



JOINT PLANNING COMMISSION & CITY COUNCIL MEETING

Wednesday, September 22, 2021 at 5:30 PM

AGENDA

1. Welcome and Introductions
 - A. Presentation
2. Icebreaker
3. Roles and Responsibilities Review
4. Zoning Decisions and Housing
5. Census Data - Who do we serve?

Break

6. Housing Policy
7. Significant Public Projects on the Horizon
8. Wrap Up / Self-Care for Public Servants
9. Adjourn

The St. Helens City Council Chambers are handicapped accessible. If you wish to participate or attend the meeting and need special accommodation, please contact City Hall at 503-397-6272 in advance of the meeting.

Be a part of the vision...Get involved with your City...Volunteer for a City of St. Helens Board or Commission!

For more information or for an application, stop by City Hall or call 503-366-8217.

City Council – Planning Commission Joint Session September 2021





City of St. Helens Mission

Vision

To provide quality, effective and efficient service to our citizens.

Mission

- Develop and preserve the highest possible quality of life for our residents, businesses, and visitors.
- Provide a safe and healthy environment within a sound economic framework.
- Provide leadership which is open and responsive to the needs of the community and works for the benefit of all.

Welcome



Housekeeping

- Recording, space use & protocols, dinner, breaks
- No decisions will be made tonight and no deliberations on matters will take place tonight
- We are together in service to St. Helens

Purpose of Joint Session – Understanding roles and responsibilities, changing local landscape, planning issues on the horizon

Roundtable – What one thing would you like to see in St. Helens 5 years from now?



Definition of Land Use Planning

Land use planning:

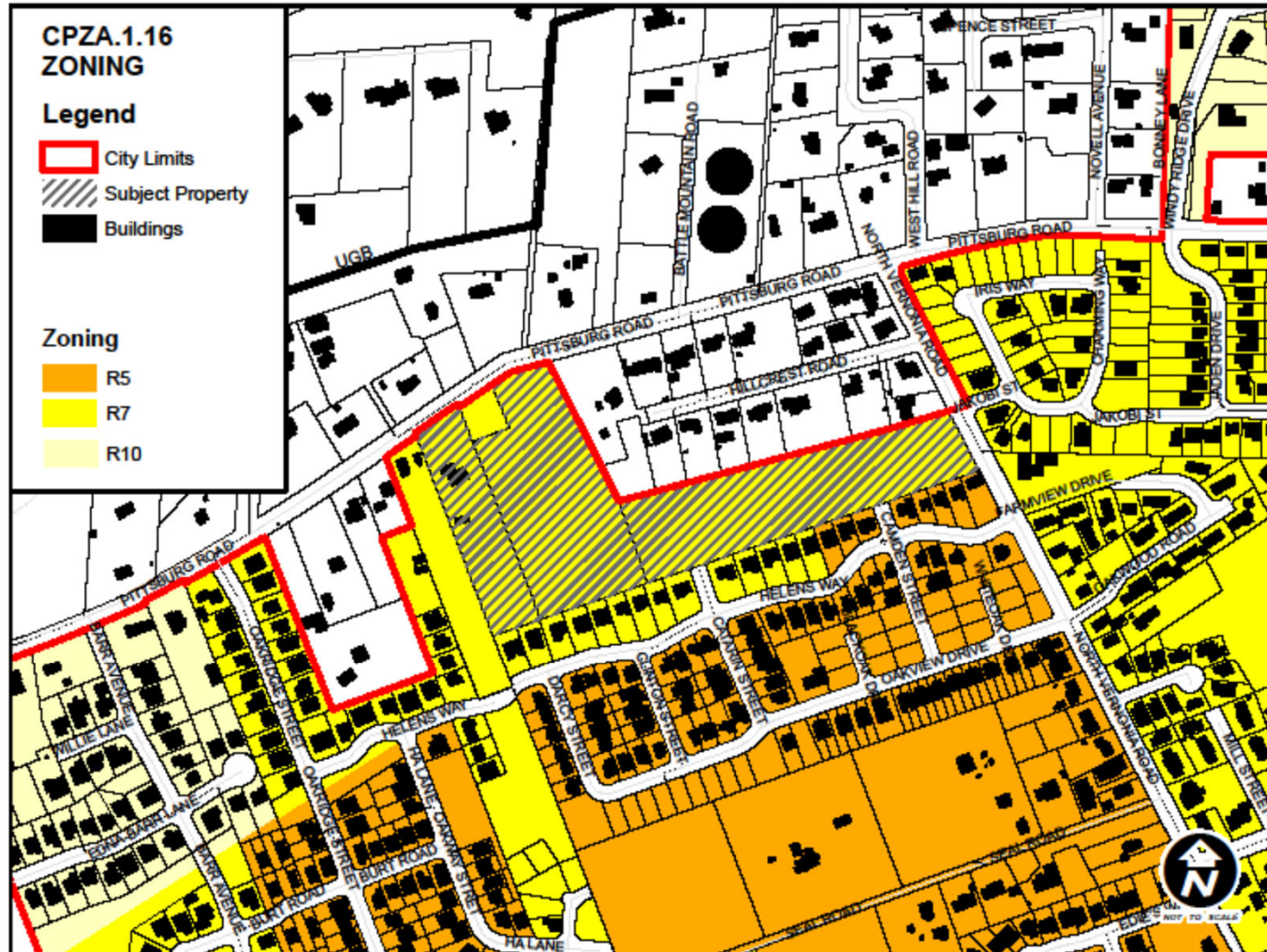
- Is a process occurring within a public forum
- Where factual information is gathered
- Where community needs are identified and prioritized
- Is based upon a values consensus resulting in a community vision
- Is used to make decisions regarding particular activities or issues as they pertain to a specific geographic location, with the intent to achieve the best possible long-term outcome.



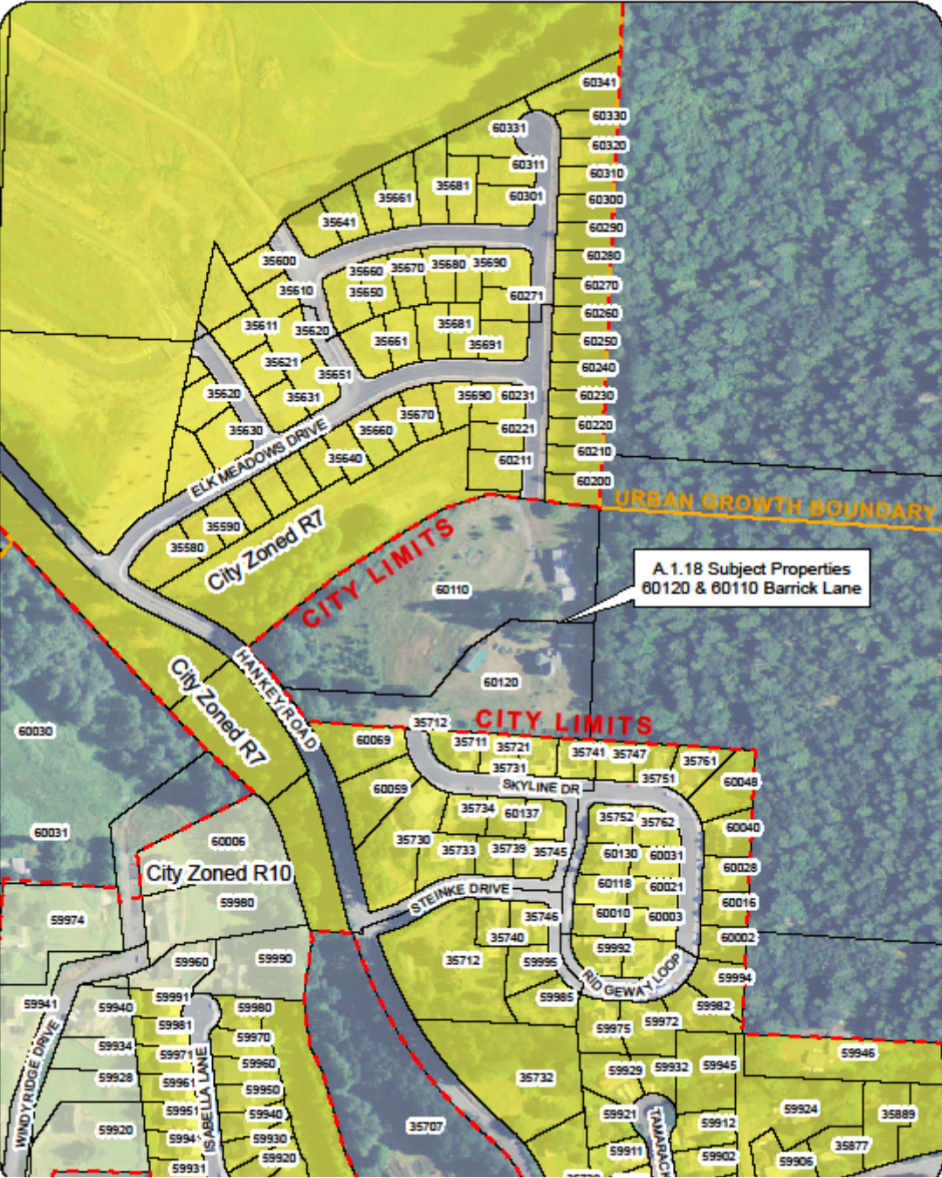
Roles and responsibilities

Planning Staff	City Council	Planning Commission
<ul style="list-style-type: none"> Administer the land use process (including staff reports and notices) 	<ul style="list-style-type: none"> Represent constituents 	<ul style="list-style-type: none"> Reflect community values
<ul style="list-style-type: none"> Advise and assist planning commission 	<ul style="list-style-type: none"> Set policy and enact ordinances 	<ul style="list-style-type: none"> Recommend policies
<ul style="list-style-type: none"> Educate and assist public 	<ul style="list-style-type: none"> Set budget 	<ul style="list-style-type: none"> Interpret and apply ordinances
<ul style="list-style-type: none"> Know laws and ordinances 	<ul style="list-style-type: none"> Hire and fire city administrator 	<ul style="list-style-type: none"> Educate public/provide forum
<ul style="list-style-type: none"> Long range planning (including studies and analysis) 	<ul style="list-style-type: none"> Appoint planning commission 	<ul style="list-style-type: none"> Do homework
<ul style="list-style-type: none"> Negotiate and facilitate 	<ul style="list-style-type: none"> Act on recommendations and appeals 	<ul style="list-style-type: none"> Make land use decisions
<ul style="list-style-type: none"> Coordinate with other departments and units of gov't 		<ul style="list-style-type: none"> Communicate with staff, elected officials
<ul style="list-style-type: none"> Enforcement of conditions 		<ul style="list-style-type: none"> Visioning/long range planning
<ul style="list-style-type: none"> Continuity (policy, docs, people) 		











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

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

Emerald Meadows Zone Change
– 2017

Barrick Lane Annexation
– 2018

HNA
– 2019



Building Data Request Information

For 12/28/2020 through 6/30/21

CITY OF ST. HELENS
265 Strand St.
St. Helens, OR 97051
503-397-6272
FAX: 503-397-4816

www.sthelensoregon.gov

buildingsafety@sthelensoregon.gov

Permit Type	Count	Valuation
Commercial Mechanical	22	
Commercial Plumbing	21	
Commercial Structural - New	10	\$2,203,040.00
Commercial Structural - Other	24	\$2,251,247.15
Residential Mechanical	229	
Residential Plumbing	168	
Residential Structural - New 1 and 2 Family	117	\$30,879,849.73
Residential Structural - Other	21	\$160,036.20
Residential Structural Non-Classified	11	\$2,532,588.14

Inspections:	Count
Commercial Mechanical Inspection	44
Commercial Plumbing Inspection	48
Commercial Structural - New Inspection	63
Commercial Structural - Other Inspection	42
Commercial Structural Non-Classified	35
Residential Electrical Inspection	9
Residential Mechanical Inspection	401
Residential Plumbing Inspection	1,009
Residential Structural - New 1 and 2 Family Inspection	1,391
Residential Structural - Other Inspection	50
Residential Structural Non-Classified	212



www.sthelensoregon.gov

Building Reviews Completed

12/28/2020-6/30/2021

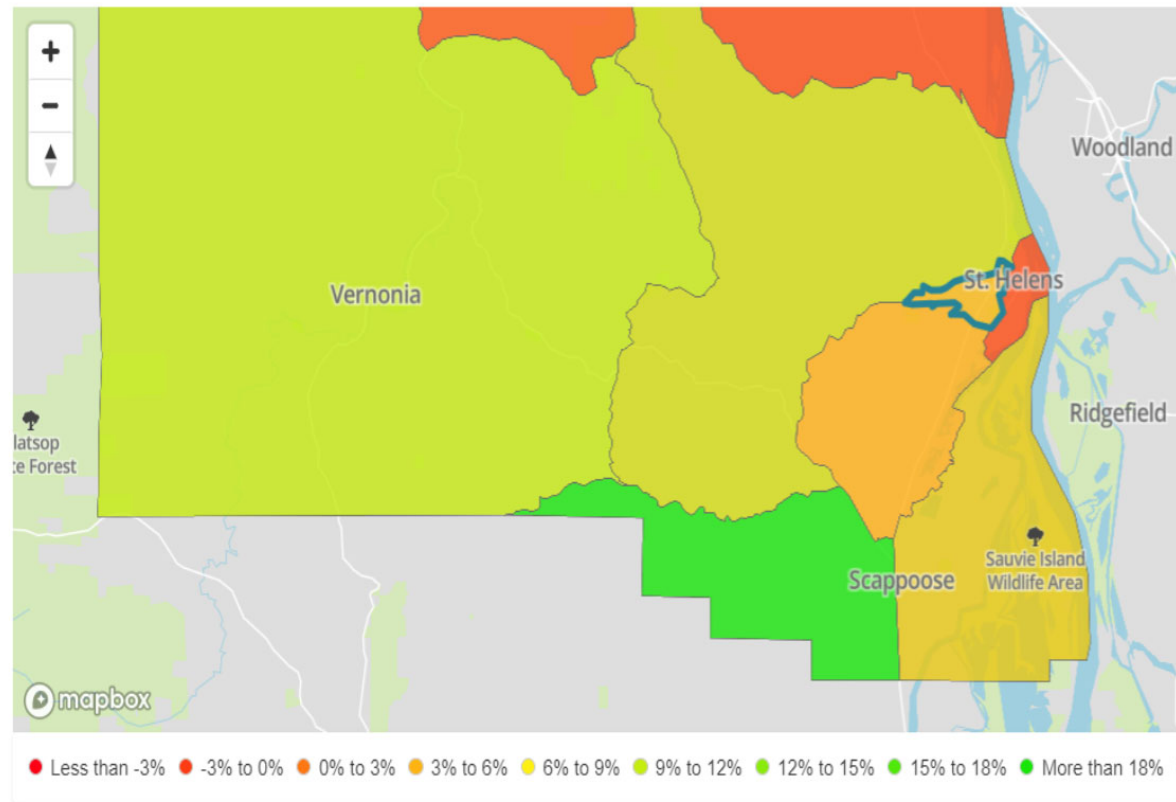
		Davis	De Rola	Dimsho	Elder	Gaichen	Hansen	Hicks	Nelson	Pricher	Sullivan	Total
Commercial	Additional Review			9		6						15
	Building Review		49				1			3	2	55
	Infrastructure Review				2							2
	Mechanical Review		19									19
	Planning Review			10		10					1	21
	Plumbing Review		1				13					14
	Site Review								3			3
	Total		69	19	2	16	14		3	3	3	129
Residential	Building Review	1	127					25				153
	Infrastructure Review				110						13	123
	Planning Review	1		114		11						126
	Plumbing Review								1			1
	Site Review								115		3	118
Total		2	127	114	110	11		25	116		16	521
Total		2	196	133	112	27	14	25	119	3	19	650



2021 Census

Map

Total Population Change



Placeholder slide – go to site

West St. H tract 9708 – 6.3% inc. to 7,285

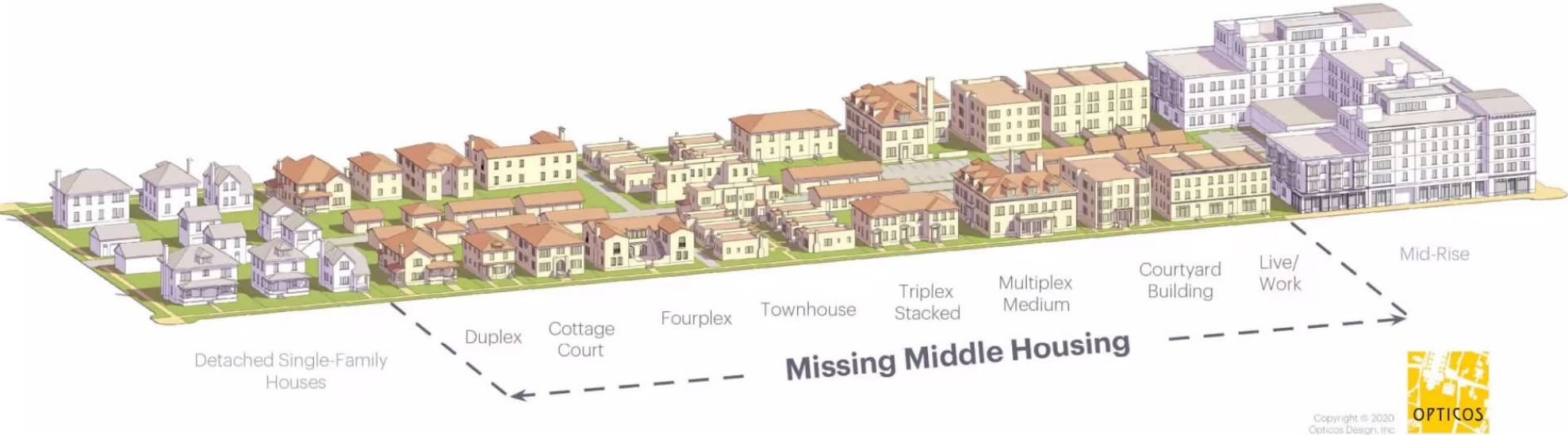
Census Tract 9708, Columbia County, Oregon Demographics and Housing 2020 Decennial Census | statesmanjournal.com

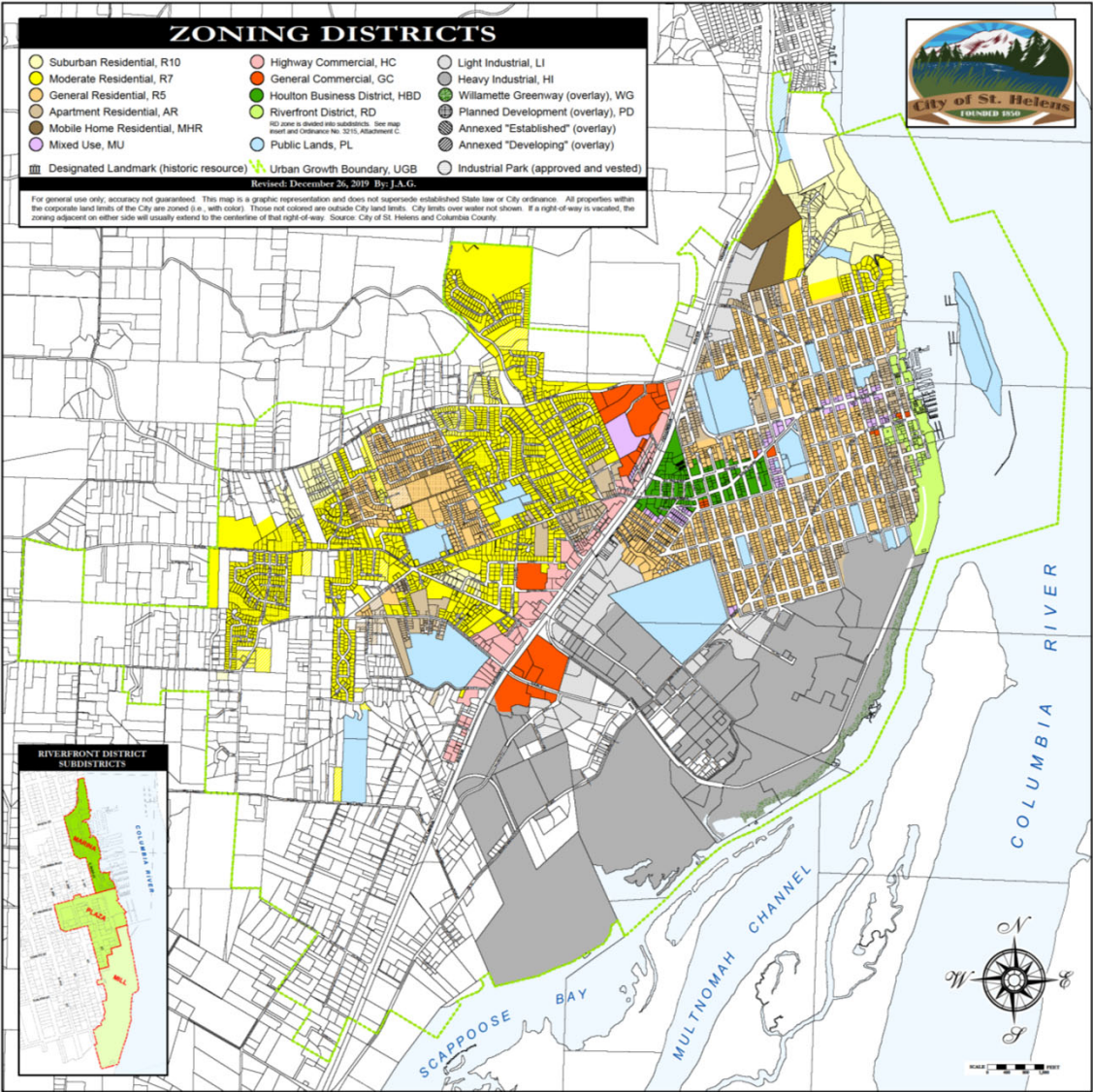
Tract 9707 0.8% increase to 4,204

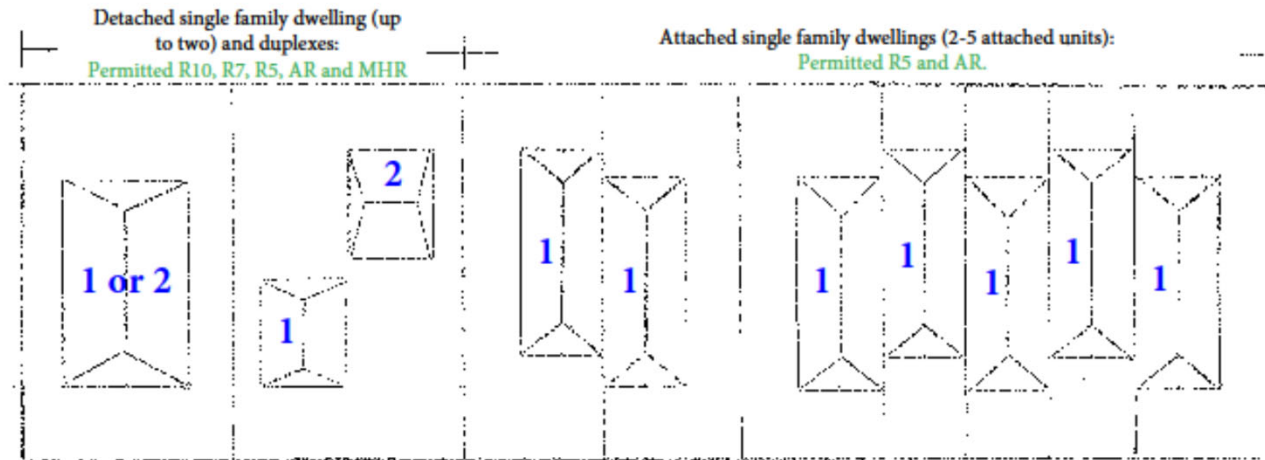
Tract 9706 (Warren, McNulty) 5.8% to 6,473



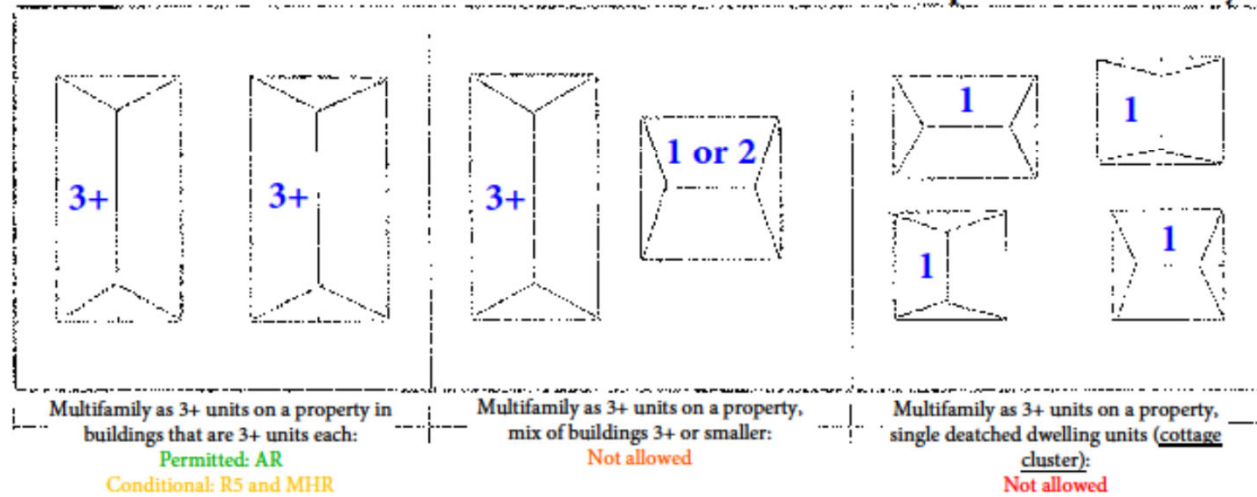
Housing Policy – looking ahead







Should we allow these two example as multifamily?

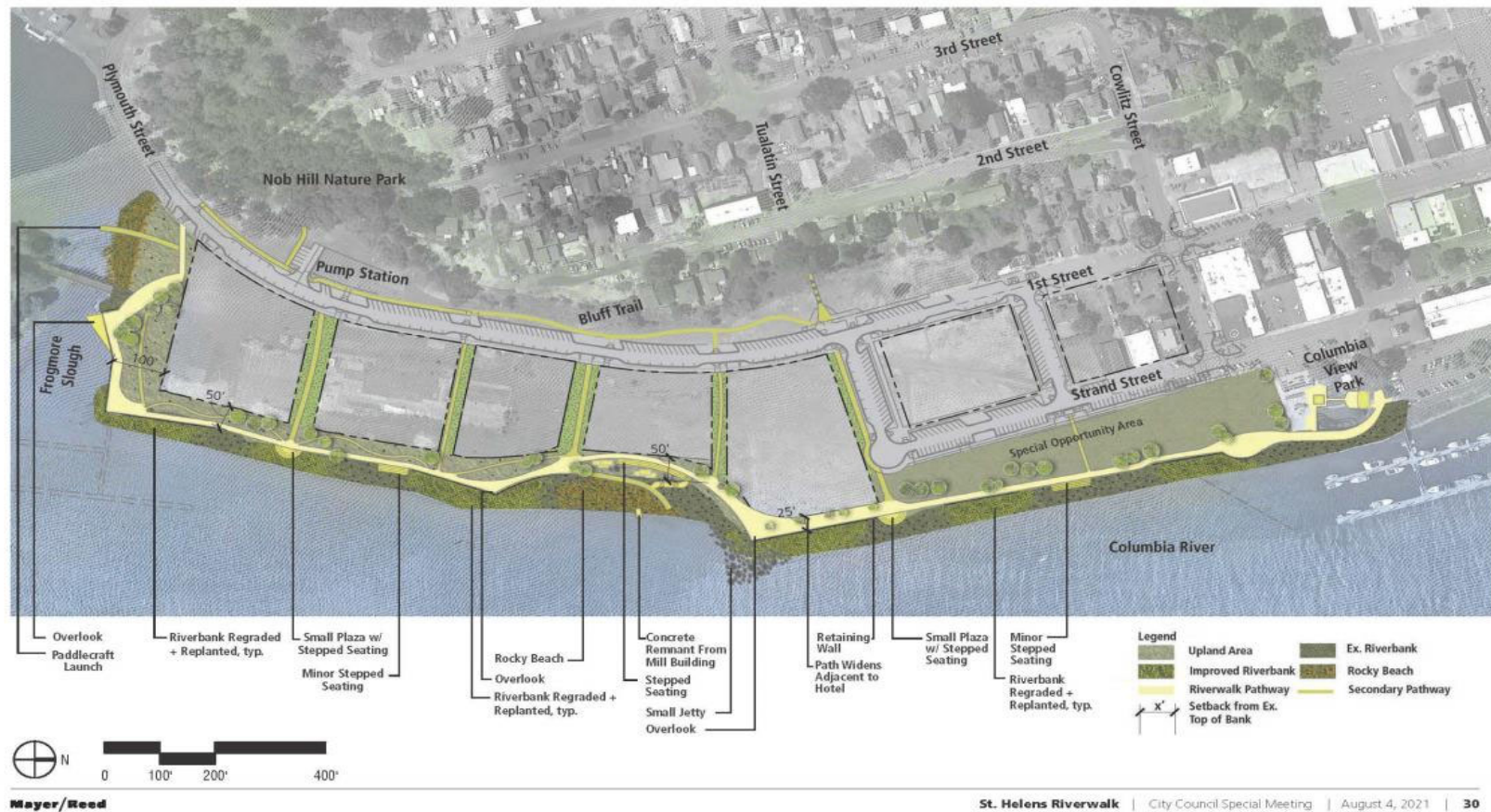


Or just this as a separate "cottage cluster" category?



Waterfront: Riverwalk Design

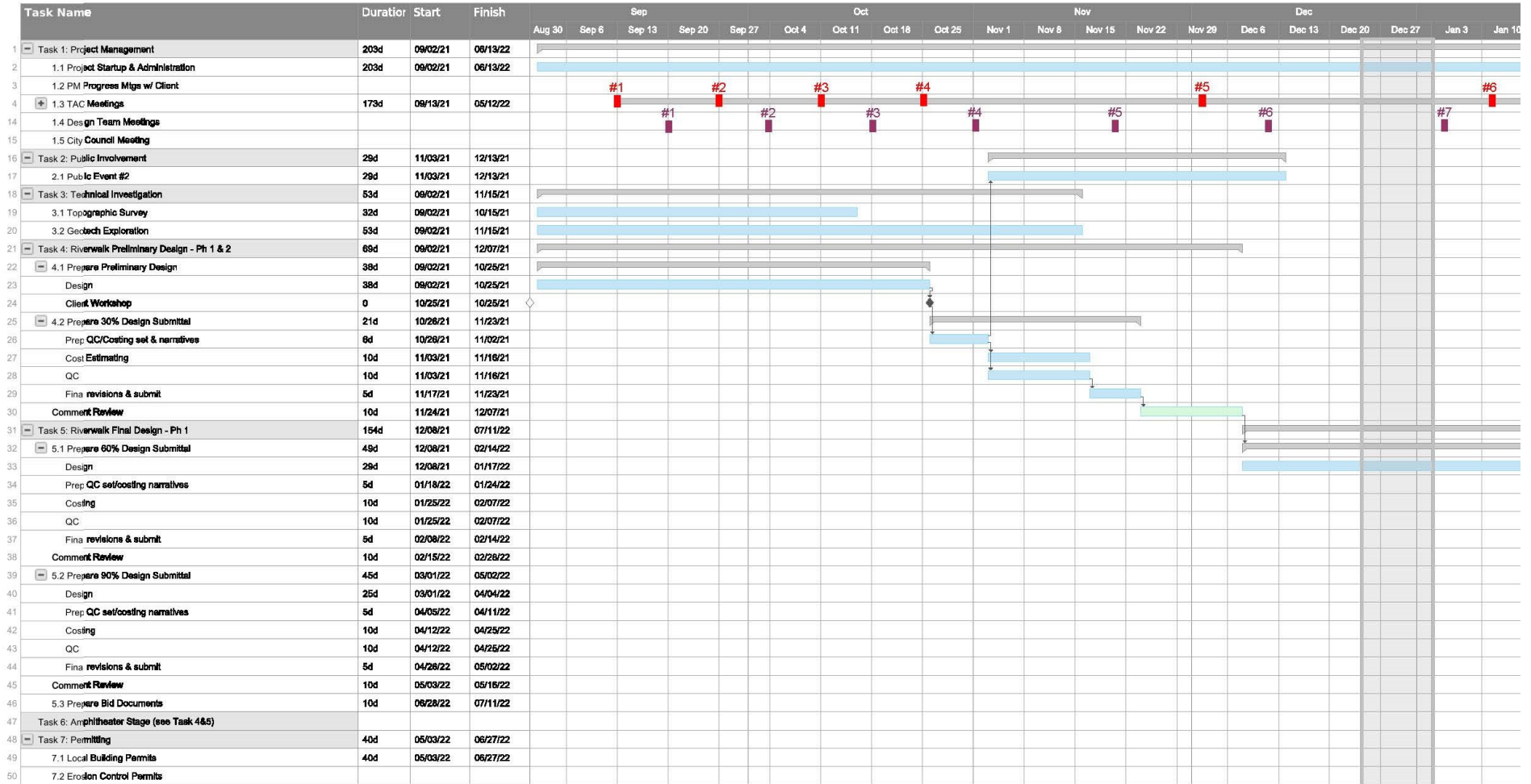
Preferred Overall Riverwalk Concept



Mayer/Reed

St. Helens Riverwalk | City Council Special Meeting | August 4, 2021 | 30

St. Helens Riverwalk WO#2 Schedule





Waterfront: Streets & Utilities



S. 1st AND STRAND STREETS | WEST ALIGNMENT

JUNE 9, 2021 | #19823



St Helens: S. 1st and Strand Roadway/Utilities Design and Permitting

ID	Task Name	Duration	Start	Finish	Predecessors	September		October		November		December		January		February																
1	S. 1st and Strand Streets - Roadway and Utility Extensions	50.5 wks	Tue 3/16/21	Mon 3/14/22		8/29	9/5	9/12	9/19	9/26	10/3	10/10	10/17	10/24	10/31	11/7	11/14	11/21	11/28	12/5	12/12	12/19	12/26	1/2	1/9	1/16	1/23	1/30	2/6	2/13	2/20	2/27
2	Task 1 - Project Management	39 wks	Tue 3/16/21	Mon 12/20/21																												
6	Task 2 - Topographic Survey and Geotech Investigation	11.8 wks	Tue 3/23/21	Mon 6/14/21																												
7	Field and Office Work	4.6 wks	Tue 3/23/21	Thu 4/22/21	3FS+1 wk																											
8	DTM Delivery	0 days	Thu 4/22/21	Thu 4/22/21	7																											
9	Geotechnical Investigation and Environmental Investiga	6 wks	Mon 5/3/21	Mon 6/14/21	13SS+1 wk																											
10	Task 3 - Alignment Alternatives/Concept Development PI	8.2 wks	Tue 4/20/21	Wed 6/16/21																												
19	Task 4 - Preliminary Design (30%)	19.6 wks	Thu 6/10/21	Wed 10/27/21																												
20	30% Plans and Estimate	8.7 wks	Thu 6/10/21	Wed 8/11/21	17FS+1 day,9,																											
26	Submittal to City	0 days	Wed 8/11/21	Wed 8/11/21	20																											
27	City to Review and Provide Input	4 wks	Wed 8/11/21	Thu 9/9/21	26																											
28	Task 4.5 30% Plans and Estimate - Cowlitz Extension ar	6 wks	Thu 9/16/21	Wed 10/27/21																												
29	Initial Meeting	0 days	Thu 9/16/21	Thu 9/16/21	17																											
30	Concept Design	2 wks	Thu 9/16/21	Wed 9/29/21	29																											
31	Concept Meeting	0 days	Thu 9/30/21	Thu 9/30/21	30																											
32	30% Design and Estimate	3 wks	Thu 9/30/21	Wed 10/20/21	31																											
33	30% QA/QC Plans and Estimate and Revisions	1 wk	Thu 10/21/21	Wed 10/27/21	32																											
34	Submittal to City	0 days	Wed 10/27/21	Wed 10/27/21	33																											
35	Task 5 - Final Design (90%, Final)	21.6 wks	Thu 9/9/21	Mon 2/14/22																												
36	90% Plans, Specs, and Estimate	15.6 wks	Thu 9/9/21	Mon 1/3/22	27																											
37	90% Design	13 wks	Thu 9/9/21	Mon 12/13/21	27																											
38	60% Estimate	1 wk	Thu 11/4/21	Wed 11/10/21	34FF+2 wks																											
39	90% Estimate	1 wk	Mon 12/13/21	Mon 12/20/21	37																											
40	90% QA/QC Plans and Estimate	1.6 wks	Mon 12/13/21	Thu 12/23/21	37																											
41	90% Plan Revisions	1 wk	Thu 12/23/21	Mon 1/3/22	40																											
42	Submittal to City/Start Permit Submittals	0 days	Mon 1/3/22	Mon 1/3/22	36																											
43	City to Review and Provide Input	2 wks	Mon 1/3/22	Mon 1/17/22	42																											
44	Final Plans, Specs, and Estimate	4 wks	Mon 1/17/22	Mon 2/14/22	43																											
45	Submittal to City	0 days	Mon 2/14/22	Mon 2/14/22	44																											
46	Task 6 - Permitting	10 wks	Mon 1/3/22	Mon 3/14/22																												
51	Task 7 - Bidding Documents and Assistance	9 wks	Mon 3/14/22	Mon 5/16/22																												
56	Task 8 - Construction Management	72 wks	Mon 5/16/22	Mon 10/2/23																												



Public Safety Facility



St. Helens Police
11.03.2020

Northwest View | Dark Masonry
© 2020 Mackenzie | 2190014.00





What do you see as the greatest challenges facing our city in the next 10 years?



From the 2020 City of St. Helens Community Input Survey

Roundtable



How do you deal with anti-growth sentiment?

What to you hear from neighbors when you say you are on the Planning Commission (or City Council)? Related to growth, please.



City Goals



GOAL 1
**EFFECTIVE
ORGANIZATIONAL
STRUCTURE**



GOAL 2
**COMMUNITY
ENGAGEMENT**



GOAL 3
**SAFE AND
LIVABLE
ENVIRONMENT**



GOAL 4
**ECONOMIC
DEVELOPMENT**



GOAL 5
**LONG-TERM
PLANNING**

Chapter 2.08

PLANNING COMMISSION

Sections:

2.08.010 Establishment.

2.08.020 Membership.

2.08.030 Term of office.

2.08.040 Vacancies and removal.

2.08.050 Presiding members.

2.08.060 Staff services.

2.08.070 Meetings.

2.08.080 Powers and duties.

2.08.010 Establishment.

There is hereby reestablished a city planning commission for the city of St. Helens, Oregon. (Ord. 2197 § 1, 1978)

2.08.020 Membership.

The commission may consist of up to seven members. The councilmember in charge of planning shall be entitled to sit with the commission and take part in its discussions, but shall not have the right to vote. The following regulations shall also apply to the planning commission:

(1) Planning commission members may be compensated only by resolution from the city council.

(2) No more than two voting members shall be engaged principally in the buying, selling, or developing of real estate for profit as individuals, or by members of any partnership, or officers or employees of any corporation that is engaged principally in the buying, selling, or developing of real estate for profit. No more than two voting members shall be engaged in the same kind of occupation, business, trade or profession.

(3) A member of the planning commission shall not participate in any commission proceeding or action in which any of the following has direct or substantial financial interest: the member or his spouse,

brother, sister, child, parent, father-in-law, mother-in-law, any business in which he is then serving, has served within the previous two years, or any business with which he is negotiating for or has an arrangement or understanding concerning prospective partnership or employment. Any actual or potential interest shall be disclosed at the meeting of the commission where the action is being taken. (Ord. 3079 § 1, 2008; Ord. 2697, 1995; Ord. 2197 § 2, 1978)

2.08.030 Term of office.

Members of the planning commission shall be appointed by the city council for a term of four years from the first calendar day of the year in which their existing appointment to the position expires. The members of the present planning commission are hereby reappointed for the unexpired term of the office they presently hold. (Ord. 2197 § 3, 1978)

2.08.040 Vacancies and removal.

Appointments to fill vacancies shall be for the remainder of the unexpired term. A member may be removed by the city council after a hearing for misconduct or nonperformance of duty. A member who is absent from three consecutive meetings without an excuse as approved by the planning commission is rebuttably presumed to be in nonperformance of duty, and the city council shall declare the position vacant unless finding otherwise following the hearing. (Ord. 2197 § 4, 1978)

2.08.050 Presiding members.

At its first meeting of each calendar year, the commission shall elect a chairman and vice-chairman to serve one-year terms. (Ord. 2197 § 5, 1978)

2.08.060 Staff services.

The city council shall provide a secretary to the commission and such other staff and consultation services as may be appropriate. The secretary shall keep a record of commission proceedings. (Ord. 2197 § 6, 1978)

2.08.070 Meetings.

(1) The commission shall meet at least once a month. Meetings of the commission shall be open to the public. Meetings other than at regularly scheduled times may be announced at a prior meeting and thereby be made a part of the meeting records. Upon the request and concurrence of the majority of the commission, the chairman may call a previously unannounced special meeting of the commission for a time not earlier than 24 hours after the notice is given. Notice of a previously unannounced meeting shall be telephoned to the newspaper, posted at the St. Helens City Hall and, to the extent feasible, provided to interested persons at least 24 hours prior to the meeting. Notice shall comply with the Development Code, as applicable.

(2) Rules of Operation.

(a) A majority of the members appointed to the planning commission shall constitute a quorum. A vacancy is not considered an appointed position when determining a majority quorum.

(b) The chairman's role is to facilitate discussion. As such, the chairman or the commissioner presiding over the meeting in the chairman's absence only votes in the following circumstances:

(i) To break a tie vote; or

(ii) When there are not enough concurring votes to meet the minimum number required to make a decision per the table below.

(c) When the chairman is absent or must abstain from a meeting's agenda item, the vice chair shall preside over the meeting or the particular agenda item. When neither the chairman or vice chair can participate, the commission shall elect a commissioner to serve as temporary chairman.

(d) The table below shows the number of concurring votes (affirmative or negative) required to pass or reject a motion. Assuming a quorum is present, the number of concurring votes required varies according to the number of members voting.

(e) Unless a commissioner in attendance does not participate in the process for reasons such as conflict of interest or personal bias, they shall vote affirmative or negative. No action can be taken until all commissioners who are present and able to vote do so.

TABLE

Number of appointed commissioners (vacant positions don't count)	Minimum number present needed for a majority quorum	Number of members actually voting/the number of required concurring votes						
		An "X" indicates no action can be taken (insufficient votes).						
3	2	1/X	2/2	3/2				
4	3	1/X	2/2	3/2	4/3			
5	3	1/X	2/2	3/2	4/3	5/3		
6	4	1/X	2/X	3/3	4/3	5/3	6/4	
7	4	1/X	2/X	3/3	4/3	5/3	6/4	7/4

(Ord. 3209 § 1, 2016; Ord. 2697, 1995; Ord. 2197 § 7, 1978)

2.08.080 Powers and duties.

The commission shall have the powers and duties, which are now or may hereafter be assigned to it by charter, ordinances or resolutions of this city and general laws of this state. Those duties and powers shall include but shall not be limited to the following:

- (1) Conduct studies appropriate to an understanding of area development and its significance to the public interest.
- (2) Develop and maintain comprehensive plan proposals for recommendation to the city council.
- (3) Develop specific plans for selected areas or functions as indicated by studies and other evidence of community need and recommend plan adoption, if appropriate.
- (4) Investigate and make recommendation regarding the implementation of the comprehensive plan as adopted by the city council.
- (5) Prepare and periodically review land development regulations including but not limited to zoning, subdivision and land partitioning and make recommendations to the city council.
- (6) Consult and advise with public agencies and private citizens on ways to carry out the comprehensive plan.
- (7) The commission shall review and submit recommendations to the council regarding any proposed major (e.g., merger, consolidation or dissolution involving the city) or minor (e.g., annexation or withdrawal of territory to or from the city) boundary changes.
- (8) Review public programs that are referred to it for recommendation, such as property acquisition or disposition, public hearing or other public facility proposals, and transportation or right-of-way plans. Report as to the program's conformity with the comprehensive plan.
- (9) Review, conduct hearings on, report on, perform delegated functions with respect to, and make recommendation regarding subdivision, partitioning, public building and new street proposals and approve those meeting city and state standards with such requirements or conditions as are found appropriate under the regulations.
- (10) Review and act on land use control ordinance change proposals, contested cases, and discretionary permits as provided by the land use control ordinances.
- (11) Approve plats or deeds dedicating land to public use within the city.

(12) Recommend and make suggestion to the city council and to all other public authorities concerning laying out, widening, extending, parking and location of streets, sidewalks, and boulevards, relief of traffic congestion, betterment of housing and sanitation conditions and establishment of zones or districts limiting the use, height, area and bulk of buildings and structures.

(13) Recommend to the city council and all other public authorities plans for regulations of the future growth, development and beautification of the city in respect to its public and private buildings and works, streets, parks, grounds and vacant lots and plans consistent with future growth and development of the city in order to secure to the city and its inhabitants sanitation, proper service of all public utilities, harbor, shipping, and transportation facilities.

(14) Recommend to the city council and all other public authorities plans for promotion, development and regulation of industrial and economic needs of the community in respect to private and public enterprises engaged in industrial pursuits.

(15) Encourage development, advertise opportunities, make economic surveys and study needs with respect to promoting and strengthening industrial growth and employment conditions.

(16) Perform such other functions as the city council may request.

(17) Do and perform all other acts and things necessary or proper to carry out the provisions of this chapter.

(18) Study and propose in general such measures as may be advisable for promotion of the public interest, health, morals, safety, comfort, convenience and welfare of the city and of the area six miles adjacent thereto within the urban growth boundary of the city. (Ord. 2197 § 8, 1978)

The St. Helens Municipal Code is current through Ordinance 3266, passed May 19, 2021.

Disclaimer: The city recorder's office has the official version of the St. Helens Municipal Code. Users should contact the city recorder's office for ordinances passed subsequent to the ordinance cited above.

City Website: <https://www.sthelensoregon.gov/>

City Telephone: (503) 366-8217

[Code Publishing Company](#)