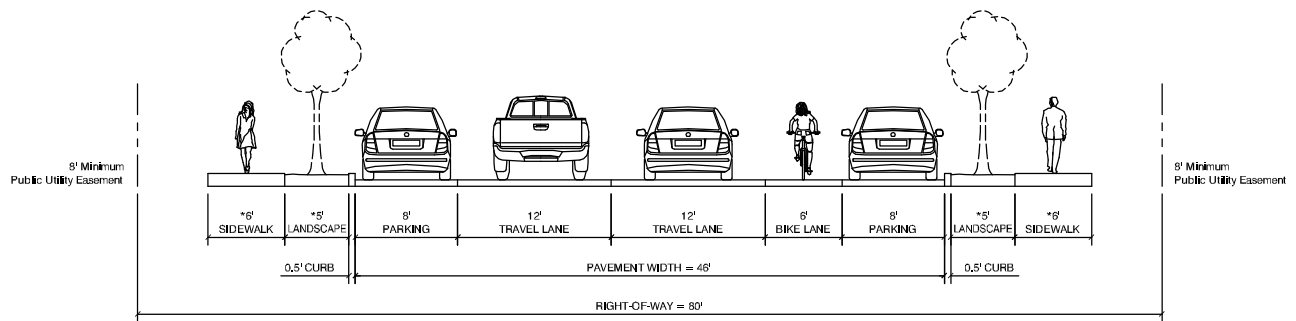
Above: the driveway serving 35186 Pittsburg Road is in the foreground. The portion of Pittsburg Road improved as part of the Emerald Meadows Subdivision is identified by the sidewalk, curb and greater width from the fog line. The temptation to use this for on-street parking is shown as well as the visual problem on-street parking can create on this busy road.



Major Arterial (US 30)\*

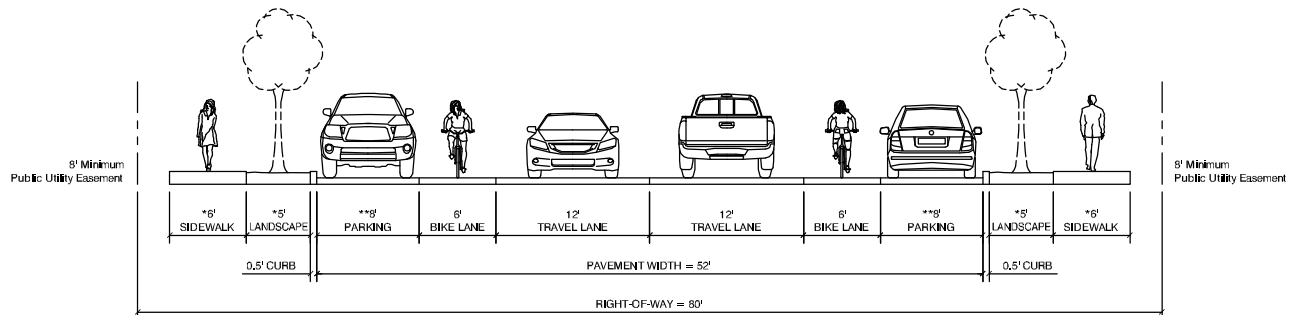


Minor Arterial (Typical)



\*Optional 11' sidewalk with tree wells.

Minor Arterial (One-Way - Columbia Boulevard/  
St Helens Street - US 30 to 13th Street)



\*Optional 11' sidewalk with tree wells.

\*\*On-street parking may be reduced to allow for installation of a left-turn lane where needed.

Minor Arterial (Two-Way Downtown)

LEGEND



TREES TO BE PROVIDED AS APPROPRIATE PER CITY CODE AND LOCATION SPECIFIC CONSIDERATIONS

\*The US 30 Cross-Sections are shown to be consistent with ODOT Standards. Specific roadway designs will be developed through a refinement plan or project development process. Design and future improvements to US 30 must also address ORS 366.215 (Reduction in Vehicle Carrying Capacity) on this national freight network facility.



STANDARD CROSS SECTIONS  
ST. HELENS, OREGON

FIGURE  
7-2

**From:** [Jennifer Dimsho](#)  
**To:** [Jacob Graichen](#)  
**Subject:** July Planning Department Report  
**Date:** Tuesday, July 27, 2021 8:51:41 AM

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Here are my additions to the July Planning Department Report.

## GRANTS

1. **OPRD - Local Government Grant – Campbell Park Improvements** (\$187k) includes replacement of four existing tennis courts and two basketball courts with three flex sport courts, adds a picnic viewing area, improves natural stormwater facilities, expands parking, and improves ADA access. Grant deadline is October 2021, likely to need extension. Pre-construction meeting on 7/1 with general contractor selected. Geotech work scheduled this week. Soil additive likely to be next week.
2. **CDBG- Columbia Pacific Food Bank Project** – JH Kelly continuing \$1.6 million construction bid. Demolition complete. Tracking all requests for information and submittals to ensure questions are answered. Up to RFI #22(!!!) Tracking all invoices, and coordinating with grant manager on reimbursement requests and quarterly reports to the state. Project to be completed by December 2021.
3. **Safe Routes to School - Columbia Blvd. Sidewalk Project** – Construction timeline provided by David Evans, who is working through design/engineering process. Worked through change to schedule to allow an additional year for bidding the project to allow the County to replace a culvert which collapsed in 2020 during a heavy rainstorm. New schedule has bidding of the project in January 2022, with construction occurring Summer 2022.
4. **Business Oregon – Infrastructure Finance Authority** – Application for a low-interest loan to fund the streets, utilities, and Riverwalk on the Riverfront property. Resolution to apply approved by Council on 3/17. Submitted a full application in early March. Reviewed Business Oregon staff report and recommendation in May, prepared presentation for board review/approval on June 4 with John Walsh. Successful presentation and approval for the project! Contracting is underway.
5. **Oregon Watershed Enhancement Board (OWEB)** – Awarded grant (approximately \$12k) to the Scappoose Bay Watershed Council in a partnership with the City for natural enhancements of the 5<sup>th</sup> Street trail and Nob Hill Nature Park. Continued tracking all in-kind contributions from the City on this effort. First round of blackberry removal completed by contractor in July.
6. **Certified Local Government – Historic Preservation Grant Program** – Prepared and uploaded online the outreach materials (solicitation letter, grant fact sheet, grant application, and attachments) for our 2021-2022 cycle. Letters went out to eligible property owners on 5/24 announcing that there is \$12k available with a 1 to 1 match requirement and a grant deadline of 7/26. Only 1 incomplete application received. Prepared for next steps with this project. Prepared for and provided materials to SHPO regarding our 4-year CLG review to be held with SHPO staff via zoom on 7/28.

## MISC

7. **Riverwalk Design/Engineering (OPRD Grants x2)** –Prepared for and reviewed materials

- for Council presentation of preferred design on August 4. Handled press inquiries, reviewed press release, and materials in advance of the meeting. Begin preparing for Work Order #2 from Mayer/Reed for the 2<sup>nd</sup> half of this project. Updated the TAC with the process and next steps.
8. **Waterfront Streets/Utilities Design/Engineering** – Roadway alignment determined and approved by Council at their 6/16 meeting. Attending every-other-week check-ins for 30% design, with particular attention to pedestrian connections and the intersection/gateway treatments.
  9. **St. Helens Industrial Business Park (SHIBP) Public Infrastructure RFQ** – Discussed next steps with the team for this project after scoring. Attended a scoping meeting with the firm that scored the highest (Mackenzie) by the review committee. Reviewed summary of this meeting and awaiting first phase scope of work.
  10. **Millard Road City-Owned Property Request for Proposals** - RFP closed on 6/11. At the 6/16 Council meeting, Council requested an interview/presentation from Atkins & Dame, Inc. Staff is working through BOLI concerns with legal counsel at the request of Atkins & Dame prior to planning for a presentation. BOLI Concerns have been addressed, and now staff is worked with Atkins & Dame on tweaking the site plan to reduce the number of code exceptions. Planning for a September presentation to Council by the proposed developer.
  11. **Waterfront Video Project** – Attended regular meetings with production team. Helped coordinate interviews and filming sessions with the production team. 3<sup>rd</sup> or 4<sup>th</sup> production day is scheduled for 7/28.
  12. **Parklet Permit** – Received another application for a parklet in front of two businesses on Strand Street. Reviewed for completeness, prepared notice area and letters to business/property owners. 14-day required comment period will end on 8/6.
  13. Reviewed new Council Chamber A/V equipment processes so I will be prepared to serve as a back-up/coverage for Christina.

Jenny Dimsho, AICP

Associate Planner / Community Development Project Manager

City of St. Helens

(503) 366-8207

**New email address** [jdimsho@sthelensoregon.gov](mailto:jdimsho@sthelensoregon.gov)