



PLANNING COMMISSION

Tuesday, April 08, 2025 at 6:30 PM
HYBRID: Council Chambers & Zoom (details below)

AGENDA

1. **6:30 P.M. CALL TO ORDER & FLAG SALUTE**
2. **TOPICS FROM THE FLOOR** (Not on Public Hearing Agenda): Limited to five minutes per topic
3. **CONSENT AGENDA**
 - A. Planning Commission Minutes dated March 11, 2025
 - B. City Council Planning Commission Joint Meeting Minutes dated March 12, 2025
4. **PUBLIC HEARING AGENDA** (times are earliest start time)
 - C. 6:35 p.m. – Zoning Map Amendment at 1771 Columbia Blvd. – City of St. Helens
5. **PLANNING DIRECTOR DECISIONS** (previously e-mailed to the Commission)
 - D. Sign Permits (2) (Temporary) – 2100 Block of Columbia Blvd – Columbia Economic Team
 - E. Sensitive Lands Permit – 134 S. 6th Street - Scholl
6. **PLANNING DEPARTMENT ACTIVITY REPORT**
 - F. Planning Department Activity Report – March 2025
7. **PROACTIVE ITEMS**
 - G. Architectural Standards
 - H. Vacant Storefronts
 - I. The Plaza Square
8. **FOR YOUR INFORMATION ITEMS**
9. **ADJOURNMENT**

NEXT REGULAR MEETING: May 13, 2025

VIRTUAL MEETING DETAILS

Join Zoom

Meeting: <https://us06web.zoom.us/j/88415301684?pwd=zMnD7YRbZwVWxPyNdd9TGN9TUnwxxP.1>

Meeting ID: 884 1530 1684

Passcode: 987944

Call in: 1 253 215 878

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

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



PLANNING COMMISSION

Tuesday, March 11, 2025 at 6:30 PM

DRAFT MINUTES

Members Present: Chair Jennifer Shoemaker
 Vice Chair Brooke Sisco
 Commissioner Charles Castner
 Commissioner Reid Herman
 Commissioner Scott Jacobson
 Commissioner Trina Kingsbury
 Commissioner David Rosengard (ZOOM)

Members Absent: None

Staff Present: City Planner Jacob Graichen
 Associate Planner Jenny Dimsho
 City Councilor Mark Gunderson
 City Councilor Russell Hubbard
 Communications Officer Crystal King

Others: Dan Hatfield
 Ken Bowen
 Beth Goodman

1. 6:30 P.M. CALL TO ORDER & FLAG SALUTE

Chair Shoemaker called the meeting to order at 6:30 p.m. Chair Shoemaker welcomed Commissioner Herman, apologizing for not doing so at the previous meeting. She also introduced new Commissioner Trina Kingsbury.

2. CONSENT AGENDA

A. Planning Commission Minutes dated February 11, 2025

Motion: Upon Commissioner Castner's motion and Commissioner Jacobson's second, the Planning Commission unanimously approved the Draft Minutes dated February 11, 2025, with corrections on Page 2, under Item D. [AYES: Vice Chair Sisco, Commissioner Herman, Commissioner Kingsbury, Commissioner Rosengard, Commissioner Caster, and Commissioner Jacobson, NAYS: None]

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

There were no topics from the floor.

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

B. 6:35 p.m. - Remand of Appeals (x5) of the Planning Commission's denial of Conditional Use Permit and Variances (x4) at NE corner of the Wyeth and N. 5th Street Intersection - Hatfield

Chair Shoemaker opened the Public Hearing at 6:35 p.m. Chair Shoemaker asked if any commissioners had conflicts of interest or ex-parte communication. Commissioner Herman declared a conflict as Dan

Hatfield, the applicant, was building a house for him. He stepped out for this matter. Commissioner Jacobson disclosed he had driven by the property.

City Planner Graichen provided background on the case. He explained that the Commission had denied the application in December, the applicant appealed to the Council, and the Council remanded it back. Graichen clarified that the original application was for a triplex on a lot too small for current rules, requiring four Variances and a Conditional Use Permit. Based on previous discussions, there seemed to be little support for the triplex concept from both the Commission and Council.

City Planner Graichen explained that based on conversation at Council, they shifted the focus towards seeking approval for a duplex rather than a triplex, which still requires two of the original four Variances, and no Conditional Use Permit. A recommended condition of approval was for the footprint of the duplex to be the same as the triplex. The two key variances were a setback variance along Wyeth Street and an off-street parking variance.

Regarding the setback variance along Wyeth Street, City Planner Graichen noted almost all the buildings on adjacent properties and blocks are close to the property lines along the north side of Wyeth Street. He said the variance setback would mirror what is happening at adjacent properties. He said Hatfield would like to use the oversized right-of-way to meet the off-street parking requirements. Duplexes require two parking spaces.

Jacobson asked if anyone would be able to park in the on-street parking or if it would be reserved for the duplex. City Planner Graichen said anyone could still use the on-street parking.

In Favor

Hatfield, Dan. Applicant. Hatfield noted everyone is already utilizing parking the same way as in his current proposal along the street. He said it is the same with the setbacks. All the other properties around his property have reduced setbacks.

Neutral

There was no neutral testimony.

Opposition

Bowen, Ken. Bowen said he lives across the street. He is opposed to a parking variance. There is a lot of parking congestion in the area. He does not have a problem with parking on the property. With it being duplex, it will create more congestion and possible vehicle accidents if the only parking is on the street. He said there is a fire hydrant on the corner near the parking. He said often the sidewalks and bike lanes are blocked with people parking. He also said the applicant cannot dictate how the tenants will park. He also pointed out the historic basalt rock wall next to the property.

Rebuttal

Hatfield, Dan. Applicant. Hatfield said if he could mark the on-street parking spaces as parallel spaces, it would leave more room for the travel lanes. Chair Shoemaker asked if he was planning to keep the basalt wall. Hatfield said yes. Commissioner Jacobson asked about disability designation. City Planner Graichen clarified that accessible parking requirements do not kick in until you meet a certain threshold of dwelling units. Hatfield is not required to provide ADA parking for a duplex.

End of Oral Testimony

Close of Public Hearing & Record

Deliberations

Vice Chair Sisco has no problem with the setback variance because it does not differ from the surrounding homes.

Chair Shoemaker clarified that parking needs to be at least 10 feet from the nearby fire hydrant regardless of this proposal. Chair Shoemaker clarified that the sidewalk would stay in approximately the same location and would be slightly wider when/if rebuilt.

Motion: Upon Vice Chair Sisco's motion and Commissioner Jacobson's second, the Planning Commission unanimously voted to uphold the original denial for the density variance, the multi-dwelling architectural standards variance, and the Conditional Use Permit. [AYES: Vice Chair Sisco, Commissioner Kingsbury, Commissioner Rosengard, Commissioner Caster, and Commissioner Jacobson, NAYS: None]

Motion: Upon Commissioner Castner's motion and Commissioner Jacobson's second, the Planning Commission unanimously voted to approve the setback variance with conditions as recommended by staff. [AYES: Vice Chair Sisco, Commissioner Kingsbury, Commissioner Rosengard, Commissioner Caster, and Commissioner Jacobson, NAYS: None]

Motion: Upon Vice Chair Sisco's motion and Commissioner Jacobson's second, the Planning Commission unanimously voted to approve the parking variance as recommended in the memo with the additional conditions about no impacts to the basalt wall and a minimum of two marked parallel parking spaces in the right-of-way. [AYES: Vice Chair Sisco, Commissioner Kingsbury, Commissioner Rosengard, Commissioner Caster, and Commissioner Jacobson, NAYS: None]

Motion: Upon Vice Chair Sisco's motion and Commissioner Jacobson's second, the Planning Commission unanimously voted for the Chair to sign the Findings when prepared. [AYES: Vice Chair Sisco, Commissioner Kingsbury, Commissioner Rosengard, Commissioner Caster, and Commissioner Jacobson, NAYS: None]

- C. 7:00 p.m. - Amendments to the Comprehensive Plan including adoption of the EOA and related amendments - City of St. Helens

Chair Shoemaker opened the Public Hearing at 7:35 p.m. Chair Shoemaker declared that she was on the Economic Opportunity Analysis (EOA) Technical Advisory Committee.

In Favor

Goodman, Beth. Applicant's Representative. Beth Goodman introduced herself as a consultant from ECONorthwest who prepared the EOA for the City. She reviewed the process with the Commission that was used to develop an EOA. She also reviewed the buildable land inventory, employment data, economic advantages and disadvantages, potential growth industries, and estimated total employment to determine employment lands sufficiency. The full EOA is included in the packet.

Neutral

There was no neutral testimony.

Opposition

There was no testimony in opposition.

End of Oral Testimony

Close of Public Hearing & Record

Deliberations

Associate Planner Dimsho reminded the Commission that this matter will go before City Council after a recommendation from the Commission. She also pointed out that in addition to the adoption of the

EOA, this includes adoption of the City's Wastewater Master Plan, Water Master Plan, and Stormwater Master Plan. This is more of a housekeeping item since these plans were already adopted by Resolution years ago. She noted that the best practice is to adopt these into the Comprehensive Plan by Ordinance, instead of just by Resolution.

Motion: Upon Commissioner Castner's motion and Commissioner Rosengard's second, the Planning Commission unanimously recommended approval of the Comprehensive Plan Amendment to City Council. [AYES: Vice Chair Sisco, Commissioner Herman, Commissioner Kingsbury, Commissioner Rosengard, Commissioner Caster, and Commissioner Jacobson, NAYS: None]

5. DISCUSSION ITEMS

- D. Joint City Council / Planning Commission Joint Meeting date in September

City Planner Graichen explained that Mayor Massey proposed moving the September Joint Council Planning Commission meeting date to September 24th. The Commission agreed to the change without objection, to be discussed further at the joint meeting.

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

- E. Sign Permit (Temporary) – 2100 Block of Columbia Blvd – Amani Center
- F. Site Development Review (Minor) – 205 Brayden Street – Linares
- G. Sign Permit (Temporary) – 2100 Block of Columbia Blvd – Columbia Pacific Food Bank
- H. Site Development Review (Major) – 161 St. Helens Street – Parjit & Harinder

Commissioner Jacobson asked about the language included in the Site Development Review (Major) for 161 St. Helens Street.

7. PLANNING DEPARTMENT ACTIVITY REPORT

- I. Planning Department Activity Report – February

There was no discussion about Planning Department Activity Report.

8. PROACTIVE ITEMS

- J. Architectural Standards
- K. Vacant Storefronts
- L. The Plaza Square

City Planner Graichen said these items will be discussed at tomorrow's Joint City Council Planning Commission meeting. He said he prepared a memo for Architectural Standards intended to help the Commission take "baby steps" forward.

9. FOR YOUR INFORMATION ITEMS

Commissioner Jacobson brought up the upcoming webinar on Oregon public meetings law scheduled for March 20th at 2:00 PM. Associate Planner Dimsho encouraged commissioners to attend and bring questions.

10. ADJOURNMENT

Chair Shoemaker adjourned the meeting at 8:28 p.m.



JOINT CITY COUNCIL & PLANNING COMMISSION

Wednesday, March 12, 2025

DRAFT MINUTES

MEMBERS PRESENT

Mayor Jennifer Massey – via Zoom
 Council President Jessica Chilton
 Councilor Mark Gundersen
 Councilor Russell Hubbard
 Councilor Brandon Sundeen

Chair Jennifer Shoemaker
 Vice Chair Brooke Sisco
 Commissioner Charles Castner
 Commissioner Scott Jacobson
 Commissioner Trina Kingsbury
 Commissioner Reid Herman – Arrived via ZOOM around 5 p.m.

MEMBERS ABSENT

Commissioner David B. Rosengard

STAFF PRESENT

Jacob Graichen, City Planner
 Jenny Dimsho, Associate Planner

OTHERS

None

CALL TO ORDER – 4:00 p.m.

Council President Chilton called the meeting to order.

DISCUSSION TOPICS

1. Discussion of September Joint Meeting Date

Mayor Jennifer Massey said the original conflict for the September Joint meeting date is no longer an issue and she is no longer requesting to change the meeting date from the approved 2025 meetings schedule.

2. Planning Commission Proactive Item - Architectural Standards

City Planner Graichen went over the memo included in the packet regarding architectural standards which was intended guide the discussion about priorities for the group.

First, there was a discussion about where to focus on developing standards. City Planner Graichen suggested focusing on a smaller area because starting small could help the Commission make progress and potentially, the standards could apply to a larger area in the future. Commissioner Shoemaker expressed a desire to encompass the entire historic district, not just the Riverfront District, as a starting point. She noted that trying to cover the whole city would be too ambitious and could lead to

misunderstandings and resistance from residents. Council President Chilton expressed a desire to include the Houlton Business District and getting Main Street involved.

Next, there was a discussion of what type of architectural elements to focus on. City Planner Graichen showed local, recent examples of residential development that prompted a discussion about windows and doors. He noted blank walls facing public streets and demonstrated how simple architectural features, such as windows or doors, could significantly improve their appearance. The group discussed the challenges of implementing architectural standards, including potential conflicts with state regulations and the need for clear, objective criteria for residential developments.

3. Planning Commission Proactive Item - Vacant Storefronts

Commissioner Shoemaker shared research on vacant storefront policies in King County, Washington, which included registration fees, maintenance requirements, and penalties for long-term vacancies. The group discussed the challenges of defining "vacant" versus "underutilized" properties and the potential resistance from long-time property owners to new fees or regulations.

Suggestions for addressing vacant storefronts included:

1. Revisiting the inventory and initiatives of the Main Street Alliance
2. Exploring incentives and penalties for property owners
3. Considering requirements for maintaining storefronts in good condition
4. Investigating successful approaches used in other cities like Astoria, Prineville, Hood River, and Baker City

Commissioner Jacobson volunteered to connect with Main Street and gather information from other cities.

4. Planning Commission Proactive Item - The Plaza Square

City Planner Graichen advised postponing discussions about the plaza square due to ongoing tensions between the city and county, including right-of-way ownership questions. He suggested allowing time for healing before revisiting the topic. The group briefly discussed concerns about the current condition of the plaza, including:

1. The unsustainable grass that gets damaged during events
2. Accessibility issues for people with mobility challenges
3. The historical design of the plaza and potential restoration options
4. The need for better drainage and irrigation

Councilor Sundeen emphasized the importance of preserving the plaza's character and suggested starting with an arborist's assessment of the existing trees. The group acknowledged that any significant changes to the plaza would require funding and coordination with the county.

Council President Chilton suggested tabling this item for the time being and focusing on the other two proactive items discussed earlier in the meeting.

OTHER BUSINESS

Mayor Massey expressed appreciation for the collaborative nature of the meeting and the constructive dialogue among participants.

ADJOURN – 5:21 p.m.

Respectfully submitted by Jenny Dimsho, Associate Planner.

ATTEST:

Jennifer Shoemaker, Chair

Jennifer Massey, Mayor

**CITY OF ST. HELENS PLANNING DEPARTMENT
STAFF REPORT
Zone Map Amendment ZA.1.25**

DATE: April 1, 2025
TO: Planning Commission
FROM: Jacob A. Graichen, AICP, City Planner

APPLICANT: City of St. Helens
OWNER: 1771 COLUMBIA BOULEVARD LLC

ZONING: Houlton Business District, HBD and General Commercial, GC
LOCATION: 1771 Columbia Boulevard; Lots 1-3 and 20-22, Block 145, St. Helens
PROPOSAL: Zone change to change portion of property zoned General Commercial, GC to Houlton Business District, HBD, making entire property HBD

SITE INFORMATION / BACKGROUND

The site is developed and was the site for PGE originally but has had a variety of other uses since PGE left the site many years ago. The approximate northerly quarter of the subject property was zoned to Houlton Business District, HBD via Ordinance No. 3110 in 2009 (file ZA.3.08). At that time the property owner was considering multifamily development for the subject property and because the HBD zone at the time prohibited residential use on the ground level, convinced (and agreed to) just the northern quarter being changes to HBD, with the remainder remaining General Commercial, GC. The city's original proposal was to change the entire property to HBD.

In 2015, via Ordinance No. 3197 (file ZA.2.15) the prohibition of ground level residential use was removed and multidwelling units was added as a conditional use. The city has been exploring options for a new police station site for the last several years and the subject property has been a leading consideration for the new police station property. Thus, the city is the applicant because police stations are possible in the HBD zone, but not the General Residential, GC zone. Notwithstanding the police station matter, the owner is the same person (but under an LCC) and the concern of theirs from 2009 was resolved in 2015 and the city would like the zoning boundary to be as intended when the Houlton Business District was originally created in 2009. This is the zone map amendment proposal.

PUBLIC HEARING & NOTICE

Public hearing before the Planning Commission for *recommendation to the City Council*: April 8, 2025. Public hearing before the City Council: May 7, 2025.

Notice of this proposal was sent to the Oregon Department of Land Conservation and Development on March 3, 2025 through their PAPA Online Submittal website.

Notice of this proposal was sent to surrounding property owners within 300 feet of the subject property(ies) on March 11, 2025 via first class mail. Notice was sent to agencies by mail or e-mail on the same date.

Notice was sent to the owner per ORS 227.186 on March 11, 2025.

Notice was published on March 21, 2025 in the Columbia County Spotlight newspaper.

AGENCY REFERRALS & COMMENTS

None.

APPLICABLE CRITERIA, ANALYSIS & FINDINGS

SHMC 17.20.120(1) – Standards for Legislative Decision

The recommendation by the commission and the decision by the council shall be based on consideration of the following factors:

- (a) The statewide planning goals and guidelines adopted under ORS Chapter 197;
 - (b) Any federal or state statutes or guidelines found applicable;
 - (c) The applicable comprehensive plan policies, procedures, appendices and maps;
- and
- (d) The applicable provisions of the implementing ordinances.
 - (e) A proposed change to the St. Helens zoning district map that constitutes a spot zoning is prohibited. A proposed change to the St. Helens comprehensive plan map that facilitates a spot zoning is prohibited.

(a) Findings: This criterion requires analysis of the applicable statewide planning goals. The applicable goals in this case are: Goal 1, Goal 9 and Goal 10.

Statewide Planning Goal 1: Citizen Involvement.

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

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

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

Statewide Planning Goal 9: Economic Development.

This goal requires that cities and counties have enough land available to realize economic growth and development opportunities. Commercial and industrial development takes a variety of shapes and leads to economic activities that are vital to the health, welfare and prosperity of Oregon's citizens. To be ready for these opportunities, local governments perform Economic Opportunity Analyses based on a 20-year forecast of population and job growth.

This Goal is satisfied when it can be shown that the proposal will not negatively affect industrial or other employment land, as such lands are catalysts to economic development. One implementation tool the State has to demonstrate is the Economic Opportunities Analysis (EOA) pursuant to OAR 660-009-0015. The city has an EOA adopted in 2008 via Ordinance No. 3101, which identifies abundant industrial land and small shortage of commercial land.

The property already has a Comprehensive Plan designation of General Commercial, GC and both the General Commercial, GC zone and Houlton Business District zone, a zoning possible under this Comprehensive Plan designation. Commercial use is possible in either case. The proposal is neutral on its effect on employment lands.

Statewide Planning Goal 10: Housing.

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

This Goal must be addressed when residential lands or any land where needed housing is possible are potentially affected.

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

Inventorying

St. Helens completed and adopted a Housing Needs Analysis (HNA) and Buildable Lands Inventory (BLI) in 2019 (Ordinance No. 3244). The results of the housing needs analysis indicates that the current St. Helens Urban Growth Boundary is sufficient to accommodate future housing needs, with a small deficiency (8 acres needed) of high-density land for multi-family development. Commercial/Mixed Use land can make up for the high-density land deficiency. Even though there are no guarantees Commercial/Mixed Use lands will be used for residential purposes, the following residential developments on commercial/mixed use lands since the inventorying effort of the HNA are noteworthy:

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

Zone: General Commercial.

Total acres used: 7.72 out of 7.72 ac.

- Broadleaf Arbor developed by the Northwest Oregon Housing Authority (NOHA) and Community Development Partners at 2250 Gable Road. Originally approved by Conditional Use Permit CUP.3.19, this 239-unit multidwelling project was completed earlier this year. The site has wetlands that are preserved so only a portion of the property is developed.

Zone: General Commercial, GC.

Total acres used: approx. 13.7 ac. out of 16.7 ac.

This proposal proposes changing the portion of the subject property zoned General Commercial, GC to Houlton Business District, HBD. Both zoning districts allow multifamily development as a conditional use. This proposal is neutral from an inventory standpoint.

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

This proposal supports this aspect of Goal 10 by increasing development options of the subject property. The General Commercial, GC zone allows some types of residential development and, generally, the Houlton Business District, HBD zone allows the types allowed in the GC zone and other residential use types not allowed in the GC zone such as detached single-family dwellings, duplexes and attached single-family dwellings. The quantity aspect is neutral, but the variety aspect is advanced.

However, it is also noteworthy that RV parks are possible in the GC zone, but not the HBD zone.

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

Upper Left: Table showing the city’s 2019 HNA findings. St. Helens has adequate land across most categories. The high-density deficit of 8 acres can be addressed in the commercial/mixed use land surplus and there are development projects since the HNA adoption that have done so, exceeding 8 acres.

This proposal complies with the **inventorying** component of Goal 10.

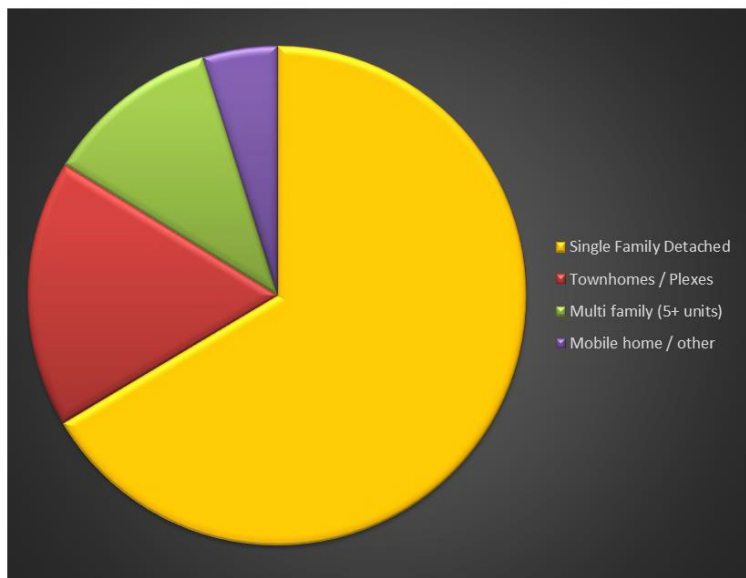
* * *

Lower Left: This is Exhibit 5 from the city’s HNA showing housing mix and tenancy for St. Helens between 2013 and 2017.

The proposal adds options for residential use as explained herein.

This proposal complies with the **broad spectrum housing availability** component of Goal 10.

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



Source: U.S. Census, American Community Survey, 2013-2017.

(b) Findings: This criterion requires analysis of any applicable federal or state statutes or guidelines.

Nothing applicable.

(c) Findings: This criterion requires analysis of applicable comprehensive plan policies, procedures, appendices and maps.

The General Commercial Comprehensive Plan designation allows for mixed use type zones, the HBD is such a zone.

(d) Findings: This criterion requires analysis of the applicable provisions of the implementing ordinances.

Not applicable.

(e) Findings: This criterion is intended to prevent spot zoning. “Spot zoning” is defined by Chapter 17.16 SHMC as:

“Spot zoning” means rezoning of a lot or parcel of land to benefit an owner for a use incompatible with surrounding uses and not for the purpose or effect of furthering the comprehensive plan.

Omitting the change from the General Commercial, GC zone to the Houlton Business District zone of the property in 2009 could be considered a created spot zone. This proposal remedies that.

CONCLUSION & RECOMMENDATION

Based upon the facts and findings herein, staff recommends approval of this zone map amendment.

Attachment(s): Ordinance No. 3110, Attachment A (from 2009) with notes for this proposal
 Zoning of subject property area map
 Comprehensive Plan designations of the subject property area map
 2007 Zoning Map Excerpt
 Houlton Business District area existing uses (2009)
 Subject property lots
 July 15, 2009 City Council public hearing minutes (pgs 1-2)

City of St. Helens
ORD No. 3110
Attachment "A"

**ADOPTED
2009**

Area changed
from the GC to GR Comp Plan
designation and from the MU
to the R5 zoning district.

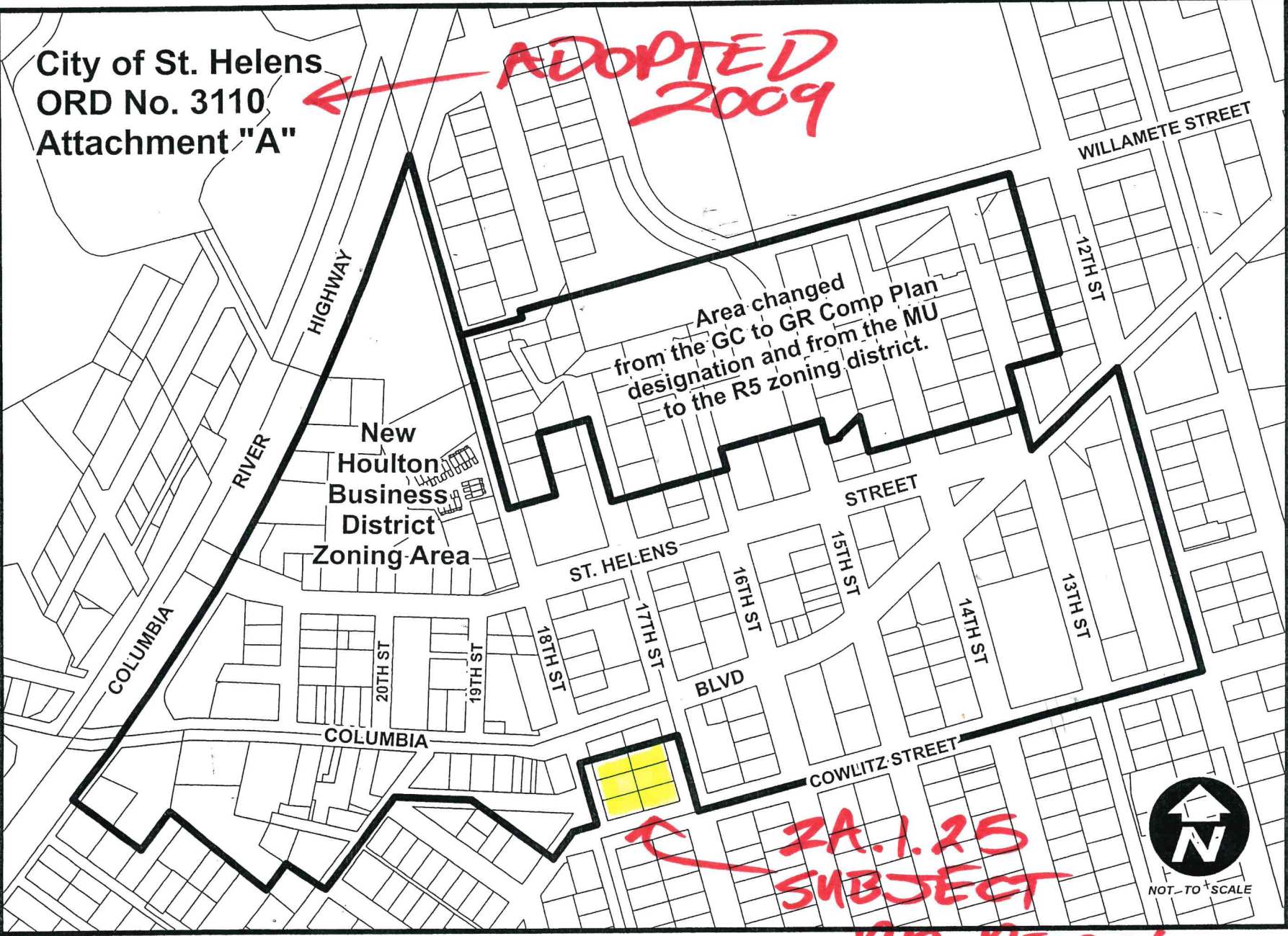
New
Houlton
Business
District
Zoning Area

ST. HELENS

**2A.1.25
SUBJECT
PROPERTY**



NOT TO SCALE

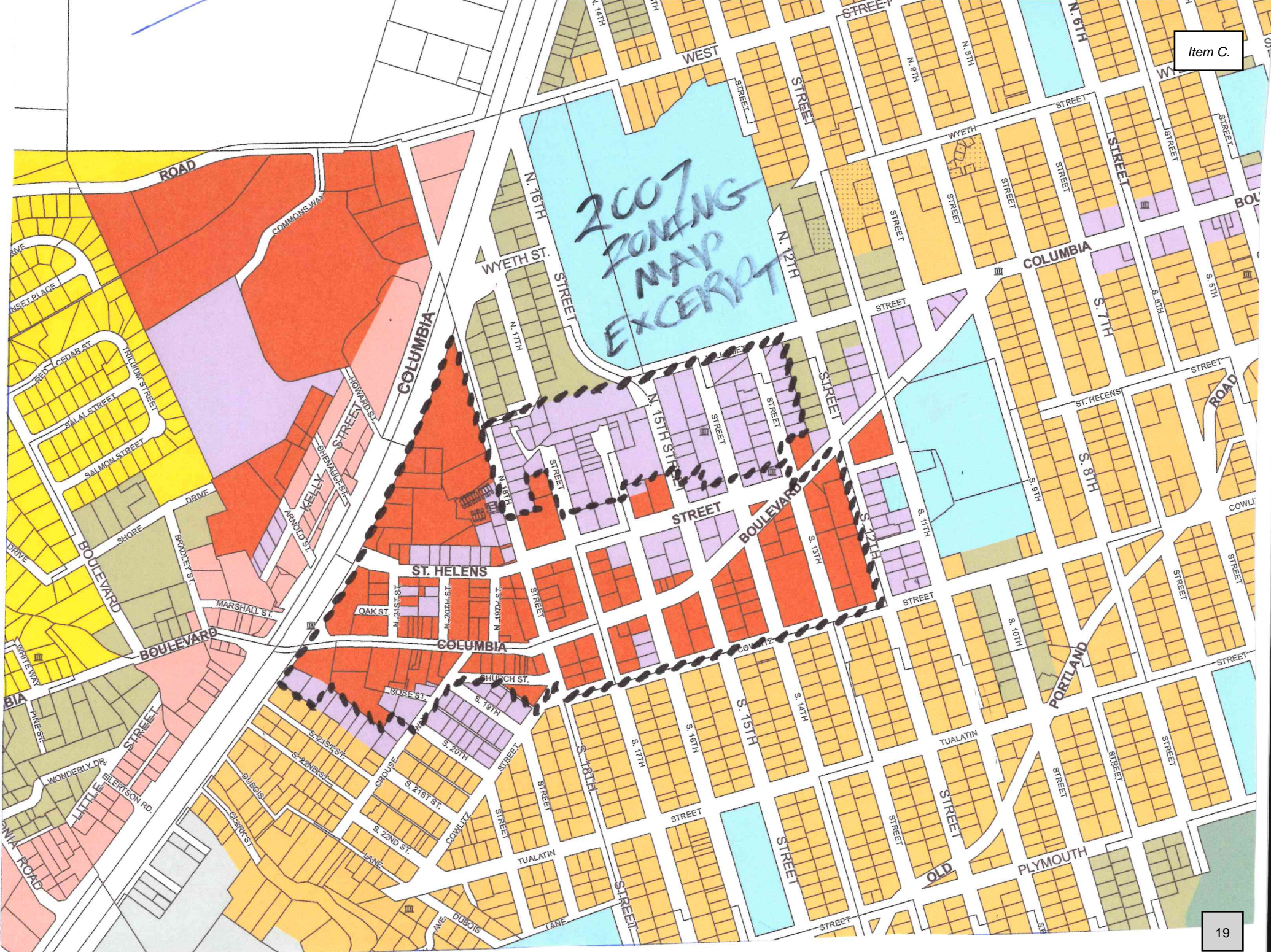


ZA.1.25 ZONING



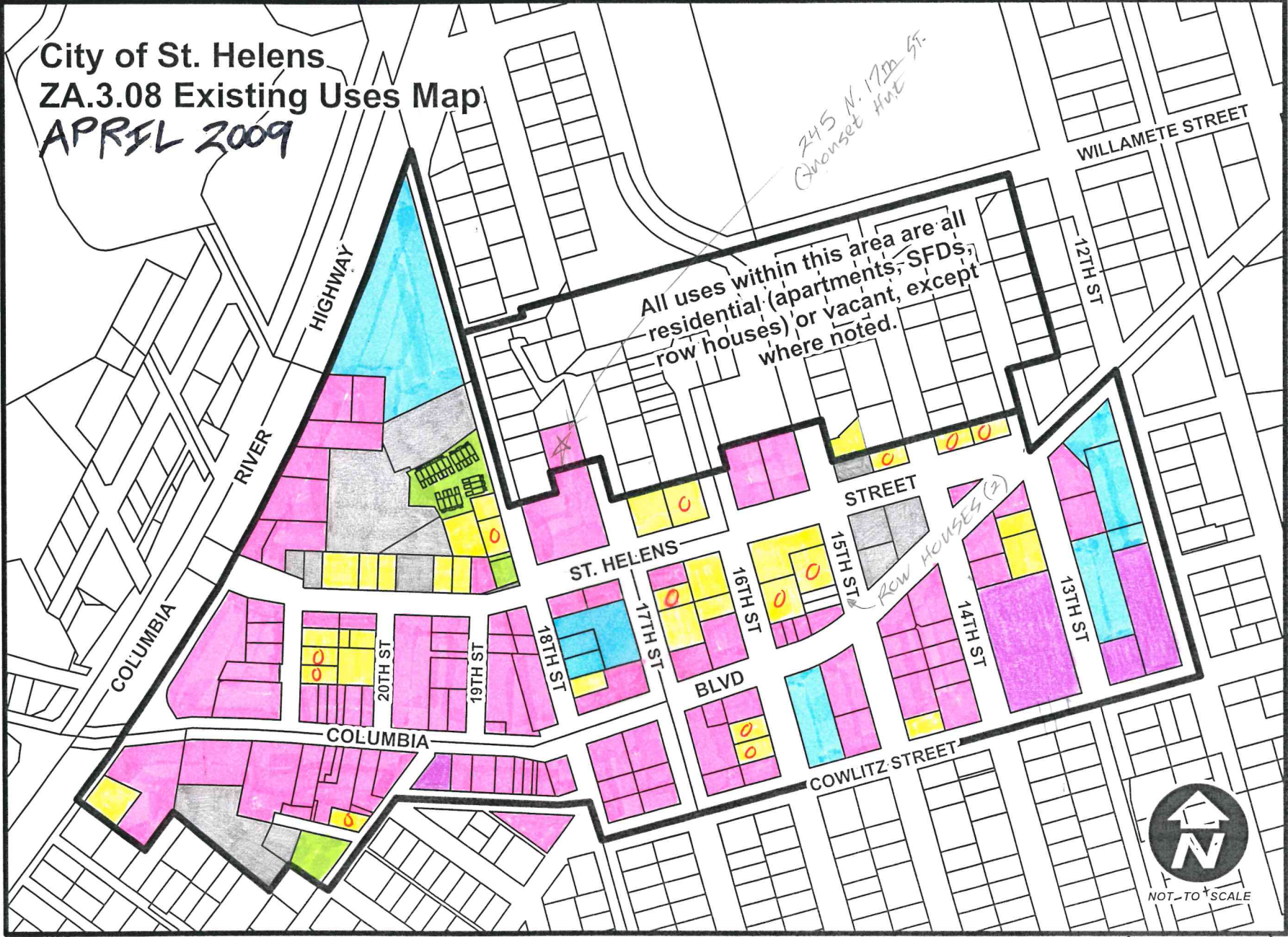
ZA.1.25 COMPREHENSIVE PLAN DESIGNATION



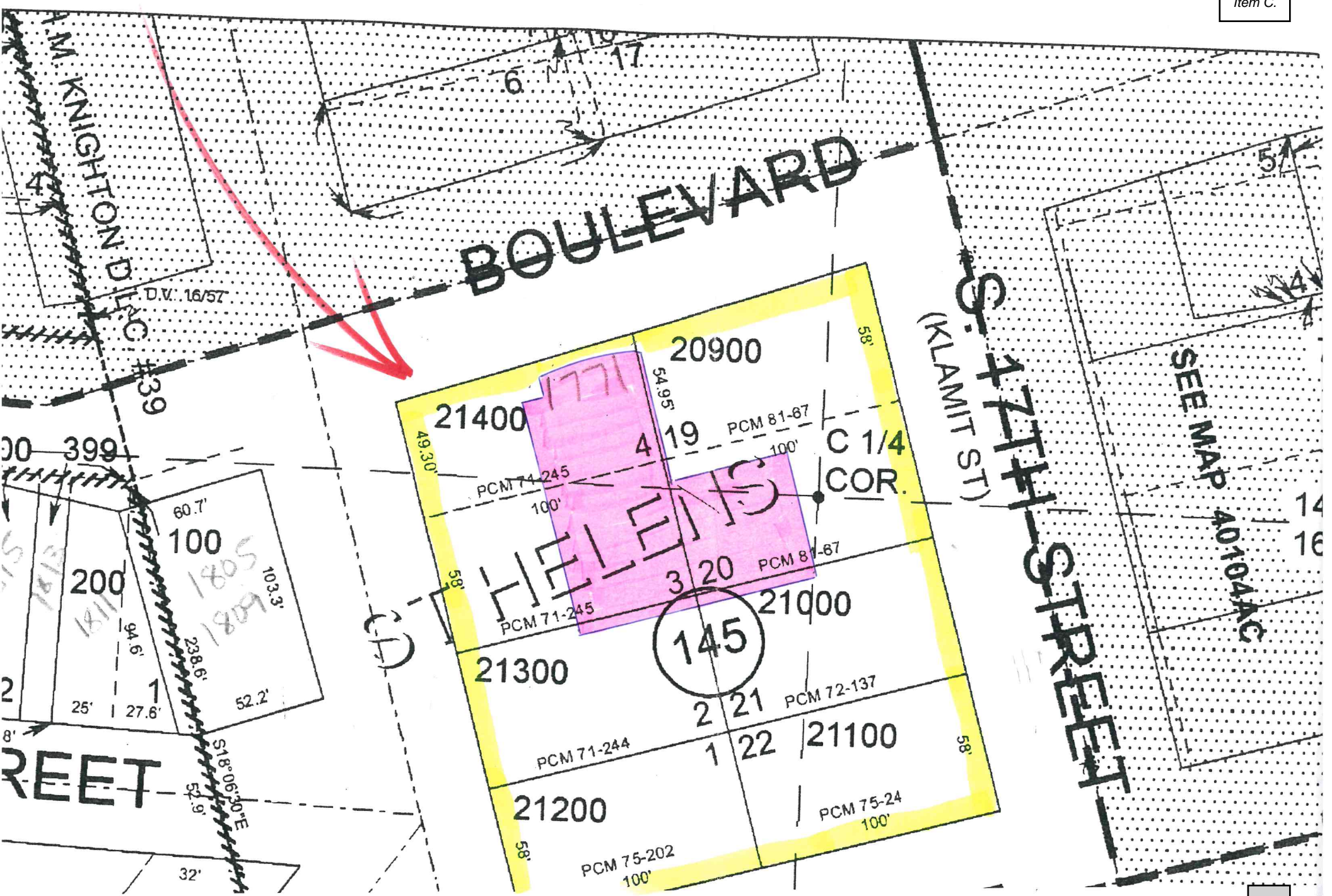


● COMMERCIAL ● SFD ● CHURCH ● APPTS ● GOV'T/PUBLIC/INSTITUTIONAL ● VACANT

City of St. Helens ZA.3.08 Existing Uses Map APRIL 2009



○ = APPEAR TO BE OWNER OCCUPIED BASED ON ASSESSOR RECORDS (for detached SFDs only)



City of St. Helens CITY COUNCIL

Public Hearing Minutes

July 15, 2009

Members Present: Randy Peterson, Mayor
Keith Locke, Council President
Phil Barlow, Councilor
Doug Morten, Councilor
Patrick Martyn, Councilor

Staff Present: Chad Olsen, City Administrator
Dale Goodman, Public Works Director
Skip Baker, Community Development Director
Steve Salle', Police Chief
John Walter, Library Director
Jacob Graichen, Assistant Planner
Kathy Payne, City Recorder

Others Present: Wayne Weigandt Jeff Benham Raymond Bell
April Bamburg Donna Coblantz Mike Cooke



PUBLIC HEARING

Amendment to Community Development Code & Comprehensive Plan to Create a New Zone – the Houlton Business District

At 7:00 p.m., Mayor Peterson opened the public hearing.

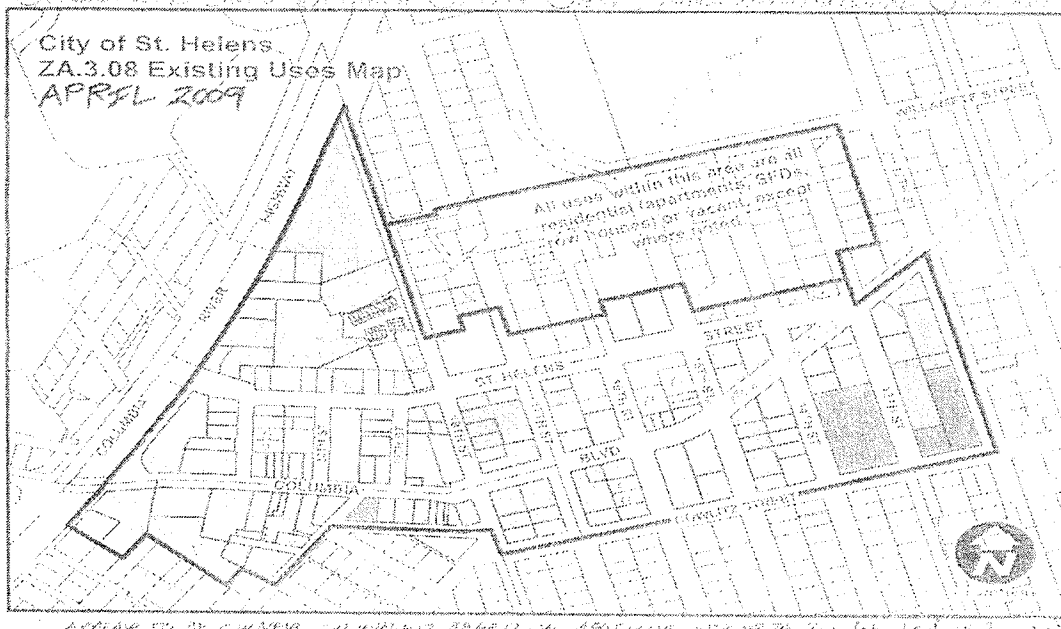
Ex-Parte Contact/Conflict of Interest - None.

Staff Report

Assistant City Planner Jacob Graichen presented the staff report dated July 8, 2009. First, the City of St. Helens is proposing creation of a new zone – the Houlton Business District – to better accommodate the Houlton (uptown) area. Second, the City proposes both a Comprehensive Plan change from General Commercial to General Residential and Zone Change from Mixed Use to R5 of the area generally north of St. Helens Street and south of the Willamette Street right of way.

The Planning Commission held a public hearing on February 10, 2009. The City Council held a public hearing on April 15, 2009, and asked to postpone deliberations to July 15, 2009.

Graichen showed maps of the subject areas, including the property owned by Wayne Weigandt.



Testimony in Favor – None spoke in favor.

Testimony in Opposition



◆Wayne Weigandt. He spoke a couple of months ago regarding the zone change. He is concerned about some uses not being allowed in this new zone. He would like to see the City consider a boundary change from the proposed drawing. He would like some of his lots to be taken out of the proposed district. He would like to see the two lots that front Columbia Blvd. to be included but the six others to stay what they are currently zoned, General Commercial. If it was all changed to the Houlton Business District, he would not be able to build apartments on the first floor. He would be happy with it being rezoned but wants to be able to build apartments, the same as he can now, under General Commercial. Parking would be onsite. He proposes to keep Lots 4 and 19 within the HBD boundary and Lots 1, 2, 3, 20, 21, and 22 to be left as GC. This would leave frontage on Columbia Blvd. for continuity.

Mayor Peterson clarified that GC does not allow single family dwellings. Baker confirmed.

◆Raymond Bell. He is currently behind on this zone change issue because he just recently acquired a piece of property in the proposed boundary area. The only notice he received is the notice on June 12th. His property is on 12th Street. He is not in favor of this but he knows the City is very far along in this process. He bought the property for the house, which is single family residential. Then they got the vacant lot. They want to build townhomes on the vacant lot. With this zone change, they would not be able to do that. He would like there to be an extension on this decision. They are already half way through the design stage on this property. They are in the process of appraisals and financing. He is very surprised. He understands the reason behind the Houlton Business District. However, with economics, people are coming here to live because it's cheaper not because more businesses are locating here. He doesn't believe the City is doing anything to help bring business to this town; no promoting; no fee reductions. He would like his property/project to be grandfathered in. He's not asking for anything that doesn't compete in this area. He's pleading for an extension. He needs

MONTHLY REPORT TO COUNCIL



Meeting Date: April 2, 2025
Prepared by: Jacob A. Graichen, AICP, City Planner
Department: Planning
Division: Community Development
Reporting Period: March 2025
CC: City Administrator John Walsh / Planning Commission

1. General Operations

- Community Development Project Manager and I assisted a property owner with wall placement on the 300 block of N. 12th Street. The Oregon DHS funded an 8' wall to prevent a child with hyperactivity and impulsiveness from harming themselves. Unfortunately, the wall was installed without city input and the city was only contacted when the state needed the city's ko to pay the contractor. The fence was installed under power lines and unquestionably within the right-of-way. We helped to remedy the issue, so the city is happy, contractor paid, and the State gets the full ok from the city.
- Submitted three annexations to Oregon DOR for preliminary approval of map and legal descriptions. One is a consent from last year and the other are older. The oldest goes back to 2000 for a property on Fir Street. A consent to annex from 2009 is for the former Bing's property, which is finally adjacent to city limits. This is the step before scheduling public hearings, so some annexations are coming up for review later this year.
- Worked with a property owner in the UGB to update a recorded redevelopment plan that will work better for a home proposed. The property is an undeveloped parcel adjacent to 34985 Achilles Road.
- **Updated Dalton Lake Nature Preserve Map** – Request to modify map by Parks Commission member with new kiosks and benches.
- **Notable administrative Planning Department permitting:**
 - Revised building permit plans submitted for a mixed-use building on the corner of Columbia Boulevard and N. 6th Street. Reviewed plans and provided comments. Land use entitlement was granted in March of '23. The initial set of building permit plans was submitted on February 24, 2025.
- **Pre-application / early assistance meetings:**
 - A Columbia County LDS pre-application meeting scheduled, but the meeting is after the time this report is due, so more on that next month.
- **Planning Commission had their normally scheduled monthly meeting on March 11.**

Outcome:

 - The Commission held a public hearing for the remand of an appeal for a Conditional Use Permit and Variances to allow a triplex on a lot at the NE corner of Wyeth Street and N 5th Street. Consistent with the Council deliberations at a previous hearing, the Commission rejected the triplex proposal but did grant a Variance for zero off-street parking and a reduced yard (setback) along Wyeth for a duplex.

- The Commission held a public hearing for adoption of the Economic Opportunities Analysis and the water, storm water and wastewater utility plans. Commission recommends approval to the Council.
- **Planning Commission had their normally scheduled quarterly joint meeting with the City Council on March 12.** Outcome:
 - The discussion focused on the Commission’s proactive items, with the bulk of the conversation pertaining to Architectural Standards. It was my hope to guide the Commission to take baby steps on this item. Vacant storefront discussed a bit and it seems generally agreed that The Plaza effort should be delayed until ownership of the rights-of-way around the Plaza and some other city – county issues are resolved.
- **Geographic Information Systems (GIS).**
 - Annual software updates for Planning and Engineering’s GIS this month. Given a transition from ArcGIS Desktop to ArcGIS Pro (both are currently in affect, but a year from now the older ArcGIS Desktop will be retired), it was a bit more involved this year.
 - Finished digitizing redevelopment plans for land divisions in city limits and the UGB for the city’s GIS data. I had this mostly complete in the last couple years and just had a few files to look through. This goes back to 2006, which is the earliest year I am aware of they were recorded in the County Clerk deed records.

2. Staffing & Personnel

- The new Community Development Administrative Assistant starts March 31. This position has been vacant since December and our Assistant Planner / Community Development Project Manager has been covering all Planning Department secretarial duties which include file creation, notice mailings, planning commission packets/minutes, annual reporting, and planning file tracking systems. With a joint meeting this month and URA next month, secretarial duties were more than usual.
- Staff attended the virtual government public meeting law workshop hosted by Beery, Elsner & Hammond LLP.

3. Projects & Initiatives

A. Ongoing Key Projects

- Worked with Parks Commission Jacobson on the **Parks Commission’s woodland reserve** effort to help define boundaries. This will be a good item for the next quarterly Council – Planning Commission joint meeting to fine tune boundaries.
- **Riverwalk Project (OPRD Grants x2)** – Masonry work on cantilever is nearly complete. Landscaping is about 90% done. Final concrete pour is expected on March 24/25. Contract is approximately 90% expended. Submitted & received our first LWCF grant disbursement of approximately 750k and our first LGGP reimbursement request for 304,650. Submitted both quarterly grant reports which were due on April 1. Coordinated with Communications on E-newsletter content and timing of drone footage. Reviewing/tracking submittals and RFIs. Attending bi-weekly check-ins with contractor and design team.

- **Community Development Block Grant (CDBG): Sanitary Sewer Improvement Project** – \$2.5 million grant award to fund design/engineering/permitting for 3 sanitary sewer basins identified as deficient in the adopted Wastewater Master Plan. Reviewed 60% design package. Approximately 54% expended of the grant. Preparing to submit Disbursement No 4.
- **DLCD Technical Assistance Program** – 60k funding a new Economic Opportunities Analysis (EOA). Prepared staff report and noticing requirements. Adoption PH held in March for PC and April for CC.
- **ODOT Community Paths Program: St. Helens Scappoose Trail Refinement Project** – 405k to study a trail route refinement project (30% design) from St. Helens to Scappoose. RFP closed on 1/9 for consultants to submit proposals! Scored and reviewed proposals on the selection committee with a selection meeting scheduled in early February. This project is likely to kickoff in April!
- **2024 Travel Oregon Grant Program: Riverwalk Project** - 100k grant for Riverwalk Project. Preparing to submit final reporting and disbursement request for remaining 50k. Deadline is April 30 for disbursement.
- **ODOT TGM Program: Transportation Systems Plan** – Consultant selection is in motion for April review and selection! This project has been stalled due to delayed contract review by the state, so it is good to finally see movement.
- **Business Oregon – Infrastructure Finance Authority** – Low-interest loan for Streets & Utilities Project and Riverwalk improvements. Loan amendment coordinated and approved by Council on 11/20. Submitted final Disbursement Request #5, putting us at 100% expended for the loan. Remaining budget to come from budgeted URA funding. Working with finance to ensure remaining expenses are documented correctly and that we remain within approved budget. Working with state loan officer on a loan amendment that would extend our timeline to match the June 30, 2025 anticipated completion date for the Streets & Utilities Project and to document the City’s additional cash contributions which cover expenses not covered by the loan. Reviewed regular Waterfront E-newsletter content regarding construction updates, closures, progress, etc. Follow the [City’s Waterfront E-newsletter](#) for timely updates.

B. Upcoming Projects

- Based on the direction provided by the Council at the Feb. 5th regular session to pursue the 1771 Columbia Boulevard site for the new police station, I have initiated the zone change process with much initial effort in March. Hearings to take place in April and May before the Planning Commission and City Council.
- Updated the Planning Department’s part of the upcoming 2024-2026 Strategic Plan list for proposed 2025-2027 Strategic Plan in advance of a TBD meeting.
- Provided initial budget numbers for the upcoming budget cycle.

4. Upcoming Events & Important Dates

- April 2 Urban Renewal Agency meeting. This month staff has prepared for and created packets for this meeting for a FY 24-25 budget amendment
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Attachments

- No attachments for this report.