



PLANNING COMMISSION

Tuesday, April 14, 2026 at 6:30 PM
HYBRID: Council Chambers & Zoom (details below)

AGENDA

1. **6:30 P.M. CALL TO ORDER**
2. **TOPICS FROM THE FLOOR** (Not on Public Hearing Agenda): Limited to five minutes per topic
3. **CONSENT AGENDA**
 - A. Planning Commission Minutes Dated February 10, 2026
4. **PUBLIC HEARING AGENDA** (times are earliest start time)
 - B. 6:30 pm Lot Line Adjustment and Conditional Use Permit Minor LLA.1.26 & CUPm.1.26
34959 Roberts Lane
5. **PLANNING DIRECTOR DECISIONS** (previously e-mailed to the Commission)
 - C. Taylor Grote-S.2.26 & S.3.26 Sign Permits 440 Columbia Blvd
 - D. Joseph Feinman-TS.2.26 Temporary Sign Permit 2100 Block of Columbia Blvd
 - E. Fast-Mat LLC-S.1.26 Sign Permit 440 Columbia Blvd
 - F. Wanlapha Phonghudtha-SDRm.1.26 Site Development Review Minor 2145 Columbia Blvd
6. **DISCUSSION ITEMS**
 - G. Keith Locke-VAC.1.26 Street Vacation 901 Columbia Blvd & 114 N 1st
 - H. PC TSP PAC Representation
 - I. Review of Quarterly Report to Council
7. **PROACTIVE ITEMS**
 - J. Architectural Standards
 - K. Vacant and Underutilized Storefronts
8. **CITY COUNCIL LIAISON REPORT**
9. **FOR YOUR INFORMATION ITEMS**
 - L. SEI Filing due tomorrow 4/15/2026
10. **ADJOURNMENT**

NEXT REGULAR MEETING: Tuesday, May 12th 6:30pm

VIRTUAL MEETING DETAILS

Join Zoom

Meeting: <https://us06web.zoom.us/j/85168022837?pwd=d8Uwx4raVfp7Jrw8mrcS6VV8sKvsQs.1>

Meeting ID: 851 6802 2837

Passcode: 412513

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

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



PLANNING COMMISSION

Tuesday, February 10, 2026 at 6:30 PM

DRAFT MINUTES

- Members Present:** Vice Chair David B. Rosengard
Commissioner Charles Castner
Commissioner Scott Jacobson
Commissioner Reid Herman
Commissioner Trina Kingsbury
Commissioner Patrick Birkle
- Members Absent:** Chair Brooke Sisco
- Staff Present:** City Planner Jacob Graichen
Communications Officer Crystal King
Community Development Administrative Assistant Angelica Artero
- Council Members:** Councilor Russ Hubbard
- Others:** Sid Hariharan Godt (Zoom)

1. 6:30 P.M. CALL TO ORDER

2. **TOPICS FROM THE FLOOR** (Not on Public Hearing Agenda): Limited to five minutes per topic
None.

3. CONSENT AGENDA

- A. Draft Minutes dated January 13, 2026

Commissioner Birkle noted that his name should be added to the "others" present at that meeting as he had been interviewed at that time.

Motion: Upon Commissioner Jacobson's motion and Commissioner Kingsbury's second, the Planning Commission voted to approve the draft minutes as amended dated January 13, 2026.

AYES: Commissioner Jacobson, Commissioner Kingsbury, Commissioner Castner, Commissioner Reid, Commissioner Birkle.

NAYS: None.

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

No discussion or questions.

5. **DISCUSSION ITEMS**

Cost Saving changes to new police station design

City Planner Jacob Graichen introduced the topic, noting that there was a memo in the commissioners' packet detailing potential changes to the police station design. Graichen explained that one of the goals was to avoid reopening the land use hearing again, but because the Planning Commission was heavily involved in the police station project, he wanted to ensure they had an opportunity to review the proposed changes. Sid Hariharan Godt with Mackenzie Inc. mentioned that there were several cost saving factors. The Commission reviewed the cost-saving elements with Hariharan which included gravel surfaces in lieu of concrete surfaces, fencing changes, and planter reductions. Graichen mentioned requiring a wheel stop for a future concrete pad for a Conex box as it didn't appear to have curb protection like the other proposed gravel areas.

Commissioner Birkle asked about the total cost of the police station development. Sid indicated he didn't have that figure available but noted that there was a budget approved by the City Council and they were trying to stay within those constraints. Councilor Hubbard mentioned he had been involved with the budget process for about two months, and they were trying to cut costs wherever possible without significantly diminishing the structure. Commissioner Jacobson expressed concern about the aesthetics of the fence for the neighborhood. Vice Chair Rosengard suggested that if the City later had additional funds, they could upgrade the fence. Councilor Hubbard agreed, noting that these were budget amounts and as they go out for bids, they might get better prices in the current economy, potentially allowing for add-backs of prioritized items.

Commissioner Birkle asked about the timeline. Councilor Hubbard explained that the property was already under acquisition by the City and had been cleaned up. He mentioned they needed to address asbestos remediation, and then they would obtain demolition and grading permits before getting the building permit. He emphasized it was crucial to apply for permits by April because code changes coming then would have a huge budget impact.

Motion: Upon Commissioner Jacobson's motion seconded by Commissioner Castner, the Commission voted that they were fine with the cost saving changes as presented.

AYES: Commissioner Castner, Commissioner Jacobson, Commissioner Kingsbury, Commissioner Reid, Commissioner Birkle.

NAYS: None.

Planning Commission Policy, Continued

Vice Chair David Rosengard introduced the discussion, noting one change which resulted from an Oregon state law that no longer prevented them from having two voting members engaged in real estate work as long as they had more than five people on the board.

The other changes concerned the vacancy, removal, and attendance processes that had been discussed earlier in the fall. Graichen reviewed proposed language for what would constitute an

unexcused absence that could potentially lead to a commissioner being recommended for removal, due to lack of advance notice to staff. Graichen did not recommend this aspect. Graichen's recommended language included missing four regularly scheduled meetings in a calendar year as the threshold for a public hearing for consideration of a commissioner's continued commissionership. This would replace the current threshold of missing three meetings in a row and the four-meeting threshold would represent one-third of the annual regularly scheduled monthly meetings. He noted that none of the commissioners had missed four meetings in 2025, so no one would have been in violation under this proposed standard.

Commissioner Castner supported the four-meeting option, noting that some absences cannot be known 48 hours in advance. Vice Chair Rosengard agreed, stating that if someone missed this amount of meetings in a year, it would be fair to have a discussion about it.

Motion: Upon Commissioner Castner's motion to recommend to the City Council the changes as expressed in the document, absent the rule of inexcusable absence and going with the four meetings option, and Vice Chair Rosengard's second, the Planning Commission approved the recommended changes as noted.

AYES: Commissioner Castner, Commissioner Jacobson, Commissioner Kingsbury, Commissioner Reid, Commissioner Birkle.

NAYS: None.

6. PROACTIVE ITEMS

F. Architectural Standards

No updates provided.

G. Vacant and Underutilized Storefronts

Commissioner Jacobson distributed a document regarding vacant and underutilized storefronts. The commissioners briefly discussed the history of proactive items, including architectural standards and how they became agenda items.

Commissioner Jacobson explained that he was trying to create an inventory of vacant storefronts and was determining what data to capture. He noted that he had drawn from Astoria's planning approach, which they used before creating their code. He asked if there were other data points the commissioners thought should be included.

Commissioner Jacobson added that he planned to speak about code issues and had questions about enforcement and penalties. City Planner Graichen noted that enforcement would be a critical part of the equation, especially considering budget constraints.

7. CITY COUNCIL LIAISON REPORT

Councilor Hubbard reported that the police station project was proceeding. He mentioned that they also had preliminary designs for the waterfront redevelopment area from the developer that looked nice, and developers were looking at it from a monetary value perspective in terms of what would sell and be buildable. He indicated the outlook was positive.

8. FOR YOUR INFORMATION ITEMS

Graichen reminded the commissioners about the joint meeting on March 11 at 4 p.m. He noted they would discuss the Commission rules briefly, talk about the St. Helens Industrial Business Park (which the Mayor wanted to address), and cover proactive items as well.

9. ADJOURNMENT

There being no further business before the Planning Commission, the meeting was adjourned at 7:23pm.

Respectfully submitted,

Angelica Artero

Community Development Administrative Assistant

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

Lot Line Adjustment LLA.1.26 & Conditional Use Permit (minor modification) CUPm.2.26

DATE: April 6, 2026
TO: Planning Commission
FROM: Jacob A. Graichen, AICP, City Planner

APPLICANT: James Keepers Jr. and Melinda L. Keepers
OWNER: James Keepers Jr. and Melinda L. Keepers
Meadowbrook Homeowners Association, Inc.

ZONING: Moderate Residential, R7 with the Planned Development, PD overlay
LOCATION: 34959 Roberts Lane; 4N1W-6DA-1500 & 2000
PROPOSAL: Modification of planned development to reduce the area of an open space tract (Tract H) for the benefit (enlargement) of Lot 29 of the Meadowbrook Planned Community, Phase 2

SITE INFORMATION / BACKGROUND

A lot line adjustment review is required where any adjustment to a property line by the relocation of a common boundary is requested. In this case, because an open space tract as part of a planned development is proposed to be reduced as a consequence of this request, a minor modification Conditional Use Permit referred to the Commission is necessary.

Meadowbrook history and basis for the LLA and CUPm referred to the Commission is detailed further below under the **APPLICABLE CRITERIA, ANALYSIS & FINDINGS** section.

PUBLIC HEARING & NOTICE

Public hearing before the Planning Commission: April 14, 2026

Notice of this proposal was sent to surrounding property owners within 300 feet of the subject property(ies) on March 24, 2026 via first class mail. Notice was sent to agencies by mail or e-mail on the same date.

Notice was published on April 3, 2026 in the Columbia County Spotlight newspaper.

APPLICATION COMPLETENESS

This application was originally received and deemed complete on February 20, 2026. The 120-day rule (ORS 227.178) for final action for this land use decision is June 20, 2026.

AGENCY REFERRALS & COMMENTS

None.

APPLICABLE CRITERIA, ANALYSIS & FINDINGS

The Planned Development factors need to be reviewed first as they relate to the Lot Line Adjustment approval criteria and is the reason this has been referred to the Planning Commission.

Meadowbrook Planned Community, Phase 1 was platted in 1996, based on a 1995 approval from the Planning Commission, which was a revised approval from a 1993 decision.

The subject properties, Lot 29 and Tract H were created as part of the Meadowbrook Planned Community, Phases 2 in 1996 and 3 in 1998, respectively.

These decisions were based on the standards of Ordinance no. 2616 adopted in 1991, where Planned Developments were listed as conditional uses under several zoning districts. It also reads "...additionally subject to the city's Planned Unit Development Ordinance." That ordinance was no. 2256 adopted in 1978 and included specific open space standards as follows:

- Minimum 40% of project area to be devoted to open space.
- Minimum 10% of the project area must be usable open space, which is area accessible to all available residents and does not include bodies of water, slopes exceeding 35%, or parking areas.

In 1999 new Planned Development standards were adopted via Ordinance No. 2785. The current law, via Ordinance No. 2875 adopted in 2003, appears to be more-or-less the same as no. 2785. The current standards require an overlay zone to allow a development plan using the development code flexibilities that results in the planned development. The current standards includes purpose statements per SHMC 17.148.010(4) and (5) as follows:

- (4) To preserve to the greatest extent possible the existing landscape features and amenities through the use of a planning procedure that can relate the type and design of a development to a particular site; and
- (5) To encourage development that recognizes the relationship between buildings, their use, open space, and accessways and thereby maximizes the opportunities for innovative and diversified living environments.

Further, per SHMC 17.148.120(3)(g) there is a minimum 20% landscaped area requirement for residential development.

Back to Meadowbrook.

A Conditional Use Permit (CUP.4.02) was applied for in 2002 to adopt (or expand) the PD Overlay Zone to expand the boundaries of the Meadowbrook Planned Community and to add lots and decrease open space area. The application notes an original 14.7% open space requirement to be reduce to 10.1%. This ultimately resulted in Ordinance. No. 2883, adopted in

2003. This 2002 decision appears to remedy some previous mistakes made allowing lots in areas originally supposed to be open space and outside of the PD boundaries.

Both Lot Line Adjustments (LLA) and Minor Modification Conditional Use Permits (CUPm) are normally administrative decisions. The LLA is to adjust the common boundary and the CUPm is to allow a reduction of open space, which must go to the Planning Commission per 17.148.020(7)(a)(iii). A minor modification to the CUP is possible if the open space reduction is less than 10% of existing usable open space (see SHMC 17.100.050 and 17.100.060). Per 17.24.090(2) the Planning Director may refer any application for review to the Planning Commission; the Director is obligated to do so in this case given 17.148.020(7)(a)(iii).

Now to focus on open space.

Note that some open space reduction occurred as part of Lot Line Adjustment LLA.1.20 & Conditional Use Permit (minor modification) CUPm.1.20, which was similar to this proposal.

The area within the perimeter of the Meadowbrook Planned Community is approximately 1,076,600 square feet. The area currently owned by the HOA is 119,967 square feet. There are three areas generally: 1) area under and adjacent to a BPA power easement, 2) area around city owned property (detention pond), and 3) area across Barr Avenue from Ruby Court.

These open space areas appear “usable” as intended by Ordinance No. 2256. $119,967/1,076,600 = 0.1114$ or 11.14%. There appears to be a small surplus compared to the assumptions from the 2002 decision and after the 2020 LLA/CUPm mentioned above.

The current proposal would reduce Tract H, one of the open space tracts, by approximately 1,850 square feet. This would result in two separate portions of Tract H, with a 10’ wide portion between the adjusted area and Barr Avenue. This strip is a stream that is culverted under Barr Avenue, with an area of about 2,900 that will no longer be contiguous with the bulk of Tract H and will have questionable accessibility.

If these areas are included in the calculation the equation would be as follows:

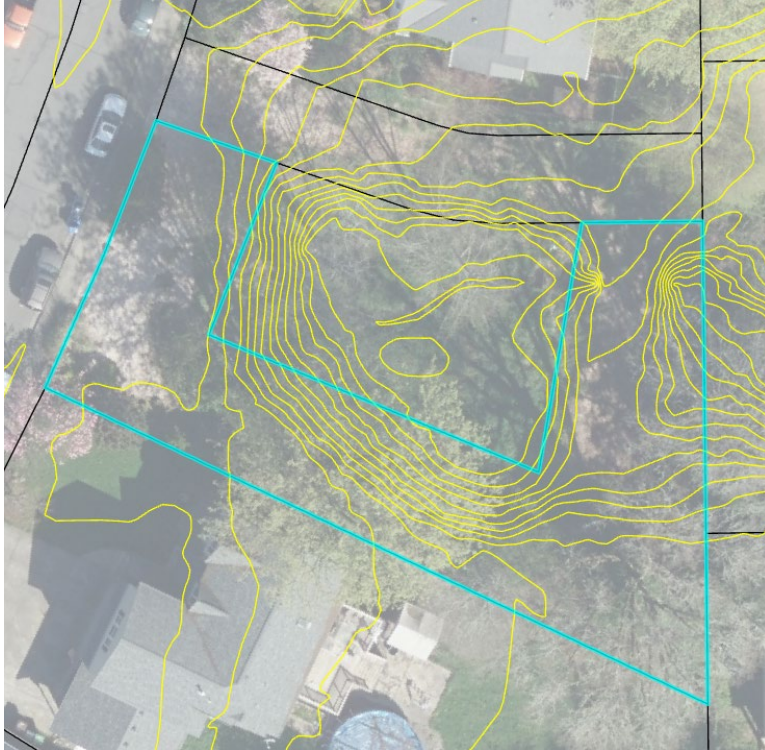
- Reduction of Tract H for Lot 29 enlargement:

$$(119,967 - 1,850)/1,076,600 = 0.1097 \text{ or about } 10.97\%$$

- Reduction of Tract H for Lot 29 enlargement, including deduction of the non-contiguous strip of Tract H following the proposed Lot Line Adjustment:

$$[119,967 - (1,850 + 2,900)]/1,076,600 = 0.1070 \text{ or about } 10.70\%$$

This allows an extra just under 1% of contingency to make up for areas within the open space tracts that may not be as usable. For example, Tract C of Phase 3:



The portion of Tract C owned by the HOA is outlined in blue. The other portion is under City of St. Helens ownership. Yellow lines are 1' contour intervals, showing much of the area with slopes exceeding 35%.

The HOA area is about 7,877 square feet in size and staff estimates about 4,000 square feet of that (along the west and south sides) is useable, being outside of steep slopes.

Thus, we should deduct another 3,877 of open space.

- Reduction of Tract H for Lot 29 enlargement, including deduction of the non-contiguous strip of Tract H following the proposed Lot Line Adjustment, and deduction of “unusable” portion of Tract C:

$$[119,967 - (1,850 + 2,900 + 3,877)] / 1,076,600 = 0.1034 \text{ or about } 10.34\%$$

Based on some additional examination of the open space, compared to the 2020 effort (LLA.1.20 & CUPm.1.20), it appears the minimum 10% will be maintained.

For the 2020 effort, the applicant, who was the Meadowbrook Homeowners Association, Inc., noted that the HOA will conduct a vote as required by the CC&Rs to approve and allow the transfer of property. Section 7.2.3 of the CC&R's addresses the sale of common property, which states that 75% vote of approval is required amongst HOA membership. **Staff recommends that the Commission finds this should be a condition of approval, especially since it will provide additional assurance that the HOA is satisfied with the loss of open space.**

* * * * *

Minor modifications of Conditional Use Permits require review pursuant to the standards of SHMC 17.100.060(3):

(3) A minor modification shall be approved, approved with conditions or denied following the director's review based on the findings that:

- (a) No code provisions will be violated; and
- (b) The modification is not a major modification.

Finding(s): (a) As this proposal relates to Planned Developments is described above. Another consideration is the city's sensitive land regulations.

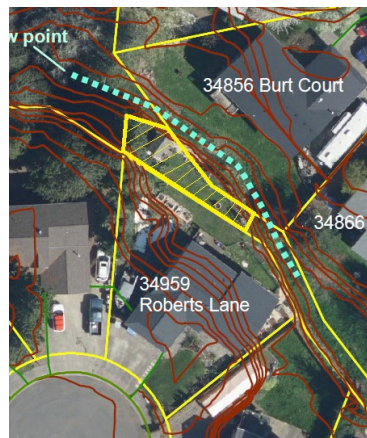
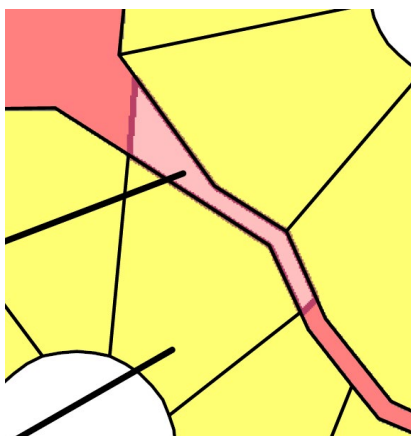
The issue that prompted the land owner to consider this LLA/CUPm started with a Sensitive Lands Permit (file SL.9.22).

The southerly portion of Tract H that is the subject of this proposal generally contains a stream that is now identified by the city as wetland MC-1, which is a "type I" wetland per Chapter 17.40 of the St. Helens Development Code. This wetland has a 75' upland protection zone, the area of which is protected as a wetland itself. However, the protection zone rules did not exist when Meadowbrook was created; the city's wetland rules as they are today were originally adopted in December 2003.

Though much smaller than current requirements, Tract H includes the stream portion of this sensitive land, except by the subject property. See **attached** July 2022 Meadowbrooke Subdivision Wetland MC-1 Violations Map.

The tract / wetland issue may be the most important consideration for the Commission for the proposal. SHMC 17.40.050(2) wetlands and protection zones are supposed to be within preservation tracts and not part of actual lots. Ideally, the entire stream would be within Tract H, however, along the subject property it is not.

Consistent with the 10' wide tract to the east of the subject property should areas proposed for adjustment exclude a 10' wide swath centered on the stream? Though not perfect because the stream is partially located on 34856 Burt Court, this would at least honor the code under the circumstances. If this was required, a surveyor would need to identify the center of the creek to exclude the proper 10' width. However, streams fluctuate and what may be the center today could change over time. So, that said, is this something the Commission is comfortable with?



Far left: The lighter red (pink) shade shows the proposed adjusted area.

Left: This is an example of what a modified adjusted area would look like is a 10' wide area is reserved for where the stream is at. **If the Planning Commission approves a modified proposal like this, some additional field/survey work will be necessary.**

Another consideration is the shed structure within the tract. It is small, only about 8' x 11' (based on aerial photo measurements) and thus, wouldn't require an Accessory Structure Permit.

However, it would not be allowed within the tract and if built after December 2003 would be inconsistent with the city’s sensitive lands rules.

Using the city’s online mapping: <https://sh.metroplanning.com/> it is visible as early as 2018.



Upper left: 2016. **Above:** 2018 with the shed visible. There is no doubt is was installed well after December 2003. **Left:** The shed in 2022. **Being close to the stream, if the Commission approves this but with maintaining tract area around the stream (e.g., 10’ as described above), the shed may need to be move or removed as, at the very least, it should not be within an open space tract.**

(b) The proposal is a minor modification based on a loss of less than 10% of existing open space.

* * * * *

Lot Line Adjustments require review pursuant to the standards of SHMC 17.140.050 and 17.140.060.

SHMC 17.140.050 – Special provisions for parcels created through the partition process:

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

(a) No lot shall be dimensioned to contain part of an existing or proposed public right-of-way;

(b) The depth of all lots shall not exceed two and one-half times the average width, unless the parcel is less than one and one-half times the minimum lot size of the applicable zoning district; and

(c) Depth and width of properties zoned for commercial and industrial purposes shall be adequate to provide for the off-street parking and service facilities required by the type of use proposed.

Finding(s): (a) No existing or proposed right-of-way is affected.

(b) The required depth to width ratio requirement will not be compromised.

(c) The properties are not commercial or industrial. This criterion is moot.

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

(a) A planting buffer at least 10 feet wide is required abutting the arterial rights-of-way; and

(b) All through lots shall provide the required front yard setback on each street.

Finding(s): No through lot is involved or created.

(3) Large Lots. In dividing tracts into large lots or parcels which at some future time are likely to be redivided, the approving authority may require that the lots be of such size and shape, and be so divided into building sites, and contain such site restrictions as will provide for the extension and opening of streets at intervals which will permit a subsequent division of any tract into lots or parcels of smaller size, and:

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

Finding(s): Lot 29 is currently 7,125 square feet in size. The most it will increase, if approved as proposed, is approximately 1,900 square feet and not enough to facilitate future division.

(4) Fire Protection. The fire district may require the installation of a fire hydrant where the length of an accessway would have a detrimental effect on firefighting capabilities.

Finding(s): No accessway involved. Both Barr Avenue and Burt Road provide access.

(5) Reciprocal Easements. Where a common drive is to be provided to serve more than one lot, a reciprocal easement which will ensure access and maintenance rights shall be recorded with the approved partition map.

Finding(s): No common access is proposed or warranted.

(6) Accessway. Any accessway shall comply with the standards set forth in Chapter 17.84 SHMC, Access, Egress, and Circulation.

Finding(s): No accessway is involve.

(7) The streets and roads are laid out so as to conform to the plats of subdivisions and maps of partitions already approved for adjoining property as to width, general direction and in all other respects unless the city determines it is in the public interest to modify the street or road pattern.

Finding(s): This proposal has no street layout impact.

SHMC 17.140.060(1) – Lot Line Adjustment approval standards:

(a) An additional parcel is not created by the lot line adjustment, and the existing parcel reduced in size by the adjustments is not reduced below the minimum lot size established by the zoning district;

Finding(s): This action does not create a new parcel. As described above, the minimum useable open space for Meadowbrook is anticipated to be maintained.

(b) By reducing the lot size, the lot or structure(s) on the lot will not be in violation of the site development or zoning district regulations for that district;

Finding(s): Lot 29 is proposed to be increased. No lot or parcel is proposed for reduction.

(c) The resulting parcels are in conformity with the dimensional standards of the zoning district; and

Finding(s): Lot 29 will still maintain the minimum standards.

(d) The lots involved were legally created.

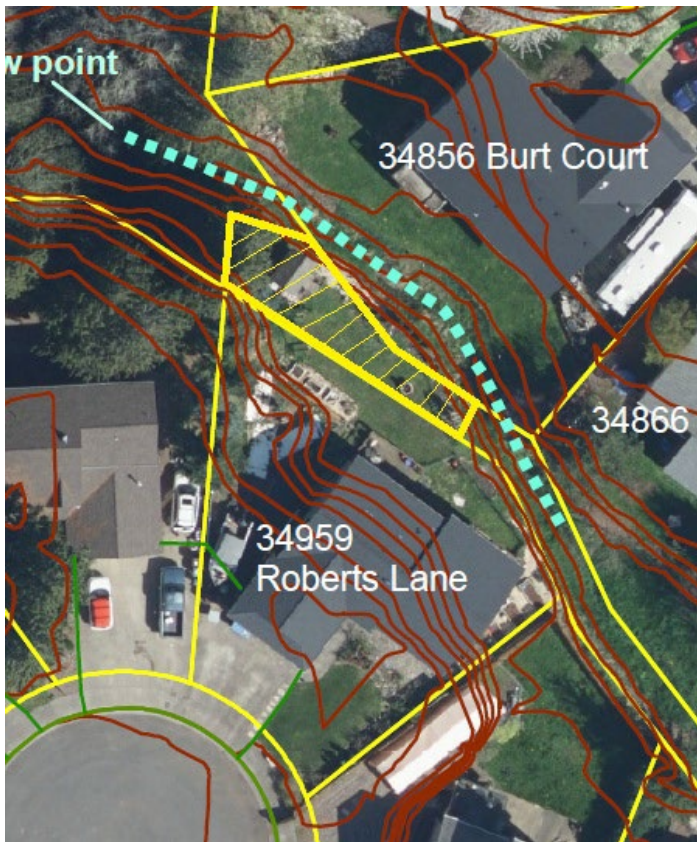
Finding(s): Lot 29 and Tract H were legally created as part of the Meadowbrook Planned Community effort; recorded with the applicable plats.

* * * * *

CONCLUSION & RECOMMENDATION

Based on the facts and findings herein, if the Planning Commission approves this proposal, staff recommends the following conditions:

1. Approval of this **Lot Line Adjustment** shall be effective for a period of twelve (12) months from the date of approval pursuant to SHMC 17.140.035. This approval shall be void if the Lot Line Adjustment is not properly recorded with Columbia County within this time period or is a departure from the approved plan (pending per Condition 3).
2. **This Lot Line Adjustment is not effective until it is recorded with Columbia County, including a survey filed with the County Surveyor and the appropriate deed records updates with the County Clerk.** The applicant/owner is responsible for recording the LLA and all documentation required by the County, and City as described herein, to properly record the Lot Line Adjustment.
3. **Prior to recording this Lot Line Adjustment,** the following shall be required:
 - a. Documentation proving the Meadowbrook Homeowners Association approves of the sale of the portion of Tract H shall be provided to the City Planning Department.
 - b. A surveyor shall develop a legal description and exhibit, subject to city review, that reserves a minimum of 10' from the centerline of the stream within Tract H per this example:



- c. The location of the shed shall be identified based on the survey, and if located within the proposed adjusted area of the remaining Tract H, shall be removed or moved to a lawful location not within the Tract H.
4. The applicant/developer shall provide a copy of all documentation used to record this Lot Line Adjustment with Columbia County to the City.
5. This Lot Line Adjustment shall comply with the approved plan (pending per Condition 3), application and staff report (this document).
6. The applicant/owner shall comply with all local, state and federal laws.

Attachment(s): Meadowbrook Ownership map (March 2026)
 Proposal plan
 July 2022 Meadowbrook Subdivision Wetland MC-1 Violations map



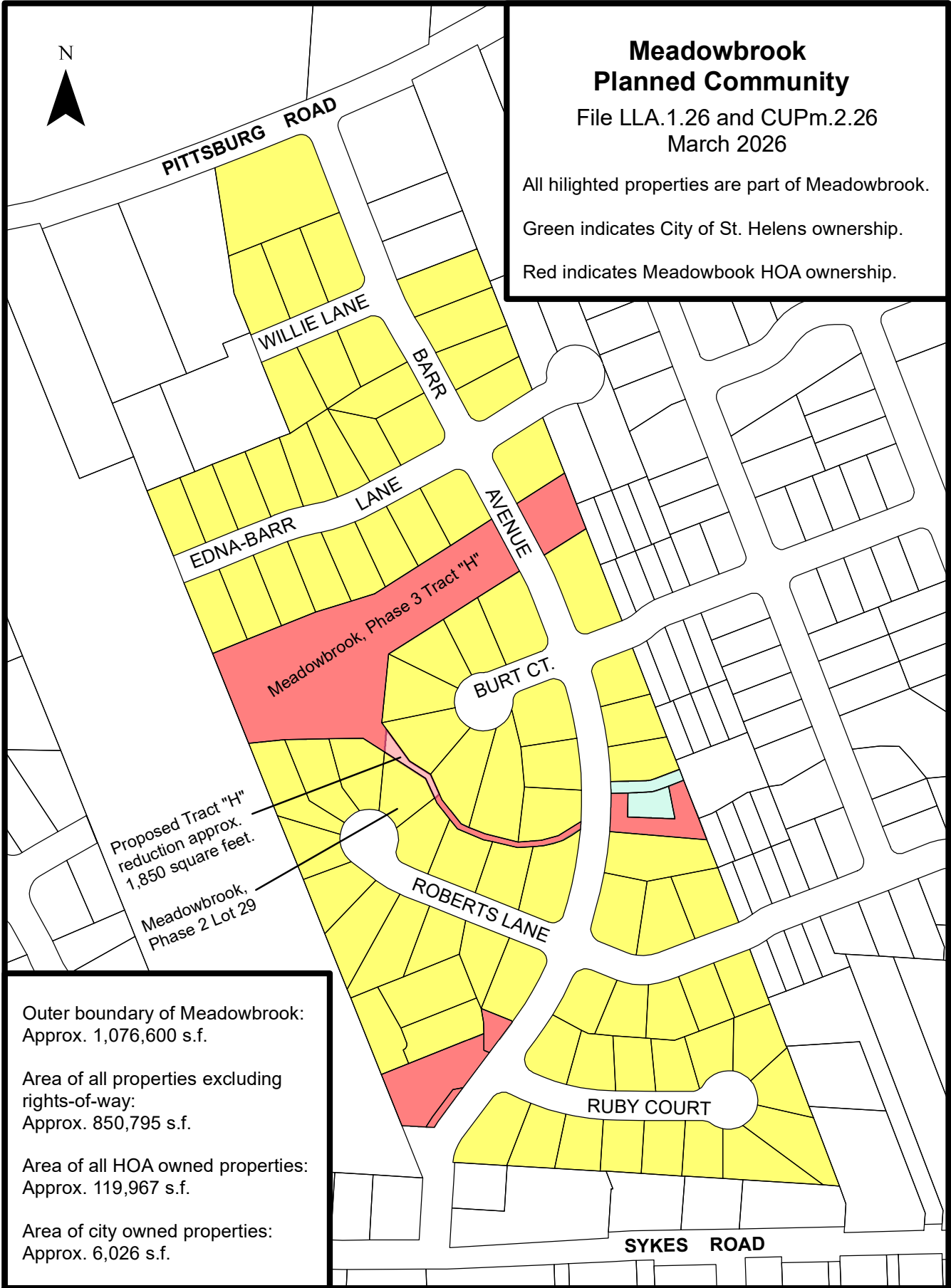
Meadowbrook Planned Community

File LLA.1.26 and CUPm.2.26
March 2026

All highlighted properties are part of Meadowbrook.

Green indicates City of St. Helens ownership.

Red indicates Meadowbrook HOA ownership.

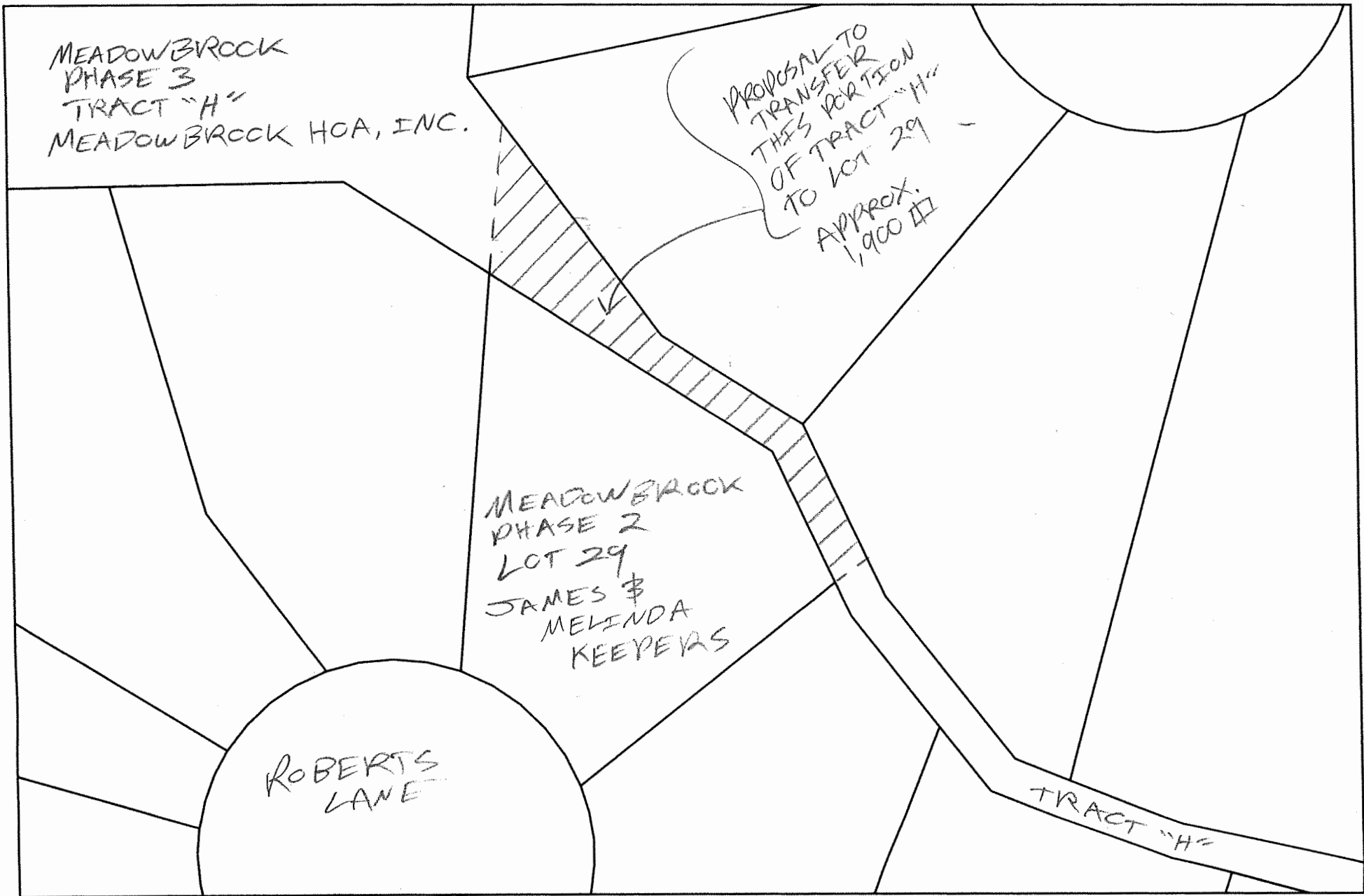


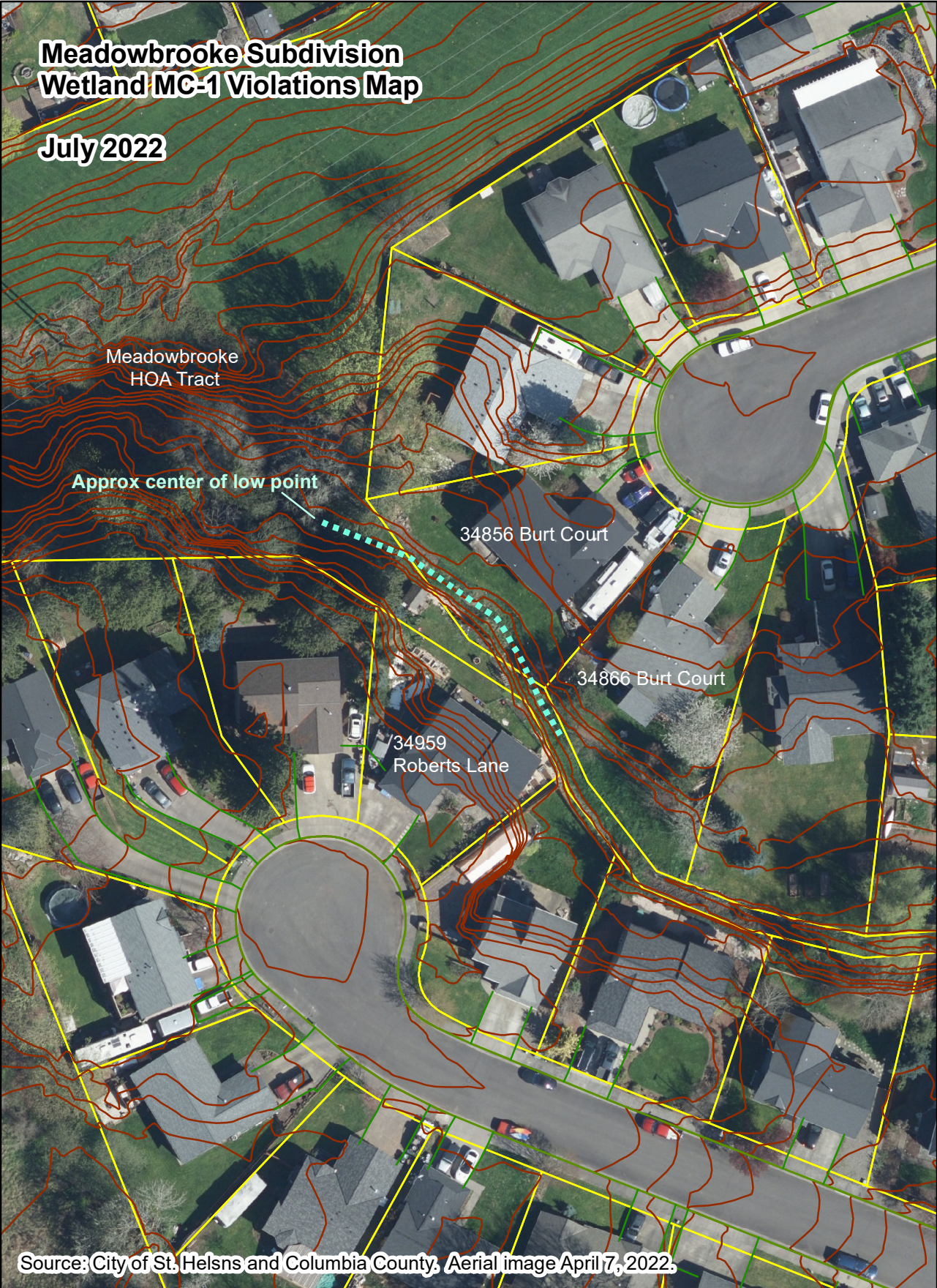
Outer boundary of Meadowbrook:
Approx. 1,076,600 s.f.

Area of all properties excluding
rights-of-way:
Approx. 850,795 s.f.

Area of all HOA owned properties:
Approx. 119,967 s.f.

Area of city owned properties:
Approx. 6,026 s.f.





**CITY OF ST. HELENS PLANNING DEPARTMENT
STAFF REPORT
VAC.1.26**

DATE: April 6, 2026
TO: Planning Commission
FROM: Jacob A. Graichen, AICP, City Planner
PETITIONER: Keith Locke
PROPOSAL: Vacation of public right-of-way described as follows:

The East 30 feet (width) of the N. 1st Street (Columbia Street) right-of-way abutting Lots 1, 2, and the southerly 29 feet of Lot 3, Block 13, for a total length of 145 feet, City of St. Helens, Columbia County, Oregon.

The purpose of this vacation is to support redevelopment of the abutting property per the petitioner's petition. It will increase the potential development footprint.

PUBLIC HEARING & NOTICE

Hearing date: May 20, 2026 before the City Council

Notice of this proposed street vacation was Published in the Columbia County Spotlight on <<TBD>> and <<TBD>>. Staff posted a copy of the notice at or near each end of the proposed street vacation areas on <<TBD>>.

Notice of the proposal was emailed to agencies on March 17, 2026.

APPLICABLE CRITERIA, ANALYSIS & FINDINGS

SHMC 2.08.080—Planning Commission Powers and Duties

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

As such, at their April 14, 2026 meeting, the Commission considered this request and, based on <<majority or unanimous>> vote, recommends the following to the City Council:

The Planning Commission recommends that the City Council... TBD...

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

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

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

Oregon Revised Statutes, ORS 271.120 – Street Vacation Approval Criteria

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

Findings:

- **Have there been any objections or other comments submitted regarding this request?**

See City Engineering comments (attached).

- **Has the consent of the owners of the requisite area been obtained?**

Pursuant to ORS 271.080(2), the consent of the owners of all abutting property and not less than two-thirds in area of the real property affected area (i.e. an area 200 feet parallel to and on both sides of the portion of street r.o.w. to be vacated and 400 feet along its course beyond each terminus of the portion of street r.o.w. to be vacated) is required. **The applicant submitted documentation showing 100% consent of all property owners abutting the portion of street right-of-way to be vacated and 66.2% of the affected area.**

- **Has notice been duly given?**

Notice requirements are set forth by ORS 271.110. This requires published notice to occur once each week for two consecutive weeks prior to the hearing and posted notice within five days after the first date of published notice. The posting and first day of publication notice is required to be at least 14 days before the hearing. The notice requirements have been met (see PUBLIC HEARING & NOTICE above). *As this is a draft report to the Commission, the notice requirements are not met yet but will be for Council review.*

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

General Information

While the section of N. 1st Street is classified as a local street per the city’s Transportation Systems Plan, the adjacent Columbia Boulevard is classified as a minor arterial street and S. 1st Street as a collector street.

Currently within the section of affected right-of-way, there is an existing gravel “driveway” that serves a dwelling at 114 N. 1st Street. The roadway does not continue north much beyond the dwelling because of a steep cliff, where the elevation drops from approximately 40’ to 24’ over a span of less than 34 feet. This exceeds 47% slope. There is a city water main within the proposed vacated area and some dry utilities.

The applicant is requesting to vacate 30’ width of one side of N 1st Street, leaving 50’ width of right-of-way on the opposing side.

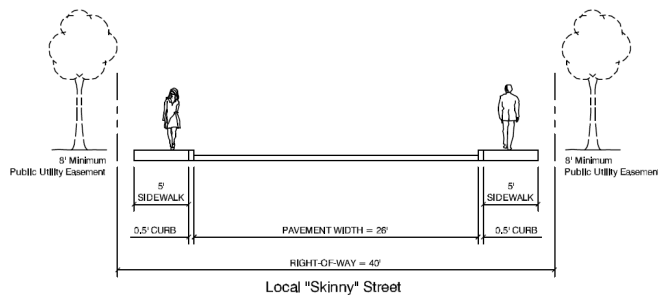
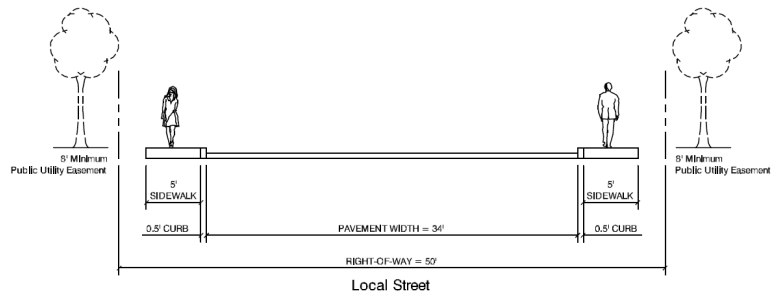
For those reviewing this proposal, a ROW vacation is not the mechanism to approve improvements in the ROW.

Minimum right-of-way (ROW) width

The portion of N 1st Street proposed for vacation is classified as a local street per the city’s Transportation Systems Plan. Local streets have a minimum right-of-way width of 50’. The existing actual right-of-way is 80’.

Usually, we would consider the minimum right-of-way width and ensure the minimum width is maintained from the centerline of the right-of-way.

In other words, you would take the actual ROW width, subtract the minimum width needed based on the street classification, and divide the outcome by 2 to determine the amount of ROW that should be vacated.



Considering the local street standard, this would be 15’ because if 15’ was vacated on each side of the ROW, 50’ would remain. But in this case, 30’ is proposed entirely on one side.

The local *skinny street* standard (minimum 40’ right-of-way width) can be used when providing access to land uses whose combined

Above: The local 50’ wide ROW standard and local skinny street 40’ wide standards as identified in the St. Helens Transportation Systems Plan.

average daily trip rate is 200 ADT or less. 200 ADT is approximately 20 single-family dwellings. Given the limited square footage of land which would access N. 1st Street from this location, the local *skinny street* standard could apply in this case. If the skinny street standard was applied in the center of the ROW, that would leave 20' on each side.

So, is a 30' wide vacation on one side ok from a street classification standpoint in this case?

The segment of N 1st Street is unique because topography and a sanitary sewer pump station building make future roadway connections unanticipated on the opposite (north) side of this section of N. 1st Street from Columbia Boulevard. However, the city's Corridor Master Plan (Ord. No. 3181 from 2015) identifies a non-vehicular connection to N. River Street, which takes advantage of a less steep slope on the west and opposite side as the proposed ROW vacation.

Leaving 50' of right-of-way skewed to the west side maintains the minimum right-of-way in a location that coincides with topography and building obstacles, and the city's non-vehicular transportation planning, described next in this report.

[remainder of page intentionally left blank]



Above: From the Corridor Master Plan adopted into the city’s Comprehensive Plan in 2015. The insert in the lower right corner shows the non-vehicular connection contemplated. **Below Left:** Photo from 2022 shows a retaining wall and fence in the center of the photo. There is approximately 30’ of public right-of-way on the right side of the retaining wall. This area was graded and paved around 2017 with the development of a triplex. The building on the left is a sanitary sewer pump station house. The proposed vacation area is generally behind this building above the slope. **Below right:** Photo from 2016 before the triplex was built, showing the area with more traversable topography and where the non-vehicular passageway may be developed.



However, the east side of the right-of-way is important when the centerlines are considered. Because of the layout of S 1st Street across Columbia Boulevard which utilizes the entire 80' width with two grade separated street segments, there are three centerlines:

- The centerline for above grade (frontage road) S. 1st Street
- The ROW centerline
- The centerline for the below grade (collector classified) S. 1st Street

How the segment of N 1st Street (N. of Columbia Blvd) is developed in relation to S 1st Street (S. of Columbia Boulevard) is important.

SHMC 17.152.030(7)(a) requires "T" intersections at collectors and arterials to be designed so that jogs of not less than 300' are created, measured from the centerline. So normally, streets would be directly aligned or no closer than 300' apart.

In this case, from the centerline perspective, because the collector half of S. 1st Street is the east half, that would be the priority for street alignment.

Trees

Trees located in the right-of-way are subject to public protection. Trees on private property have some protection for development proposals, though not to the degree as a public tree.

Utilities



**CENTERLINE
CONSIDERATION**

CONCLUSION & RECOMMENDATION

Please remember, the criterion for consideration is if the public interest will be prejudiced for the proposed right-of-way to be dedicated. Arguments that private interest will be advanced don't count. Similarly, arguments that development provides tax base in the public interest also don't count because advancement of public interest is also not the question. As a summary:

- Will the public interest be negatively affected by the area proposed for ROW dedication?
Applicable. This is the criteria for consideration of this proposal.
- Will the area proposed for ROW dedication advance private interest?
Not applicable. May matter but not for the purpose of deciding on this proposal.
- Will the area proposed for ROW dedication advance public interest?
Not applicable. May matter but not for the purpose of deciding on this proposal.

Notwithstanding the centerline issue, there is an argument that the vacation could be granted in part (not in full) with relocation of the water line (and meters), a public utility easement for remaining utilities, maintaining at least 20' from the pump station building, and reserving an area for proper vehicle turn around.

However, street functionality is a paramount aspect of rights-of-way and centerline alignment needs are a public interest that should not be compromised.

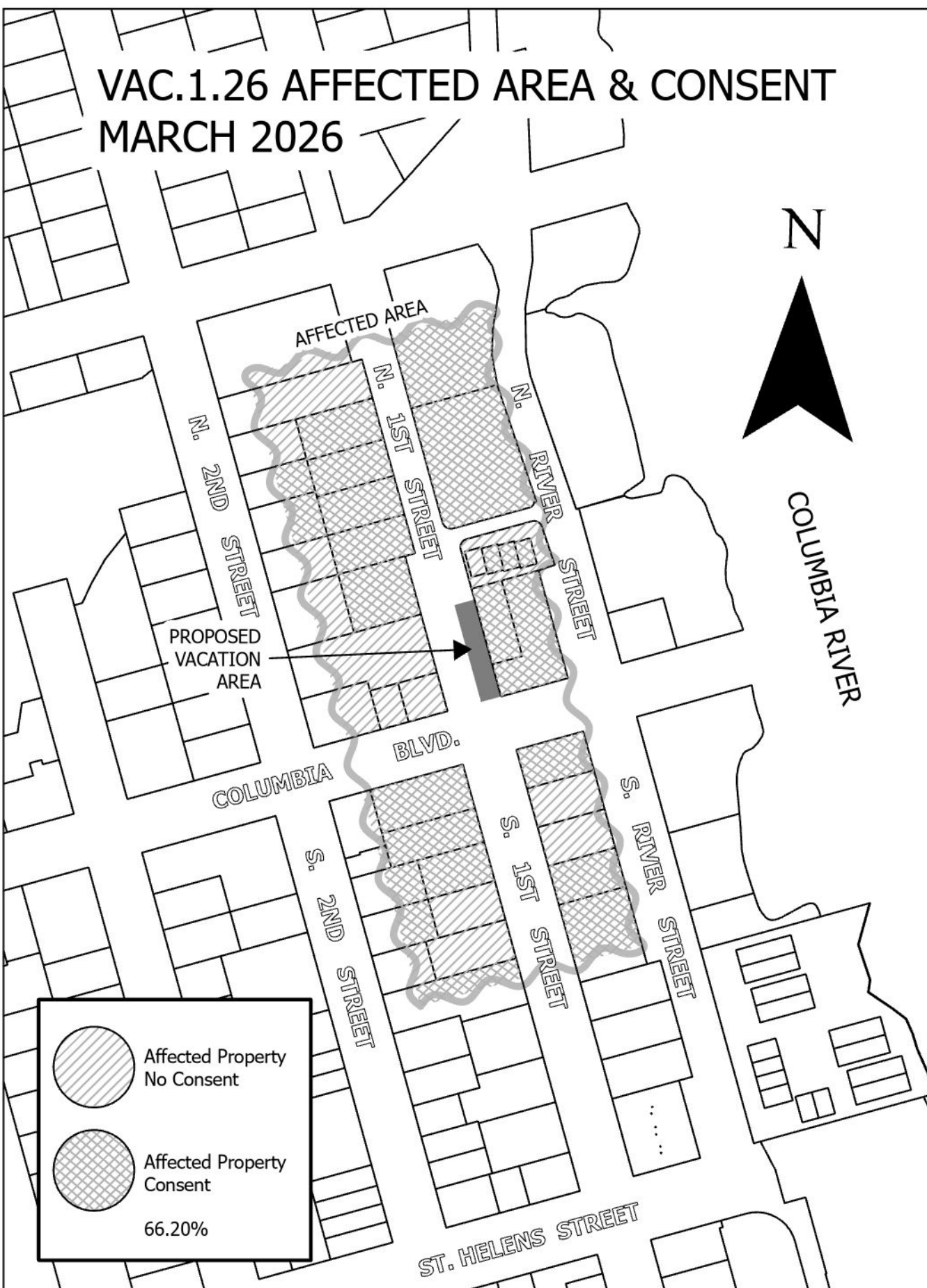
Based upon the facts and findings herein, the Commission has at least two options:

1. Recommending denial to the City Council.
2. Recommending approval to the City Council of the vacation in part, with the following requirements:
 - a. Water line and any related water meters are relocated outside of any vacated area to remain within public right-of-way.
 - b. A public utility easement is reserved for the vacated area.
 - c. Sufficient right-of-way is reserved for a vehicular turn around.
 - d. Sufficient right-of-way is reserved so that the centerline of street improvements at Columbia Boulevard aligns with the "collector" (east) half of S. 1st Street.
 - e. Street improvements that include the vehicular turn around and centerline street alignment with S. 1st Street are completed on the east side of the subject section of N 1st Street including final approval by the city, and a legal description of the area to be vacated from a Professional Land Surveyor based on those improvements is provided to the city **within a certain amount of time from the date of City Council approval.**

The timeframe could be a year, for example, subject to discussion. It would be good if the Commission had a recommendation for this timeframe for the Council to consider. I would caution about recommending too long of a timeframe.

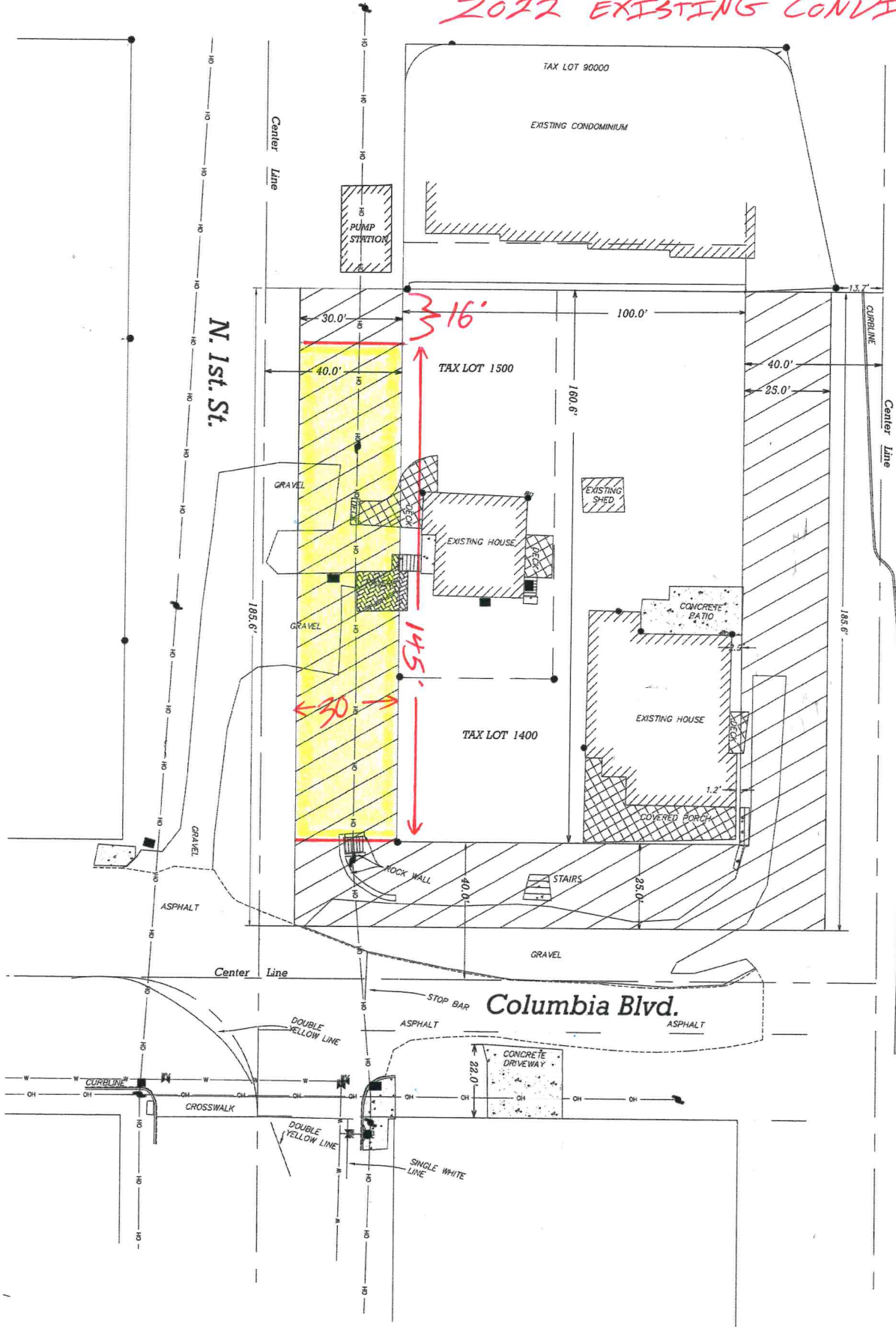
Attachments: Affected area and consent map (city staff created)
Existing conditions (from 2022 file, with markups for this 2026 proposal)
Application summary (from applicant)
Vacation exhibits V1 and V2 (from applicant)
City Engineering comments
Centerline Exhibit
2022 Aerial with utilities, etc.
2022 Aerial with topography (as a visual discussion aid)

VAC.1.26 AFFECTED AREA & CONSENT MARCH 2026



Locke Vacation Request

2022 EXISTING CONDITIONS

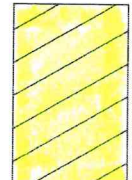


N. River St.

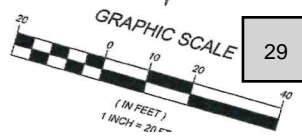
N. 1st St.

Columbia Blvd.

2026 Vacate Area



PROPOSAL





Application Summary

To: City of St Helens
From: Robert Besler, on behalf of the Lockes and Columbia Overlook, LLC
Date: March 2, 2026
Subject: Summary of Right-of-Way Vacation Application
Project: Columbia Overlook (3579)

This letter is written to summarize the proposed Right-of-Way (ROW) Vacation Application within N 1st St.

Columbia Overlook LLC and property owners Keith and Laura Locke request the vacation of a portion of N 1st St ROW as described in the application and illustrated in the associated exhibits. This area measures 30' wide by 145' long and runs along lots 1400 and 1500 (90 Columbia Blvd and 114 N 1st St, respectively). This application is requested in order to support the redevelopment of these lots with the establishment of a new multifamily residence on these lots. The vacated area will primarily be used to meet the City's parking standards and allow proper access through the site.

We have had preliminary coordination with the City of St Helens about this development and understand that N 1st St will need to be developed in order to establish the multifamily residence in this area. As may be seen in exhibit V-2, the preliminary layout of N 1st St along the subject property's frontage will be developed to accommodate standard vehicle and pedestrian use through this area. The proposed 50' ROW width would be developed to a standard that mimics the Local "Skinny" and Collector Street standards while conforming to the established needs of this street. It should be noted that the existing topography of this ROW has a steep slope dropping approximately 23' along 40' of the ROW as one moves north of the proposed development. This steep slope is expected to limit any future roadway connectivity and development which will be further addressed with the project's land use and engineering applications. With the proposed preliminary roadway layout, we believe the ROW may continue to be used by the public as needed and designated. It will provide vehicular access to the new residence, provide established pedestrian/bike access and include landscape strips.

Originally, our expectation was to also request the vacation of a 5' wide strip along the western side of N 1st St, as noted in exhibit V-1 and in the original consent request letters. As the design was further engineered, this additional 5' wide vacation was deemed unnecessary and has thus been removed from this vacation application. All exhibits, including the illustrated "affected area" in V-3, have been updated to illustrate this. With this application we are also providing a general copy of the original consent request letters for reference and all the received consent letters have been enclosed as a combined PDF.

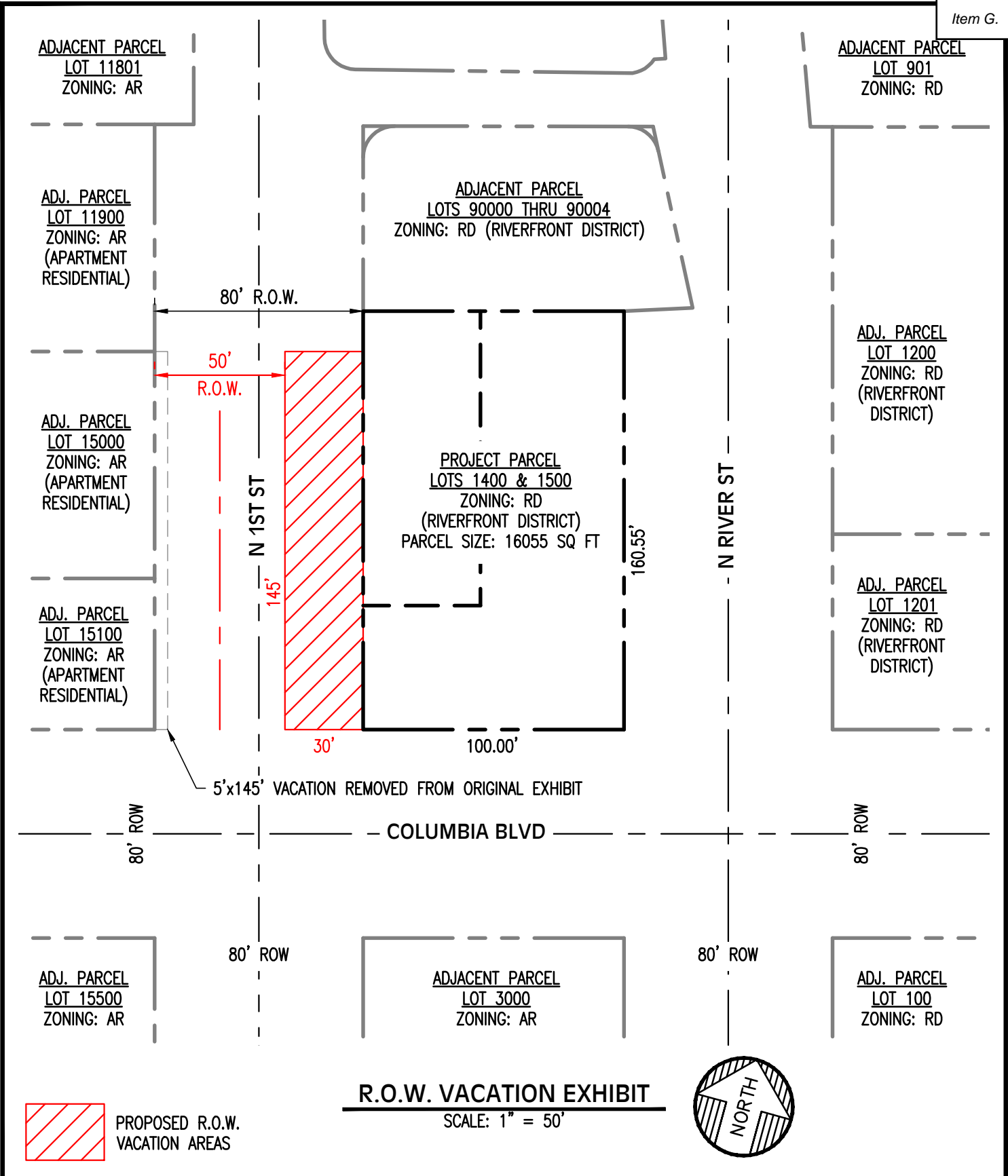
With this we believe this application for the vacation of a portion of N 1st St meets the City's standards and requirements and will provide the necessary room for this exciting project in St Helens.

Please don't hesitate to contact us with any questions regarding this project.

Sincerely,

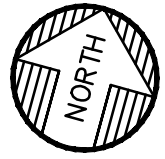
Robert Besler


Robert Besler, P.E.
Project Engineer



 PROPOSED R.O.W. VACATION AREAS

R.O.W. VACATION EXHIBIT
SCALE: 1" = 50'

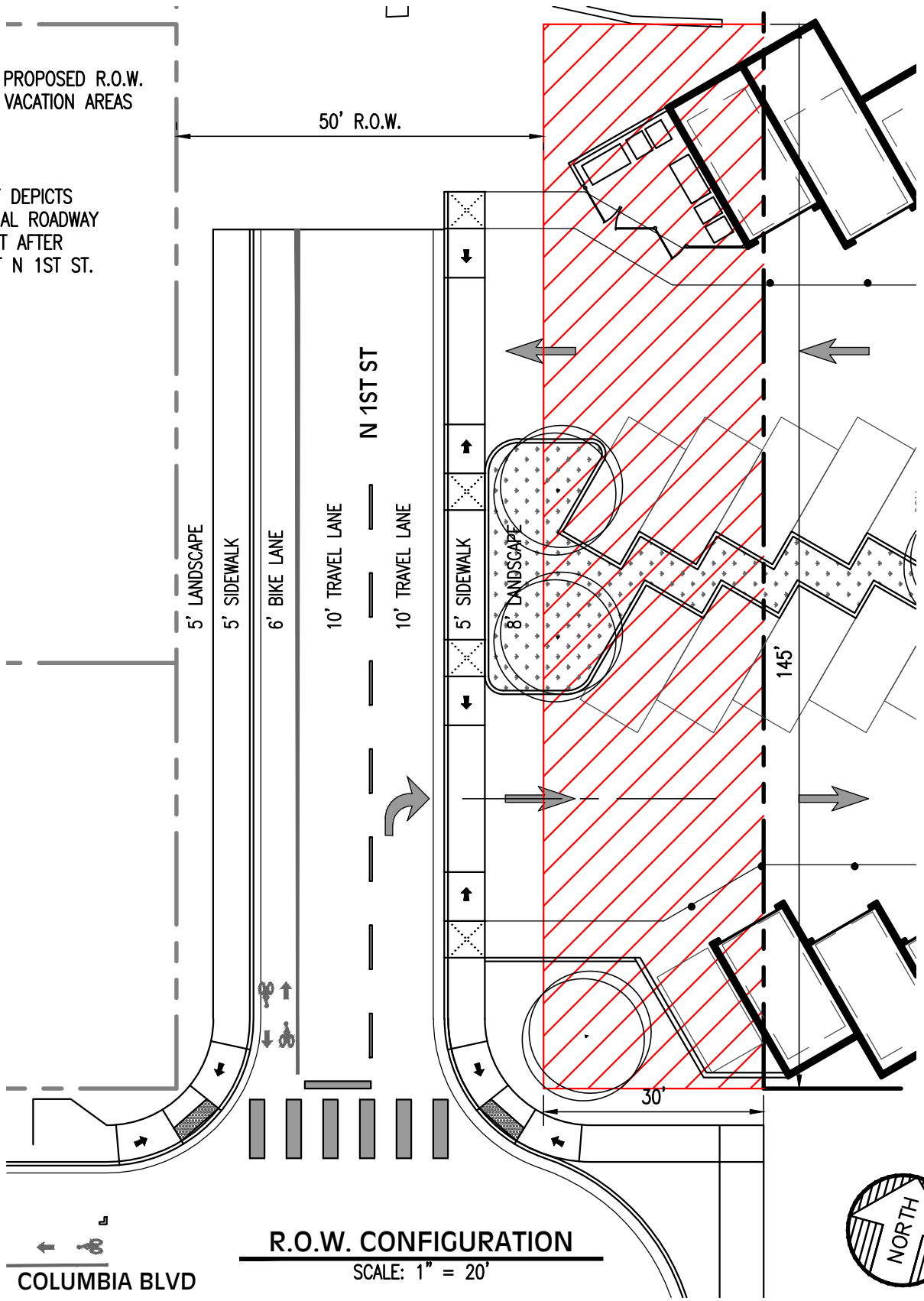


 <p>Lower Columbia Engineering St. Helens, Oregon (503) 366-0399</p>	<p>PROJ. NO. 3579</p>	<p>RIGHT-OF-WAY VACATION EXHIBIT</p>	
	<p>DWG. BY BMK</p>	<p>COLUMBIA OVERLOOK</p>	
	<p>APPR. BY</p>	<p>COLUMBIA OVERLOOK LLC</p>	
	<p>FILE A-3579-VACATION-EXHIBIT-REV1</p>	<p>DATE 02/16/2026</p>	<p>SHEET</p>



PROPOSED R.O.W. VACATION AREAS

NOTE:
THIS EXHIBIT DEPICTS
THE POTENTIAL ROADWAY
DEVELOPMENT AFTER
VACATION OF N 1ST ST.



COLUMBIA BLVD

R.O.W. CONFIGURATION

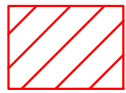
SCALE: 1" = 20'

Lower
Columbia
Engineering

St. Helens, Oregon
(503) 366-0399

PROJ. NO.	3579	RIGHT-OF-WAY STREET CONFIGURATION EXHIBIT	
DWG. BY	BMK	COLUMBIA OVERLOOK	
APPR. BY		COLUMBIA OVERLOOK LLC	SHEET
FILE	A-3579-VACATION-EXHIBIT-REV1	DATE	02/16/2026

V-2



PROPOSED R.O.W. VACATION AREAS

NOTE: THIS EXHIBIT DEPICTS THE POTENTIAL ROADWAY DEVELOPMENT AFTER VACATION OF N 1ST ST.

20-ft area behind the wall cannot be vacated. City must have at least 20 ft of access behind the wall for maintenance purposes.

Retaining Wall

Item G.

Turnaround required.

The proposed vacation forces the street into a staggered "T" intersection. SHMC 17.152.030(7)(a) requires a minimum of 300 ft between the centerline of the "T" intersection. The proposed vacation provides less than 30 feet between the centerlines of N 1st St and S 1st St and would create a non-conforming offset intersection.

A vehicle turnaround is required. See SHMC 17.152.030(11) for Cul-de-sacs. Minimum cul-de-sac radius requirement is 35' per SHMC 18.12.080(3). The end also presents a problem for vehicles if they did have to turn around after missing the one-way entrance to the parking lot. They would have to drive into the exit driveway.

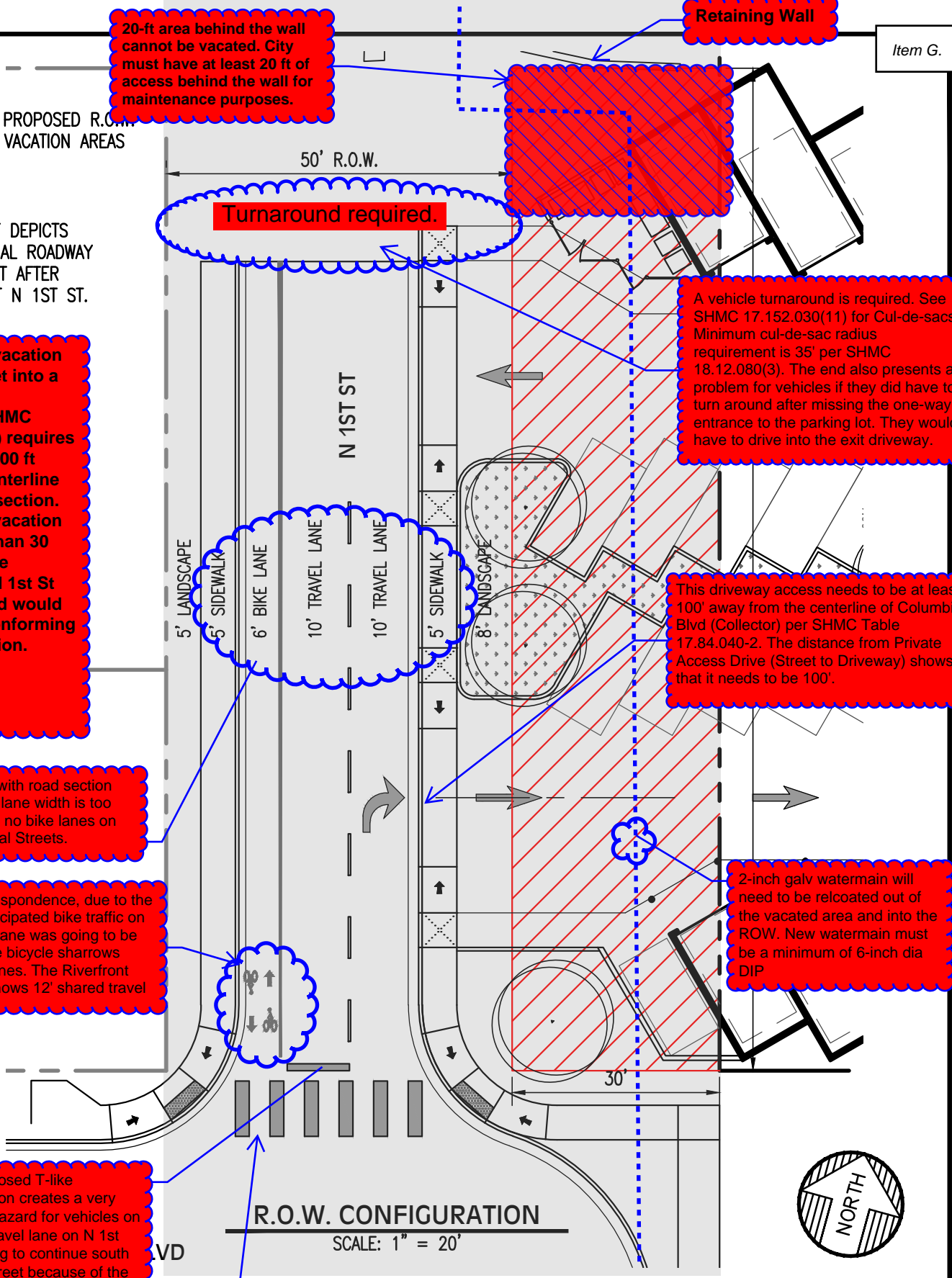
This driveway access needs to be at least 100' away from the centerline of Columbia Blvd (Collector) per SHMC Table 17.84.040-2. The distance from Private Access Drive (Street to Driveway) shows that it needs to be 100'.

Does not comply with road section standards. Travel lane width is too narrow. There are no bike lanes on 50' ROWs for Local Streets.

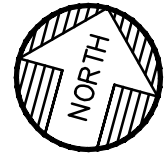
Per previous correspondence, due to the low amount of anticipated bike traffic on N 1st St, the bike lane was going to be removed and have bicycle sharrow within the travel lanes. The Riverfront Connector Plan shows 12' shared travel

2-inch galv watermain will need to be relocated out of the vacated area and into the ROW. New watermain must be a minimum of 6-inch dia DIP

The proposed T-like intersection creates a very serious hazard for vehicles on the SB travel lane on N 1st attempting to continue south on 1st Street because of the stagger.



R.O.W. CONFIGURATION SCALE: 1" = 20'



St. Helens, Oregon (503) 366-0899

PROJ. NO. 3579

RIGHT-OF-WAY STREET CONFIGURATION EXHIBIT

COLUMBIA OVERLOOK

COLUMBIA OVERLOOK LLC

SHEET

V-2

In addition to not meeting the minimum 300 ft distance between centerlines of S 1st and N 1st St, there is a potential site distance issue with the existing retaining wall along S 1st St. If traffic is limited to right turn only onto Columbia Blvd, it still has a potential site distance issue from the traffic coming northbound on S 1st St

VACATION-EXHIBIT-REV1

DATE 02/16/2026

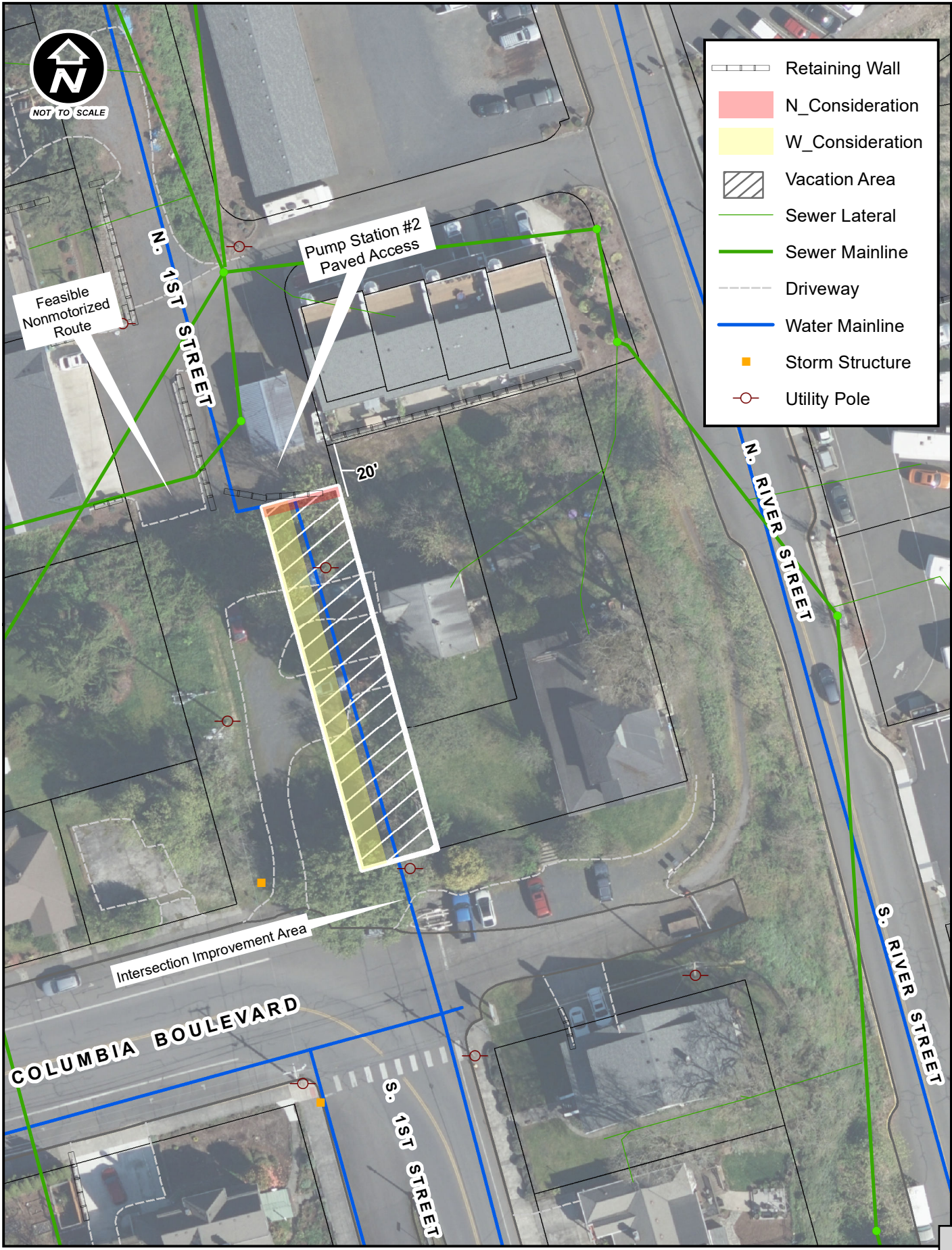


MARCH 2026

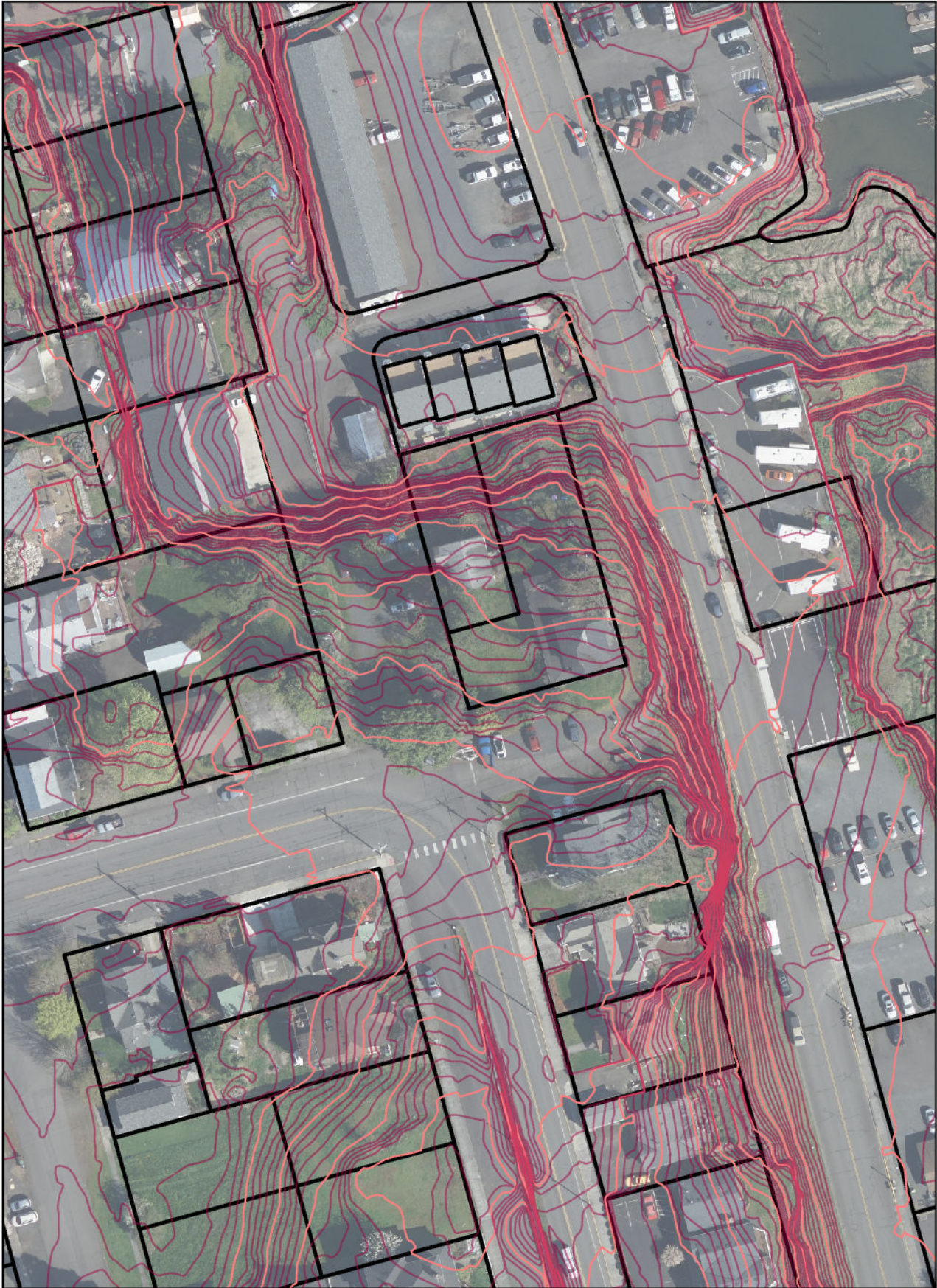
CENTERLINE CONSIDERATION

STREET R.O.W. VACATION (VAC.1.26) N. 1st Street

Item G.



2022 Aerial



QUARTERLY REPORT TO COUNCIL

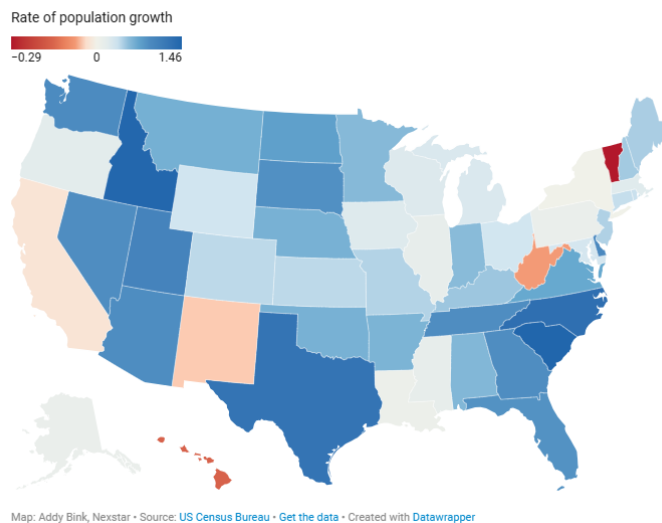


Meeting Date: April 1, 2026
Prepared by: Jacob A. Graichen, AICP, City Planner
Department: Planning
Division: Community Development
Reporting Period: January 2026 – March 2026
CC: City Administrator John Walsh / Planning Commission

1. General Operations

- **January:** Assist Public Works staff with maintenance possibilities on a couple of open space/utility tracts that include wetlands.
- **January:** Effort spent on a public records request, related to police station proposal at the Kaster Road site.
- **January:** For last quarter's report I mentioned St. Helens' population estimate showing growth of 80 people between July 2024 to July 2025. This figure has been certified by PSU's Population Research Center. Other cities in Columbia County also had marginal growth (Scappoose and Rainier increased by 5 people each, and Clatskanie and Vernonia 25 and 24 people, respectively). Columbia County as a whole increased 145 people (to 53,785), a paltry 0.3% with St. Helens' contribution of 80 people representing 55% of that.

The fastest-growing (and shrinking) states



Left: Observing national trends, Oregon is not shrinking like a few states including California, but it is not growing like neighboring states such as Washington, Idaho and Nevada.

This broader national trend could be an aspect that impacts the city's budget, at least for the near term.

Not too long ago, Oregon was briskly growing, which was reflected in our development permitting.

- **January:** We received notice from Columbia County about updated on-site (septic) system usage rules within Urban Growth Boundaries. There is basically a physically and legally available question whether the city and county allow it or not, and that is still the case, just a little different than before. Some new forms not previously needed are required now. This resulted in updating notes I had from 2012! If you are curious, see OAR 340-071-0160.
- **February:** Started working on the Planning Department budget as this year's budget season begins.
- **February:** Thinking about the budget issues, once staff shrinks and/or are subject to furlough days, one thing we'll need to consider is having a message at the bottom of emails like Columbia County:

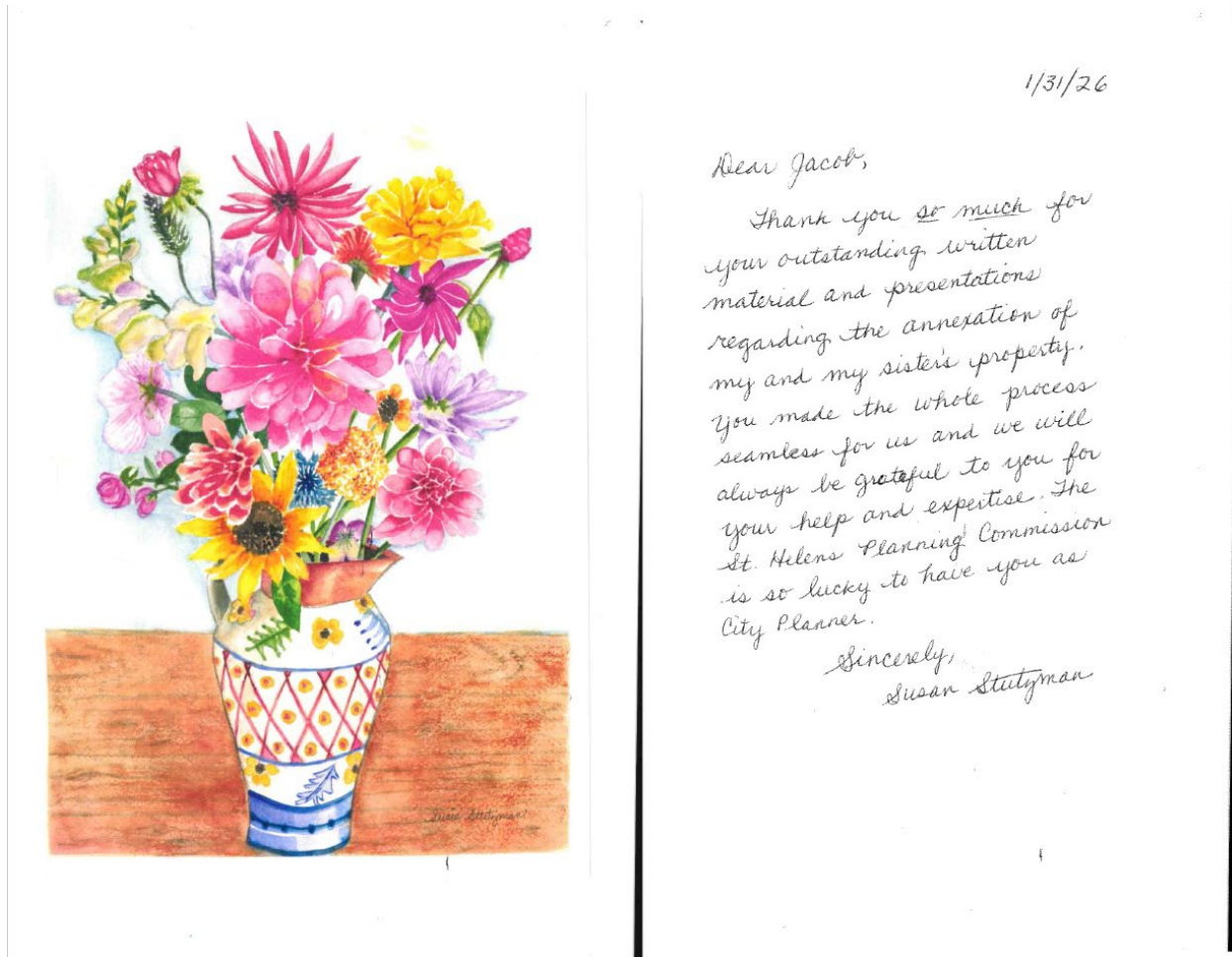


****Due to Columbia County's mandate of 19 unpaid furlough days, response time to emails and phone calls may be delayed. We apologize for the inconvenience and thank you for your patience.****

- **February:** A troop master for a local St. Helens scout troop asked if the city had any projects a scout unit could help with. I directed them to the Parks Commission regarding the woodland reserve project with potential trail development.
- **Pre-application / early assistance meetings:**
 - **January:** Held a pre-app meeting for an RV park proposal behind the Village Inn / OYO Hotel.
 - **January:** City staff visited Sand Island as part of the effort to resolve private management, lease and compliance issues there.
 - **February-March:** Millard Road property response to plan version 11 through 14. Plan #15 is in my in box (and not reviewed yet) as I finish this quarterly report.
 - **March:** Attended a County pre-app meeting for a mobile home park on property located along Millard Road. This would require extension of city sewer which is approximately 1,900 feet away, with consideration of the city's sewer conveyance shortcomings, unless exceptions are made. This is **not** the city owned Millard Road property.
- **Planning Commission had their normally scheduled monthly meeting on January 13, 2026.** Outcome:
 - The Commission selected their Chair and Vice Chair for 2026.
 - The Commission interviewed two Planning Commission candidates to fill a vacant position, recommending one for appointment to the Council.
 - The Commission reviewed the end of year summary report (of land use permitting) for 2025.
 - The Commission had the opportunity to review and discuss the previous Planning Department's quarterly report to the Council.
- **Planning Commission had their normally scheduled monthly meeting on February 10, 2026.** Outcome:
 - The Commission reviewed some cost saving changes to the recently approved Police Station site at 1771 Columbia Boulevard and had no objection.
 - The Commission continued the discussion regarding proposed operational rules from previous meetings. They have reached a point of agreement with the proposal, so we can discuss with the Council.
 - The Commission discussed the Vacant and Underutilizes storefronts proactive item, focusing on a potential list of details for inventorying purposes.

- **Planning Commission cancelled their normally scheduled monthly meeting on March 10, 2026.**
- **Planning Commission had their normally scheduled quarterly joint meeting with the City Council on March 11, 2026.** Outcome:
 - Discussed Planning Commission operation rules amendments.
 - Discussed the SHIPB, PGE related matters (substation and transmission lines) and potential RV park.
 - Discussed the Parks and Trails Commission’s woodland reserve status, which is basically on hold pending resolution of PGE needs. In other words where will substation and transmission lines be located, which is still TBD.
 - Discussed vacant and underutilized storefronts.
 - Discussed waterfront property development, generally, based on latest exhibit from Romano Capital, Inc. The exhibit discussed is **very preliminary**, especially the architectural stylings shown.
- **Development Code Enforcement.**
 - **January:** Trying to resolve some sign enforcement issues (permanent private signs installed without property permitting) along US30 and Columbia Boulevard. Both sites are smoke/tobacco shops. Business owner seems ok; sign contractor is imperfect in their approach. Later in the month the sign issue at 555 S. Columbia River Hwy has been resolved. **February:** The Columbia Boulevard site has been resolved.
 - **January - March:** Attended municipal court on for an ongoing issue on the 100 block of S. 15th Street. Though a chronic lack of cooperation throughout the entirety of 2025, we may be achieving progress.
 - **January:** A wetland enforcement issue that started in 2025 along Mountain View Drive has been resolved.
 - **February:** Unauthorized permanent wall sign for Pure Serenity Massage along Columbia Boulevard has been resolved with proper permitting. Issue dates back to around last October.
- **Geographic Information Systems (GIS).**
 - **February:** Quarterly updates. Also updates for an adopted annexation.
 - **February:** Updated the city’s official Zoning Map and Comprehensive Plan Map, which can be found here: <https://www.sthelensoregon.gov/planning/page/zoning-maps-gis>. The previous ones were from 2023 and out of date.
 - **March:** 2026 US Census Boundary and Annexation Survey (BAS) updates. This is important because the Census Bureau uses this boundary information for analysis and allocation of federal funds for health, welfare, infrastructure, education, and other federal programs and services. Updates needed this year based on recent annexations. Updates not finished this month; waiting for follow-up message to finish.
 - **March:** Need to start exploring WCAG ADA compliance for the GIS interface available to the public. Worst case scenario, if the matter is not resolvable, is discontinuing the service: <https://sh.metroplanning.com/>
- **Related City Council actions / decisions (Planning Commission FYI):**

- **January:** The Council approved an annexation proposal for land south of Sykes Road and north of the terminus of Morton Lane and they appointed Patrick Birkle to the Planning Commission. The Annexation applicant sent a thank you card to me once everything was done:



2. Staffing & Personnel

- **January:** City of St Helens Winter Cyber Security Learning Plan online training.
- **January:** Attended a DLCD virtual workshop regarding the latest on Oregon Housing Needs Analysis (OHNA) updates. St. Helens is obligated by the state to conduct updated housing studies in the coming years. Interestingly, it addresses housing numbers and needs but not infrastructure shortcomings, which new housing units depend on.
- **January:** Former St. Helens Planner Jenny Dimsho who resigned last year landed a position with Oregon Parks and Recreation Department as the new Local Government Grant Program Coordinator. Congratulations to her!
- **January:** Attended housing and land use bill webinar hosted by DLCD. Less money is anticipated for state grant programs. Fortunately, a priority for the **Housing Planning Assistance Grant Program** are projects that fulfill a housing related statutory obligation. This includes St. Helens' Housing Capacity Analysis, described below.

3. Projects & Initiatives

A. Ongoing Key Projects

Riverfront District, Mill Subdistrict development (former veneer mill property):
January – March: Attended meetings with Romano Capitol as part of their exclusive negotiation agreement with the City.

- **Parks Commission’s Woodland Reserve.** Staff technical support for the SHIBP Woodland Reserve concept.

PGE substation and transmission line assessment is a key thing to finalize the boundary. In the meantime, there was potential for boundary assessment efforts based on a June 2025 joint meeting discussion. Despite topographic maps created based on that joint meeting discussion and sent to some Parks/Trails Commissioners and others in June and September last year, nothing has happened to date.

- **ODOT Community Paths Program: St. Helens Scappoose Trail Refinement Project –** \$405k to study a trail route refinement project (30% design) from St. Helens to Scappoose. City Engineering is lead, with Planning providing support. **January:** Supporting committees being formed. **February:** Staff review of stuff including tech memos, draft website, draft flyers. **March:** Early project efforts continue.
- **ODOT TGM Program: Transportation Systems Plan –** TBD \$\$ for new Transportation Systems plan. City Engineering is lead, with Planning providing support. **January:** Staff review of Work Order Contract. **February:** Effective Feb. 25th, we received the Notice to Proceed from ODOT for this project. Basically, this is the transition point from preliminary efforts to developing the plan. **March:** Staff starting to review early project documents and track time as part of the grant match.
- **New Water Reservoir –** City Engineering is lead, with Planning providing support. **March:** Communicating with appraiser who is examining the value of the property determined to be most suitable for the new reservoir.
- **Utility Master Plan Development Code Amendments –** These amendments based on the recommendations of the Wastewater (2021), Stormwater (2021), and Water (2022) plans. So now, several years have passed. **No update this quarter.**
- **SHIBP Project Arcadia –** The Record of Survey was filed with the Columbia County Survey this quarter in **February** and is the last item related to the real estate transaction. This item will be removed from future reports.
- **SHIBP PGE Parcel –** Continue working with consultants on proposal for professional services for some design and survey work to to create a new PGE Parcel for a new sub-station. City met with PGE and State staff in **March**. Upcoming items:
 - Finish statement of work between city and PGE. The remaining item is determining general locations of transmission lines to serve new sub station.
 - Finish scope with consultants for discovery work related to the sub station pad and transmission lines. PGE will not accept anything without this information.

- In a few months PGE will need a future opportunity map, including anticipated targeted industries (i.e., future PGE customers). They need this for dealing with the PUC.
- **Housing Capacity Analysis / Housing Production Strategy** – For St. Helens, the due dates on these are:
 - **Housing Capacity Analysis (HCA): due December 31, 2028**
 - **Housing Production Strategy (HPS): due December 31, 2029**

This will be different than the previous, because it will need to go through the new Goal 10 OHNA process. **January:** Started basic planning, in particular as it relates to budget preparation. It appears that the **Housing Planning Assistance Grant Program** does not require a match. More activity on this matter is anticipated for this beginning next quarter. I anticipate grant orientation in May with the grant application window beginning in June and lasting until early August.

- **Food cart/pod rules.** Currently, only allowed by Temporary Use, the goal is to create rules for permanent use and maybe improved temporary provisions. This issue goes back to 2015 when we made the decision to start allowing these kinds of uses via the city's Temporary Use provisions. So, this is about a decade old issue. **No progress has been made in this reporting period.**
- **Flood code amendments related to Endangered Species Act.** In 2009 FEMA was sued based on floodplain rules violating the Endangered Species Act. In 2016 the National Marine Fisheries Services (NMFS) issued a biological opinion that Oregon's flood plain policies jeopardizes several threatened species such as salmon. In July 2024, FEMA announced a new program of pre-implementation compliance measures (PICM) for short term measures to be effective Dec. 1, 2024, separate from the long term, estimated for completion in 2027. Basically, flood development is supposed to include impacts to fish habitat, not just the loss of human-made structures.

No updates this reporting period.

- **TMDL** – Total Maximum Daily Load (TMDL) is a regulatory mechanism under the Clean Water Act that serves as a plan for restoring impaired or polluted waters. In Oregon, DEQ is responsible for developing and implementing TMDLs. In 2006 the Willamette Basin TMDL identified some communities to be Designated Management Agencies (DMAs) to administer TMDL efforts. St. Helens was not one of them, until a 2021 update. Now St. Helens is a DMA for mercury and temperature, which covers streams in the Willamette Basin. Though a significant burden to city Engineering and Public Works, Planning is involved too. **February:** Staff meeting to discuss upcoming DEQ requirements and deadlines. Because steam temperature is related to tree canopy around a stream, how our existing riparian protection and floodplain rules protect tree canopy as it relates to DEQ expectations will need to be examined.

B. Upcoming Projects

- I anticipate efforts for the statutorily required **Housing Capacity Analysis / Housing Production Strategy** will start next quarter as noted above.

4. Upcoming Events & Important Dates

- No noteworthy events, special meetings or significant deadlines to mention.
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Attachments

- No attachments for this report.