



## **PLANNING COMMISSION**

Tuesday, June 14, 2022 at 7:00 PM  
HYBRID: Council Chambers & Zoom (details below)

---

### **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 May 10, 2022

#### **DISCUSSION ITEMS**

- B. Architectural Guidelines Recommendation for New Pump Station Building at 1st Street & Plymouth Street - City of St. Helens
- C. Recommendation for Street Vacation at N. 1st Street, N. & S. River Street, and Columbia Blvd - Locke, Dillard, Williamson Trust, and Jones
- D. Proactive Planning Commission Framework Discussion
- E. Emails and Quorums

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

- F. Sign Permit at 1935 Columbia Blvd - Crooked Creek
- G. Temporary Use Permit at 735 S. Columbia River Highway - Bethel Fellowship
- H. Temporary Sign Permit at 2100 Block of Columbia Blvd - Kiwanis Club/Locke

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

- I. Planning Department Activity Report - May

#### **PROACTIVE ITEMS**

#### **FOR YOUR INFORMATION ITEMS**

#### **ADJOURNMENT**

**NEXT REGULAR MEETING: July 12, 2022**

#### **VIRTUAL MEETING DETAILS**

**Join:** <https://us06web.zoom.us/j/84934628972?pwd=YkZqay9Ua2pZditKZUVxK0lEWXVmdz09>

**Meeting ID: 849 3462 8972**

**Passcode: 555667**

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

---

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

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



# PLANNING COMMISSION

Tuesday, May 10, 2022, at 7:00 PM

## DRAFT MINUTES

**Members Present:** Chair Dan Cary  
Vice Chair Russ Hubbard  
Commissioner Audrey Webster  
Commissioner Sheila Semling  
Commissioner Steve Toschi  
Commissioner Jennifer Pugsley

**Members Absent:** None

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

**Others:** None

### 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. Joint CC/PC Meeting Minutes Dated March 16, 2022

**Motion:** Upon Commissioner Webster's motion and Commissioner Toschi's second, the Planning Commission unanimously approved the Joint CC/PC Meeting Minutes Dated March 16, 2022. [AYES: Vice Chair Hubbard, Commissioner Webster, Commissioner Semling, Commissioner Pugsley, Commissioner Toschi; NAYS: None]

#### B. Planning Commission Minutes Dated April 12, 2022

**Motion:** Upon Commissioner Webster's motion and Vice Chair Hubbard's second, the Planning Commission unanimously approved the Draft Minutes as amended dated April 12, 2022. Commissioner Pugsley did not vote due to her absence at that meeting. [AYES: Vice Chair Hubbard, Commissioner Webster, Commissioner Semling, Commissioner Toschi; NAYS: None]

### DISCUSSION ITEMS

#### C. Planning Commission Annual Report to Council

City Planner Graichen presented the Draft Memo dated May 10, 2022. He showed the summary of the past year's activity. He also mentioned the report was to give City Council ideas on how they can offer support to the Planning Commission.

He mentioned the Commission had requested support on a few items. They wished to add an Assistant Planner for the upcoming fiscal year, a budget specific for their use of \$25,000 at their discretion and to have more involvement on city-led projects.

Graichen noted that the Budget Committee meeting was already scheduled and asking for money without a target was not likely going to be a successful request. He said they should connect the amount requested to the latest 2-year strategic plan for the City. Commissioner Toschi asked if they should ask for more funds based on the needs of the department and the growth of the City. He mentioned there were very large projects, including infrastructure projects and to be proactive, they could use the funds to provide the proper resources to do the job set before them. Graichen mentioned that they could request more funds, but it would be more likely to be a successful request if it is directly linked to something on the strategic plan.

There was a small discussion about a few items that could need funding on the strategic plan.

There was a small discussion on the amount of money to be requested. Commissioner Toschi said he saw on the agenda for the Budget Committee there was a mention of hiring an Assistant Planner and that it would not happen this year. Graichen said that even having it mentioned on the document was a success, but due to the request for many other positions it would not likely be a position considered for this fiscal year.

*Note: The Commission revised their recommendation for an additional Planning Department staff person from Assistant Planner to Associate Planner as discussed below.*

Commissioner Toschi said he thought the Planning Director Decisions was being handled well and that the function was working. Commissioner Pugsley asked if they were on track to have more decisions this year than last. Graichen mentioned that the current count, although it might seem like a “smaller” number, did not define the magnitude of work that went into those decisions.

#### **D. Semi-Annual Planning Department Report to Council.**

Associate Planner Dimsho and City Planner Graichen presented the report that was presented to City Council on April 20, 2022.

Dimsho mentioned they give these reports to Council every six months to update them on all the things the Planning Department has been working on. She mentioned that her report tends to focus on project management and Graichen’s portion focuses on what is happening in Planning in general and development.

She discussed the progress on the Bennett Building, the Columbia Pacific Food Bank and other project management support updates. She discussed the Riverfront Development request for qualifications interviews. She mentioned there was an interview committee that included three Planning Commissioners. She gave an update on the Urban Renewal Agency and the recent accomplishments they have achieved.

Graichen discussed a new ordinance that was passed for beekeeping. He also discussed the gathering celebration for the opening of the Broadleaf Arbor, the new Gable Road apartments. He also discussed how the Planning Commission has become more proactive and there has been above average recruitment for Planning Commission vacancies.

He also discussed the Planning Commission budget requests and specifically the support the Planning Commission had provided for a new Associate Planner. He said it would not likely make the budget this time around, but felt it was great to have it mentioned on the balanced budget assumptions.



There was a discussion of the difference between an Associate versus Assistant Planner. The Planning Commission agreed that they should request an Associate Planner, not an Assistant Planner as previously mentioned in their budget requests.

There was a small discussion about the funding for the Public Safety Facility.

Graichen gave an update on the GeoTerra aerial imaging and GIS data update.

He also discussed the upcoming System Development Charges and the changes that will be implemented. He explained what the SDC's fund and gave an example of one project that those funds could be used for.

He also talked about some recent code enforcement items. He described an effort they were able to resolve one code enforcement issue (at 254 N. Columbia River Hwy) by cleaning up another enforcement project (at 1771 Columbia Boulevard).

He also discussed some upcoming projects and subdivision development for residential and commercial properties. He also brought up the development of the Public Safety Facility.

There was a discussion about the different uses planned for the new Public Safety Facility, the costs involved and possibly downsizing and other concerns about the location being in a floodplain.

#### **E. Right-Of-Way Dedication related to Public Safety Facility**

Graichen presented the staff report for the City Council public hearing for the street vacation for the Public Safety Facility access. He said they concluded that there were some power lines that need to be moved and due to the type of power lines they are, the Columbia River PUD wanted a 50-foot easement reserved on the center. He said this right-of-way was being vacated because a portion of the structure would be within the existing right-of-way. He mentioned this would be a condition presented to them in a future land use application the Planning Commission would review.

There was a small discussion on which street vacations were brought before the Planning Commission for recommendation and why.

#### **F. Proactive Planning Commission Discussion**

Graichen shared the draft version of the Proactive Procedures edited by staff. He said this was a continuation of the discussion to implement the procedures of the Proactive Planning Commission. He said it had evolved from just having a placeholder on the agenda or have its own heading. These procedures were to provide an organized pathway for a commissioner who may have an idea to present to the Commission.

There was a discussion of each bullet point of the suggested procedures.

Commissioner Toschi mentioned a few changes. He discussed the staff recommended timeframe of 30-days for a document or agenda item to be brought to staff for approval. The original suggestion by the committee was 10 days, which staff said was not enough time. There was a small discussion on timeframe and the Planning Commission agreed upon 20 days in advance for an item to be presented, reviewed, and completed for approval of placement on the agenda. Commissioner Toschi also mentioned they would change the phrase "Staff to review and comment" to "Staff will review and comment if desired".

There was a discussion about the red lines on the submitted document and the Planning Commission agreed that these were good edits. They made a minor change to the code quoted for the Historic Landmarks Commission aspect to just refer to the entire chapter.

Commissioner Toschi commented on paragraphs B and C on the proposed document. He felt these line items were important to include so that there was a procedure for how a commissioner would present

a line item. It provides an outline on how a commissioner can articulate the process for why they chose the item to be presented. He also felt it provides a process for when to include the public in their discussions.

There was also a discussion about all the items that should be included when presenting an agenda item to the Commission.

The Commission discussed that once a subject has been presented, if the item meets all the qualifying factors, it would be placed on the agenda for discussion at the next meeting. They discussed what the qualifying factors were for being placed on the agenda.

There was a small discussion on the idea of working on items that are in conflict with the Strategic Plan. The Commission was not in agreement on whether to include this in the procedures and if planning staff needed to be involved.

There was a discussion on staff availability and how to proceed with agenda items that may increase the workload for staff.

The Commission agreed to apply the words "The Commission shall discuss" so that they have it in their procedures to discuss jurisdiction, staff involvement and availability, budget, and conflict of interest.

Commissioner Toschi was not in favor of leaving the conflict of interest or bias in the procedures. He considered it a personal attack against a commissioner and might discourage those who might want to present an item. He voiced concern that it was already expressed in other ethics filings that the Commission is already subject to.

**Motion:** Upon Commissioner Toschi's motion and Commissioner Webster's second, the Planning Commission approved that the suggested item E in the Procedures for a Proactive Planning Commission should be removed. [AYES: Vice Chair Hubbard, Commissioner Webster, Commissioner Toschi; Commissioner Pugsley; NAYS: Chair Cary, Commissioner Semling]

The Commission agreed that the Proactive Planning Commission item always be included as an agenda item. They also discussed a time limit for this item. They agreed that there should not be a time limit included.

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

- F. Home Occupation at 59670 Emerald Loop - Lince
- G. Lot Line Adjustment at BPA power line intersect with the Valley View Drive in the Elk Ridge Estates Subdivision – 3J Consulting, Inc.
- H. Partition at 1160 Deer Island Road - Melton
- I. Site Design Review (Minor) at 1400 Kaster Road - ACSP
- J. Sensitive Lands Permit at 1300 Kaster Road - Cascade

There were no comments on the Planning Director Decisions.

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

- N. Planning Department Activity Report – April

#### **PLANNING COMMISSION INTERVIEW COMMITTEE RECOMMENDATION**

Vice Chair Hubbard mentioned they had four great candidates. He said the committee ultimately decided on and recommended Russ Low to fill the vacancy. He said the knowledge he would bring from owning a large construction company and developing large projects could be beneficial to Planning Commission decisions.

**Motion:** Upon Commissioner Webster's motion and Vice Chair Hubbard's second, the Planning Commission unanimously approved to recommend Russ Low as the new Planning Commission member. [AYES: Vice Chair Hubbard, Commissioner Webster, Commissioner Semling, Commissioner Toschi, Commissioner Pugsley; NAYS: None]

### **FOR YOUR INFORMATION ITEMS**

There were no For Your Information items.

### **ADJOURNMENT**

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

*Respectfully submitted,*

*Christina Sullivan  
Community Development Administrative Assistant*



## CITY OF ST. HELENS PLANNING DEPARTMENT

## M E M O R A N D U M

TO: Planning Commission  
 FROM: Jennifer Dimsho, Associate Planner  
 RE: Architectural Character Review: S. 1<sup>st</sup> Street & Plymouth Street  
 DATE: June 7, 2022

OTAK, Inc. and the City of St. Helens submitted a Site Development Review application for a new 383 sq. ft. pump station building on the City-owned Riverfront property. This pump station facility is needed on the site to provide sanitary sewer services to future development on the site.

The property is zoned Riverfront District, Mill subdistrict. Per SHMC 17.32.173(5)(b) architectural character review provisions of SHMC 17.32.172(7) apply to the Mill subdistrict. This means permanent exterior changes (including new construction) shall comply with the ***Riverfront District's Architectural Design Guidelines***.

Therefore, the Planning Commission, acting as the Historic Landmarks Commission shall make a recommendation to the approval authority as to whether the Commission believes the proposal complies. Please review your copy of the guidelines when looking at this proposal and be prepared to discuss. The guidelines can also be found on the City website on the Planning Departments historic preservation page:

<https://www.sthelensoregon.gov/planning/page/riverfront-district-architectural-design-guidelines>

Attached to this memo are photos of the existing site and plans for the new pump station facility. Relevant excerpts from the design guidelines are attached as well.

### Project Background

The original pump station design initially included a pre-fabricated structure less than 200 square feet and most of the required pump station facility elements were proposed to be outside of the structure. This required a security chain-link fence with slats for screening around the facility. Staff felt this facility would be an eyesore to passersby and ultimately elected to enclose the pump station elements within a slightly larger building, eliminating the need for unsightly perimeter chain link fencing around the facility. The location of the facility was selected by balancing feedback from the geotechnical report and the preference of staff to tuck the facility as close to the bluff as possible to reduce impact to developable area.

### Staff Feedback

Overall, staff feels the size of the building (less than 400 square feet), the location the building (tucked in the inlet of the basalt cliff near Nob Hill Nature Park), and generous landscaping will all help screen the facility from future development, from the public using the "bluff trail," and from the roadway of the S. 1<sup>st</sup> Street extension. Development is not proposed to occur adjacent to the pump station because of the bluff trail and because of the stormwater retention area. This means the architectural continuity of this proposed building and buildings to the left or right of it is of less importance.

Since the pump station building will only be used by City maintenance staff on occasion and is not open to the public as a commercial or residential building, many of the design guidelines for new construction are not applicable. Here are the topics which staff felt are applicable from the guidelines, although the HLC may add any other feedback.

**Lighting:** There are 3 exterior lights on the building and the fixture type is a “Wyndmere Collection Bronze 9” high outdoor light” pictured right. The guidelines state to install partially- or fully-shielded light fixtures that only emit light downward. This fixture satisfies this criteria. There are a few preferred fixture types in the guidelines.



Does the Commission have any suggested changes to the exterior lighting?

**Building Material & Color:** Building materials of new structures should contribute to the visual continuity of the district. Materials should appear similar to those seen traditionally to establish a sense of visual continuity. The guidelines state to use brick, terra cotta, concrete/stone, or horizontal wood siding. They also say to use durable materials. CMU block was selected by the project team because of its use for other newer public park restrooms, the ease of maintenance (think: graffiti removal) and its general lifespan/durability.

While it is not a traditional brick or wood siding material, it is cost effective. CMU block is not listed on the “prohibited materials” list which includes vinyl siding, stucco, and T111 or other sheet materials. Note that the gable does include a “fiber cement board & batten siding.” The design guidelines state that concrete siding should be painted using a pallet of earth tone or muted colors.

The color pallet selected includes a “mountain brown” “mesa tan” and “onyx.” The roof is a standing seam metal roof in the “forest green” color. This structure’s surroundings the dark basalt bluff to the west. Are brown, tan, dark gray, and forest green appropriate colors? **Staff feels a forest green roof is not ideal and recommends a dark gray because it is a more muted color.**

Does the Commission have any suggested changes to the building materials and/or color pallet? If you are concerned about the CMU block and setting a precedence, you can help with that by making findings about the building’s size (i.e., CMU use is acceptable for a small building with less visual impact/influence).

**Roof:** The guidelines state to reduce impact of rooftop activities, like mechanical systems by locating them far from the facades. Given the use of the building and the size of the building, there are limitations to this suggestion.

Does the Commission have any suggested changes to the rooftop facilities?

**Feedback from the Commission can be incorporated into staff’s Site Development Review administrative review of the proposal.**





**TOP:** Site facing south towards Nob Hill Nature Park. Power pole in upper right is in the undeveloped Plymouth Street right-of-way for reference.

**BOTTOM:** Site facing west. Blue trash can is near the Nob Hill Nature Park staircase/trail.





# ROAD AND UTILITY EXTENSIONS CITY OF ST. HELENS



|          |  |
|----------|--|
| NAME:    | CITY OF ST. HELENS                       |
| CONTACT: | MOUHAMAD ZAHER                           |
| ADDRESS: | 265 STRAND STREET<br>ST HELENS, OR 97051 |
| PHONE:   | (503) 366-8223                           |

|                 |  |
|-----------------|--|
| NAME:           | OTAK INCORPORATED                                    |
| CIVIL ENGINEER: | KEITH BUJSMAN, P.E.                                  |
| ADDRESS:        | 808 SW THIRD AVENUE, SUITE 800<br>PORTLAND, OR 97204 |
| PHONE:          | (503) 287-6825                                       |

|          |  |
|----------|--|
| NAME:    | OTAK INCORPORATED                                    |
| CONTACT: | SUE TSOI, PLS  |
| ADDRESS: | 808 SW THIRD AVENUE, SUITE 800<br>PORTLAND, OR 97204 |
| PHONE:   | (503) 287-6825                                       |

|          |   |
|----------|---|
| NAME:    | MAYER/REED, INC.  |
| CONTACT: | SHANNON SIMMS, ASLA, PLA                                  |
| ADDRESS: | 319 SW WASHINGTON STREET, SUITE 820<br>PORTLAND, OR 97204 |
| PHONE:   | (503) 223-5953  |

|          |   |
|----------|---|
| NAME:    | NVS   |
| CONTACT: | SHAWN DIMKE, PE                                       |
| ADDRESS: | 703 BROADWAY STREET, SUITE 650<br>VANCOUVER, WA 98660 |
| PHONE:   | (360) 693-8416  |

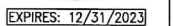
|          |   |
|----------|---|
| NAME:    | NV5   |
| CONTACT: | COLBY HUNT, PE  |
| ADDRESS: | 9450 SW COMMERCE CIRCLE, SUITE 300<br>WILSONVILLE, OR 97070 |
| PHONE:   | (503) 968-3068  |

NAME: DKS  
CONTACT: STEVE BOICE, PE  
ADDRESS: 720 SW WASHINGTON STREET, SUITE 500  
PORTLAND, OR 97205  
PHONE: (503) 243-3500

NAME: LEEWAY ENGINEERING  
CONTACT: ROB LEE, PE  
ADDRESS: 12597 NW MAJESTIC SEQUOIA WAY  
PORTLAND, OR 97229  
PHONE: (503) 828-7542

|          |   |
|----------|---|
| NAME:    | GRAYLING ENGINEERING                    |
| CONTACT: | KYLE THOMPSON, PE                       |
| ADDRESS: | 654 OFFICERS ROW<br>VANCOUVER, WA 98660 |
| PHONE:   | (360) 977-3104                          |

| SHEET INDEX  |                                    |
|--------------|------------------------------------|
| SHEET NUMBER | SHEET TITLE                        |
| 1-PS         | COVER SHEET                        |
| 2J-1         | EXISTING CONDITIONS AND DEMOLITION |
| EC-22        | STREET, UTILITY CONSTRUCTION PLAN  |
| G0,02        | SITE PLAN                          |
| A3.01        | EXTERIOR ELEVATIONS                |
| L3.02        | PLANTING PLANS                     |
| L3.03        | PLANTING PLANS                     |
| L3.20        | PLANTING SCHEDULE AND NOTES        |
| L3.40        | PLANTING DETAILS                   |
| IL 1         | ILLUMINATION LEGEND                |
| IL 2         | ILLUMINATION PLAN                  |
| IL 7         | ILLUMINATION PLAN                  |
| IL 9         | ILLUMINATION DETAILS               |
| IL 10        | ILLUMINATION DETAILS               |
| IL 11        | ILLUMINATION DETAILS               |
| IL 12        | ILLUMINATION DETAILS               |
| IL 13        | ILLUMINATION DETAILS               |



**S. 1ST AND STRAND STREETS  
ROAD AND UTILITY EXTENSIONS**  
ST. HELENS, OREGON  
GENERAL  
COVER SHEET

[illegible]

|           |            |
|-----------|------------|
| REVISIONS |            |
| NAVD88    |            |
| DATUM     |            |
| OTAK CAD  | KJB        |
| DRAWN BY  | CHECKED BY |

|                |
|----------------|
| FINAL PLANS    |
| STATUS         |
| JUNE 3, 2022   |
| DATE           |
| 19823 / P-525  |
| PROJECT NUMBER |

1-PS

© 2021 OTAK INC.

11

P-525





**Otak**  
Otak, Inc.  
808 SW Third Avenue, Ste. 800  
Portland, OR 97204  
503.287.6825  
www.otak.com

**S. 1ST AND STRAND STREETS  
ROAD AND UTILITY EXTENSIONS  
ST. HELENS, OREGON  
EROSION AND SEDIMENT CONTROL PLANS  
STREET, UTILITY CONSTRUCTION PLAN**

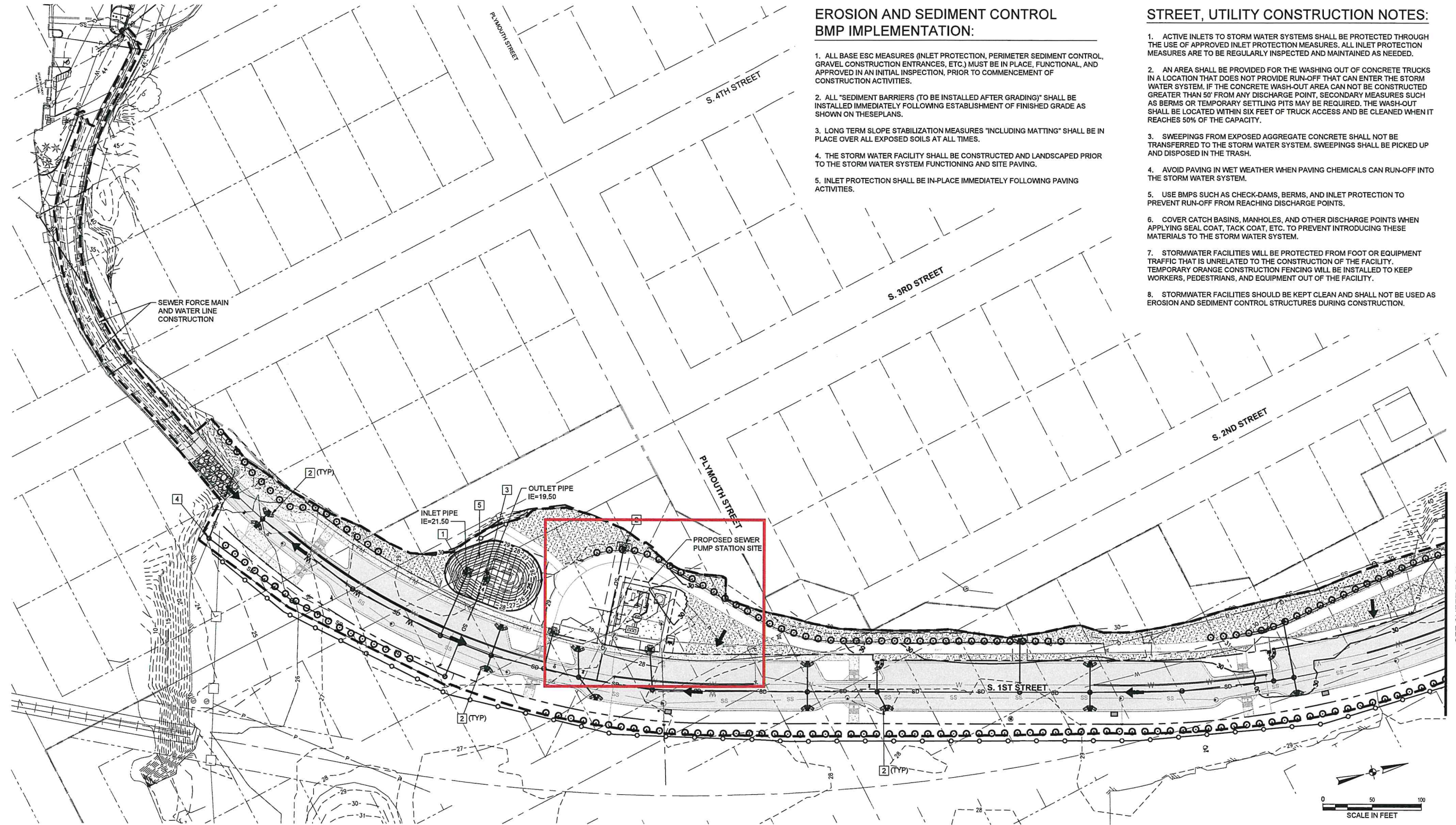
| TITLE  |            |             |
|--|------------|-------------|
| #  | DATE       | DESCRIPTION |
|  |            |             |
| REVISIONS  |            |             |
| NAVD88   | DATUM      |             |
| OTAK CAD   | KJB        |             |
| DRAWN BY   | CHECKED BY |             |
| FINAL PLANS  |            |             |
| STATUS   |            |             |
| JUNE 3, 2022   |            |             |
| DATE   |            |             |
| 19823 / P-525  |            |             |
| PROJECT NUMBER   |            |             |
| <b>EC-22</b>   |            |             |
| © 2021 OTAK, INC.  |            |             |
| If this drawing is not 22" x 34", it has been reduced/enlarged. Scale accordingly. |            |             |

**EROSION AND SEDIMENT CONTROL  
BMP IMPLEMENTATION:**

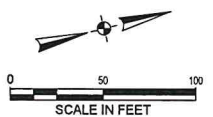
1. ALL BASE ESC MEASURES (INLET PROTECTION, PERIMETER SEDIMENT CONTROL, GRAVEL CONSTRUCTION ENTRANCES, ETC.) MUST BE IN PLACE, FUNCTIONAL, AND APPROVED IN AN INITIAL INSPECTION, PRIOR TO COMMENCEMENT OF CONSTRUCTION ACTIVITIES.
2. ALL "SEDIMENT BARRIERS (TO BE INSTALLED AFTER GRADING)" SHALL BE INSTALLED IMMEDIATELY FOLLOWING ESTABLISHMENT OF FINISHED GRADE AS SHOWN ON THESE PLANS.
3. LONG TERM SLOPE STABILIZATION MEASURES "INCLUDING MATTING" SHALL BE IN PLACE OVER ALL EXPOSED SOILS AT ALL TIMES.
4. THE STORM WATER FACILITY SHALL BE CONSTRUCTED AND LANDSCAPED PRIOR TO THE STORM WATER SYSTEM FUNCTIONING AND SITE PAVING.
5. INLET PROTECTION SHALL BE IN-PLACE IMMEDIATELY FOLLOWING PAVING ACTIVITIES.

**STREET, UTILITY CONSTRUCTION NOTES:**

1. ACTIVE INLETS TO STORM WATER SYSTEMS SHALL BE PROTECTED THROUGH THE USE OF APPROVED INLET PROTECTION MEASURES. ALL INLET PROTECTION MEASURES ARE TO BE REGULARLY INSPECTED AND MAINTAINED AS NEEDED.
2. AN AREA SHALL BE PROVIDED FOR THE WASHING OUT OF CONCRETE TRUCKS IN A LOCATION THAT DOES NOT PROVIDE RUN-OFF THAT CAN ENTER THE STORM WATER SYSTEM. IF THE CONCRETE WASH-OUT AREA CAN NOT BE CONSTRUCTED GREATER THAN 50' FROM ANY DISCHARGE POINT, SECONDARY MEASURES SUCH AS BERMS OR TEMPORARY SETTLING PITS MAY BE REQUIRED. THE WASH-OUT SHALL BE LOCATED WITHIN SIX FEET OF TRUCK ACCESS AND BE CLEANED WHEN IT REACHES 50% OF THE CAPACITY.
3. SWEEPINGS FROM EXPOSED AGGREGATE CONCRETE SHALL NOT BE TRANSFERRED TO THE STORM WATER SYSTEM. SWEEPINGS SHALL BE PICKED UP AND DISPOSED IN THE TRASH.
4. AVOID PAVING IN WET WEATHER WHEN PAVING CHEMICALS CAN RUN-OFF INTO THE STORM WATER SYSTEM.
5. USE BMPS SUCH AS CHECK-DAMS, BERMS, AND INLET PROTECTION TO PREVENT RUN-OFF FROM REACHING DISCHARGE POINTS.
6. COVER CATCH BASINS, MANHOLES, AND OTHER DISCHARGE POINTS WHEN APPLYING SEAL COAT, TACK COAT, ETC. TO PREVENT INTRODUCING THESE MATERIALS TO THE STORM WATER SYSTEM.
7. STORMWATER FACILITIES WILL BE PROTECTED FROM FOOT OR EQUIPMENT TRAFFIC THAT IS UNRELATED TO THE CONSTRUCTION OF THE FACILITY. TEMPORARY ORANGE CONSTRUCTION FENCING WILL BE INSTALLED TO KEEP WORKERS, PEDESTRIANS, AND EQUIPMENT OUT OF THE FACILITY.
8. STORMWATER FACILITIES SHOULD BE KEPT CLEAN AND SHALL NOT BE USED AS EROSION AND SEDIMENT CONTROL STRUCTURES DURING CONSTRUCTION.



SEE SHEET EC-23

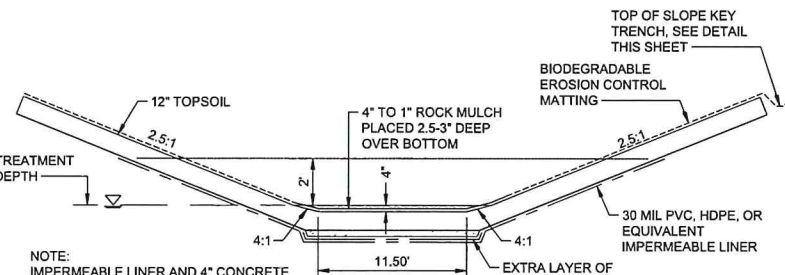


**CONSTRUCTION NOTES:**

1. INSTALL OUTLET PROTECTION PER DETAIL 4-9, SHEET EC-30.
2. INSTALL INLET PROTECTION TYPE 4 CATCH BASIN PER DETAIL 4-24, SHEET EC-30.
3. INSTALL INLET PROTECTION TYPE 4 DITCH INLET PER DETAIL 4-24, SHEET EC-30.
4. DISCHARGE TO EXISTING STORM LINE.
5. STORMWATER FACILITY TO BE RESTORED AFTER CONSTRUCTION ACTIVITIES CEASE. REMOVE TOP 18" OF SOIL AFTER FINAL STABILIZATION. TOP LAYER MUST BE RECONSTRUCTED AND FACILITY VEGETATED. SEE TYPICAL SWALE CROSS SECTION.

**EROSION CONTROL LEGEND**

|   |                 |                         |     |   |  |
|---|-----------------|-------------------------|-----|---|--|
| PROJECT BOUNDARY                                  | ---             | EXISTING 1' CONTOUR     | --- | CONCRETE TRUCK WASHOUT  |  |
| LIMITS OF DISTURBANCE                             | ---             | EXISTING 5' CONTOUR     | --- | CONSTRUCTION STAGING AREA (CLEAN ROCK PAD FOR SOLID & HAZARDOUS WASTE AND FUEL STORAGE) |  |
| SEDIMENT FENCE (TO BE INSTALLED PRIOR TO GRADING) | X               | PROPOSED 1' CONTOUR     | --- | STOCKPILE   |  |
| STRAW WATTLES (TO BE INSTALLED AFTER GRADING)     | o o o o o o o o | PROPOSED 5' CONTOUR     | --- |   |  |
| ORANGE CONST. FENCING                             | o o o o o o o o | DRAINAGE FLOW DIRECTION | →   |   |  |
| DIVERSION DITCH                                   | > > > > > >     | CHANNEL MATTING         |     |   |  |
| CONSTRUCTION ENTRANCE                             |                 |                         |     |   |  |



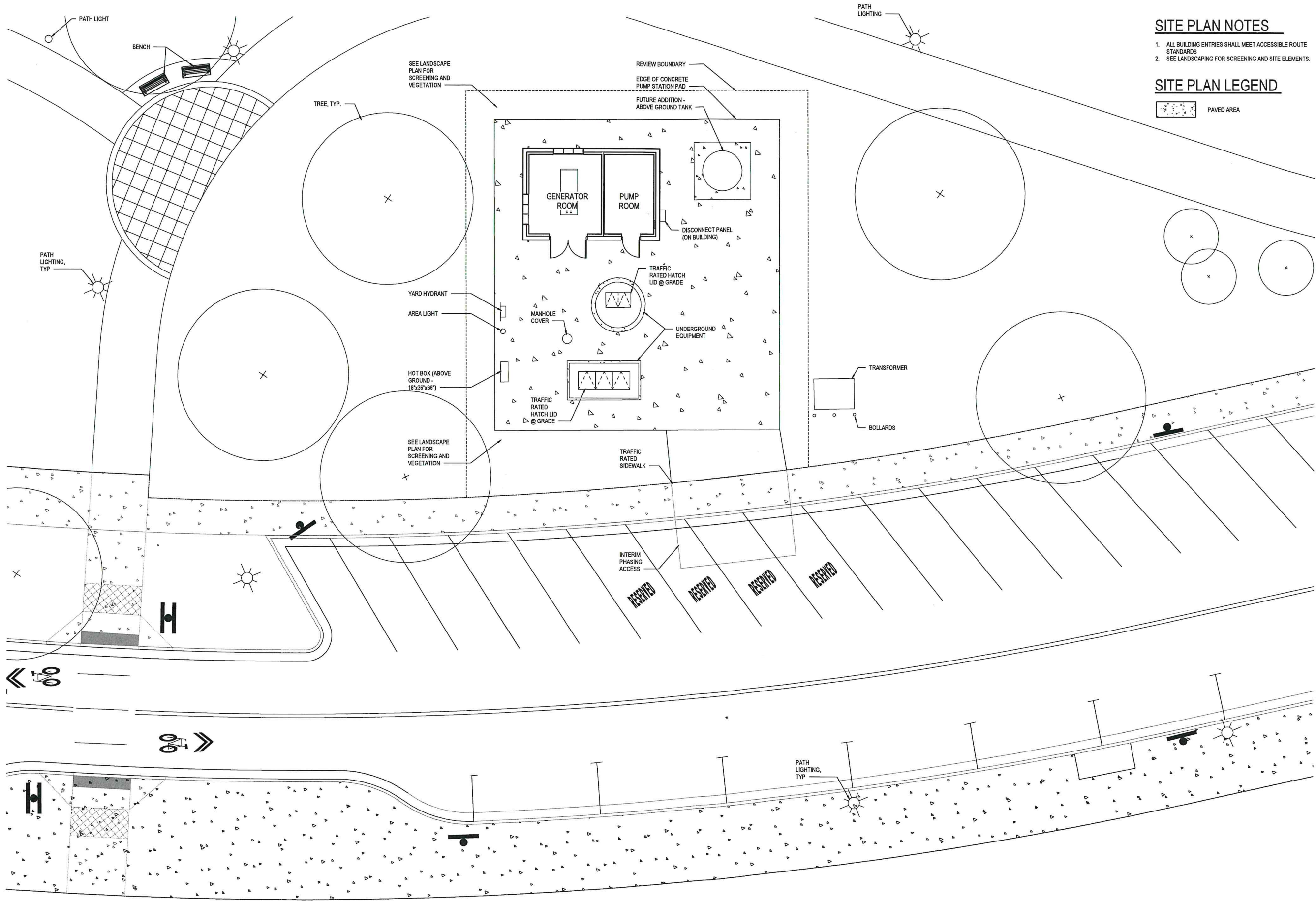
**TYPICAL SWALE CROSS-SECTION**

Plotted: May 17, 2022 - L:\8m. Keith Buisman - L:\Project\19823\19823\CAD\DWG\EC22.dwg User: KJB Date: 5/17/2022



Plot Date: 5/18/2022 10:06:36 AM

Revit File: C:\Users\Chris.Jones\Documents\2022-04-04 - 19823 - St. Helens Pump Station.dgn; jones\A3R.rvt



## SITE PLAN NOTES

1. ALL BUILDING ENTRIES SHALL MEET ACCESSIBLE ROUTE STANDARDS
2. SEE LANDSCAPING FOR SCREENING AND SITE ELEMENTS.

## SITE PLAN LEGEND

PAVED AREA

STAMP



CONSULTANT

## ST. HELEN'S LIFT STATION

1ST & STRAND, ST. HELENS, OREGON

## SITE PLAN

TITLE

# DATE DESCRIPTION

REVISIONS

Author Checker

DRAWN BY CHECK BY

LAND USE SUBMITTAL

STATUS

05/13/22

DATE

19823

PROJECT NUMBER

G0.02

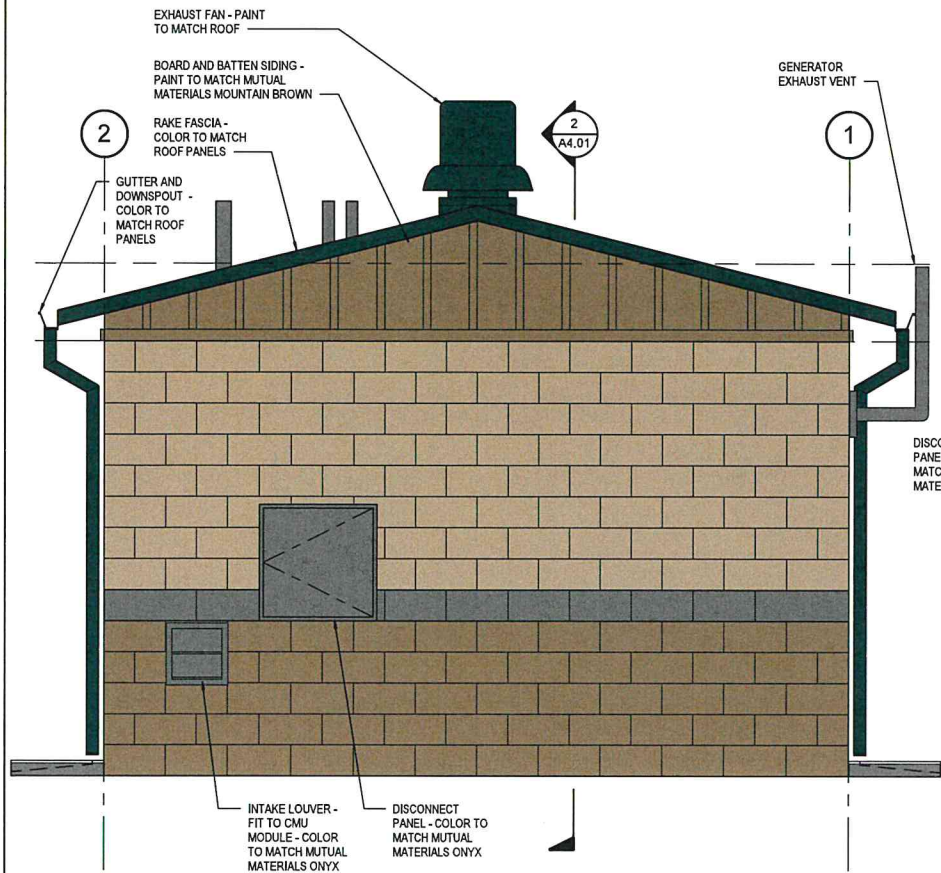
© 2022 OTAK, INC.

If this drawing is not 22" x 34", it has been reduced/enlarged. Scale accordingly.

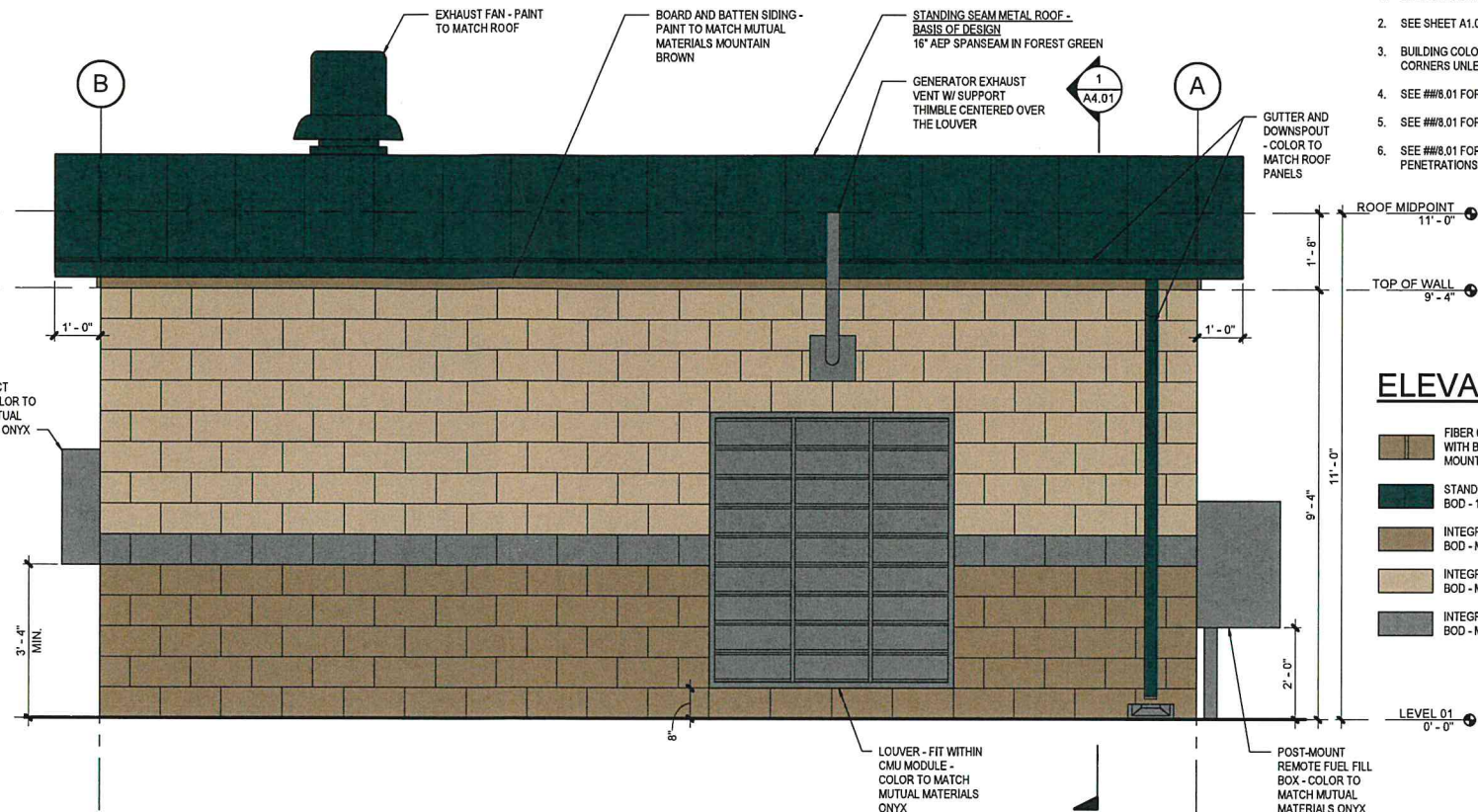


Pld Date: 5/18/2022 10:06:35 AM

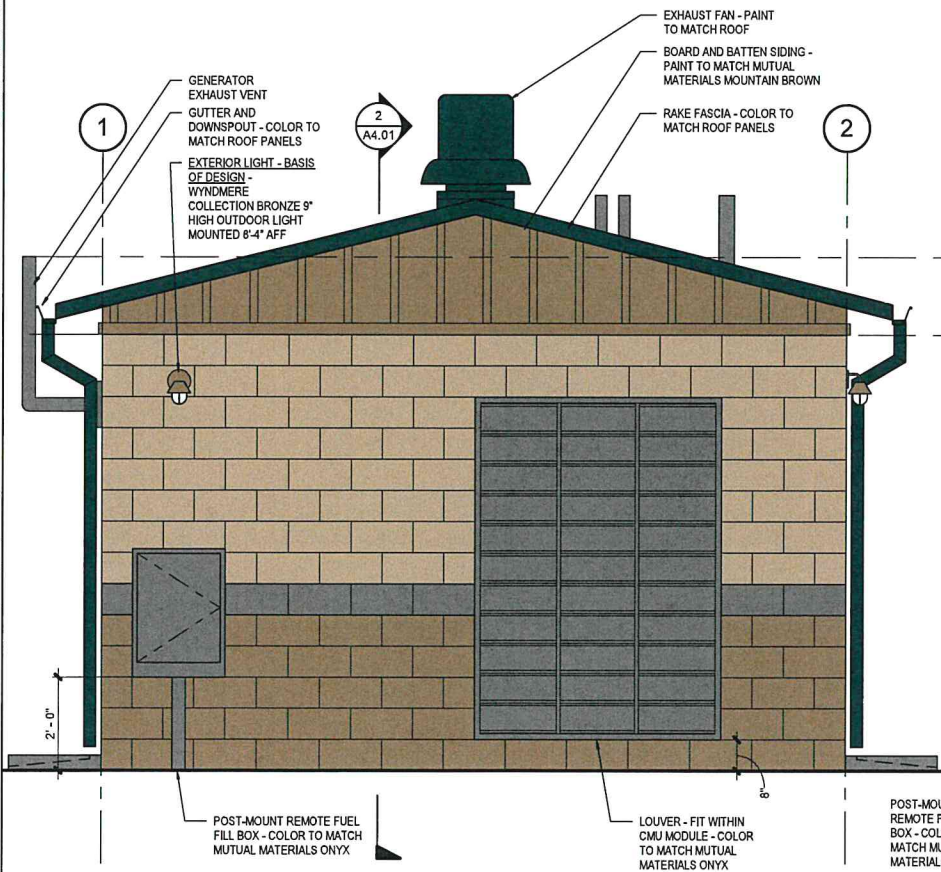
Revit File: C:\Users\Chris.Jones\Documents\2022\04-04 - 19823 - St.Helens Pump Station\_chris.jones\A3.01.rvt



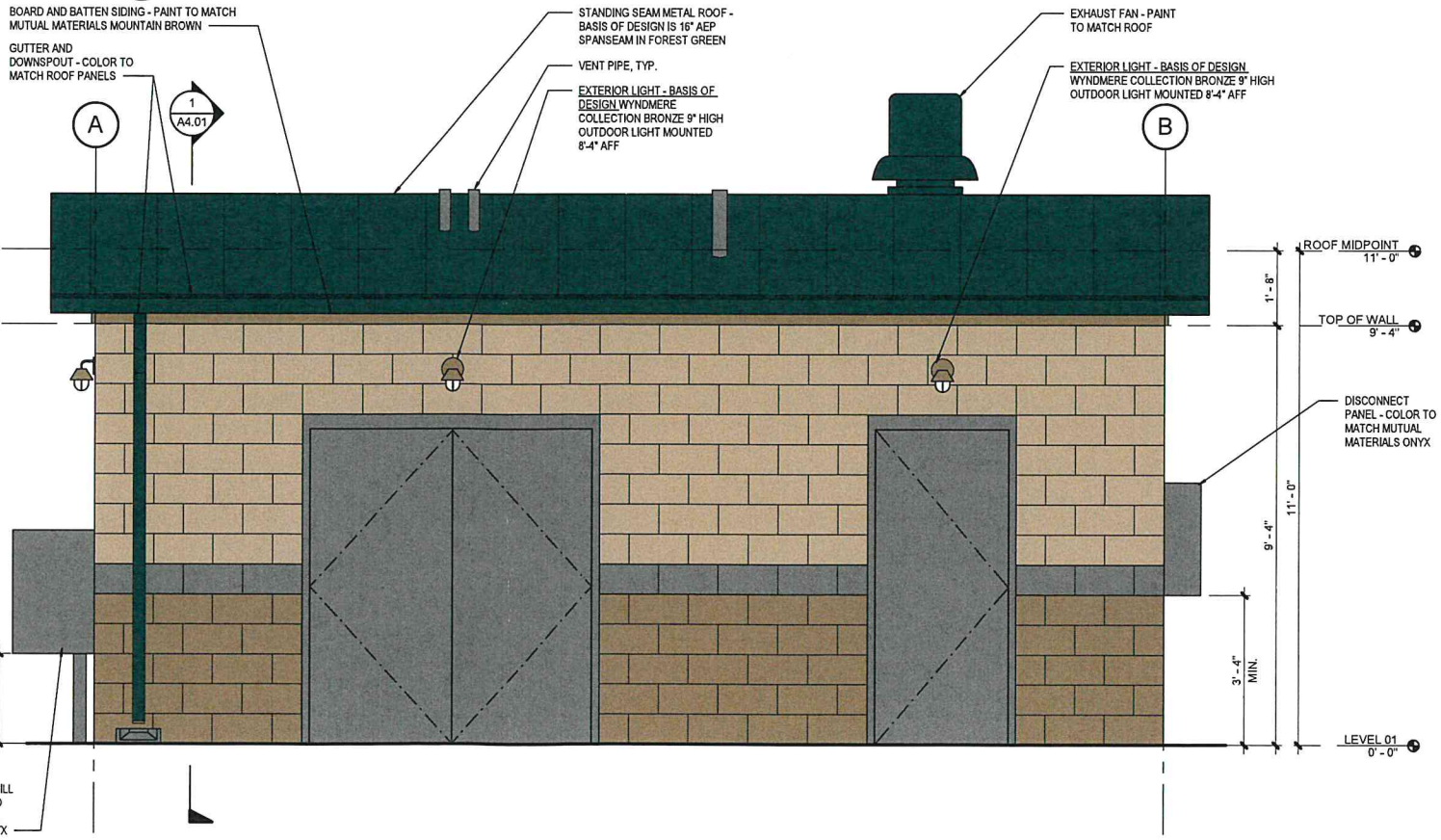
4 NORTH ELEVATION  
A3.01 SCALE: 1/2" = 1'-0"



2 WEST ELEVATION  
A3.01 SCALE: 1/2" = 1'-0"



3 SOUTH ELEVATION  
A3.01 SCALE: 1/2" = 1'-0"



1 EAST ELEVATION  
A3.01 SCALE: 1/2" = 1'-0"

## ELEVATION NOTES

1. SEE BUILDING FLOOR PLANS FOR DOOR TAGS.
2. SEE SHEET A1.01 FOR DOOR SCHEDULE.
3. BUILDING COLORS AND MATERIALS SHALL WRAP AROUND CORNERS UNLESS NOTED OTHERWISE.
4. SEE ###8.01 FOR TYPICAL SEALANT JOINTS.
5. SEE ###8.01 FOR TYPICAL ROOF PENETRATIONS.
6. SEE ###8.01 FOR ELECTRICAL AND MECHANICAL PENETRATIONS.

## ELEVATION LEGEND

- FIBER CEMENT BOARD & BATTEN SIDING WITH BATTENS AT 16" O.C. - COLOR TO MATCH MOUNTAIN BROWN CMU
- STANDING SEAM METAL ROOF, BOD - 16" AEP SPANSEAM FOREST GREEN
- INTEGRAL COLOR SPLIT FACE CMU, BOD - MUTUAL MATERIALS MOUNTAIN BROWN
- INTEGRAL COLOR SMOOTH FACE CMU, BOD - MUTUAL MATERIALS MESA TAN
- INTEGRAL COLOR GROUND FACE CMU, BOD - MUTUAL MATERIALS ONYX

STAMP



CONSULTANT

ST. HELEN'S LIFT STATION  
1ST & STRAND, ST. HELENS, OREGON

EXTERIOR ELEVATIONS

TITLE  
# DATE DESCRIPTION

REVISIONS  
Author Checker  
DRAWN BY CHECK BY  
LAND USE SUBMITTAL  
STATUS  
05/13/22  
DATE  
19823  
PROJECT NUMBER

A3.01

© 2022 OTAK, INC.  
If this drawing is not 22" x 34", it has been reduced/enlarged. Scale accordingly.





PRELIMINARY

**Mayer/Reed**

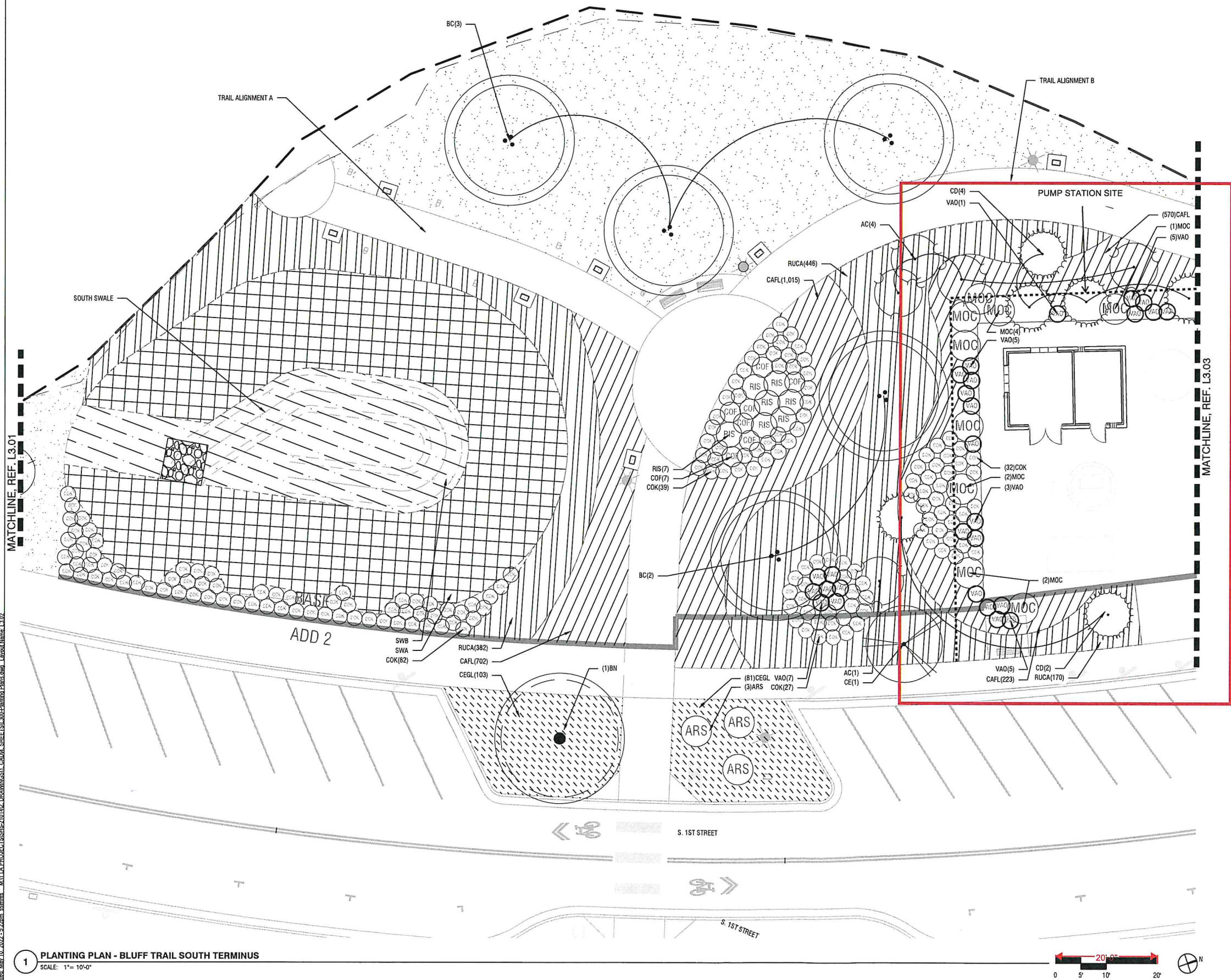
Mayer/Reed, Inc.  
319 SW Washington St.  
Suite 820  
Portland, Oregon 97204  
503.223.5953

**S. 1ST AND STRAND STREETS  
ROAD AND UTILITY EXTENSIONS  
ST. HELENS, OREGON  
PLANTING PLANS**

| TITLE            |            |             |
|------------------|------------|-------------|
| #                | DATE       | DESCRIPTION |
|                  |            |             |
| REVISIONS        |            |             |
|                  |            |             |
| DATUM            |            |             |
| MS               | SVS        |             |
| DRAWN BY         | CHECKED BY |             |
| 90% DESIGN       |            |             |
| STATUS           |            |             |
| JANUARY 10, 2021 |            |             |
| DATE             |            |             |
| 19823            |            |             |
| PROJECT NUMBER   |            |             |

**L3.02**

© 2021 OTAK, INC.  
If this drawing is not 22" x 34", it has been reduced/enlarged. Scale accordingly.



**PLANTING NOTES**

- DO NOT BEGIN PLANTING UNTIL IRRIGATION SYSTEM IS INSTALLED, TESTED AND APPROVED BY LANDSCAPE ARCHITECT.
- DO NOT BEGIN PLANTING UNTIL SOIL PREPARATION IS COMPLETE AND APPROVED BY LANDSCAPE ARCHITECT. TOPSOIL DEPTH WITHIN SHRUB AREAS IS 24 INCHES DEPTH WITH 2 INCHES MULCH TOP DRESSING. PLANTING SOIL WITHIN LAWN AREAS IS 9 INCHES.
- LOCATE PLANTS AS DIMENSIONED ON THE PLANS AND AS SHOWN IN THE PLANT SCHEDULE. PLANT SPACING IS MEASURED CENTER TO CENTER. PLANT LOCATIONS MAY BE ADJUSTED BY THE LANDSCAPE ARCHITECT TO MEET FIELD CONDITIONS.
- VERIFY ALL QUANTITIES AND VARIETIES SHOWN ON THE DRAWINGS PRIOR TO ORDERING. OWNER MUST APPROVE ANY NECESSARY SUBSTITUTIONS DURING SUBMITTALS PROCESS. REVIEW PROCESS TO BE ESTABLISHED AT PRE-CONSTRUCTION MEETING.
- THOROUGHLY WATER IN ALL PLANTS WITHIN 6 HOURS OF PLANTING.
- APPLY SPECIFIED MULCH OVER PLANTING AREAS WITHIN TWO DAYS OF INSTALLING PLANTS, UNLESS OTHERWISE NOTED.
- ALL PLANTS ARE REQUIRED TO MEET AMERICAN STANDARD FOR NURSERY STOCK, ANSI Z60.1-2014.
- TO CALCULATE THE QUANTITY OF PLANTS PER AREA, USE THE FOLLOWING SPACING MULTIPLIERS:

| TRIANGULAR SPACING   | 9"    | 12"   | 15"   | 18"   | 24"   | 30"   | 36"   | 48"   |
|----------------------|-------|-------|-------|-------|-------|-------|-------|-------|
| SQUARE FT MULTIPLIER | 2.027 | 1.156 | 0.513 | 0.322 | 0.288 | 0.184 | 0.128 | 0.072 |





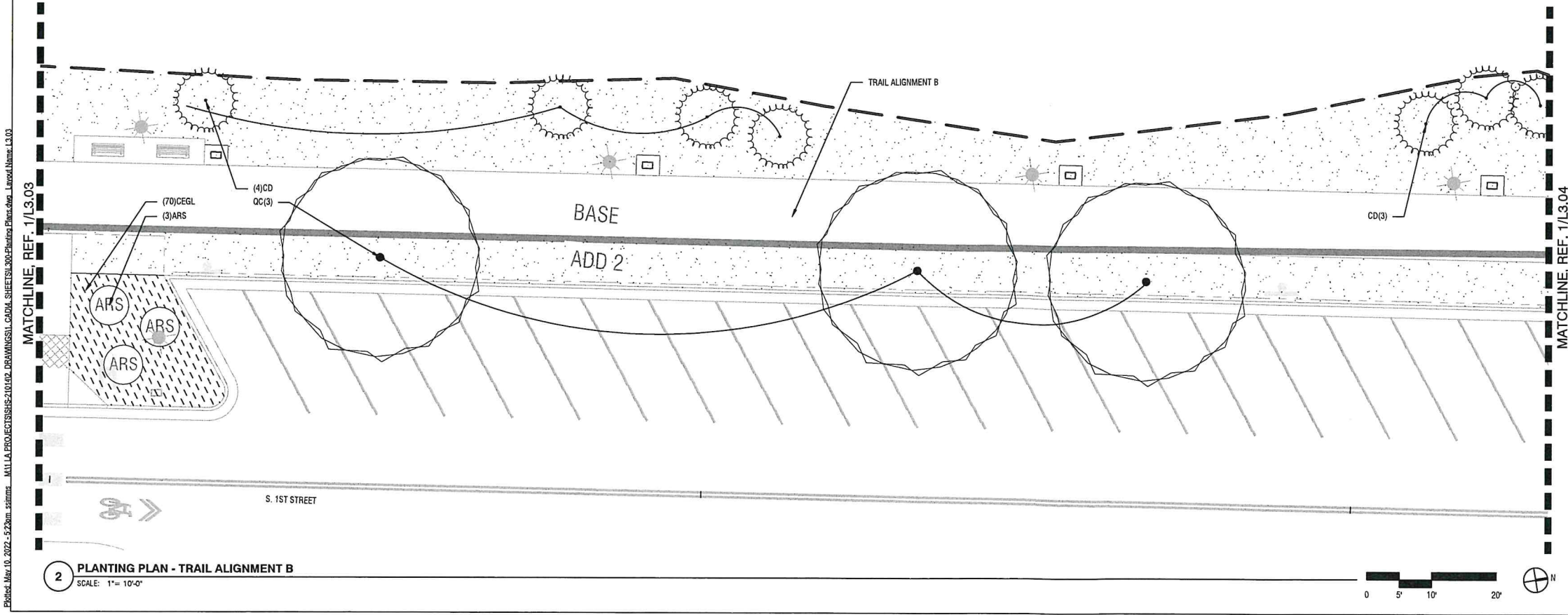
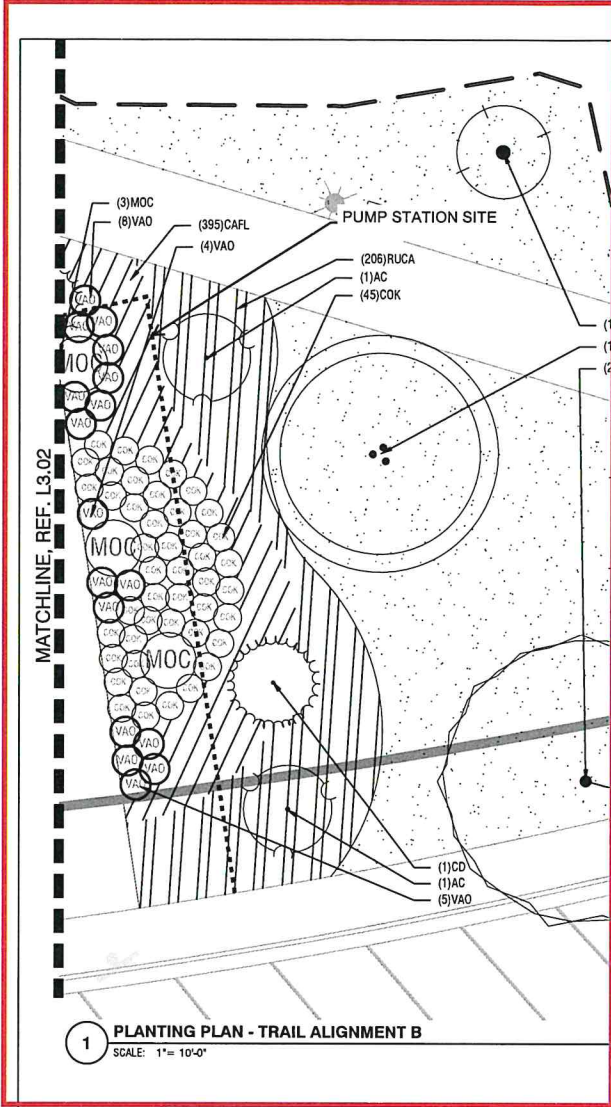
PRELIMINARY

Mayer/Reed

Mayer/Reed, Inc.  
319 SW Washington St.  
Suite 820  
Portland, Oregon 97204  
503.223.5953

S. 1ST AND STRAND STREETS  
ROAD AND UTILITY EXTENSIONS  
ST. HELENS, OREGON  
PLANTING PLANS

|  |                  |
|--|------------------|
| TITLE  |                  |
| #  | DATE DESCRIPTION |
| REVISIONS  |                  |
| DATUM  |                  |
| MS   | SVS              |
| DRAWN BY   | CHECKED BY       |
| 90% DESIGN   |                  |
| STATUS   |                  |
| JANUARY 10, 2021   |                  |
| DATE   |                  |
| 19823  |                  |
| PROJECT NUMBER   |                  |
| L3.03  |                  |
| © 2021 OTAK, INC.  |                  |
| If this drawing is not 22" x 34", it has been reduced/enlarged. Scale accordingly. |                  |














PLANTING NOTES

- DO NOT BEGIN PLANTING UNTIL IRRIGATION SYSTEM IS INSTALLED, TESTED AND APPROVED BY LANDSCAPE ARCHITECT.
- DO NOT BEGIN PLANTING UNTIL SOIL PREPARATION IS COMPLETE AND APPROVED BY LANDSCAPE ARCHITECT. TOPSOIL DEPTH WITHIN SHRUB AREAS IS 24 INCHES DEPTH WITH 2 INCHES MULCH TOP DRESSING. PLANTING SOIL WITHIN LAWN AREAS IS 9 INCHES.
- LOCATE PLANTS AS DIMENSIONED ON THE PLANS AND AS SHOWN IN THE PLANT SCHEDULE. PLANT SPACING IS MEASURED CENTER TO CENTER. PLANT LOCATIONS MAY BE ADJUSTED BY THE LANDSCAPE ARCHITECT TO MEET FIELD CONDITIONS.
- VERIFY ALL QUANTITIES AND VARIETIES SHOWN ON THE DRAWINGS PRIOR TO ORDERING. OWNER MUST APPROVE ANY NECESSARY SUBSTITUTIONS DURING SUBMITTALS PROCESS. REVIEW PROCESS TO BE ESTABLISHED AT PRE-CONSTRUCTION MEETING.
- THOROUGHLY WATER IN ALL PLANTS WITHIN 6 HOURS OF PLANTING.
- APPLY SPECIFIED MULCH OVER PLANTING AREAS WITHIN TWO DAYS OF INSTALLING PLANTS, UNLESS OTHERWISE NOTED.
- ALL PLANTS ARE REQUIRED TO MEET AMERICAN STANDARD FOR NURSERY STOCK, ANSI Z60.1-2014.
- TO CALCULATE THE QUANTITY OF PLANTS PER AREA, USE THE FOLLOWING SPACING MULTIPLIERS:

| TRIANGULAR SPACING   | 9"    | 12"   | 15"   | 18"   | 24"   | 30"   | 36"   | 48"   |
|----------------------|-------|-------|-------|-------|-------|-------|-------|-------|
| SQUARE FT MULTIPLIER | 2.027 | 1.156 | 0.513 | 0.322 | 0.288 | 0.184 | 0.128 | 0.072 |






TREES

| SYMBOL  | CODE | BOTANICAL NAME                   | COMMON NAME                  | SIZE           | NOTES                               |
|---|------|----------------------------------|------------------------------|----------------|-------------------------------------|
|    | AG   | ACER GINNALA 'FLAME'             | AMUR MAPLE                   | 2" CAL./B&B    | BRANCHED AT 6' HT.                  |
|    | BC   | BETULA NIGRA 'CULLY'             | HERITAGE RIVER BIRCH         | 2" CAL./B&B    | MULTI-STEM, MIN. 3 STEMS AT BASE    |
|    | BN   | BETULA NIGRA 'CULLY'             | HERITAGE RIVER BIRCH         | 2" CAL./B&B    | SINGLE TRUNK, BRANCHED AT 6' HT.    |
|    | CD   | CALOCEDRUS DECURRENS             | INCENSE CEDAR                | 10'-12' HT/B&B | STRONG CENTRAL LEADER               |
|    | CE   | CORNUS X EDDIE'S WHITE WONDER®   | EDDIE'S WHITE WONDER DOGWOOD | 2" CAL./B&B    | BRANCHED AT 6' HT.                  |
|    | GB   | GINKGO BILOBA 'PRINCETON SENTRY' | PRINCETON SENTRY GINKGO      | 2" CAL./B&B    | BRANCHED AT 6' HT.                  |
|    | OV   | OSTRYA VIRGINIANA                | HOP HORNBEAM                 | 2" CAL./B&B    | BRANCHED AT 6' HT.                  |
|    | PP   | PARROTTIA PERSICA 'VANESSA'      | VANESSA IRONWOOD             | 2" CAL./B&B    | BRANCHED AT 6' HT.                  |
|    | QC   | QUERCUS COCCINEA                 | SCARLETT OAK                 | 2" CAL./B&B    | BRANCHED AT 6' HT.                  |
|  | TM   | TSUGA MERTENSIANA                | MOUNTAIN HEMLOCK             | 6' HT/B&B      | STRONG CENTRAL LEADER               |
|  | AU   | ARBUTUS UNEDO                    | STRAWBERRY TREE              | 15 GAL.        | NO SUMMER WATER AFTER ESTABLISHMENT |

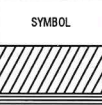







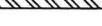

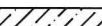
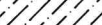
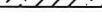
## SHRUBS

| SYMBOL  | CODE | BOTANICAL NAME                          | COMMON NAME                      | SPACING | SIZE    | NOTES                              |
|---|------|---|----------------------------------|---------|---------|------------------------------------|
|  | ACC  | ACER CIRCINATUM 'MONROE'                | MONROE'S VINE MAPLE              |         | 10' B&B | MULTI-STEM, MIN. 3-5 STEMS AT BASE |
|  | ARS  | ARCTOSTAPHYLOS 'SUNSET'                 | SUNSET MANZANITA                 |         | 5 GAL   |                                    |
|  | LOP  | ONICERA PILEATA 'ROYAL CARPET'          | ROYAL CARPET BOXLEAF HONEYSUCKLE |         | 5 GAL   |                                    |
|  | CEV  | CEANOTHUS 'VICTORIA'                    | VICTORIA CALIFORNIA LILAC        |         | 5 GAL   |                                    |
|  | COF  | CORNUS SERICEA 'FARROW'                 | ARCTIC FIRE DOGWOOD              |         | 2GAL    |                                    |
|  | COK  | CORNUS SERICEA 'KELSEY'                 | KELSEY DOGWOOD                   |         | 3 GAL   |                                    |
|  | MOC  | MORELLA CALIFORNICA                     | PACIFIC WAXMYRTLE                |         | 5 GAL   |                                    |
|  | PEA  | PEROVSKIA ATRIPLICIFOLIA 'LITTLE SPIRE' | LITTLE SPIRE RUSSIAN SAGE        |         | 3 GAL   |                                    |
|  | RIS  | RIBES SANGUINEUM 'KING EDWARD VII'      | KING EDWARD FLOWERING CURRANT    |         | 5 GAL   |                                    |
|  | VAO  | VACCINIUM OVATUM                        | EVERGREEN HUCKLEBERRY            |         | 3 GAL   |                                    |

## FERNS, GRASSES, AND BULBS

| SYMBOL  | CODE | BOTANICAL NAME                             | COMMON NAME                 | SPACING | SIZE  | NOTES |
|---|------|--|-----------------------------|---------|-------|-------|
|  | MIPU | MISCANTHUS 'PURPURASCENS'                  | FLAME GRASS                 |         | 3 GAL |       |
|  | PEAL | PENNISETUM ALOPECUROIDES<br>'LITTLE BUNNY' | LITTLE BUNNY FOUNTAIN GRASS |         | 1 GAL |       |
|  | SESP | SEDUM SPECTABILE 'AUTUMN JOY'              | AUTUMN JOY STONECROP        |         | 1 GAL |       |

## GROUNDCOVERS, MIXES, AND SEED

| SYMBOL  | CODE | BOTANICAL NAME                      | COMMON NAME                       | SPACING    | SIZE   | NOTES                    |
|---|------|-------------------------------------|-----------------------------------|------------|--------|--------------------------|
|  | CARL | CAREX FLACCA                        | BLUE SEDGE                        | 12" o.c.   | 1 GAL. |                          |
|  | ARUV | ARCTOSTAPHYLOS UVA-URSI             | KINNICKINICK                      | 24" o.c.   | 1 GAL. |                          |
|  | CEGL | CEANOETHUS GLORIOSUS 'PT. REYES'    | POINT REYES CEANOETHUS            | 30" o.c.   | 1 GAL. | MIN. WATER AFTER 1ST YR. |
|  | LJSP | LIRIOPE SPICATA                     | SPREADING LIRIOPE                 | 18" o.c.   | 1 GAL. |                          |
|  | RUCA | RUBUS CALYCINOIDES 'EMERALD CARPET' | EMERALD CARPET CREEPING RASPBERRY | 24" o.c.   | 1 GAL. |                          |
|   |      |                                     |                                   |            |        |                          |
|  | SWA  | NATIVE SEED                         | REF. SPECS                        |            |        |                          |
|   |      |                                     |                                   |            |        |                          |
|  | SWB  |                                     |                                   |            |        |                          |
|  |      | ARBUTUS UNEDO                       | STRAWBERRY TREE                   | 12" o.c.   | 5 GAL. |                          |
|  |      | CORNUS SERICEA 'KELSEY'             | KELSEY DOGWOOD                    | 24" o.c.   | 3 GAL. | GROUPS OF 3 6" O.C.      |
|  |      | MAHONIA REPENS                      | CREEPING OREGON GRAPE             | 24" o.c.   | 1 GAL. | GROUPS OF 5 10" O.C.     |
|  |      | RUBUS CALYCINOIDES 'EMERALD CARPET' | EMERALD CARPET CREEPING RASPBERRY | 24" o.c.   | 1 GAL. | THROUGHOUT               |
|   |      |                                     |                                   |            |        |                          |
|  | SL   | SEEDED LAWN                         |                                   | REF. SPECS |        |                          |
|  | SM   | NATIVE MEADOW                       |                                   | REF. SPECS |        |                          |

1. DO NOT BEGIN PLANTING UNTIL IRRIGATION SYSTEM IS INSTALLED, TESTED AND APPROVED BY LANDSCAPE ARCHITECT.
2. DO NOT BEGIN PLANTING UNTIL SOIL PREPARATION IS COMPLETE AND APPROVED BY LANDSCAPE ARCHITECT. TOPSOIL DEPTH WITHIN SHRUB AREAS IS 24 INCHES DEPTH WITH 2 INCHES MULCH TOP DRESSING. PLANTING SOIL WITHIN LAWN AREAS IS 9 INCHES.
3. LOCATE PLANTS AS DIMENSIONED ON THE PLANS AND AS SHOWN IN THE PLANT SCHEDULE. PLANT SPACING IS MEASURED CENTER TO CENTER. PLANT LOCATIONS MAY BE ADJUSTED BY THE LANDSCAPE ARCHITECT TO MEET FIELD CONDITIONS.
4. VERIFY ALL QUANTITIES AND VARIETIES SHOWN ON THE DRAWINGS PRIOR TO ORDERING. OWNER MUST APPROVE ANY NECESSARY SUBSTITUTIONS DURING SUBMITTALS PROCESS. REVIEW PROCESS TO BE ESTABLISHED AT PRE-CONSTRUCTION MEETING.
5. THOROUGHLY WATER IN ALL PLANTS WITHIN 6 HOURS OF PLANTING.
6. APPLY SPECIFIED MULCH OVER PLANTING AREAS WITHIN TWO DAYS OF INSTALLING PLANTS, UNLESS OTHERWISE NOTED.
7. ALL PLANTS ARE REQUIRED TO MEET AMERICAN STANDARD FOR NURSERY STOCK, ANSI Z60.1-2014.
8. TO CALCULATE THE QUANTITY OF PLANTS PER AREA, USE THE FOLLOWING SPACING MULTIPLIERS:

|                      |       |       |       |       |       |       |       |       |
|----------------------|-------|-------|-------|-------|-------|-------|-------|-------|
| TRIANGULAR SPACING   | 9"    | 12"   | 15"   | 18"   | 24"   | 30"   | 36"   | 48"   |
| SQUARE FT MULTIPLIER | 2.027 | 1.156 | 0.513 | 0.322 | 0.288 | 0.184 | 0.128 | 0.072 |

## PRELIMINARY

**Mayer/Reed**

**Mayer/Reed, Inc.**  
319 SW Washington St.  
Suite 820  
Portland, Oregon 97204  
503.223.5953

**S. 1ST AND STRAND STREETS  
ROAD AND UTILITY EXTENSIONS**  
ST. HELENS, OREGON  
PLANTING PLANS

## PLANTING SCHEDULE AND NOTES

[illegible]

## REVISIONS

|          |            |
|----------|------------|
| DATUM    |            |
| MS       | SVS        |
| DRAWN BY | CHECKED BY |

|            |
|------------|
| 90% DESIGN |
| STATUS     |

JANUARY 10, 2021  
DATE

19823  
PROJECT NUMBER

L3.20

© 2021 OTAK, INC.

If this drawing is not 22" x 34", it has been reduced/enlarged. Scale accordingly.

## 3. BUILDING LIGHTING

Lighting should be well designed and purposeful.

Lighting for commercial storefronts can have a dramatic impact on the appearance of a building at night, and can create a more interesting and inviting environment, encouraging commercial and social activities after business hours. Care should be taken in lighting installation so as not to overwhelm the façade. New lighting should be subtle and well placed to illuminate entries and signage.

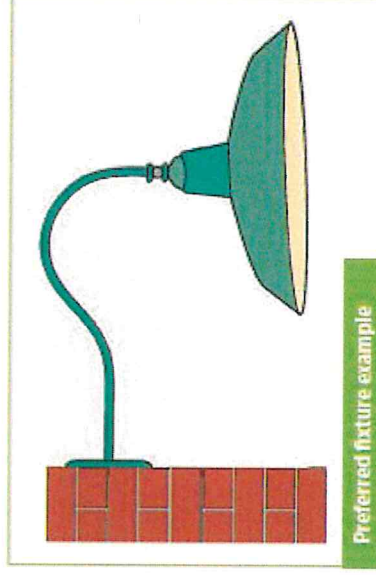


Utilize appropriately hued, high efficiency lighting to reduce energy demand. Properly positioned lighting can help eliminate light pollution, reduce energy costs, and provide a safer environment.

### 3.2 GENERAL GUIDANCE

Incorporate appropriate lighting to improve the pedestrian environment and help foster a comfortable and safe place to shop and stroll.

- Install partially- or fully-shielded light fixtures that only emit light downwards (do not emit light upwards or sideways) to mitigate the impacts of exterior light pollution.
- When adding lighting, only add fixtures that are appropriate to the building and complementary of the district.



### 3.3 EXISTING BUILDINGS

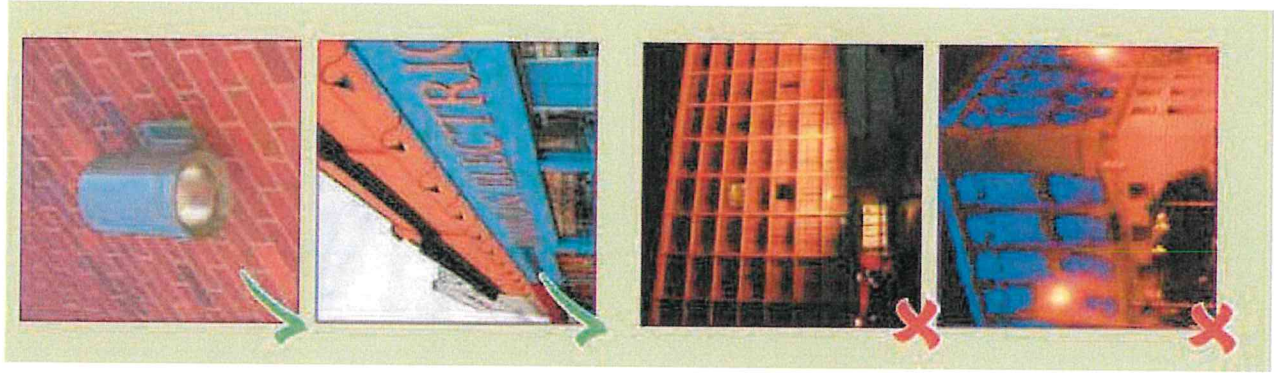
Where historic building lighting is present, strong measures should be taken to maintain durability of the existing lighting units. Where lighting is added, care should be taken to minimize negative impacts to the building façade.

- Original lighting fixtures should be retained and repaired whenever possible.
- When adding lighting, only add lighting where appropriate and needed to illuminate building features or signage. Do not over-light. When adding lighting only, add fixtures that are appropriate to the building and complementary of the district.

### 3.4 NEW CONSTRUCTION

New commercial or mixed-use buildings should incorporate lighting features appropriate to the character of Olde Towne.

- New lighting fixtures should have simple designs that do not draw attention away from the façade, or should draw on period lighting style to complement façade details.





## 6. MATERIAL & BUILDING COLORS

**A traditional pallet of colors and materials are preferred.**

Building materials of new structures and additions or alterations should contribute to the visual continuity of the district. The materials should appear similar to those seen traditionally to establish a sense of visual continuity.

Buildings consume a large portion of Earth's natural resources, including 40% of raw stone, gravel, and sand and 25% of virgin wood. Choosing more sustainable building materials can mitigate negative environmental impacts and conserve virgin materials and resources. Utilize salvaged building materials, look for products with recycled content, containing rapidly renewable materials, Forest Stewardship Council (FSC) certified wood, and/or locally harvested or extracted components.

### 6.2 GENERAL GUIDANCE

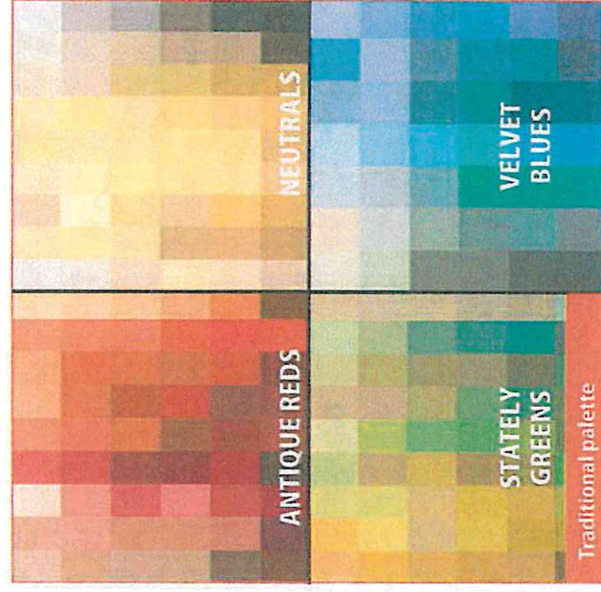
Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize the historic district should be preserved.

- Match brick and mortar in color, profile and texture to that of the original building or to another neighboring historic building.
- Where possible, use materials indigenous to the region and/or manufactured or supplied locally.

### 6.3 EXISTING BUILDINGS

During rehabilitation of buildings, replace materials with similar material types to maintain original appearance of the structure.

- Brick that has not been painted should not be painted.
- Match stone coursing, finish and joints to original.
- Maintain historical architectural detailing at window heads, cornices, belt course, and corners.
- Generally, the use of plastic, bright-unfinished metal, unpainted wood, and false stone is inappropriate and discouraged.
- Retain and preserve original wall and siding materials when possible and appropriate.
- Avoid removing siding that is in good condition or that can be repaired in place.
- Remove only the siding that is deteriorated and must be replaced.
- To preserve the character, defining-features of the historic façade materials do not cover or obscure the original façade.
- If the original material has been covered, uncover it, if feasible.





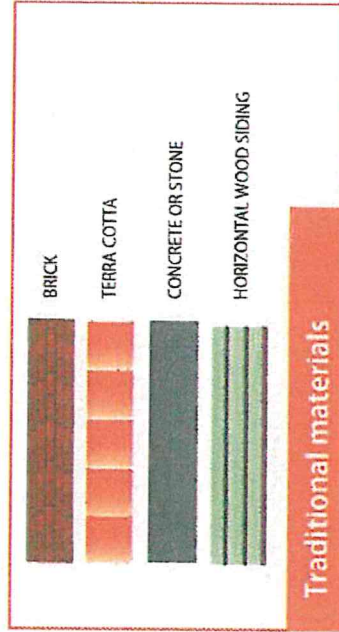
## 6.4 NEW CONSTRUCTION

**To maintain visual consistency, building materials used on the exterior of buildings should be traditional materials that are more durable.**

- Alternative materials to the traditional stone or brick should appear similar in scale, proportion, texture and finish to those used traditionally. Durability should be considered when alternative materials are reviewed.
- Do not use bricks that are larger than the standard size.
- Stone should be limited to colors and types similar to those found in Olde Towne buildings (basalt or similar for face stone, rubble stack okay for non- frontage building faces). Use existing stonework as an example.

**Use building materials and construction practices that evoke a sense of permanence and are compatible with St. Helens' historic buildings.**

- Incorporate one of the following building materials found on traditional American Main Street commercial storefronts, into the design of the ground floor (street facing) facades:



- T-111 or similar sheet materials
- Stucco clad foam (EFIS)
- Vinyl siding
- Log construction

### Prohibited materials

- Generally, the use of plastic, bright-unfinished metal, unpainted wood, and false stone is inappropriate and discouraged.
- Concrete and wood siding should be painted using a palette of earth tone or muted colors. Bright, neon-like colors are strongly discouraged. Paint color choice is the owner's decision, but painting a structure to be a good neighbor on the block is encouraged.



# 7. ROOF

## Reduce the visual impact of rooftop activities.

Reducing the visual impact of mechanical equipment and rooftop activities is a simple way to enhance the District. Doing so ensures that the rhythm and pedestrian scale features of the district are maintained.



The use of non-reflective roofing surfaces contributes to the heat island effect by absorbing the sun's warmth, which then radiates into the surroundings. There are significant negative impacts associated with the resulting increase in ambient temperatures, from increased cooling loads to disruption of wildlife. When conducting roof replacement or repair consider roofs with high solar reflectance index (SRI) or a vegetated roof system.

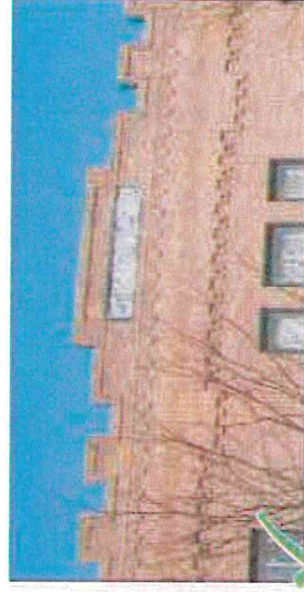
## 7.2 GENERAL GUIDANCE

Minimize the visual impact of mechanical systems and equipment by locating these as far away from the façade as possible.

- Locate mechanical penthouses, photovoltaic panels, and other utility service boxes and devices in the rear or sides of the building. If on the rooftop area, locate at the rear or area furthest from the primary public way.

- Attempt to place utility connections away from the façade.

- Mechanical systems that cannot feasibly be placed as far out of view as possible should be screened from view using integrated architectural features, such as parapet walls on the roof or flush mounted service cabinets on the façade or sides of the building.



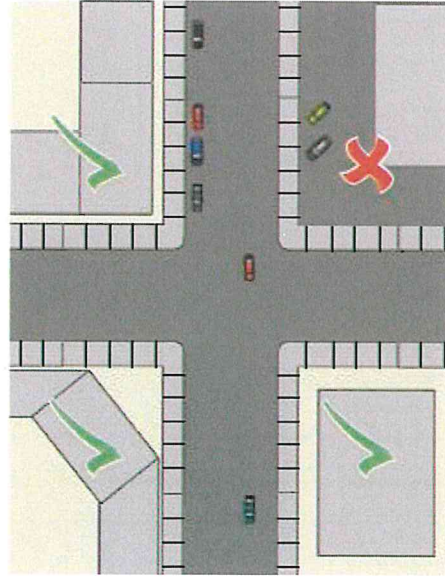
Rooftop decks and other accessible areas on the roof should be set back from the edges of the roof so they may not be easily seen from the street.

- Rooftop decks and other associated activities on the roof should be designed to be as low profile as possible.



## 8. SETBACK, ORIENTATION & BULK

Create a pedestrian corridor that is visually interesting and inviting.



• New construction in Olde Towne will achieve maximum compatibility if built with little to no setback from the sidewalk. This illustration shows acceptable building design in Olde Towne. Note that the building with a large setback allowing for a parking lot is not an acceptable design.



Many buildings are historically aligned for efficient sun and wind exposure. Solar-oriented buildings with longer axis on geographic east-west have significant energy savings and increased occupant comfort due to maximized southern solar exposure.

Historic Olde Towne was developed with the pedestrian in mind. Businesses were built to the front of the property line facing the street and large ground-floor windows displayed the goods and services that could be found inside. The conspicuous location of these display windows served to draw the would-be customer into the grocery, restaurant, barber, etc., while modern commercial districts are oriented toward the car driver (e.g., the Highway 30 business corridor). Because Olde Towne is focused on facilitating a positive pedestrian experience that encourages visitors to spend time in the district and frequent many destinations, it is important to ensure that buildings continue to be built to the property line.

Buildings at the property line create a corridor of visual interest for the pedestrian that encourages movement along the street. Where this line ends (buildings are setback from the street) or where the building face is blank and unwelcoming, movement ceases.

### 8.2 EXISTING BUILDINGS

This guideline does not generally concern rehabilitation of existing buildings, though care should be taken to honor historic uses, entrances, and overall building scale when dealing with existing buildings.

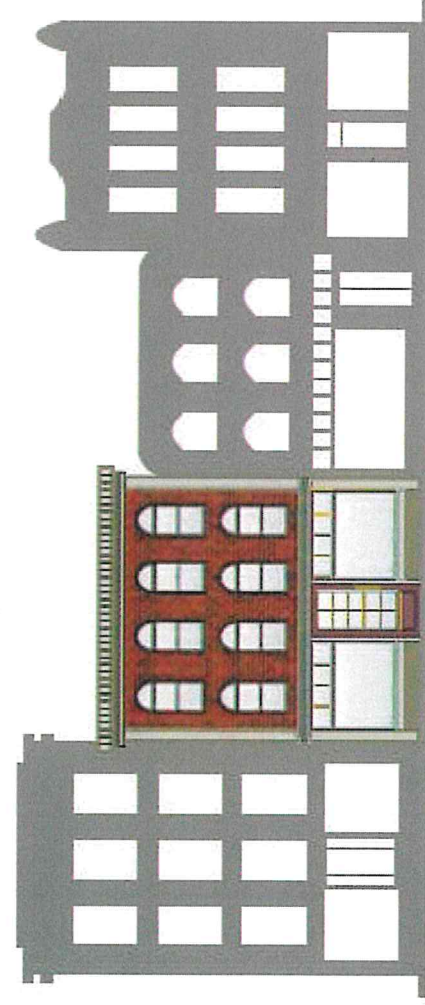
### 8.3 NEW CONSTRUCTION

Buildings should be oriented toward the street and at the front of the existing property line, though some exceptions may be made (as deemed appropriate by the Historic Landmarks Commission).

- Orientation of the building and building entrance should be toward the street/sidewalk.
- The primary building entrance should be located at the street/sidewalk level.
- Always design front façades with a strong sense of entry.
- A traditional building size, form, and street setback oriented toward pedestrian scale should be used.

**Buildings should be similar in height, bulk, and scale and should relate to adjacent structures and the street.**

- Break up uninteresting boxlike forms into smaller, varied masses like those of most buildings from the historic period.
- New buildings should be designed with a mix of wall areas with door and window elements in the façade like those found on the district's historic buildings. Also consider the width-to-height ratio of bays in the façade. The placement of openings with respect to the façade's overall composition, symmetry, or balanced asymmetry should be carefully imitated.



- Relate the roof forms of the new buildings to those found in the area. Duplication of the existing or traditional roof shapes and materials on new construction is one way of making new structures more visually compatible.
- Avoid new construction that greatly varies from traditional area building heights (too high or too low).

• The identity of Olde Towne is strengthened by the collective symmetry displayed along the blocks of the district. While each building has an individual identity and interpretive design, each adheres to the bulk and setback traditions of the historic Commercial Vernacular style. This should be continued in all new construction.



**CITY OF ST. HELENS PLANNING DEPARTMENT  
STAFF REPORT  
VAC.2.22**

**DATE:** June 7, 2022  
**TO:** Planning Commission  
**FROM:** Jacob A. Graichen, AICP, City Planner  
 Jennifer Dimsho, AICP, Associate Planner  
**PETITIONERS:** Keith & Laura Locke, Diane Marie Dillard Revocable Living Trust, Susan Jones, & Williamson Trust  
**PROPOSAL:** Vacation of public right-of-way described as follows:

The west 25 feet of the N. River Street right-of-way and the east 30 feet of the N. 1st Street (Columbia St.) right-of-way abutting Lots 1, 2, and the portion of Lot 3 not included in the Marinascape Condominiums, Block 13; and

The north 25 feet of the Columbia Boulevard right-of-way abutting Lot 1, block 13, and the proposed vacated portions of the N. River Street and N. 1st Street (Columbia St.) rights-of-way adjacent to said Lot 1; and

The west 30 feet of the N. 1st Street (Columbia St.) right-of-way abutting Lots 22, 21 and the south half of Lot 20, Block 16; and

The west 25 feet of the S. River Street right-of-way abutting Lot 11, Block 12; and

The south 25 feet of the Columbia Boulevard right-of-way abutting Lot 11, Block 12, and the proposed vacated portion of the S. River Street right-of-way adjacent to said Lot 11;

All within the St. Helens Subdivision, City of St. Helens, Columbia County, Oregon.

The purpose of this vacation is to **provide additional area to allow for the development and/or redevelopment of the subject properties** per the petitioner's petition.

**PUBLIC HEARING & NOTICE**

Hearing date: July 20, 2022 before the City Council

Notice of this proposed street vacation was Published in the Chronicle on July 6, 2022 and July 13, 2022. Staff posted a copy of the notice at or near each end of the proposed street vacation areas before July 1, 2022.

**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 **June 14, 2022** meeting, the Commission considered this request and, based on [what type of vote], recommends the following to the City Council:

[...To be determined]

**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.

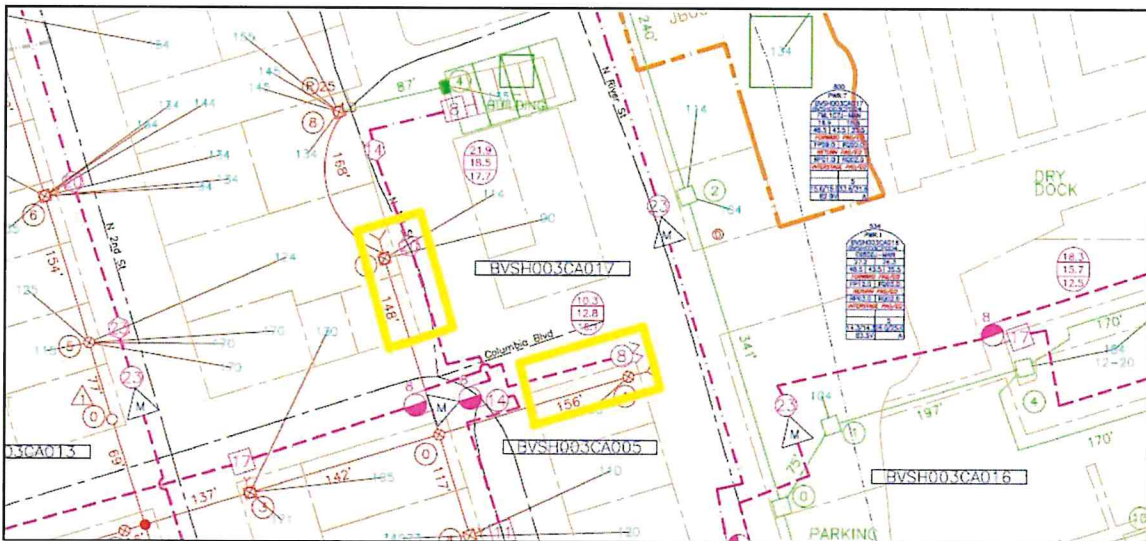
### **Findings:**

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

**CRPUD:** “The street vacation proposed by Dillard, Locke, Williamson Trust and Jones (FILE: VAC.2.22) includes areas in the existing right of way in which Columbia River PUD (CRPUD) has existing electric facilities. These utility poles, lines, guys and anchors and other equipment are maintained on a regular basis, and upgraded, improved or repaired (as needed) by CRPUD. At any time, CRPUD crews need to be able to access these facilities, either in an outage or emergency situation, or during upgrade or routine maintenance events. This means that obstacles such as fences or walls cannot be erected that block CRPUD access to utility poles, lines or equipment. If the areas marked were vacated, CRPUD would require an easement for ingress,

egress, and utilities through this area. A Public Utilities Easement (PUE) is also an option. The easement options are not ideal, as they present a layer of difficulty when changes or upgrades are needed in the future. For this vacation to be possible, the electric facilities feeding North 1st Street, and one home on South 1st Street, would need to be relocated, and the services to the homes altered. Columbia River PUD is a not for profit organization, and operates on a 'Cost Causer Cost Payer' policy, so the cost of moving these facilities and altering home services would fall to the developer. In addition, as this area develops, CRPUD will need access to a right-of-way when accommodating City improvements. Due to the complexity of removing facilities for an entire city block due to this vacation, as well as this vacation creating barriers to future downtown growth, Columbia River PUD objects to the proposed vacation (FILE: VAC.2.22) of N 1st Street, S 1st Street, and River Street."

**Comcast:** "Comcast can't agree to these vacations unless the developer provides a new PUE and pays for a relocation of Comcast's existing facilities. I remember the earlier request that did not affect our plant. I am going to assume CRPUD is in the same position as Comcast since we are attached to their poles."



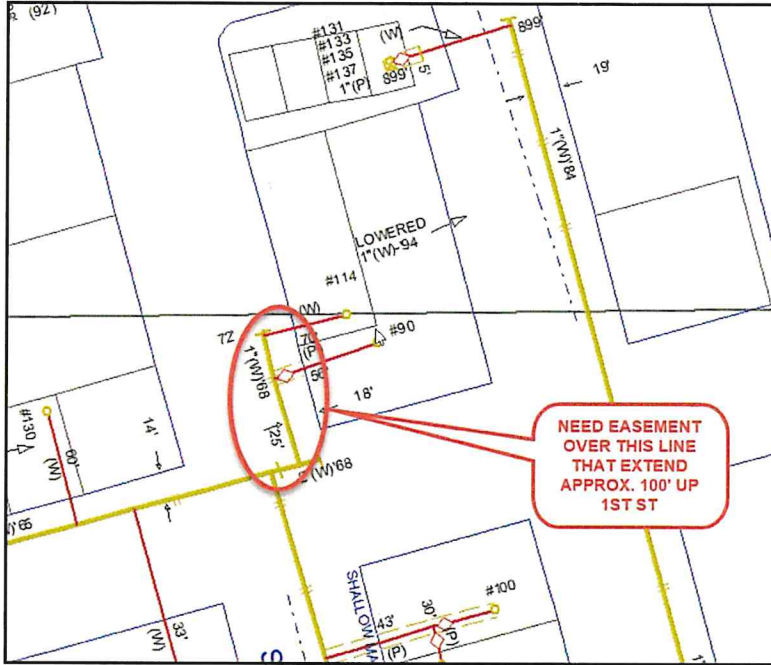
*Comcast Referral Map*

**Centurylink:** STAFF NOTE: This feedback was from an earlier vacation request that only included the rights-of-way that abut the Locke properties. This was since altered to the current, expanded request. Centurylink has not provided an updated referral comment for this new request.

"We have a 200 pair cable that rides the two poles in question [along the east side of N. 1<sup>st</sup> Street]. At first glance, without going out in person, moving the poles, cable and splicing will run the individual about \$8,000. Again, this is a rough estimate and could change once an official site walk is performed."

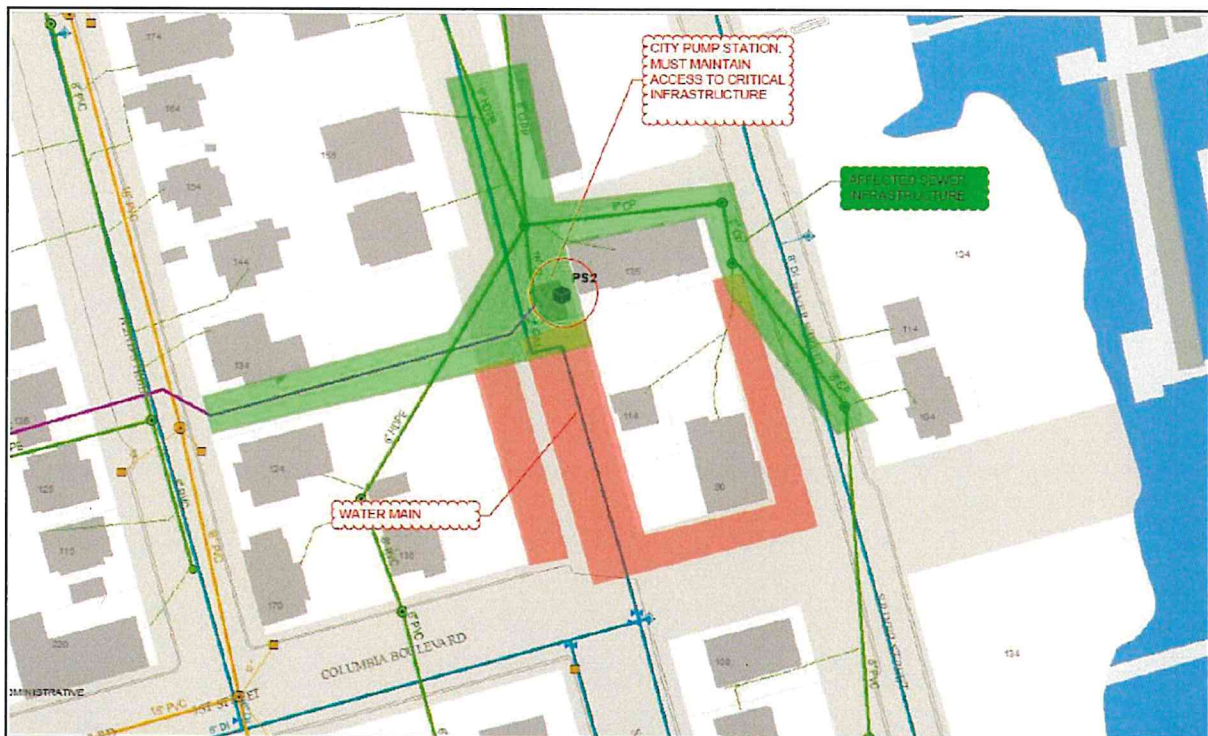
**NW Natural:** "Here is the area that we have facilities in the vacation area and will need an easement."





*NW Natural Referral Map*

**City Engineering:** “The City owns and maintains a water line in the existing [N. 1<sup>st</sup> Street] right-of-way. The City owns and maintains a public sewer and other critical sewer infrastructure adjacent to the proposed [N. 1<sup>st</sup> Street] right-of-way vacation and must maintain the access to these facilities. The N. 1<sup>st</sup> Street right-of-way is the only alternative access to Pump Station No. 2 in the event the River Street access is blocked. Narrowing the right-of-way, particularly on N. 1<sup>st</sup>



City Engineering Referral Map



Street and on Columbia Blvd. will prevent future expansion and/or relocation of public utilities. Vacating the right-of-way on River Street will prevent future widening of the road and the addition of sidewalk for safe pedestrian use. Vacating the right-of-way on Columbia Blvd., N. 1<sup>st</sup> Street, and River Street is not consistent with the Corridor Master Plan.”

After the initial referral, it was added that a public storm drain (6” or 8” line) daylights into the right-of-way along the west side of N. 1<sup>st</sup> Street. This can be seen on the map exhibit attached. Storm currently drains naturally down the hill into the right-of-way below, but if vacated, it could not drain in this manner. There is also no public storm in the area to connect this to.

- **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 right-of-way to be vacated and 400 feet along its course beyond each terminus of the portion of street right-of-way 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 72.5% 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).
- **Will the public interest be prejudiced by the proposed street vacation?**  
There are multiple public interests to consider in this street vacation request. Staff reviewed transportation, utilities, trees, and public views for each of the streets considered for vacation. Due to the complexity of this request, a table summarizing each public interest and staff/PC recommendations on the last page of this report.

## **TRANSPORTATION**

### **South & North River Street**

Both N. and S. River Street are considered local streets. Local streets have a minimum right-of-way width of 50’. The existing actual right-of-way is 80’, but the developed roadway is skewed towards the east side of the right-of-way, likely due to the steep slope within the west side of the right-of-way. The River Street roadway width varies between 24’ and 34’ wide north of Columbia Blvd., although it is mostly consistent south of Columbia Blvd at approximately 30’ wide. The east side of the street is developed with a curb, gutter, and sidewalks. The west side of the street has only a curb. N. River Street dead ends at a cul-de-sac near Grey Cliffs Park about 550 feet north of the proposed vacations. Although there has been design work advancing for a limited access/fire access to allow for better circulation up to N. 2<sup>nd</sup> Street, traffic along River Street is fairly limited to truck/trailer travel to the boat launch, the RV park, Grey Cliffs Park, and the various dwellings off N. and S. River Street.



*River Street roadway looking north*



*River Street roadway looking south*

Typically, streets are more centered in the right-of-way, and therefore street vacations are also usually centered, splitting the vacation requests between both sides of the street. Since River Street is so skewed to the east side, it is unlikely that the properties along the east side of the street could apply for a similar vacation. In addition, just north of the proposed vacation (abutting the St. Helens Marina townhomes), 25 feet of N. River Street (west side) was vacated in 1996. More recently in 2020, 20 feet of S. River Street (west side) was vacated approximately 300' south of the proposal with the VAC.1.20 file.

Granting a 25' street vacation would leave 55' of right-of-way remaining, which is 5' more than the minimum standard for local streets. Granting 25' would also leave enough remaining right-of-way for a new 5' curb-tight sidewalk along the west side of the developed roadway.

There is a small gravel pedestrian trail which begins in the undeveloped Columbia Blvd. right-of-way and follows the N. River Street right-of-way which is proposed to be vacated. The connection is utilized often by the public because it connects the highly traveled Columbia Blvd. to River Street and its amenities, including Grey Cliffs Park, the St. Helens Marina, RV parks, and residential units. In 2015, improvements to the pedestrian connection between Columbia Blvd. and River Street were identified as a high priority trail project in the Parks & Trails Master Plan (Ord No. 3191).



*Trail from N. River Street looking north*



*Trail from N. River Street looking south*



**Transportation Summary:** Vacating 25' of the South River Street right-of-way does not conflict with any planned or future transportation improvements. Vacating 25' of the North River Street right-of-way would prevent public access along a used trail that connects Columbia Blvd. and 1<sup>st</sup> Street to River Street down below. It would also limit opportunities for future improvements to the trail as identified in the Parks & Trails Master Plan.

### North 1<sup>st</sup> Street

1<sup>st</sup> Street is classified as a Collector Street up to the Columbia Blvd. intersection. Beyond the Columbia Blvd. intersection, it is considered a local street. Local streets have a minimum right-of-way width of 50'. The existing actual right-of-way is 80'. There is a section of the 80' x 80' existing right-of-way intersection that is proposed to be utilized for intersection improvements in the 2015 Corridor Master Plan (Ord. No. 3181) (see yellow area on the map exhibit attachment).



Currently, there is an existing gravel driveway which serves only 114 N. 1<sup>st</sup> Street. The roadway does not continue north beyond

Columbia Blvd. because of a steep cliff, where the elevation goes from approximately 40' to 24' over a span of less than 34 feet. This over 47% slope at its steepest.

*Gravel driveway which serves 114 N. 1<sup>st</sup> Street. Steep drop off is just beyond the vehicle.*

The applicants are requesting to vacate a total of 60' of right-of-way (30' on each side of the street), leaving only 20' of public right-of-way. The applicant's stated purpose for the vacation is to develop or redevelop the subject properties. The zoning of the properties abutting the proposed vacations are Apartment Residential (AR) and Riverfront District, Marina (both allow higher density multi-family dwellings). In addition, access via Columbia Blvd. or River Street is limited due to topography and conflicts with the Corridor Master Plan recommendations. This leaves N. 1<sup>st</sup> Street providing the most logical point of access to the properties which may be redeveloped (and the sole point of access for 114 N. 1<sup>st</sup> Street). A 20' right-of-way does not meet any public street standard.

The local *skinny street* standard (minimum 40' right-of-way width) can be used when providing access to land uses whose combined 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. 1<sup>st</sup> Street from this location, the local *skinny street* standard could apply in this case.

In addition to considering the minimum right-of-way to retain to serve abutting land uses, the topography and usability of the right-of-way which is to be vacated must be considered. The west side of the right-of-way has a gentler slope than the east side. This is significant because if a roadway, pedestrian trail, or bicycle connection were to be constructed in the N. 1<sup>st</sup> Street right-of-way, the area with the gentler slope would be preferred to minimize the slope of the



improvements. See Columbia Blvd's transportation section for more information about potential transportation improvements in this area.



*Both photos above were taken from N. 1<sup>st</sup> Street right-of-way looking south with the city pump station on the left.*

*The photo on the **left** was taken recently and 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 photo on the **right** was taken before the triplex was developed and shows the area with more usable topography which may enable nonmotorized access as identified in the Corridor Master Plan.*

**Transportation Summary:** No portion within the current 80' x 80' "right-of-way intersection" (in yellow on the map exhibit) of Columbia Blvd. and N./S. 1<sup>st</sup> Street should be vacated to be consistent with the Corridor Master Plan. Any vacation of N. 1<sup>st</sup> Street beyond the intersection should retain at least 40' of right-of-way (skinny street standard) to provide adequate access to abutting current and future land uses. For the purposes of developing a roadway, pedestrian, or bicycle improvements, the right-of-way on the west side of N. 1<sup>st</sup> Street is preferred because of its more gradual, usable slope. Staff does not recommend vacating any of the west N. 1<sup>st</sup> Street right-of-way to allow the development of transportation facilities within the more usable portion of the right-of-way.

### Columbia Boulevard

Columbia Blvd. is classified as a Minor Arterial up to the 1<sup>st</sup> Street intersection. Beyond the 1<sup>st</sup> Street intersection, it is considered a local street. Local streets have a minimum right-of-way





width of 50'. The existing actual right-of-way is 80'. Currently, there is a gravel area which serves two lots (*pictured previous page*). The area also serves as informal street parking for 90 Columbia Blvd. and 100 S. 1<sup>st</sup> Street. The applicants are requesting to vacate a total of 50' (25' on each side) which leaves 30' of public right-of-way remaining.

As described in the N. 1<sup>st</sup> Street section, there is a section of the 80' existing right-of-way that is proposed to be utilized for Columbia Blvd. and N./S. 1<sup>st</sup> Street intersection improvements in the Corridor Master Plan (see yellow area on the map exhibit attachment). No section of the 80' x 80' existing right-of-way intersection should be vacated. More specifically, the Corridor Master Plan proposed three transportation-related improvements along Columbia Blvd. and at the intersection S./N. 1<sup>st</sup> Street:

1. Stairway to River Street
2. Raised crossing between the two curbs extensions on the east side of S. 1<sup>st</sup> Street
3. Bicycle connection to River Street using N. 1<sup>st</sup> Street right-of-way



The full related excerpts from the Corridor Master Plan are attached to this report. These improvements are in addition to the designation as a “special opportunity area” with a proposed overlook, as described under Public Views below. The Corridor Master Plan also notes that if vehicular access to the two abutting private properties were no longer needed, the Columbia Blvd. right-of-way could be transformed into a pedestrian-only plaza, demonstrating the importance of this area as a public-use area.

The Corridor Master Plan's designs are considered a 30% level design, which means the basic concept is outlined, but it is subject to change with further refinement (i.e., surveys, topography detail, etc.). Without further refinement, staff does not know how much right-of-way to retain to fully implement and construct all 3 transportation recommendations from the adopted plan. In no case should the examples in the Corridor Master Plan be considered final and it is inappropriate to use the illustrated examples alone as a basis for decision.

**Transportation Summary:** Staff recommends retaining the full 80' wide right-of-way along Columbia Blvd. to allow for additional design work and implementation of the recommendations in the Corridor Master Plan.

## **TREES**

Trees located in the right-of-way are subject to public protection. There is a large oak along the N. River Street right-of-way that appears to be either entirely or partially within the proposed right-of-way to be vacated. If vacated, this large oak would no longer be subject to public protection. This tree can be seen on the photos of the trail to River Street (*bottom of page 6*).

## **UTILITIES**

### **South and North River Street**

There are no public utilities within the right-of-way to be vacated along S. River Street or within an assumed 15' on center PUE.

Along N. River Street, there is a public sanitary sewer line that runs close to the northern area to be vacated. City Engineering requested a 40' long easement to be retained over the northerly 25' wide street vacation to ensure adequate access to the public sewer line for maintenance along the steep slope.

**Utilities Summary:** If Council wants to entertain the 25' vacation along N. and S. River, the northernmost 40' should be retained as a public utility easement for the purposes of maintenance of the sanitary sewer along the steep slope.

### **North 1<sup>st</sup> Street**

Along the **west** side of N. 1<sup>st</sup> Street, there is a CRPUD pole with power lines and communications (Comcast) lines spanning the entire length of the proposed 30' wide area to be vacated. The lines continue northward, beyond the area to be vacated. Comcast has requested that the poles be relocated and a new utility easement be provided by the owner, if the street vacation were granted. CRPUD said their preference is to require, at the owner's expense, relocation of the facilities (including utility poles, lines, guys and anchors and other equipment) since easements add a layer of difficulty, especially for expansion, maintenance, and access during an outage or an emergency situation. Read the full CRPUD referral on page 2. There is also a 6" or an 8" storm line which daylights near the southern area proposed to be vacated.



Stormwater currently drains naturally down the hill into the right-of-way, but if vacated, this would need to be corrected. There is no nearby storm infrastructure to connect this to.

Along the **east** side of N. 1<sup>st</sup> Street, there are two poles which are used by Centurylink and have aerial communications lines which span almost the entire length of the proposed 30' wide area to be vacated. There is also a NW Natural gas line which terminates approximately 100' north of Columbia Blvd. There is also a public water main which runs along the entire proposed area to be vacated and continues northward.

In addition to the linear utilities, Pump Station #2 is located north of the proposed area to be vacated. There is an existing asphalt area which provides access to and around the facility (*pictured right*). Measuring from the building face southward, the paved area extends about 19 feet to a low retaining wall on the south side of the cliff. The majority of this paved area is included in the proposed area to be vacated. City Engineering also noted that N. 1<sup>st</sup> Street right-of-way provides the only alternative access to Pump Station #2 in the event that River Street access is blocked.



**Utilities Summary:** Given the number of utility conflicts, required utility easements, and the access to Pump Station #2, staff does not recommend vacating any portion of the **east** side of the proposed N. 1<sup>st</sup> Street vacation. If the Council wants to consider vacating a portion of the east side of the N. 1<sup>st</sup> Street right-of-way, the northerly 20' should be retained for purposes of accessing the pump station and the entire area to be vacated should be retained as a public utility easement for the purposes of maintaining the water line, Centurylink utilities, and NW natural facilities. This is not recommended by staff.

Staff also does not recommend vacating any portion of the **west** side of the N. 1<sup>st</sup> Street vacation given the utility conflicts with CRPUD and Comcast. If the Council wants to consider vacating this area, the entire area to be vacated would need to be retained as a public utility easement for the purposes of maintaining the utilities. Comcast and CRPUD also requested relocation of all utilities (including poles, lines, guys, anchors, and other equipment) at the property owner/developer's expense. This is not recommended by staff.

### Columbia Boulevard

There are no utility conflicts within the northern Columbia Blvd. right-of-way proposed to be vacated.

Within the southern portion of the right-of-way proposed to be vacated, there is a Columbia River PUD pole with power lines and communications lines (Comcast) located close to the property line and within the requested area to be vacated. Comcast has said the relocation of the

pole and facilities would be required and a new utility easement would be needed. CRPUD said their preference is to require, at the owner's expense, relocation of the facilities (including utility poles, lines, guys and anchors and other equipment) since easements add a layer of difficulty, especially for expansion, maintenance, and access during an outage or an emergency situation. Read the full CRPUD referral on page 2.

There is also a vehicular wayfinding sign (7' in length between posts) which includes 3' square footings at each post located in the southern portion of the Columbia Blvd. right-of-way proposed to be vacated. This is located just behind the sidewalk along 1<sup>st</sup> Street within the proposed vacation area.

**Utilities Summary:** There are no utility conflicts within the **northern** Columbia Blvd. right-of-way proposed to be vacated.

There is a utility pole with communications lines/ power lines and a vehicular wayfinding sign in the **southern** Columbia Blvd. right-of-way. Staff does not recommend vacation of the southern 30' of Columbia Blvd. due to aerial utility and wayfinding signage conflicts. If Council wanted to consider vacating this portion of the right-of-way, Comcast and CRPUD would require a PUE and relocation of all utilities (including poles, lines, guys, anchors, and other equipment) at the property owner/developer's expense. The City would also require relocation of the wayfinding sign at the owner/developer's expense, although it is unclear where this would be re-installed. Staff does not recommend this.

## **PUBLIC VIEWS**

An important public benefit in this case is public views. Columbia Blvd. right-of-way provides a view of the Columbia River, Sand Island, and the St. Helens Marina down below.

Title 19 (the Comprehensive Plan) includes references to scenic areas and public views in Chapter 19.08.060.

### **19.08.060 Natural factors and local resources goals and policies.**

#### **(2) Goals.**

(g) To preserve for the public benefit outstanding scenic areas.

[...]

#### **(3) It is the policy of the City of St. Helens to:**

(j) Balance development rights of property owners and protection of public views of the Columbia River, Scappoose Bay and Multnomah Channel.

[...]

In 2015, the Corridor Master Plan considered the Columbia Blvd. east of 1<sup>st</sup> Street a "special opportunity area" because of its scenic views of the Columbia River. An overlook with seating is described. The proposed overlook is proposed along with three transportation-related improvements that would increase pedestrian and bicycle connections as further described above.

The Corridor Master Plan's designs are considered a 30% level design, which means the basic concept is designed, but it is subject to change with further refinement (i.e., surveys, topography



data, etc.). Note the caption states SUBJECT TO CHANGE. Without further refinement, staff does not know how much Columbia Blvd. right-of-way to retain in order to design and construct the overlook feature as recommended. In no case should the examples in the Corridor Master Plan be considered final and it is inappropriate to use the illustrated examples alone as a basis for decision.



**Public View Summary:** Staff recommends retaining the full 80' wide right-of-way along Columbia Blvd. to preserve public access to the natural views consistent with the Comprehensive Plan and to allow for additional design work and implementation of the recommendations in the Corridor Master Plan.

### **PUBLIC INTEREST SUMMARY**

Given the complexity of this proposal, staff prepared a table which summarizes its and the Planning Commission's (to be determined) recommendations in the far-right column.

## PUBLIC INTEREST SUMMARY

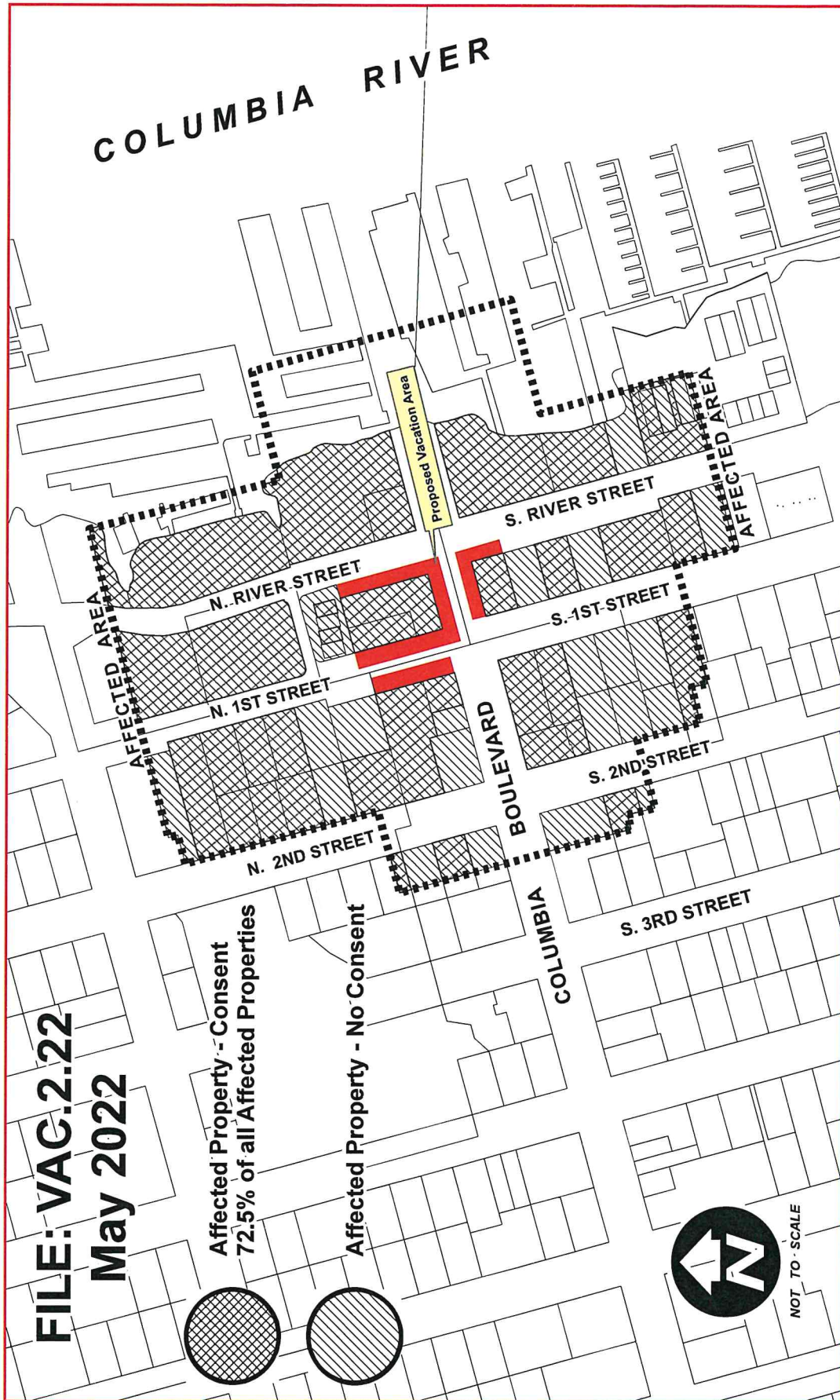
| STREET                                  | TRANSPORTATION  | UTILITIES   | PUBLIC VIEWS  | TREES     | STAFF<br>& PC<br>REC. |
|---|---|---|---|-----------|-----------------------|
| N. River Street<br>(West 25')           | <b>Keep</b><br>Corridor Master Plan<br>Parks & Trails Plan<br>Existing gravel trail | <b>PUE Needed</b><br>City sanitary sewer<br>(northernmost 40')                          | <b>No conflict</b>                                  | Large oak | <b>Deny</b>           |
| S. River Street<br>(West 25')           | <b>No conflict</b>  | <b>No conflict</b>  | <b>No conflict</b>                                  | None      | <b>Grant</b>          |
| Columbia Blvd.<br>(North 25')           | <b>Keep</b><br>Corridor Master Plan   | <b>None</b>   | <b>Keep</b><br>Scenic views<br>Corridor Master Plan | None      | <b>Deny</b>           |
| Columbia Blvd.<br>(South 25')           | <b>Keep</b><br>Corridor Master Plan   | <b>PUE and/or<br/>Relocation Needed</b><br>CRPUD<br>Comcast<br>City wayfinding sign     | <b>Keep</b><br>Scenic views<br>Corridor Master Plan | None      | <b>Deny</b>           |
| N. 1 <sup>st</sup> Street<br>(East 30') | <b>Reduce request to 20' -</b><br>"Skinny street" standard<br>requires 40' RoW      | <b>PUE and/or<br/>Relocation Needed</b><br>City water main<br>NW Natural<br>Centurylink | <b>No conflict</b>                                  | None      | <b>Deny</b>           |
| N. 1 <sup>st</sup> Street<br>(West 30') | <b>Keep</b><br>Future nonmotorized access<br>improvements                           | <b>PUE and/or<br/>Relocation Needed</b><br>CRPUD<br>Comcast<br>City storm               | <b>No conflict</b>                                  | None      | <b>Deny</b>           |

## CONCLUSION &amp; RECOMMENDATION

**Based upon the facts and findings herein, staff recommends that the City Council grant only the street vacation request for the west 25 feet of the S. River Street right-of-way abutting Lot 11, Block 12, St. Helens Subdivision, City of St. Helens, Columbia County, Oregon.**

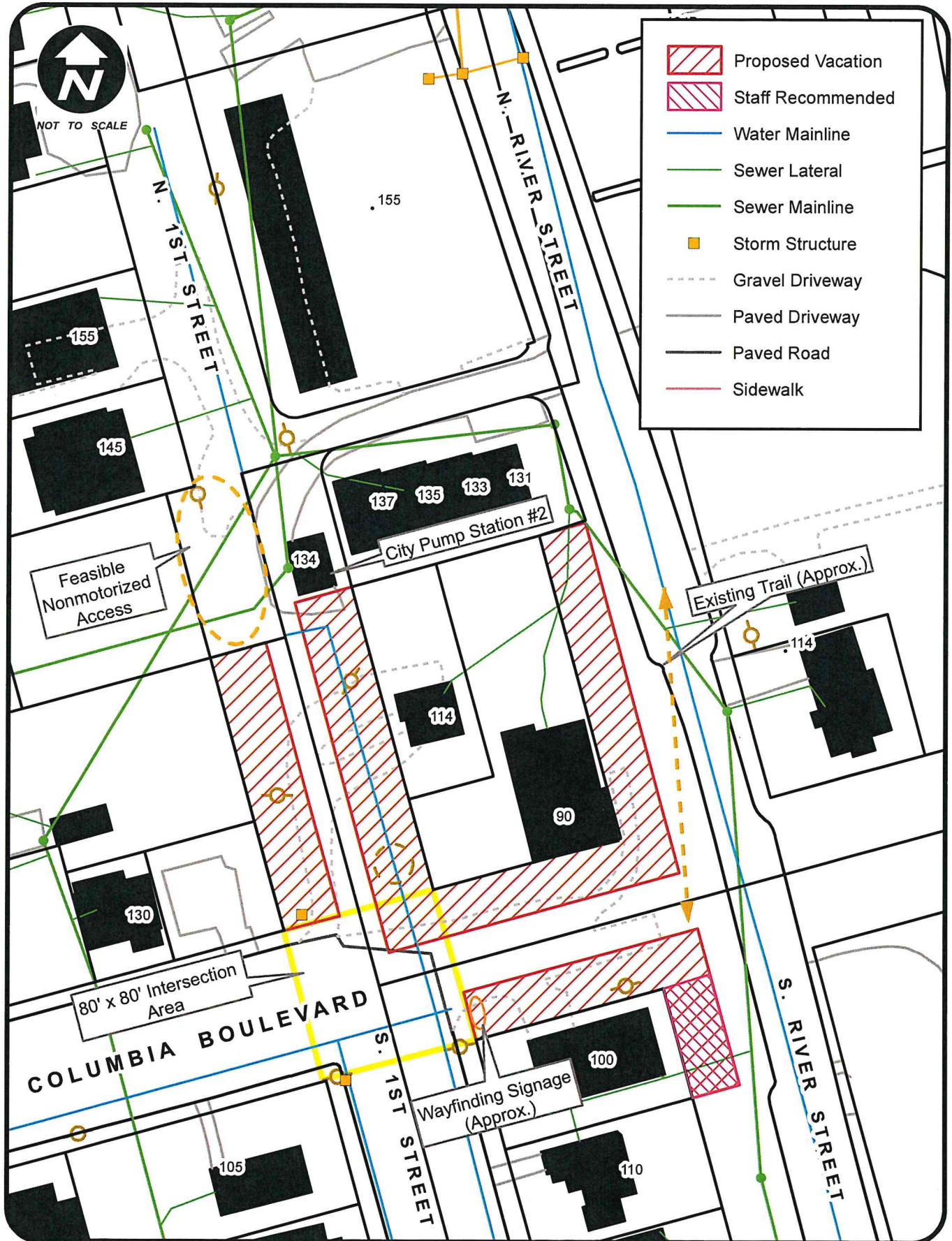
**Attachments:** *Consent Map**Overall VAC.2.22 Map Exhibit**Applicant Survey**Excerpts from the Corridor Master Plan (2015) (4 pages)**Excerpt from Parks & Trails Master Plan (2015) (1 page)**Engineering Staff Report dated May 15, 2022**Columbia River PUD Referral dated June 1, 2022**NW Natural Referral dated May 13, 2022**Comcast Referral dated May 24, 2022**Centurylink Referral dated August 12, 2021*





# STREET VACATION (VAC.2.22) N. 1st St., N. & S. River St., and Columbia Blvd.

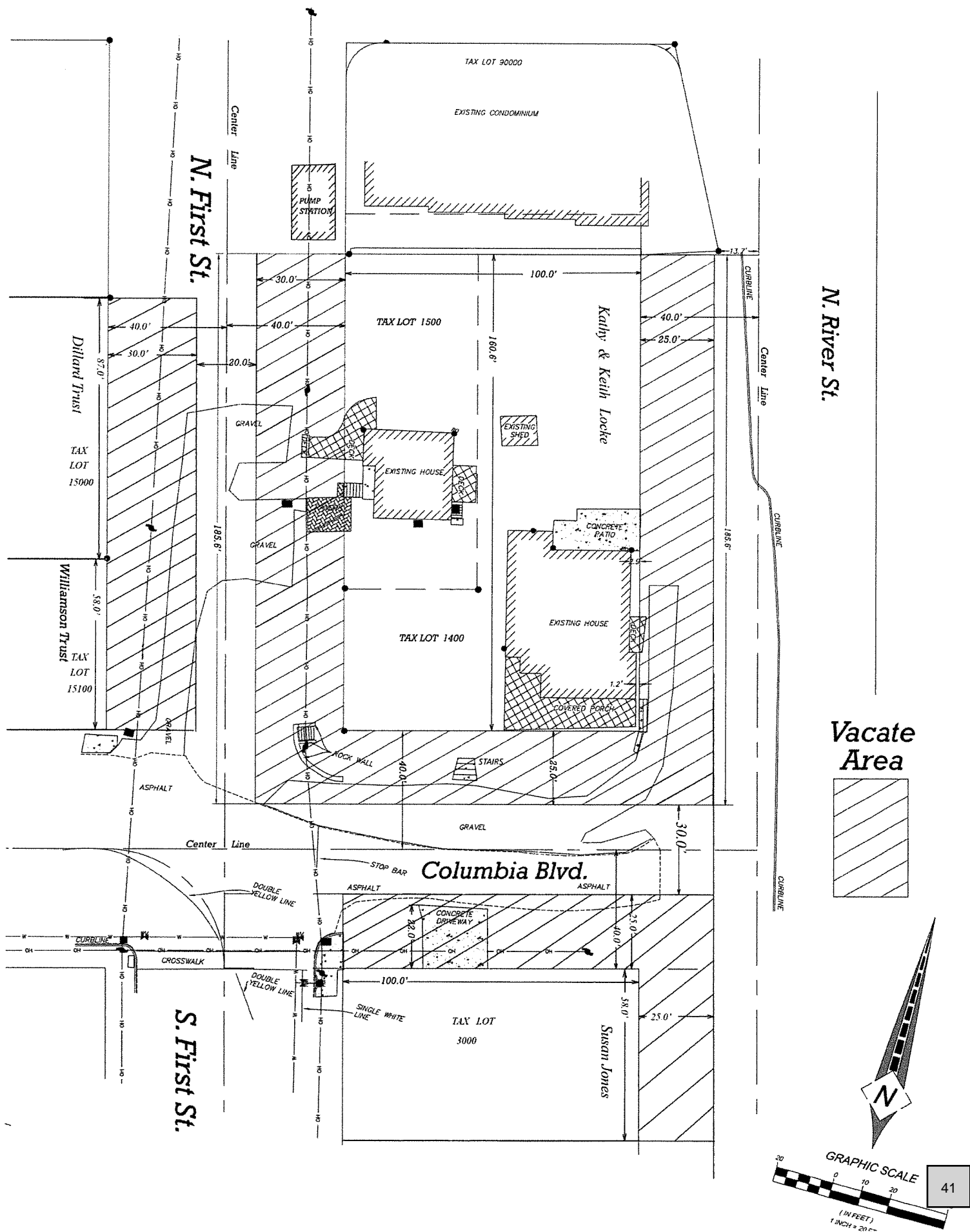
Item C.



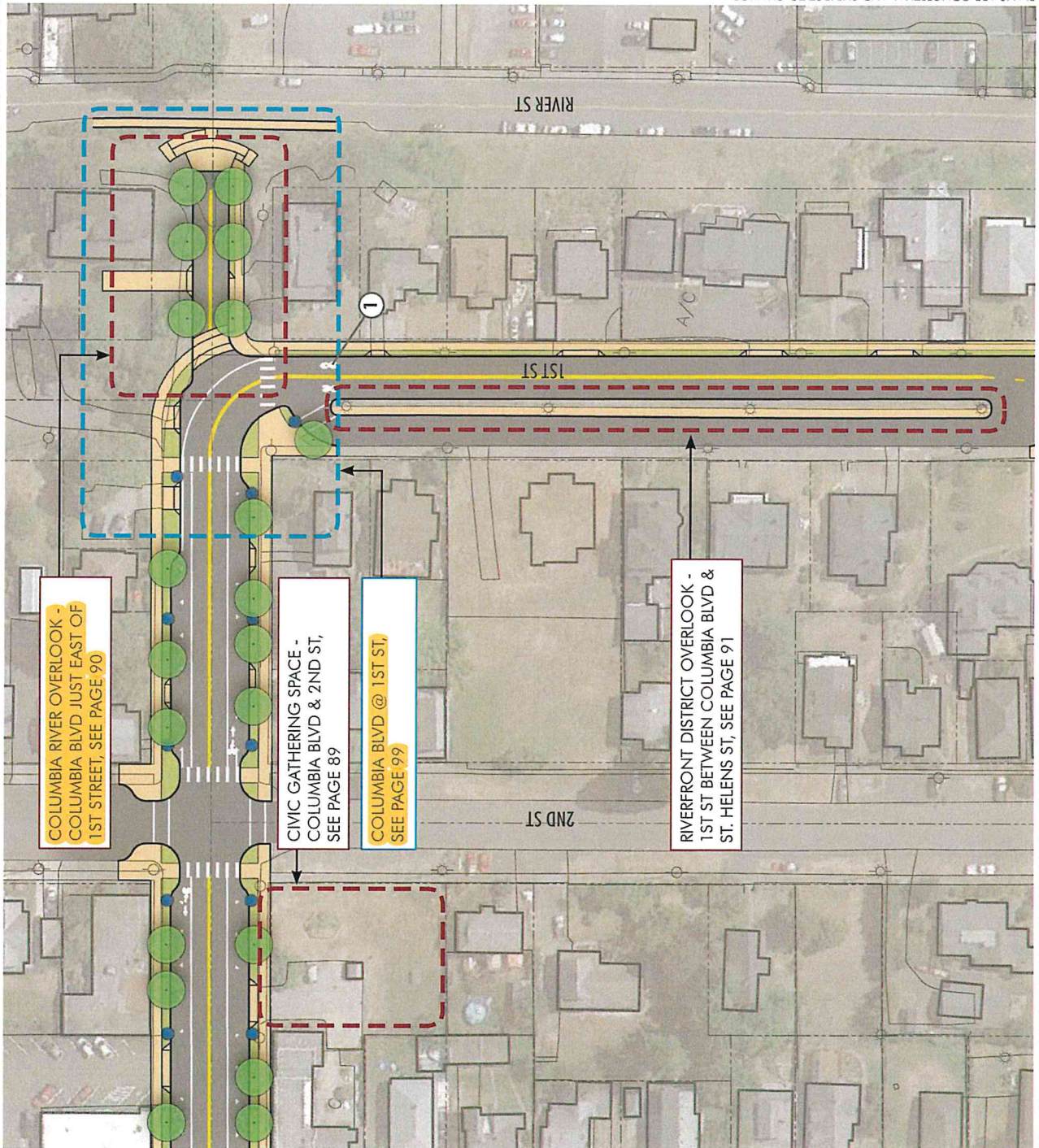
DATE REVISED: 06/03/22



Locke, Dillard, Williamson, Jones - Street Vacate Request



D. RECOMMENDED CORRIDOR DESIGN OPTIONS: HOULTON & RIVERFRONT DISTRICT CORRIDOR SEGMENTS

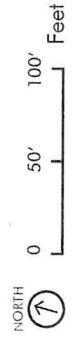


**LEGEND: HOULTON & RIVERFRONT DISTRICT**

- NEW SIDEWALK
- PLANTING STRIP/FURNISHING ZONE
- SCULPTURAL ELEMENT
- PARKLET - SUBJECT TO CHANGE
- NEW CROSSWALK STRIPING
- NEW LIGHT POLE
- NEW TREE
- SPECIAL OPPORTUNITY AREA
- CONCEPTUAL INTERSECTION ENHANCEMENT

**KEY NOTES**

- ① SHARROWS ON NORTH- AND SOUTHBOUND LANES OF 1ST STREET - SHARED BIKE AND VEHICULAR TRAFFIC.

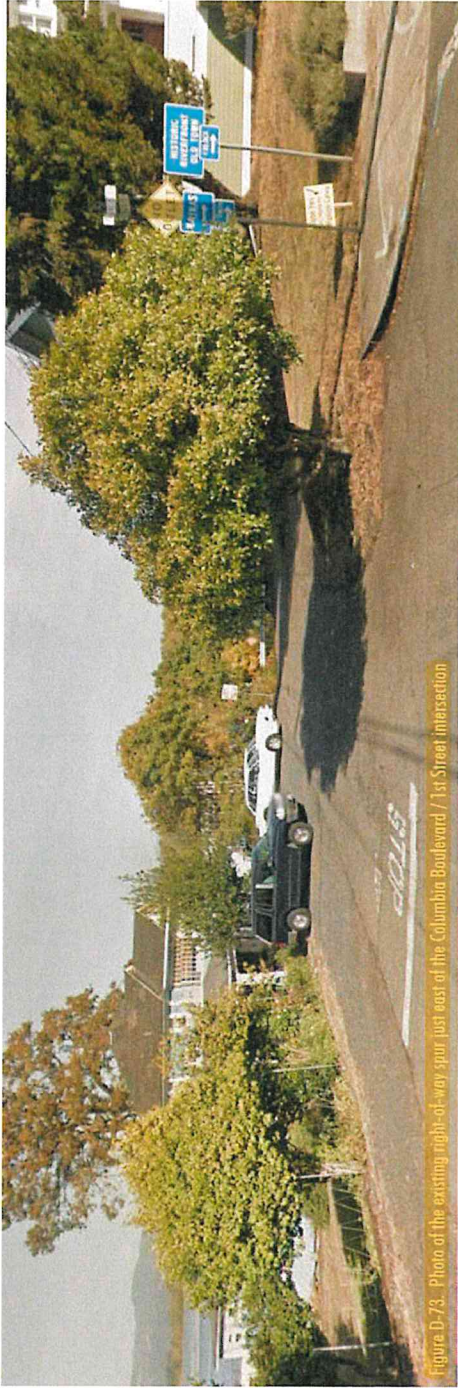




D. RECOMMENDED CORRIDOR DESIGN OPTIONS: GREATER DOWNTOWN (HOULTON & RIVERFRONT DISTRICT) CORRIDOR SEGMENTS

6. COLUMBIA RIVER OVERLOOK –  
COLUMBIA BOULEVARD JUST EAST  
OF 1ST STREET

An existing parking area in City right-of-way at the end of Columbia Boulevard offers great views of the Columbia River. Nestled between two residences, an overlook with seating could provide some respite off the beaten path and a new way for the community to experience a natural wonder in their backyard. More discussion of this area is provided on page 99.





D. RECOMMENDED CORRIDOR DESIGN OPTIONS: GREATER DOWNTOWN (HOULTON & RIVERFRONT DISTRICT) CORRIDOR SEGMENTS

6. **COLUMBIA BOULEVARD / 7TH STREET** (Figure D-81) - This concept illustrates potential enhancements to the 7th Street/Columbia Boulevard intersection. This concept has been designed to better transition between the existing cross-section located west of the intersection to the potential cross-section located east while also maintaining access to 8th Street. This concept includes bulbouts on all four quadrants of the intersection (improving sight lines and shortening crossing distances for pedestrians as well as to providing channelization through the intersection).



Figure D-81. Conceptual Intersection Enhancement: Columbia Boulevard @ 7th Street

7. **COLUMBIA BOULEVARD / 1ST STREET** (Figure D-82 and Figure D-83) - This concept illustrates potential enhancements to the 1st Street/Columbia Boulevard intersection as well as the special opportunity area located immediately east of the intersection. This concept has been designed to better transition between the potential cross section along Columbia Boulevard to the existing cross-section along 1st Street while maintaining access to 1st Street (overlook). This concept includes a bulbout in the southwest quadrant of the intersection (improving sight lines and shortening crossing distances for pedestrians as well as providing channelization through the intersection). Final design of the intersection/adjacent roadways should accommodate boat trailers





and other large vehicles traveling to/ from the boat launch located along River Street. The design for the overlook and surrounding area includes three short-term recommendations: (1) provide a stairway from the end of the Columbia Boulevard right-of-way to River Street below; (2) build a raised crossing area between the two curb extensions on the east side of 1st Street; and (3) provide a bicycle connection to River Street using existing right of way north and east of the intersection. In the long term if the two properties on either side of the right-of-way extension redevelop and no longer need direct vehicle access from that portion of Columbia Boulevard, the area between them could potentially be closed to vehicle traffic and transformed into a pedestrian plaza adjacent to the overlook.

Recommendations for the Section of 1st Street between Columbia Boulevard and St. Helens Street include not allowing for on-street parking within the constrained lower tier, prohibiting parking on the existing sidewalk on the east side within the constrained lower tier, maintaining the current width of that sidewalk, and providing "sharrows" (shared lane markings) in the street for bicycles where the right-of-way is too constrained to provide bike lanes. The striping on the east side of the street would be removed.

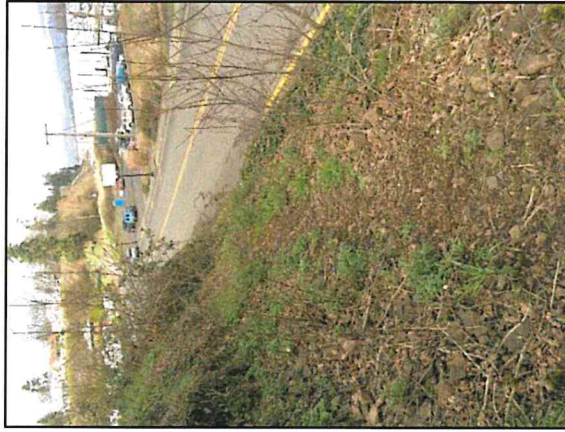
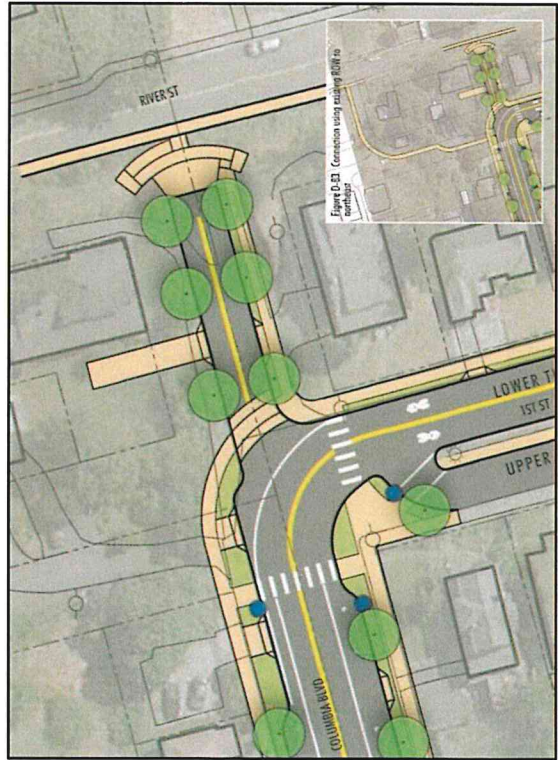
Another option which may be considered by the City would be to provide on-street parking on the east side of this section (lower tier) of 1st Street. In order to do so, the sidewalk would need to be narrowed, which



## **WEST COLUMBIA BLVD. EXTENSION: Enhance the safety and appearance of pedestrian connection from Columbia Blvd. to River St. (#18)**

The Corridor Master Plan (Jan 2015 adoption) has identified the dead end of Columbia Blvd. as a special opportunity area. It recommends this location for a Columbia River Overlook area, which would add to the sense of place and character of the corridor on the way to the Riverfront District (See concept pictures below). A makeshift pedestrian trail to River St. currently exists at this location, but it is heavily sloped and not recommended for safe use (See upper right). This location is also within the Columbia Blvd. right-of-way.

If this right-of-way area is developed as a Columbia River Overlook as suggested in the Corridor Master Plan, it would be an ideal time to also enhance the safety and appearance of the pedestrian connection to River St. In the concept rendering below, there is a proposed set of stairs, as well as landscaping enhancements and pedestrian safety improvements on Columbia Blvd. A striped crosswalk on River Street would also need to be provided for the user to safely reach the sidewalk on the other side.

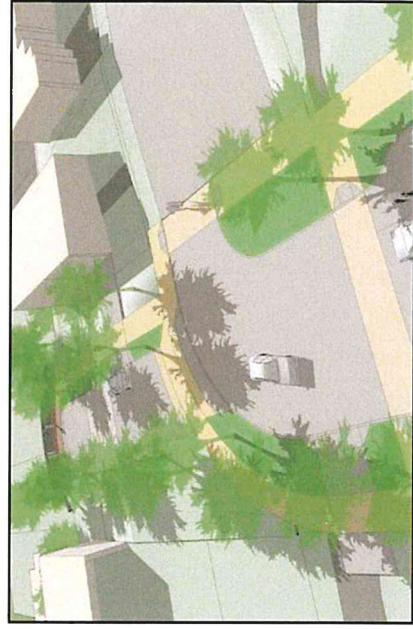


Existing local access trail looking up at adjacent houses and to Columbia Blvd. River St. below. Grey Cliffs Park can be seen in the background.

Left: Concept illustrates potential enhancements to the 1st Street/Columbia Blvd. intersection and the overlook area east of the intersection. A bike access trail utilizing existing right-of-way can be seen in the lower right corner.

Right: Concept view of an overlook feature integrated with pedestrian walkways, on-street parking, planting areas and a vehicular turn around. Existing access to adjacent residences are preserved.

Source: Draft Corridor Master Plan (2014)





# ENGINEERING STAFF REPORT

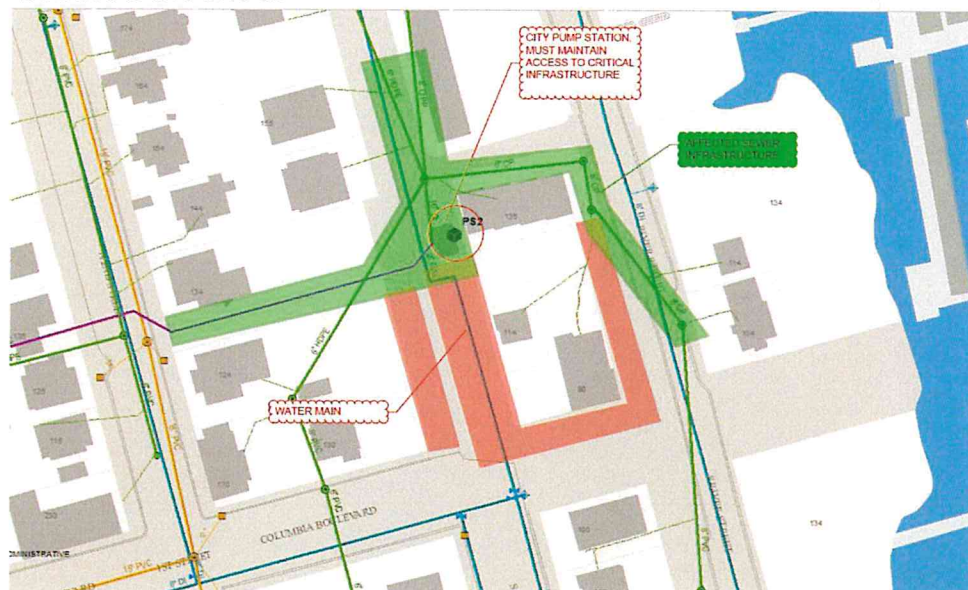
PROJECT: FILE:VAC.2.22

| REPORT DATE       | NAME                                    | PREPARED BY            |
|-------------------|---|------------------------|
| Date<br>5/15/2022 | Project<br>Columbia Blvd R-O-W Vacation | Name<br>Sharon Darroux |

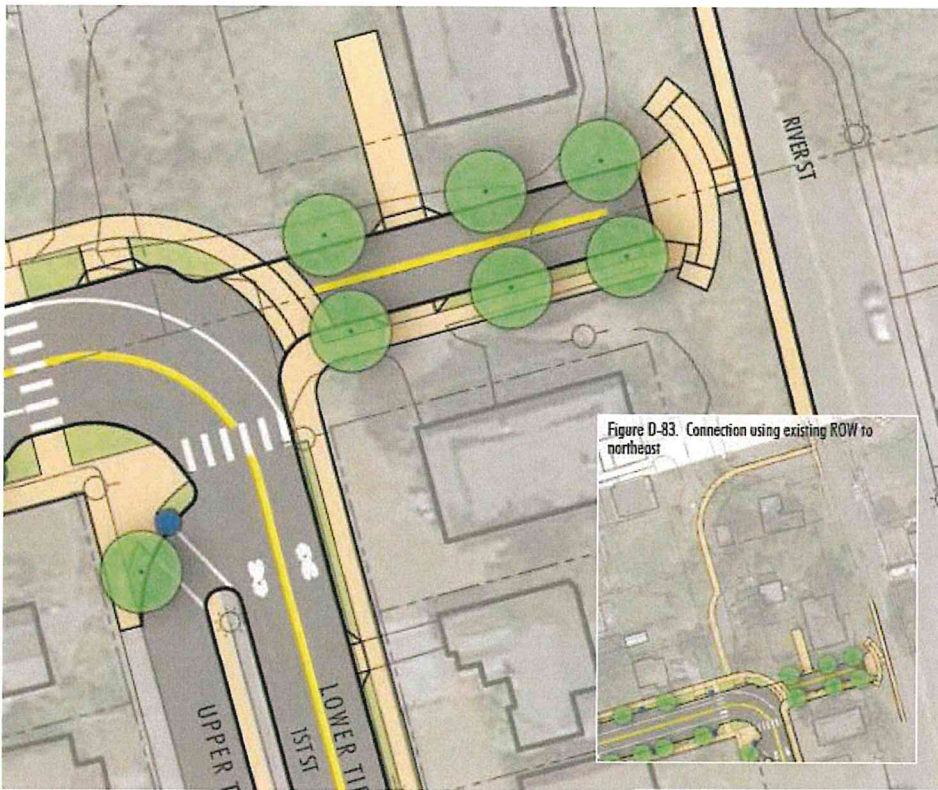
## CONCLUSIONS/RECOMMENDATIONS

The Engineering Division's recommendation is to not vacate the public right-of-way based on the following,

- The City owns and maintains a water main in the existing right-of-way.
- The City owns and maintains public sewer and other critical sewer infrastructure adjacent to the proposed r-o-w vacation and must maintain the access to these facilities. The N 1st St right-of-way is the only alternative access to Pump Station No. 2 in the event the River Street access is blocked.



- Narrowing the right-of-way, particularly on N 1st Street and on Columbia Blvd will prevent future expansion and/or relocation of public utilities.
- Vacating the right-of-way on River St will prevent future widening of the road and the addition of sidewalk for safer pedestrian use.
- Vacating the right-of-way on Columbia Blvd, N 1st St, and River Street is not consistent with the Corridor Master Plan.





**From:** [Brooke Sisco](#)  
**To:** [Christina Sullivan](#)  
**Cc:** [Branden Staehely](#); [Karl Webster](#); [Jennifer Dimsho](#); [Jacob Graichen](#)  
**Subject:** RE: [External] City Referral - Dillard, Locke, Williamson Trust, Jones (Street Vacation)  
**Date:** Wednesday, June 1, 2022 7:27:17 AM

---

Good morning Christina,

The street vacation proposed by Dillard, Locke, Williamson Trust and Jones (FILE: VAC.2.22) includes areas in the existing right of way in which Columbia River PUD(CRPUD) has existing electric facilities. These utility poles, lines, guys and anchors and other equipment are maintained on a regular basis, and upgraded, improved or repaired (as needed) by CRPUD. At any time, CRPUD crews need to be able to access these facilities, either in an outage or emergency situation, or during upgrade or routine maintenance events. This means that obstacles such as fences or walls cannot be erected that block CRPUD access to utility poles, lines or equipment. If the areas marked were vacated, CRPUD would require an easement for ingress, egress, and utilities through this area. A Public Utilities Easement (PUE) is also an option. The easement options are not ideal, as they present a layer of difficulty when changes or upgrades are needed in the future. For this vacation to be possible, the electric facilities feeding North 1<sup>st</sup> Street, and one home on South 1<sup>st</sup> Street, would need to be relocated, and the services to the homes altered. Columbia River PUD is a not for profit organization, and operates on a 'Cost Causer Cost Payer' policy, so the cost of moving these facilities and altering home services would fall to the developer. In addition, as this area develops, CRPUD will need access to a right-of-way when accommodating City improvements. Due to the complexity of removing facilities for an entire city block due to this vacation, as well as this vacation creating barriers to future downtown growth, Columbia River PUD objects to the proposed vacation (FILE: VAC.2.22) of N 1<sup>st</sup> Street, S 1<sup>st</sup> Street, and River Street.

Best regards,

**Brooke Sisco**  
 Field Engineer I  
 OJUA Board of Directors  
 OJUA Executive Committee  
 Direct: 503-366-3261  
 Cell: 971-225-8328  
[bsisco@crpud.org](mailto:bsisco@crpud.org)

**Columbia River PUD**  
 PO Box 1193, St. Helens, OR 97051  
 64001 Col River Hwy., Deer Island, OR 97054  
 Main: 503-397-1844 FAX: 503-397-5215  
[www.crpud.net](http://www.crpud.net)

---

**From:** Christina Sullivan <[csullivan@sthelensoregon.gov](mailto:csullivan@sthelensoregon.gov)>

**Sent:** Tuesday, May 3, 2022 2:12 PM

**To:** Aaron Kunders <[akunders@sthelensoregon.gov](mailto:akunders@sthelensoregon.gov)>; [brenda.hartzog@nwnatural.com](mailto:brenda.hartzog@nwnatural.com); Brooke Sisco <[bsisco@crpud.org](mailto:bsisco@crpud.org)>; Dave Elder <[delder@sthelensoregon.gov](mailto:delder@sthelensoregon.gov)>; Karl Webster <[kwebster@crpud.org](mailto:kwebster@crpud.org)>; Leroy\_Soumokol@[cable.comcast.com](mailto:cable.comcast.com); Mark Guz - Centurylink <[Mark.Guz@lumen.com](mailto:Mark.Guz@lumen.com)>; Michael Arend <[marend@crpud.org](mailto:marend@crpud.org)>; Portland Serviceability <[WDSSEngOpsServiceability@comcast.com](mailto:WDSSEngOpsServiceability@comcast.com)>; Sharon Darroux <[sdarroux@sthelensoregon.gov](mailto:sdarroux@sthelensoregon.gov)>; Stewart Hartley <[shartley@sthelensoregon.gov](mailto:shartley@sthelensoregon.gov)>; Tad Pedersen - Fire Marshall

<pedersenr@crfr.com>

**Subject:** City Referral - Dillard, Locke, Williamson Trust, Jones (Street Vacation)

**Diane Dillard, Keith & Kathy Locke, Williamson Trust, Susan Jones  
Street Vacation / VAC.2.22**

**4N1W-3BB-15000, 5N1W-34CD-1400, 4N1W-3BB-15100, & 4N1W-3BA-3000  
124 N 2nd Street, 90 Columbia Blvd, 114 N. 1st Street, 100 S 1st Street**

The attached materials have been referred to you for your information and comment. Your recommendations and suggestions will be used to guide the staff and Planning Commission when reviewing the proposed request. If you wish to have your comments on the attached material considered, please respond by June 3, 2022.

Your prompt reply will help to facilitate the processing of this application and will ensure prompt consideration of your recommendations.

Thank you,

*Christina Sullivan*

Community Development Administrative Assistant

City of St. Helens

Direct: (503) 366-8209

Main: (503) 397-6272

[www.sthelensoregon.gov](http://www.sthelensoregon.gov)

---

This email has been scanned by the Symantec Email Security.cloud service.

For more information please visit <http://www.symanteccloud.com>

---



**From:** [Girard, Richard](#)  
**To:** [Hartzog, Brenda](#)  
**Cc:** [Jennifer Dimsho](#)  
**Subject:** RE: [External] Proposed vacation Distance of area where easement needs to be maintained  
**Date:** Friday, May 13, 2022 2:44:56 PM  
**Attachments:** [image005.png](#)

---

Here is the area that we have facilities in the vacation area and will need an easement

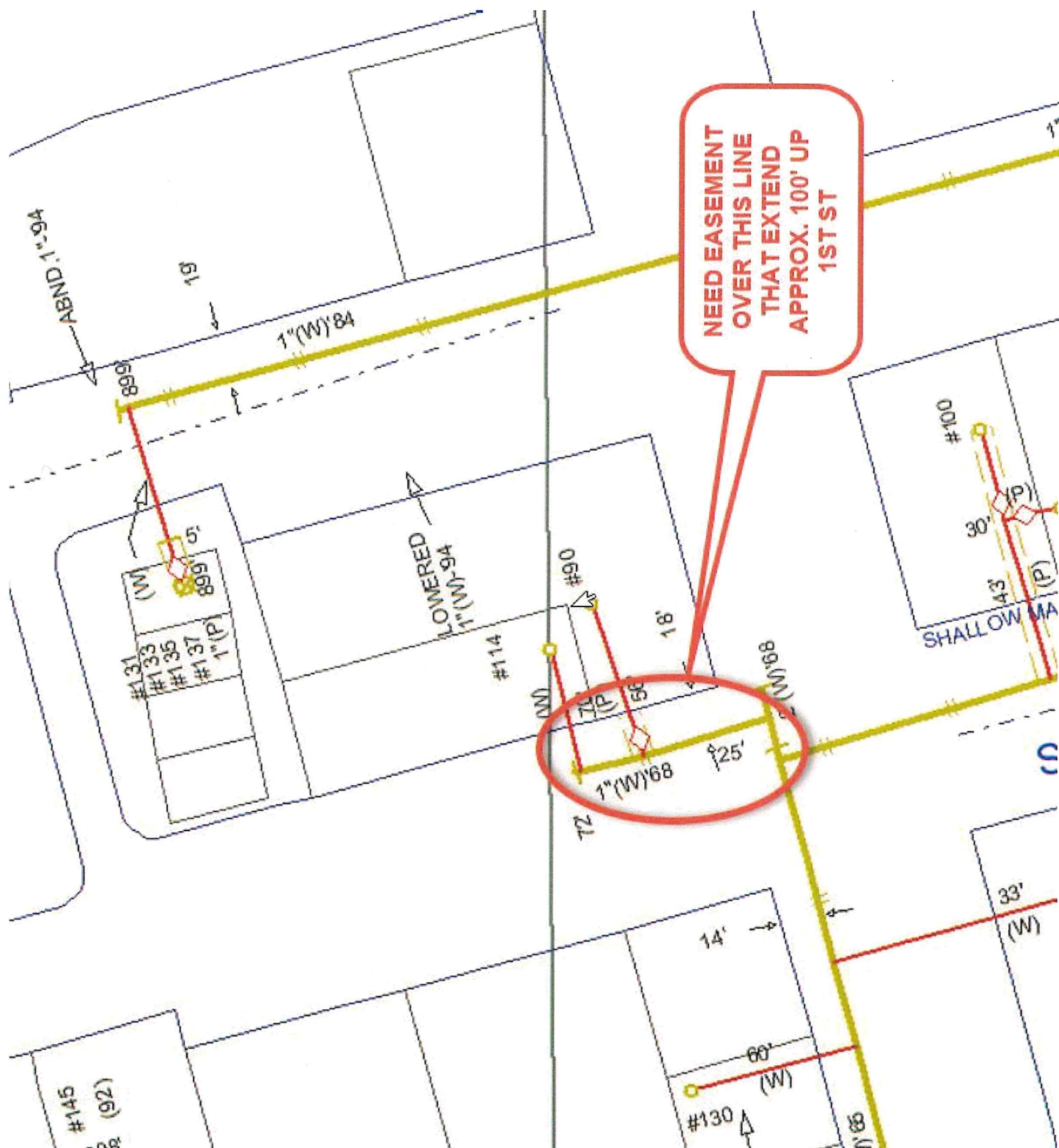
(attached)

**Rich Girard, P.E.**  
NW Natural | West Metro Engineer  
503-610-7744 | [r2g@nwnatural.com](mailto:r2g@nwnatural.com)  
Mobile 360-921-0314

---

**From:** Hartzog, Brenda <Brenda.Hartzog@nwnatural.com>  
**Sent:** Thursday, May 12, 2022 8:27 AM  
**To:** Girard, Richard <Richard.Girard@nwnatural.com>  
**Cc:** 'jdimsho@sthelensoregon.gov' <jdimsho@sthelensoregon.gov>  
**Subject:** FW: [External] Proposed vacation Distance of area where easement needs to be maintained

Hi Rich,





**From:** [Parris, Kenneth](#)  
**To:** [Jennifer Dimsho](#)  
**Subject:** [External] RE: City Referral - Dillard, Locke, Williamson Trust, Jones (Street Vacation)  
**Date:** Tuesday, May 24, 2022 3:41:10 PM  
**Attachments:** [Comcast Plant.pdf](#)

---

Hey Jennifer,

Comcast's can't agree to these vacations unless the developer provides a new PUE and pays for a relocation of Comcast's existing facilities. I remember the earlier request that did not affect our plant. I am going to assume that CR PUD is in the same position as Comcast is since we are attached to their poles.

The west 30 feet of the N. 1st Street (Columbia St.) right-of-way abutting Lots 22, 21 and the south half of Lot 20, Block 16;  
 The south 25 feet of the Columbia Boulevard right-of-way abutting Lot 11, Block 12, and the proposed vacated portion of the S. River Street right-of-way adjacent to said Lot 11

Thanks,

Ken Parris  
 Comcast Cable  
 Construction Dept  
[Kenneth\\_Parris@Comcast.com](mailto:Kenneth_Parris@Comcast.com)  
 Cell 971-801-5699

---

**From:** Jennifer Dimsho <jdimsho@sthelensoregon.gov>  
**Sent:** Wednesday, May 18, 2022 12:05 PM  
**To:** Parris, Kenneth <Kenneth\_Parris@cable.comcast.com>  
**Subject:** [EXTERNAL] FW: City Referral - Dillard, Locke, Williamson Trust, Jones (Street Vacation)

Hi Ken,

It looks like you were not included on our original referral email for this (below). I've made sure our assistant added you and removed Leroy as the contact for vacations.

You may remember me reaching out last August and we determined you had facilities on the west side of N. 1<sup>st</sup> Street (along with the PUD). Since then they've added **more** streets to be vacated (see attached) for their formal request. Could you let me know your comments by June 3, as indicated below?

Let me know if any questions.

Jenny Dimsho, AICP  
 Associate Planner / Community Development Project Manager  
 City of St. Helens





**From:** [Galas, Marco A](#)  
**To:** [Jennifer Dimsho](#)  
**Cc:** [Guz, Mark](#); [Coleman, Travis](#)  
**Subject:** RE: [External] City Referral - Potential Street Vacation at 90 Columbia Blvd. & 114 N. 1st Street  
**Date:** Thursday, August 12, 2021 1:17:04 PM  
**Attachments:** [image001.png](#)

---

Good afternoon , I am the Lumen Engineer responsible for the St Helens area. I have taken a look at this as we have a 200 pair cable that rides the two poles in question . At first glance without going out in person , moving the poles, cable and splicing will run the individual about \$8,000 .

Again this is a rough estimate and could change once an official site walk is performed.

Thanks,  
**Marco Galas**  
 Network Implementation Engineer II  
 Oregon | Southwest Washington  
 564-888-2024  
[marco.galas@lumen.com](mailto:marco.galas@lumen.com)

**LUMEN**<sup>®</sup>

---

**From:** Jennifer Dimsho <[jdimsho@sthelensoregon.gov](mailto:jdimsho@sthelensoregon.gov)>  
**Sent:** 12 August, 2021 10:31  
**To:** Guz, Mark <[Mark.Guz@CenturyLink.com](mailto:Mark.Guz@CenturyLink.com)>; Guz, Mark <[Mark.Guz@CenturyLink.com](mailto:Mark.Guz@CenturyLink.com)>  
**Subject:** RE: City Referral - Potential Street Vacation at 90 Columbia Blvd. & 114 N. 1st Street

Mark,

I've been able to confirm that these two poles do not have CRPUD utilities or Comcast utilities, which only leaves Century Link as the utility provider for these poles.

Can you please review the attached email and map and provide feedback at your earliest convenience? If you are not the right person at Century Link, please let me know ASAP.

Thanks,

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)

---



## CITY OF ST. HELENS PLANNING DEPARTMENT

**M E M O R A N D U M**

---

**TO:** Planning Commission  
**FROM:** Jacob A. Graichen, AICP, City Planner  
**RE:** Proactive Planning Commission framework version 3.0  
**DATE:** June 3, 2022

---

Attached to this memo are the following:

1. Proposed “almost” final draft in its proposed final formatting.
2. Tracked changes/comments by staff of the third draft version from Commissioner Toschi and the non-quorum subcommittee.
3. Original third draft version from Commissioner Toschi and the non-quorum subcommittee.

Hoping for final comments and suggested edits in June so we can have the final version ready for adoption in July. At this point, staff will take over the final version unless the discussion in June results in more than anticipated changes, in which case we’ll need to determine the best course.

Thank you for helping to keep this...

1. Simple!
2. Succinct!! and
3. Easy to follow!!!





## CITY OF ST. HELENS, OREGON

### PLANNING COMMISSION PROACTIVE PROCEDURES

The Planning Commission and acting Historic Landmarks Commission hereby adopts the following proactive procedures. This is the original and there are no prior versions to be repealed.



- (1) Any Planning Commissioner can request that an agenda item include a proactive matter for Commission consideration (“Proactive Item”). In order to place a “Proactive Item” on the Planning Commission Agenda, the proposing Commissioner shall at least 20 business days before the week prior to the scheduled Planning Commission meeting, submit the “Proposed Item” for Staff review and, if desired, comment.
- (2) The proposed “Proactive Item” submitted to Staff must contain the following elements:
  - (a) The proposed Proactive Item shall identify in the presented materials how the item or matter for Commission study, planning, approval, action, proposed legislation, or other is within the Jurisdiction of the Planning Commission and shall identify specifically which provisions of the St. Helens Municipal Code (SHMC) Section 2.08.080 and/or Chapter 17.36 SHMC is/are applicable for the purposes of Jurisdiction;
  - (b) The proposed Proactive Item submission shall outline the reasons the Commissioner believes the Proactive Item is something the Planning Commission should undertake; and
  - (c) The proposed Proactive Item submission shall briefly outline the suggested process of study, investigation, public involvement, timeline and budget, as applicable, that the Commissioner suggests the Planning Commission undertake. This is for the purpose of Proactive Item consideration and not binding.
- (3) Having timely received a proposed Proactive Item submission from a Planning Commissioner, Staff shall review the proposed Proactive Item submission for compliance with paragraphs (1) and (2) above and place it on the Agenda for the next qualifying Planning Commission meeting. Staff may submit its comments at the usual time and manner preceding said meeting.
- (4) The Planning Commission may vote to take up the proposed Proactive Item submission. The discussion preceding a motion and vote shall include at least following:
  - (a) Determination of Jurisdiction per paragraph 2(a) above;
  - (b) Reasons per paragraph 2(b) above; and
  - (c) What level of Staff involvement and monetary expense will be necessary for the Proactive Item to advance and what actual staff resources and other resources are available based upon Staff workload and the City budget.

*Research and reporting on that research is an example of activity that can be conducted by Commissioners, public, volunteers, and hired help that can minimize staff inclusion and helps preserve Staff's ability to conduct daily tasks and other necessary Staff priorities.*

- (5) The Planning Commission will track the Proactive Items on its Agenda calendar as it believes is appropriate. "Proactive Items" will be an agenda item for the Commission's regular scheduled meetings for this purpose.

\* \* \*

**APPROVED AND ADOPTED** this <<day of 2<sup>nd</sup> read>> day of <<month>>, 2022, by the following vote:

Ayes:

Nays:

---

Dan Cary, Planning Commission Chair



**CITY OF ST. HELENS OREGON**

**PLANNING COMMISSION PROACTIVE PROCEDURES**

- 1) Any Planning Commissioner can request that an agenda item include a proactive matter for Commission consideration ("Proactive Item"). In order to place a "Proactive Item" on the Planning Commission Agenda, the proposing Commissioner shall at least 20 business days before the week prior to the scheduled Planning Commission meeting, submit the "Proposed Item" for Staff review and, if desired, comment ~~(if desired by Staff)~~.
- 2) The proposed "Proactive Item" submitted to Staff must contain the following elements:
  - a. The proposed Proactive Item shall identify in the presented materials how the item or matter for Commission study, planning, approval, action, proposed legislation, or other is within the Jurisdiction of the Planning Commission and shall identify specifically which provisions of the St. Helens Municipal Code (SHMC) Section 2.08.080 and/or ~~Section Chapter~~ 17.36 SHMC is/are applicable for the purposes of Jurisdiction;
  - b. The proposed Proactive Item submission shall outline the reasons the Commissioner believes the Proactive Item is something the Planning Commission should undertake; and
  - c. The proposed Proactive Item submission shall briefly outline the suggested process of study, investigation, public involvement, timeline and budget, as applicable, that the Commissioner suggests the Planning Commission ~~adopt~~ undertake. This is for the purpose of Proactive Item consideration and not binding.
- 3) Having timely received a proposed Proactive Item submission from a Planning Commissioner, Staff shall review the proposed Proactive Item submission for compliance with paragraphs (1) and (2) above, and place it on the Agenda for the next qualifying Planning Commission meeting. Staff may submit its comments at the usual time and manner preceding said ~~hearing meeting~~;
- 4) The Planning Commission may take up the prospective Proactive Item submission, and shall make a determination of Jurisdiction per paragraph 2(a) above and reasons per paragraph 2(b) above; and the Planning Commission shall consider what level of Staff involvement will be necessary for the Proactive Item to advance and what actual staff resources and other resources are available based upon Staff workload and the City budget. (Research and reporting on that research is an example of activity that can be conducted by Commissioners, the public, volunteers, and hired help that can minimize staff inclusion and helps preserve Staff's ability to conduct daily tasks and other necessary Staff priorities.)
- 5) The Planning Commission will track the Proactive Items on its Agenda calendar as it believes is appropriate. "Proactive Items" will be an agenda item for the Commission's regular scheduled meetings for this purpose.

**Commented [JG1]:** This section reformatted/reworded. Same content is on suggested final version.

## **CITY OF ST. HELENS OREGON**

### **PLANNING COMMISSION PROACTIVE PROCEDURES**

- 1) Any Planning Commissioner can request that an agenda item include a proactive matter for Commission consideration (“Proactive Item”). In order to place a “Proactive Item” on the Planning Commission Agenda, the proposing Commissioner shall at least 20 business days before the week prior to the scheduled Planning Commission meeting, submit the “Proposed Item” for Staff review and comment (if desired by Staff).
- 2) The proposed “Proactive Item” submitted to Staff must contain the following elements:
  - a. The proposed Proactive Item shall identify in the presented materials how the item or matter for Commission study, planning, approval, action, proposed legislation, or other is within the Jurisdiction of the Planning Commission and shall identify specifically which provisions of the St. Helens Municipal Code Section 2.08.080 and/or Section 17.36 is/are applicable for the purposes of Jurisdiction;
  - b. The proposed Proactive Item submission shall outline the reasons the Commissioner believes the Proactive Item is something the Planning Commission should undertake;
  - c. The proposed Proactive Item submission shall briefly outline the suggested process of study, investigation, public involvement, timeline and budget that the Commissioner suggests the Planning Commission adopt.
- 3) Having timely received a proposed Proactive Item submission from a Planning Commissioner, Staff shall review the proposed Proactive Item submission for compliance with paragraphs (1) and (2) above, and place it on the Agenda for the next qualifying Planning Commission meeting. Staff may submit its comments at the usual time and manner preceding said hearing;
- 4) The Planning Commission may take up the prospective Proactive Item submission, and shall make a determination of Jurisdiction per paragraph 2(a) above and reasons per paragraph 2(b) above; and the Planning Commission shall consider what level of Staff involvement will be necessary for the Proactive Item to advance and what actual staff resources and other resources are available based upon Staff workload and the City budget. (Research and reporting on that research is an example of activity that can be conducted by Commissioners, the public, volunteers, and hired help that can minimize staff inclusion and helps preserve Staff’s ability to conduct daily tasks and other necessary Staff priorities.)
- 5) The Planning Commission will track the Proactive Items on its Agenda calendar as it believes is appropriate.



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



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

**Date:** 5.24.22

This report does not indicate all *current planning* activities over the past report period. These are tasks, processing and administration of the Development Code which are a weekly if not daily responsibility. The Planning Commission agenda, available on the City's website, is a good indicator of *current planning* activities. The number of building permits issued is another good indicator as many require Development Code review prior to Building Official review.

**ASSOCIATE PLANNER/PROJECT MANAGER**—*In addition to routine tasks, the Associate Planner/Community Development Project Manager has been working on: See attached.*

## **PLANNING ADMINISTRATION—PREAPPLICATIONS MEETINGS**

Conducted a pre-application meeting for a potential reuse of the John Gumm School building for Columbia County's use.

## **PLANNING ADMINISTRATION—MISC.**

Consultant with Winterbrook Planning reached out to me at the end of April for some information about our wetland rules. The County is looking at its rules, including how they function with other jurisdictions according to the consultant.

We received the initial subdivision application for the Comtscock property last month and had till May 11 to deem it complete. We were able to get the incomplete letter before the end of April, ahead of schedule. Revised materials submitted this month—this will be scheduled for July hearings.

Almost final inspection conducted for the conex box 8-plex along S. 7<sup>th</sup> Street by 6<sup>th</sup> Street Park. This started with a Conditional Use Permit in 2017; glad to see it finally wrapping up.

Popeyes Louisiana Kitchen final inspection for temporary occupancy conducted so they could open as intended on May 10<sup>th</sup>. Most items are complete; full completion anticipated by next month.

Conducted Planning Commissioner interviews, four total, for a recent vacancy resulting from a resignation.

Conducted final inspection for thermal wall around fuel tanks on a neighboring property (Wilcox and Flegel) of the new apartments under construction along Gable Road. Federal agency required this due to the funding source of the apartment project.

**Oregon HB 4064 passed in March.** This impacts how the city allows manufactured homes and prefabricated structures. For example, previously St. Helens had rules that requires manufactured homes to be multi-sectional, have a certain roof pitch and have exterior siding and roofing material "commonly used on residential dwellings." Similar to past legislature regarding

duplexes, we more-or-less need to treat manufactures homes the same as stick-built dwellings from zoning/development code standpoint. Also, previous law did not include premanufactured homes. **This means someone can install a single-wide unit in the city, which has not been allowed for years (or decades).** Eventually, we will need to update our code.

Assisted with ODF verification of acres. The city's watershed property (well outside of city limits) is ok, but other properties within or close to the city have suspect details.

## DEVELOPMENT CODE ENFORCEMENT

The December 2021 and February 2022 noted ACSP / Ogrotech (the occupant / owner) of the parcel divided from the St. Helens Industrial Business Park site (**1400 Kaster Road**) has a number of sheds subject to local permitting requirements. These sheds were installed specifically to obtain OLCC marijuana producer licenses. In February I was optimistic of progress, but since then that has turned to disappointment with no actual progress made. Thus, at the end of last month, I finally denied the permit. Once the appeal period was over, I notified OLCC—see attached.

On a related note, check this out about **1400 Kaster Road**:  
<https://www.loopnet.com/Listing/1400-Kaster-Rd-Saint-Helens-OR/25426186/>.

## PLANNING COMMISSION (& acting HISTORIC LANDMARKS COMMISSION)

May 10, 2022 meeting (outcome): Staff presented the semi-annual to the Council to the Commission, which ended up being a prolonged multi-faceted discussion item. To help keep the Commission informed, I hope to do this for every future semi-annual report. The commission also discussed its own annual report to the council and continued its discussion about proactive procedures. The proactive procedures should be completed within the next couple months. Related to the proactive procedures, henceforth, future Commission agendas will have “PROACTIVE ITEMS” as a default agenda item header.

Staff provided an overview of the right-of-way vacation the council approved prior to this meeting. The Commission affirmed the Planning Commission Interview Committee's candidate selection from the four applicants we had.

June 14, 2022 meeting (upcoming): The Commission will review a public right-of-way vacation at the intersection of N./S. 1<sup>st</sup> Street and Columbia Boulevard. Proactive initiative discussion will continue from the last few months. Perhaps more.

*As the Historic Landmarks Commission*, they will consider the architecture proposed for a new sanitary sewer pump station house on the city's waterfront property (veneer property).

## GEOGRAPHIC INFORMATION SYSTEMS (GIS)



Quarterly updates this month. The county data we use to create our own taxlot and APO data for the e-permitting system did not work the first week of May, so had to delay this to the second week (when it finally did work), which was moderately vexing.

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

We are having more detailed conversations with PGE about creating a new parcel for their desired new sub-station to serve this property. PGE has noted that the new substation is necessary for any new use, including the proposed public safety facility.

### **MILLARD ROAD PROPERTY**

Chase road easement agreement originated in 2009 with an 11-year window for development. We extended this for two years in 2020. Still no development. The extended two-year window ended in March. I've had a few conversations with the grantor over the last few months and they are open to an additional 2-year extension, retroactive to the end of March 2022. Finally initiated communication with legal counsel on this matter this month.

### **RIVERFRONT DISTRICT WATERFRONT PROPERTY**

The Columbia View Park expansion and public infrastructure efforts continue, but the recent master developer selection process resulted in no developer onboard. Meeting deliberations were enough to scare the one interested entity away.

**From:** [Jennifer Dimsho](#)  
**To:** [Jacob Graichen](#)  
**Subject:** May Planning Department Report  
**Date:** Tuesday, May 24, 2022 2:12:47 PM

---

Here are my additions to the May Planning Department Report.

## GRANTS

1. **CDBG- Columbia Pacific Food Bank Project** – New completion deadline is 6/30. Final Occupancy is pending completion of Inspection Report items.
2. **Safe Routes to School - Columbia Blvd. Sidewalk Project** – Planning reviewed and provided comments on 60% design. Project check-in on 5/26. Quarterly Report due 6/1. Bidding is anticipated late Fall 2022 with construction in Spring/Summer 2023. Amendment approved to push completion deadline from November 2022 to February 2024.
3. **Business Oregon – Infrastructure Finance Authority** – Contract documents finalized. Will submit first reimbursement once design work is complete and Riverwalk/Streets & Utilities projects are out to bid.
4. **Certified Local Government – Historic Preservation Grant Program** – Roof work completed in April. Invoices paid. Final report and reimbursement received from SHPO!
5. **Technical Assistance Grant with the Oregon State Marine Board** - To assist with design and permitting of an in-water fishing dock and paddlecraft launch facility at Grey Cliffs Park. Council pubic forum on May 4 for final feedback. Feedback summarized submitted to OSMB to move forward.

## PROJECTS & MISC

6. **Riverwalk Project (OPRD Grants x2)** – Columbia View Park expansion land use process completed! Playground re-design work is continuing and will be presented to Council/Parks & Rec. Comm soon. This work is now SDC eligible. Riverwalk Project and park design will proceeding to 60% design.
7. **Riverfront Streets/Utilities Design/Engineering** – Held a Joint PC/CC meeting to discuss 90% streets/utilities project update on 3/16. Pump station building design work is at 60%. SDR permit submitted for pump station building. To go before PC for architectural review on June 14.
8. **St. Helens Industrial Business Park (SHIBP) Public Infrastructure Design**– Work Order 1 approved - 30% design for Phase I infrastructure & permitting/grading work for Phase II. Held 2<sup>nd</sup> stakeholder meeting on 2/17 to discuss utility and transportation needs for Phase I infrastructure. Continuing PGE coordination for new substation. Kicking off Phase II grading work 4/27.
9. **Riverfront Redevelopment RFQ** – RFQ closed on 4/1 with 2 submittals received. Selection Committee to convene on 5/11 and 5/18 to review developer presentations. Atkins & Dame withdrew on 5/11. RkM withdrew on 5/23.
10. **Dig-E-Plan** – Building Department is rolling out a new digital plan review for building permits applications. Attended a 2-hour training to learn the new software tools and functionality. Continuing to review test records/processes.
11. **Nob Hill Nature Park Map** – Portland Community College student mapping project.



Assisting the GIS student who is preparing a map for posting at the kiosk.  
Jenny Dimsho, AICP  
Associate Planner / Community Development Project Manager  
City of St. Helens  
(503) 366-8207  
[jdimsho@sthelensoregon.gov](mailto:jdimsho@sthelensoregon.gov)



265 Strand Street  
St. Helens, Oregon  
97051

Item I.

April 28, 2022

Oregon Liquor and Cannabis Commission  
9079 SE McLoughlin Blvd.  
Portland, OR 97222

Via Email: Marijuana.Licensing@oregon.gov

RE: Unlawful structures related to 10 OLCC licensed marijuana recreation producers listed here:

| LICENSE NUMBER  | LICENSEE NAME | BUSINESS NAME | LICENSE TYPE          | ACTIVE | COUNTY   | taxlot |
|-----------------|---------------|---------------|-----------------------|--------|----------|--------|
| 020 101203720DD | OrGroTech LLC | OrGroTech     | Recreational Producer | Yes    | Columbia | 112    |
| 020 101205525B6 | OrGroTech LLC | OrGroTech     | Recreational Producer | Yes    | Columbia | 103    |
| 020 1012058F630 | OrGroTech LLC | OrGroTech     | Recreational Producer | Yes    | Columbia | 104    |
| 020 10120598FEE | OrGroTech LLC | OrGroTech     | Recreational Producer | Yes    | Columbia | 105    |
| 020 1012060D3A9 | OrGroTech LLC | OrGroTech     | Recreational Producer | Yes    | Columbia | 106    |
| 020 1012061E70F | OrGroTech LLC | OrGroTech     | Recreational Producer | Yes    | Columbia | 107    |
| 020 1012062DE1B | OrGroTech LLC | OrGroTech     | Recreational Producer | Yes    | Columbia | 108    |
| 020 10120649A31 | OrGroTech LLC | OrGroTech     | Recreational Producer | Yes    | Columbia | 109    |
| 020 1012065792B | OrGroTech LLC | OrGroTech     | Recreational Producer | Yes    | Columbia | 110    |
| 020 1012066452E | OrGroTech LLC | OrGroTech     | Recreational Producer | Yes    | Columbia | 111    |

Dear OLCC,

Attached to this letter is a notification of denial of a land use permit for 10 buildings, each associated with one of the recreation producer licenses identified above.

Please consider the unlawful state of these buildings, which were installed specifically to obtain OLCC licensing, in any future actions or considerations.

If you have any questions, please contact my office at the number below or by email:  
[jgraichen@sthelensoregon.gov](mailto:jgraichen@sthelensoregon.gov).

Respectfully yours,

Jacob A. Graichen, AICP, City Planner





**NOTICE OF ADMINISTRATOR'S LIMITED LAND USE DECISION**  
**April 15, 2022**

**RE: Site Development Review, *minor* SDRm.4.22**

Dear Applicant/Owner,

The City Planning Department has reviewed your application for a minor Site Development Review for installation of 10 approx. 80 square foot buildings placed throughout subject property with power connections at 1400 Kaster Road.

This decision may be appealed. The deadline for filing an appeal application with the required fee is **5pm the 10<sup>th</sup> day starting after the day of mailing this decision. If the 10<sup>th</sup> day falls on a legal holiday for the City or a weekend, the next business day for the City is the appeal deadline.**

Please note that this decision can be amended during the appeal period pursuant to St. Helens Municipal Code Section 17.24.275. For example, certain parties are notified of this decision and that could result in new information becoming available that warrants the City to amend the decision. **This decision is not final until the end of the appeal period for this decision or an amended decision thereof.**

If you have any questions, please contact this office.

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

**File Number(s):** Site Development Review, *minor* SDRm.4.22

**Proposal:** 10 approx. 80 square foot buildings placed throughout subject property with power connections. This proposal requires a *minor* Site Development Review.

**Location:** 1400 Kaster Road

**Map/Taxlot(s):** 4N1W-9-102/103/104/105/106/107/108/109/110/111/112

**Applicant(s):** Shaun Land for ACSP, LLC

**Owner(s):** ACSP, LLC

**Zoning:** Heavy Industrial, HI

\* \* \* \* \*

**CONCLUSION & DECISION**

Based upon the facts and findings herein, the City Planning Administrator **DENIES** this *minor* Site Development Review.



Jacob A. Graichen, AICP, City Planner

APRIL 15, 2022  
Date

\* \* \* \* \*

**APPLICABLE CRITERIA, ANALYSIS & FINDINGS**

**Deemed Complete Info:** This application was originally received on January 11, 2021. Staff identified missing information or other aspects that rendered the application incomplete and notified the applicant of the issue pursuant to SHMC 17.24.050 on February 2, 2021. The applicant refused to provide missing information, thus, the application was complete on the 31<sup>st</sup> day following receipt of the original application pursuant to SHMC 17.24.050(7). The city allowed additional time for the applicant to provide an adequate application and the applicant continued to fail to do so.

\* \* \*

**Permitting History:** The site was formerly a part of the long-time paper mill on site, but starting in 2017, the subject property started to be used as its own principal use, including a land division to separate it for separate ownership purposes. Summary of land use permits as follows:

**2017** – Site Development Review SDR.8.17, for building 1-3 for marijuana production and admin offices in building 1

**2018** – Partition PT.1.18, to divide the property

**2019** – Minor Site Development Review SDRm.7.19, for building 4 for marijuana processing

Summary: the subject property is a parcel as created by the land partition and includes four buildings that have been approved for use via land use permitting as listed. Use of any other preexisting building or the existence and placement of the 10 buildings that are the subject of this permit do not have land use approval.

\* \* \*



### SHMC 17.96.080 (3) – Minor Modification Site Development Review approval criteria

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

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

\* \* \*

The applicant failed to provide an adequate application for development and use of land. The city is unable to make findings as to compliance of law and thus must deny this request. Except, the proposal likely does not constitute a major modification. It is possible a public easement identified on the partition P.P. No. 2020-03 that cuts a swath through the property has been encroached upon. Future development of the subject property will need to include abatement of these violations if not already resolved by that time.

A significant portion of the subject property consists of the "South 80 Landfill" per DEQ records. This area was capped in the 1980s. There were monitoring wells that were installed; those and the landfill were decommissioned under the Solid Waste Disposal Site Closure Permit No. 1152. The landfill was closed by DEQ on May 31, 1988. Though preexisting buildings 2 and 3 sit atop this landfill, there is no known record of these building being permitted prior to the 2017 decision noted above. Given the fill, anything currently present would have been built no earlier than the mid-1980's. The City's land use records as listed in the 2017 decision, predate the landfill.

Note that Oregon DEQ was involved in the permitting of buildings 2 and 3 as part of the 2017 decision.

Many of the buildings that are the subject of this permit were placed atop the "South 80 Landfill" and included trenching into that area for electrical lines. The city is not aware of any consultation with the Oregon Department of Environmental Quality.



ABOVE: A couple of the ten proposed buildings (one for foreground and another in the background) are visible in this photo and show that they have been installed prior to any land use entitlement.

Trenching into the "South 80 Landfill" to provide power to the buildings visible in this photo.

