



## **PLANNING COMMISSION**

Tuesday, January 11, 2022 at 7:00 PM  
HYBRID: Council Chambers & Zoom (details below)

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### **AGENDA**

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

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

#### **CONSENT AGENDA**

- A. Planning Commission Minutes Dated December 14, 2021

#### **PUBLIC HEARING AGENDA** (times are earliest start time)

- B. 7:00 p.m. Annexation at 2600 Pittsburg Road - Morain

#### **RIGHT-OF-WAY DEDICATION OF PROPERTY BETWEEN 2600 PITTSBURG ROAD & BARR AVE**

- C. RIGHT-OF-WAY DEDICATION OF PROPERTY BETWEEN 2600 PITTSBURG ROAD & BARR AVE

#### **DISCUSSION ITEMS**

- D. Annual Summary Report
- E. Chair/Vice Chair Selection

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

- F. Sign Permit at 495 S Columbia River Hwy - Popeye's (5 Signs)
- G. Lot Line Adjustment at 35005 Sykes Road - KLS Surveying, Inc.
- H. Site Design Review (Minor) at 354 N 15th Street - SHMS/Gillis

#### **PLANNING DEPARTMENT ACTIVITY REPORT**

- I. Planning Department Activity Report - December

#### **ADJOURNMENT**

**NEXT REGULAR MEETING: February 8, 2022**

#### **VIRTUAL MEETING DETAILS**

**Join:** <https://us06web.zoom.us/j/82769770256?pwd=alptSTJxOGhnOENmeWRiNIRac3E3Zz09>

**Meeting ID: 827 6977 0256**

**Passcode: 053248**

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

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## PLANNING COMMISSION

Tuesday, December 14, 2021, at 7:00 PM

### DRAFT MINUTES

**Members Present:** Chair Cary  
Vice Chair Hubbard  
Commissioner Webster  
Commissioner Semling  
Commissioner Lawrence  
Commissioner Pugsley

**Members Absent:** None

**Staff Present:** City Planner Graichen  
Associate Planner Dimsho  
Community Development Admin Assistant Sullivan  
Councilor Birkle

**Others:** Jacob Hanna  
Brad Hanna  
David Baxter  
Michelle Eggers

#### CALL TO ORDER & FLAG SALUTE

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

There were no topics from the floor.

#### CONSENT AGENDA

##### A. Planning Commission Minutes Dated November 9, 2021

**Motion:** Upon Commissioner Semling's motion and Commissioner Webster's second, the Planning Commission unanimously approved the Draft Minutes dated November 9, 2021. Commissioner Pugsley abstained as she was absent from the November meeting. [AYES: Vice Chair Hubbard, Commissioner Lawrence, Commissioner Webster, Commissioner Semling NAYS: None]

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

##### B. 7:00 p.m. Variance and Accessory Structure Permit at 2705 Columbia Blvd - Hanna

City Planner Graichen presented the staff report dated December 7, 2021. Graichen said this would be a variance to allow an accessory structure larger than the maximum standard allowed. He shared where the property was located. He mentioned it was accessed by a shared private driveway with a 20-foot-wide easement. He said it was a large parcel at 2.7 acres. He also said there was a significant portion of the property was protected wetlands (and wetland protection buffers).

He said because the property was greater than two and a half acres in size, the normal accessory structure maximum size increases from 600 to 1,000 square feet. The proposed unit was for 1,700

square feet in size. He mentioned because of how secluded the property was and on one side there was a substantial buffer from neighboring properties (due to wetlands), he supported the variance for the structure size. He also said the division of the property in the future was not very likely.

Graichen said he discussed the location of the new building with the applicant and based on where they hoped to place it, he felt there was a need to have an environmental assessment done of the wetland boundary to be sure they did not build in a protected zone.

Graichen said the code says any area traversed on by vehicles is supposed to be paved. He said, however, the code does have exceptions. Staff recommended not allowing gravel within 50 feet of the wetland or upland protection zone, and requiring the first 25 feet back from the private drive to be paved. The basis was the private drive is shared and paving it would create less debris to the neighboring units that share the drive.

Chair Cary asked about the grade and if it was higher towards the house. Graichen said yes it was. Chair Cary also asked if there was a DSL Wetland Land Use Notification submitted so they could have an official document for the wetland barriers. Graichen said no they had not. He mentioned there would not have been a delineation which is what they wanted.

**Hanna, Jacob. Applicant.** The applicant was called to speak. He said wanted to store a few RVs, a boat, and some trucks in the proposed structure. He said currently they are all outside under tarps and he was hoping the building would clean up the space. He said he has been working with the Planning Department on location. He did not want to affect his neighbors or any of the wetlands.

Commissioner Pugsley asked about the paving and what the applicant planned to use. Hanna mentioned he would like to use the existing gravel driveway that was in place, but he was ok with looking at other options if required.

### **In Favor**

**Fields, Nathan.** Fields was called to speak. He is located at 2715 Columbia Blvd. He said he was in favor of the building as he felt it would establish a property line visually and physically. He said the owner should be allowed to build, as long as it did not impact his property and flooding..

### **Neutral**

**Baxter, David.** Baxter was called to speak. He is located at 2725 Columbia Blvd. He mentioned some concern about where the building was proposed to be built. He was concerned that it would affect the creek and cause more flooding. He felt the water level would increase. He was concerned about the critters that live inside the wetlands.

### **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 small discussion about the pavement requirements and where it would start and end on the property.

The Commission agreed with staff's recommendation for approval.



**Motion:** Upon Commissioner Webster's motion and Commissioner Semling's second, the Planning Commission unanimously approved the Variance and Accessory Structure Permit as written by staff. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Lawrence, Commissioner Pugsley; 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]

**C. 7:30 p.m. Annexation at 58389 Columbia River Hwy – Eggers**

Associate Planner Dimsho presented the staff report dated December 1, 2021. She mentioned the applicant wants to use the Development Code and connect to City utilities. She said the property was small and has street frontage on two sides of the property. She said there was no history of land use on the site so anything that happens on the property will require a Land Use Permit. She said City utilities were located very close to the property. Dimsho said Columbia County is in support of the annexation because this property was already located inside the Urban Growth Boundary. She said the only option for zoning was Highway Commercial upon annexation.

**Eggers, Michelle. Applicant.** The applicant was called to speak. She said she hopes to place a coffee drive through in the location. She thought the property was very visible and on the commuting side of St. Helens. She was interested in connecting to the City utilities. She said the space was very small, so a coffee shop drive through was desired.

**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**

The Commission agreed with staff's recommendation for approval.

**Motion:** Upon Commissioner Semling's motion and Commissioner Pugsley's second, the Planning Commission unanimously recommended approval of the Annexation to City Council as recommended by staff. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Lawrence, Commissioner Pugsley; Nays: None]

**DISCUSSION ITEMS**

**D. "Acceptance Agenda" v. "Planning Director Decisions" on Planning Commission agendas starting 2022**

Graichen discussed that there is no difference between the Acceptance Agenda and Planning Director Decisions as has been on the Commission's agendas for many years. He did not see the need to have two different sections for the agenda. Graichen said that all the decisions were sent to them through email, and he did not see the need for a formal vote on some of the decisions and not others.

The Planning Commission agreed with the decision to eliminate the formal vote by eliminating the "Acceptance Agenda" category and keep the "Planning Director Decisions" category for all administrative (staff level) decisions.

**Motion:** Upon Commissioner Webster's motion and Commissioner Pugsley's second, the Planning Commission unanimously approved combining the Acceptance Agenda and Planning Director Decisions on the future Planning Commission agendas. These will be just "Planning Director Decisions" henceforth. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Lawrence, Commissioner Pugsley; Nays: None]

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

- E. Conditional Use Permit (Minor) at 174 Sunset Blvd - Snoopeeland

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

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

- F. Partition at 35111 Six Dees Lane - McCullough  
G. Home Occupation at 555 Matzen Street - Gun Toting Granny, LLC

### **PLANNING DEPARTMENT ACTIVITY REPORT**

- H. Planning Department Activity Report - November

### **FOR YOUR INFORMATION ITEMS**

Graichen mentioned they had two interviews for the vacancy on the Planning Commission. He said originally there were four, but two were from a long time ago and they lost interest. He said of the two interviewed one had an attorney background, and one had an archeological background and were both great candidates for the Commission. He said the interview committee felt that the attorney, Steven Toschi, was the better fit at this time.

**Motion:** Upon Commissioner Webster's motion and Commissioner Semling's second, the Planning Commission unanimously approved the recommendation to City Council of Steven Toschi to fill the vacancy on the Planning Commission. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Lawrence, Commissioner Pugsley; Nays: None]

Dimsho mentioned there was a Riverwalk Project open house tomorrow at 5:30 p.m. for all individuals to review the renderings of the design.

### **ADJOURNMENT**

### **NEXT REGULAR MEETING: January 11, 2022**

*There being no further business before the Planning Commission, the meeting was adjourned 8:27 p.m.*

*Respectfully submitted,*

*Christina Sullivan*  
*Community Development Administrative Assistant*

**CITY OF ST. HELENS PLANNING DEPARTMENT  
STAFF REPORT  
Annexation A.5.21**

**DATE:** January 4, 2022  
**TO:** Planning Commission  
**FROM:** Jennifer Dimsho, AICP, Associate Planner  
 Jacob Graichen, AICP, City Planner  
**APPLICANT:** Jeanne Morain  
**OWNERS:** Comstock Chieko  
**ZONING:** Columbia County's Single-Family Residential (R-10)  
**LOCATION:** Southeast of the intersection of Pittsburg Road & Meadowview Drive  
 4N1W-6D-604 and 4N1W-6AD-2600  
**PROPOSAL:** The property owner filed consent to annex because they would like to use the City's development rules and connect to City utilities.

**SITE INFORMATION / BACKGROUND**

The subject property is made up of two undeveloped lots, one lot at 1-acre and one at 11 acres. Both lots abut Pittsburg Road to the north. Meadowview Drive abuts and follows the westerly property line for about 270 feet. Willie Lane, although not entirely developed as a street stub, has potential to connect to the property from the east side (See PP 2003-10). Edna Barr Lane (part of the Meadowbrook Subdivision Phase 4) is stubbed to the eastern property line too. About halfway through the property, there is a riparian area (R-MC-18) which has a 75' upland protection zone. This stream divides the property approximately into two halves. The northern half slopes from Pittsburg Road to this stream gradually, and then very steeply once close. The southern half of the property is relatively flat. Just to the south of the stream, Westboro Way stubs to the west side of this property. Just south of Westboro Way, there are two wetlands (MC-2) both with 50' upland protection zones. These wetlands divide the southern half further into two halves, creating three distinct area for development. The remaining southern third has potential to connect to Barr Avenue through via easement or by a mechanism that brings the public right-of-way to the property (i.e., right-of-way dedication or lot line adjustment).



*Photo of subject property taken at the intersection of Pittsburg Road and Meadowview Drive*



*Photo of subject property taken from Willie Lane (northern half of property)*



*Photo taken standing on subject property looking towards Edna Barr Lane (northern half of the property)*



*Photo taken south of creek, looking south at the middle of the property, tree line represents the southern wetlands*





*Creek (R-MC-18) that runs through roughly the center of the property*



*Photo taken from Westboro Way looking onto the property (southern half of the property, but north of wetlands)*



*Photo taken from Barr Avenue looking towards the southern portion of the subject property. The subject property is not adjacent to Barr Avenue at this location. Arrangements will be necessary for access to the site from this area.*

## PUBLIC HEARING & NOTICE

**Public hearing** before the Planning Commission for *recommendation to the City Council*: January 11, 2022. Public hearing before the City Council: February 16, 2022.

**Notice** of this proposal was sent to the Oregon Department of Land Conservation and Development on December 7, 2021 through their PAPA Online Submittal website.

**Notice** of this proposal was sent to surrounding property owners within 300 feet of the subject property on December 17, 2021 via first class mail. Notice was sent to agencies by mail or e-mail on the same date.

**Notice** was published on December 29, 2021 in The Chronicle newspaper.

## AGENCY REFERRALS & COMMENTS

Columbia County Land Development Services: Supports the annexation. The properties are within the City's UGB and are surrounded by incorporated properties on all sides.

## APPLICABLE CRITERIA, ANALYSIS & FINDINGS

### SHMC 17.08.040 (1) – Quasi-judicial amendment and standards criteria

- (a) A recommendation or a decision to approve, approve with conditions, or to deny an application for a quasi-judicial amendment shall be based on all of the following standards:
  - (i) The applicable comprehensive plan policies and map designation; and that the change will not adversely affect the health, safety, and welfare of the community; and
  - (ii) The applicable Oregon Statewide Planning Goals adopted under ORS Chapter 197, until acknowledgment of the comprehensive plan and ordinances; and
  - (iii) The standards applicable of any provision of this code or other applicable implementing ordinance.
- (b) Consideration may also be given to:
  - (i) Any applicable evidence of change in the neighborhood or community or a mistake or inconsistency in the comprehensive plan or zoning map as it relates to the property which is the subject of the development application.

**Discussion: (a)(i)** The Comprehensive Plan designation for the subject property is Rural Suburban Unincorporated Residential (RSUR).

There is no known conflict with the general Comprehensive Plan policies identified in Chapter 19.08 SHMC. Note that SHMC 19.08.030 discusses public services and facilities and includes utility provisions (e.g., water and sewer) as well as services such as police and library. In sum, all services are intertwined; the consent to annexation allows connection to City sewer to support existing and future development on the subject property, and, once annexed, all other City services/facilities. By this process, the proposal complies with this aspect of the Comprehensive Plan.

Annexing this property creates no conflicts with the specific Comprehensive Plan policies identified in Chapter 19.12 SHMC. In addition, there is no known conflict with the addendums to the Comprehensive Plan which includes Economic Opportunities Analysis (Ord. No. 3101), Waterfront Prioritization Plan (Ord. No. 3148), the Transportation Systems Plan (Ord. No. 3150), 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). **However, there are Comprehensive Plan policies and the Housing Needs Analysis does apply to the applicable designation and zoning district for annexation. These are discussed further below.**

There is no evidence that this proposal will be contrary to the health, safety, and welfare of the community.

**(a)(ii)** The City's Comprehensive Plan has been adopted by the State, thus, the applicable Oregon Statewide Planning Goals adopted under ORS Chapter 197 do not need to be analyzed per this section.

**(a)(iii)** In addition, Section 3 of the City's Charter states that "annexation, delayed or otherwise, to the City of St. Helens, may only be approved by a prior majority vote among the electorate." However, during the 2016 Legislative Assembly, Senate Bill 1578 was passed. It states that a City shall annex the territory without submitting the proposal to the electors if certain criteria are met:

1. Property is within the UGB
2. Property will be subject to the City's Comprehensive Plan
3. Property is contiguous to the City limits or is separated by only a public right of way or body of water
4. Property conforms to all other City requirements

This property is within the UGB, will be subject to the City's Comprehensive Plan, and is contiguous to the City limits on three sides. As this proposal meets these criteria, this property will **not** be subject to a majority vote among the electorate.

Other provisions applicable to this proposal are discussed elsewhere herein.

**(b)** There is no evidence of a change in neighborhood, or mistake or inconstancy in the Comprehensive Plan or Zoning Map.

**Finding:** The quasi-judicial amendment and standards criteria are met.

### **SHMC 17.08.060 – Transportation planning rule compliance**

- (1) Review of Applications for Effect on Transportation Facilities. A proposed comprehensive plan amendment, zone change or land use regulation change, whether initiated by the city or by a private interest, shall be reviewed to determine whether it significantly affects a transportation facility, in accordance with OAR 660-012-0060 (the Transportation Planning Rule ("TPR")).

"Significant" means the proposal would:

- (a) Change the functional classification of an existing or planned transportation facility (exclusive of correction of map errors in an adopted plan);



- (b) Change standards implementing a functional classification system; or
- (c) As measured at the end of the planning period identified in the adopted transportation system plan:
  - (i) Allow land uses or levels of development that would result in types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;
  - (ii) Reduce the performance of an existing or planned transportation facility below the minimum acceptable performance standard identified in the TSP; or
  - (iii) Worsen the performance of an existing or planned transportation facility that is otherwise projected to perform below the minimum acceptable performance standard identified in the TSP or comprehensive plan.
- (2) Amendments That Affect Transportation Facilities. Comprehensive plan amendments, zone changes or land use regulations that significantly affect a transportation facility shall ensure that allowed land uses are consistent with the function, capacity, and level of service of the facility identified in the TSP. This shall be accomplished by one or a combination of the following:
  - (a) Adopting measures that demonstrate allowed land uses are consistent with the planned function, capacity, and performance standards of the transportation facility.
  - (b) Amending the TSP or comprehensive plan to provide transportation facilities, improvements or services adequate to support the proposed land uses consistent with the requirements of OAR 660-012-0060.
  - (c) Altering land use designations, densities, or design requirements to reduce demand for vehicle travel and meet travel needs through other modes of transportation.
  - (d) Amending the TSP to modify the planned function, capacity or performance standards of the transportation facility.
- (3) Traffic Impact Analysis. A traffic impact analysis shall be submitted with a plan amendment or zone change application, as applicable, pursuant to Chapter 17.156 SHMC.

**Discussion:** This section reflects State law regarding the Transportation Planning Rule (TPR): Transportation Planning Rule (TPR), OAR 660, Division 12. The TPR requires that where an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation would significantly affect an existing or planned transportation facility, the local government shall put in place measures to assure that allowed land uses are consistent with the identified function, capacity, and performance standards of the facility. **Current zoning of the property is Columbia County's Single-Family Residential (R-10) and the City's default zoning options are Moderate Residential (R7) or Suburban Residential (R10).**

Generally, when comparing potential land use impact on transportation facilities, the *reasonable worst case scenario* for the existing and proposed designation/zone are considered. The potential land uses are very similar for both the City and County for R7 and R10 zoning districts. In addition, the City's zoning is comparable to the County with regards to the possible intensity of uses allowed and potential vehicular trips generated. Thus, this proposal will not affect an existing or planned transportation facility.

There are *special considerations* for zoning properties R5 or AR upon annexation. These are discussed under SHMC 17.28.030 (2) below. City R5 and AR zoning allows 5,000 and 4,000 square feet, respectively, for single-family dwellings, while County R-10 zoning requires 10,000 square feet. For purposes of the TPR, this is doubles the potential intensity of use of the property. If R5 or AR zoning is considered for all or a portion of the subject property as part of this annexation, a transportation impact analysis may be warranted. However, the city will have the opportunity to require a traffic impact analysis with any future subdivision proposal too.

**Finding:** Transportation facilities will not be significantly affected by this proposal is the Commission chooses R10 or R7 zoning. There are potential impacts if R5 and or AR are chosen as zoning districts.

#### **SHMC 17.28.030(1) – Annexation criteria**

- (a) Adequate public facilities are available to the area and have sufficient capacity to provide service for the proposed annexation area; and
- (b) Comply with comprehensive plan amendment standards and zoning ordinance amendment standards and not be in conflict with applicable comprehensive plan policies and implementing ordinances; and
- (c) Complies with state laws; and
- (d) Abutting roads must meet city standards or property owner will be required to sign and record an irrevocable consent to local improvement district; and
- (e) Property exceeding 10 acres in gross size must show a need on the part of the city for such land if it is designated residential (e.g., less than five years' supply of like designated lands in current city limits).

**Discussion: (a) Water** – City water is available adjacent to the property in multiple locations: within Pittsburg Road, stubbed at Westboro Way to the west, stubbed at Edna Barr Lane to the east, located along Meadowview Drive and along Barr Avenue.

Regarding capacity, the City's current water capacity is 6 million gallons/day and the peak flow, usually in the summer, is 3 to 4 million gallons/day. Additionally, the City has the capacity of approximately 10 million gallons to meet future demands. Any additional uses that occur on the subject property can be accommodated by the City's municipal water system as infrastructure has substantial capacity available.

**Sewer** – City sanitary sewer is available to the property in multiple locations: stubbed at Westboro Way to the west and stubbed at Edna Barr Lane and along Barr Avenue to the east. Within Pittsburg Road, the sanitary sewer is located approximately 615 feet away from the edge of the subject property.

With regards to capacity, the City's wastewater treatment plant currently has a daily limit (physically and as permitted by DEQ) to handle over 50,000 pounds of Biochemical Oxygen Demand (BOD) and a monthly average limit of 26,862 pounds. This is the "loading" or potency of the wastewater received by the plant. The average daily BOD is well below this at only 1,500 pounds. Thus, any potential uses that occur on the subject property can be accommodated by the City's sanitary sewer system as infrastructure is in place and there is substantial capacity available.

**Transportation** - As described above, transportation facilities will not be significantly affected by this proposal assuming R10 or R7 zoning. Given the size of the property, a traffic impact analysis is likely to be required at the time of application for land division (e.g., subdivision).

**Finding:** Adequate public facilities are available to the area and have sufficient capacity to provide service for the proposed annexation area.

**(b)** The land use of the subject property is entirely vacant. Zoning considerations are discussed under SHMC 17.28.030(2) below.

**Finding:** There is no known conflict with the Comprehensive Plan and implementing ordinances.

**(c) With regards to Oregon Revised Statutes (ORS), city annexations of territory must be undertaken consistent with ORS 222.111 to 222.183.**

Pursuant to ORS 222.111(1), a City may only annex territory that is not within another City, and the territory must either be contiguous to the annexing City or be separated from the City only by a body of water or public right-of-way. The subject property is not within another City's jurisdiction and City of St. Helens corporate limits lies on the east, south, and west of the subject property.

Although undertaking an annexation is authorized by state law, the manner in which a city proceeds with annexation is also dictated in the city charter. ORS 222.111(1) references a city's charter as well as other ORS. St. Helens' Charter requirements pertaining to annexations are noted above.

Per ORS 222.111(2) an annexation may be initiated by the owner of real property or the city council. This annexation request was initiated by the property owner. Further, ORS 222.125 requires that that all property owners of the subject property to be annexed and at least half of the electors residing on the property consent in writing to the annexation. These documents were submitted with the annexation application.

**ORS 197.175(1) suggests that all annexations are subject to the statewide planning goals.** The statewide planning goals that could technically apply or relate to this proposal are Goals 1, 2, 10, 11 and 12.

***Statewide Planning Goal 1: Citizen Involvement.***

*Goal 1 requires the development of a citizen involvement program that is widespread, allows two-way communication, provides for citizen involvement through all planning phases, and is understandable, responsive, and funded.*

Generally, Goal 1 is satisfied when a local government follows the public involvement procedures set out in the statutes and in its acknowledged comprehensive plan and land use regulations.

The City's Development Code is consistent with State law with regards to notification requirements. Pursuant to SHMC 17.20.080 at least one public hearing before the Planning Commission and City Council is required. Legal notice in a newspaper of general circulation is also required. The City has met these requirements and notified DLCD of the proposal.

***Statewide Planning Goal 2: Land Use Planning.***

*This goal requires that a land use planning process and policy framework be established as a basis for all decisions and actions relating to the use of land. All local governments and state agencies involved in the land use action must coordinate with each other. City, county, state and federal agency and special districts plans and actions related to land use must be consistent with the comprehensive plans of cities and counties and regional plans adopted under Oregon Revised Statutes (ORS) Chapter 268.*

Generally, Goal 2 requires that actions related to land use be consistent with acknowledged Comprehensive Plans and coordination with affected governments and agencies and be based on an adequate factual base. The City has an adopted Comprehensive Plan, compliance of this proposal which is addressed herein. Moreover, explanation and proof of coordination with affected agencies and factual base are described herein, as well, including inventory, needs, etc.

***Statewide Planning Goal 10: Housing***

*Goal 10 requires buildable lands for residential use shall be inventoried and plans shall encourage the availability of adequate numbers of needed housing units at price ranges and rent levels which are commensurate with the financial capabilities of Oregon households and allow for flexibility of housing location, type and density.*

This Goal has a couple components: 1) inventorying of land for housing need, and 2) demographic broad spectrum housing availability in both quantity and variety of type.

**Inventorying**

St. Helens completed and adopted a Housing Needs Analysis (HNA) and Buildable Lands Inventory (BLI) in 2019 (Ordinance No. 3244). The results of the housing needs analysis indicates that the current St. Helens Urban Growth Boundary is sufficient to accommodate future housing needs, with a small deficiency of high-density land for multi-family development.

Per the HNA, Commercial/Mixed Use land can make up for the high-density land deficiency. Even though there are no guarantees Commercial/Mixed Use lands will be used for residential purposes, the following residential developments on commercial/mixed use lands since the inventorying effort of the HNA creation process are noteworthy:

- St. Helens Place Apartments at 700 Matzen Street. Originally approved by Conditional Use Permit CUP.2.18 in 2018, this 204-unit multi-dwelling project was completed late 2020.

Zone: General Commercial. Total acres used: 7.72 out of 7.72 ac.

- Broadleaf Arbor: A Gathering Place being developed by the Northwest Oregon Housing Authority (NOHA) and Community Development Partners at 2250 Gable

Road. Originally approved by Conditional Use Permit CUP.3.19, this 239-unit multi-dwelling project is currently under construction. The site has wetlands that will be preserved so only a portion of the property will be developed.

Zone: General Commercial, GC. Total acres used: approx. 13.7 ac. out of 16.7 ac.

Based on these two projects alone, the high-density deficiency is resolved, or at least will be assuming the completion of Broadleaf Arbor: A Gathering Place.

Land Need (net acres)	
Low Density*	240
Medium Density**	40
High Density	24
Manufactured Home Parks	5
<b>Total</b>	<b>309</b>
Buildable Land Inventory (net acres)	
Low Density	532
Medium Density	93
High Density	16
Manufactured Home Parks	45
Commercial/Mixed Use***	19
<b>Total</b>	<b>705</b>
UGB Land Surplus/Deficit (net acres)	
Low Density*	293
Medium Density**	53
High Density	(8)
Manufactured Home Parks	40
Commercial/Mixed Use	19
<b>Total</b>	<b>397</b>
<b>Adequacy of UGB to meet housing need</b>	<b>adequate</b>

\* Includes detached units and mobile homes. \*\* Includes townhomes, plexes and group quarters.

**Left:** This table summarizes the City's HNA findings. Bubbled in red reflects the surplus of low density lands, medium density lands, and deficit of high density lands. These numbers reflect a projection of residential land needs accommodating a 20-year housing demand forecast (from 2019).

Low density lands include:  
R10 and R7 zoning

Medium density lands include:  
R5 and MHR

High density lands include:  
AR zoning

### Demographic broad spectrum housing availability in both quantity and variety of type.

As noted elsewhere herein, the Commission can consider R10 or R7 zoning, but also R5 and AR. Since the fundamentals of the Housing Needs Analysis (HNA) are met, the Commission is not compelled to consider R5 or AR over R10 or R7. However, choosing R5 and/or AR would increase the type of housing in this area.



As shown by the table below, both R5 and AR allow both attached single-family dwellings and multifamily development (3 or more units), that the R10 and R7 zones do not allow.

**TABLE:** P = Permitted      N = Not allowed      C = Conditionally Permit

**Current Residential Uses by Zoning District – December 2021**

Zone Use	R10	R7	R5	AR	MHR	MU	RD, Marina	RD, Plaza	RD, Mill	HBD	GC	HC	LI	HI	PL
DetachedSFD	P	P	P	P	P	P	N	N	N	P	N	N	N	N	N
Attached SFD	N	N	P	P	N	P	N	N	P	P	N	N	N	N	N
Manf Home	P	P	P	P	P	P	N	N	N	P	N	N	N	N	N
M Home Park	N	N	N	N	P	N	N	N	N	N	N	N	N	N	N
Duplex	P	P	P	P	P	P	N	N	N	P	N	N	N	N	N
Multifam (3+)	N	N	C	P	C	C	C	N	P	C	C	N	N	N	N
ADU / 2 <sup>nd</sup>	P	P	P	P	P	P	N	N	N	P	N	N	N	N	N
Detached SFD															
RV Park	N	N	N	N	C	C	C	N	N	N	C	C	C	C	C
Above DU	N	N	N	N	N	P	P	P	P	P	P	C	N	N	N
Cottage Clust	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N

**Statewide Planning Goal 11: Public Facilities and Services.**

Goal 11 requires cities and counties to plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development. The goal requires that urban and rural development be "guided and supported by types and levels of urban and rural public facilities and services appropriate for, but limited to, the needs and requirements of the urban, urbanizable and rural areas to be served."

City sanitary sewer and water capacities are adequate to serve the subject property. This is explained above. The existing development is adequately served.

**Statewide Planning Goal 12: Transportation.**

Goal 12 requires cities, counties, metropolitan planning organizations, and ODOT to provide and encourage a "safe, convenient and economic transportation system." This is accomplished through development of Transportation System Plans based on inventories of local, regional and state transportation needs. Goal 12 is implemented through OAR 660, Division 12, also known as the Transportation Planning Rule ("TPR"). The TPR contains numerous requirements governing transportation planning and project development.

Traffic impacts and the City's provisions that address the TPR are explained above. This proposal will not significantly affect an existing or planned transportation facility is zoned R7 or R10.

**(d)** The subject property has access off Pittsburg Road which lacks frontage improvements abutting the property. Pittsburg Road is a county-jurisdiction road and is classified as a minor arterial. The existing right-of-way for minor arterials is 60' which is not met. Some sections of Pittsburg Road abutting this property are at 40' and some are at 50'. **However, this property not the subject of a current development land use review, which provides the legal nexus and**

**proportionality to require such frontage improvements or right-of-way dedications.** As such, no improvements are warranted with this proposal. At the time of future land division and/or development, these items would be considered.

**(e)** The subject property is greater than 10 acres in size and will be zoned residential. Therefore, this criterion requires that a “need” of the annexation for the city. Need in the context of this criterion is not defined (and not explicitly related to the Housing Needs Analysis), except one example is given (i.e., less than 5 years’ supply) in the criterion.

Per a Oregon Housing and Community Services publication Building on New Ground: Meeting Oregon’s Housing Need (February 2021) <https://www.oregon.gov/ohcs/about-us/Documents/RHNA/02-21-2021-ECONW-OHCS.pdf>:

In the last few years, the region’s housing affordability crisis has deepened. The 2020 wildfire season destroyed entire communities, resulting in the loss of 4,000 homes. The COVID crisis has resulted in growing unemployment and economic uncertainty, which, without further policy intervention, will accelerate economic inequities and increase the number of households facing housing instability and homelessness. Population continues to increase in the region.

Over the next 20 years, Oregon will need about 584,000 total new homes. Nearly one quarter of these units are needed now to accommodate today’s population. These roughly 140,000 homes would overcome Oregon’s chronic underproduction of housing, house those who are currently experiencing homelessness, and add supply to the overall market to increase housing choice and reduce cost burdening for low-income households.

To begin making progress toward this need, over the next five years, the state would need to add between 145,000 and 195,000 units. In other words, Oregon’s housing developers would need to produce between 30,000 units and 40,000 units every year. Over the past 5 years, Oregon has seen an average of just 20,000 units per year. Our state would need to increase its total production of housing by at least 50 percent, and as much as double production to tackle underproduction in the near term.

This land remaining in the County and not utilizing the city’s standards for urban density does not support addressing this trend. There is an undisputed need for housing in the region.

Another need are proper street connections. Several streets stub to the subject property. At least two of these: Willie Lane and Edna-Barr Lane are “dead-end” streets greater than 150 feet with no fire turn around meeting any acceptable standards. A subdivision with urban density will help resolve this: the land division will warrant consideration of street extensions within the site and the urban density will make street extensions/development more feasible.

**Finding:** There is a need for both housing at urban densities and transportation improvements.

#### **SHMC 17.28.030 (2) – Annexation criteria**



The plan designation and the zoning designation placed on the property shall be the city's zoning district which most closely implements the city's comprehensive plan map designation.

**Discussion:** The Comprehensive Plan designation is currently Rural Suburban Unincorporated Residential (RSUR). Upon annexation, the subject property's Comprehensive Plan designation shall be Suburban Residential (Incorporated) SR.

The City's zoning options upon annexation are R7, R10, or under *special circumstances*, R5 or AR. See SHMC 19.12.060(2)(c) below for the special circumstances.

**Per SHMC 19.12.060 Rural Suburban Unincorporated Residential Goals and Policies:**

- (1) Goals. To provide sufficient area for urban development that will accommodate a variety of housing types.
- (2) Policies. It is the policy of the city of St. Helens to:
  - (a) Work with the county on partition and subdivision applications for these lands to ensure that they are divided in a manner that does not hinder future urbanization.
  - (b) Zone the rural suburban-unincorporated residential at R7 or R10 upon annexation to the city unless circumstances listed in subsection (2)(c) of this section exist.
  - (c) **Consider zoning lands with the rural suburban-unincorporated residential category for R5 or AR if the following conditions are found:**
    - (i) **The parcel is vacant and larger than two acres in size.**
    - (ii) **The carrying capacity of the public services, including but not limited to streets, sewer, and water, are sufficient for higher density development.**
    - (iii) **The county and city determine, due to the pattern of development in the city and within the urban growth area, that other lands are more appropriate for these designations.**

The parcel is larger than two acres in size and the public services are available. The City may consider if this area warrants higher density than R7 or R10 by looking at the pattern of development in the City and within the Urban Growth Boundary. The default zoning for this property would be R10 zoning at the northly half of the property with R7 zoning to the south, using Westboro Way as the dividing line, roughly. This would be consistent with the surrounding abutting City zoning of R7 and R10.

**In considering R5 or AR zoning:**

- As noted above R5 or AR may have an impact on the transportation system (i.e., not known without a study). A traffic impact analysis would also be required for any subdivision creating 25 or more lots, which is possible for this larger property.
- The city's housing needs are technically met for the next approximate 20 years. The highest density zoning is the only category that is close (i.e., no large surplus).
- All surrounding zoning is R10 or R7 which are similar as to the types of residential uses allowed. R5 and AR not only allow higher densities, but allow uses not already allowed in surrounding neighborhoods (attached single-family dwellings).
- Consider the zone split of areas north and south of the BPA easement (eastward extension of Westboro Way). The default assumption is R10 north and R7 south of



this. If the Commission rules out R5 or AR zone altogether, it could consider R7 for the entire site (with no split).

**Finding:** Upon annexation, the subject property's Comprehensive Plan designation shall be Suburban Residential (Incorporated) SR and be zoned on the determinations of the Planning Commission and City Council.

#### SHMC 17.112.020 – Established & Developed Area Classification criteria

- (1) Established Area.
  - (a) An "established area" is an area where the land is not classified as buildable land under OAR 660-08-0005;
  - (b) An established area may include some small tracts of vacant land (tracts less than an acre in size) provided the tracts are surrounded by land which is not classified as buildable land; and
  - (c) An area shown on a zone map or overlay map as an established area.
- (2) Developing Area. A "developing area" is an area which is included in the city's buildable land inventory under the provisions of OAR except as provided by subsection (1)(b) of this section.

**Discussion:** OAR 660-008-0005 classifies *buildable land* as:

Residentially designated land within the urban growth boundary, including both vacant and developed land likely to be redeveloped, that is suitable, available and necessary for residential uses. Publicly owned land is generally not considered available for residential uses. Land is generally considered "suitable and available" unless it:

- (a) Is severely constrained by natural hazards as determined under Statewide Planning Goal 7;
- (b) Is subject to natural resource protection measures determined under Statewide Planning Goals 5, 6, 15, 16, 17 or 18;
- (c) Has slopes of 25 percent or greater;
- (d) Is within the 100-year flood plain; or
- (e) Cannot be provided with public facilities.

OAR 660-008-0005 generally defines "Buildable Land" as vacant residential property not constrained by natural hazards or resources, and typically not publicly owned. There are areas on the property which are subject to natural resource protection measures (locally significant wetlands and riparian areas). However, there is still ample land classified as buildable for it to be deemed "developing."

**Finding:** The subject property should be designated as a "developing area."

#### CONCLUSION & RECOMMENDATION

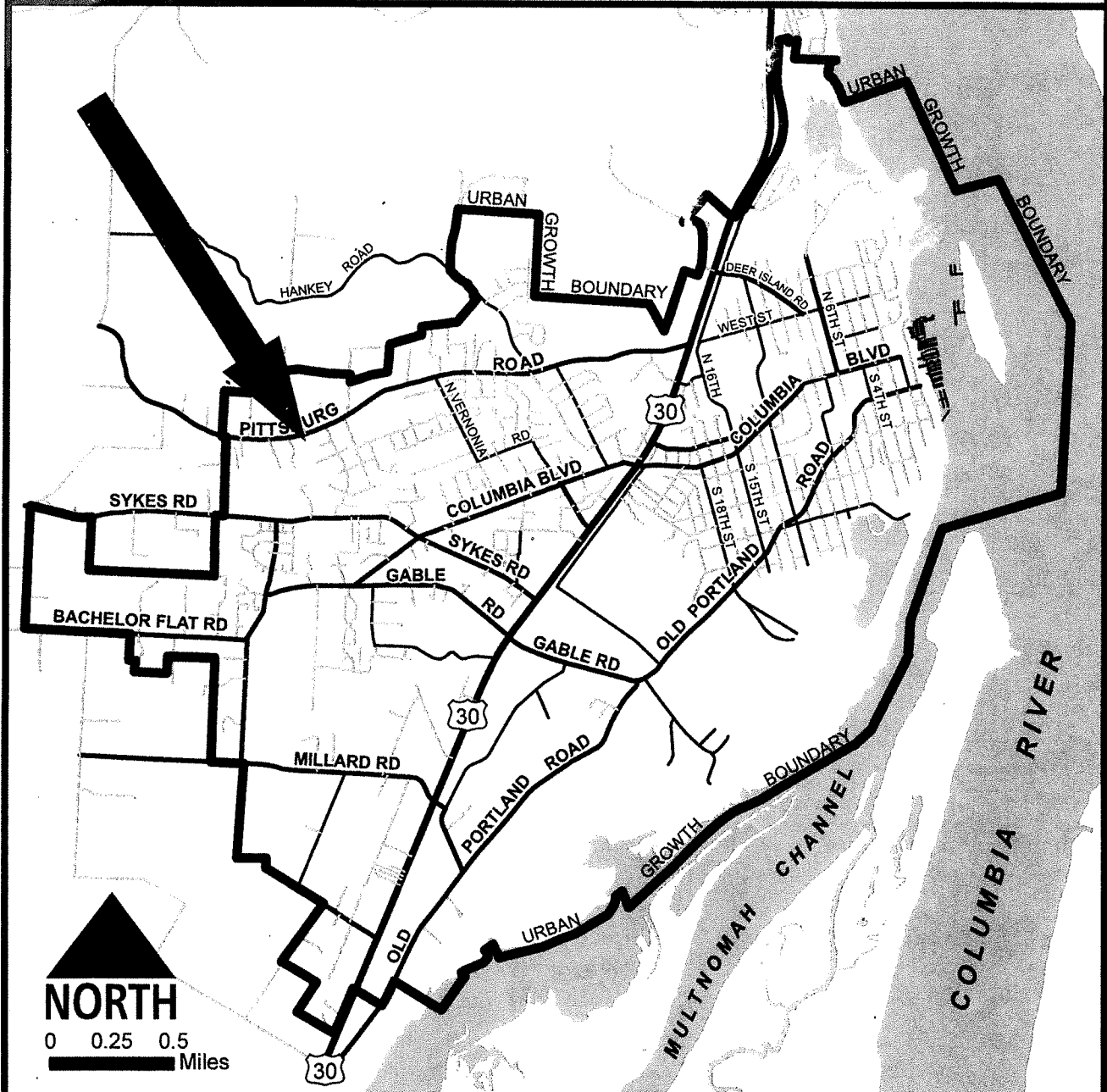
Based upon the facts and findings herein, staff recommends approval of this annexation and that upon annexation, the subject property have a Comprehensive Plan designation of Suburban Residential (Incorporated) SR and be zoned as determined by the Planning Commission and City Council and designated as "developing."

\*This annexation will **not** be subject to voter approval subsequent to this land use process.\*

**Attachments:** General Map  
Taxlot Map  
Aerial Map  
Wetland and Buffer Map (2021)

# SUBJECT PROPERTY

~ Approximate Location ~



City of St. Helens Urban Growth Boundary Area Vicinity

jag/Dec. 2013



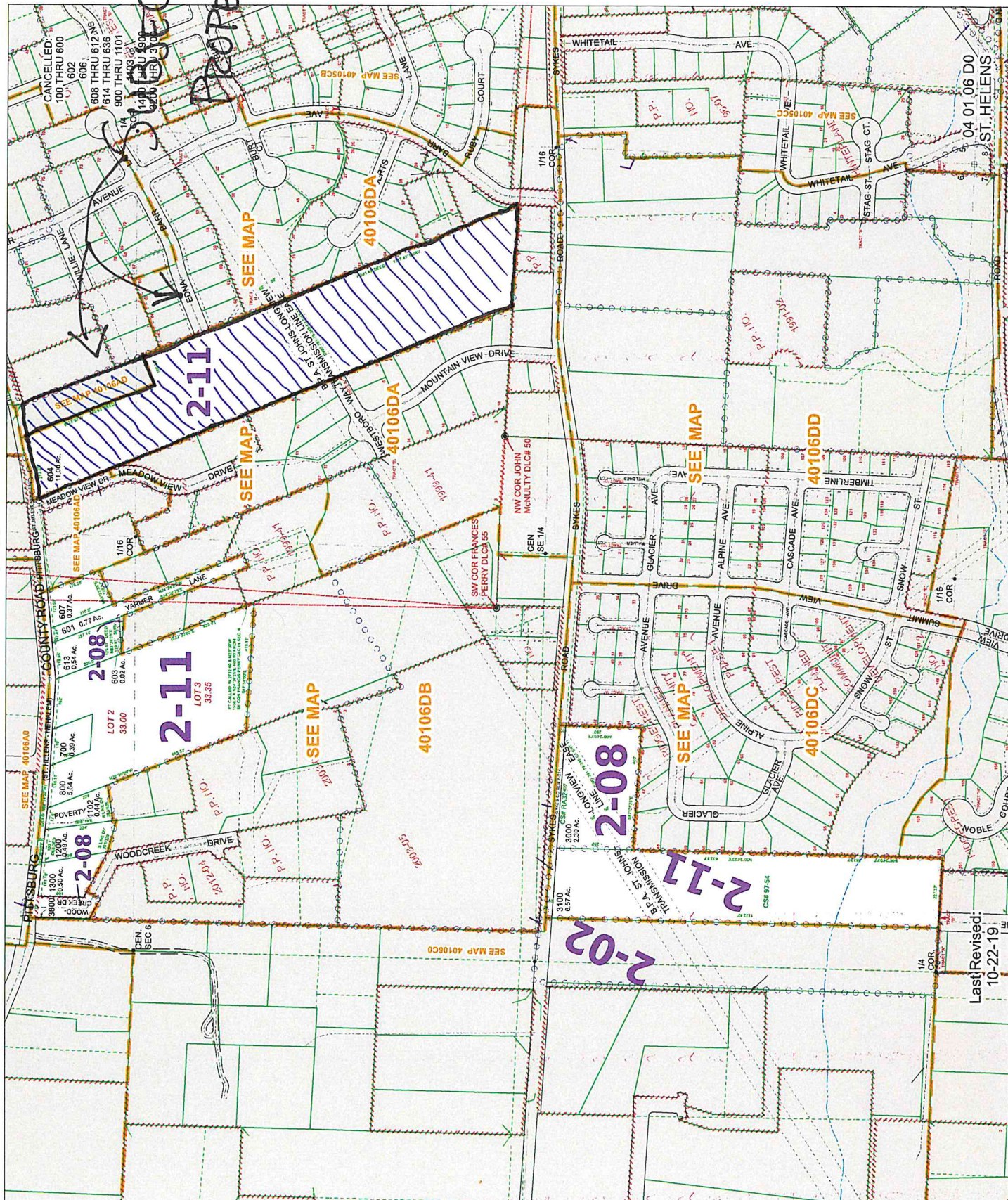
04 01 06 D0  
ST. HELENS

S.E. 1/4 SEC. 6 T.4N. R.1W. W.M.  
COLUMBIA COUNTY

1" = 200'

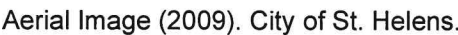
THIS MAP WAS PREPARED FOR  
ASSESSMENT PURPOSE ONLY

Item B.

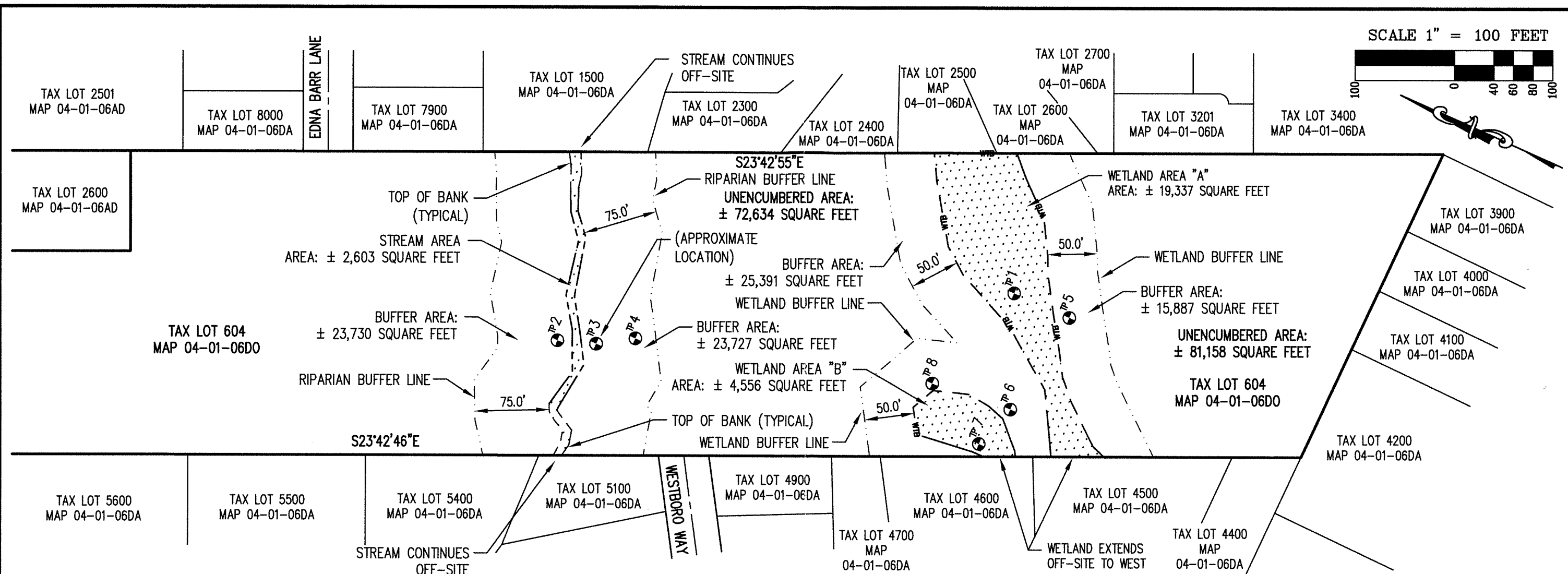




*Item B.*







**NOTES**

1. THE FIELD WORK WAS COMPLETED OCTOBER 27, 2021.
2. THE NORTHEASTERLY AND SOUTHWESTERLY PROPERTY LINES WERE DETERMINED BY TIES TO RECOVERED SURVEY MONUMENTS AND ARE ACCURATELY DEPICTED. THE SOUTH LINE WAS CALCULATED FROM RECORD SURVEY INFORMATION.
3. WETLAND BOUNDARY, TOP OF STREAM BANK AND SAMPLE PLOT FLAGGING PLACED BY WETLAND SOLUTIONS NORTHWEST. THEIR LOCATIONS WERE DETERMINED BY SURVEY WITH ACCURACY OF +/- 1 FOOT.

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

**PRELIMINARY**


OREGON  
JUNE 30, 1997  
SCOTT F. FIELD  
2844

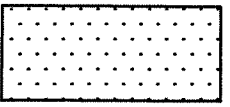
RENEWES: 12/31/2021


**WETLAND AND  
BUFFER MAP**


LOCATED IN THE EAST 1/2 OF SECTION 6,  
TOWNSHIP 4 NORTH, RANGE 1 WEST, W.M.,  
COLUMBIA COUNTY, OREGON  
DATE: NOVEMBER 8, 2021


**LEGEND**


SAMPLE PLOT 

WETLAND AREA 

WETLAND BOUNDARY 

ORDINARY HIGH WATER LINE 


RIGHT-OF-WAY LINE 

PROPERTY LINE 

**PREPARED FOR**

JEANNIE MORAIN  
2799 E. LINDA COURT  
GILBERT, AZ 85234

JOB NAME:	MORAIN
JOB NUMBER:	2346
DRAWN BY:	BJA
CHECKED BY:	SFF
DRAWING NO:	2346 EXH WL2



BOUNDARY TOPOGRAPHIC CONSTRUCTION CADASTRAL

**NORTHWEST**

1815 NW 169th PLACE, SUITE 2090  
BEAVERTON, OR 97006  
PHONE: 503-848-2127 FAX: 503-848-2179  
www.nwsrvy.com

**SURVEYING, Inc.**



## CITY OF ST. HELENS PLANNING DEPARTMENT

# MEMORANDUM

---

**TO:** Planning Commission  
**FROM:** Jacob A. Graichen, AICP, City Planner  
**RE:** Consideration of right-of-way dedication for the “Comstock property” which is the same property considered for annexation as part of file Annexation A.5.21  
**DATE:** December 30, 2021 (for January 11, 2022 meeting)

---

The “Comstock property” is being considered for annexation. This will help facilitate this property’s development. Another aspect for development is access.

Due to significant wetlands that cut two swaths through the property and isolates the most southerly developable portion from any public-right-of-way, how to connect this property to the nearest right-of-way, Barr Avenue, is a riddle to solve.

One solution is to dedicate right-of-way to bring the right-of-way to the subject property. Doing this in advance of a development design is unusual. As such this is being presented to the Planning Commission for consideration and possible recommendation to the City Council.

Public right-of-way that can be used for a standard city street is recommend instead of an easement to maximize potential. An easement could provide access to no more than six lots and is thus restrictive.

The property subject to right-of-way dedication is owned by the Meadowbrook Homeowners Association. The president of the HOA is aware and open to this concept. The Meadowbrook development is based on retaining a minimum amount of open space. Because most of this area is driveway already and entirely within a private access easement, there is no impact to the minimum open space.

In addition to access for people and vehicles, access for utilities needs to be considered too. This is why this concept includes an area with the northern line 10’ north from the sanitary sewer manhole within Barr Ave. Though mailboxes and street lighting will need to be moved if/when a new street is constructed, a new sanitary sewer line could branch off the manhole.

This is a logical place for a new street being at the “sweet spot” between Ruby Ct. and Sykes Road along Barr Ave. The right-of-way width for a local classified street is 40’ or 50’, which can be accommodated by the proposed area of dedication.

If the Council consents to this right-of-way dedication, we will need a legal description prepared by others in addition to any other information the Council deems necessary. The Meadowbrook HOA would need to sign a dedication deed prepared by the city and then the council accept that for recordation with the County Clerk’s office.

If the right-of-way dedication doesn’t work, the landowner can still work with the Meadowbrook Homeowners Association to do a Lot Line Adjustment to bring the “Comstock property” to the right-of-way as another option.





Two photos showing the area proposed to be dedicated as public right-of-way as viewed from Barr Avenue. Note the sanitary sewer manhole in the photo to the left. Mailboxes and light pole will be affected and possible some other utilities (note above ground vaults in above photo).

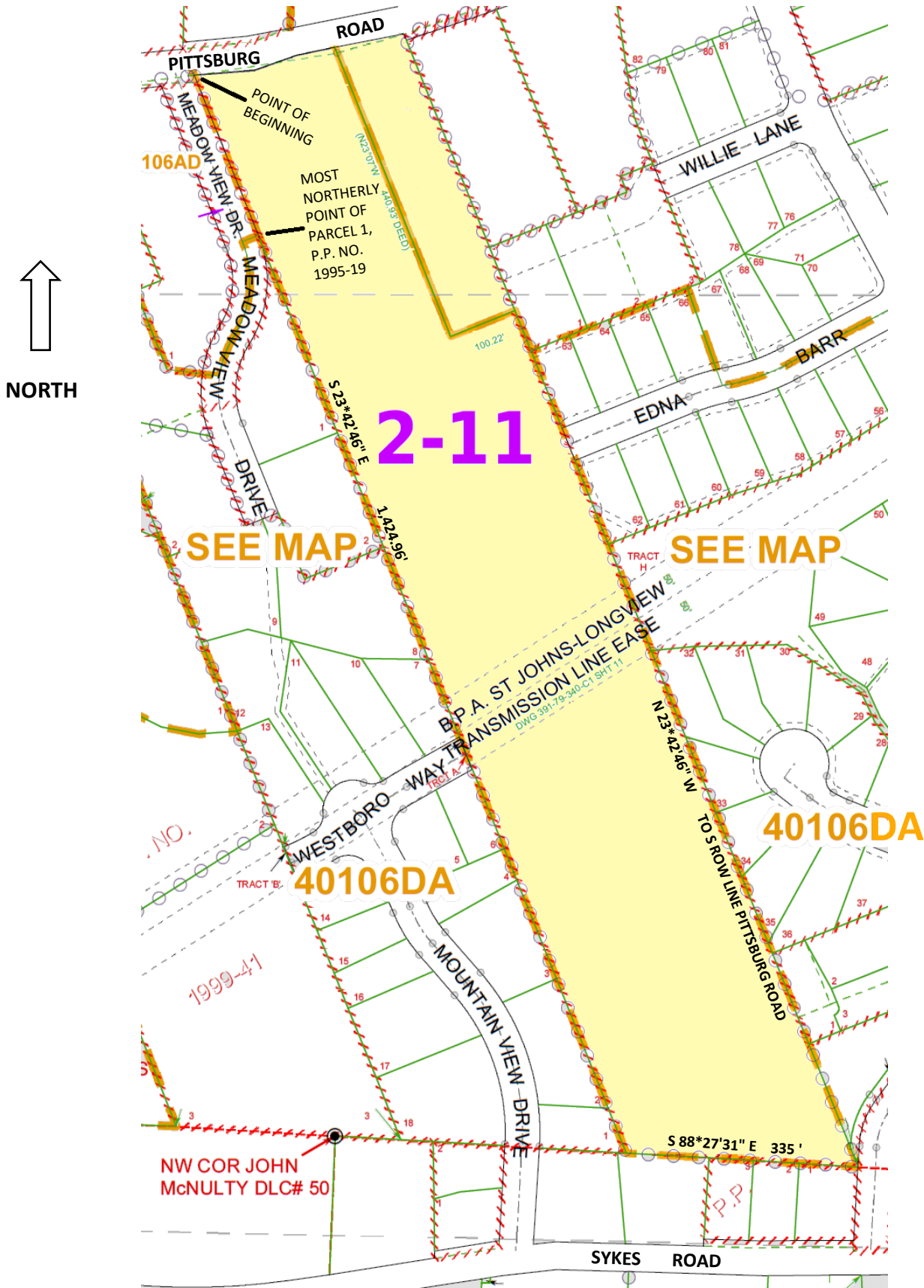
Attached: General map of property (Exhibit B for the Oregon Department of Revenue for annexation)  
 Preliminary wetland delineation map with city required upland protection zones shown  
 Partition Plat No. 2005-04  
 Map showing private access easement and potential right-of-way dedication area  
 Map showing potential right-of-way dedication area detail



EXHIBIT B

Item C.

E. 1/2 SEC.6 T.4N. R.1W. W.M.  
COLUMBIA COUNTY







# PARTITION PLAT

S.E. QUARTER OF SECTION 6  
TOWNSHIP 4 NORTH, RANGE 1 WEST, WILLAMETTE MERIDIAN  
CITY OF ST. HELENS, COLUMBIA COUNTY, OREGON

PARTITION PLAT NO. 2005-4  
A A-834

Item C.

## SURVEYED BY:

BURTON ENGINEERING & SURVEYING  
10121 NE GLISAN ST.  
PORTLAND, OREGON 97220  
(503) 251-2947

## LEGEND:

- SET 5/8" x 30" IRON ROD WITH YELLOW PLASTIC CAP MARKED "BURTON ENGINEERING LS 590"
- FOUND 5/8" x 30" IRON ROD WITH YELLOW PLASTIC CAP MARKED "BURTON ENGINEERING LS 590", UNLESS OTHERWISE NOTED.

## APPROVALS

APPROVED THIS 28<sup>th</sup> DAY OF January, 2004

Willa Denny  
COLUMBIA COUNTY SURVEYOR

APPROVED THIS 27<sup>th</sup> DAY OF December, 2004

P.E. Burton  
CITY OF ST. HELENS, PLANNING DEPT.

TAXES FROM July 1, 2004

THROUGH June 30, 2005

HAVE BEEN PAID

COLUMBIA COUNTY DIRECTOR OF FINANCE AND TAXATION

BY Margaret Gunn, deputy  
STATE OF OREGON S.S.

COUNTY OF COLUMBIA

I DO HEREBY CERTIFY THAT THIS PARTITION PLAT WAS RECEIVED FOR RECORDING ON THIS 28<sup>th</sup> DAY OF January, 2005 AT 10 O'CLOCK PM AND RECORDED AS INSTRUMENT NO. 2005-2164 AND AS PARTITION PLAT NO. 2005-4

BY: Willa Denny, deputy

## DECLARATION

KNOW ALL MEN BY THESE PRESENTS THAT D-CAV INVESTMENTS, INC. IS THE OWNER OF THE LAND REPRESENTED ON THE ANNEXED MAP, & MORE PARTICULARLY DESCRIBED IN THE ACCOMPANYING SURVEYOR'S CERTIFICATE, AND HAS CAUSED THE SAME TO BE PARTITIONED AND SURVEYED INTO PARCELS AS SHOWN IN ACCORDANCE WITH ORS CHAPTER 92 AND HEREBY DEDICATE ALL EASEMENTS AS SHOWN OR NOTED HEREON.

Donald E. Barnett  
DONALD E. BARNETT, PRESIDENT  
D-CAV INVESTMENTS, INC.

## ACKNOWLEDGEMENT

STATE OF OREGON S.S.  
COUNTY OF COLUMBIA

KNOW ALL MEN BY THESE PRESENTS, ON THIS 24 DAY OF January, 2004, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID STATE AND COUNTY PERSONALLY APPEARED DONALD E. BARNETT WHO BEING DULY SWORN, DID SAY THAT HE IS THE IDENTICAL PERSON NAMED IN THE DECLARATION, AND THAT HE EXECUTED SAID DECLARATION FREELY AND VOLUNTARILY.

NOTARY

Willa Denny  
NOTARY SIGNATURE

NOTARY PUBLIC - OREGON

COMMISSION NO. 356209

MY COMMISSION EXPIRES March 30, 2006



## NARRATIVE

PURPOSE OF THIS SURVEY IS TO PARTITION A PORTION OF THAT TRACT DESCRIBED IN INSTRUMENT NO. 94-07554 INTO 3 TRACTS. THE BASIS OF BEARINGS AND CONTROL FOR THIS SURVEY IS THE CENTERLINE OF BARR AVENUE DEFINED BY 2 FOUND 5/8" IRON RODS WITH YELLOW PLASTIC CAP MARKED "BURTON ENGINEERING", POINTS A AND B SET ON "MEADOWBROOK PLANNED COMMUNITY" PLAT. CONTROL AND PARTITION BOUNDARIES WERE FURTHER VERIFIED BY FOUR 5/8" MONUMENTS AT SOUTHEAST CORNER OF LOT 37 POINT C, "MEADOWBROOK PLANNED COMMUNITY NO. 2" AND THE 3/4" IRON PIPE POINT D FOUND ON THE WEST RIGHT OF WAY LINE OF BARR AVENUE AS SHOWN FOUND ON "MEADOWBROOK PLANNED COMMUNITY" PLAT AND POINT E, THE INITIAL POINT.

THE LOCATION OF THE WESTERLY LINE OF THE PARTITION BEGAN AT POINT D AT THE INTERSECTION OF THE WESTERLY EXTENSION OF THE WESTERLY LINE OF "MEADOWBROOK PLANNED COMMUNITY NO. 2" WITH THE WESTERLY RIGHT OF WAY LINE OF BARR AVENUE EXTENDED TO THE SOUTHWEST CORNER OF "MEADOWBROOK PLANNED COMMUNITY NO. 2". THE NORTHERLY LINE OF THE PARTITION WAS THEN EXTENDED FROM POINT E THE MOST SOUTHERLY CORNER OF LOT 36 ALONG THE SOUTHERLY LINE OF "MEADOWBROOK PLANNED COMMUNITY NO. 2" TO POINT C THE SOUTHWESTERLY CORNER OF LOT 38, "MEADOWBROOK PLANNED COMMUNITY NO. 2". THE EASTERLY LINE OF THE PARTITION WAS ESTABLISHED ALONG THE WESTERLY LINE OF SAID LOT 38 TO THE MOST SOUTHERLY CORNER THEREOF, THEN SOUTHERLY ALONG THE WESTERLY LINE OF THAT TRACT DEEDED TO HOME OWNERS ASSOCIATION IN INST. NO. 02-13661 THROUGH POINTS H AND J TO THE POINT OF INTERSECTION WITH THE SOUTH LINE OF THAT TRACT DEEDED TO D-CAV INVESTMENTS IN DOCUMENT 94-07554, 8/3/94, COLUMBIA COUNTY DEED RECORDS. THE SOUTHERLY LINE WAS ESTABLISHED FROM POINT J WESTERLY ALONG THE SOUTHERLY LINE OF SAID D-CAV TRACT TO THE MOST SOUTHERLY CORNER THEREOF AND TRUE POINT OF BEGINNING OF SAID D-CAV TRACT DEED.

## SURVEYOR'S CERTIFICATE

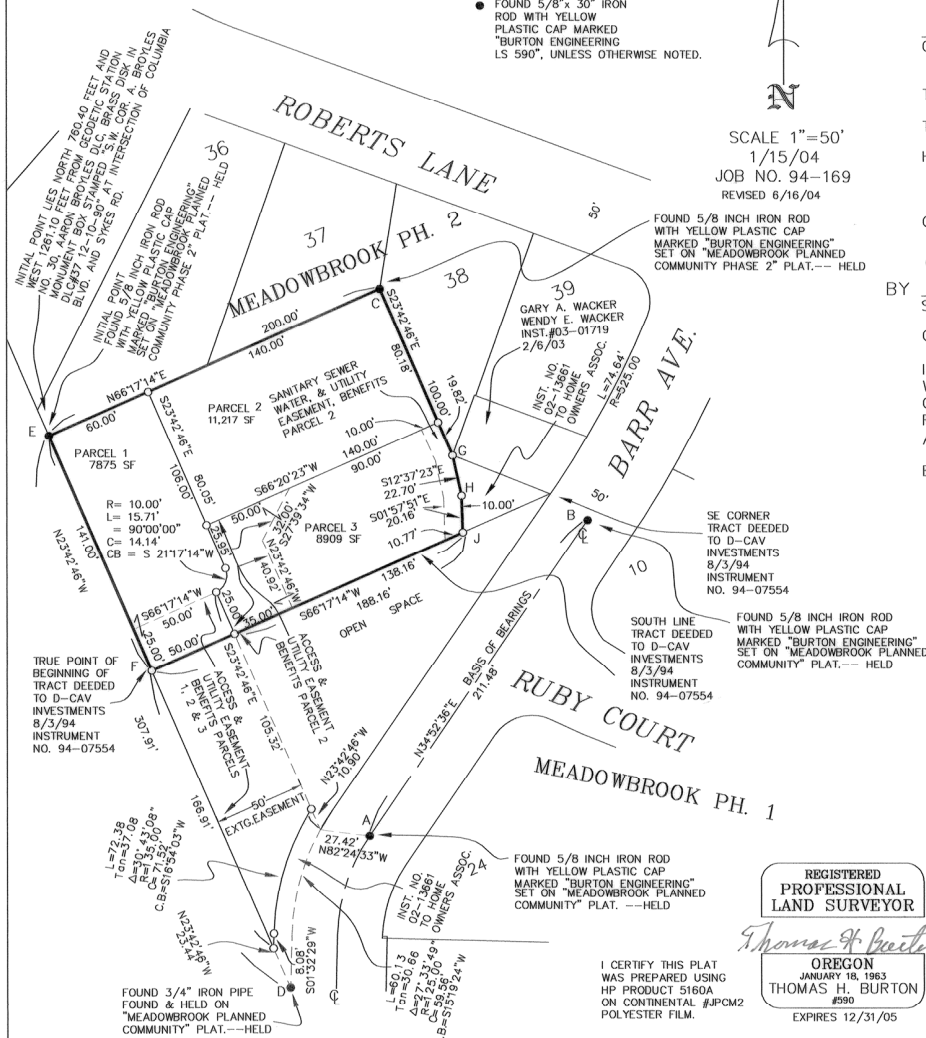
I, THOMAS H. BURTON, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF OREGON, DO HEREBY CERTIFY THAT I HAVE CORRECTLY SURVEYED AND MARKED WITH PROPER MONUMENTS THE LAND REPRESENTED ON THE ATTACHED PARTITION MAP WITH THE BOUNDARIES BEING DESCRIBED AS FOLLOWS:

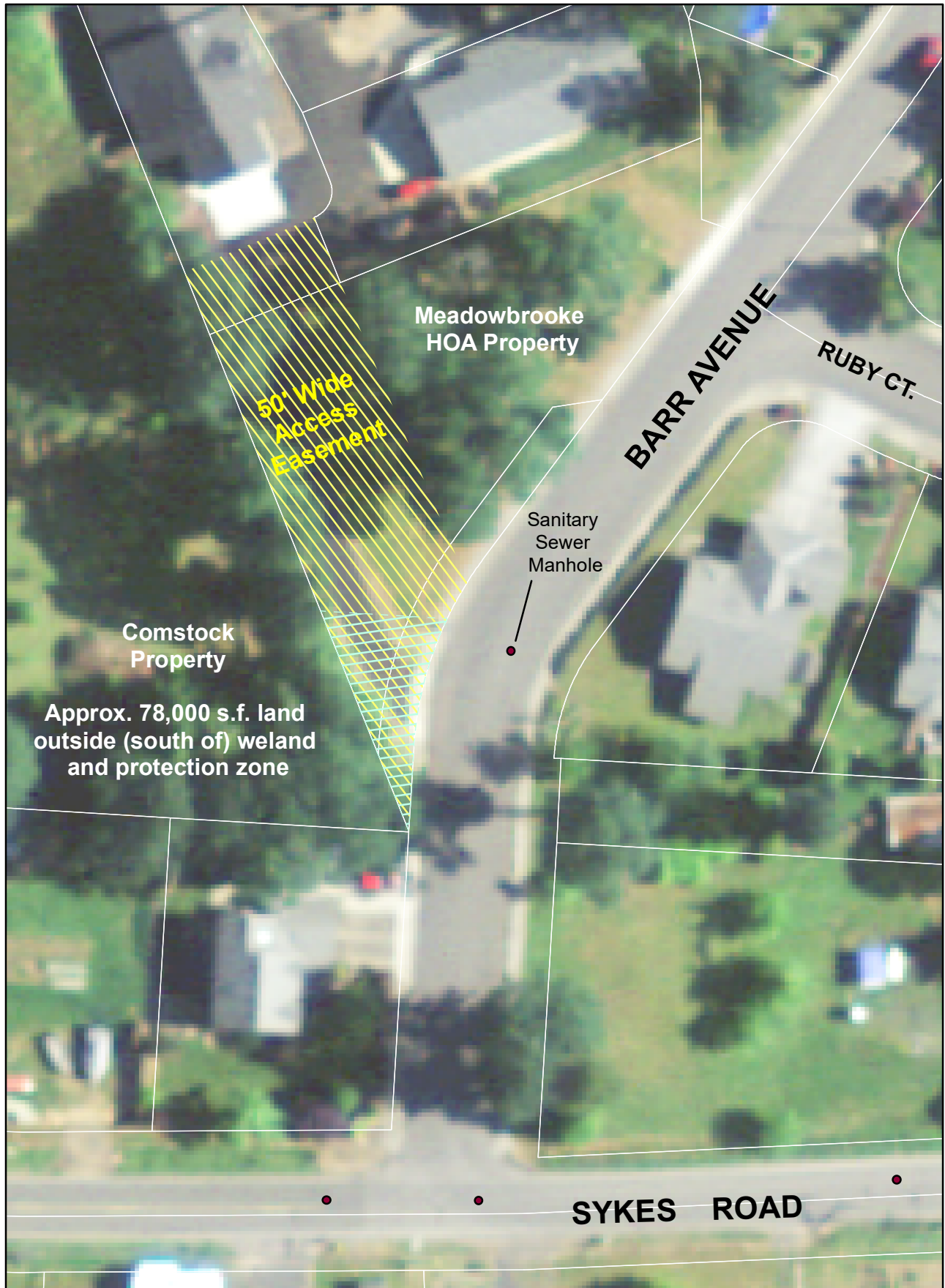
BEGINNING AT THE INITIAL POINT A 5/8 INCH IRON ROD WITH A YELLOW PLASTIC CAP MARKED "BURTON ENGINEERING" AT THE MOST SOUTHERLY CORNER OF LOT 36, "MEADOWBROOK PLANNED COMMUNITY NO. 2". A DULY RECORDED SUBDIVISION PLAT IN COLUMBIA COUNTY PLAT RECORDS; THENCE NORTH 66°17'14" EAST ALONG THE SOUTHERLY LINES OF LOTS 36 AND 37 SAID "MEADOWBROOK PLANNED COMMUNITY NO. 2" A DISTANCE OF 200.00 FEET TO THE SOUTHWESTERLY CORNER OF LOT 38, SAID "MEADOWBROOK PLANNED COMMUNITY NO. 2"; THENCE SOUTH 23°42'46" EAST ALONG THE WESTERLY LINE OF SAID LOT 38 A DISTANCE OF 100.00 FEET TO THE MOST SOUTHERLY CORNER THEREOF; THENCE SOUTH 12°37'23" EAST ALONG THE WESTERLY LINE OF THAT TRACT DEEDED TO THE HOME OWNERS ASSOCIATION IN INSTRUMENT NO. 02-13661 A DISTANCE OF 22.70 FEET; THENCE CONTINUING ALONG SAID HOME OWNERS ASSOCIATION TRACT SOUTH 01°57'51" EAST A DISTANCE OF 20.16 FEET TO THE SOUTH LINE OF THAT TRACT DEEDED TO D-CAV INVESTMENTS IN INSTRUMENT NO. 94-07554, 8/3/94; THENCE SOUTH 66°17'14" WEST ALONG THE SOUTH LINE OF SAID D-CAV TRACT A DISTANCE OF 188.16 FEET TO THE INTERSECTION OF THE WESTERLY LINE EXTENDED OF "MEADOWBROOK PLANNED COMMUNITY PHASE 2; THENCE NORTH 23°42'46" WEST ALONG SAID WESTERLY LINE EXTENDED A DISTANCE OF 141.00 FEET TO THE INITIAL POINT.

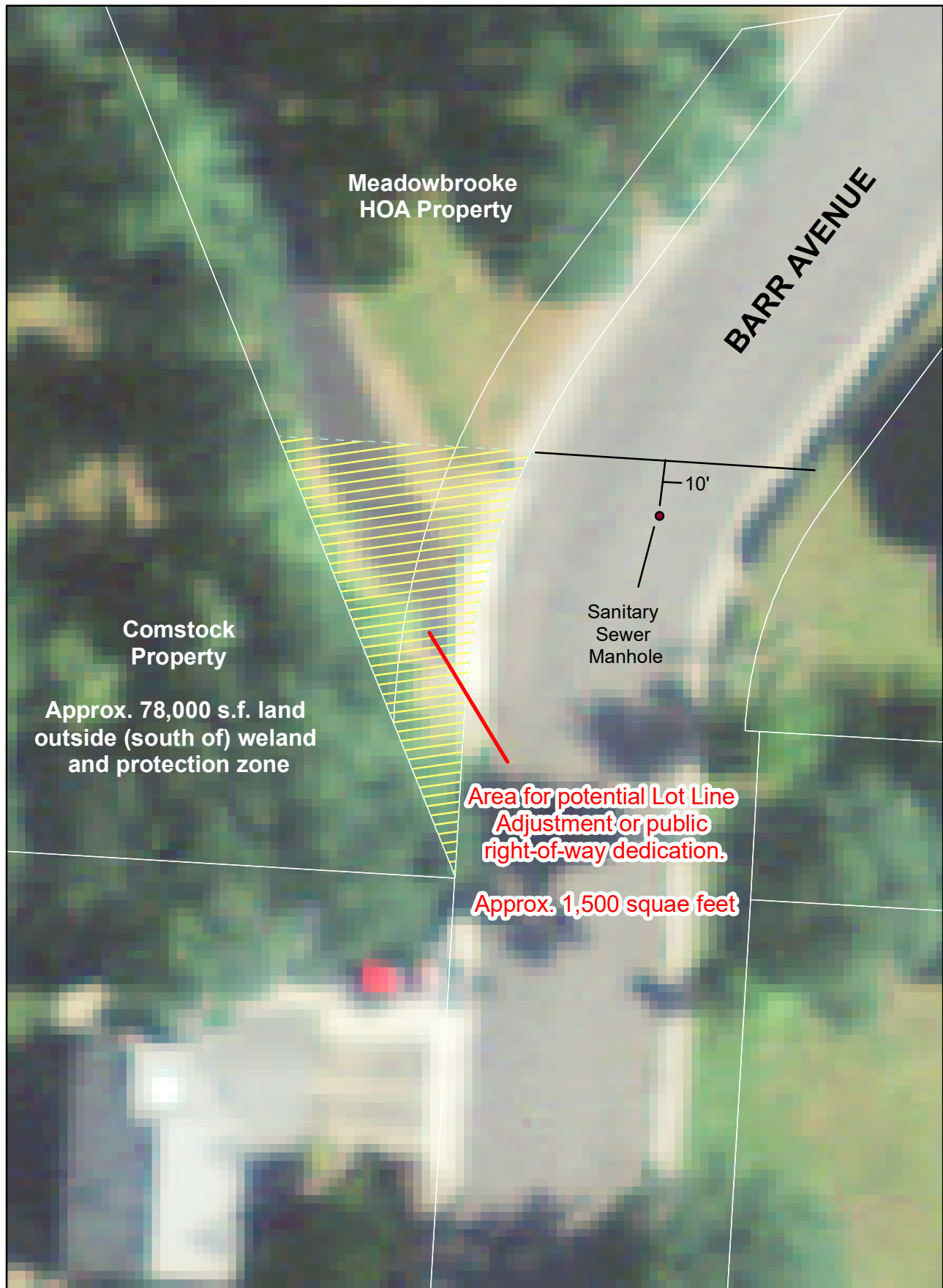
REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

OREGON  
JANUARY 18, 1983  
THOMAS H. BURTON  
#590  
EXPIRES 12/31/05

I CERTIFY THIS PLAT WAS PREPARED USING HP PRODUCT 5160A ON CONTINENTAL #JPCM2 POLYESTER FILM.







## Comparison of Land Use Actions by Year

Planning Commission Public Hearings & Planning Administrator Decisions

Land Use Action	2013	2014	2015	2016	2017	2018	2019	2020	2021
Accessory Structure	1	2	3	6	8	7	8	3	4
Amended Land Use Decision	3	0	2	1	1	1	2	2	0
Annexation (Processed)	0	2	0	1	2	2	2	0	11
Annexation (Submitted, Not Processed)	4	1	0	1	0	1	3	3	1
Appeals	2	0	1	1	1	1	0	10	1
Architectural Character Review	0	0	0	0	0	1	1	1	0
Map/Text Amendment	0	1	4	4	2	2	5	1	1
Auxiliary Dwelling Unit <sub>1</sub>	0	0	0	0	0	0	1	3	0
Conditional Use Permit	3	2	6	7	6	5	3	5	2
Conditional Use Permits (Minor Modification)	1	0	0	0	1	0	0	1	1
Development Agreement	0	0	0	0	0	1	0	0	0
Expedited Land Division	0	0	0	0	0	0	0	0	0
Extension of Time	0	1	2	1	1	4	5	5	0
Historic Site Review	0	0	0	1	0	0	1	2	0
Home Occupations <sub>2</sub>	5	6	1	4	1	3	4	3	2
Lot Line Adjustment	0	0	0	3	3	3	11	2	3
Non-Conforming Use Determination	0	0	0	0	0	0	0	0	0
Partition	0	0	2	2	2	6	2	5	2
Planned Development	0	0	0	0	0	1	0	0	0
Revocation	0	0	0	0	0	0	0	0	0
Sensitive Lands Permit	3	2	0	4	3	5	0	1	1
Sign Permit	35	32	35	24	34	23	25	9	16
Sign Exception/Variance	1	0	0	0	0	1	0	0	0
Site Design Review	5	2	6	4	7	6	7	7	6
Site Design Review (Minor)	9	6	5	6	8	10	7	4	6
Site Design Review (Scenic Resource)	3	1	1	4	0	1	0	2	0
Subdivisions	2	0	0	1	3	2	0	1	1
Subdivision Final Plat Approval	1	1	0	0	0	3	1	2	0
Variances	5	3	4	9	7	6	16	18	4
Temporary Use Permits	2	3	4	2	5	13	12	9	8
Tree Removal Permit	0	0	0	1	1	0	0	1	0
Other Public Hearing Subjects (i.e. Periodic Review)	0	0	0	0	0	0	0	1	0
Columbia County Referrals	3	0	0	0	9	6	2	1	3
<b>Total Land Use Actions</b>	<b>88</b>	<b>65</b>	<b>76</b>	<b>87</b>	<b>105</b>	<b>114</b>	<b>118</b>	<b>102</b>	<b>73</b>

<sub>1</sub>Permitted by CUP prior to 2019

<sub>2</sub>This includes Home Occupation (Type II) prior to 2019

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

## 2021 Year End Summary

### Planning Commission & Planning Administrator Land Use Actions Planning Commission Work Sessions, Discussions & Interpretations

Accessory Structure	Annexation
<ol style="list-style-type: none"> <li>McDaniel (Cowlitz St)</li> <li>Mary Jo Mazella (Wonderly Dr)</li> <li>Weltsch (Sykes Rd)</li> <li>Hanna (Col. Blvd)</li> </ol>	<ol style="list-style-type: none"> <li>Roy McCullough (Six Dees Ln)</li> <li>Weber (N. Vernonia Rd)</li> <li>Kenneth Hughes (Division, Columbia River Hwy)</li> <li>McPherson (Division)</li> <li>Jeanne Morain (Pittsburg Rd)</li> <li>Patel (Col. River Hwy)</li> <li>Eggers (Col. River Hwy)</li> </ol>
Appeal	Comprehensive Plan/Zone Map Amendment
<ol style="list-style-type: none"> <li>Schlumpberger (Belton Rd)</li> </ol>	<ol style="list-style-type: none"> <li>City of St. Helens</li> </ol>
Conditional Use Permit	Conditional Use Permits (Minor Modifications)
<ol style="list-style-type: none"> <li>City of St. Helens (Gable Rd)</li> <li>Lower Columbia Engineering (Shore &amp; Bradley)</li> </ol>	<ol style="list-style-type: none"> <li>Snoopeeland (Sunset Blvd)</li> </ol>
Extension of Time	Home Occupation
<ol style="list-style-type: none"> <li></li> </ol>	<ol style="list-style-type: none"> <li>Starkey (N 5th St)</li> <li>Bennett (Matzen Street)</li> </ol>
Scenic Resource Review	Tree Removal Permit
<ol style="list-style-type: none"> <li>Pegram (S. 1st)</li> <li></li> </ol>	<ol style="list-style-type: none"> <li></li> </ol>
Lot Line Adjustment	Partition
<ol style="list-style-type: none"> <li>Wallace (Railroad Ave)</li> <li>Martin (Columbia Blvd)</li> <li>Birky (Sykes Rd)</li> </ol>	<ol style="list-style-type: none"> <li>Schlumpberger (Belton Rd)</li> <li>KLS Surveying (Six Dees Ln)</li> </ol>
Sign Permit	Sensitive Lands Permit
<ol style="list-style-type: none"> <li>Integrity Signs Oregon (Gable Road)</li> <li>H &amp; I Stonecasting (N. Col. Riv. Hwy)</li> <li>Ramsay Signs (N 15th)</li> <li>Ramsay Signs (N 15th)</li> <li>Grocery Outlet (Brayden St)</li> <li>Grocery Outlet (Brayden St)</li> <li>Grocery Outlet (Brayden St)</li> <li>Grocery Outlet (Brayden St)</li> <li>Frank Angelo (Gable Rd)</li> <li>Hannah Signs (S. Columbia River Hwy)</li> </ol>	<ol style="list-style-type: none"> <li>Mary Jo Mazella (Wonderly Dr)</li> </ol>
	Nonconforming Use Determination
	<ol style="list-style-type: none"> <li></li> </ol>
	Temporary Use Permit
	<ol style="list-style-type: none"> <li>CCPOD, LLC (Bowling Alley Lane)</li> <li>Delgado (S. Col. River Hwy)</li> <li>Paintner (Gable Road)</li> <li>Zahler (Vacant lot S of 234 N Col. Riv. Hwy)</li> </ol>

11 RY Industries (St. Helens Street)	5. TNT Fireworks (Gable Road)
12 Salem Sign Co. (S. Col. River Hwy)	6. Bethel Fellowship (S. Col. River Hwy)
13 Salem Sign Co. (S. Col. River Hwy)	7. Sagalowicz (Cowlitz St)
14 Salem Sign Co. (S. Col. River Hwy)	8. Breslin Properties (S. Col. Riv Hwy)
15 Salem Sign Co. (S. Col. River Hwy)	
16 Salem Sign Co. (S. Col. River Hwy)	
<b>Site Design Review (Major)</b>	<b>Historic Resource Review</b>
	1.
1. Clayton (Running Dogs Lane)	<b>Columbia County Referral</b>
2. Lower Columbia Engineering (Sand Island)	1.
3. American Market (Columbia Blvd)	<b>Subdivision</b>
4. SHHS (Gable Road)	1. St Helens II, LLC (Col. River Hwy)
5. PM Design Group, Inc. (S. Col. River Hwy)	
6. Tanner (Columbia Blvd)	<b>Temporary Sign Permit</b>
	1. Hometown Heroes (Columbia Blvd)
<b>Site Design Review (Minor)</b>	2. City of St. Helens- 13 Nights (Columbia Blvd)
1. CCPOD, LLC (Bowling Alley Ln)	3. Columbia County Fairgrounds (Columbia Blvd)
2. Wilcox & Flegel (Gable Road)	
3. Crown Castle (Milton Way)	<b>Planned Development/Development Agreement</b>
4. Victorico's (N. Col. River Hwy)	1.
5. Shea w/AT&T (Milton Way)	<b>Subdivision (Final Plat)</b>
6. SHMS (N 15th)	1.
	<b>Auxiliary Dwelling Units</b>
<b>Variance</b>	1.
1. Pegram (S. 1st)	
2. Lower Columbia Engineering (Shore & Bradley)	<b>Zone Amendment</b>
3. McGhie (S. 12th Street)	1.
4. Hanna (Columbia Blvd)	<b>Architectural Character Review</b>
	1.

# **CITY OF ST. HELENS PLANNING DEPARTMENT ACTIVITY REPORT**



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

**Date:** 12.29.2021

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—MISC.**

Responded to a county referral for a two-parcel partition of property identified as 34965 Achilles Road—County File MP 22-03. **See attached.**

The 2-parcel Partition of 160 Belton Road has been recorded. Recording a partition plat is not always “report worthy,” but after the long arduous path this one took, definitively noteworthy. The improvements to Belton Road were completed as required.

The Planning Commission Interview Committee interviewed two candidates this month to fill a vacant position. This was done before the December 14<sup>th</sup> Planning Commission meeting so the Commission could concur.

As mentioned in last month's report I was hoping to start working on the Development Code amendments related to residential beyond duplexes around the Thanksgiving holiday, but that did not work out. The Christmas/New Years holiday season was also not an opportunity to start working on this as hoped, in part due to the new aerial photo/mapping data project I took over in light of the recent and abrupt retirement of the City Engineer. We'll see what winter brings...

Prepared presentation materials with the Associate Planner and in coordination with other staff for a presentation to the City Council and Urban Renewal Agency in early January. This is an overview of transportation planning and projects and their relatedness to Urban Renewal.

## **DEVELOPMENT CODE ENFORCEMENT**

The issue at 264 N. Columbia River Highway continues to evolve since it first reporting in the July 2021 department report. Making headway. Had first conversation with landlord, which was productive. Gave tenant, as agreed by landlord, a soft deadline of February 1<sup>st</sup>. Tennent is exploring another location in town, which may facilitate resolving this issue with a happy ending for those involved.

Starting in the June 2021 department report, an unlawful structure case on the 400 Block of Greycliffs Drive has been discussed in these reports. This month, there was court mandate for compliance by December 2<sup>nd</sup> and then an allowed “delay” to December 9<sup>th</sup>, this time including contacting staff for onsite inspection. Compliance by the 2<sup>nd</sup> was the deal to not impose a violation. Failing to meet that including the additional time to the 9<sup>th</sup>, a bench trial has been set for January 13, 2022.



Building at 1771 Columbia Boulevard (the old PGE building if you've been in St. Helens a long time) had an issue with unlawful use as a dwelling and unlawful storage of various things in the parking lot (the lot not behind a fence). The owner was able to regain possession of the building (after hiring an attorney) this month and plans (per their legal counsel) to clean up the mess.

About a year ago ACSP / Ogrotech, the occupant/owner of the parcel carved out of the St. Helens Industrial Business Park site, installed small sheds as part of their strategy to obtain Marijuana Producer Licenses from OLCC. Despite informing them, including former Councilor Kieth Locke in person that land use permitting was necessary, they were installed without any approvals. Note that many of the buildings were placed atop the "South 80 Landfill" and included trenching into that area for electrical lines. I notified OLCC of this, this month, as recommended by the OLCC Marijuana Licensing Inspector around January of this year. ACSP was sent correspondence in February, which they have failed to act on since.



Left: the small plastic shed visible in this photo was used as a building to obtain Marijuana Producer Licensing from OLCC. There are about 10 of these for 10 separate licenses on this parcel. No land use permitting has been obtained despite notification of such requirements. Related concerns include but are not limited to potential public easement encroachment (city issue) and trenching into the "South 80 Landfill" (DEQ issue) as seen in this photo.

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

December 14, 2021 meeting (outcome): The Commission held two public hearings. For one, they recommend approval to the Council for an annexation of property on the corner of US30 and First Street (by Les Schwab Tires). For the other, they approved a Variance and Accessory Structure Permit for a residential accessory structure at 2705 Columbia Boulevard that will be larger than the normal maximum size allowed.

The Commission discussed a long standing practice of having an "acceptance agenda" and a "planning director decisions" category on the agenda. The Commission receives a copy (electronically) of administrative decisions. For some unknown reason there was a category for "acceptance agenda" items like Site Development Review actions where the Commission would vote on their acceptance of the decision. The other category for "planning director decisions" is where other administrative decisions are listed on the agenda from the past month in case a

Commissioner wanted to talk about it/ask questions. Since the reason for doing this is long forgotten over time and with no written guidance or law that requires it, the Commission decided to simply have all administrative decisions under the “planning director decisions” category on the agenda. This still provides the information to them and continues the check-and-balance between staff and the Commission, but is a simpler more concise way. This will be a welcome change for 2022.

The Commission also acknowledged the Planning Commission Interview Committee’s recommendation for a candidate to fill a vacancy. Interviews were conducted in the early half of this month.

January 11, 2021 meeting (upcoming): The Commission will hold a public hearing for an annexation of a 12 acre vacant property between Pittsburg Road and Sykes Road. This property is larger than the average annexation and will likely be a residential subdivision in 2022 or later.

The Commission will also conduct their annual Chair/Vice Chair selection and annual summary review.

## **COUNCIL ACTIONS RELATED TO LAND USE**

Closure of Marshall Street along US30 was mentioned in the August report. At that time, Council ok’d pursuit of the closure of Marshall Street at US30 as requested by a predominant property owner. Staff, Associate Planner/Project Manager Dimsho, has since worked with the Fire Marshall, City Engineering, ODOT, a contractor to make this happen. Council approved the contract at their Dec. 1 Regular Session. ODOT will reimburse the city for the proposed gate installation.

The City Council approved a beekeeping ordinance at their Dec. 1 Regular Session. This will change the current prohibition of beekeeping within city limits to allowing mason bees and, given certain standards are met, honeybee keeping. This is not a Development Code amendment and thus did not go through the Planning Commission.

## **GEOGRAPHIC INFORMATION SYSTEMS (GIS)**

Assisted the local mainstreet organization with property owner information within the mainstreet area to help them solicit projects for an upcoming round of Oregon Main Street Preservation Grants opening in January. The grants will provide up to \$200,000 in matching funds for downtown revitalization efforts in communities participating in the Oregon Main Street Network.

Data updates related to recent annexations.

The Request for Proposal deadline for new aerial photos and data was early this month. The Council approved the firm recommended by the selection committee at December 15, 2021 regular session. Next steps will be preparing the contract and bringing that to council for

approval and then coordinate with the firm to complete the work. Project is anticipated to be completed by midyear 2022.

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

We had a kickoff meeting this month with the consultant team for implementation of phase 1 for infrastructure.

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

COLUMBIA COUNTY  
LAND DEVELOPMENT SERVICES  
Planning Division  
COURTHOUSE  
ST. HELENS, OREGON 97051  
Phone: (503) 397-1501 Fax: (503) 366-3902

October 29, 2021

REFERRAL AND ACKNOWLEDGMENT

Responding Agency: City of St. Helens

NOTICE IS HEREBY GIVEN that Chris Iverson on behalf of MCCI, LLC has submitted an application for a partition to divide a 2.99 acre parcel into an approximate 1.36 acre and 1.46 acre parcels. The property is located at 34985 Achilles Rd, identified by tax map number 4118-A0-04700 and is zoned Residential (R-10). MP 22-03

THIS APPLICATION IS FOR: (X) Administrative Review; ( ) Planning Commission, Hearing Date:

PLEASE RETURN BY: November 11, 2021

Planner: Deborah Jacob

RECEIVED

NOV 22 2021

CITY OF ST. HELENS

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

1. ☐ We have reviewed the enclosed application and have no objection to its approval as submitted.
2. ☒ Please see attached letter or notes below for our comments.
3. ☐ We are considering the proposal further, and will have comments to you by \_\_\_\_\_.
4. ☐ Our board must meet to consider this; we will return their comments to you by \_\_\_\_\_.
5. ☐ Please contact our office so we may discuss this.
6. ☐ We recommend denial of the application, for the reasons below:

COMMENTS: SEE ATTACHED MEMO DATED NOV. 24, 2021.

Signed: \_\_\_\_\_

Printed Name: JACOB

GRAICHEN

Title: \_\_\_\_\_

CITY PLANNER


Date: Nov. 24, 2021





# CITY OF ST. HELENS PLANNING DEPARTMENT

# MEMORANDUM

TO: Deborah Jacob, Planner, Columbia County  
 FROM: Jacob A. Graichen, AICP, City Planner   
 RE: Columbia County file MP 22-03  
 DATE: November 24, 2021

Please include the following conditions:

1. Redevelopment/shadow plan required prior to the County's approval of the final plat. This shall be subject to city review and approval. This includes both the plat itself and accompanying legal documentation.
2. Approved redevelopment/shadow plan shall be recorded with the final plat and referenced on the final plat with a line to write the instrument number of the redevelopment/shadow plan.
3. Right-of-way dedication to achieve 30' from right-of-way centerline shall be required on the final plat.
4. No more than two driveway approaches shall be allowed along the public road (Achilles/Morse Road) that abuts the subject property. Shared access or elimination of the existing eastern access of proposed parcel 1 will be necessary.
5. If shared access is proposed, the appropriate easement and maintenance agreement are necessary and shall be incorporated into (or with) the final plat
6. If shared access is not proposed, the second (eastern) existing access shall be eliminated, prior to final approval/recording of the plat.

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

## Zoning/Comprehensive Plan Designation:

The subject property has a St. Helens Comprehensive Plan designation of Rural Suburban Unincorporated Residential, RSUR. If annexed in the future, based on today's assumptions, the most likely zoning would be the City's R7 (7,000 s.f. lot size) or R10 zones (10,000 s.f. lot size).

A shadow plat or redevelopment plan is necessary to help ensure these densities are possible once utilities, sanitary sewer in particular, are available in the to-be-determined future. Generally, the

conceptual lots should be between 10,000 – 13,999 s.f. (the min. size for R10 and just under twice the size for R7) and lot dimensions to meet city specifications. Proposed streets to meet city specifications too (e.g., right-of-way widths). New buildings shall be required to fit within the future development plan's conceptual property lines. Document(s) to be recorded on the deeds of the lots/parcels at the same time as the final plat and be binding on all current and future owners.

Unless the “flagpole” portion of proposed parcel 2 will be a road on the redevelopment plat, this is not an efficient land division as neither the city's R7 or R10 zoned allow a lot dimension (width of length) as little as 50 feet. Also, an emergency vehicle turnaround is likely needed on the redevelopment plat due to the need for a road >150' in length; this will impact the building envelope of proposed parcel 2.

#### **City Utilities:**

Both City of St. Helens water and sanitary sewer are far away and not practically available.

#### **Streets/Access:**

The City's Transportation Systems Plan classifies this road as a Collector Street. This calls for a 60' wide public right-of-way. The current right-of-way width appears to be as narrow as 40 feet. Right-of-way dedication to achieve 30' from right-of-way centerline is necessary.

As a collector street, the city's access requirements are greater than normal. The city's collector street standards call for 100' spacing between driveways. In this case, the only way to maintain this is for the second driveway approach (on the east side next to the proposed property line) to be eliminated or for this to be shared with the driveway approach for access to proposed Parcel 2. A third driveway approach could not meet the 100' spacing and should not be allowed.



COLUMBIA COUNTY  
LAND DEVELOPMENT SERVICES  
Planning Division  
COURTHOUSE  
ST. HELENS, OREGON 97051  
Phone: (503) 397-1501 Fax: (503) 366-3902

Item 1.

October 29, 2021

**REFERRAL AND ACKNOWLEDGMENT**

Responding Agency: City of St. Helens

NOTICE IS HEREBY GIVEN that Chris Iverson on behalf of MCCI, LLC has submitted an application for a partition to divide a 2.99 acre parcel into an approximate 1.36 acre and 1.46 acre parcels. The property is located at 34985 Achilles Rd, identified by tax map number 4118-A0-04700 and is zoned Residential (R-10). MP 22-03

THIS APPLICATION IS FOR: (X) Administrative Review; ( ) Planning Commission, Hearing Date:

PLEASE RETURN BY: **November 11, 2021**

Planner: **Deborah Jacob**

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

1. ☐ We have reviewed the enclosed application and have no objection to its approval as submitted.
2. ☐ Please see attached letter or notes below for our comments.
3. ☐ We are considering the proposal further, and will have comments to you by \_\_\_\_\_.
4. ☐ Our board must meet to consider this; we will return their comments to you by \_\_\_\_\_.
5. ☐ Please contact our office so we may discuss this.
6. ☐ We recommend denial of the application, for the reasons below:

COMMENTS:

Signed: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

COLUMBIA COUNTY  
LAND DEVELOPMENT SERVICES

COURTHOUSE  
230 STRAND  
ST. HELENS, OREGON 97051  
(503) 397-1501

#1741 + #210  
= #1951

Item I.

192-21-000506 PLNG

**PARTITION**  
General Information

File No. MP 22-03

**APPLICANT:** Name: MCCI, LLC, an Oregon limited liability Compnay, Chris Iverson

Mailing address: 36360 Smith Rd. Columbia City Or. 97018 PO Box 1112 St Hel

Phone No.: Office 503-397-0123 City Home 503 396 1199 State Zip Code

Are you the X property owner? owner's agent?

**PROPERTY OWNER:** X same as above, OR:

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
City State Zip Code

Phone No.: Office \_\_\_\_\_ Home \_\_\_\_\_

**PROPERTY ADDRESS** (if assigned): 34985 Achilles Rd

**TAX ACCOUNT NO.:** 17251 4118-AP-04700 Acres: 2.99 Zoning: R10

**PROPOSED PARCEL SIZES** (acres): 1.36 ± 1.46 ±

**WATER SUPPLY:** \_\_\_\_\_ Private well. Is the well installed? \_\_\_\_\_ Yes \_\_\_\_\_ No

X Community system. Name McNulty Water District

**METHOD OF SEWAGE DISPOSAL:** \_\_\_\_\_ Community Sewer. Name \_\_\_\_\_  
\_\_\_\_\_ Not applicable.  
X Septic System.

If Septic, does the subject property already have a system? X Yes X No

If no, is the property approved for a Septic System? X Yes \_\_\_\_\_ No

**CERTIFICATION:**

I hereby certify that all of the above statements and all other documents submitted are accurate and true to the best of my belief and knowledge.

Signature: Chris Iverson Date: 10/13/21  
MCCI LLC

Planning Department Use Only

Date Rec'd. 10-14-21 Hearing Date: \_\_\_\_\_ or Admin. \_\_\_\_\_

Receipt No. 396598 Staff Member: GD

Previous Land Use Actions: PLA 9-94 Stormwater & Erosion Control Fees: \$210

Columbia County Land Development Services  
STATEMENT OF WATER RIGHTS

Item I.

1. X The subject parcel(s) DO NOT have a water right.

Water is supplied to this property by McNulty Water District

Name (please print): Chris Iverson

Address: 36360 Smith Rd. Columbia City Or. 97018

Signed: Chris Iverson

Dated: 10-13-21

Sign this form and file it with your Preliminary Plat. Thank you.

2.        The subject parcel(s) DO have a water right, as follows:

Permit #                      Certificate #                      for                      use

Permit #                      Certificate #                      for                      use

Tax Lot Number

Acres

Tax Lot Number

Acres

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

3. The water right has been put to beneficial use within the past 5 years:        Yes        No        Don't know

4. The water right has been continuously used without a 5 year interruption since it was established and documented:  
       Yes        No        Don't know

5.        The water right WILL NOT be modified for this plat.

       The water right WILL be modified and the property owner has filed for:        a change of use.

       a change in the point of diversion.

       a change in the place of use.

       an additional point of diversion.

       cancellation of the water right.

6. The above information is true and complete to the best of my knowledge and belief:

Name (please print): Chris Iverson

Address: 36360 Smith Rd. Columbia City Or. 97018

Signed: Chris Iverson

Dated: 10-13-21

Please do not write below this line. Thank you.

PROPOSED PARTITION PLAT  
MCCI, LLC.  
IN THE NE 1/4 OF SECTION 18 &  
THE NW 1/4 OF SECTION 17,  
T4N, R1W, W.M.,  
COLUMBIA COUNTY, OREGON

PARCEL 2

1.46 Acres

PARCEL 1

1.36 Acres

PARCEL 2

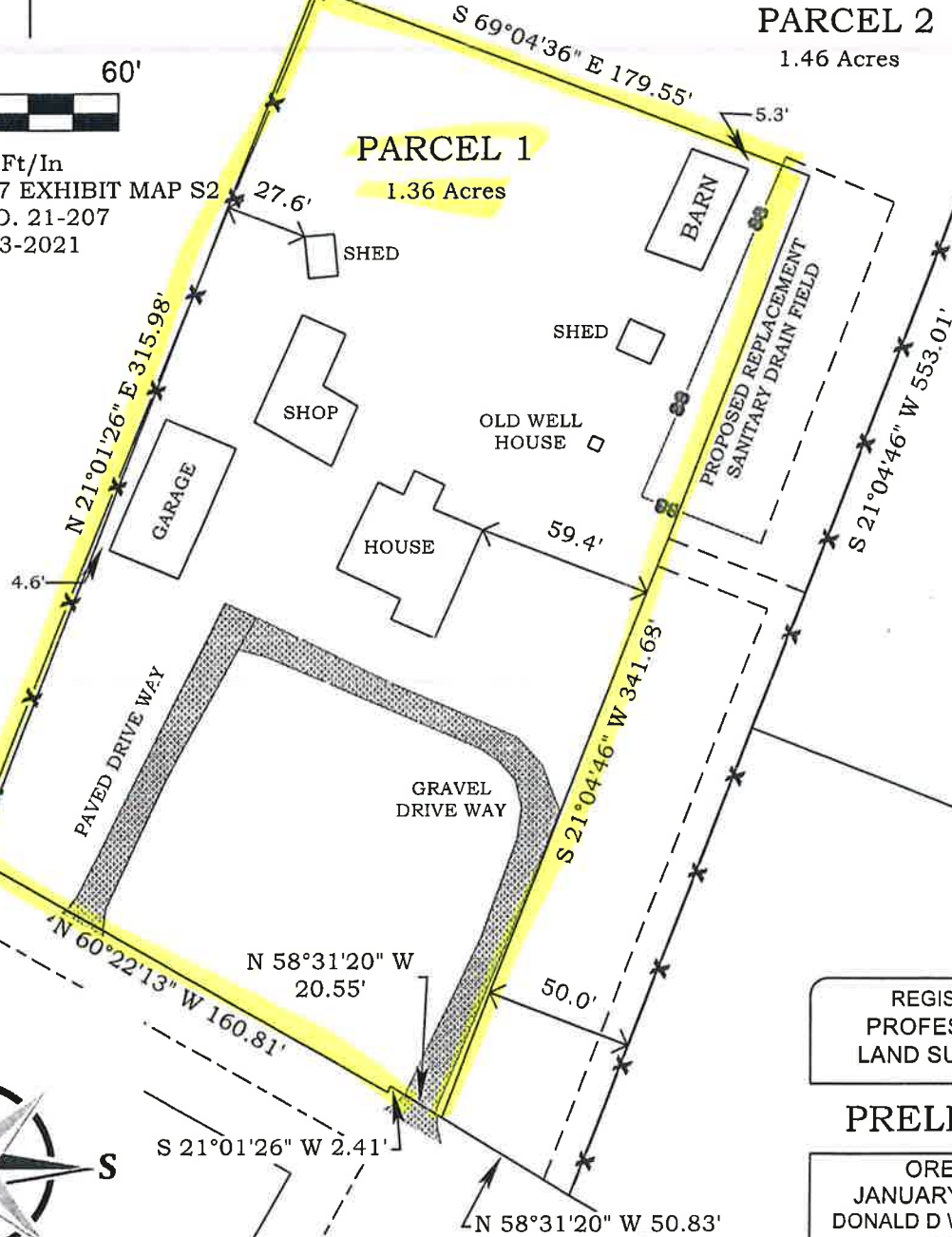
60 Ft/In  
DWG NO. 21-227 EXHIBIT MAP S2  
JOB NO. 21-207  
10-13-2021



60 Ft/In  
DWG NO. 21-227 EXHIBIT MAP S2  
JOB NO. 21-207  
10-13-2021



K.L.S. SURVEYING INC.  
1224 ALDER STREET  
VERNONIA, OREGON 97064  
(503) 429-6115



REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

PRELIMINARY

OREGON  
JANUARY 19, 1993  
DONALD D WALLACE, JR  
2601

RENEWS 6/30/22

ACHILLES ROAD

PROPOSED PARTITION PLAT  
MCCI, LLC.  
IN THE NE 1/4 OF SECTION 18 &  
THE NW 1/4 OF SECTION 17,  
T4N, R1W, W.M.,  
COLUMBIA COUNTY, OREGON



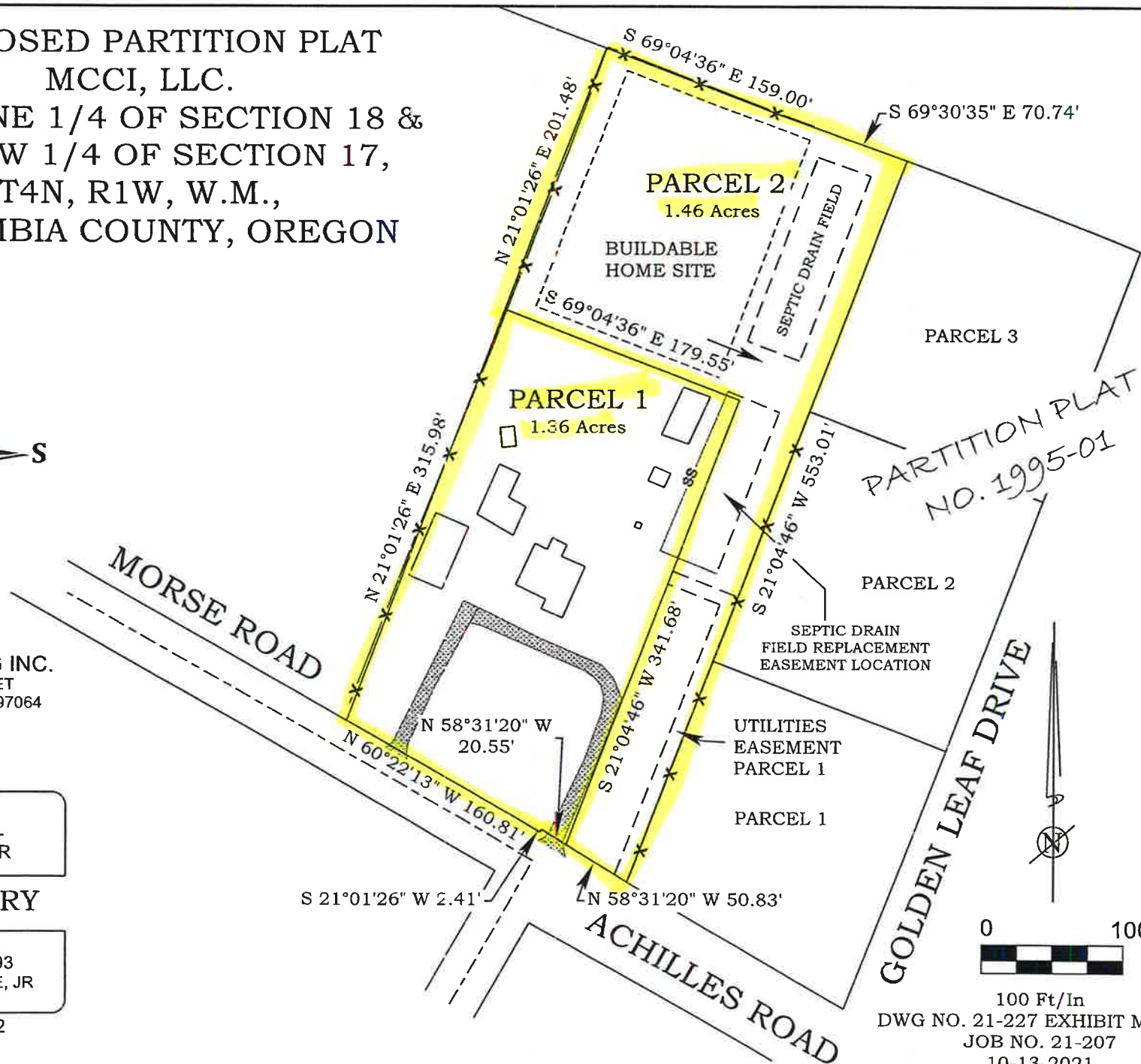
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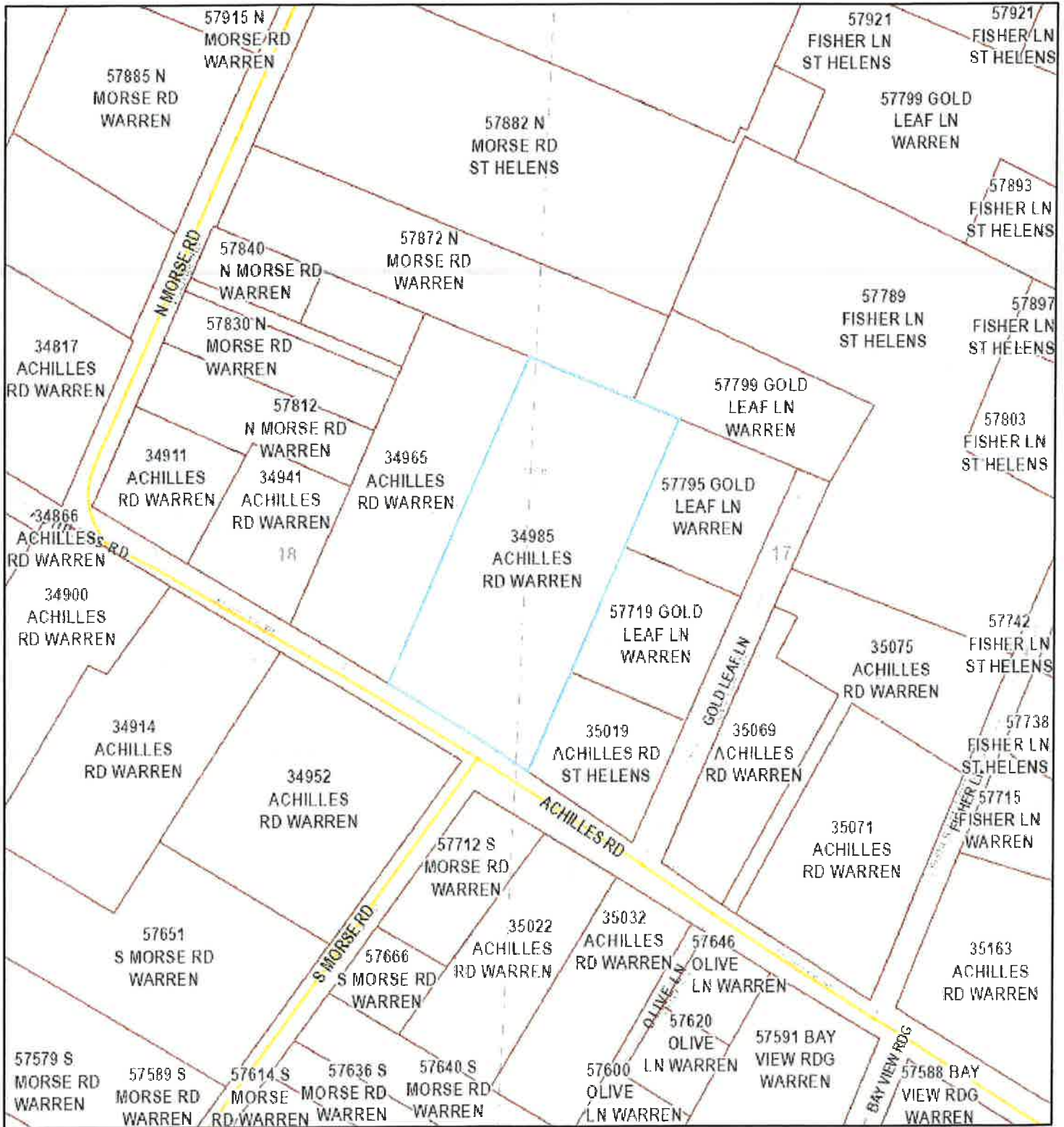


100 Ft/In  
DWG NO. 21-227 EXHIBIT MAP S1  
JOB NO. 21-207  
10-13-2021



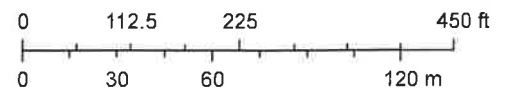
# Columbia County Web Map

Item 1.



10/28/2021 10:34:05 AM

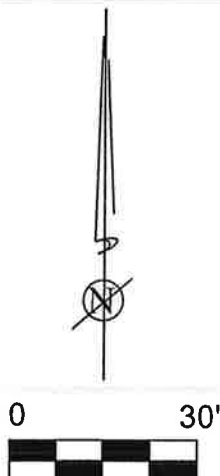
1:2,400



Bureau of Land Management, State of Oregon, State of Oregon DOT, State of Oregon GEO, Esri Canada, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA



PROPOSED PARTITION PLAT  
MCCI, LLC.  
IN THE NE 1/4 OF SECTION 18 &  
THE NW 1/4 OF SECTION 17,  
T4N, R1W, W.M.,  
COLUMBIA COUNTY, OREGON



30 Ft/In

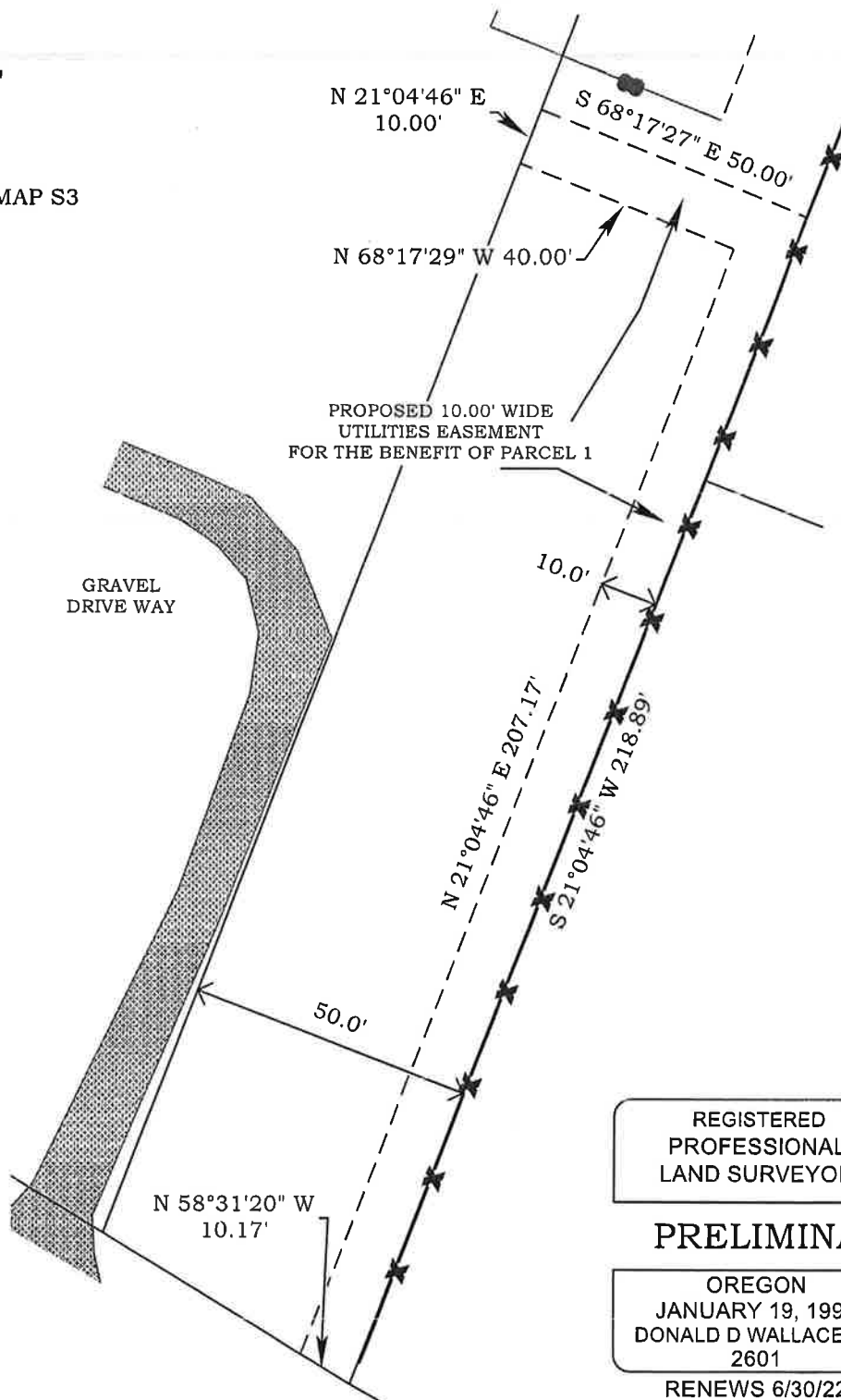
DWG NO. 21-227 EXHIBIT MAP S3

JOB NO. 21-207

10-13-2021

GRAVEL  
DRIVE WAYPROPOSED 10.00' WIDE  
UTILITIES EASEMENT  
FOR THE BENEFIT OF PARCEL 1

K.L.S. SURVEYING INC.  
1224 ALDER STREET  
VERNONIA, OREGON 97064  
(503) 429-6115



REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

PRELIMINARY

OREGON  
JANUARY 19, 1993  
DONALD D WALLACE, JR  
2601

RENEWES 6/30/22

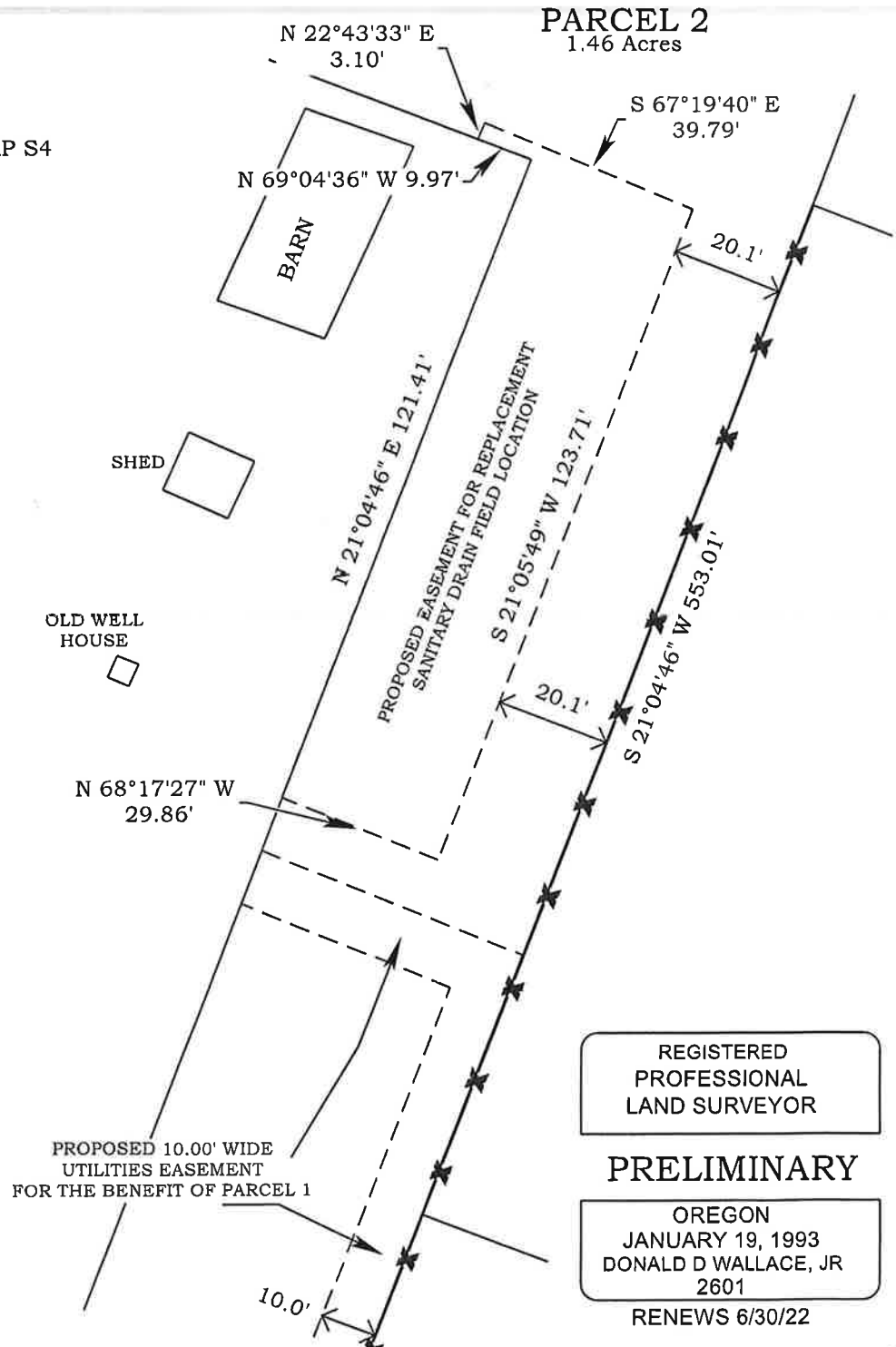
PROPOSED PARTITION PLAT  
MCCI, LLC.  
IN THE NE 1/4 OF SECTION 18 &  
THE NW 1/4 OF SECTION 17,  
T4N, R1W, W.M.,  
COLUMBIA COUNTY, OREGON



30 Ft/In  
DWG NO. 21-227 EXHIBIT MAP S4  
JOB NO. 21-207  
10-13-2021



K.L.S. SURVEYING INC.  
1224 ALDER STREET  
VERNONIA, OREGON 97064  
(503) 429-6115



REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

PRELIMINARY

OREGON  
JANUARY 19, 1993  
DONALD D WALLACE, JR  
2601

RENEWS 6/30/22



# MP 22-03 R-10 Zoning & Aerial Map

Item I.



0 20 40 60 80 ft

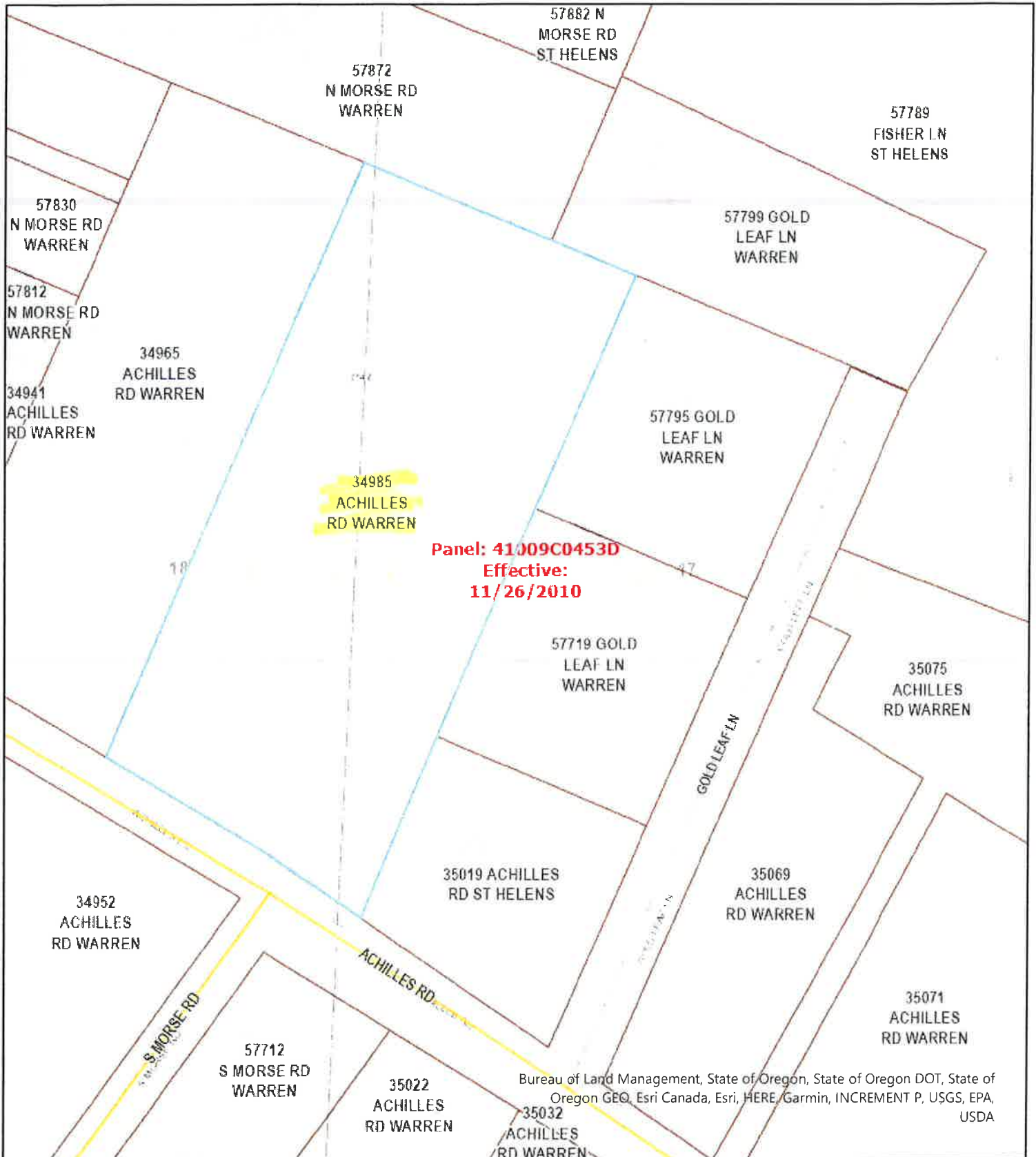
10/15/2021 11:26 AM

**Disclaimer:** This map was produced using Columbia County GIS data. The GIS data is maintained by the County to support its governmental activities and is subject to change without notice. This map should not be used for survey or engineering purposes. Columbia County assumes no responsibility with regard to the selection, performance or use of information on this map.





# MP 22-03 34985 Achilles Road



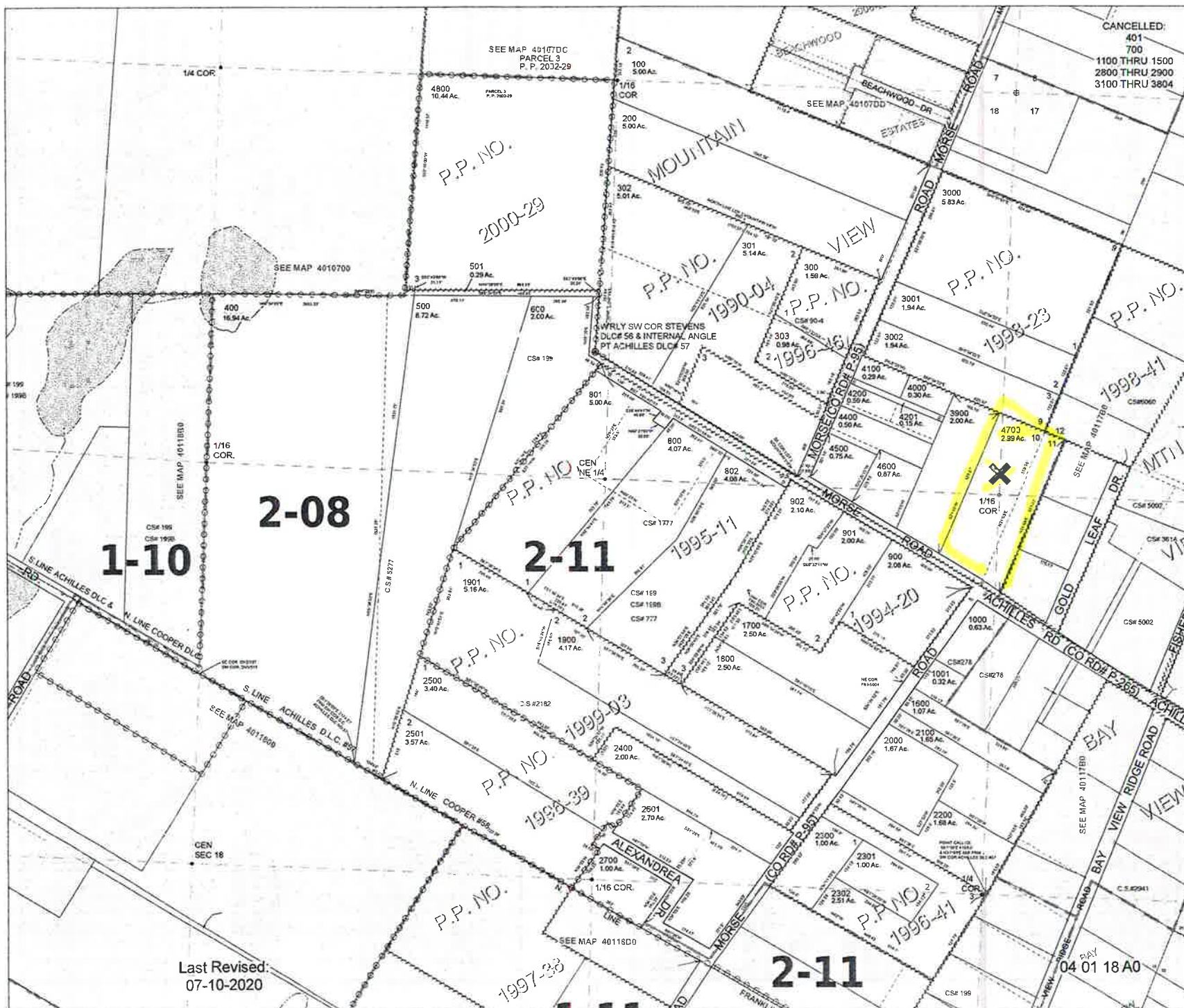
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**Disclaimer:** This map was produced using Columbia County GIS data. The GIS data is maintained by the County to support its governmental activities and is subject to change without notice. This map should not be used for survey or engineering purposes. Columbia County assumes no responsibility with regard to the selection, performance or use of information on this map

10/15/2021 11:42 AM

**COLUMBIA COUNTY**

$$1'' = 200'$$




34240 MILLARD ROAD  
WARREN OR 97053  
PO BOX 260  
ST HELENS OR 97051  
Office: 503-397-1301  
Fax: 503-366-5616  
www.mcultywater.com

8/27/19

Robert Harbison  
34985 Achilles Road  
Warren, Oregon 97053  
Account #794

Subject: Tentative Approval for Waiver of McNulty Water System  
Development Charge for 34985 Achilles Road Warren, OR 97053

Dear Mr. Harbison,

McNulty Water People's Utility District ("McNulty Water") has confirmed your property's eligibility for waiver of a System Development Charge ("SDC") for the property located at 34985 Achilles Road Warren, Oregon 97053. ("the Property"). In the event that a new metered water service from McNulty Water is requested for the Property in accordance with the terms outlined below, McNulty Water will waive the SDC that would otherwise be due under the then-current McNulty Water Rate Schedule.

The agreement to waive the SDC for a new metered water service will be honored under the following terms and conditions:

1. **Waiver Period.** This SDC waiver will be valid for **two (2) years** from the date of your acceptance of this offer (the "Waiver Period"). If a new metered water service is requested for the Property during the Waiver Period, McNulty will waive the SDC due. If a new metered water service is requested for the Property at any date after the expiration of the waiver period, the then-existing property owner will be charged the SDC due.
2. **Value of Waiver.** The current value of the SDC waiver is specified in McNulty Water's present Rate Schedule, Ordinance 18/19-03. The value of the SDC waiver may be higher or lower at the time a waiver is requested. The value of the waiver will be the amount of the SDC for a new metered water service at the time the waiver is requested, according to the then-current Rate Schedule.
3. **Non-Transferrable.** Neither this agreement nor the SDC waiver is transferrable. The SDC waiver applies only to requests for new



metered water service at the Property at the address identified above.

4. **Legal Survey & Recording of Easement.** By accepting this agreement, you consent to McNulty Water's right to enter upon the Property to inspect and survey McNulty Water's easement area, and to identify potential sites for future water line and service hookups. You agree to execute, and coordinate with McNulty Water in the execution of, an easement to be recorded with Columbia County upon request by McNulty Water.
5. **Binding Agreement.** This agreement and the terms and conditions contained herein are binding upon McNulty Water and the owner(s) of the Property, their successors and assigns, and such parties agree to be bound.

If this agreement is acceptable to all owner(s) of the Property, please have each owner of the Property sign below indicating their consent. If this agreement is accepted, we will contact you regarding the time and date of the legal survey of the Property. You will have an opportunity to be present at the time of the survey.

Thank you,

Dick Lager  
President, McNulty Water PUD  
m: 503-410-4028  
Dick@McNultywater.com

---

**By signing below, I accept and agree to be bound by the terms and conditions set forth in this letter.**

Property Owner of 34985 Achilles Road Warren, Oregon 97053

By:

*Chris Iverson* <sup>Member</sup> MCCI LLC

Print Name:

*Chris Iverson* <sup>Member</sup> MCCI LLC

Date:

*7-1-21*





May 13, 2021

MCCI LLC  
PO Box 1112  
St. Helens, OR 97051

### EVALUATION REPORT FOR AN ON-SITE SEWAGE DISPOSAL SYSTEM

Subject: 4N-1W-18-A0-04700 (proposed Parcel 1)  
Receipt: 394951

Acreage: 2.99  
File #: 192-21-000249-EVAL-01

I have made an evaluation of the property described above for a SEPTIC SYSTEM REPAIR of your sewage disposal system in the area you proposed for on-site sewage disposal. As a reminder, the old septic system must be abandoned according to Oregon Administrative Rules 340-71-185(2).

Note- This study was done with the intention of pursuing a property partition process; please ensure that subsequent partition application processes keep the identifications scheme assigned in this report consistent for record keeping purposes.

Based on the results of this study, sewage disposal appears feasible through the construction of a STANDARD SEWAGE DISPOSAL SYSTEM, as described in the attached site drawing and construction detail reports.

Before construction of a subsurface sewage disposal system can take place, A PERMIT MUST BE OBTAINED FROM COLUMBIA COUNTY LAND DEVELOPMENT SERVICES. Only the property owner or a licensed installer can construct a subsurface sewage disposal system or part thereof. A detailed, to-scale plot plan of the proposed development and list of construction materials must be submitted with the permit application.

Only a limited area of your property appears suitable for this type of system. Please refer to the enclosed diagram for specifics concerning dimensions and/or special conditions of the approved site.

Please note that this approval is site specific to the area tested and does not address the feasibility of locating the system elsewhere on the property. Should you wish to relocate the disposal system, a new evaluation (with appropriate fees as per OAR (340-071-0140)) will be required.

This study was done on Map/Tax Lot 4N-1W-18-A0-04700. The evaluation was performed with the intention of potentially subdividing the property. Should this activity take place, it may create the need to allow Subject Parcel 1 to place a drainfield off-site, therefore, a Metes & Bounds style easement will be required. The easement will have to be approved by this department and filed and recorded with the county clerk's office before a permit to construct the drainfield will be issued. Ensure that the easement is reviewed for accuracy prior to recording. Please make note of this requirement as it may delay the normal process of securing a septic construction permit and subsequently, all other permits.

This approval is limited to a dwelling of FOUR bedrooms maximum. The definition of "bedroom" means any room within a dwelling which is accepted as such by the local authorized building official.

This approval will remain valid until the system is installed and approved. Conditions on this property or adjacent properties are not to be changed in any manner conflicting with applicable State rules which would prohibit issuance of a permit. Partitioning or subdivision of this property, alteration of the natural conditions in the area of approval and/or water well development on this or adjacent properties may void this approval.

Technical rule changes which take place after the date of this report will not invalidate this approval, except that construction standards may be changed to meet codes applicable at the time of permit issuance.

The approval of this property and the conditions set forth in this letter in no way waive requirements as may be set by the zoning of the area. A permit to construct a system on this property will be subject to the review and approval of Columbia County Land Development Services.

You are cautioned not to place commercial, or other septic system cleaners or additives in your disposal system; doing so could increase the drainfield clogging potential, as well as kill the internal organisms necessary for proper operation. This warning is given with full knowledge of product statements to the contrary.

To prevent accidental injuries, this office recommends the test holes be filled.

If you have any questions, feel free to call.

Sincerely,



Erin O'Connell  
Environmental Health Specialist

Cc: Richard Louie

## **STANDARD SYSTEM CONSTRUCTION DETAIL REPORT**

**(This is not a Construction Permit.)**

May 12, 2021

Name: MCCI LLC

Subject: 4N-1W-18-A0-04700 (proposed Parcel 1)  
Receipt: 394951

Acreage: 2.99  
File #: 192-21-000249-EVAL-01

Your site has been found suitable for a STANDARD ON-SITE SEWAGE DISPOSAL SYSTEM. The following construction specifications shall apply.

Prior to the installation of the disposal system, a sewage disposal construction permit must be obtained from the department of Land Development Services. Included in this permit process is to be a to-scale plot plan of system placement and a complete materials inventory of proposed system components.

The septic tank shall have a minimum liquid capacity of 1000 gallons. A 1500 gallon 2-compartment tank is recommended. Garbage disposal use is not recommended.

For your proposed development, a minimum of 375 linear feet of disposal trench is required. Disposal trenches shall be constructed 2 feet wide on 10 foot minimum centers with no line exceeding 150 feet in length. The trenches and perforated pipe shall be installed within one inch of level and contoured to the natural ground surface. Installation shall take place in the area between Test Pit#2 and #3.

The drainfield shall be constructed in Equal distribution via a hydrosplitter with a maximum trench depth of 18 inches and a minimum trench depth of 18 inches. There must be at least 6 inches of backfill over the top of the drain media, measured from the ground surface.

An effluent pump will be a necessary component of this system in order to construct the drainfield in the approved area and at the correct depth. An electrical permit is required to insure correct installation of the pump, alarm & electrical components.

A minimum separation distance of 100 linear feet is to be maintained between the disposal area and any wells and/or surface waters such as creeks, bogs, lakes or ponds. The existing well noted on the attached field sheet will be required to be decommissioned prior to permit issuance with documentation from Oregon Water Resources Department.

A minimum separation distance of 50 linear feet is to be maintained between the disposal area and the Achilles Rd ditch.

A minimum separation distance of 50 linear feet is to be maintained between the disposal field and the cut bank located on the adjacent parcel directly to the east of Test Pit#2.

No part of the system shall be installed within the dirt access road to the back part of the property.

The disposal site must be protected from livestock, vehicular traffic and/or other damaging encroachments.

**SITE EVALUATION FIELD WORKSHEET**

Tax Reference 4N-1W-18-AD-04700 (Parcel 1) Evaluator E O'Connell Item I.  
 Applicant MCCI LLC Date 5/16/21 Parcel Size 2.99

Soil Matrix Color and Mottling (Notation), % Coarse Fragments, Roots, Structure, Layer Limiting Effective Soil Depth, etc.

	Depth	Texture	
Pit 1	0-10"	SIL	10YR 3/2 3SBR Fr muf
	10-16"	SIL	10YR 3/3 3SBR Fr muf
	16-24"	SIL	10YR 4/3 2MSBR Fr muf (MS 10YR 9/2) (MS 10YR 4/5)
	24-34"	SIL	10YR 4/2-3 2M/CSBR Fr-d v-fuf (Muf 10YR 5/6)
	34-50"	SIL	10YR 4/2 depleted massive @ no roots RMFS
	ESD @ 34"		
Pit 2	0-12"		
	12-22"		Similar to TP#1
	22-36"		RMFS @ 22"
	36-48"		
	48-60"		
	ESD @ 48"		
Pit 3	0-11"		Similar to TP#1
	11-22"		
	22-36"		RMFS @ 22"
	36-48"		ESD @ 48"
	48-60"		
			REPAIR

**Landscape Notes**

Slope 2-4% Aspect E/SE Groundwater Type Temp @ 22"

**Other Site Notes**

Weather Sunny

**SYSTEM SPECIFICATIONS**

Type System: Design Flow 450 gpd Disposal Field Size \_\_\_\_\_ Linear Feet

Initial \_\_\_\_\_ System Sizing \_\_\_\_\_ /150 g. Max. Depth Absorption Facility (in) \_\_\_\_\_

Replacement \_\_\_\_\_ System Sizing \_\_\_\_\_ /150 g. Max. Depth Absorption Facility (in) \_\_\_\_\_

**Special Conditions**

- \* Maintain min 100' to any well
- \* Install between TP#2 and #3
- \* Existing well required to be decommissioned
- \* Planting min 50' to ditch & any cut bank > 30"

PLOT PLAN ON REVERSE SIDE



NO INSTAL

141  
⑧  
17 Dec 1955

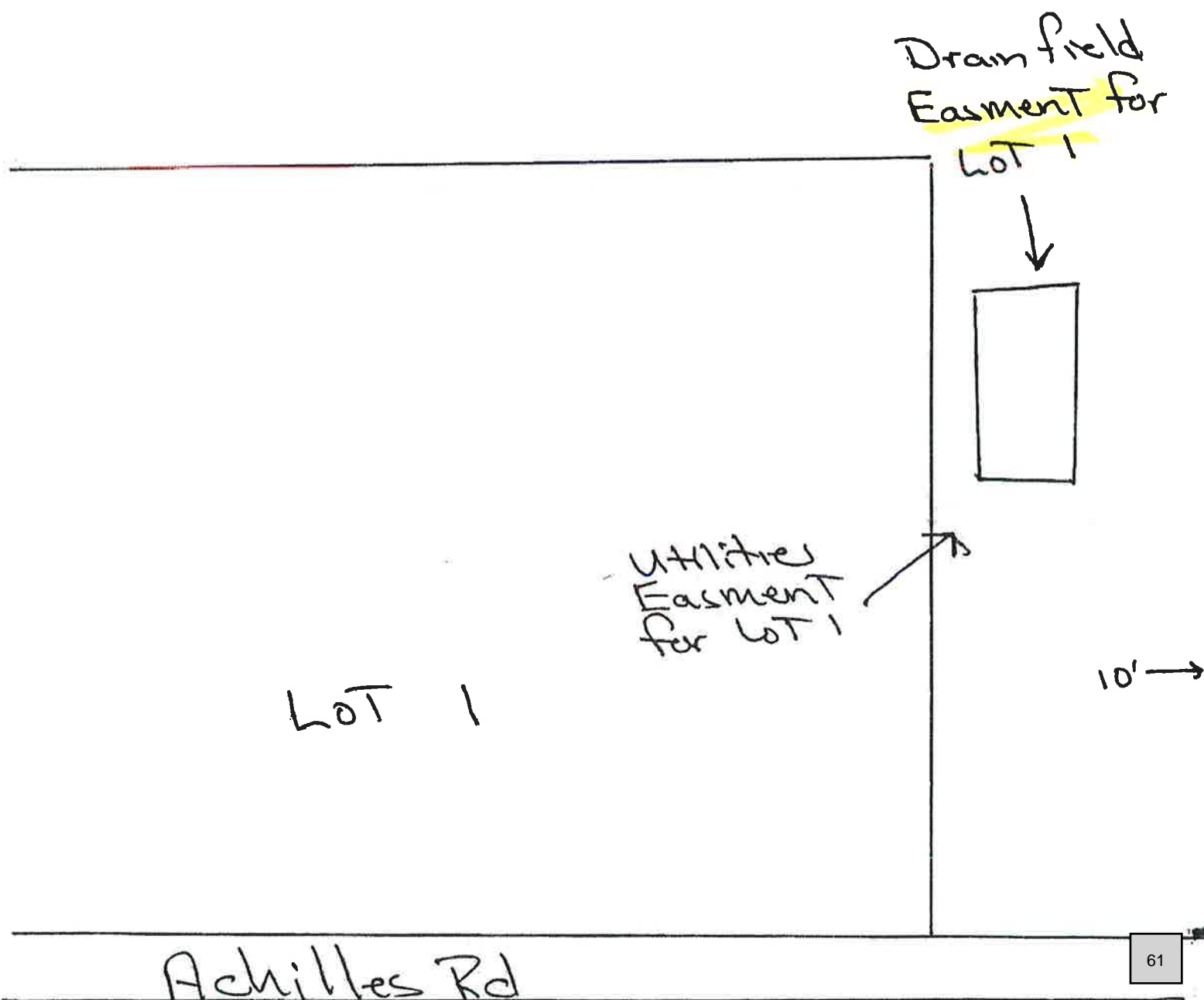
2000

[3]

5711

5

LOT 2





May 13, 2021

MCCI LLC  
PO Box 1112  
St. Helens, OR 97051

### EVALUATION REPORT FOR AN ON-SITE SEWAGE DISPOSAL SYSTEM

Subject: 4N-1W-18-A0-04700 (proposed Parcel 2)  
Receipt: 394950

Acreage: 2.99  
File #: 192-21-000247-EVAL

I have made an evaluation of a proposed sewage disposal system construction site to support a single family residence on the above described property. Note- This study was done with the intention of pursuing a property partition process; please ensure that subsequent partition application processes keep the identifications scheme assigned in this report consistent for record keeping purposes.

Based on the results of this study, sewage disposal appears feasible through the construction of a STANDARD SEWAGE DISPOSAL SYSTEM, as described in the attached site drawing and construction detail reports.

Before construction of a subsurface sewage disposal system can take place, A PERMIT MUST BE PURCHASED FROM COLUMBIA COUNTY LAND DEVELOPMENT SERVICES. Only the property owner or a licensed installer can construct a subsurface sewage disposal system or part thereof. A detailed, to-scale plot plan of the proposed development and list of construction materials must be submitted with the permit application.

Only a limited area of your property appears suitable for this type of system. Please refer to the enclosed diagram for specifics concerning dimensions and/or special conditions of the approved site.

Please note that this approval is site specific to the area tested and does not address the feasibility of locating the system elsewhere on the property. Should you wish to relocate the disposal system, a new evaluation (with appropriate fees as per OAR (340-071-0140)) will be required.

This approval is limited to a dwelling of FOUR bedrooms maximum. The definition of "bedroom" means any room within a dwelling which is accepted as such by the local authorized building official.

This approval will remain valid until the system is installed and approved. Conditions on this property or adjacent properties are not to be changed in any manner conflicting with applicable State rules which would prohibit issuance of a permit. Partitioning or subdivision of this property, alteration of the natural conditions in the area of approval and/or water well development on this or adjacent properties may void this approval.

Technical rule changes which take place after the date of this report will not invalidate this approval, except that construction standards may be changed to meet codes applicable at the time of permit issuance.

The approval of this property and the conditions set forth in this letter in no way waive requirements as may be set by the zoning of the area. A permit to construct a system on this property will be subject to the review and approval of Columbia County Land Development Services.

You are cautioned not to place commercial, or other septic system cleaners or additives in your disposal system; doing so could increase the drainfield clogging potential, as well as kill the internal organisms necessary for proper operation. This warning is given with full knowledge of product statements to the contrary.

To prevent accidental injuries, this office recommends the test holes be filled.

If you have any questions, feel free to call.

Sincerely,

A handwritten signature in cursive script, reading "Erin O'Connell".

Erin O'Connell  
Environmental Health Specialist

Cc: Richard Louie



## **STANDARD SYSTEM CONSTRUCTION DETAIL REPORT**

**(This is not a Construction Permit.)**

May 12, 2021

Name: MCCI LLC

Subject: 4N-1W-18-A0-04700 (proposed Parcel 2)

Acreage: 2.99

Receipt: 394950

File #: 192-21-000247-EVAL

Your site has been found suitable for a STANDARD ON-SITE SEWAGE DISPOSAL SYSTEM. The following construction specifications shall apply.

Prior to the installation of the disposal system, a sewage disposal construction permit must be obtained from the department of Land Development Services. Included in this permit process is to be a to-scale plot plan of system placement and a complete materials inventory of proposed system components.

The septic tank shall have a minimum liquid capacity of 1000 gallons. A 1500 gallon 2-compartment tank is recommended. Garbage disposal use is not recommended.

For your proposed development, a minimum of 375 linear feet of disposal trench is required. Disposal trenches shall be constructed 2 feet wide on 10 foot minimum centers with no line exceeding 150 feet in length. The trenches and perforated pipe shall be installed within one inch of level and contoured to the natural ground surface.

The drainfield shall be constructed in Serial distribution with a maximum trench depth of 24 inches and a minimum trench depth of 24 inches. There must be at least 12 inches of backfill over the top of the drain media, measured from the ground surface.

A groundwater interceptor is required as part of this system. This interceptor must be constructed 12 inches wide by 50 inches deep with 38 inches of clean gravel placed over a 4 inch perforated pipe with filter fabric covering the gravel. A PVC sheet shall be placed against the lower sidewall trench area to eliminate infiltration of water. A minimum 10 foot setback must be maintained from the drainfield and be exhausted by a non-perforated line below and away from the entire system.

An effluent pump may be a necessary component of this system in order to construct the drainfield in the approved area and at the correct depth. An electrical permit is required to insure correct installation of the pump, alarm & electrical components.

For the above described system, adequate area must be available for the original, as well as a complete replacement system. The replacement system is to be constructed in the replacement area if the original system fails and cannot be repaired.

A minimum separation distance of 100 linear feet is to be maintained between the disposal area and any wells and/or surface waters such as creeks, bogs, lakes or ponds.

The disposal site must be protected from livestock, vehicular traffic and/or other damaging encroachments. This includes the mature fir trees planted along the Easterly property line; the roots can interfere with the installed system and should be considered.

**SITE EVALUATION FIELD WORKSHEET**

Tax Reference 4N-1W-18-AD-D4700 (Parcel 2) Evaluator E. O'Donnell Item I.  
 Applicant MCC1 LLC Date 9/6/21 Parcel Size 2.99

Soil Matrix Color and Mottling (Notation), % Coarse Fragments, Roots, Structure, Layer Limiting Effective Soil Depth, etc.

	Depth	Texture	
Pit 4	0-11"	SIL	10YR 3/2 3S6R Fr muff
	11-24"	SIL	10YR 3/3 3S5B1L Fr muff
	24-36"	SICL	10YR 4/3 2M5B1L Fr CVFF (MS 10YR 3/2) (MS 10YR 4-5/6)
	36-46"	SICL	10YR 6/2-3 2M/5B1L Fr-d vff (M M/LC 10YR 5/6)
	46-60"	SICL	10YR 4/2 depleted massive (F) no roots RIMFS
	ESD@ 46"		
Pit 5	0-10"		
	10-21"		
	21-34"		Similar to TP #4
	34-48"		
	48-60"		
	ESD@ 48"		
Pit 6			

Landscape Notes \_\_\_\_\_  
 Slope 10-8% Aspect E/SE Groundwater Type Temp @ 21"  
 Other Site Notes \_\_\_\_\_

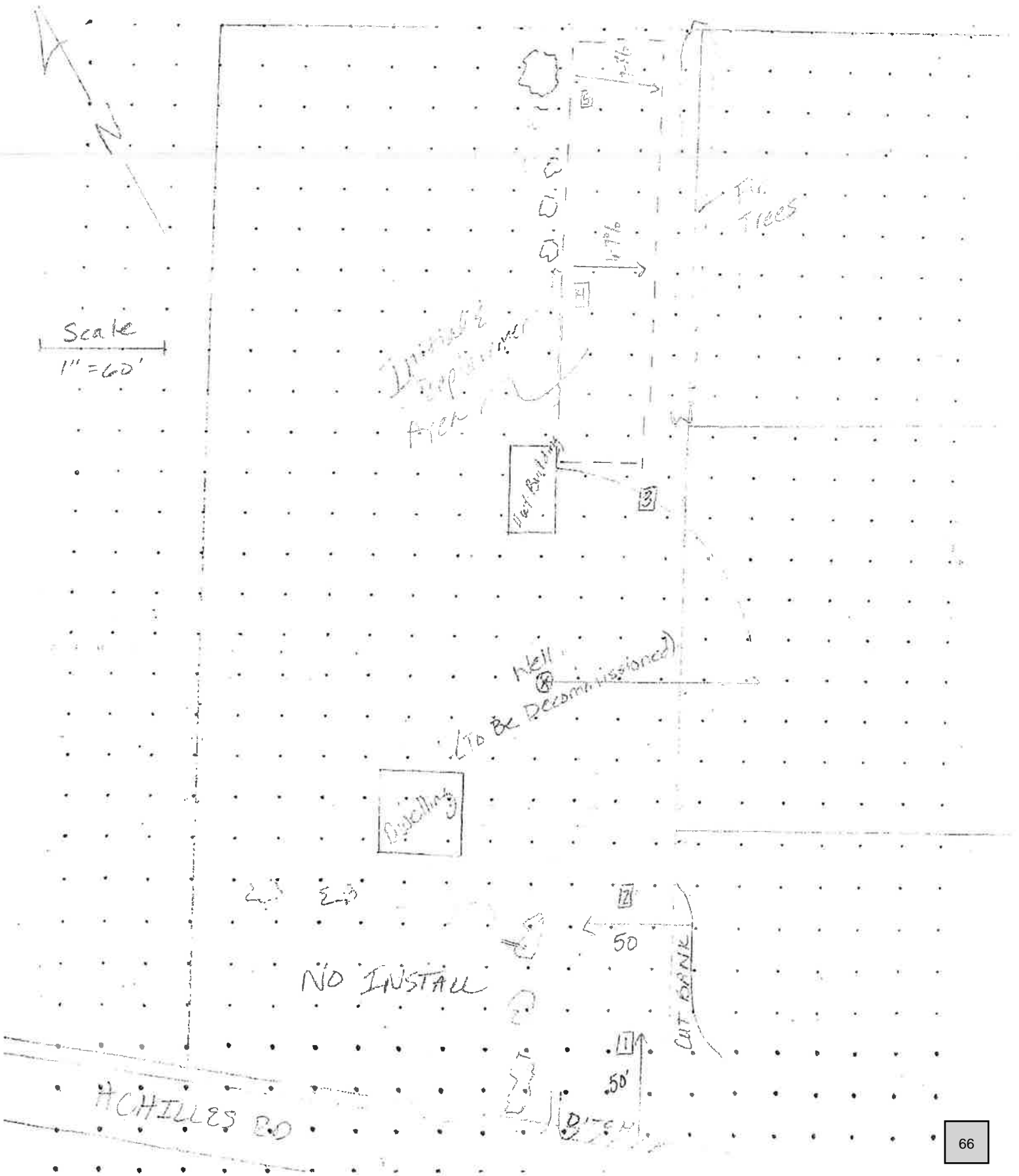
Weather \_\_\_\_\_

**SYSTEM SPECIFICATIONS**

Type System: \_\_\_\_\_ Design Flow 450 gpd Disposal Field Size 375' Linear Feet  
 Initial Standard System Sizing 125 /150 g. Max. Depth Absorption Facility (in) 24"/21" Serial  
 Replacement Standard System Sizing 125 /150 g. Max. Depth Absorption Facility (in) 24"/21" Serial  
 Special Conditions \* Maintain min 100' to any well  
\* GWT required - 30" depth, 38" media

PLOT PLAN ON REVERSE SIDE

Tax reference 4N-1W-18-A0-D4700 (Parcel 2) Evaluator: 9.016000  
Applicant: MCCT LLC Date: 5/16/21





**KLS Surveying Inc.**  
1224 Alder Street  
Vernonia, OR 97064

Phone: (503) 429-6115  
Fax: (866) 297-1402  
Email: [dwallace\\_kls@msn.com](mailto:dwallace_kls@msn.com)

Item I.

## CONCEPTUAL STORM WATER

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Storm water will infiltrate into ground and/or run-down hill. There will be no changes in the way that storm water will be treated due to this proposed partition.

### Existing Conditions Plan

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Arrows on the accompanying map show the direction of storm water flow off the site. The property slopes to the Southwest.

Soil types are defined on enclosed soil report.

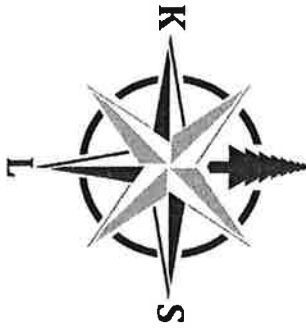
### Preliminary Development Plan

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There is no proposed development at this time that will influence storm water run-off.



PROPOSED PARTITION PLAT  
MCCI, LLC.  
IN THE NE 1/4 OF SECTION 18 &  
THE NW 1/4 OF SECTION 17,  
T4N, R1W, W.M.,  
COLUMBIA COUNTY, OREGON



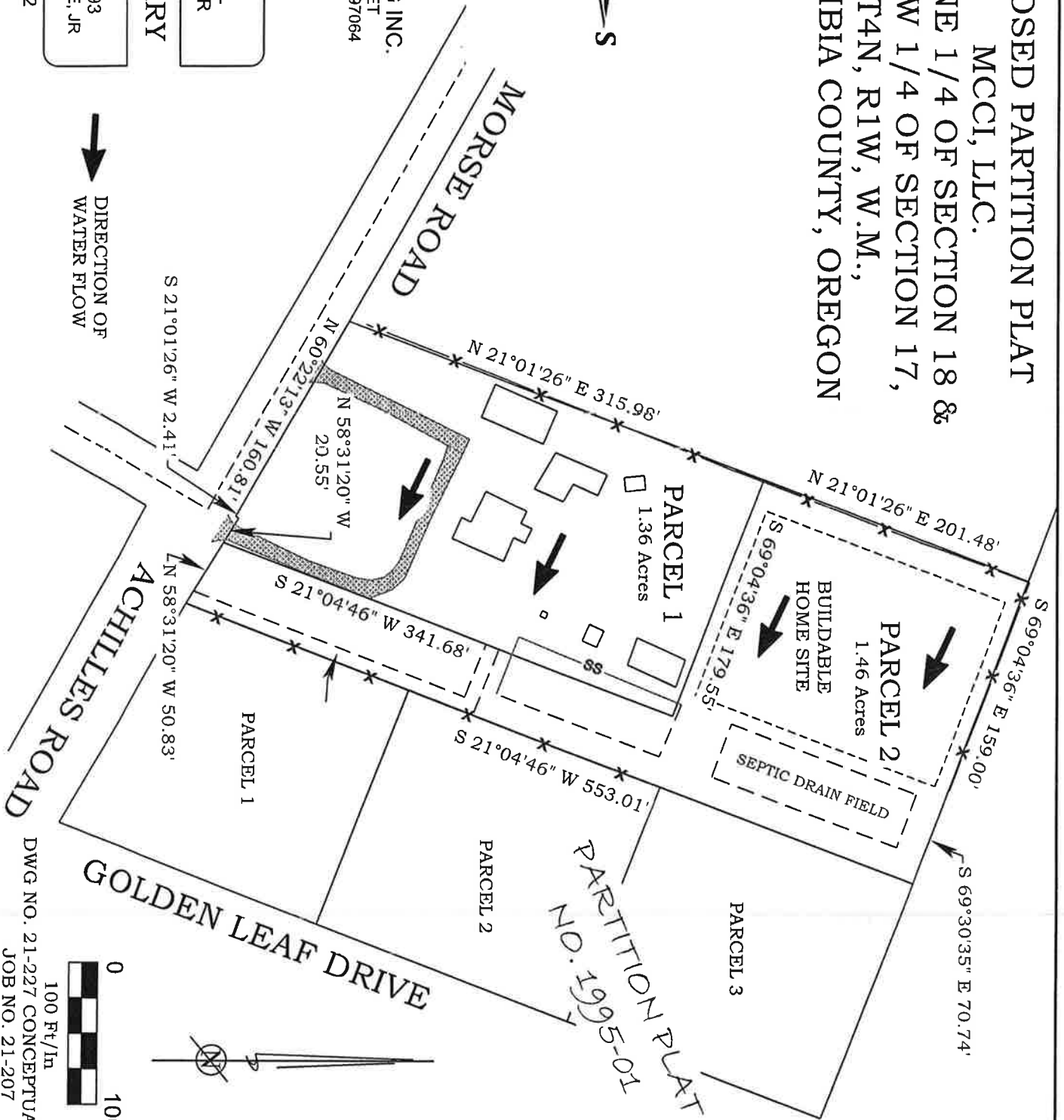
K.L.S. SURVEYING INC.  
1224 ALDER STREET  
VERNONIA, OREGON 97064  
(503) 429-6115

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

PRELIMINARY

OREGON  
JANUARY 19, 1993  
DONALD D WALLACE, JR  
2601

RENEWS 6/30/22



DWG NO. 21-227 CONCEPTUAL STORM  
JOB NO. 21-207  
10-13-2021



**From:** [Jennifer Dimsho](#)  
**To:** [Jacob Graichen](#)  
**Subject:** December Planning Department Report  
**Date:** Wednesday, December 22, 2021 11:11:00 AM

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Here are my additions to the December Planning Department Report.

## GRANTS

1. **OPRD - Local Government Grant – Campbell Park Improvements** - 6-month grant extension granted for the COVID-19 related delay of court surfacing materials. New deadline is April 2022. Concrete pad poured. Waiting on dry weather for PW to finish grading of stormwater area (plants ordered and pick up, soil delivered). Fencing is up. Basketball hoops installed. Tennis net should go up this week. Surfacing materials installed.
2. **CDBG- Columbia Pacific Food Bank Project** – JH Kelly continuing \$1.6 million construction bid. Tracking all requests for information and submittals to ensure questions are answered. Received approval from state for ~16 Change Orders. Will need to submit a final budget amendment and timeline extension. Delay is mostly due to # of Change Orders and COVID-19 relayed lead times for construction materials. Deadline is Dec 31, 2021, but requested a 6-month time extension.
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. County IGA and contract amendment to add culvert in scope was approved in December. New schedule has bidding of the project in March 2022, with construction occurring Summer 2022.
4. **Business Oregon – Infrastructure Finance Authority** – Application for a low-interest loan to fund streets, utilities, and a portion of the Riverwalk Project on the Riverfront property. 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. Assisting with property line dispute with an abutting property owner. Meeting on site with abutting property owner to discuss property lines.
6. **Certified Local Government – Historic Preservation Grant Program** – 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, so Plan B work plan is for the City's Court/Utility Billing exterior roof and cornice work. Worked with SHPO on work plan and began working through scope with contractors to begin soliciting direct bids. Site visit from 2 contractors so far. Notice to proceed from SHPO received on 11/1. Discussed bid proposal with Arciform on Dec 29.
7. **Technical Assistance Grant with the Oregon State Marine Board** - To assist with design and permitting of an in-water facility at Grey Cliffs Park. A more detailed contract with be drafted for review and approval by Council for the assistance. Meeting on 12/22 with

OSMB discussed design options for the non-motorized launch and fishing pier. Next steps will be to take options to the public for feedback, select a preferred alternative, and begin final design, and permitting process.

## PROJECTS & MISC

8. **Riverwalk Design (OPRD Grants x2)** – Held 12/15 Open House at the Recreation Center to celebrate and educate the public of the 30% design level. Developed communications strategy for sharing designs presented at the Open House. Working through archeological survey based on tribal feedback. Reviewing 30 percent cost estimates for Phase I and Phase II to provide feedback in Jan at the next TAC meeting. Working on a plan to fund Columbia View Park improvements in tandem with Riverwalk Phase I. Preparing materials to go through land use process to expand the park south.
9. **Riverfront Streets/Utilities Design/Engineering** – Continued revising scope of the base construction bid to meet budget constraints. 90% design work anticipated to be complete in January.
10. **St. Helens Industrial Business Park (SHIBP) Public Infrastructure Design**– Work Order 1 approved (includes 30 % design for Phase I infrastructure). Kicked off project on 12/21. Consultant data needs for due diligence report to be sent. Schedule to be sent.
11. **Millard Road City-Owned RFP** - Council directed staff to work through terms with Atkins & Dame.
12. **Waterfront Video Project** – Attended regular meetings and reviewed draft videos with video production team.
13. **Urban Renewal Agency Presentation/Budget Adoption** – Organized speakers, presentation, and an agenda, presentation, and presenters for the upcoming 1/5 UR meeting. Topics will include UR basics, transportation planning overview, and funding options.

Jenny Dimsho, AICP

Associate Planner / Community Development Project Manager

City of St. Helens

(503) 366-8207

**Please note new email address:** [jdimsho@sthelensoregon.gov](mailto:jdimsho@sthelensoregon.gov)