

City of St. Helens

Planning Commission

July 14, 2020

Agenda

See meeting options below

1. **7:00 p.m. Call to Order and Flag Salute**
 2. **Consent Agenda**
 - a. Planning Commission Minutes dated June 9, 2020
 - b. Planning Commission Special Meeting Minutes dated July 1, 2020
 3. **Topics from the Floor** (Not on Public Hearing Agenda): Limited to five minutes per topic
 4. **Public Hearing Agenda** (times are earliest start time)
 - 4a. 7:00 p.m. Conditional Use Permit and (2) Variances at Columbia Blvd & 12th St – Hubbard
 5. **Riverfront District Architectural Guidelines Recommendation – Bennett Building Transom Windows at 275 / 277 The Strand**
 6. **Planning Director Decisions** (previously e-mailed to the Commission)
 - a. Sign Permit at 104 N Vernonia Rd – Bethel Fellowship
 - b. Temporary Use Permit for Model Home – Chad E Davis Construction
 - c. Extension of Variance V.10.19 for Lot 54 – Emerald Meadows
 - d. Extension of Variance V.11.19 for Lot 56 – Emerald Meadows
 - e. Extension of Variance V.13.19 for Lot 63 – Emerald Meadows
 - f. Temporary Use Permit at 735 S Columbia River Hwy – Bethel Fellowship
 - g. Auxiliary Dwelling Unit at 300 N. 3rd Street – Conversion of an existing basement
 - h. Sign Permit at 795 S Columbia River Hwy – Ramsay Signs (Safeway)
 7. **Planning Department Activity Report**
 - a. June Planning Department Report
 8. **For Your Information Items**
 9. **Next Regular Meeting: August 11, 2020**
-

Adjournment

Meeting Options:

Due to the COVID-19 pandemic and the Governor's declared state of emergency (March 8, 2020) and subsequent Executive Order No. 20-16 (April 15, 2020), the public hearing will be held in the City Council Chambers, located in the City Hall building at 265 Strand Street, St. Helens, OR, and/or virtually via a phone-and-internet based application.

In-person access into City Hall for this hearing will be from the plaza side entrance.

Join Zoom Meeting: <https://zoom.us/j/95357299566>

Meeting ID: 953 5729 9566 Dial by your location: +1 253 215 8782 US

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

City of St. Helens Planning Commission

Draft Minutes

June 9, 2020

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

Members Absent: None

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

Others:

CT Brownlow	Laurie Brownlow	Robert Sorenson
Jeanne Sorenson	Brandon Sundeen	Hunter Blashill
Kathleen Ward	Daniel Kearns	Patrick Birkle
Jen Pearl	Tracey Hill	Robin Nunn
Kristin Quinlan	Bryan Denson	Jeff Seymour
Brandon Deahl	Shauna Lewis	Andrew Schlumpberger
Lindsey Schlumberger	Ron Schlumpberger	

1) **7:00 p.m. Call to Order and Flag Salute**

2) **Consent Agenda**

2.A Planning Commission Minutes dated May 12, 2020

Motion: Upon Commissioner Semling's motion and Commissioner Lawrence's second, the Planning Commission unanimously approved the Draft Minutes Dated May 12, 2020. Vice Chair Cary and Commissioner Pugsley did not vote due to their absence from that meeting. [AYES: Commissioner Cohen, Commissioner Lawrence, Commissioner Webster, Commissioner Semling; Nays: None]

3) **Topics from the Floor: Limited to 5 minutes per topic (not on Public Hearing Agenda)**

There were no topics from the floor.

4) **Public Hearings (times are earliest start time)**

4.A 7:00 p.m. Conditional Use Permit at 254 N Columbia River Hwy – Brandon Deahl and Shauna Lewis

Chair Hubbard opened the Public Hearing at 7:02 p.m. There were no ex-parte contacts, conflicts of interests, or bias in this matter.

Associate Planner Dimsho entered the staff report dated June 2, 2020. Dimsho introduced the proposal to the Commission as presented in the staff report. She said the applicant is requesting to establish retail use and an artisan workshop. She said the workshop would be for preparing garden art using castings. Dimsho mentioned that to access the site you must traverse onto some private property and some Oregon Department of Transportation (ODOT) Rail right-of-way. She said it is all Houlton Business zoning, so that means it is a mixed-use zone. She said it is mostly commercial use in the area except for some townhomes which were not on the map presented. Dimsho mentioned the existing building closer to the railroad on the property is the proposed retail location and the shop in the back is where they would do all their cast work. They also hope to use outdoor storage to showcase their product which is what is triggering the Conditional Use Permit..

Dimsho said the first criteria that needs to be considered is that the space needs to be of adequate size for the proposed use. The site is a large area with lots of outdoor display area. She mentioned the applicant is proposing an addition to the workshop and they are proposing an addition to the retail space in the form of a deck. She mentioned the current deck will be redone and that is also where the applicant is proposing an ADA ramp. She said there is plenty of space on this site for those improvements.

The second criteria Dimsho said is that the characteristics are suitable for this use. She said they would need legal, public access to the site. They will also need to meet any requirements for the Building Official and Fire Marshall.

Dimsho said the third criteria is that the facility would need to have adequate capacity to serve the proposal. She said it is currently hooked into City water, but that it was not hooked into sewer. She said the Building Official had mentioned it would need to have access to sewer discharge. Dimsho said the nearest sewer line was 190feet. She said they have two options to solve the Building Official's concerns about sewer..

Dimsho said the zoning requires ten percent of the site to be landscaping, which was not shown on the applicant's plan and based on her site visit, it was void of landscaping. So, this would be a condition needed for approval. She also mentioned they require screening for outdoor storage. She said they currently are constructing a six-foot cyclone fence with black slats. She said they are also required to have four parking spots including ADA spot and the way the plan is presented now, the screening would have to soften the impact of their parking. She said there are options for creating the parking on this site, but the plan presented was not to scale. She also mentioned they are required to screen HVAC and dumpsters. She also said they require paved walkways to all entrances.

There was a small discussion about screening and landscaping.

In Favor

Deahl, Brandon. Applicant. Deahl was called to speak. Deahl spoke about what his business does. He said they make cast stone or concrete statues, bird baths, benches, and decorative yard pieces. He said they would be making them onsite and store all their molds. He said the front building would be a cleaner environment to be able to sell some of their smaller pieces. He also said the outdoor storage space would be a garden area, with plants, paths, and landscaping where they could showcase their larger pieces. He said the only thing that would be

stored back there would be the pieces they make. He said he would not be stacking any of their products. He said he was hoping to take this vacant space and turn it into something beautiful.

Vice Chair Cary asked if they had spoken to the owner of the property for access to the site. Deahl said they have a verbal agreement with them but have had a hard time connecting with them. They do know access is a condition before they can have occupancy.

Vice Chair Cary also asked about the sewer access and how would they be hooking into sewer. Deahl mentioned that they have been in contact with the Public Works Department and they are hoping to have the unfinished sewer line tested, inspected, repaired, and completed. They are working on an public utility easement for the main line too..

Commissioner Pugsley asked about the restroom on site. Deahl said there is a restroom on site, but it was done incorrectly and possibly illegally. They will be correcting this issue.

Neutral

No one spoke as neutral testimony.

In Opposition

No one spoke in opposition.

End of Oral Testimony

There were no requests to continue the hearing or leave the record open.

Close of Public Hearing & Record

The applicant waived the opportunity to submit final written argument after the close of the record.

Deliberations

The Commission discussed a few of the conditions and there was a small discussion about the sewer line and screening. Commissioner Pugsley also mentioned some of the historic value this property has.

Motion: Upon Commissioner Webster's motion and Commissioner Pugsley's second, the Planning Commission unanimously approved the Conditional Use Permit as written. [Ayes: Commissioner Semling, Commissioner Lawrence, Commissioner Webster, Commissioner Cohen, Commissioner Pugsley, Vice Chair Cary; Nays: None]

Motion: Upon Commissioner Webster's motion and Commissioner Semling's second, the Commission unanimously approved the Chair to sign the Findings when prepared. [Ayes: Commissioner Semling, Commissioner Cohen, Commissioner Lawrence, Commissioner Webster, Commissioner Pugsley, Vice Chair Cary; Nays: None]

4.B 8:00 p.m. Appeal of PT.1.20 at 160 Belton Road – Tracey Hill

City Planner Graichen opened the Public Hearing at 8:04 p.m. There were no ex-parte contacts, conflicts of interests, or bias in this matter.

Graichen entered the staff report dated June 2, 2020. Graichen introduced the proposal to the Commission as presented in the staff report and the additional information received after

packets were mailed. He said it was originally an administrative decision for a partition of a property located at 160 Belton Road. It is adjacent to Dalton Lake and abuts the Columbia River. He mentioned the access road is predominantly 11 feet wide. He mentioned that the proposal is to split the property into two parcels. One already has a house on it and the other they would look to develop. He said per the Sensitive Land rules there is a 75-foot boundary from Dalton Lake and the river that is required. He said the applicant did conduct an environmental assessment to determine those boundaries. He said they want to make sure the net buildable space, after those boundaries were determined, is still a suitable lot size for new construction. He mentioned the applicant proposed an access easement to the south of the property over parcel one to get to parcel two. He also mentioned the easement for the septic drainfield that is shared with the subject property and 250 Belton Road.

Graichen mentioned there are three issues raised for this appeal. One was concern about removal of protected vegetation. He said they did investigate twice and did not see any new concern. He said they did get into the buffer a little bit, but it was mostly Himalayan black berries, and no large trees. He said they used that to educate the applicant and the rules for sensitive lands. The second concern was the easement for a drainfield. He said the significance of the drainfield is you are not supposed to put roads on it or construct utilities within 10-feet of the drainfield per the County. He said the debate between the validity of the easement is between the applicant and the appellant, but they do need it to be resolved for the Partition because the Commission does not want to create a parcel that does not have access. The third concern is road access to the subject property. The road being predominantly 11-feet in width is not something they would allow in construction and access today. Public welfare must be considered when looking at the access. He mentioned that one of the conditions, if approved, would be to add a 24-foot turnout. The Commission can decide if this is enough or they can request more. He said they could also say that this was too much traffic impact to this area, and they could deny the proposal.

Commissioner Cohen asked how many times the property could be partitioned. Graichen said they recommended against partitioning the parcel anymore because of utilities, access, and sensitive lands. Commissioner Cohen also asked why the Commission should not wait to decide on the Partition until the easement is under an agreement between the applicant and the appellant. Graichen said because the State statute does not allow staff to delay it. He also said they ended up amending the decision once, and he advised the applicant they would need to take care of the easement or to find a different way around it. He said the Partition would be valid for a year, with potential time extension, and it is conceivable that the easement issue could be resolved in that validity period.

In Favor of the Appeal

Hill, Tracey. Appellant. Hill was called to speak. She lives at 250 Belton Road. She said her house allows her to see all the nature that lives nearby. She has seen herons, eagles, and many other wildlife. She said that her neighborhood is filled with people who have lived in these homes for many years. She said before she purchased her property, she did a lot of due diligence. She said she found out about her easement, she learned about it and what it was for. She said she learned what a STEP system was and how the sewage worked on this property she now lives on. She also mentioned how sewage has been a problem on these properties in the past. She said she became very familiar with different ordinances that protect the land around here and her responsibility to the sensitive lands that surround her home. She said that her easement was an insurance policy for her so that if the STEP system failed, she would still be able to live in her home. She said she has called the County Sanitarian, the Public Works

Director and other City entities and spoke with them about the validity of her easement. She said just because the easement is not in use currently, does not take the validity of it away. She said it protects the area on which it sits. She said it is bordered by and in some cases sits on the sensitive lands area. She said it protects the lake and the river. She mentioned her interactions with the applicant have been unpleasant.

Kearns, Daniel. Appellant. Kearns is the attorney of the appellant. He mentioned the easement is shared by both properties and that it is large. He said no use of the easement is allowed except for that of the drainage field. He said the parcel that is in question does not meet City code for access. He asked for denial of this request for partition, as the application, even with conditions, will be hard to complete within the allotted time frame. He said based on City code, the parcel, the way it sits, cannot be partitioned. He discussed the infrastructure of the step system and how it requires consistent maintenance. He said if there was any reason that the STEP system was to fail, the drainage field would be needed. He said the easement is an important insurance policy for his client's property. He said besides the easement, he does not think the Commission can approve the Partition based on City code for access and Sensitive Lands guidelines.

In Favor of the Application

Seymour, Jeff. Applicant. Seymour is the attorney for the applicant. He said they prepared a preliminary tree and road improvement plan for the partition. He said the applicant has not used poison to remove invasive species. He mentioned after receiving a letter from the City that the removal was improper, they have not been down in those areas since. He said they did cut down a few trees that were in the access area. But the tree plan meets the requirements of City code. He said the easement is null and void because the septic system it was created for has been destroyed. He said the road access is something they are working to resolve and realize there will be a large expense to make it meet code. He requested the Partition be granted as he believes that there is plenty of time to resolve the easement disagreement and conditions within the year that the Partition would be valid.

Schlumpberger, Andrew. Applicant. Schlumpberger was called to speak. He spoke about the sticker bushes that are in the shrubs that get on his dog and family members. He spoke to a surveyor who suggested he would need to trim out a pathway to figure out where the property lines and 75-foot boundary is for the Sensitive Lands. He said he used a gas-powered trimmer and a tractor to make this pathway, not poison. He said the wetlands specialist gave him instructions on how to remove the invasive species. He said he stopped after he received the notice from Graichen and has not done anything since. He also mentioned that his experience with the appellant were unpleasant. He said he did not know about the drainfield easement when he purchased the house.

Vice Chair Cary asked if it was possible to use just part of the drainfield easement instead of the whole portion. Seymour said they would be fine with using part of the drainfield easement if the appellant would agree to it. But he said that the appellant has said many times she would prolong this and cost them as much money as she could to block the partition. Vice Chair Cary also asked why they chose the south side of the property for the access to parcel two. Schlumberger said it was where the property lines would end up. He also said partly because of the current access and the 90-degree turn.

Chair Hubbard asked if the escrow showed the easement. Seymour said it looked like it was a sewer line, not an easement. Chair Hubbard also asked if the new system was in the same

place as the septic system that was destroyed. Schlumpberger said the appellant's tank was located on her property and his was located about 10 feet on his property.

In Favor of the Application

Schlumpberger, Ron. Schlumpberger lives at 1400 Second Street in Columbia City. He said that he was excited to have his family close to him. He mentioned that before they purchased this property, they were told that there would not be an issue to partition it, so they decided to move forward. He said they hired an engineer to make sure the system was working correctly. He said the easement was a surprise to them but felt it would be an easy fix because the old system was destroyed and made it null and void. He mentioned that the appellant was going to do whatever it took to delay the partition and that she was not willing to work with them.

Schlumpberger, Lindsay. Applicant. Schlumpberger lives at 160 Belton Road. She said she felt that her family and their character was in question. She wanted to clarify that they are not looking to steam roll through the community or to cause problems. She said they try to be friendly with everyone and has tried to communicate with all the neighbors. She said there is a lot of stuff that needs to be maintained and they are trying to be diligent and responsible homeowners and take care of their property. She said it was not necessary to partition their lot, but as homeowners they can.

Neutral

No one spoke as neutral testimony.

In Opposition to the Application

Nunn, Robin. Nunn lives at 100 Belton Road. She said the applicants are nice people, but she is not ok with what they are doing to the property. She is concerned with where they are building the new house as it could cause damage to the new construction, but also interferes with the neighbors unencumbered views. She feels this property is the applicants through a loophole and what they are proposing is creating division in their neighborhood. She said she is worried about the new construction interfering with the wildlife that currently lives there and the Native American artifacts that are there. She said dividing it will bring property values down. She said the beach is not supposed to have people on it. It is owned by her mother and that when people are walking through it is trespassing. She is concerned about the safety of the road as well.

Ward, Kathleen. Ward lives at 140 Belton Road. She said originally her family owned all the beach property. She said the state acquired some of their land to have it declared wetlands. She said that four generations have lived on this area and she feels strongly that they need to protect the beach from being developed. She said it was important because there is so little pristine land along the Columbia River that is untouched. She is concerned that the development will interfere and hurt the local wildlife and vegetation that lives there. She said the previous owners came to an agreement with the applicants that this beach would remain untouched and undeveloped. She is unsure why the applicants would want to go against this agreement. She is concerned their proposal is divisive in her neighborhood.

Blashill, Hunter. Blashill lives in Corvallis. He said he is the son of the appellant. He said his interactions with the applicants were not pleasant. He mentioned there was a strong suggestion that the applicants did use poison to remove plants. He said he was concerned about the foot traffic that adding another home and opening beach would create for the already problematic access. He mentioned there was a large elderly population that lives in this neighborhood and

the narrow roads are an issue. He mentioned that the proposed partition and what the applicants are currently doing to their site would devalue the property around it.

Sorenson, Jeanne. Sorenson lives in St. Helens. She said they sold this subject property because she could no longer able to maintain it. She said the applicants knew about the easement as there was a copy included in the escrow. She mentioned there has been floods on that property before and where the partition proposes a property that would put a house right in the flood zone. She is also very worried about the division this partition is creating in the neighborhood.

Sorenson, Richard. Sorenson lives in St. Helens. He said when they owned the home, there was a meeting with the Fire Marshall and all the neighbors about the access challenges with providing fire protection to the neighborhood. At one point, the Fire Marshall said they would not provide protection to their neighborhood.

Rebuttal to the Applicant

Hill, Tracey. Appellant. She felt her character was defamed and was upset that the applicants implied that she would hold them up in this partition. She said that she has lived there for a long time and all the neighbors know she is not like that.

Kearns, Daniel. Appellant. He said the Applicants property does not fall into code. He said the septic system was unhooked in 1990 and then they all hooked into the step system. He said at that point the drain field was not used. He said the pipe systems are still there and not filled with sand. He said the easement still exists and has not been abandoned. He gave more explanation as to why the easement is still valid. He mentioned he did not believe the turnout suggested for the access will meet the street code. He said he feels the only path forward, based on the City code is denial.

Rebuttal to the Appellant

Seymour, Jeff. Applicant. He is said his clients will comply with all laws according to Sensitive Lands. He said they have a letter from the Fire Chief stating that the access is fine and not going to cause an issue with one more house. He is said he feels the 24-foot by 30-foot turn out should be a sufficient solution to the road access. He said the easement has been abandoned, that there are trees growing on it and that it is probably three times larger than it needs to be. He said that the applicants are willing to work with the appellant to find an agreement to the easement issue. He said there is another year to resolve all the conditions placed on this partition and he feels it can be done.

Schlumpberger, Andrew. Applicant. He said he will not build his new house in the flood plain. He will comply with city code on the flood zone requirements. He said there are a few options to build his house, but they have not gone that far as they are trying to resolve this matter first. As a firefighter, he said he knows that times are different now for how they respond to emergencies. They drive on narrow streets and says that a turnout will be a solution to fixing the access. He said that he was up front with all the neighbors about his intent to develop the property.

End of Oral Testimony

There was a request to leave the record open for written testimony and for final written argument. As such, the public hearing will continue in written form. Graichen said the first period will be held open for seven days to receive written testimony. If there is written testimony received, there will be an additional seven days to responds to that testimony. At this point the

record closes. Then both the applicant and appellant may provide a final argument. The first period for response will end at 5 p.m. June 16, 2020 and the second period of response will end at 5 p.m. June 23, 2020. The deadline for final written comment will be due by June 30, 2020. The applicant agreed to extend the 120-day rule commensurate with these dates provided deliberations are continued to July 1, 2020, instead of the Commission's regularly scheduled meeting on July 14, 2020. A special meeting for deliberations and continuation of this public hearing was set for Wednesday, July 1, 2020 at 7:00 p.m.

5) Riverfront District Architectural Guidelines Recommendation – Modification at 330 S 1st Street

Dimsho said the site they were looking at has had several Site Design Reviews. She said in 2017, the office space was approved on the main floor and a live/work unit was proposed in the basement. She said since then, the applicant submitted a modification to approved 2017 Site Design Review. They have submitted a plan with some exterior rear facade modifications along with an ADA ramp. She said they plan to demolish the current deck in the back and build an ADA ramp that wraps around the building to get the right grade. She said they are proposing a bi-fold door as the current door is not ADA accessible. Commissioner Pugsley recommended installing doors as close to the original as possible, using wood, not vinyl. Dimsho also mentioned the ramp design on the plans mentions metal railing. She said the owner discussed that all exposed metal would be painted to match the fencing that is currently in front of the home. They would be painted according to historical guidelines. Commissioner Pugsley was concerned about the metal mesh that was proposed. She said she would recommend doing the slats on the railing of the ramp to match the vertical fencing slats in the front.

There was small discussion about the ADA ramp and making sure it matches historical guidelines while also meeting ADA requirements.

Motion: Upon Commissioner Webster's motion and Vice Chair Cary's second, the Planning Commission unanimously recommended approval of the Site Design Review Modification with the additional condition that vertical slats are used in the ADA ramp, instead of mesh as proposed. [Ayes: Commissioner Semling, Commissioner Lawrence, Commissioner Webster, Commissioner Cohen, Commissioner Pugsley, Vice Chair Cary; Nays: None]

6) Riverfront District Architectural Guidelines Recommendation – Bennett Building Modification at 275/277

Graichen said the City has a lot of projects going on at once. He said they have been working on a different land partition that did not allow him to work on this presentation. He said that he will table this recommendation until next month so that he has more time to review it. He said the City is not doing any more work on this project without the Planning Commission recommendation.

7) Planning Director Decisions

- a. Temporary Use Permit at 2295 Gable Road – TNT Fireworks
- b. Temporary Use Permit at 735 Columbia River Hwy – Bethel Fellowship
- c. Temporary Sign Permit at 2100 block of Columbia Blvd – SHHS Senior Planning

There were no comments.

8) Planning Department Activity Report

a. May Planning Department Report

There were no comments.

9) **For Your Information Items**

There were no comments.

10) **Next Regular Meeting: July 14, 2020**

11) **Adjournment**

*There being no further business before the Planning Commission, the meeting was adjourned
11:36 p.m.*

Respectfully submitted,

*Christina Sullivan
Community Development Administrative Assistant*

**CITY OF ST. HELENS PLANNING DEPARTMENT
STAFF REPORT
Conditional Use Permit CUP.4.20, Variance V.13.20, and Variance V.14.20**

DATE: July 7, 2020
TO: Planning Commission
FROM: Jacob A. Graichen, AICP, City Planner

APPLICANT: Russ and Mary Hubbard
OWNER: same as applicant

ZONING: Mixed Use, MU

LOCATION: Undeveloped property at the NE corner of the Columbia Boulevard/N. 12th Street intersection; 4N1W-4AC-305

PROPOSAL: New 7-unit multi-dwelling complex with one commercial suite. Includes a Variance for a reduced front and side yard (setback) and a Variance for increased dwelling unit density.

The 120-day rule (ORS 227.178) for final action for this land use decision is October 10, 2020.

SITE INFORMATION / BACKGROUND

The site is undeveloped and slopes downward northerly away from Columbia Boulevard. The site also abuts N. 12th Street. Both adjacent streets are developed, but N. 12th Street lacks any frontage improvements (sidewalk, curb, etc.). Columbia Boulevard is a minor arterial street and N. 12th is a collector street per the City's Transportation Systems Plan.



Above: The subject property looking south from N. 12th Street. **Right:** The subject property looking east from the intersection of N. 12th St. and Columbia Blvd. Note the cluster of utilities to the left.

This is a “deja vue application.” The Planning Commission reviewed and approved this proposal in 2017 (files CUP.5.17, V.4.17 and V.5.17) and there was some progress with revised plans, however, the approvals lost their validity due to inactivity. The site plan for this 2020 version of the application has progressed compared to the 2017 site plan.

PUBLIC HEARING & NOTICE

Hearing dates are as follows: July 14, 2020 before the Planning Commission

Notice of this proposal was sent to surrounding property owners within 300 feet of the subject property(ies) on June 19, 2020 via first class mail. Notice was sent to agencies by mail or e-mail on the same date. Notice was published in the The Chronicle on July 1, 2020.

AGENCY REFERRALS & COMMENTS

As of the date of this staff report, the following agency referrals/comments have been received that are pertinent to the analysis of this proposal:

City Engineering: The public storm drain system may need to be extended southerly on N. 12th Street to a point where it can provide service to the property. There is an existing easement (Book 206, Page 485 recorded 1976) for the sanitary sewer main located in the northeast corner of the property. If fill is placed around and/or over the existing sanitary sewer main and cleanout, necessary adjustments to the main and structure shall be done to maintain accessibility. Public Works may require an extension of the smaller 6-inch water distribution main in N. 12th Street to prevent direct service connections to the larger 14-inch transmission main located directly west of the property. Half street frontage improvements are recommended on N. 12th Street to meet current standards.

This comment in from the 2017 application. The same staff person confirmed it is the same for this 2020 proposal.

Public Works: I have 2 items of concern for this project. 1. A single 1” water service for the entire property? 2. I believe we have a storm line (somewhere) on the corner of 12th and Col. Blvd. If I remember correctly it is the outfall of the catch basin in front of red apple. We have never been able to find where it daylight. [We] discussed making another attempt before any street improvements are made.

Comcast: I just want to make note that if Comcast is required to relocate facilities due to private development the cost may be passed on to the owner/developer for reimbursement.

APPLICABLE CRITERIA, ANALYSIS & FINDINGS

Conditional Use Permit—CUP.3.17

SHMC 17.100.040(1) - CUP Approval standards and conditions

(1) The planning commission shall approve, approve with conditions, or deny an application for a conditional use or to enlarge or alter a conditional use based on findings of fact with respect to each of the following criteria:

(a) The site size and dimensions provide adequate area for the needs of the proposed use;

(b) The characteristics of the site are suitable for the proposed use considering size, shape, location, topography, and natural features;

(c) All required public facilities have adequate capacity to serve the proposal;

(d) The applicable requirements of the zoning district are met except as modified by this chapter;

(e) The supplementary requirements set forth in Chapter [17.88](#) SHMC, Signs; and Chapter [17.96](#) SHMC, Site Development Review, if applicable, are met; and

(f) The use will comply with the applicable policies of the comprehensive plan.

Findings:

(a) This CUP criterion requires that the site size and dimensions provide adequate area for the needs of the proposal.

Given work that occurred between the 2017 applications (noted above under the **SITE INFORMATION / BACKGROUND** section), the site appears to be able to accommodate the proposal.

(b) This CUP criterion requires that the characteristics of the site are suitable based on size, shape, location, topography, and natural features.

The site appears to be suitable for the proposed use, given the variances proposed are approved.

(c) This CUP criterion requires that all required public facilities have adequate capacity to serve the proposal.

All public facilities should be able to serve the proposal.

(d) This CUP criterion requires that the applicable requirements of the zoning district are met except as modified by the Development Code Conditional Use Permit (CUP) Chapter.

The subject property is zoned **Mixed Use, MU**. The commercial suite is likely a permitted use (applicant has talked about retail); the Conditional Use Permit process includes Site Design Review. The commercial suite is thus included in this review.

Multidwelling units are a listed conditional use, thus this Conditional Use Permit. Per the MU zone, such use is required to comply with the **Apartment Residential, AR** standards.

The minimum lot size for 7 multidwelling units per the AR zone is 12,500 square feet. The subject property is 10,000 square feet in size, where a maximum of 5 multidwelling units is normally possible. **A Variance is proposed for the extra density requested (i.e., +2 units).**

Minimum front yard (setback) required is 20 feet; zero is proposed. **A Variance is proposed for the reduced front yard (i.e., 20 to 0 feet).**

Minimum side yard (setback) required is 10 feet; 10' is proposed along N. 12th Street but only 5' on the other (west) side. **A Variance is proposed for the reduced west side yard (i.e., 10 to 5 feet).** Note that deck shown on the property at the intersection is related to the commercial space, which does not have the same yard requirements at the multidwelling units.

Minimum rear yard (setback) required is 10 feet; the proposal exceeds this.

Max building height allowed is 35' (for the multidwelling complex per the AR zone); Plans show compliance given averaging.

Maximum building footprint allowed is 50%; the total building footprint proposed is less than 50%.

Minimum landscaping for multidwellings is addressed in the Site Design Review chapter.

Vision clearance: Vision clearance appears to be met.

- (e) This CUP criterion requires that the Development Code's Sign (Chapter 17.88 SHMC) and Site Development Review (Chapter 17.96 SHMC) requirements are met.**

Any new sign will require a sign permit as applicable. As a vacant site, there are no existing signs. Site Design Review aspects are addressed in the Site Design Review section of this report below.

- (f) This CUP criterion requires compliance with the applicable policies of the City's Comprehensive Plan.**

No conflict with the Comprehensive Plan has been identified.

* * * * *

Conditional Use Permit—CUP.4.20—Site Design Review aspects per SHMC 17.100.040(1)(e)

The requirements for Site Design Review reference other applicable chapters of the development code. As such, those chapters that apply to this proposal are addressed in order here:

17.72 – Landscaping and Screening → Required landscaping shall be installed prior to Certificate of Occupancy by the Building Official.

Because the subject property to be developed abuts at least 100' of a public or private street, street trees are required. Both Columbia Boulevard and N. 12th Street have overhead power lines. As such, those trees shall be “small” per this Chapter.

Related to street trees is street classification. Columbia Boulevard is classified as a minor arterial (Two-Way Downtown) as illustrated by the St. Helens – US30 & Columbia Boulevard/St. Helens Street Corridor Master Plan (Ord. No. 3181). **See attached excerpt from that plan.**

There is an old design curb-tight sidewalk along Columbia Boulevard along the subject property. If this remains as-is, the street trees would need to be planted behind the sidewalk. However, if the Commission requires the frontage improvements to be re-done to current standards, there would be a landscape strip between the sidewalk and curb, where the trees would go. **The Commission needs to determine what frontage improvements are appropriate along Columbia Boulevard: keep the existing or require reconstruction to current standards. Note that the Commission approved the development in 2017 using the curb-tight scenario along Columbia Boulevard.**

Frontage improvements are discussed further below.

There are no improvements along N. 12th Street. Those frontage improvements would normally need to comply with the City's standards for collector streets. However, location of utilities makes this a challenge. Given the efforts subsequent to the 2017 approval, the City approved a N. 12 Street concept as shown on the site plan for this 2020 application. Due to utilities, street trees will be behind the sidewalk. **Frontage improvements are discussed further below.**

Landscaping in relation to off-street parking area is as follows:

- **Parking lot screening:** Per SHMC 17.72.110(1)(b), screening of parking areas larger than three spaces is required. Screening per this section is supposed to be via landscaping.

The parking area will be more than three spaces. Landscaping for screening shall be required with plants types that achieve a balance of low lying and vertical shrubbery and trees.

Also, a sight-obscuring fence (which is proposed) shall be required along the north property line to prevent headlight glare from impacting the adjacent residential use.

Plans comply; final landscape plans will be required identifying vegetation.

- Interior parking lot landscaping: Per SHMC 17.72.140 parking areas with more than 20 spaces shall provide landscape islands with trees to break up rows of not more than seven contiguous parking spaces.

Off-street parking area is less than 20 spaces. The site is too small for that many spaces.

Per SHMC 17.72.110(2) & (4):

(2) Screening of Service Facilities. Except for single-dwelling units and duplexes, service facilities such as gas meters and air conditioners which would otherwise be visible from a public street, customer or resident parking area, any public facility or any residential area shall be screened from view by placement of a solid wood fence or masonry wall between five and eight feet in height or evergreens already to correct height minimums. All refuse materials shall be contained within the screened area.

(4) Screening of Refuse Containers Required. Except for one- and two-unit dwellings, any refuse container or refuse collection area which would be visible from a public street, parking lot, residential or commercial area, or any public facility such as a school or park shall be screened or enclosed from view by placement of a solid wood fence, masonry wall or evergreen hedge.

Any exterior and visible service facility will need to be screened.

The plans show a screened trash area.

17.76 – Visual Clearance → This requires clear vision at intersections (including driveway/street intersections). Because Columbia Boulevard is an arterial street, the 35' calculation applies instead of the 30' one.

17.80 – Off-Street Parking and Loading Requirements →

Number of off-street parking spaces required:

One bedroom multi-dwelling units, as proposed, require 1.5 spaces per dwelling units. With seven units, that's 10.5 or 11 required spaces (with fractions code requires number to be rounded up).

The parking for the commercial space depends on use. Assuming general retail, it would be 1 space per 400 square feet of gross floor area, but not less than 4 spaces. At approximately 500 square feet of useable space, that's 4 spaces (to meet the minimum).

Total normally required off-street parking spaces is thus 15.

Applicant shows 12 off-street spaces (with an additional new on-street disabled person parking space), meeting the minimum residential requirement and proposes to use the shared parking provisions of the code per SHMC 17.80.020(6):

(6) Shared Parking in Commercial Districts.

(a) Owners of two or more uses, structures, or parcels of land may agree to utilize jointly the same parking and loading spaces when the peak hours of operation do not overlap;

- (b) Satisfactory legal evidence shall be presented to the director in the form of deeds, leases, or contracts to establish the joint use; and
- (c) If a joint use arrangement is subsequently terminated, or if the uses change, the requirements of this code thereafter apply to each separately.

Proposed parking: 12 off-street (on-site) with 3 assumed shared spaces (15-3), and a new *on-street space.

Since commercial and residential use peak hours typically don't overlap this is possible, provided this is acceptable to the Planning Commission. Legal documentation wouldn't be required since this is all on the same property.

**Still subject to civil plans and Building Official review.*

Bicycle parking is required with 1 space per dwelling unit and 10% of commercial space required. Site plan identified bike parking under the units. This would need to be confirmed with final floorplans. Bike parking is not addressed for the commercial use. Bicycle spaces are required to be within 50' of primary entrances, under cover when possible, and not located in parking aisles, landscape areas, or pedestrian ways. Needs to be addressed on final plans.

24' is required for two-way traffic circulation. Plans meet the minimum requirement.

Off-street parking for the use proposed is supposed to be within 200' of the served building. Given lot size, this is easily met.

Accessible (disabled person) spaces are required to comply with State and Federal Standards. With <25 off-street parking spaces proposed, one accessible spaces, which is required to be van-accessible, is required. Also, accessible parking spaces are required to be located on the shortest route to an accessible pedestrian entrance. Though this is a building code issue, it is relevant to site design. Since the 2017 effort, the applicant and city worked out a concept to put this space along Columbia Boulevard, due to topography challenges if the space was in the parking lot. This provides direct access to the commercial suite, but still requires Building Official review, which is important as this this an abnormal proposal for the disabled person parking.

All off-street parking spaces and maneuvering areas are required to be paved.

Parking spaces along the boundaries of a parking area or adjacent to landscape areas or walkways shall be provided with a wheel stop at least 4" high located 3' back from the parking stall. This is shown.

17.84 – Access, Egress and Circulation → Street access is proposed from N. 12th Street, classified as a collector. The driveway approach location has been determined to be acceptable following the 2017 efforts that led to the site plan for this 2020 review.

The Development Code forbids site design that results in backing or other vehicular maneuvering into streets other and local streets or alleys. The plan's design prevents this.

For the proposed non-residential use, walkways shall extend from ground floor entrances to streets that provide access. This is shown.

For multifamily use, each dwelling unit shall be connected by walkway to vehicular parking area, and any common open space and recreation area. This is shown.

Walkways are required to be paved, at least 4' wide and comply with ADA standards.

17.88 – Signs → Any new sign requires a sign permit. As a vacant site, there are no existing signs.

17.92 – Solid Waste/Recyclables → Chapter 17.92 SHMC includes provisions for functional and adequate space for on-site storage and efficient collection of mixed solid waste and recyclables subject to pick up and removal by haulers.

For the proposed 7 dwelling units a minimum of 50 square feet is required. The commercial area is 10 square feet plus 10 s.f. per 1,000 s.f. of gross floor area. The commercial area is around 600 square feet. The sum of total area is 50 + 16 or 66 square feet. The trash area shown on the site plan is larger than this.

The trash enclosure propose also appears to comply with SHMC 17.92.060, though fence height is not specified.

17.96 – Site Development Review → Approval standards per this Chapter are addressed under SHMC 17.96.180. It references several chapters of the Development Code, which are addressed elsewhere in this report. The other criteria (2) – (17) are addressed here:

(2) Relationship to the Natural and Physical Environment.

(a) Buildings shall be:

- (i) Located to preserve existing trees, topography, and natural drainage in accordance with other sections of this code;
- (ii) Located in areas not subject to ground slumping or sliding;
- (iii) Located to provide adequate distance between adjoining buildings for adequate light, air circulation, and fire fighting; and
- (iv) Oriented with consideration for sun and wind; and

(b) Trees having a six-inch DBH (as defined by Chapter 17.132 SHMC) or greater shall be preserved or replaced by new plantings of equal character;

Finding(s): There are about 14 trees with at least 6" DBH. Applicant proposes to preserve about 3-4 trees in the NE corner of the site. Thus, per this due to topography issues and necessary grading and improvements, no trees are proposed to be saved.

(3) Exterior Elevations. Along the vertical face of single-dwelling units – attached and multiple-dwelling unit structures, offsets shall occur at a minimum of every 30 feet by providing any two of the following:

- (a) Recesses (decks, patios, entrances, floor area, etc.) of a minimum depth of eight feet;

- (b) Extensions (decks, patios, entrances, floor area, etc.) of a minimum depth of eight feet, and maximum length of an overhang shall be 25 feet; and
- (c) Offsets or breaks in roof elevations of three or more feet in height;

Finding(s): The building is about 85' long and divided into 4 sections that are offset by more than 8 feet. This combined with the proposed deck and central path/stairwell, meets these requirements.

(4) Buffering, Screening, and Compatibility between Adjoining Uses (See Figure 13, Chapter 17.72 SHMC).

(a) Buffering shall be provided between different types of land uses (for example, between single dwelling units and multiple-dwelling units residential, and residential and commercial), and the following factors shall be considered in determining the adequacy of the type and extent of the buffer:

- (i) The purpose of the buffer, for example to decrease noise levels, absorb air pollution, filter dust, or to provide a visual barrier;
- (ii) The size of the buffer required to achieve the purpose in terms of width and height;
- (iii) The direction(s) from which buffering is needed;
- (iv) The required density of the buffering; and
- (v) Whether the viewer is stationary or mobile;

(b) On-site screening from view from adjoining properties of such things as service areas, storage areas, parking lots, and mechanical devices on rooftops (e.g., air cooling and heating systems) shall be provided and the following factors will be considered in determining the adequacy of the type and extent of the screening:

- (i) What needs to be screened;
- (ii) The direction from which it is needed;
- (iii) How dense the screen needs to be;
- (iv) Whether the viewer is stationary or mobile; and
- (v) Whether the screening needs to be year-round;

Finding(s): Required landscaping, proposed fencing, preserved natural area and abutting streets, should provide adequate buffering.

(5) Privacy and Noise.

(a) Structures which include residential dwelling units shall provide private outdoor areas for each ground floor unit which is screened from view by adjoining units as provided in subsection (6)(a) of this section;

(b) The buildings shall be oriented in a manner which protects private spaces on adjoining properties from view and noise;

(c) Residential buildings should be located on the portion of the site having the lowest noise levels; and

(d) On-site uses which create noise, lights, or glare shall be buffered from adjoining residential uses (see subsection (4) of this section);

Finding(s): Per SHMC 17.108.080(3), the approval authority may grant an exception or deduction to private outdoor area and shared recreational area requirements for a use that is permanent in nature if there is direct access by a pedestrian path, not exceeding ¼ mile from the proposed development to public open space or recreation areas which may be used by residents of the development.

In this case the proposed use is permanent and Civic Pride park (a public City park) is only about 500 feet away via improved sidewalks and such. As such, this provision may be exempt, though private outdoor areas are proposed via decks.

(6) Private Outdoor Area – Residential Use.

(a) Private open space such as a patio or balcony shall be provided and shall be designed for the exclusive use of individual units and shall be at least 48 square feet in size with a minimum width dimension of four feet, and:

(i) Balconies used for entrances or exits shall not be considered as open space except where such exits or entrances are for the sole use of the unit; and

(ii) Required open space may include roofed or enclosed structures such as a recreation center or covered picnic area;

(b) Wherever possible, private outdoor open spaces should be oriented toward the sun; and

(c) Private outdoor spaces shall be screened or designed to provide privacy for the users of the space;

Finding(s): Per SHMC 17.108.080(3), the approval authority may grant an exception or deduction to private outdoor area and shared recreational area requirements for a use that is permanent in nature if there is direct access by a pedestrian path, not exceeding ¼ mile from the proposed development to public open space or recreation areas which may be used by residents of the development.

In this case the proposed use is permanent and Civic Pride park (a public City park) is only about 500 feet away via improved sidewalks and such. As such, this provision may be exempt, though private outdoor areas are proposed via decks.

(7) Shared Outdoor Recreation Areas – Residential Use.

(a) In addition to the requirements of subsections (5) and (6) of this section, usable outdoor recreation space shall be provided in residential developments for the shared or common use of all the residents in the following amounts:

(i) Studio up to and including two-bedroom units, 200 square feet per unit; and

(ii) Three- or more bedroom units, 300 square feet per unit;

(b) The required recreation space may be provided as follows:

(i) It may be all outdoor space; or

(ii) It may be part outdoor space and part indoor space; for example, an outdoor tennis court and indoor recreation room;

(iii) It may be all public or common space; or

(iv) It may be part common space and part private; for example, it could be an outdoor tennis court, indoor recreation room and balconies on each unit; and

(v) Where balconies are added to units, the balconies shall not be less than 48 square feet;

(c) Shared outdoor recreation space shall be readily observable for reasons of crime prevention and safety;

Finding(s): Per SHMC 17.108.080(3), the approval authority may grant an exception or deduction to private outdoor area and shared recreational area requirements for a use that is permanent in nature if there is direct access by a pedestrian path, not exceeding ¼ mile from the proposed development to public open space or recreation areas which may be used by residents of the development.

In this case the proposed use is permanent and Civic Pride park (a public City park) is only about 500 feet away via improved sidewalks and such. As such, this provision may be exempt. There is no outdoor shared recreation area proposed on site.

(8) Demarcation of Public, Semipublic, and Private Spaces – Crime Prevention.

(a) The structures and site improvements shall be designed so that public areas such as streets or public gathering places, semipublic areas and private outdoor areas are clearly defined in order to establish persons having a right to be in the space, in order to provide for crime prevention and to establish maintenance responsibility; and

(b) These areas may be defined by:

- (i) A deck, patio, low wall, hedge, or draping vine;
- (ii) A trellis or arbor;
- (iii) A change in level;
- (iv) A change in the texture of the path material;
- (v) Sign; or
- (vi) Landscaping;

Finding(s): Normal right-of-way and sidewalk and other street frontage improvements should achieve this. Demarcation between the residential and commercial space should be clear based on the plans provided.

(9) Crime Prevention and Safety.

(a) Windows shall be located so that areas vulnerable to crime can be surveyed by the occupants;

(b) Interior laundry and service areas shall be located in a way that they can be observed by others;

(c) Mail boxes shall be located in lighted areas having vehicular or pedestrian traffic;

(d) The exterior lighting levels shall be selected and the angles shall be oriented towards areas vulnerable to crime; and

(e) Light fixtures shall be provided in areas having heavy pedestrian or vehicular traffic and in potentially dangerous areas such as parking lots, stairs, ramps, and abrupt grade changes:

(i) Fixtures shall be placed at a height so that light patterns overlap at a height of seven feet, which is sufficient to illuminate a person;

Finding(s): Site illumination shall be required to meet this provision. The plans provided, provide some information (lighting location); specifics will be required with final plans.

(10) Access and Circulation.

(a) The number of allowed access points for a development shall be as provided in SHMC 17.84.070;

(b) All circulation patterns within a development shall be designed to accommodate emergency vehicles; and

(c) Provisions shall be made for pedestrianways and bicycleways if such facilities are shown on an adopted plan;

Finding(s): Vehicular access is addressed above. Any requirement of the Fire Marshall shall be met. No pedestrian and bicycle pathway is indicated in any of the City's plans through the site.

(11) Distance between Multiple-Family Residential Structure and Other.

(a) To provide privacy, light, air, and access to the multiple and attached residential dwellings within a development, the following separations shall apply:

(i) Buildings with windowed walls facing buildings with windowed walls shall have a 25-foot separation;

(ii) Buildings with windowed walls facing buildings with a blank wall shall have a 15-foot separation;

(iii) Buildings with opposing blank walls shall have a 10-foot separation;

(iv) Building separation shall also apply to buildings having projections such as balconies, bay windows, and room projections; and

(v) Buildings with courtyards shall maintain separation of opposing walls as listed in subsections (11)(a)(i), (ii) and (iii) of this section for walls in separate buildings;

(b) Where buildings exceed a horizontal dimension of 60 feet or exceed 30 feet in height, the minimum wall separation shall be one foot for each 15 feet of building length over 50 feet and two feet for each 10 feet of building height over 30 feet;

(c) Driveways, parking lots, and common or public walkways shall maintain the following separation for dwelling units within eight feet of the ground level:

(i) Driveways and parking lots shall be separated from windowed walls by at least eight feet; walkways running parallel to the face of the structures shall be separated by at least five feet; and

(ii) Driveways and parking lots shall be separated from living room windows by at least 10 feet; walkways running parallel to the face of the structure shall be separated by at least seven feet;

Finding(s): As only one building is proposed, building separation requirements are moot. Thus we can focus on (c)(i)(ii), which applies to dwelling units within 8' of ground level.

The north side (opposite from Columbia Boulevard) of the three bottom residential units are shown >8' above grade. So no issues with the parking lot.

The south side (facing Columbia Boulevard) has living room windows. The sidewalk is about 8 feet from unit 2 as identified on the site plan. It is further from the other two lower units.

Preliminary floor plans show proposed windows for units 2 and 3 (as identified on the site plan) facing the mid-way access/stairwell. This walkway is zero (0) feet from those windows and not the minimum 5' required. **These windows cannot be allowed.**

(12) Parking. All parking and loading areas shall be designed in accordance with the requirements set forth in SHMC [17.80.050](#) and [17.80.090](#); Chapter [17.76](#) SHMC, Visual Clearance Areas; and Chapter [17.84](#) SHMC, Access, Egress, and Circulation;

Finding(s): These issues are addressed elsewhere herein.

(13) Landscaping.

(a) All landscaping shall be designed in accordance with the requirements set forth in Chapter [17.72](#) SHMC; and

(b) For residential use, in addition to the open space and recreation area requirements of subsections (6) and (7) of this section, a minimum of 15 percent of the gross area including parking, loading and service areas shall be landscaped;

Finding(s): 15% of the area is required for landscaping. The property is about 10,000 square feet in area, so it needs 1500 square feet of overall landscape area. Site plan shows approximately 850 square feet of landscaping area within the boundaries of the subject property. Because there is “extra” space between the proposed sidewalk and property line and the N. 12 Street right-of-way is oversized, this area can count towards this requirement, which makes up the difference.

Given Columbia Boulevard’s is minor arterial (Two-Way Downtown) classification and design per the US30 & Columbia Boulevard/St. Helens Street Corridor Master Plan (Ord. No. 3181), which incorporates the entire 80’ right-of-way width, landscaping within the Columbia Boulevard right-of-way cannot count towards this.

(14) Drainage. All drainage plans shall be designed in accordance with the criteria in the most current adopted St. Helens master drainage plan;

Finding(s): Drainage will need to be addressed per City Engineering and Building Department requirements.

(15) Provision for the Handicapped. All facilities for the handicapped shall be designed in accordance with the requirements pursuant to applicable federal, state and local law;

Finding(s): This will be addressed by the Building Code.

(16) Signs. All sign placement and construction shall be designed in accordance with requirements set forth in Chapter [17.88](#) SHMC;

Finding(s): Any new or altered sign required a sign permit prior to installation or alteration.

(17) All of the provisions and regulations of the underlying zone shall apply unless modified by other sections of this code (e.g., the planned development, Chapter [17.148](#) SHMC; or a variance granted under Chapter [17.108](#) SHMC; etc.).

Finding(s): The zoning aspects are addressed elsewhere herein. Variances are proposed.

17.132 – Tree Removal → Chapter 17.132 SHMC addresses the preservation of trees with a diameter at breast height (DBH) >12 inches. Protection is preferred over removal per this Chapter and Site Development Review Chapter 17.96 SHMC.

A tree plan is required and was submitted. There are 6 trees with >12” dbh on the subject property. None are proposed to be preserved.

Since less than 50% of these trees will be kept, the number lost is required to be replaced at a 2:1 ratio. Thus, 12 new trees total will be required. The site plan shows 12 new trees including both street tree and those within the site boundary.

17.152 – Street and Utility Improvement Standards → Streets that abut a development are required to be improved per City standards.

Columbia Boulevard is improved with curb and sidewalk, but not to current minor arterial (Two-Way Downtown) street standards as illustrated by the St. Helens – US30 & Columbia Boulevard/St. Helens Street Corridor Master Plan (Ord. No. 3181). *See attached excerpt from that plan. In the 2017 decision, the Planning Commission determined that because the sidewalk/curb was intact and sound in condition, that the Columbia Boulevard frontage did not need to be upgraded to the current standard. However, due to the proposed disabled person space, some modification is proposed along this frontage. Does the Commission still agree with this?*

There are no improvements along N. 12th Street. Those frontage improvements would normally need to comply with the City's standards for collector streets. However, location of utilities makes this a challenge. Given the efforts subsequent to the 2017 approval, the City approved a N. 12 Street concept as shown on the site plan for this 2020 application. Due to utilities, street trees will be behind the sidewalk and not in the landscape strip. The first portion of N. 12th Street will curb-tight. Alternate design is possible via SHMC 17.152.030(5)(b). *As a new application, we want to confirm this is acceptable to the Commission.*

Mailbox facility is required subject to approval by the Postmaster and City. Postmaster input is necessary before final plans, to be incorporated into final plans.

Street lighting. Street lights are required at least at each intersection, and/or per the St. Helens – US30 & Columbia Boulevard/St. Helens Street Corridor Master Plan (Ord. No. 3181).

There is an existing light at the intersection already. *As long as the Commission doesn't require minor arterial (Two-Way Downtown) "corridor plan" standards, additional street lighting requirements are not anticipated.*

Easements and utilities. Sanitary sewer. There is an easement in the NE corner of the site (Book 206, Page 485 recorded 1976) for sanitary sewer. Per City Engineering comments above, if fill is added to this area, modifications to the infrastructure will be required. This is the proposed connection point for sanitary sewer.

Water. There is water infrastructure within both streets. Per discussions with Public Works staff, a water line in N. 12th Street would need to be extended if a water meter (or meters) is/are desired along N. 12th. Water service off of a main in the Columbia Boulevard right-of-way is also an option. Plans show connection to the Columbia Boulevard water line.

Storm sewer. A storm main is proposed to be extended within the North 12th Street right-of-way to a new catch basin along the north side of the site along the street.

All public infrastructure requires design by a registered professional engineer. This includes all street frontage improvements and city public utility extensions/modifications.

Utilities shall be underground. There are overhead poles within the Columbia Boulevard and N. 12th Street rights-of-way. In no case shall new poles be added for utility extensions.

17.156 – Traffic Impact Analysis (TIA) → The proposal is not of such magnitude to warrant a TIA.

* * * * *

Variance—V.13.20 (reduce front and side yard/setback of residential building, from 20' to zero feet, and 10' to 5', respectively)

SHMC 17.108.050 (1) – Criteria for granting a Variance

- (a) The proposed variance will not be significantly detrimental in its consequence to the overall purposes of this code, be in conflict with the applicable policies of the comprehensive plan, to any other applicable policies and standards of this code, and be significantly detrimental in its consequence to other properties in the same zoning district or vicinity;
- (b) There are special circumstances that exist which are peculiar to the lot size or shape, topography or other circumstances over which the applicant has no control, and which are not applicable to other properties in the same zoning district;
- (c) The use proposed will be the same as permitted under this code and city standards will be maintained to the greatest extent that is reasonably possible while permitting some economic use of the land;
- (d) Existing physical and natural systems, such as but not limited to traffic, drainage, dramatic landforms, or parks, will not be adversely affected any more than would occur if the development were located as specified in the code; and
- (e) The hardship is not self-imposed and the variance requested is the minimum variance which would alleviate the hardship.

Discussion: In the Mixed Use, MU zoning district multidwelling complexes require yards (setbacks) per the Apartment Residential, AR zone, where the minimum front yard is 20 feet and the minimum side yard is 10 feet.

Findings:

(a) This criterion requires a finding that the variance will not be detrimental.

- **The Commission needs to find this criterion is met to approve this Variance.**
- **Staff comments:** The inclusion of the commercial suite can be considered since a commercial building alone would be allowed to have a 0' front yard. In fact, the Houlton Business District (HBD) zone, a mere <200' away, requires a 0' front yard for commercial buildings.

(b) The criterion requires a finding that there are special and unique circumstances.

- **The Commission needs to find this criterion is met to approve this Variance.**
- **Staff comments:** The property is relatively small, and the grade/slope creates design challenges.

(c) This criterion prohibits a use variance and requires a finding that the applicable standards are maintained to the greatest extent that is reasonably possible.

- The Commission needs to find this criterion is met to approve this Variance.
- Staff comments: A use Variance is not proposed.

(d) This criterion requires a finding that existing physical and natural systems will not be adversely affected as a result of the requested Variance.

- The Commission needs to find this criterion is met to approve this Variance.
- Staff comments: Due to access requirements, there is limited area for a street access point off N. 12th Street. Access off Columbia Boulevard is disfavored over N. 12th Street because N. 12th is a lesser classification.

The variance helps achieve the necessary separation requirement between Columbia Boulevard and the proposed driveway on N. 12th Street and allows internal circulation area. Internal circulation area is important since vehicular backing movements and other maneuvering in the right-of-way is not allowed.

(e) This criterion requires a finding that the variance issue is not self-imposed and that the variance is the minimum necessary to alleviate the hardship.

- The Commission needs to find this criterion is met to approve this Variance.

* * * * *

Variance—V.14.20 (allow two additional multifamily dwelling units above the amount normally allowed)

Discussion: In the Mixed Use, MU zoning district multidwelling complexes require density calculations per the Apartment Residential, AR zone. The AR zone allows one such unit per 1,500 square feet over the base of 5,000 square feet for the first two units.

The subject property is 10,000 square feet in size. Thus:

$$\begin{aligned} 10,000 - 5,000 \text{ (for first two units)} &= 5,000 \\ 5,000 / 1,500 &= 3.333 \\ 2 + 3.333 &= 5 \text{ units allowed} \end{aligned}$$

SHMC 17.108.050 (1) – Criteria for granting a Variance

- (a) The proposed variance will not be significantly detrimental in its consequence to the overall purposes of this code, be in conflict with the applicable policies of the comprehensive plan, to any other applicable policies and standards of this code, and

be significantly detrimental in its consequence to other properties in the same zoning district or vicinity;

- (b) There are special circumstances that exist which are peculiar to the lot size or shape, topography or other circumstances over which the applicant has no control, and which are not applicable to other properties in the same zoning district;
- (c) The use proposed will be the same as permitted under this code and city standards will be maintained to the greatest extent that is reasonably possible while permitting some economic use of the land;
- (d) Existing physical and natural systems, such as but not limited to traffic, drainage, dramatic landforms, or parks, will not be adversely affected any more than would occur if the development were located as specified in the code; and
- (e) The hardship is not self-imposed and the variance requested is the minimum variance which would alleviate the hardship.

Discussion: Multidwelling complexes are required to have both shared and private recreation space per Site Development Review standards.

(a) This criterion requires a finding that the variance will not be detrimental.

- The Commission needs to find this criterion is met to approve this Variance.

(b) The criterion requires a finding that there are special and unique circumstances.

- The Commission needs to find this criterion is met to approve this Variance.

(c) This criterion prohibits a use variance and requires a finding that the applicable standards are maintained to the greatest extent that is reasonably possible.

- The Commission needs to find this criterion is met to approve this Variance.
- **Staff comments:** A use Variance is not proposed.

N. 12th Street is a collector with a minimum required right-of-way width of 60 feet. If vacated as possible (but not guaranteed) by ORS Chapter 271.080 an additional 10' could be added to the property from the right-of-way. The property has about 130' of N. 12th Street frontage. This would add 1,300 square feet of land. The revised density calculation would be:

$$\begin{aligned} 11,300 - 5,000 \text{ (for first two units)} &= 6,300 \\ 6,300 / 1,500 &= 4.2 \\ 2 + 4.2 &= 6 \text{ units allowed} \end{aligned}$$

The Commission could determine that its only one extra unit assuming the extra N. 12th Street right-of-way (phantom area).

Because of the City's plans that utilize the entire Columbia Boulevard right-of-way (i.e., corridor plan as mentioned herein), the same "phantom area" concept wouldn't work there.

To justify the 7th unit, the Commission could consider that it would be 7 if the calculation just above was rounded up.

(d) This criterion requires a finding that existing physical and natural systems will not be adversely affected as a result of the requested Variance.

- The Commission needs to find this criterion is met to approve this Variance.

(e) This criterion requires a finding that the variance issue is not self-imposed and that the variance is the minimum necessary to alleviate the hardship.

- The Commission needs to find this criterion is met to approve this Variance.

* * * * *

CONCLUSION & RECOMMENDATION

Based upon the facts and findings herein, if the Commission approves of this Conditional Use Permit (CUP.4.20) staff recommends the following conditions:

Note: These conditions assume all Variances are approved and the Commission approves the street frontage improvements concept per the plans and as described herein, and the shared parking findings. If these assumptions of staff are incorrect, the conditions can be revised as appropriate.

1. This **Conditional Use Permit** approval is valid for a limited time (to establish the use) pursuant to SHMC 17.100.030. This Conditional Use Permit approval is valid for 1.5 years. A 1-year extension is possible but requires an application and fee. If the approval is not vested within the initial 1.5 year period or an extension (if approved), this is no longer valid and a new application would be required if the proposal is still desired. See SHMC 17.100.030.
2. The following shall be required prior to any development or building permit issuance:
 - a. Final plans as submitted with any development or building permit(s) shall comply with the plans submitted with this Conditional Use Permit with the following additions and/or corrections:
 - i. Landscape plan identifying specific species proposed with all street trees being "small" per Chapter 17.72 SHMC, and "screening" of the parking area along N. 12th Street using plants that achieve a balance of low lying and vertical shrubbery and trees. No less than 12 trees are required.
 - ii. Removal or exclusion of any Development Code provision that does not actually apply to the proposal. For example, note 13 on the site plan is wrong.

- iii. Bicycle parking needs to be explicitly addressed for both the residential and commercial uses. Bicycle spaces are required to be within 50' of primary entrances, under cover when possible, and not located in parking aisles, landscape areas, or pedestrian ways.
 - iv. As per condition 4.
 - v. Lighting plans showing adequate illumination of walkways, parking areas, mailbox facility(ies), and any areas vulnerable to crime such as the parking lot. Site plan stating "lighting by owner" is insufficient. Lighting type and other specific information is necessary.
 - vi. Conflicts with the provisions of SHMC 17.96.180(11) regarding separation requirements shall be resolved/avoided. For example, windows for units 2 and 3 (as identified on the site plan) facing the mid-way access/stairwell cannot be allowed.
 - vii. Mailbox facility subject to approval by the Postmaster and City. Postmaster input is necessary before final plans, to be incorporated into final plans.
 - viii. Details necessary for the trash enclosure area as per Chapter 17.92 SHMC.
- b. Engineering construction plans shall be submitted for review and approval addressing all public improvements including but not limited to: street frontage improvements as described herein, and necessary extensions and modification of City water, sanitary sewer and storm sewer infrastructure to serve the site.
 - c. A drainage and stormwater plan certified by a registered professional engineer shall be submitted that addresses any increase in runoff from the site and how the potential impacts will be mitigated. Plans shall include oil/water separation.
3. The following shall be required **prior to** Certificate of Occupancy by the City Building Official:

All improvements necessary to address the requirements herein, and in accordance with approved plans, shall be in place.
 4. Service facilities such as gas meters and air conditioners which would otherwise be visible from a public street, customer or resident parking area, any public facility or any residential area shall be screened, **regardless if such screening is absent on any plan reviewed by the City. This includes but is not limited to ground mounted, roof mounted or building mounted units.** See SHMC 17.72.110(2).
 5. Any requirement of the Fire Marshall as it applies to this proposal shall be met.
 6. Any new sign requires a sign permit prior to installation, pursuant to Chapter 17.88 SHMC.

7. Any new utilities shall be underground. Existing overhead utilities may remain above ground provided there are no new poles.
8. Any artificial lighting of the site shall be designed such that there will be no glare into nearby public rights-of-way or residences.
9. Disabled person parking space(s) shall comply with local, State, and Federal standards.
10. No plan submitted to the City for approval shall contradict another.
11. Owner/applicant and their successors are still responsible to comply with the City Development Code (SHMC Title 17), except for the Variance(s) granted herein.

* * * * *

Based upon the facts and findings herein, if the Commission approves of this Variance (V.13.20) for reduce front and side yard/setback staff recommends the following conditions:

1. This Variance approval is valid for a limited time pursuant to SHMC 17.108.040.
2. This Variance shall apply to the proposed plan as submitted only or one with equal or less minimum required yard encroachment.

* * * * *

Based upon the facts and findings herein, if the Commission approves of this Variance (V.14.20) to allow two additional multifamily dwelling units above the amount normally allowed staff recommends the following conditions:

1. This Variance approval is valid for a limited time pursuant to SHMC 17.108.040.

* * * * *

Attachment(s): Applicant's narrative (2 pgs)
Site plan (revision date June 22, 2018)
US30 & Columbia Boulevard/St. Helens Street Corridor Master Plan (pg. 72)
Topographic survey / existing conditions
Lower floor plan
Upper floor plan
Building cross section plan
East elevation plan

Project Description

Columbia Blvd & 12th Street

- Seven one bedroom apartments with all amenities
- One commercial/retail space

Located in the Houlton Business District across the from the Red Apple IGA store, one block from Lewis & Clark Elementary School, Community swimming pool, and just east of Tea Time.

Site Description: The site will provide adequate parking to the north. The buildings will be positioned so that the residential and retail front Columbia Boulevard, with architecture, fascia and landscaping to complement the existing neighborhood.

Enclosures: Site survey and topography, preliminary building plans

HUBBARD CONSTRUCTION CORP.

Serving the Pacific Northwest Since 1965

Columbia Blvd.

Criteria for granting: per 17.108.050

A- This project complements existing commercial and apartment properties in the neighborhood.

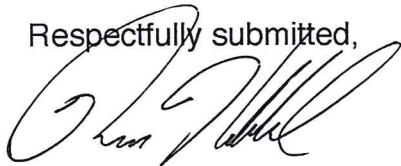
B- The site is best utilized by positioning the buildings along Columbia Blvd. due to the topography and unique shape of the lot.

C- Architecturally designed for the site to provide additional housing and retail to the already active neighborhood.

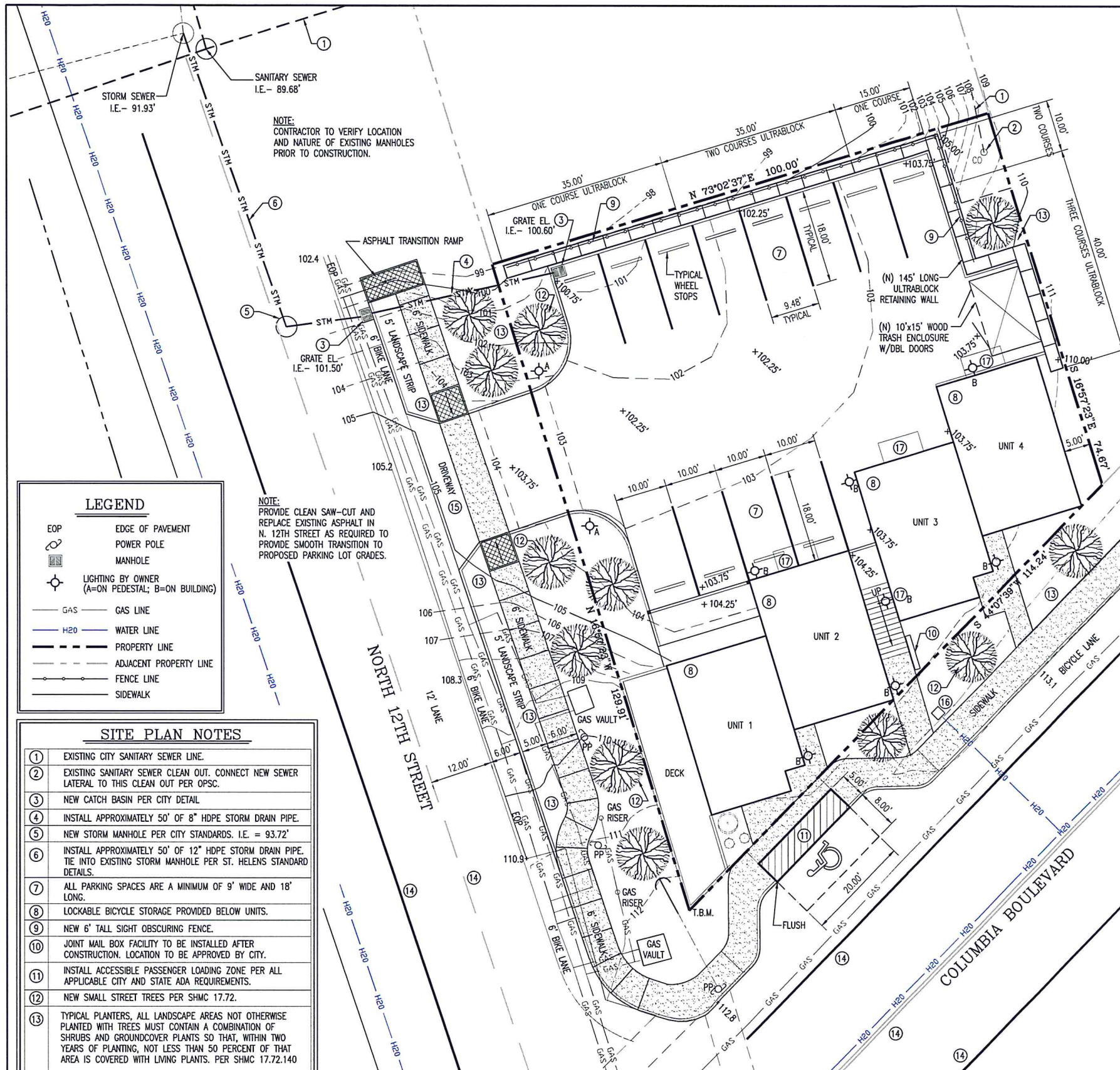
D- This will have minimal impact to the site.

E- For the highest and best use of the site the minimum variance would elevate the hardship.

Respectfully submitted,



Russell Hubbard



LEGEND

EOP EDGE OF PAVEMENT
○ POWER POLE
□ MANHOLE
○ LIGHTING BY OWNER
 (A=ON PEDESTAL; B=ON BUILDING)

— GAS — GAS LINE
— H2O — WATER LINE
- - - PROPERTY LINE
- - - ADJACENT PROPERTY LINE
- - - FENCE LINE
- - - SIDEWALK

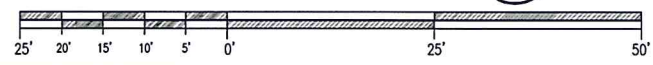
- SITE PLAN NOTES**
- EXISTING CITY SANITARY SEWER LINE.
 - EXISTING SANITARY SEWER CLEAN OUT. CONNECT NEW SEWER LATERAL TO THIS CLEAN OUT PER OPSC.
 - NEW CATCH BASIN PER CITY DETAIL.
 - INSTALL APPROXIMATELY 50' OF 8" HDPE STORM DRAIN PIPE.
 - NEW STORM MANHOLE PER CITY STANDARDS. I.E. = 93.72'
 - INSTALL APPROXIMATELY 50' OF 12" HDPE STORM DRAIN PIPE. TIE INTO EXISTING STORM MANHOLE PER ST. HELENS STANDARD DETAILS.
 - ALL PARKING SPACES ARE A MINIMUM OF 9' WIDE AND 18' LONG.
 - LOCKABLE BICYCLE STORAGE PROVIDED BELOW UNITS.
 - NEW 6' TALL SIGHT OBSCURING FENCE.
 - JOINT MAIL BOX FACILITY TO BE INSTALLED AFTER CONSTRUCTION. LOCATION TO BE APPROVED BY CITY.
 - INSTALL ACCESSIBLE PASSENGER LOADING ZONE PER ALL APPLICABLE CITY AND STATE ADA REQUIREMENTS.
 - NEW SMALL STREET TREES PER SHMC 17.72.
 - TYPICAL PLANTERS, ALL LANDSCAPE AREAS NOT OTHERWISE PLANTED WITH TREES MUST CONTAIN A COMBINATION OF SHRUBS AND GROUNDCOVER PLANTS SO THAT, WITHIN TWO YEARS OF PLANTING, NOT LESS THAN 50 PERCENT OF THAT AREA IS COVERED WITH LIVING PLANTS. PER SHMC 17.72.140
 - APPROXIMATE LOCATION OF EXISTING STRIPING.
 - NEW DRIVEWAY APPROACH PER CITY STANDARD DETAIL 245
 - NEW 1" WATER SERVICE AND METER PER CITY OF ST. HELENS DRAWING NO. 405
 - 4'x8' PROPOSED DECKS (DEFERRED ENGINEERING)

NOTE:
CONTRACTOR TO VERIFY LOCATION
AND NATURE OF EXISTING MANHOLES
PRIOR TO CONSTRUCTION.

NOTE:
PROVIDE CLEAN SAW-CUT AND
REPLACE EXISTING ASPHALT IN
N. 12TH STREET AS REQUIRED TO
PROVIDE SMOOTH TRANSITION TO
PROPOSED PARKING LOT GRADES.

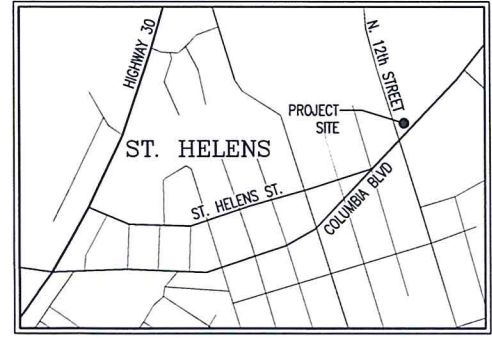
PROPOSED SITE PLAN

SCALE: 1" = 10'



DATE: 6/22/18
REVISED PRINT
VOID ALL PREVIOUS

DATE: 01/24/18
ISSUED
FOR APPROVAL



VICINITY MAP

SCALE: NTS



UTILITY LOCATES

(48 HOUR NOTICE PRIOR TO EXCAVATION)
OREGON LAW REQUIRES YOU TO FOLLOW THE RULES ADOPTED BY THE OREGON UTILITY NOTIFICATION CENTER. THOSE RULES ARE SET FORTH IN OAR 952-001-0010 THROUGH 952-001-0100. (YOU MAY OBTAIN COPIES OF THE RULES FROM THE CENTER BY CALLING 503 246 1987.)

ONE CALL SYSTEM.....1 800 332 2344
ON LINE <http://www.callbeforeyoudig.org/>

THE PUBLIC WORKS MAINTENANCE SUPERVISOR (NEAL SHEPHERD) 503-397-3532 MUST BE NOTIFIED 48 HOURS IN ADVANCE TO COORDINATE ANY TAPS AND/OR WATER VALVE OPERATION. THE CONTRACTOR IS NOT ALLOWED TO OPERATE ANY WATER VALVES CONTROLLING FLOW TO NEW PIPING FROM CITY'S POTABLE WATER SYSTEM.

A CITY PERMIT IS REQUIRED TO WORK IN THE PUBLIC R.O.W.

- NOTE:**
- ALL PIPES SHALL HAVE .5% MINIMUM SLOPE AND 18" OF COVER MINIMUM.
 - ALL HARD SURFACES SHALL HAVE A MINIMUM OF 1.0% SLOPE TOWARDS COLLECTION SYSTEM.
 - ALL WALKWAYS SHALL HAVE A MAXIMUM SLOPE OF 5.0% IN THE DIRECTION OF TRAVEL AND 2.0% CROSS SLOPE.
 - PLAN CAN BE PROVIDED IN CAD FORMAT TO ACCOMMODATE CONSTRUCTION STAKING. (NOT ALL DIMENSIONS ARE SHOWN)
 - LANDSCAPE AREAS SHALL BE SLOPED TOWARDS CATCH BASINS AS REQUIRED TO PREVENT PUDDLES. PROVIDE 2"-6" DRAIN ROCK SURFACE WITHIN 3' OF LANDSCAPE CATCH BASINS TO REDUCE THE POTENTIAL OF BLOCKAGE.
 - CONTRACTOR SHALL COORDINATE POWER SERVICE WITH CRPD.

DRAWING INDEX

DRAWING NUMBER	DESCRIPTION
D-2566-C1	SITE PLAN, VICINITY MAP, INDEX & NOTES
D-2566-C2	EROSION & SEDIMENT CONTROL DETAILS & NOTES
D-2566-C3	CIVIL DETAILS
D-2566-C4	CIVIL DETAILS
D-2566-A1	LOWER FLOOR LATERAL SPECIFICATIONS
D-2566-A2	UPPER FLOOR LATERAL SPECIFICATIONS
D-2566-A3	FOUNDATION PLAN & DETAIL
D-2566-A4	FOUNDATION DETAILS

PROJECT TEAM

ENGINEER

LOWER COLUMBIA ENGINEERING, LLC
58640 McNULTY WAY, ST. HELENS, OR 97051
PHONE: (503)-366-0399
CONTACTS: ANDREW NIEMI, P.E.
andrew@lowercolumbiaengr.com

CONTRACTOR

HUBBARD CONSTRUCTION
PO BOX 10607, PORTLAND, OR 97296
CONTACTS: RUSS HUBBARD
PHONE: (503) 519-7014
hubbard.construction@yahoo.com

SURVEYOR

REYNOLDS LAND SURVEYING, INC
32990 STONE ROAD, WARREN, OR 97053
CONTACTS: DAVID E. REYNOLDS
PHONE: (503) 397-5516
rissurvey@msn.com

GENERAL NOTES

- ALL DESIGN AND ENGINEERING SHALL BE IN ACCORDANCE WITH THE OREGON CHAPTER OF APWA, DEQ, OREGON STATE HEALTH DEPARTMENT, AWWA AND CITY OF ST. HELENS STANDARDS, AS APPLICABLE.
- PRIOR TO ANY CONSTRUCTION, LOCATIONS OF EXISTING UTILITIES SHALL BE VERIFIED BY THE CONTRACTOR. WHEN ACTUAL CONDITIONS DIFFER FROM THOSE SHOWN ON THE PLANS, THE CONTRACTOR SHALL NOTIFY THE COUNTY, AND ENGINEER PRIOR TO PROCEEDING WITH CONSTRUCTION.
- ALL ORGANIC AND UNDESIRABLE MATERIAL SHALL BE REMOVED FROM THE CONSTRUCTION AREA.
- CONTRACTOR SHALL LEAVE ALL AREAS OF PROJECT FREE OF DEBRIS AND UNUSED CONSTRUCTION MATERIAL.
- FILLS SHOULD BE PLACED ON LEVEL BENCHES IN THIN LIFTS (8" MAXIMUM) AND COMPACTED TO A DRY DENSITY OF AT LEAST 92% OF ITS MAXIMUM DRY DENSITY (MDD) AS DETERMINED BY THE MODIFIED PROCTOR TEST (ASTM D1557) IF USING IMPORT ROCK. IF USING IMPORT SOIL THAT 95% OF A STANDARD PROCTOR TEST (ASTM D698). ALL EMBANKMENTS SHALL HAVE A MAXIMUM SLOPE OF 2 HORIZONTAL UNITS TO 1 VERTICAL UNIT.
- A PRE-CONSTRUCTION MEETING WITH CITY ENGINEER, ENGINEER, PROJECT MANAGER AND THE CONTRACTOR IS REQUIRED PRIOR TO THE START OF CONSTRUCTION.
- ANY REQUIRED EASEMENTS, PROPERTY LINE ADJUSTMENTS AND PERMITS ARE THE RESPONSIBILITY OF OTHERS.
- DESIGN OF SANITARY SEWER, WATER AND OTHER UTILITIES IS BY OTHERS PER APPLICABLE CODES AND STANDARDS.
- PROPOSED BUILDING LOTS & UTILITY LOCATIONS SHOWN SHALL BE VERIFIED. CONTRACTOR SHALL PROVIDE LOWER COLUMBIA ENGINEERING WITH AS BUILT INFORMATION, INCLUDING: PIPE SIZES & INVERT ELEVATIONS THAT ARE ACCURATE WITHIN 0.1 FEET OF THE ACTUAL LOCATION VERTICALLY AND HORIZONTALLY.
- PLANS MUST BE APPROVED BY CITY OF ST. HELENS AND ALL APPLICABLE AGENCIES PRIOR TO ANY CONSTRUCTION.
- ALL STORM PIPE TO BE HDPE OR PVC WITH SMOOTH WALL INTERIOR. USE DUCTILE IRON (D.I.) IN AREAS WITH LESS THAN 12" OF COVER.

UTILITY NOTES

- CONTRACTOR IS RESPONSIBLE FOR COORDINATING UTILITY INSTALLATION WITH APPROPRIATE UTILITY COMPANY, COUNTY AND OWNER. ALL PROPOSED LOCATIONS ARE TO BE VERIFIED.

UTILITY LOCATIONS SHOWN ARE APPROXIMATE. CONTRACTOR IS RESPONSIBLE FOR PROPERLY LOCATING PRIOR TO CONSTRUCTION.

REV.	REVISION RECORD	DATE
A	ADDED ACCESSIBLE PASSENGER LOADING ZONE	11/13/17
B	GENERAL UPDATE	12/12/17
C	UPDATE DRAWING INDEX	1/19/18
D	REVISIONS PER CITY & OWNER COMMENTS	6/20/18



PROJ. NO.	2566	HUBBARD CONSTRUCTION CORP
DWG. BY	GVN	12TH & COLUMBIA DEVELOPMENT
APPR. BY		PLOT PLAN, VICINITY MAP, INDEX, & NOTES
SCALE	NOTED	DATE 07/24/17 DWG. NO. D-2566-C1-D

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

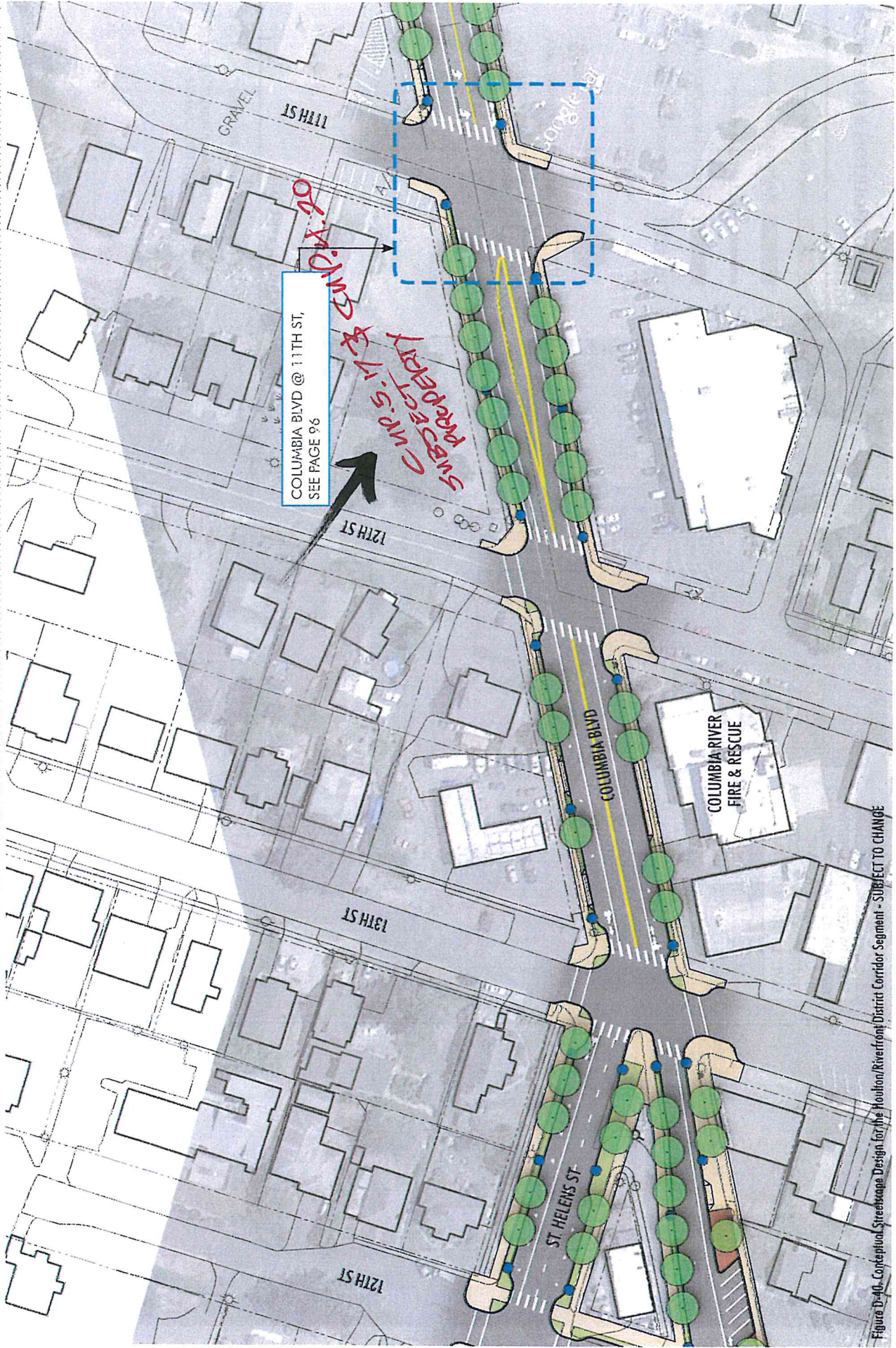
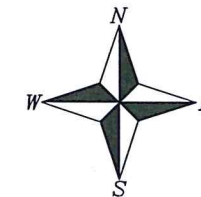


Figure D-40. Conceptual Streetscape Design for the Houlton/Riverfront District Corridor Segment - SUBJECT TO CHANGE

Topographic Survey
For Russ Hubbard
Situating In Lots 3, 4 & 5, Block 96
City of St. Helens
In The N.E. 1/4 Of Section 4, T.4N., R.1W., W.M.
Columbia County, Oregon
February 4, 2017



Scale: 1"=20'

CF:16073H
SF:16073H
FB:116

REGISTERED
PROFESSIONAL
LAND SURVEYOR

D. E. Reynolds
OREGON
JULY 26, 1985
DAVID E. REYNOLDS
2157

RENEWAL DATE: 12-31-2018

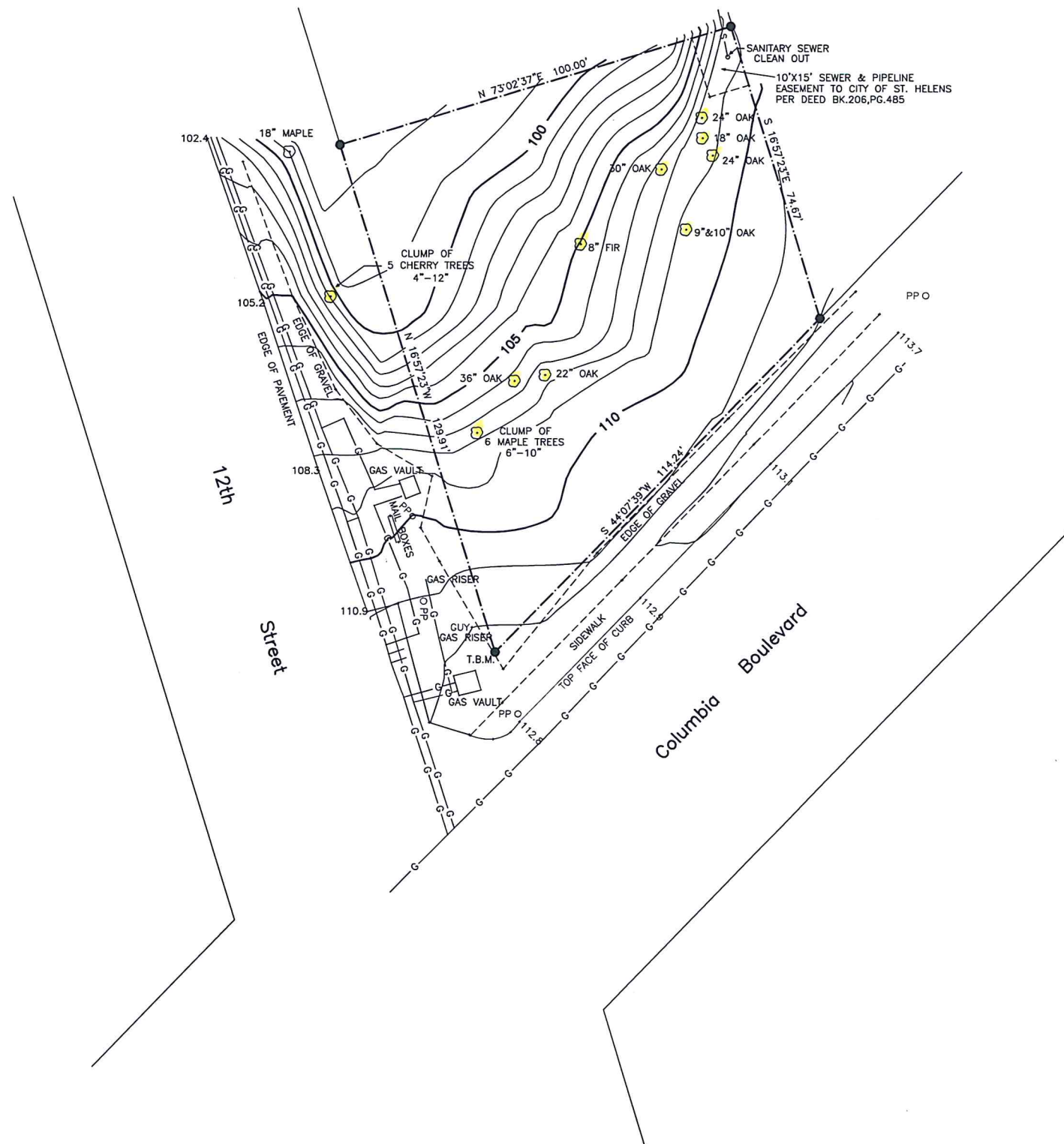
Reynolds
Land Surveying, Inc.
32990 Stone Road
Warren, Oregon 97053
(503) 397-5516

Notes

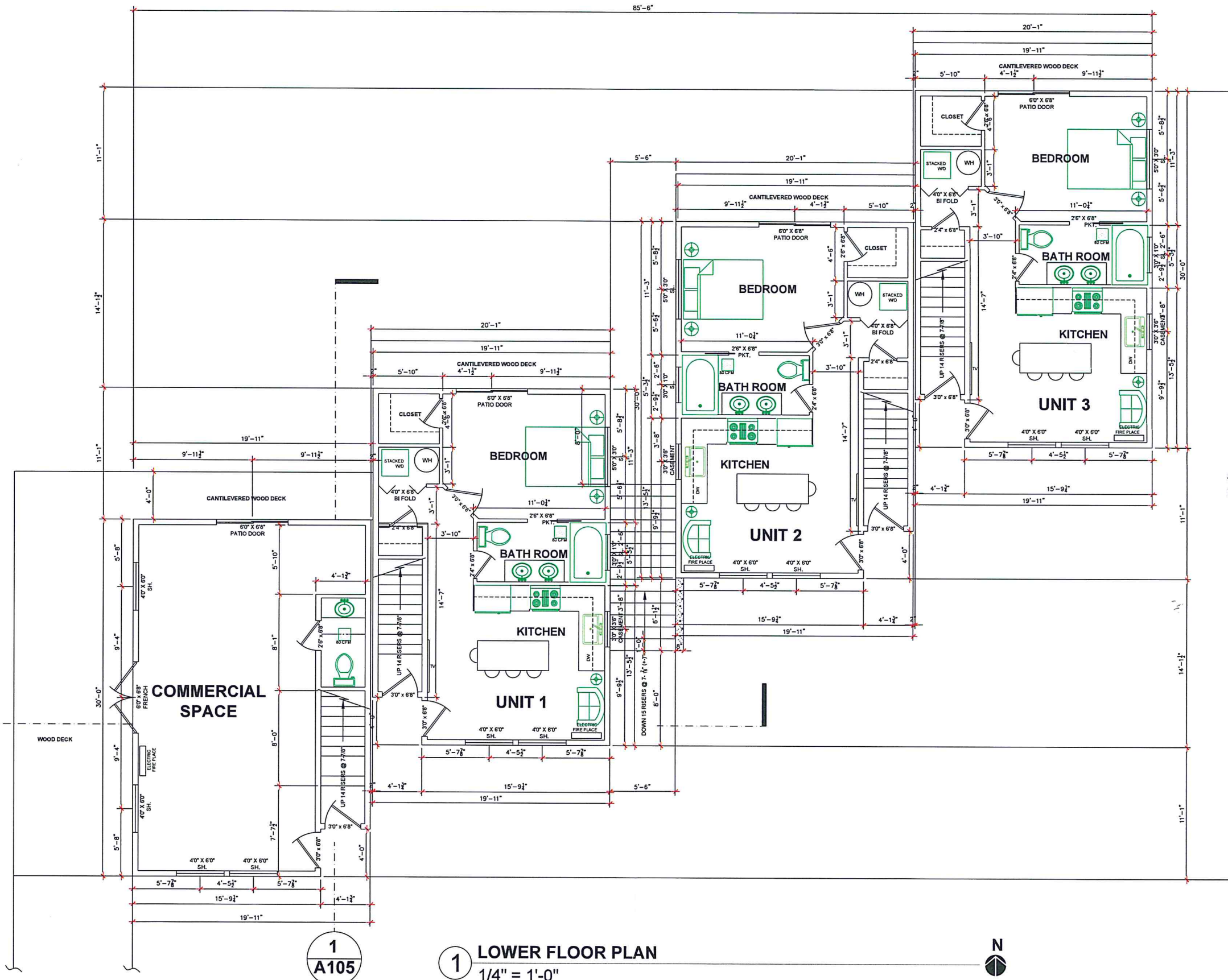
Elevations are based on Oregon Dept. of Transportation Bench Mark "Helen", PID RD4218, a brass disc near the intersection of 6th Street and Plymouth Street in St. Helens, OR
Datum: NAVD 88

Underground utilities were marked via the Oregon Utility Notification Center, Ticket No. OR17014386.

- G— Denotes underground gas line as located via the Oregon Utility Notification Center.
- S— Denotes underground sanitary sewer line as located via the Oregon Utility Notification Center.
- PPO Denotes Power Pole
- GUY+ Denotes Guy Anchor
- 9" OAK ⊕ Denotes tree with BDH size and species
- Denotes 5/8" iron rod with "REYNOLDS LAND SURVEYING INC" yellow plastic cap at boundary corners.
- T.B.M. ● Denotes Temporary Bench Mark with an elevation of 112.41 at top of 5/8" iron rod with yellow plastic cap at most Southerly corner of the subject tract.



2
A105

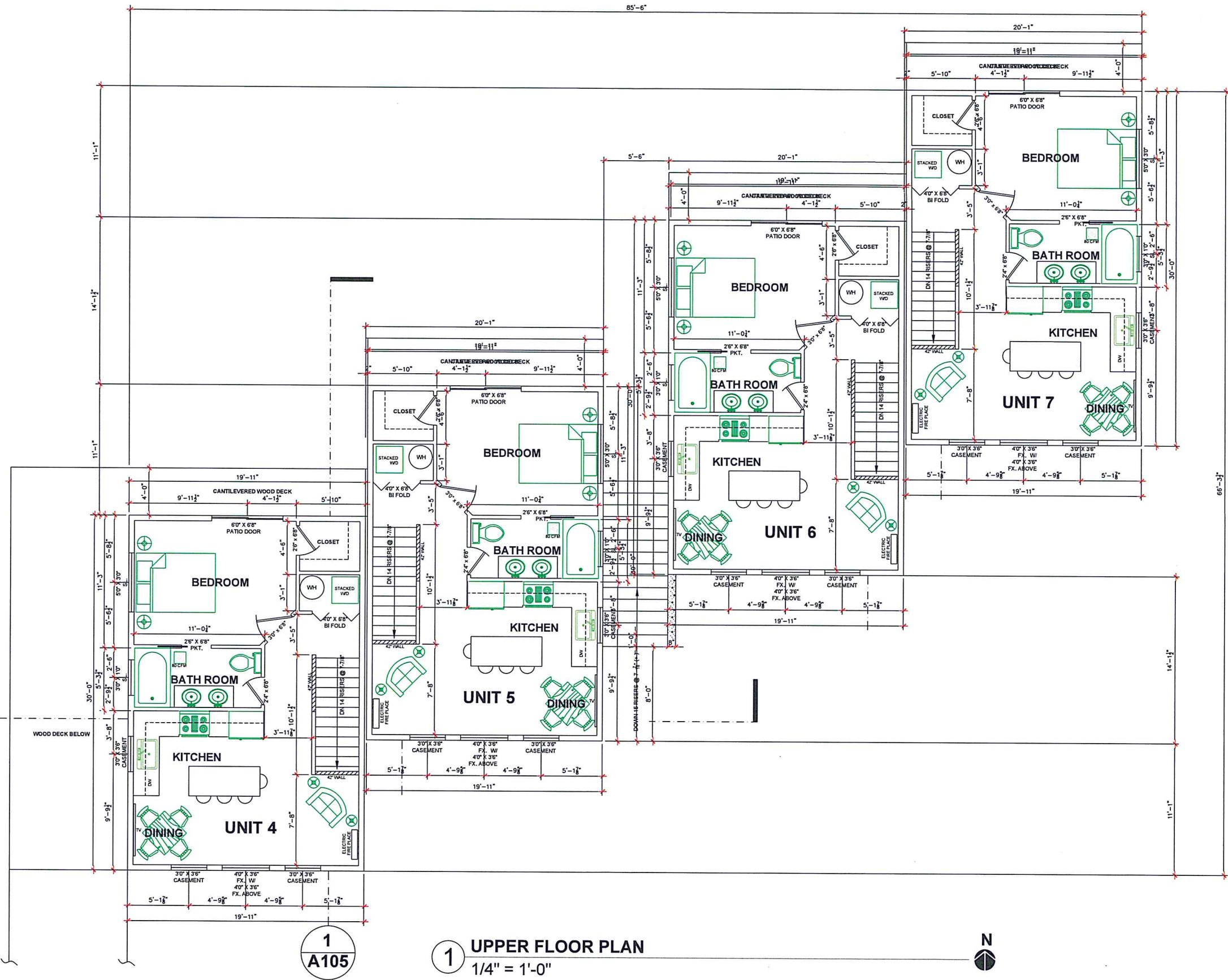


1
A105

1 LOWER FLOOR PLAN
1/4" = 1'-0"



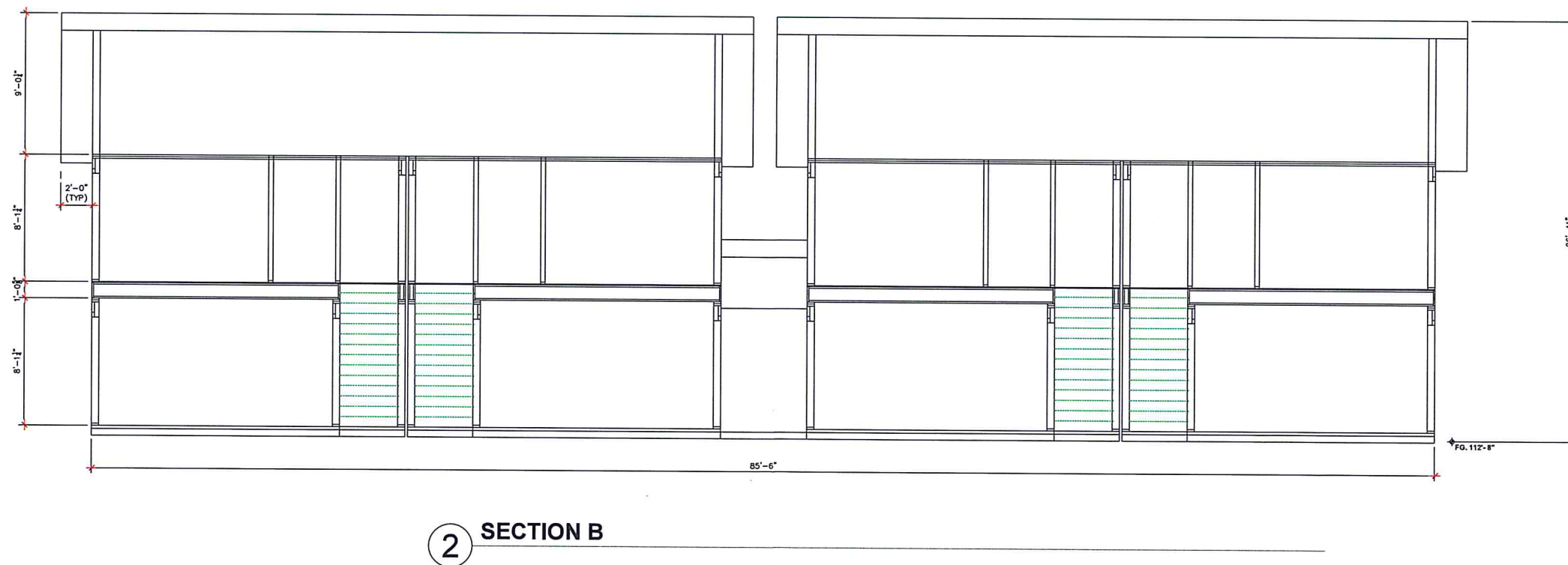
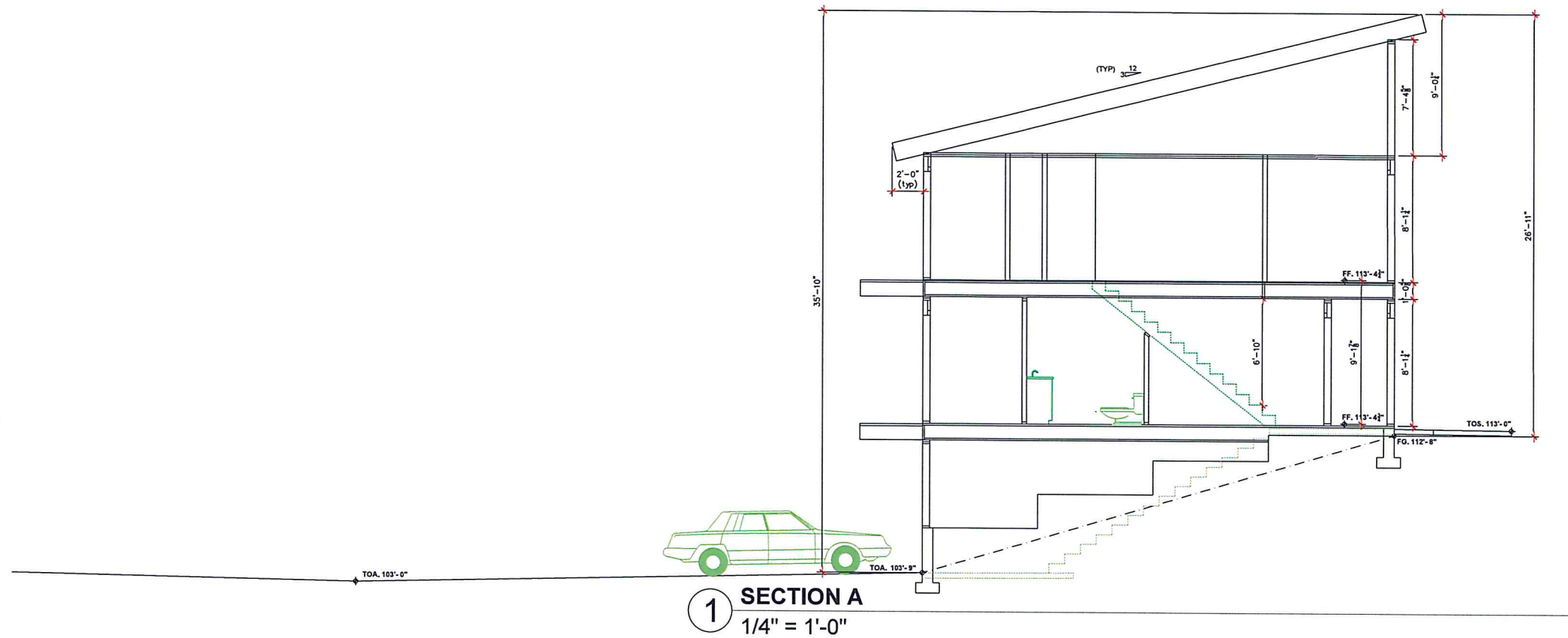
2
A105



1
A105

1 UPPER FLOOR PLAN
1/4" = 1'-0"







1 EAST VIEW
1/4" = 1'-0"



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: Bennett Building (275 and 277 The Strand) and the City's Riverfront District
Architectural Design Guidelines
DATE: July 6, 2020

History of this matter thus far:

Building permit (#14773) was **submitted to the Building Department on January 22, 2020** by Matt Brown, Assistant City Administrator for “window replacement [of] transom windows replaced with prefabricated fiberglass windows.” There were no plans that accompanied the permit.

Building Permits usually gets routed to multiple departments starting with the Planning Department. The Planning Department received the permit towards the end of January. **Planning inspected the building on January 30, 2020 observing that the windows had already been in place.**

The City started to receive comments of concerns from citizens almost immediately.

Please note that the City did not have intent to avoid the normal process and permitting. After speaking to the staff people involved, this was the result of miscommunications.

Staff introduced the issue to the Planning Commission (as their role as the acting Historic Landmarks Commission) at the Commission's **February 11, 2020 meeting**. At that meeting, the Commission asked that Matt Brown (as project manager for the Bennet Building renovations) attend the next meeting in March.

On **March 10, 2020**, Matt Brown worked with Group Mackenzie (consultants) showing planning staff a concept, that we quickly reviewed and commented on. Group Mackenzie provided revised illustration based on Planning Staff's cursory review and comments. **See attached**. This was for the transom windows and other changes proposed sometime in the future.

That evening the Planning Commission met and discussed the matter. There were several citizens present who also commented. Matt Brown explained the issue/circumstances. That the permit was supposed to come before the Commission prior to any decision or work was discussed, amongst a variety of other things. To help gauge a clear message from the conversation, Commission Chair Hubbard called for an informal vote of those present (this was before the COVID-19 restrictions), and the message taken from that was most were more concerned about the windows and that they be replaced correctly (as opposed to being concerned about the botched architectural review process).

Due to workload, planning staff was unable to put more time into this—to help get it right—until the later half of June 2020.

There are two general issues to address: 1) fixing the transom windows, and 2) the remainder of the proposed face list. **This memo is specific to the transom windows (#1).**

* * *

Before diving into the issues, lets first look at the law that applies. The Bennett Building is within the Riverfront District, Plaza Subdistrict but is not a “designated landmark.”

This means that the historic preservation provisions of Chapter 17.36 SHMC do not apply, but those of SHMC 17.32.172(7) do as follows:

(7) Architectural Character Review.

(a) In the plaza subdistrict, permanent exterior architectural changes to buildings (including new construction and signs) and freestanding signs that are not designated landmarks or historic resources of statewide significance as defined and otherwise governed by Chapter 17.36 SHMC shall comply with the architectural design guidelines, attached to Ordinance No. 3164 as [Attachment A](#), as amended, except:

(i) For ordinary maintenance not requiring a building permit.

(ii) Painting of buildings except when painting previously unpainted masonry or stone.

(b) The historic landmark commission as established by Chapter 17.36 SHMC shall advise the approving authority on the character of permanent exterior architectural changes to all buildings within the plaza subdistrict that are not designated landmarks or historic resources of statewide significance as defined and otherwise governed by Chapter 17.36 SHMC.

(c) The historic landmark commission shall make a recommendation to the approving authority as to whether the commission believes any proposed permanent exterior architectural changes to buildings, including new construction, per subsections (7)(a) and (b) of this section comply with the architectural design guidelines. Such recommendation shall be prior to any such applicable decision being made, including but not limited to limited land use decisions of the planning commission or director, and other authorizations of the director such as building permit approval.

The guidelines can be found online here: <https://www.ci.st-helens.or.us/planning/page/riverfront-district-architectural-design-guidelines>

* * *

Transom Windows

Transom windows are a classic architectural feature of many historic buildings in the United States including St. Helens. If the building was new construction transom windows would be one of the façade elements sought per Section 2.4 of the Guidelines.

Windows are a key feature for older buildings. Thus, the Guidelines have a section dedicated to windows (Section 9). Section 9.3 talks about existing windows:

Original windows are to be maintained; original windows which are covered should be uncovered.

- When replacing or repairing windows, do not use substitute materials that neither convey the same appearance nor are physically compatible.
- Transom windows should be preserved; if previously covered, they should be restored.
- Do not cover or obscure historical windows, particularly on upper levels. Where structural rehabilitation requires covering of windows, fill the window cut with complementing building materials.
- Install interior storm windows where original windows are character-defining or when exterior storm windows would obstruct or alter original trim or other character-defining features.
- Introducing or changing the location or size of windows is not appropriate.

Les Watters, Museum Curator was kind enough to put together a website for this building:

<https://sites.google.com/colcomuseum.org/bennettbldg/home>

There are several images of the building, but none earlier than 1941. Even so, it appears that the transom windows removed were most likely original.

The issues with the code would be removal and replacement of original windows and a change in the size of the transoms with different and varied width mullions.

Another question is the importance of true divided light; the currently installed fiberglass windows are not true divided light but the original ones where, although the original windows had a smokey glaze to them, so the true divided light nature on the originals was less visible.

Local architect and formal Historic Landmarks Commission and Planning Commission member Al Petersen observes that the type of glass—reed patterned glass—such as those made by Anderson are available today. The glass type was also called prism glass in past meetings.

<https://www.andersenwindows.com/windows-and-doors/options-and-accessories/glass-options/> (scroll down towards the bottom of page).

Al Petersen also notes a wood window company in Portland that makes historically correct windows <https://www.versatilewp.com/>, and has the capability to frame glass in such a way to keep the mullions thin. This could require the work of a master carpenter.

Some have also suggested painting the fiberglass windows to see how that looks, as white gives the impression of vinyl.



Above: building after transom windows replaced outside of the architectural review process. Photo taken June 30, 2020.

Right: building in 2010. Note the awning.



Right: building in 1941.

Below: building in 1983.

The awning is absent. Its removal doesn't appear to be historically significant and it is not functionally necessary as the entry is recessed.



Questions for the Commission – related to the transom window issue only.

1. Is the Commission willing to explore painting the fiberglass transom windows to achieve the appearance goals? Multiple colors could be used to achieve the proper affect possibly.
2. Use of clear glass ok or should prism or reed glass be used more like the originals?
3. How important is true divided light? Current windows are not. Originals were. Our guidelines do not specify.
4. Size, division and shape of new windows in relation to previous. The guidelines say that “whenever possible, the original size, division and shape, and materials should be retained, restored, or duplicated.” How should we address this?

There is also a feasibility / cost question related to this.

5. Mullions. The original mullions were thin and uniform. The fiberglass windows installed results in thicker and varied mullions. Thicker ok? Uniformity v. varied thicknesses?

Use existing windows but do something to make mullions appear to be similar in width?

6. Anything else?

Note that if costs exceed \$5,000, the City Council has to approve the expense. This input from the Commission may assist with the Council’s considerations.

Attached: March 10, 2020 elevation study effort (3 pages):

1. Before image (showing “new” fiberglass transom windows installed earlier this year)
2. Draft of proposal image as marked up by Planning staff based on a 5 minute over-the-counter-review
3. Proposal image based on staff 5 minute over-the-counter-review comments.



KEEP SAME TILE SIZE
AS CURRENT



City of St Helens | Elevation Study
03.10.2020

2

After M.
© 2020 Mackenzie | 2200084.00

Color
like
bricks

NEED DOOR
KICK PLATES

3 BAY
LIKE
ARISING



CITY OF ST. HELENS PLANNING DEPARTMENT ACTIVITY REPORT



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

Date: 06.29.2020

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

PLANNING ADMINISTRATION—PREAPPLICATIONS MEETINGS

Had a preliminary Q&A meeting for potential attached single-family dwellings on the southern end of S. 2nd Street. Properties with a view.

PLANNING ADMINISTRATION—MISC.

Provided comments for a new RV Park proposed along Kavanagh Avenue. County file DR 20-03. **See attached.** Also provided additional comments after reviewing staff report. **See attached.** Attended the virtual meeting with the County Planning Commission for this proposal on June 15, 2020. They approved it with some minor changes to the conditions of approval. This will be one of the first real tests of the Urban Service Agreement between the City and McNulty as water providers.

Matt Brown, Assistant City Administrator, posed some building examples to some admin and police staff for a vote to help guide the architecture of a new police station. Currently, the anticipated location is at the intersection of Old Portland Road and Kaster Road. There are not architectural standards in this area, so this is not a compliance exercise. **See attached.** Top 3 are numbers 15, 3 and 4.

The apartments along Matzen Street keep moving. They probably won't ask for another building to be occupied until late July. Monument signs have been installed. Some trees within the center of the site will probably not be able to be saved due to health issues. Luckily, one of the group is in good health, so it is not a total loss. The developer has been good about informing us about these things instead of "doing and asking for forgiveness."

9 apartment units, along the south side of Campbell Park and accessed by Columbia Boulevard, intended for seniors are complete.

PLANNING COMMISSION (& acting HISTORIC LANDMARKS COMMISSION)

June 9, 2020 meeting (outcome): The Commission approved a Conditional Use Permit for a new retail use/artisan workshop with outdoor storage at 254 N. Columbia River Highway.

The hearing for an appeal of a staff level Partition decision at 160 Belton Road was continued for additional written testimony and final written argument (as allowed by state law) with deliberations occurring on July 1, 2020. The Council not meeting on this day helped. We did

this instead of the normal July 14th meeting due to the 120 day rule (i.e., the time a city is supposed to have a final decision).

As the Historic Landmarks Commission, they reviewed and made recommendations for proposed exterior alterations at 330 S. 1st Street.

July 14, 2020 meeting (upcoming): The Commission will hold a public hearing for a Conditional Use Permit for New 7-unit multi-dwelling complex with one commercial suite, with two related Variances, one for increased dwelling unit density and the other for reduced yards (setbacks). This was reviewed by the Commission three years ago, but the permits expired.

As the Historic Landmarks Commission, they will consider exterior additions/changes to the Bennett Building as they relate to the Riverfront District's architectural standards. *At least staff hopes to be ready for this for this meeting.* The Bennet building issues was discussed at the Commission's February and March meetings too.

COUNCIL ACTIONS RELATED TO LAND USE

On June 18, 2020 the Council approved 8 of the 9 Lennar Homes Variances to allow an increase building/structure lot coverage for certain lots within the Emerald Meadows Subdivision. The 9th one was withdrawn as another builder purchased the lot, which was odd. The Council included a condition that no more variances of this type are allowed for new homes in this subdivision. So, though the Commission denied all of the Variances and Lennar appealed the matter to the Council, the Council still took heed of the Commission's message.

ST. HELENS INDUSTRIAL BUSINESS PARK PROPERTY

The partition to carve off the ACSP (industrial agriculture business) on the former Boise White Paper site is finally done. The plat and associated legal documents have been recorded.

In February I assisted City staff with DSL lease legal descriptions and exhibit as City works to amend its least along the Columbia River and Multnomah Channel, to bring a potential third part (sublease) on board. Amended that work this month based on DSL's needs.

We are working with consultants to get topographic, floodplain and similar data for portion of property around the Old Portland Road / Kaster Road intersection. A major driver of this is the police station planning and the Council's selection of this property for that. We want to make sure the complications of floodplain issues will not be too burdensome. Police station are "critical facilities" in the floodplain management world which have higher standards for development in floodplains.

The parcellation plan for the property continues.

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

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

May 19, 2020

CO.
FILE:
DR 20-03

REFERRAL AND ACKNOWLEDGMENT

To: City of St Helens

NOTICE IS HEREBY GIVEN that Mark Comfort, represented by Lower Columbia Engineering, has submitted an application for a RV Park. The proposed park will have 30 spaces and will a 40' X 50' Clubhouse, there will be a space for a park host and an 18' wide one way loop to provide access to the sites.

THIS APPLICATION IS FOR: () Administrative Review; (X) Planning Commission, Hearing Date: **June 15, 2020**

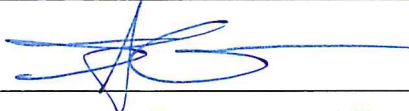
PLEASE RETURN BY: 05-27-2020

Planner: **Deborah Jacob**

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

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

COMMENTS: PLEASE SEE ATTACHED MEMO DATED MAY 28,
2020. THERE WAS LITTLE TIME TO PREPARE COMMENT.

Signed:  Printed Name: JACOB GRAICHEN
Title: CITY PLANNER Date: MAY 28, 2020



CITY OF ST. HELENS PLANNING DEPARTMENT

MEMORANDUM

TO: Deborah Jacob, Planner, Columbia County
FROM: Jacob A. Graichen, AICP, City Planner
RE: Columbia County file DR 20-03
DATE: May 28, 2020

Please include the following conditions/considerations:

1. Subject property shall connect to City water and McNulty PUD water shall not be used for this proposal per the current Urban Services Agreement between the two water providers.
2. City waterline shall be extended up to Kavanagh Avenue and then northeasterly within the Kavanagh Avenue to at least the midpoint of the subject property's Kavanagh Avenue frontage or further if needed. **This shall occur prior to any building / development permit issuance.**
3. Consent to annex shall be required before connection to any City utility (water or sanitary sewer). This is in addition to connection permits.
4. Existing overhead utilities along Kavanagh may remain as long as the project does not result in new poles. Power and such shall be underground on the subject property.
5. Ensure no wetland agency compliance issues with the Oregon State Division of State Lands, US Army Corps of Engineers, or any other applicable agency.
6. Final plans submitted for development/building permit issuance shall include all fencing already installed or proposed. Plans shall properly indicate actual proposal.
7. Property lines shall be verified prior to development/building permit issuance so all improvements can be fixed (e.g., if fencing was improperly located) or appropriately located per approved plans.
8. The County Planning Commission should consider a buffer, yard or setback requirement from the north and west sides abutting residential zoning. For example, 10 feet. The Commission may consider exemption of this along the "pole" portion of the flag lot that abuts the north side of the subject property, except for screening which can be accommodated by sight-obscuring fencing.
9. All areas used for parking or maneuvering of vehicles shall be paved.

10. The driveway approach shall not be more than 40 feet wide or smaller if required by the County Road Department.
11. Road access permit shall be obtained.
12. If for some reason the City water main does not need to be extended, the portion Kananagh Avenue frontage abutting the portion of the subject property to be developed shall include frontage improvements (e.g., sidewalk, curb and driveway approach). **In this case, civil plans shall be approved prior to Development/Building Permit issuance and improvements done before occupancy or commencement of use.**
13. Any sign permit issued by the County shall comply with the City's standards.
14. This proposal does not allow storage as a use of the subject property.
15. Please notify City of new address if the County assigns it. City may assign the address if the County wishes.

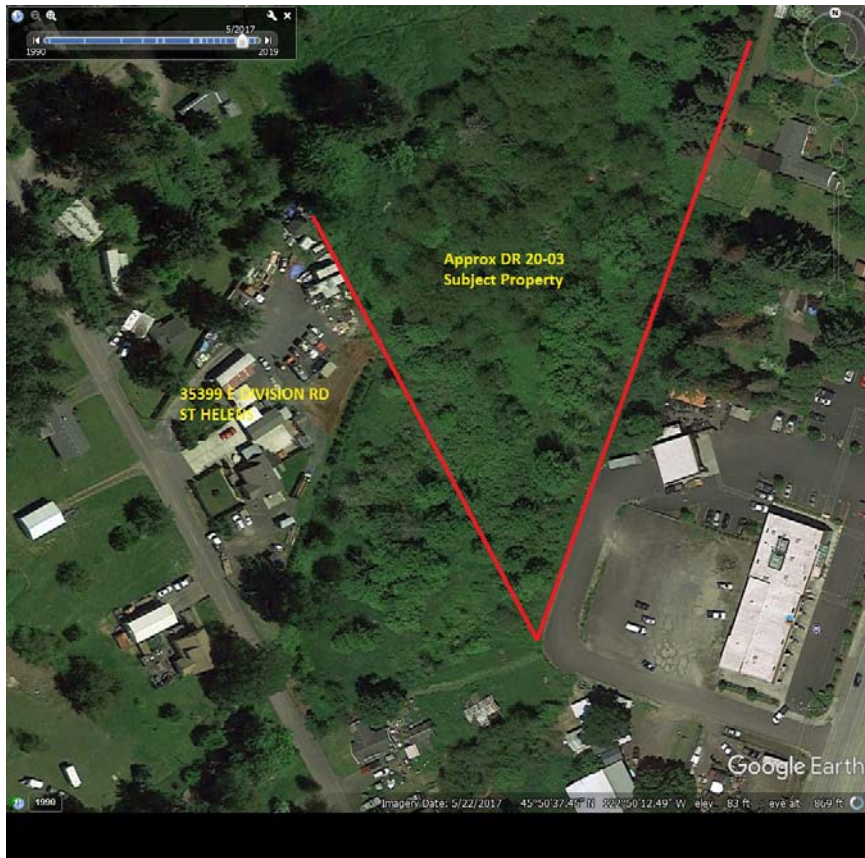
-----basis for conditions and other comments/considerations below-----

Zoning:

The subject property is within the St. Helens Urban Growth Boundary. The City's Comprehensive Plan map identifies the subject property as Unincorporated Highway Commercial, UHC. Given that designation, upon annexation the property would be zoned Highway Commercial, HC.

In the City's Highway Commercial, HC zone, travel trailer parks are a conditional use. The City has no issue with the proposed use.

Storage is not an allowed use. If this project is completed, this may not be an issue. However, if it is not completed in a reasonable timeframe, there is a zoning concern. We know there are no previous uses or substantial development (i.e., no grandfathered uses/circumstance). Viewing the site via aerial imagery, much storage of vehicles/equipment is evident at 35399 E Division Road where the landowner resides. **See aerial images below.** The E Division Road property is separate from the subject property and different zoning (Columbia County's R-10, a residential zone). If this storage expanded or transferred to this site, it would clearly be a new use subject to zoning and development laws. As storage is not an allowed use in the City's HC zone (or any zone except industrial), this would not be supported.



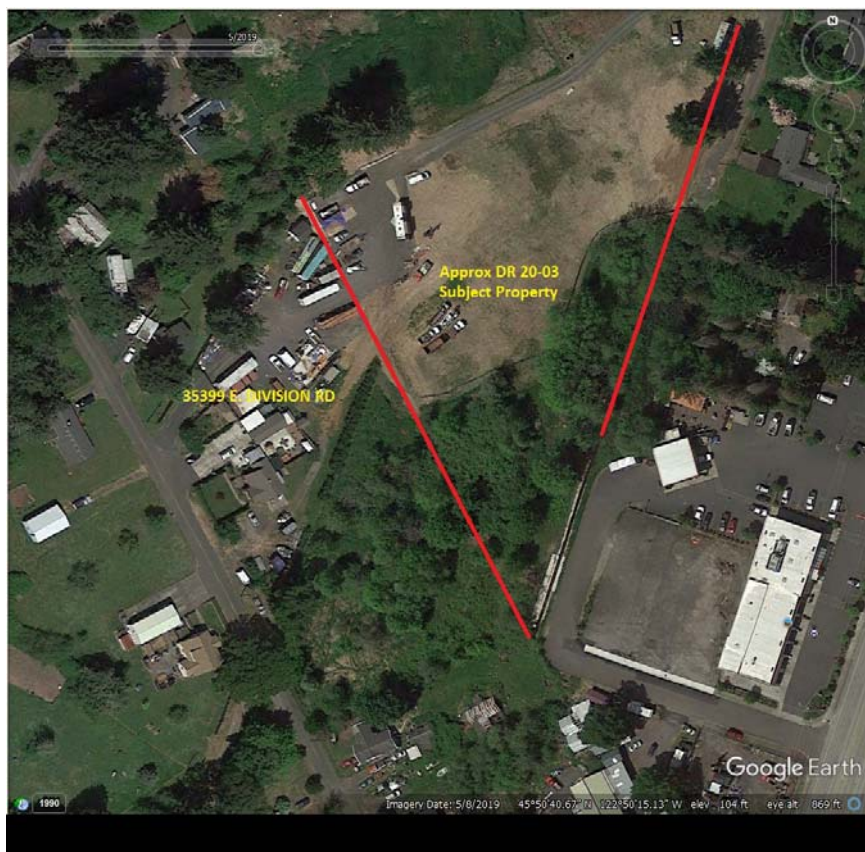
Google Earth in May 2017 (above) and May 2019 (below). Note substantial preparation work.

The fence described below along Kavanagh Avenue is visible in the 2019 image.

The property owner resides at 35399 E. Division Road. Things stored/located on that property are seen encroaching onto the subject property in May 2019.

If this RV park proposal does not happen in a timely manner, this may constitute a zoning/land use violation.

Also, note that the earthwork shown between the two photos was before any 1200-C permit was issued by DEQ.



Addressing:

Looks like the area uses the County's five-digit address system. Please let us know the address if the County assigns it.

City Utilities:

City of St. Helens Sanitary Sewer is available within the Kavanagh Avenue right-of-way. Plans indicate connection to this.

City Water is available within the First Street right-of-way less than 150 feet from the southerly point of the property. Plans indicate connection to McNulty PUD water within Firway Lane. However, the City of St. Helens and McNulty PUD have an Urban Service Agreement approved in 2013 to help determine who serves what. Per Section 2.4 of that agreement "properties zoned commercial and industrial west of Highway 30" are to be served by the City. This is one of those properties. By this agreement, McNulty PUD water is not available.

On a related note, given connection to City sanitary sewer, annexation is inevitable and per St. Helens Municipal Code Section 13.04.020(7) all water users in the city whose closest property line is within 160 feet of a city water main shall be connected to City water.

To serve this property, the City water line is anticipated to need to be extended up to Kavanagh Avenue and then northeasterly within the Kavanagh Avenue to at least the midpoint of the subject property's Kavanagh Avenue frontage or further if needed. In order to ensure proper timing of site improvements in relation to the services for those improvements, no building or development permit should be issued until the water main is extended.

Connection to City utilities requires a consent to annex. As the property abuts St. Helens' city limits, the property is eligible for immediate annexation, following the appropriate process.

In addition to annexation, there are permits and system development charges that apply. Extensions of public infrastructure requires approved civil plans by an engineer.

Other utilities:

Existing overhead utilities along Kavanagh may remain as long as the project does not result in new poles. Power and such should be underground on the subject property.

Wetlands:

Counties (under ORS 215.418) and cities (under ORS 215.350) are required provide notice to the Department of State Lands when they receive development applications in or near wetlands. The City did this on May 27, 2020 to help County staff, as it didn't appear this was done yet.

There are wetlands in the area. Some vegetation (like cattails) is indicative of this. Also, work done about 10 years ago by Les Schwab Tires also indicated wetlands on the subject property of this

proposal. See [attached](#) pages from Les Schwab's wetland work they needed to do to improve a portion of Kavanagh Avenue.

This wetland is not "significant" to the City. But State and Federal agencies may have applicability. Note that when the applicant started land preparation about a year ago, they installed a fence along Kavanagh Avenue within what appears to be a wetland.



Photo of newly installed fence at time of photograph. This photo taken from Kavanagh Avenue looking at the subject property just behind Les Schwab Tires at 58405 Columbia River Highway.



Photo of the back side of newly installed fence at time of photograph.



Furthest extent of his portion of fence on the same date as this memo. This is where the road turns into the Les Schwab Tires property.



This is just past the end of the fence as shown on the last photo on the previous page.

This debris is mostly concrete and may contribute to maximum fill allowed by the State of Oregon Division of State Lands.

It's also the potential beginnings of a dumping area.

City recommends ensuring that there are no agency (Oregon Division of State Lands or US Army Corps of Engineers) issues with improvements done to date and if so, they be resolved as part of this proposal.

In addition, on Sheet C-1 as submitted, note 11 under the STANDARD EROSION AND SEDIMENT CONTROL PLAN NOTES reads: "Maintain and delineate any existing natural buffer within 50 feet of waters of the state." Waters of the State of Oregon includes wetlands. Plan appears to conflict with this?

Fencing:

For commercial and industrial projects, fencing is an aspect typically reviewed through site development review or similar land use procedures. In addition to the fence installed along Kanavagh Avenue described above, fencing is also already being installed elsewhere.



These photos taken from the same place at the Kavanagh Avenue / Firway Lane intersection looking west towards the proposed access point for the RV park.

In the above photo (November 2019) fence posts are clearly visible. In the below photo (May 2020) improvements have been added. Plans submitted call this a cedar fence but this fence is clearly not wood.



All fencing that has been installed needs to be included in this proposal. Plans should identify all fencing that has been installed and as proposed. Also, the current plans do not reflect work that has been done. For example, plans identify a 6" cedar fence screening, but the fence shown in the photos above does not resemble cedar.

Also, plans indicate "property lines shall be verified." This is important to ensure proper fence location and this verification as noted on the applicant's plans should be a condition of approval.

Landscaping:

Trees and varied height plants along the portion of the site to be developed along Kavanagh Avenue is good.

The north and west sides of the subject property abut residential zoned property developed with residential uses. The application references Columbia County Zoning Ordinance Section 822.6,

identifying the proposal as “commercial recreation.” The City has buffer standards of commercial uses from residential area. For example, 20’ for a commercial use and 10’ for parking areas with 4-50 spaces. A related example is 10’ for mobile home parks, which is related to RV parks.

City recommends the Planning Commission consider a setback from the north and west sides abutting residential zoning for buffering plus sight-obscuring screening. However, the Commission may consider exemption of buffer this along the “pole” portion of the flag lot that abuts the north side of the subject property. But screening (sight obscuring fence) still makes sense there.

Parking/Paving:

Per City standards, all areas used for parking or maneuvering of vehicles is required to be paved. City recommends this standard, especially given surrounding residential uses.

Access:

The driveway approach is really wide at 60’ feet. This is excessive. Width should not exceed 40 feet at the most. 30’ should be considered.

Signs:

Any sign permit issued by the County shall comply with the City’s standards.

ROW frontage improvements:

Given the mandate to connect to City water and expenses to extend the water main, additional expense for public infrastructure may not be warranted. However, if for some reason there was no water line extension, the driveway approach and remaining portion of the Kananagh Avenue frontage to be developed should include frontage improvements. If this is the case, no building or development permit should be issued until the public improvement civil plans are reviewed and approved. Occupancy or use commencement should not be granted until the improvements are in place.

Note that before his retirement in late 2019, the City inquired with Lonny Welter, County Transportation Planner about road access permitting for this property. Despite having a new driveway into the property as seen by the above aerial imagery, no road access permit had been obtained at that point. Has one been applied for yet?

* * * * *

Attachments: City of St. Helens Resolution No. 1634 – Urban Service Agreement between the City of St. Helens and McNulty Water PUD

2 pages from a 2011 wetland report for improvements to Kavanagh Avenue by Les Schwab Tires. This portion of Kavanagh Avenue abuts the southerly portion of the subject property

City of St. Helens
RESOLUTION NO. 1634

**A RESOLUTION TO APPROVE THE URBAN SERVICE AGREEMENT BETWEEN
THE CITY OF ST. HELENS AND MCNULTY PEOPLE'S UTILITY DISTRICT
RELATING TO PROVISION OF WATER SERVICE**

WHEREAS, the City of St. Helens ("City") and McNulty People's Utility District ("McNulty") provide water service in the area designated as the St. Helens' Urban Growth Area ("UGA"); and

WHEREAS, the City and McNulty, in an effort to delineate the roles and responsibilities with regard to the provision of future water service within the UGA have negotiated an Urban Service Agreement Relating to Provision of Water Service ("Urban Service Agreement"); and

WHEREAS, the St. Helens Charter, ORS 195.060 through ORS 195.085 and ORS 190.003 through ORS 190.030 authorize the City to enter into the Urban Service Agreement; and

WHEREAS, the St. Helens City Council finds it in the best interest of the City to enter into the Urban Service Agreement.

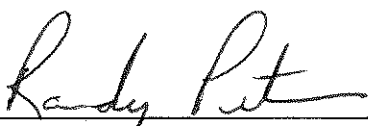
NOW, THEREFORE, THE CITY OF ST. HELENS RESOLVES AS FOLLOWS:

Section 1. The City of St. Helens City Council approves and adopts the Urban Service Agreement attached and incorporated as Exhibit A.

Approved and adopted by the City Council on August 21, 2013, by the following vote:

Ayes: Locke, Carlson, Conn, Morten, Peterson

Nays: None



Randy Peterson, Mayor

ATTEST:



Kathy Payne, City Recorder

URBAN SERVICE AGREEMENT

RELATING TO PROVISION OF WATER SERVICE

This Urban Service Agreement is hereby entered into by and between the City of St. Helens ("City"), an Oregon municipal corporation and McNulty Water People's Utility District ("McNulty"), a People's Utility District formed under ORS Chapter 261 (collectively, the "Parties").

RECITALS

A. The Parties have the authority to enter into this Agreement pursuant to their respective Charter, Principal Acts, ORS 195.060 to 195.085, and ORS 190.003 through 190.030;

B. The Parties desire to enter into an agreement for the provision of water service by the City and McNulty within current City boundaries and eligible to be annexed by the City in the City's Urban Growth Boundary that are within McNulty's boundary ("Service Area");

C. The Parties undertook an extensive analysis of the water systems including current and forecasted demand, system capacity and capital improvements, financial and rate considerations, customer equity, governance, management, quantity and quality of service, physical characteristics of the Service Area, economic development, economies of scale and service related issues. The document containing the analysis is entitled "ORS 195 Criteria Review, Analysis and Work Product" dated May 10, 2012 as amended on October 11, 2012, all as set forth on Exhibit 1, attached hereto and incorporated by reference ("Study");

D. The City and McNulty have conducted public meeting processes regarding the Study described above and the adoption of this Agreement. The Parties agree that designating how water service will be provided under this Agreement is in the best interest of the citizens and customers served by the respective entities;

E. The Parties have a common interest in coordinating the planning, permitting, construction, operation and maintenance of necessary water infrastructure within the Service Area. The Parties further recognize the need to establish coordinated water service in the Service Area so as to prevent fragmented and duplicative service in the Service Area and to assign responsibility for service in such areas where the City's boundary and McNulty's boundary overlap;

F. City and McNulty have sufficient resources and facilities, either currently in place or that may be constructed, to provide urban level water service within the Service Area, both as the City now exists and as the City may expand its boundaries through future annexations, consistent with the Comprehensive Plan and land uses regulations of the City and Columbia County ("County"); and

G. The Parties have considered the factors required of an urban services agreement as prescribed by ORS 195.070 as set forth in the Study and are satisfied, in the reasonable exercise of their discretion, that all associated requirements are met by this Agreement.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND AGREEMENTS CONTAINED HEREIN, THE PARTIES AGREE AS FOLLOWS:

1. **SERVICES PROVIDED.** Except as otherwise provided, during the term of this Agreement, City and McNulty shall be the exclusive providers of water service within their jurisdictional boundaries. All water service will be provided to properties by City or McNulty subject to the respective Rules and Regulations for Service adopted by either, moreover, such rules may be amended from time to time by the respective governing bodies of City or McNulty. Furthermore, City and McNulty shall be wholly responsible for the construction, operation, repair and maintenance of all related infrastructure and facilities, including any labor and materials, required to provide service under this Agreement.

2. **ANNEXATION BY CITY WITHIN MCNULTY TERRITORY.** McNulty agrees not to contest or oppose annexation by the City of territory within the Service Area so long as such annexation and provision of water service is consistent with the terms of this Agreement.

2.1 **Property Owner Consent.** The Parties agree that City annexation of property within the Service Area shall occur only by consent of the property owner of the parcel to be annexed except as provided in Section 2.2 below.

2.2 **Health Hazard Abatement Exception.** In the event an involuntary annexation becomes necessary under ORS 222.120(4)(c) to address a finding of a danger to public health issued by the Oregon Health Authority, the affected property owners may elect to remain customers of McNulty, provided the condition causing the danger to public health is not impure or inadequate domestic water.

2.3 **Property East of Highway 30.** The Parties agree that all properties within McNulty's boundaries lying east of Highway 30 and set forth on Exhibit 2, attached hereto and incorporated by reference, shall be served by the City following annexation and upon City water service availability. Upon annexation, the City shall have sole responsibility to provide service to the parcels when City water service is available.

2.4 **Properties Zoned Commercial and Industrial West of Highway 30.** The Parties agree that those properties within McNulty's boundaries lying west of Highway 30 zoned commercial or industrial at the time of annexation, (depicted on Exhibit 2 as of the date of this Agreement) shall be served by the City upon annexation and availability of City water. Upon annexation City shall have sole responsibility to provide water service to those commercial and industrial properties following annexation and City water service availability.

2.5 **North of Pittsburg Road and West of Battle Mountain Road.** McNulty shall be responsible to serve the area north of Pittsburg Road and west of Battle Mountain Road as shown on Exhibit 2.

2.6 **Residential Properties.** Existing or new residential properties within McNulty's boundaries meeting existing County zoning and density may continue as McNulty customers until the property is subdivided. Existing or new residential property owners within McNulty's boundaries who do not subdivide may request to connect the property

to the City's sanitary sewer system and apply to the City for sewer service. At the time the property owner requests sanitary sewer service, the property owner may elect to receive water service from McNulty or from the City. The election for water service and the provision of City sanitary service require all of the following:

- 2.6.1 The property owner agrees to pay all charges, fees and costs to McNulty or City and comply with all system requirements depending upon which water system service is chosen.
- 2.6.2 The property owner executes a non-revocable consent to annexation effective only if the property is subdivided such that the density or number of dwellings exceeds the County's zoning allowance for the property. If the property is not subdivided, then no annexation will occur unless the property owner requests it.
- 2.6.3 The property owner executes an agreement to connect the new properties created by subdivision to the City's water system when the City system is available following subdivision approval and annexation.
- 2.6.4 The property owner executes an agreement to construct the improvements to connect to the City's sanitary sewer system.
- 2.7 System Development Charges. When the property is subdivided, the new parcels created by subdivision will be required to pay all applicable City Water system development charges and other applicable connection fees. If there is an existing dwelling that was connected to the McNulty system that is part of the subdivided parcel, then that lot and dwelling may connect to the City system without payment of the City system development charge, or any tap or connection fee associated with the connection to the City system.
- 2.8 Fees and Charges. City and McNulty may assess and collect all legally permissible fees and charges for services provided to any existing or future property they serve within the Service Area under this Agreement.

3. **FINANCIAL IMPACT.** The execution of this Agreement shall not require any financial remuneration among the City and McNulty initially. The Parties enter into this Agreement upon the assumption that the annexation by City of McNulty territory will occur over an extended period as housing demands increase causing subdivision of land and development. The Parties believe the City's Urban Growth boundary will provide land for City growth through 2060. McNulty and City recognize that water utilities have both fixed and variable costs and that financial analysis is required to assess the impact of annexation on McNulty over time. Given the supply and storage capacity of McNulty, the overall state of its water system and its ability to control costs, neither party expects any significant adverse impact on McNulty water customers in the near term. Financial impacts will be considered and analyzed as part of Review, Section 8, below.

4. **COMPENSATION.** If the City and McNulty agree, then the City may take and incorporate McNulty water distribution infrastructure (not including the source waters, storage or transmission mains) (collectively "Distribution System Assets") into the City system following annexation by the City and transfer of customers to the City system. The City will compensate McNulty for the

depreciated book value of the Distribution System Assets based upon their remaining useful life determined by asset management standards developed by the American Water Works Association. It is anticipated the City would take and incorporate Distribution System Assets if they meet City design and construction standards. If the City and McNulty agree that City will take Distribution System Assets that are not designed and constructed to City standards, then City must pay McNulty if those Distribution System Assets remain in service after two (2) years. The Parties agree to execute a mutual use agreement if a Distribution System Asset is used to serve both City and McNulty customers.

5. COORDINATION. The Parties hereby agree to engage in a cooperative, coordinated approach to data sharing, meter and usage information, infrastructure planning, land use permitting, development review, and capital planning, especially as those activities relate to existing and future water service or associated utility corridor or right of way development. City and McNulty are responsible for the development and amendment of any needed facilities to ensure continued service within their boundaries. City and McNulty will consult with each other and provide opportunity for review and comment on any plans or amendments to such facilities that would affect water service within the Service Area.

The Parties further agree to share data and information relevant to such planning, including (but not limited to) economic growth; demographics, housing and building details, land use and zoning; development applications, planned annexations, building activity and planned transportation improvements; major capital improvements, opportunities for joint development of sites; and other information that may be relevant to conduct or complete the necessary planning by all Parties.

6. SPECIAL CONDITIONS. City and McNulty also agree to comply with the following special conditions:

- 6.1 Use of City Right of Way. Subject to the City's permitting process and engineering coordination of location within the City's right of way, McNulty shall be entitled to locate, maintain and relocate necessary facilities within the City right of ways during the term of this Agreement upon payment of a five percent (5%) privilege tax for use of the right of way in accordance with ORS 221.450. The 5% privilege tax shall be calculated on revenue generated on water sales to McNulty customers within the City boundaries, and will be payable by McNulty on a quarterly basis, each payment due thirty (30) days after the date McNulty sends out quarterly billing statements to its customers. Wherever technically feasible and according to prudent utility practices, facilities installed by McNulty within the City after the date of this Agreement shall be so located as to cause minimum interference with the proper use or development of streets, alleys and other public ways and places, and to cause minimum interference with the rights or reasonable convenience of property owners who adjoin any of the streets, alleys or other public ways or places. McNulty shall obtain street opening permits for all street cuts and shall comply with the provisions of City's street cut ordinance.
- 6.2 Restoration. In case of any disturbance of pavement, sidewalk, driveway or other existing surfacing by McNulty as caused by normal operations (including but not limited to pipeline repair, main line extensions, or other access to buried facilities) McNulty shall, at its own cost and expense and in a manner approved by City, replace and restore all paving, sidewalk, driveway or surface of any street or alley disturbed, in

as near as practicable condition as before the disturbance. If McNulty fails to make restoration as required, City shall cause the repairs to be made at the expense of McNulty. Such restoration will meet all existing material specifications required by the City.

7. **APPROVAL; AMENDMENT.** This Agreement, and any amendments thereto, must be approved by resolution of the governing body of each Party, and signed by an authorized representative of each Party. This Agreement shall be reviewed by the parties under the Review Section below or if legislative or court decisions so require but any amendment must be approved as provided in this Section.

8. **REVIEW.** McNulty and City agree to meet upon request of any Party but at least once every five years to review the terms of this Agreement and provision of service in the Service Area. The Parties shall meet within 30 days of written notice by McNulty to City if it appears City annexation will result in (i) a ten percent (10%) reduction in McNulty customers in the Service Area; or (ii) a five percent (5%) reduction in total McNulty customers as a result. In all circumstances, City and McNulty will use good faith efforts to mitigate those impacts which includes, but is not limited to, financial remuneration for negative impacts, loss of revenue payment of proportionate shares of debt and other mutually agreed amendments to this Agreement.

9. **TERM OF AGREEMENT.** This Agreement shall continue in full force and effect unless terminated under mutual agreement in writing by all Parties. The Parties agree that at the expiration of each twenty (20) year term, they will re-open, revise, and extend the Agreement as necessary for an additional twenty (20) year term.

10. **DISPUTE RESOLUTION.** The Parties hereby agree that resolution of any and all disputes arising out of the terms of this Agreement or interpretation thereof shall follow a prescribed process beginning with negotiation and subsequently moving to mediation, provided the dispute remains unresolved.

10.1 **Negotiations.** Within thirty (30) days following receipt of written notice regarding a dispute ("Dispute Notice"), the parties to the dispute ("Disputing Parties") shall assign a representative to participate in good faith negotiations for a period not to exceed sixty (60) days after appointment of the representatives.

10.2 **Mediation.** If after the sixty (60) day period of negotiation (or a period not to exceed ninety (90) days following the receipt date of the Dispute Notice), the dispute(s) cannot be resolved, the Disputing Parties agree to submit the matter to non-binding mediation. The Disputing Parties shall attempt to agree on a mediator in a period not to exceed thirty (30) days (or a period not to exceed one hundred twenty (120) days following the receipt date of the Dispute Notice) and proceed accordingly.

10.3 **Litigation.** If the Parties cannot agree on a mediator within the allocated time, or if the mediator cannot resolve the dispute(s) within one hundred eighty (180) days following the receipt date of the Dispute Notice, either of the Disputing Parties may initiate litigation in the Circuit Court of the State of Oregon for Columbia County and seek all available remedies. Moreover, each of the Disputing Parties shall bear its own legal and expert witness fees at all stages of the dispute resolution process, including at trial or on

any appeals. In addition, nothing shall prevent the Disputing Parties from waiving any of the steps by mutual consent.

11. ADDITIONAL PROVISIONS.

11.1 Other Necessary Acts. Each Party shall execute and deliver to the others all such further instruments and documents as may be reasonably necessary to carry out this Agreement.

11.2 Severability. If one or more of the provisions contained in this Agreement is determined by a court of competent jurisdiction to be invalid, illegal, or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions contained herein shall continue in full force and effect.

11.3 Notices. Any notice herein required or permitted to be given shall be given in writing, shall be effective when actually received, and may be given by hand delivery or by United States mail, first class postage prepaid, addressed to the parties as follows:

City Administrator	Chair, Board of Directors
City of St. Helens	McNulty Water PUD
P.O. Box 278	P.O. Box 260
St. Helens, Oregon 97051	St. Helens, Oregon 97051

These addresses may be changed by written notice to the other Parties.

11.4 No Third-Party Beneficiaries. The Parties to this Agreement are the only Parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide, any benefit or right, whether directly or indirectly or otherwise, to third persons.

11.5 Nonwaiver. Failure by any Party at any time to require performance by any other Party or Parties of any of the provisions of this Agreement shall in no way affect such Party's rights hereunder to enforce the same, nor shall any waiver by any Party or Parties of the breach of this Agreement be held to be a waiver of any succeeding breach or a waiver of this nonwaiver clause.

11.6 Applicable Law. The Agreement shall be governed by and construed in accordance with the laws of the State of Oregon.

11.7 Compliance with Laws. In connection with their activities under this Agreement, all Parties shall comply with all federal, state, and local laws, comprehensive plans and ordinances applicable to this Agreement, or any work performed pursuant to this Agreement.

11.8 Assignment. No Party shall assign this Agreement, in whole or in part, or any right or obligation hereunder, without written approval of the other Party, which shall not be unreasonably withheld.

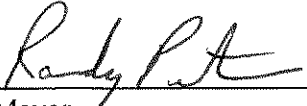
11.9 Binding Effect. The covenants, conditions, and terms of this Agreement shall extend to and be binding upon and inure to the benefit of the successors of the parties hereto.

IN WITNESS WHEREOF, the parties have, pursuant to official action, duly authorized their respective officers to execute this Agreement on their behalf.

Dated this _____ day of _____, 2013.

CITY OF ST. HELENS

**MCNULTY WATER PEOPLE'S
UTILITY DISTRICT**

By: 
Mayor

By: _____
Chair

Attest: 
City Recorder

Attest: _____
Secretary

APPROVED AS TO FORM





APPROVED AS TO FORM

City Attorney

Legal Counsel

4822-8786-9972, v. 1

LEGEND

-  WETLANDS
-  ORDINARY HIGH WATER LIMITS
-  DATA POINT LOCATION AND NUMBER
-  PHOTO-DOCUMENTATION POINT

SL WD # 08-0476

Approval Issued 10/22/2008

Approval Expires 10/22/2013



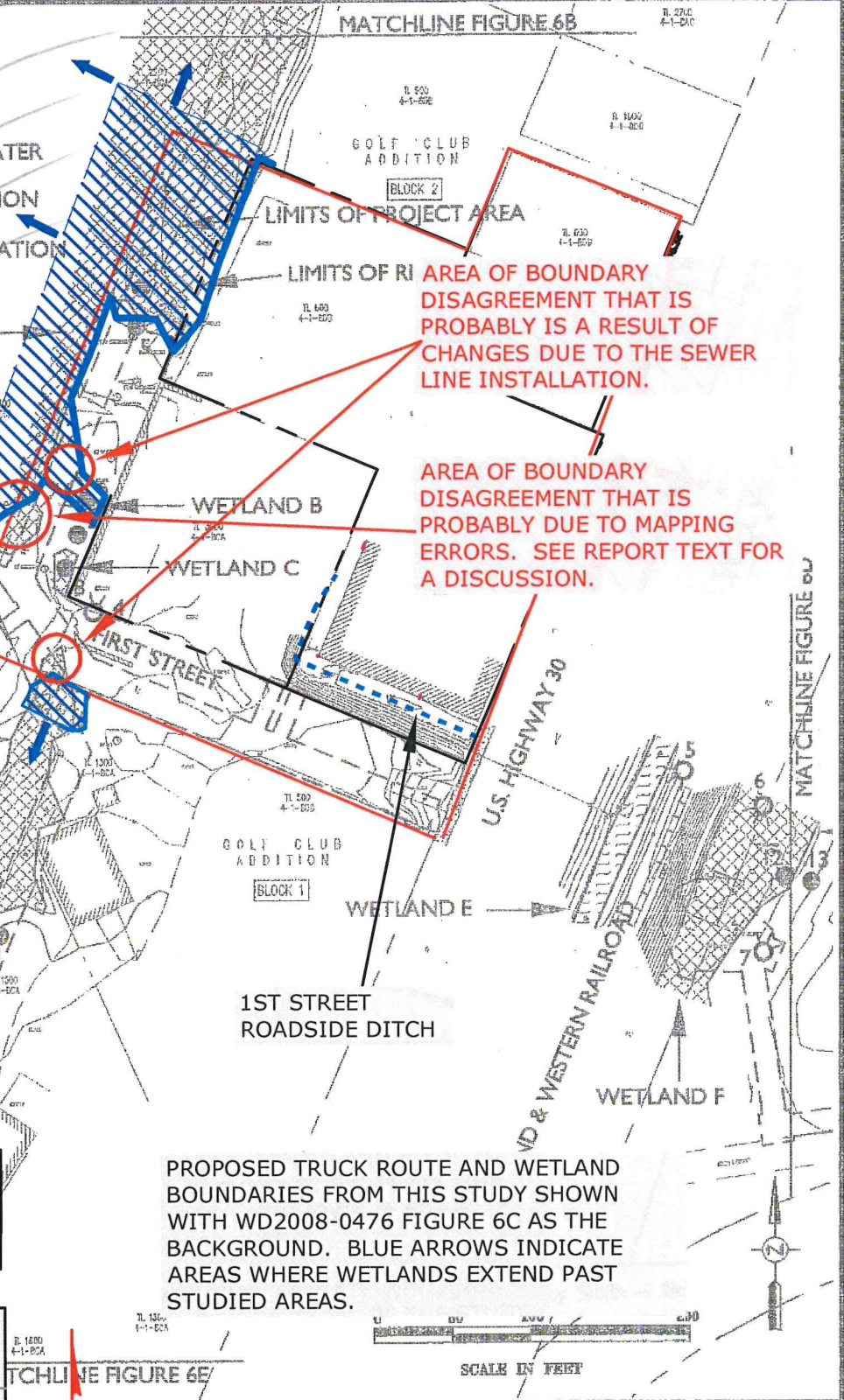
environmental
technology
consultants

WWW.etcEnvironmental.NET

PROPOSED TRUCK ROUTE SHOWN ON WD2008-0476 FIGURE 6C

LES SCHWAB
TRUCK ACCESS ROUTE
ST HELENS, OR 97051

FIGURE	3B
SCALE	1" = 100'
DRAWN BY	J. McConnaughey
DATE	FEBRUARY 2011
JOB #	EVA 10-009



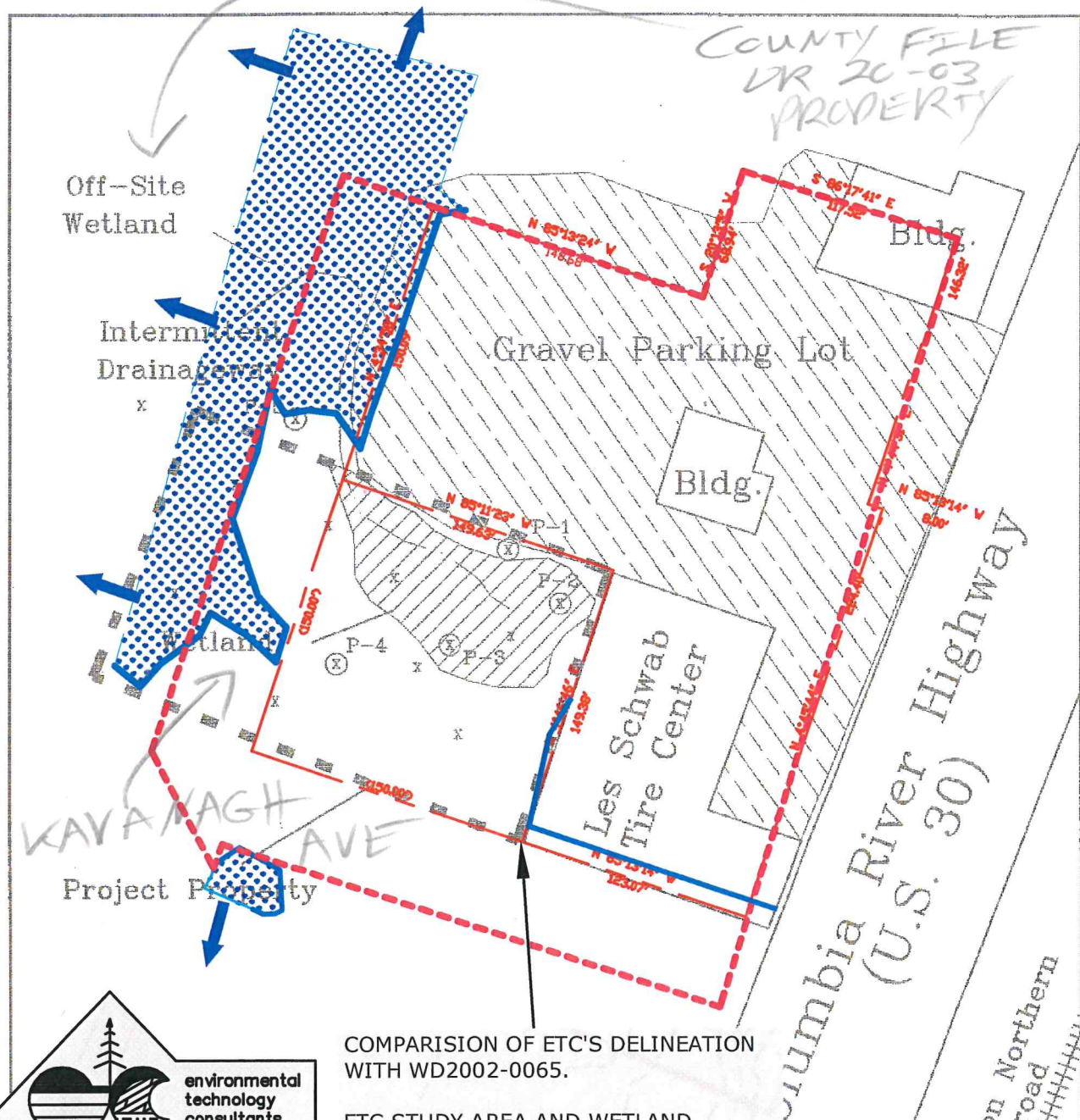
AREA OF BOUNDARY
DISAGREEMENT THAT IS
PROBABLY IS A RESULT OF
CHANGES DUE TO THE SEWER
LINE INSTALLATION.

AREA OF BOUNDARY
DISAGREEMENT THAT IS
PROBABLY DUE TO MAPPING
ERRORS. SEE REPORT TEXT FOR
A DISCUSSION.

PROPOSED TRUCK ROUTE AND WETLAND
BOUNDARIES FROM THIS STUDY SHOWN
WITH WD2008-0476 FIGURE 6C AS THE
BACKGROUND. BLUE ARROWS INDICATE
AREAS WHERE WETLANDS EXTEND PAST
STUDIED AREAS.



FIGURE
6C



COMPARISON OF ETC'S DELINEATION WITH WD2002-0065.

ETC STUDY AREA AND WETLAND DELINEATION SCALED AND ROTATED TO MATCH THE EAST PROPERTY LINE OF LOT 3000 AS SHOWN IN FIGURE 2 OF WD2002-0065.

BLUE ARROWS INDICATE WETLANDS THAT EXTEND OUTSIDE OF THE STUDY AREA.

Railroad
Building
Gravel Parking Lot
Wetland*

*Boundaries were not surveyed, but drawn on the map in the field. Accuracy is estimated to be between 3 to 6 feet.

ay Smith - Wetland Delineation

Figure 2. Project Features Map
St. Helens - Columbia River Highway Property
\\CAD40\F74206\Figure 2a.dwg

beek Jones & Stokes



environmental
technology
consultants

WWW.etcEnvironmental.NET

PROPOSED TRUCK ROUTE
SHOWN ON WD2002-0065
FIGURE 2


LES SCHWAB
TRUCK ACCESS ROUTE
ST HELENS, OR 97051

FIGURE	3C
SCALE	1" = 80'
DRAWN BY	J. McConnaughey
DATE	APRIL 2011
JOB #	EVA 10-009A



CITY OF ST. HELENS PLANNING DEPARTMENT

MEMORANDUM

TO: Deborah Jacob, Planner, Columbia County
Columbia County Planning Commission
FROM: Jacob A. Graichen, AICP, City Planner 
RE: Columbia County file DR 20-03, additional comments
DATE: June 15, 2020

Please accept this memo as additional comments from the City of St. Helens for this proposal. These are in addition to those provided on the May 28, 2020.

The City wants the applicant/owner to understand the City's expectations.

First, for water service, McNulty PUD water is simply not an option due to the inevitable connection to City sanitary sewer, the consequent annexation, the provisions of the Urban Service Agreement between the City and McNulty PUD, and St. Helens Municipal Code 13.04.020(7) which requires connection to City water if a property is within 160 of a City water main. The plans and improvements need to address and reflect the City as the water provider.

Attached to this memo is a sheet from the "as built" drawings for the most recent water line extension within First Street. This shows that the water line is within approximately 130' of the subject property.

Second, site plan changes appear inevitable and may be substantial. Both the City's standards for RV parks (called "travel trailer park" in the City's code) and OAR 918-650 have space separation requirements from property lines and the spaces themselves. The preliminary plan appears to conflict with those. Several spaces abut property lines and the "central spaces" have zero separation. In any case, the City's standards are included at the end of this memo. See Finding 13 in the County's report for applicability of City standards for this development.

Third, sight obscuring vegetation must be on the subject property to qualify. Vegetation on an adjacent property does not count. Because vegetation needs more than 0' to grow and survive, this in addition to other provisions as discussed above, will result in some setback of the RV spaces from property lines.

Fourth, System Development Charges apply for water and sewer connections in addition to other miscellaneous permits and fees.

The City's standards for travel trailer (RV) parks are per St. Helens Municipal Code 17.100.150(3)(m) as follows:

(m) Travel Trailer Parks. In addition to the standards of the zone in which they are located and other references in this code, travel trailer parks shall comply to the standards of this subsection. If there is a conflict between the two standards, the standards of this subsection shall govern.

(i) Trailer parks shall be located on well-drained sites, and shall be so located that their drainage shall not endanger any life or property. All such trailer parks should be located in areas free from marshes, swamps, or other potential breeding places for insects or rodents;

(ii) The area of the trailer park shall be large enough to handle: the designated number of trailer spaces, necessary streets and drives, off-street parking, service areas, recreation areas, and setbacks;

(iii) Each trailer space shall contain a minimum of 1,200 square feet, except that at the option of the owner, the minimum size may be 1,000 square feet if an area of 100 square feet for each trailer space is provided for recreation. Each trailer space shall be a minimum of 25 feet in width, and shall abut on a drive with unobstructed access to a street. Such spaces shall be clearly defined. Trailers shall be located in such spaces with a minimum of 15 feet between trailers, or between a trailer and any building;

(iv) No trailer shall be located less than five feet from a side or rear property line;

(v) No trailer shall be located less than 25 feet from any street or highway, or so that any part of such trailer will obstruct any drive or walkway;

*(vi) No trailer shall remain in a trailer park unless a trailer space is available, and then only for a maximum of 30 consecutive days;

(vii) Access drives shall be provided to each trailer space, shall be continuous, shall connect with a street, and shall have a minimum width of 20 feet, with a minimum total width of 36 feet for exterior connections;

(viii) Improved walkways, not less than two feet in width, shall be provided from each trailer space to service buildings;

(ix) Access drives within the park shall be paved according to the city's developmental standards;

(x) Off-street parking shall be provided with a minimum of one and one-half parking spaces for each trailer space. Minimum width access drives shall not be considered in fulfilling this requirement;

(xi) Recreation areas which may be provided according to subsection (3)(m)(iii) of this section shall be suitably equipped, maintained and restricted to such uses. Such areas shall be protected from streets, drives and parking areas. The minimum size of each such recreation area shall be 2,500 square feet;

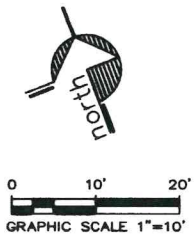
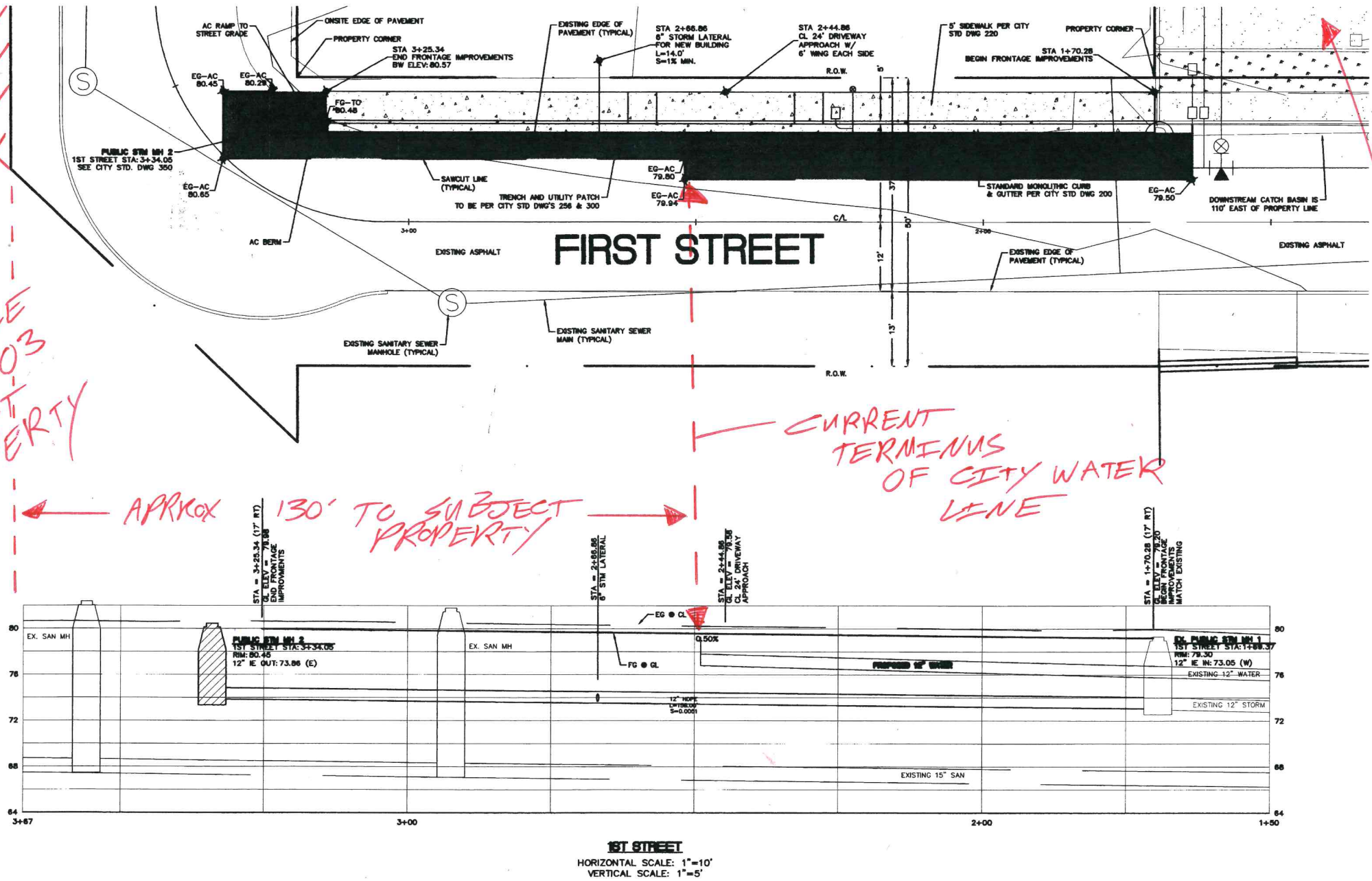
(xii) No permanent additions of any kind shall be built onto, nor become part of, any trailer. Skirting of trailers is permissible, but such skirting shall not attach the trailer to the ground;

(xiii) Permanent structures located within any trailer space shall be used for storage purposes only, shall have a maximum area of 25 square feet, shall be located not less than six feet from any trailer, and shall be subject to all applicable city building codes;

(xiv) Wheels of trailers shall not be removed, except temporarily when in need of repairs; the wheels or jacking system must be attached to the site only by quick disconnect type utilities and security devices; and

(xv) A sight-obscuring fence of not less than eight feet in height shall be provided along any lot line which abuts or faces a more restricted residential district;

SOUTH
END
OF
COUNTY FILE
DR 20-03
SUBJECT
PROPERTY

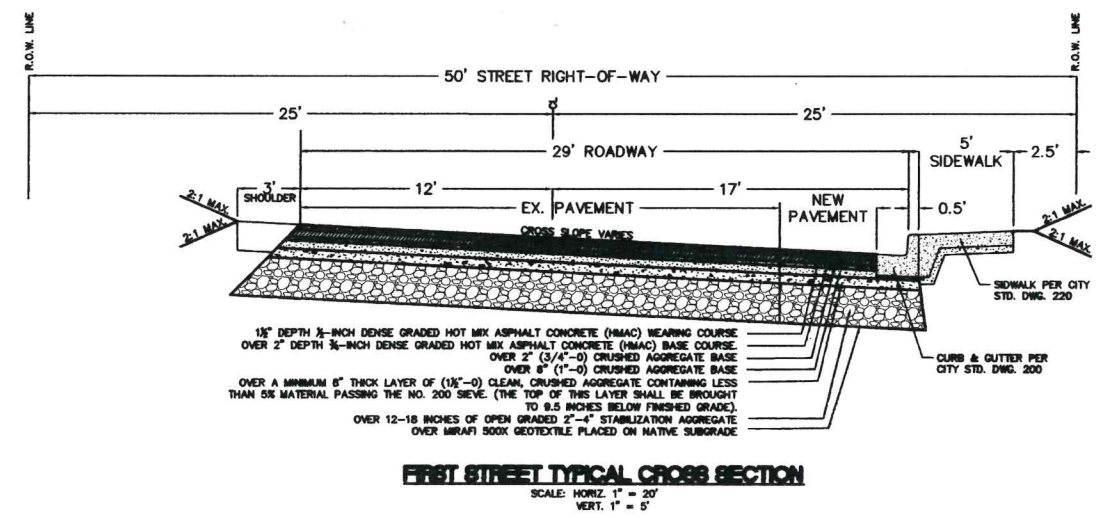


APPROX 130' TO SUBJECT PROPERTY

CURRENT
TERMINUS
OF CITY WATER
LINE

LES
SCHWAB
TIERES

1ST STREET
HORIZONTAL SCALE: 1"=10'
VERTICAL SCALE: 1"=5'



AS BUILT

REGISTERED PROFESSIONAL ENGINEER
12,800
THOMAS J. SISUL
OREGON
EXPIRES: 6/30/20

COLUMBIA COUNTY
LAND DEVELOPMENT SERVICES

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

General Application

File No. DR 20-03

GENERAL LAND USE PERMIT APPLICATION

TYPE OF PERMIT: Zone Change Temporary Permit
 X Site Design Review Resource Management Plan

Other: _____

APPLICANT: Name: Lower Columbia Engineering

Mailing address: 58640 McNulty Way, St. Helens, OR 97051

Phone No.: Office 503-366-0399 Home _____

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

PROPERTY OWNER: _____ same as above, OR:

Name: Mark Comfort

Mailing Address: PO Box 284, St. Helens, OR 97051

PROPERTY ADDRESS (if assigned): _____

TAX ACCOUNT NO.: 4108-BD-01800 Acres: 2.28 Zoning: C-3

4108-CA-02900 Acres: 1.29 Zoning: C-3

Acres: 3.57 Zoning:

PRESENT USES: (farm, forest, bush, residential, etc.)

Use:

Approx. Acres

Bush

3.57

Total acres (must agree with above):

3.57

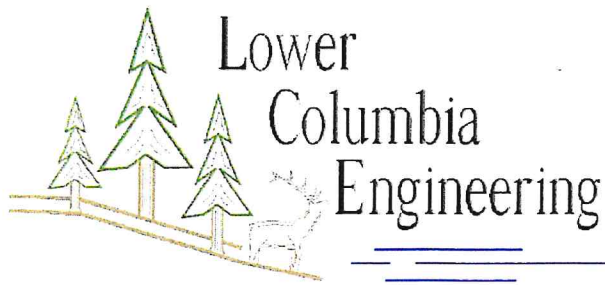
PROPOSED USES:30 RV Park 5 spaces**WATER SUPPLY:** Private well.Is the well installed? Yes No X Community system.Name McNulty Water PUD**METHOD OF SEWAGE DISPOSAL:** X Community Sewer. Name City of St. Helens
 Not applicable.
 Septic System.If Septic, does the subject property already have a system? Yes NoIf no, is the property approved for a Septic System? Yes No**CONTIGUOUS PROPERTY:** List all other properties you own which have boundary lines touching this property:

<u>Tax Account No.</u>	<u>Acres</u>	<u>Co-owners (if any)</u>
4108-CA-00800	1.11	

CERTIFICATION:

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

Date: 3/23/2020 Signature: [Signature] Mark Comfort, owner
Andrew Niemi
Lower Columbia
Engineering**NOTE:** Please attach an accurate and detailed plot plan, including property lines, existing and proposed structures, location of septic tank and drainfield, farm - forest areas, large natural features (cliffs, streams, etc.).**Planning Department Use Only**Date Rec'd. 3/23/2020 Hearing Date: Or: Administrative Receipt No. 391589 Stormwater & Erosion Control Fees \$370Zoning: C-3 Staff Member: DW Jack



58640 McNulty Way
St. Helens, OR 97051

Phone: (503) 366-0399
www.lowercolumbiaengr.com

PROJECT NARRATIVE

History

This site has just been a brushy field with no buildings.

- ALSO NO FENCE !

Name

Deer Meadow RV Park

Who

Owner: Mark Comfort

Contact Person/Applicant: Lower Columbia Engineering, LLC
Andrew Niemi, P.E. (503) 366-0399

What

This is a proposed 30 Space RV Park as illustrated on the attached plans. It includes a 40' x 50' Clubhouse, space for a park host and an 18' wide one-way loop to provide access to the sites.

When

It is anticipated that construction would begin early summer 2020 and continue through summer with completion towards the end of 2020.

Where

The project is located at the intersection of Kavanagh Avenue and Firway Lane just West and within the Urban Growth Boundary of the City of St. Helens. It includes Tax Account No's: 4108-BD-01800 and 4108-CA-02900.

How

Mark W. Comfort Construction, CCB #91380 will be the general contractor. Northwest Plumbing Services, CCB # 77141, will address the plumbing requirements. Lower Columbia Engineering is addressing the civil engineering and Akaan Architecture + Design is handling the architectural responsibilities for the club house.

Traffic Impacts

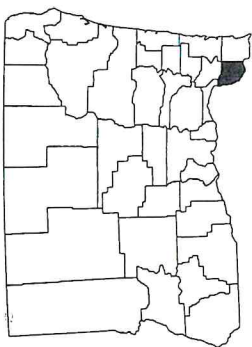
Based on the 10th Edition of the ITE Trip Generation manual, when completely occupied, the park would generate six AM (7-9 AM) trips per hour and eight PM (4-6 PM) trips per hour. The manual doesn't provide average daily trips. However, in our opinion the best estimate is approximately 60 per day for this type of park

821 Purpose: The General Commercial District is intended to provide for the broad range of commercial operations and services required for the proper and convenient functioning of Commercial Centers serving broad suburban areas. Uses permitted are intended to include all retail and service operations that may be appropriately located within a shopping district and that are normally required to sustain a community.

822 Permitted Uses:

- .1 Any use permitted in a C-5 and C-4 District.
- .2 Single-family dwelling accessory to a permitted use and contained in the main building.
- .3 Two-family dwelling accessory to a permitted use and contained in the main building.
- .4 Multi-family dwelling.
- .5 Boarding, lodging, or rooming house.
- .6 Commercial recreation.
- .7 Motel, hotel, including an eating and drinking establishment in conjunction therewith.
- .8 Group cottages.
- .9 Church.
- .10 Public or private school or college.
- .11 Community meeting building.
- .12 Utility facilities necessary for public service.
- .13 Hospital, sanitarium, rest home, and nursing home.
- .14 Governmental structure such as a fire station or library but excluding a storage or repair type facility.
- .15 Radio or television transmitter tower.
- .16 Retail trade establishment such as food store, drug store, gift shop, hardware store, and furniture store except marijuana retailing.
- .17 Repair and maintenance service of the type of goods to be found in the above permitted retail trade establishments provided such service is performed wholly within an enclosed building.

KEY TO COUNTIES



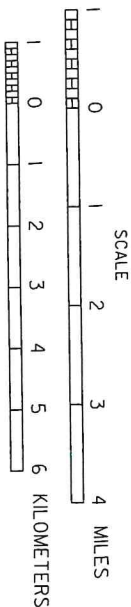
VICINITY MAP
DR 20-03

ROAD INDEX MAP COLUMBIA COUNTY OREGON

PREPARED BY THE
OREGON DEPARTMENT OF TRANSPORTATION

IN COOPERATION WITH THE
U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL HIGHWAY ADMINISTRATION

1987



State Plane Coordinate on Lambert Projection
Oregon North Zone in Thousands of Feet

COMPUTER GENERATED

SHEET 1

R 2 W

MULTNOMAH

COUNTY

R 1 W

SHEET 1 OF 1 MAP SHEET AND 3 SUPPLEMENTAL SHEETS

122° 55'

122° 50'

122° 45'

122° 40'

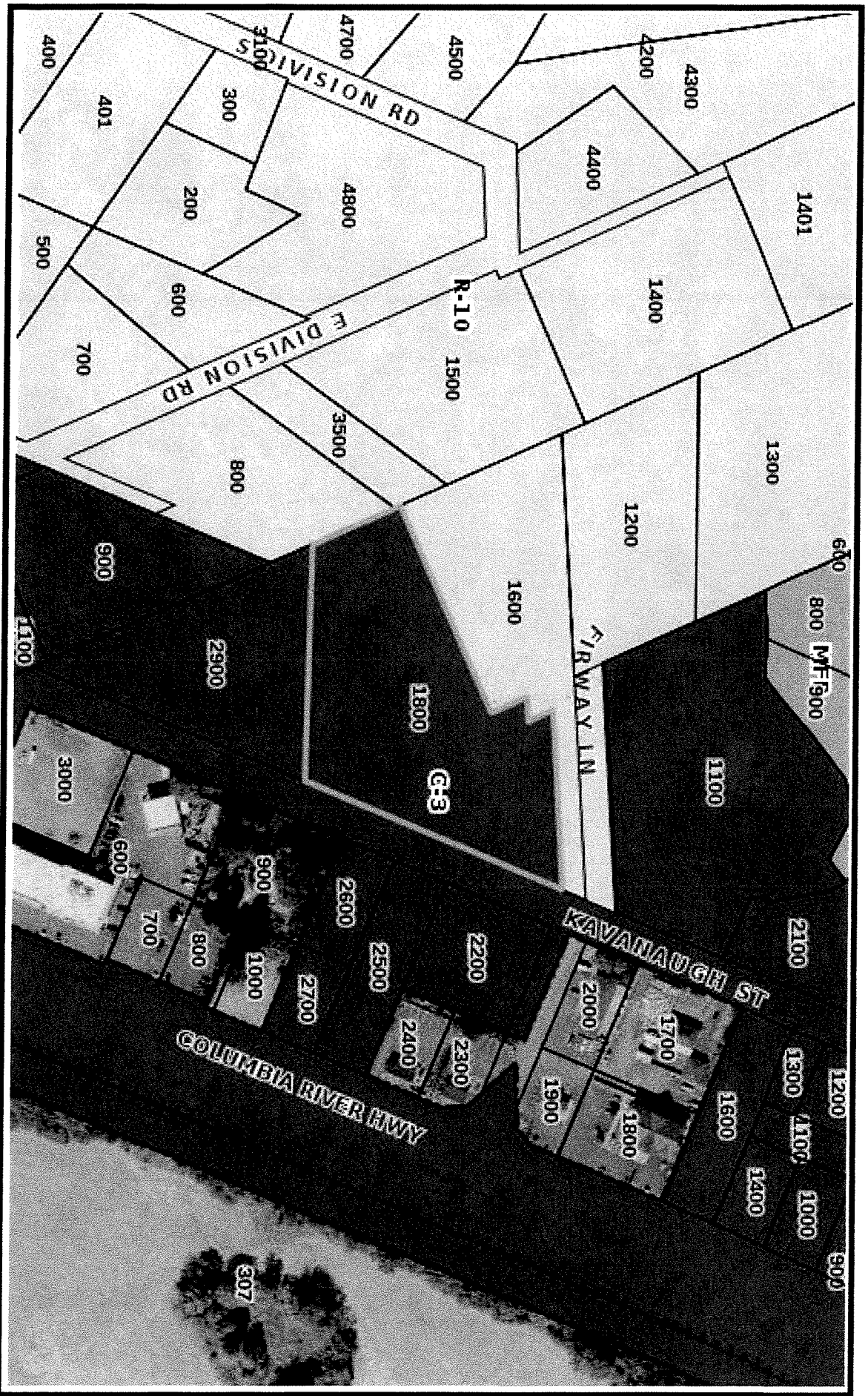
45° 45'

An aerial photograph of a residential neighborhood with numerous lot numbers and street names overlaid. The streets shown include S DIVISION RD, E DIVISION RD, KAVANAUGH ST, COLUMBIA RIVER HWY, and AIRWAY LN. Lot numbers are scattered throughout the area, ranging from 100 to 4800. A scale bar in the top left corner indicates a distance of 0.5 miles. The map is oriented with North at the top.

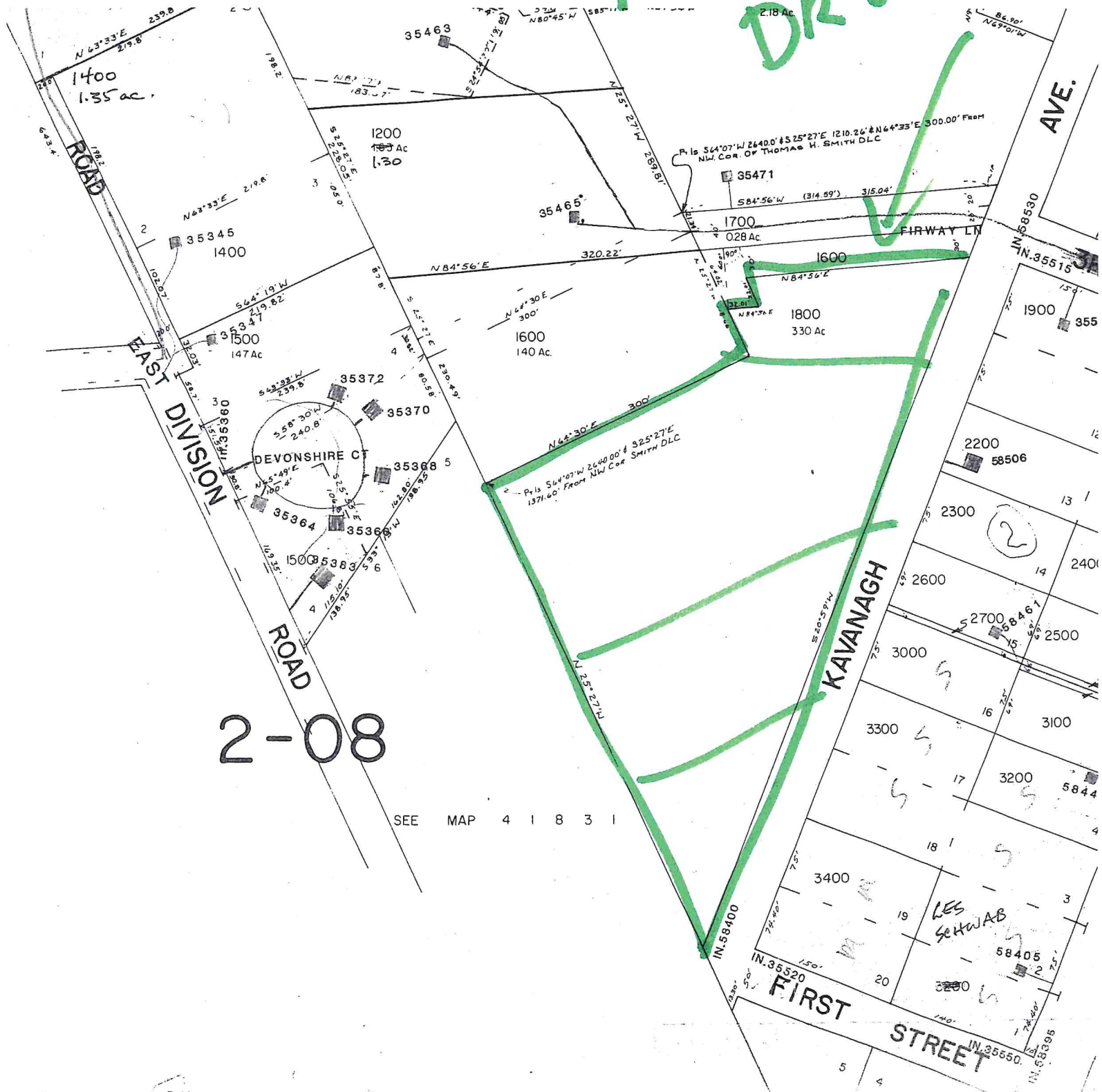
Geo[®]**Source**

Printed 03/23/2020

C-3 Zoning Map DR 20-03



ADDRESS MAP DR 20-03



ZONING MAP DR 20-03

2-11

Z-00

TL 1000
Also
Annexed
Not on this
map (old)

MAPPING ERROR
NEEDS RESULT

CREEK

AR 111
2-3-10

1100
2.18 AC.

1400
1.35 AC.

1200
1.30 AC.

4400
0.70 AC.

PUBLIC RD.

1600
1.40 AC.

1500
1.47 AC.

1800
2.16 AC.

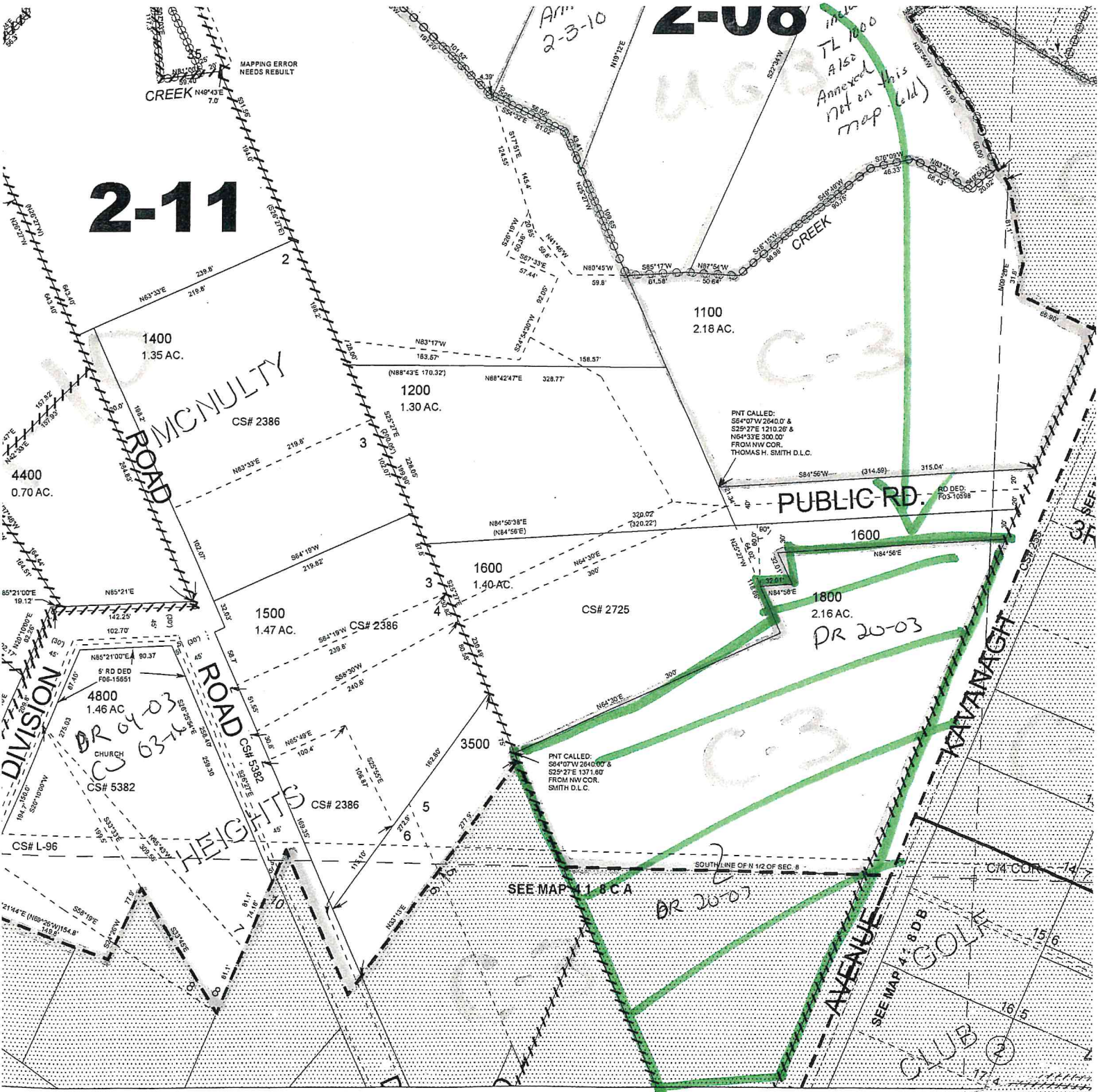
4800
1.46 AC.

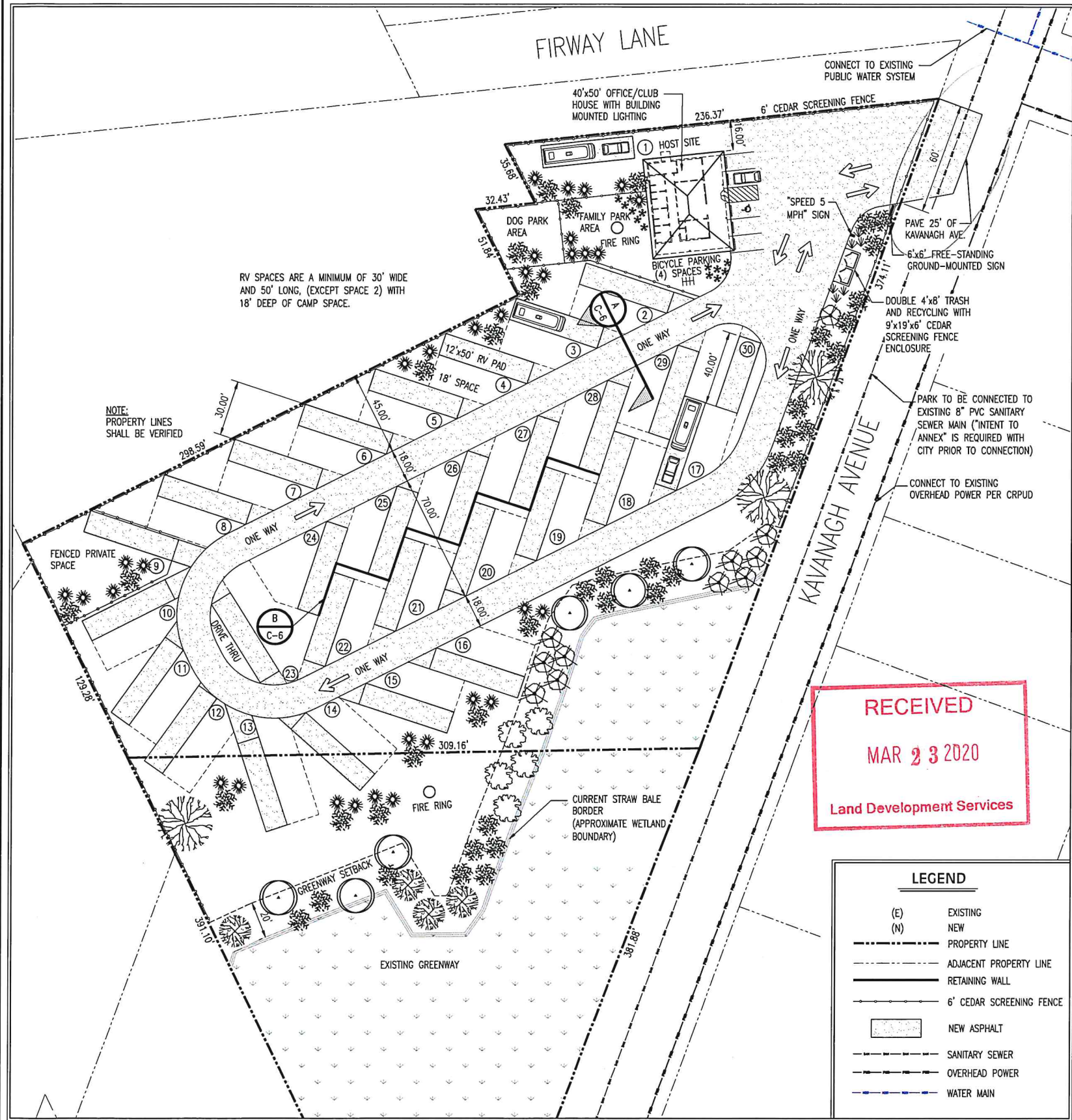
SEE MAP 11 & C A

DR 20-07

DR 20-03

SEE MAP 4-2-8 D B
GOLF CLUB





DEER MEADOW RV PARK

ST.HELENS, OR

30 TOTAL SPACES

UTILITY LOCATES

(48 HOUR NOTICE PRIOR TO EXCAVATION)

OREGON LAW REQUIRES YOU TO FOLLOW THE RULES ADOPTED BY THE OREGON UTILITY NOTIFICATION CENTER. THOSE RULES ARE SET FORTH IN OAR 952-001-0010 THROUGH 952-001-0100. (YOU MAY OBTAIN COPIES OF THE RULES FROM THE CENTER BY CALLING 503 246 1987.)

ONE CALL SYSTEM.....1 800 332 2344

ON LINE <http://www.callbeforeyoudig.org/>

DRAWING INDEX

DRAWING NUMBER	DESCRIPTION
D-2783-G-1	SITE PLAN, DRAWING INDEX & VICINITY MAP
D-2783-C-1	EROSION AND SEDIMENT CONTROL COVER SHEET
D-2783-C-2	EXISTING SITE PLAN
D-2783-C-3	MASS GRADING AND STABILIZATION ESC PLAN
D-2783-C-4	EROSION AND SEDIMENT CONTROL DETAILS
D-2783-C-5	LANDSCAPE AND DRAINAGE PLAN
D-2783-C-6	SITE DETAILS

NOTE:

ALL SITE TOPOGRAPHY SHOWN REPRESENTS THE EXISTING CONDITIONS OF THE PROPERTY.

PROJECT TEAM

ARCHITECT (CLUB HOUSE)

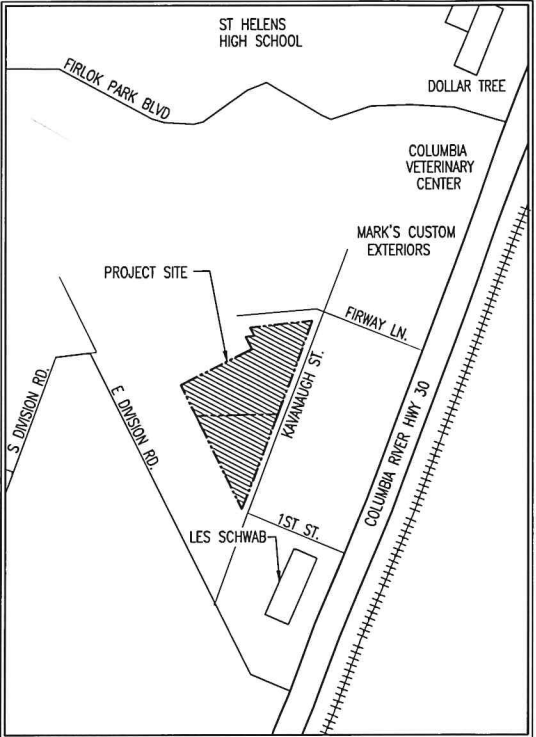
AKAAN ARCHITECTURE + DESIGN, LLC
101 ST. HELENS STREET, ST. HELENS, OR 97051
PHONE: (503) 366-3050
CONTACT: AL PETERSEN
alpetersen@akaandesign.com

CIVIL ENGINEER

LOWER COLUMBIA ENGINEERING, LLC
58640 McNULTY WAY, ST. HELENS, OR 97051
PHONE: (503) 366-0399
CONTACTS: ANDREW NIEMI, P.E.
andrew@lowercolumbiaengr.com

OWNER

MARK COMFORT
PO BOX 284
ST. HELENS, OREGON 97051
PHONE: (503) 396-0271
m.comfortconstruction@gmail.com



VICINITY MAP

SCALE: NTS

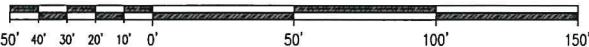


LEGEND

(E)	EXISTING
(N)	NEW
---	PROPERTY LINE
---	ADJACENT PROPERTY LINE
---	RETAINING WALL
---	6' CEDAR SCREENING FENCE
---	NEW ASPHALT
---	SANITARY SEWER
---	OVERHEAD POWER
---	WATER MAIN

SITE PLAN

SCALE: 1" = 30'



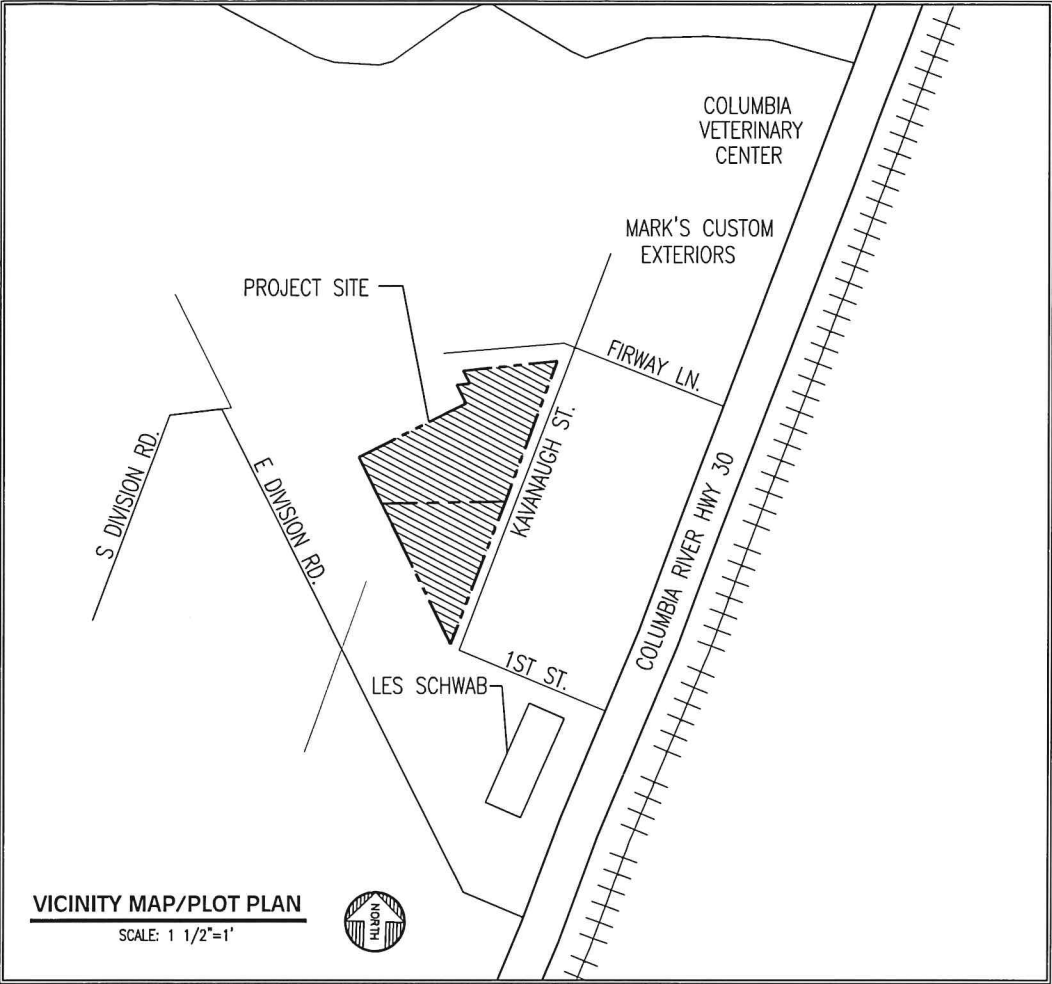
REV.	REVISION RECORD	DATE
A	GENERAL UPDATES	3/13/2020



PROJ. NO.	2783	SITE PLAN, DRAWING INDEX, VICINITY MAP
DWG. BY	CAT	DEER MEADOW RV PARK
APPR. BY	MARK COMFORT	SHEET
FILE	D-2783-G-1-A	DATE 08/07/18
		G-1

DATE: 3/18/2020
REVISED PRINT
VOID ALL PREVIOUS

DATE: 3/13/2020
ISSUED
FOR APPROVAL



EROSION & SEDIMENT CONTROL PLANS (ESCP)

DEER MEADOW RV PARK

LOCAL AGENCY-SPECIFIC EROSION CONTROL NOTES

- OWNER OR DESIGNATED PERSON SHALL BE RESPONSIBLE FOR PROPER INSTALLATION AND MAINTENANCE OF ALL EROSION AND SEDIMENT CONTROL MEASURES, IN ACCORDANCE WITH LOCAL, STATE, AND FEDERAL REGULATIONS.
- PRIOR TO ANY LAND DISTURBING ACTIVITIES, THE BOUNDARIES OF THE CLEARING LIMITS, VEGETATED BUFFERS, AND ANY SENSITIVE AREAS SHOWN ON THIS PLAN SHALL BE CLEARLY DELINEATED IN THE FIELD. DURING THE CONSTRUCTION PERIOD, NO DISTURBANCE IS PERMITTED BEYOND THE CLEARING LIMITS. THE OWNER/PERMITTEE MUST MAINTAIN THE DELINEATION FOR THE DURATION OF THE PROJECT. NOTE: VEGETATED CORRIDORS TO BE DELINEATED WITH ORANGE CONSTRUCTION FENCE OR APPROVED EQUAL.
- PRIOR TO ANY LAND DISTURBING ACTIVITIES, THE BMP'S THAT MUST BE INSTALLED ARE A GRAVEL CONSTRUCTION ENTRANCE, PERIMETER SEDIMENT CONTROL, AND INLET PROTECTION. THESE BMP'S MUST BE MAINTAINED FOR THE DURATION OF THE PROJECT.
- IF VEGETATIVE FIELD MIXES ARE SPECIFIED, SEEDING MUST TAKE PLACE NO LATER THAT SEPTEMBER 1; THE TYPE AND PERCENTAGES OF SEED IN THE MIX MUST BE IDENTIFIED IN THE PLANS.
- ALL PUMPING OF SEDIMENT LADEN WATER SHALL BE DISCHARGED OVER AN UNDISTURBED, PREFERABLY VEGETATED AREA, AND THROUGH A SEDIMENT CONTROL BMP I.E. (FILTER BAG).
- THE ESC PLAN MUST BE KEPT ON SITE. ALL MEASURES SHOWN ON THE PLAN MUST BE INSTALLED PROPERLY TO ENSURE THAT SEDIMENT OR SEDIMENT LADEN WATER DO NOT ENTER A SURFACE WATER SYSTEM, ROADWAY, OR OTHER PROPERTIES.
- THE ESC MEASURES SHOWN ON THIS PLAN ARE MINIMUM REQUIREMENTS FOR ANTICIPATED SITE CONDITIONS. DURING THE CONSTRUCTION PERIOD, THESE MEASURES SHALL BE UPGRADED AS NEEDED TO COMPLY WITH ALL APPLICABLE LOCAL, STATE, AND FEDERAL EROSION CONTROL REGULATIONS. CHANGES TO THE APPROVED ESC PLAN MUST BE SUBMITTED IN THE FORM OF AN ACTION PLAN TO DEQ PER THE 1200 C PERMIT.
- IN AREAS SUBJECT TO WIND EROSION, APPROPRIATE BMP'S MUST BE USED WHICH MAY INCLUDE THE APPLICATION OF FINE WATER SPRAYING, PLASTIC SHEETING, MULCHING, OR OTHER APPROVED MEASURES.
- ALL EXPOSED SOILS MUST BE COVERED DURING THE WET WEATHER PERIOD.

INSPECTION FREQUENCY

SITE CONDITION	MINIMUM FREQUENCY
1. ACTIVE PERIOD	DAILY WHEN STORMWATER RUNOFF, INCLUDING RUNOFF FROM SNOWMELT, IS OCCURRING. AT LEAST ONCE EVERY FOURTEEN (14) CALENDAR DAYS, REGARDLESS OF WHETHER STORMWATER RUNOFF IS OCCURRING.
2. PRIOR TO THE SITE BECOMING INACTIVE OR IN ANTICIPATION OF SITE INACCESSIBILITY	ONCE TO ENSURE THAT EROSION AND SEDIMENT CONTROL MEASURES ARE IN WORKING ORDER. ANY NECESSARY MAINTENANCE AND REPAIR MUST BE MADE PRIOR TO LEAVING THE SITE.
3. INACTIVE PERIODS GREATER THAN FOURTEEN (14) CONSECUTIVE CALENDAR DAYS.	ONCE EVERY MONTH.
4. PERIODS DURING WHICH THE SITE IS INACCESSIBLE DUE TO INCLEMENT WEATHER.	IF PRACTICAL, INSPECTIONS MUST OCCUR DAILY AT A RELEVANT AND ACCESSIBLE DISCHARGE POINT OR DOWNSTREAM LOCATION.
5. PERIODS DURING WHICH DISCHARGE IS UNLIKELY DUE TO FROZEN CONDITIONS	MONTHLY. RESUME MONITORING IMMEDIATELY UPON MELT, OR WHEN WEATHER CONDITIONS MAKE DISCHARGES LIKELY.

- HOLD A PRE-CON MEETING OF PROJECT CONSTRUCTION PERSONNEL THAT INCLUDES THE EC INSPECTOR.
- ALL INSPECTIONS MUST BE MADE IN ACCORDANCE WITH DEQ 1200C PERMIT REQUIREMENTS.
- INSPECTION LOGS MUST BE KEPT IN ACCORDANCE WITH DEQ'S 1200C PERMIT REQUIREMENTS.
- REVISIONS TO THE APPROVED ESC PLAN MUST BE SUBMITTED TO DEQ OR AGENT IN ACCORDANCE WITH CURRENT 1200-C PERMIT.

GENERAL CONTRACTOR
MARK W. COMFORT CONSTRUCTION
PO BOX 284
ST. HELENS, OREGON 97051
PHONE: 503-543-2896

ENGINEERING FIRM
LOWER COLUMBIA ENGINEERING
58640 MCNUITY WAY
ST. HELENS, OREGON 97051
PHONE: 503-366-0399

NARRATIVE DESCRIPTION

EXISTING SITE CONDITIONS

- VEGETATED GRASSY AREAS
- SINGLE LANE GRAVEL ROAD
- EXISTING STOCKPILES

DEVELOPED CONDITIONS

CONSTRUCTION OF NEW RV PARK

RECEIVING WATER BODIES

MCNUITY CREEK

PROJECT LOCATION

LOCATED ON THE NORTHWEST SIDE OF KAVANAUGH RD. JUST WEST OF HWY. 30 IN SAINT HELENS, OREGON. LATITUDE 45D 50' 42" N, LONGITUDE 122D 50' 9" W

PROPERTY DESCRIPTION

TAX LOT 1800, SECTION 8 BD, TOWNSHIP 4N, RANGE 1W, WILLAMETTE MERIDIAN, COLUMBIA COUNTY, OREGON
TAX LOT 2900, SECTION 8 CA, TOWNSHIP 4N, RANGE 1W, WILLAMETTE MERIDIAN, COLUMBIA COUNTY, OREGON

NATURE OF CONSTRUCTION ACTIVITY AND ESTIMATED TIME TABLE

- NEW RV PARK
- 11/2019-03/2020 CLEARING, DEMOLITION, AND ESC BMP INSTALLATION.
- 03/2020-04/2020-SITE GRADING AND CONSTRUCTION
- 09/2020-12/2020-FINAL STABILIZATION AND PLANTING

TOTAL SITE AREA = 3.58 ACRES

TOTAL DISTURBED AREA = 2.56 ACRES

SITE SOIL CLASSIFICATION

1A - ALOHA
40B - QUATAMA
69 - WOLLENT

PERMITTEE'S SITE INSPECTOR

ANDREW NIEMI, P.E., LOWER COLUMBIA ENGINEERING
58640 MCNUITY WAY, ST. HELENS, OREGON 97051
PHONE: 503-366-0399

DESCRIPTION OF EXPERIENCE: REGISTERED ENGINEER WITH OVER 200 HOURS OF ON THE JOB EXPERIENCE ASSOCIATED WITH INSTALLATION, MAINTENANCE AND MONITORING OF EROSION AND SEDIMENT CONTROL WORK, AND THE IMPLEMENTATION OF BEST MANAGEMENT PRACTICES.

TYLER JOKI, LOWER COLUMBIA ENGINEERING
58640 MCNUITY WAY, ST. HELENS, OREGON 97051
PHONE: 503-366-0399

DESCRIPTION OF EXPERIENCE: CERTIFIED EROSION AND SEDIMENT CONTROL LEAD / CESCL NUMBER: 80170 (NWETC) CERTIFICATION EXPIRES: 3/29/2020. 4 YEARS POLLUTION INVESTIGATOR (P.I./MST2/USCG). 11 YEARS CONSTRUCTION OVERSIGHT.

MILES MITCHELL, E.I.T., LOWER COLUMBIA ENGINEERING
58640 MCNUITY WAY, ST. HELENS, OREGON 97051
PHONE: 503-366-0399

DESCRIPTION OF EXPERIENCE: CERTIFIED EROSION AND SEDIMENT CONTROL LEAD / CESCL NUMBER: 81203 (NWETC) CERTIFICATION EXPIRES: 10/11/2021. 2 YEARS OF CONSTRUCTION OVERSIGHT.

ATTENTION EXCAVATORS:

OREGON LAW REQUIRES YOU TO FOLLOW RULES ADOPTED BY THE OREGON UTILITY NOTIFICATION CENTER. THOSE RULES ARE SET FORTH IN OAR 952-001-0010-THROUGH OAR 952-001-0090. YOU MAY OBTAIN COPIES OF THESE RULES FROM THE CENTER BY CALLING 503-232-1987. IF YOU HAVE ANY QUESTIONS ABOUT THE RULES, YOU MAY CONTACT THE CENTER. YOU MUST NOTIFY THE CENTER AT LEAST TWO BUSINESS DAYS, BEFORE COMMENCING AN EXCAVATION. CALL 503-246-6699.

STANDARD EROSION AND SEDIMENT CONTROL PLAN NOTES

- HOLD A PRE-CONSTRUCTION MEETING OF PROJECT CONSTRUCTION PERSONNEL THAT INCLUDES THE INSPECTOR TO DISCUSS EROSION AND SEDIMENT CONTROL MEASURES AND CONSTRUCTION LIMITS. (SCHEDULE A.8.c.i.(3))
- ALL INSPECTIONS MUST BE MADE IN ACCORDANCE WITH DEQ 1200-C PERMIT REQUIREMENTS. (SCHEDULE A.12.b AND SCHEDULE B.1)
- INSPECTION LOGS MUST BE KEPT IN ACCORDANCE WITH DEQ'S 1200-C PERMIT REQUIREMENTS. (SCHEDULE B.1.c AND B.2)
- RETAIN A COPY OF THE ESCP AND ALL REVISIONS ON SITE AND MAKE IT AVAILABLE ON REQUEST TO DEQ, AGENT, OR THE LOCAL MUNICIPALITY. DURING INACTIVE PERIODS OF GREATER THAN SEVEN (7) CONSECUTIVE CALENDAR DAYS, THE ABOVE RECORDS MUST BE RETAINED BY THE PERMIT REGISTRANT BUT DO NOT NEED TO BE AT THE CONSTRUCTION SITE. (SCHEDULE B.2.c)
- ALL PERMIT REGISTRANTS MUST IMPLEMENT THE ESCP. FAILURE TO IMPLEMENT ANY OF THE CONTROL MEASURES OR PRACTICES DESCRIBED IN THE ESCP IS A VIOLATION OF THE PERMIT. (SCHEDULE A.8.a)
- THE ESCP MUST BE ACCURATE AND REFLECT SITE CONDITIONS. (SCHEDULE A.12.c.i)
- SUBMISSION OF ALL ESCP REVISIONS IS NOT REQUIRED. SUBMITTAL OF THE ESCP REVISIONS IS ONLY UNDER SPECIFIC CONDITIONS. SUBMIT ALL NECESSARY REVISION TO DEQ OR AGENT WITHIN 10 DAYS. (SCHEDULE A.12.c.iv. AND v)
- PHASE CLEARING AND GRADING TO THE MAXIMUM EXTENT PRACTICAL TO PREVENT EXPOSED INACTIVE AREAS FROM BECOMING A SOURCE OF EROSION. (SCHEDULE A.7.a.ii)
- IDENTIFY, MARK, AND PROTECT (BY CONSTRUCTION FENCING OR OTHER MEANS) CRITICAL RIPARIAN AREAS AND VEGETATION INCLUDING IMPORTANT TREES AND ASSOCIATED ROOTING ZONES, AND VEGETATION AREAS TO BE PRESERVED. IDENTIFY VEGETATIVE BUFFER ZONES BETWEEN THE SITE AND SENSITIVE AREAS (E.G., WETLANDS), AND OTHER AREAS TO BE PRESERVED, ESPECIALLY IN PERIMETER AREAS. (SCHEDULE A.8.c.i.(1) AND (2))
- PRESERVE EXISTING VEGETATION WHEN PRACTICAL AND RE-VEGETATE OPEN AREAS. RE-VEGETATE OPEN AREAS WHEN PRACTICABLE BEFORE AND AFTER GRADING OR CONSTRUCTION. IDENTIFY THE TYPE OF VEGETATIVE SEED MIX USED. (SCHEDULE A.7.a.v)
- MAINTAIN AND DELINEATE ANY EXISTING NATURAL BUFFER WITHIN THE 50-FEET OF WATERS OF THE STATE. (SCHEDULE A.7.B.I AND (2)(a)(b))
- INSTALL PERIMETER SEDIMENT CONTROL, INCLUDING STORM DRAIN INLET PROTECTION AS WELL AS ALL SEDIMENT BASINS, TRAPS, AND BARRIERS PRIOR TO LAND DISTURBANCE. (SCHEDULE A.8.c.i.(5))
- CONTROL BOTH PEAK FLOW RATES AND TOTAL STORMWATER VOLUME, TO MINIMIZE EROSION AT OUTLETS AND DOWNSTREAM CHANNELS AND STREAMBANKS. (SCHEDULE A.7.c)
- CONTROL SEDIMENT AS NEEDED ALONG THE SITE PERIMETER AND AT ALL OPERATIONAL INTERNAL STORM DRAIN INLETS AT ALL TIMES DURING CONSTRUCTION, BOTH INTERNALLY AND AT THE SITE BOUNDARY. (SCHEDULE A.7.d.i)
- ESTABLISH CONCRETE TRUCK AND OTHER CONCRETE EQUIPMENT WASHOUT AREAS BEFORE BEGINNING CONCRETE WORK. (SCHEDULE A.8.c.i.(6))
- APPLY TEMPORARY AND/OR PERMANENT SOIL STABILIZATION MEASURES IMMEDIATELY ON ALL DISTURBED AREAS AS GRADING PROGRESSES. TEMPORARY OR PERMANENT STABILIZATIONS MEASURES ARE NOT REQUIRED FOR AREAS THAT ARE INTENDED TO BE LEFT UNVEGETATED, SUCH AS DIRT ACCESS ROADS OR UTILITY POLE PADS.(SCHEDULE A.8.c.ii.(3))
- ESTABLISH MATERIAL AND WASTE STORAGE AREAS, AND OTHER NON-STORMWATER CONTROLS. (SCHEDULE A.8.c.i.(7))
- PREVENT TRACKING OF SEDIMENT ONTO PUBLIC OR PRIVATE ROADS USING BMPs SUCH AS: CONSTRUCTION ENTRANCE, GRAVELED (OR PAVED) EXITS AND PARKING AREAS, GRAVEL ALL UNPAVED ROADS LOCATED ONSITE, OR USE AN EXIT TIRE WASH. THESE BMPs MUST BE IN PLACE PRIOR TO LAND-DISTURBING ACTIVITIES. (SCHEDULE A.7.d.ii AND A.8.c.i.(4))
- WHEN TRUCKING SATURATED SOILS FROM THE SITE, EITHER USE WATER-TIGHT TRUCKS OR DRAIN LOADS ON SITE. (SCHEDULE A.7.D.II.(5))
- CONTROL PROHIBITED DISCHARGES FROM LEAVING THE CONSTRUCTION SITE, I.E., CONCRETE WASH-OUT, WASTEWATER FROM CLEANOUT OF STUCCO, PAINT AND CURING COMPOUNDS. (SCHEDULE A.6)
- USE BMPs TO PREVENT OR MINIMIZE STORMWATER EXPOSURE TO POLLUTANTS FROM SPILLS; VEHICLE AND EQUIPMENT FUELING, MAINTENANCE, AND STORAGE; OTHER CLEANING AND MAINTENANCE ACTIVITIES; AND WASTE HANDLING ACTIVITIES. THESE POLLUTANTS INCLUDE FUEL, HYDRAULIC FLUID, AND OTHER OILS FROM VEHICLES AND MACHINERY, AS WELL AS DEBRIS, FERTILIZER, PESTICIDES AND HERBICIDES, PAINTS, SOLVENTS, CURING COMPOUNDS AND ADHESIVES FROM CONSTRUCTION OPERATIONS. (SCHEDULE A.7.e.i.(2))
- IMPLEMENT THE FOLLOWING BMPs WHEN APPLICABLE: WRITTEN SPILL PREVENTION AND RESPONSE PROCEDURES, EMPLOYEE TRAINING ON SPILL PREVENTION AND PROPER DISPOSAL PROCEDURES, SPILL KITS IN ALL VEHICLES, REGULAR MAINTENANCE SCHEDULE FOR VEHICLES AND MACHINERY, MATERIAL DELIVERY AND STORAGE CONTROLS, TRAINING AND SOWAGE, AND COVERED STORAGE AREAS FOR WASTE AND SUPPLIES. (SCHEDULE A.7.e.iii.)
- USE WATER, SOIL-BINDING AGENT OR OTHER DUST CONTROL TECHNIQUE AS NEEDED TO AVOID WIND-BLOWN SOIL. (SCHEDULE A.7.a.vi)
- THE APPLICATION RATE OF FERTILIZERS USED TO REESTABLISH VEGETATION MUST FOLLOW MANUFACTURER'S RECOMMENDATIONS TO MINIMIZE NUTRIENT RELEASES TO SURFACE WATERS. EXERCISE CAUTION WHEN USING TIME-RELEASE FERTILIZERS WITHIN ANY WATERWAY RIPARIAN ZONE. (SCHEDULE A.9.b.ii)
- IF AN ACTIVE TREATMENT SYSTEM (FOR EXAMPLE, ELECTRO-COAGULATION, FLOCCULATION, FILTRATION, ETC.) FOR SEDIMENT OR OTHER POLLUTANT REMOVAL IS EMPLOYED, SUBMIT AN OPERATION AND MAINTENANCE PLAN (INCLUDING SYSTEM SCHEMATIC, LOCATION OF SYSTEM, LOCATION OF INLET, LOCATION OF DISCHARGE, DISCHARGE DISPERSION DEVICE DESIGN, AND A SAMPLING PLAN AND FREQUENCY) BEFORE OPERATING THE TREATMENT SYSTEM. OBTAIN PLAN APPROVAL BEFORE OPERATING THE TREATMENT SYSTEM. OPERATE AND MAINTAIN THE TREATMENT SYSTEM ACCORDING TO MANUFACTURER'S SPECIFICATIONS. (SCHEDULE A.9.d)
- TEMPORARILY STABILIZE SOILS AT THE END OF THE SHIFT BEFORE HOLIDAYS AND WEEKENDS, IF NEEDED. THE REGISTRANT IS RESPONSIBLE FOR ENSURING THAT SOILS ARE STABLE DURING RAIN EVENTS AT ALL TIMES OF THE YEAR. (SCHEDULE A.7.b)
- AS NEEDED BASED ON WEATHER CONDITIONS, AT THE END OF EACH WORKDAY SOIL STOCKPILES MUST BE STABILIZED OR COVERED, OR OTHER BMPs MUST BE IMPLEMENTED TO PREVENT DISCHARGES TO SURFACE WATERS OR CONVEYANCE SYSTEMS LEADING TO SURFACE WATERS. (SCHEDULE A.7.e.ii.(2))
- CONSTRUCTION ACTIVITIES MUST AVOID OR MINIMIZE EXCAVATION AND BARE GROUND ACTIVITIES DURING WET WEATHER. (SCHEDULE A.7.a.i)
- SEDIMENT FENCE: REMOVE TRAPPED SEDIMENT BEFORE IT REACHES ONE THIRD OF THE ABOVE GROUND FENCE HEIGHT AND BEFORE FENCE REMOVAL. (SCHEDULE A.9.c.i)
- OTHER SEDIMENT BARRIERS (SUCH AS BIOBAGS): REMOVE SEDIMENT BEFORE IT REACHES TWO INCHES DEPTH ABOVE GROUND HEIGHT AND BEFORE BMP REMOVAL. (SCHEDULE A.9.c.i)
- CATCH BASINS: CLEAN BEFORE RETENTION CAPACITY HAS BEEN REDUCED BY FIFTY PERCENT. SEDIMENT BASINS AND SEDIMENT TRAPS: REMOVE TRAPPED SEDIMENTS BEFORE DESIGN CAPACITY HAS BEEN REDUCED BY FIFTY PERCENT AND AT COMPLETION OF PROJECT. (SCHEDULE A.9.c.iii& iv)
- WITHIN 24 HOURS, SIGNIFICANT SEDIMENT THAT HAS LEFT THE CONSTRUCTION SITE, MUST BE REMEDIATED. INVESTIGATE THE CAUSE OF THE SEDIMENT RELEASE AND IMPLEMENT STEPS TO PREVENT A RECURRENCE OF THE DISCHARGE WITHIN THE SAME 24 HOURS. ANY IN-STREAM CLEAN-UP OF SEDIMENT SHALL BE PERFORMED ACCORDING TO THE OREGON DIVISION OF STATE LANDS REQUIRED TIMETRAPE. (SCHEDULE A.9.b.i)
- THE INTENTIONAL WASHING OF SEDIMENT INTO STORM SEWERS OR DRAINAGEWAYS MUST NOT OCCUR. VACUUMING OR DRY SWEEPING AND MATERIAL PICKUP MUST BE USED TO CLEANUP RELEASED SEDIMENTS. (SCHEDULE A.9.b.ii)
- THE ENTIRE SITE MUST BE TEMPORARILY STABILIZED USING VEGETATION OR A HEAVY MULCH LAYER. TEMPORARY SEEDING, OR OTHER METHOD SHOULD ALL CONSTRUCTION ACTIVITIES CEASE FOR 30 DAYS OR MORE. (SCHEDULE A.7.i.i)
- PROVIDE TEMPORARY STABILIZATION FOR THAT PORTION OF THE SITE WHERE CONSTRUCTION ACTIVITIES CEASE FOR 14 DAYS OR MORE WITH A COVERING OF BLOWN STRAW AND A TACKIFIER, LOOSE STRAW, OR AN ADEQUATE COVERING OF COMPOST MULCH UNTIL WORK RESUMES ON THAT PORTION OF THE SITE. (SCHEDULE A.7.i.ii)
- DO NOT REMOVE TEMPORARY SEDIMENT CONTROL PRACTICES UNTIL PERMANENT VEGETATION OR OTHER COVER OF EXPOSED AREAS IS ESTABLISHED. ONCE CONSTRUCTION IS COMPLETE AND THE SITE IS STABILIZED, ALL TEMPORARY EROSION CONTROLS AND RETAINED SOILS MUST BE REMOVED AND DISPOSED OF PROPERLY, UNLESS DOING SO CONFLICTS WITH LOCAL REQUIREMENTS. (SCHEDULE A.8.c.ii.(1) AND D.3.c.ii AND iii)

BMP MATRIX FOR CONSTRUCTION PHASES

REFER TO DEQ GUIDANCE MANUAL FOR A COMPREHENSIVE LIST OF AVAILABLE BMP'S

YEAR:		2019		2020												
BMP'S	MONTH #:	11	12	1	2	3	4	5	6	7	8	9	10	11	12	
BIOBAGS																
BIOSWALES																
CHECK DAMS																
COMPOST BERM																
COMPOST BLANKETS																
COMPOST SOCKS																
CONCRETE TRUCK WASHOUT																
CONSTRUCTION ENTRANCE		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
DEWATERING (TREATMENT LOCATION, SCHEMATIC AND SAMPLING PLAN REQ.)																
DRAINAGE SWALES																
EARTH DIKES (STABILIZED)																
ENERGY DISSIPATORS																
EROSION CONTROL BLANKETS & MATS (SPECIFY TYPE)		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
HYDROSEEDING																
INLET PROTECTION																
MULCHES (SPECIFY TYPE)																
MYCORRHIZAE/BIOFERTILIZERS																
NATURAL BUFFER ZONE																
ORANGE FENCING (PROTECTING SENSITIVE/PRESERVED AREAS)																
OUTLET PROTECTION		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
PERMANENT SEEDING AND PLANTING								X	X	X	X	X	X	X	X	X
PIPE SLOPE DRAINS																
PLASTIC SHEETING																
PRESERVE EXISTING VEGETATION		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
SEDIMENT FENCING		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
SEDIMENT BARRIER																
SEDIMENT TRAP																
SODDING																
SOIL TACKIFIERS																
STORM DRAIN INLET PROTECTION																
STRAW WATTLES (OR OTHER MATERIALS)		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
TEMPORARY DIVERSION DIKES																
TEMPORARY OR PERMANENT SEDIMENTATION BASINS																
TEMPORARY SEEDING AND PLANTING																
TREATMENT SYSTEM (0 & M PLAN REQUIRED)																
UNPAVED ROADS GRAVELED OR OTHER BMP ON THE ROAD																
VEGETATIVE BUFFER STRIPS																

RATIONALE STATEMENT

A COMPREHENSIVE LIST OF AVAILABLE BEST MANAGEMENT PRACTICES (BMP) OPTIONS BASED ON DEQ'S GUIDANCE MANUAL HAS BEEN REVIEWED TO COMPLETE THIS EROSION AND SEDIMENT CONTROL PLAN. SOME OF THE ABOVE LISTED BMP'S WERE NOT CHOSEN BECAUSE THEY WERE DETERMINED TO NOT EFFECTIVELY MANAGE EROSION PREVENTION AND SEDIMENT CONTROL FOR THIS PROJECT BASED ON SPECIFIC SITE CONDITIONS, INCLUDING SOIL CONDITIONS, TOPOGRAPHIC CONSTRAINTS, ACCESSIBILITY TO THE SITE, AND OTHER RELATED CONDITIONS. AS THE PROJECT PROGRESSES AND THERE IS A NEED TO REVISE THE ESC PLAN, AN ACTION PLAN WILL BE SUBMITTED.

INITIAL

DATE: 3/13/2020
REVISED PRINT
VOID ALL PREVIOUS

DATE: 3/13/2020
ISSUED
FOR APPROVAL

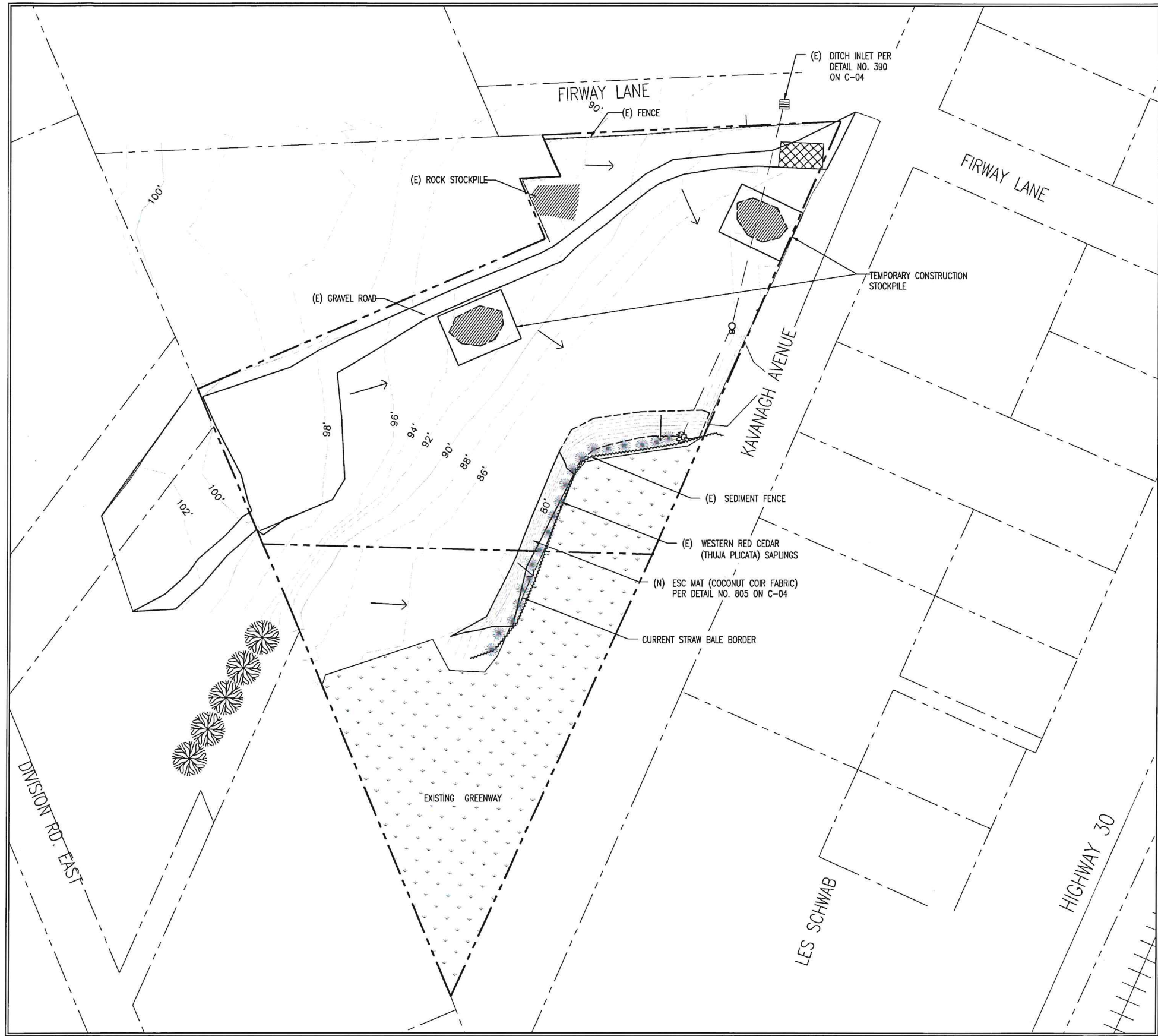
REV.	REVISION RECORD	DATE
A	GENERAL UPDATE, REMOVE INDEX ON THIS PAGE	3/13/2020



St. Helens, Oregon
503 366-0399

PROJ. NO.	2783	EROSION AND SEDIMENT CONTROL COVER SHEET	
DWG. BY	CAT	DEER MEADOW RV PARK	
APPR. BY	MARK COMFORT	SHEET	
FILE	D-2783-C-1-A	DATE	08/08/19

C-1



LEGEND

E.O.G. EDGE OF GRAVEL
E.O.P. EDGE OF PAVEMENT
(E) EXISTING
(N) NEW

PROPERTY LINE
ADJACENT PROPERTY LINE
TOP OF BANK
RIPARIAN SETBACK

10' EXISTING MAJOR CONTOUR
2' EXISTING MINOR CONTOUR
10' NEW MAJOR CONTOUR
2' NEW MINOR CONTOUR

SAN SANITARY SEWER
STM STORM SEWER
SLOPE ARROW

SEDIMENT FENCE (REQUIRED)
SEDIMENT FENCE (IF REQUIRED)
ORANGE CONSTRUCTION FENCE (AS REQUIRED)
WATTLES (AS NEEDED)
OPL OVERHEAD POWER LINE
UTILITY POLE
TELCO PEDESTAL

EXISTING GRAVEL
CONSTRUCTION ENTRANCE SEE DETAIL 4-5
ESC MAT

- PRE-CONSTRUCTION, CLEARING, & DEMOLITION NOTES**
- 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.
 - SEDIMENT BARRIERS APPROVED FOR USE INCLUDE SEDIMENT FENCE, BERMS CONSTRUCTED OUT OF MULCH OR OTHER SUITABLE MATERIAL, STRAW WATTLES, OR OTHER APPROVED MATERIALS.
 - SENSITIVE RESOURCES INCLUDING, BUT NOT LIMITED TO TREES, WETLANDS AND RIPARIAN PROTECTION AREAS SHALL BE CLEARLY DELINEATED WITH ORANGE CONSTRUCTION FENCING OR CHAIN LINK FENCING IN A MANNER THAT IS CLEARLY VISIBLE TO ANYONE IN THE AREA. NO ACTIVITIES ARE PERMITTED TO OCCUR BEYOND THE CONSTRUCTION BARRIER.
 - CONSTRUCTION ENTRANCES SHALL BE INSTALLED AT THE BEGINNING OF CONSTRUCTION AND MAINTAINED FOR THE DURATION OF THE PROJECT. ADDITIONAL MEASURES INCLUDING, BUT NOT LIMITED TO, STREET SWEEPING AND VACUUMING MAY BE REQUIRED TO INSURE THAT ALL PAVED AREAS ARE KEPT CLEAN FOR THE DURATION OF THE PROJECT.
 - RUN-ON AND RUN-OFF CONTROLS SHALL BE IN PLACE AND FUNCTIONING PRIOR TO BEGINNING SUBSTANTIAL CONSTRUCTION ACTIVITIES. RUN-OFF AND RUN-ON CONTROL MEASURES INCLUDE: SLOPE DRAINS (WITH OUTLET PROTECTION), CHECK DAMS, SURFACE ROUGHENING AND BANK STABILIZATION.

- EROSION AND SEDIMENT CONTROL BMP IMPLEMENTATION**
- 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.
 - ALL "SEDIMENT BARRIERS (TO BE INSTALLED AFTER GRADING)" SHALL BE INSTALLED IMMEDIATELY FOLLOWING ESTABLISHMENT OF FINISHED GRADE AS SHOWN ON THESE PLANS.
 - LONG TERM SLOPE STABILIZATION MEASURES "INCLUDING MATTING", SHALL BE IN PLACE OVER ALL EXPOSED SOILS BY OCTOBER 1.
 - THE STORM WATER FACILITY SHALL BE CONSTRUCTED AND LANDSCAPED PRIOR TO THE STORM WATER SYSTEM FUNCTIONING AND SITE PLANNING.
 - INLET PROTECTION SHALL BE IN-PLACE IMMEDIATELY FOLLOWING PAVING ACTIVITIES.

EXISTING SITE PLAN WITH CLEARING AND DEMOLITION
EROSION AND SEDIMENT CONTROL PLAN SPECIFICATIONS

SCALE: 1"= 40'



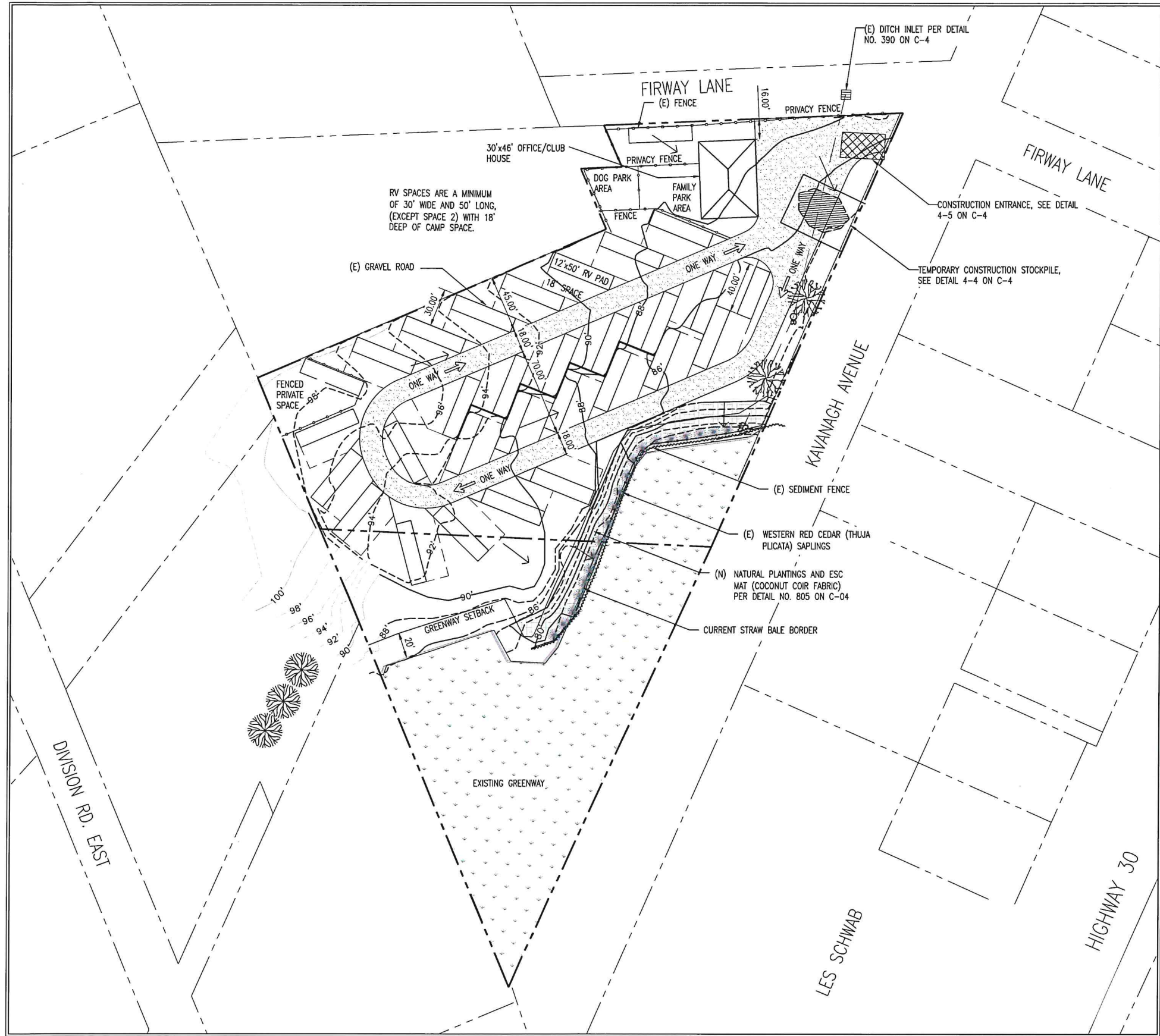
REV.	REVISION RECORD	DATE

Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO.	2783	EXISTING SITE PLAN
DWG. BY	CAT	DEER MEADOW RV PARK
APPR. BY	MARK COMFORT	SHEET
FILE	D-2783-C-2	DATE 08/08/19

C-2

DATE: 3/13/2020
ISSUED
FOR APPROVAL



LEGEND

E.O.G. EDGE OF GRAVEL
E.O.P. EDGE OF PAVEMENT
(E) EXISTING
(N) NEW

PROPERTY LINE
ADJACENT PROPERTY LINE
TOP OF BANK
RIPARIAN SETBACK

10 EXISTING MAJOR CONTOUR
2 EXISTING MINOR CONTOUR
10 NEW MAJOR CONTOUR
2 NEW MINOR CONTOUR

SAN SANITARY SEWER
STM STORM SEWER
SLOPE ARROW
BIO BAG

SEDIMENT FENCE (REQUIRED)
SEDIMENT FENCE (IF REQUIRED)
ORANGE CONSTRUCTION FENCE (AS REQUIRED)
WATTLES (AS NEEDED)
HAY WATTLES

RETAINING WALL
UTILITY POLE
TELCO PEDESTAL

NEW ASPHALT
CONSTRUCTION ENTRANCE SEE DETAIL 4-5
NATIVE PLANTING

- GRADING, STREET AND UTILITY EROSION AND SEDIMENT CONSTRUCTION NOTES**
- SEED MIX WILL CONSIST OF ANY OF THE FOLLOWING BUT IS NOT LIMITED TO ACCORDING TO APPROVAL BY THE ENGINEER OR PROJECT MANAGER:
A. SLOUGH SEDGE (CAREX OBNUPA)
B. AMERICAN SLOUGHGRASS (BECKMANNIA SYZIGACHNE)
C. TUFTED HAIRGRASS (DESCHMAPSIA CESPITOSA)
D. BLUE WILDRYE (ELYMUS GLAUCUS)
E. RED FESCUE (FESTUCA RUBRA)
F. SPIKERUSH (JUNCUS EFFUSUS)
G. ANNUAL RYEGRASS (LOLIUM MULTIFLORUM)
H. SPIKE BENTGRASS (AGROSTIS EXARATA)
 - SLOPE TO RECEIVE TEMPORARY OR PERMANENT SEEDING SHALL HAVE THE SURFACE ROUGHENED BY MEANS OF TRACK-WALKING OR THE USE OF OTHER APPROVED IMPLEMENTS. SURFACE ROUGHENING IMPROVES SEED BEDDING AND REDUCES RUN-OFF VELOCITY.
 - LONG TERM SLOPE STABILIZATION MEASURES SHALL INCLUDE THE ESTABLISHMENT OF PERMANENT VEGETATIVE COVER VIA SEEDING WITH APPROVED MIX AND APPLICATION RATE.
 - TEMPORARY SLOPE STABILIZATION MEASURES SHALL INCLUDE: COVERING EXPOSED SOIL WITH PLASTIC SHEETING, STRAW MULCHING OR OTHER APPROVED MEASURES.
 - STOCKPILED SOIL OR STRIPPINGS SHALL BE PLACED IN A STABLE LOCATION. STOCKPILES SHALL BE COVERED WITH PLASTIC SHEETING OR STRAW MULCH. SEDIMENT FENCE IS REQUIRED AROUND THE PERIMETER OF THE STOCKPILE.
 - EXPOSED CUT OR FILL AREAS SHALL BE STABILIZED THROUGH THE USE OF TEMPORARY SEEDING AND MULCHING, EROSION CONTROL BLANKETS OR MATS, MID-SLOPE SEDIMENT FENCES OR WATTLES, OR OTHER APPROPRIATE MEASURES. SLOPES EXCEEDING 25% MAY REQUIRE ADDITIONAL EROSION CONTROL MEASURES.
 - AREAS SUBJECT TO WIND EROSION SHALL USE APPROPRIATE DUST CONTROL MEASURES INCLUDING THE APPLICATION OF A FINE SPRAY OF WATER, PLASTIC SHEETING, STRAW MULCHING, OR OTHER APPROVED MEASURES.
 - CONSTRUCTION ENTRANCES SHALL BE INSTALLED AT THE BEGINNING OF CONSTRUCTION AND MAINTAINED FOR THE DURATION OF THE PROJECT. ADDITIONAL MEASURES INCLUDING, BUT NOT LIMITED TO, TIRE WASHES, STREET SWEEPING, AND VACUUMING MAY BE REQUIRED TO INSURE THAT ALL PAVED AREAS ARE KEPT CLEAN FOR THE DURATION OF THE PROJECT.
 - 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.
 - SATURATED MATERIALS THAT ARE HAULED OFF-SITE MUST BE TRANSPORTED IN WATER-TIGHT TRUCKS TO ELIMINATE SPILLAGE OF SEDIMENT AND SEDIMENT-LADEN WATER.
 - NOTE DELETED.
 - SWEEPINGS FROM EXPOSED AGGREGATE CONCRETE SHALL NOT BE TRANSFERRED TO THE STORM WATER SYSTEM. SWEEPINGS SHALL BE PICKED UP AND DISPOSED IN THE TRASH.
 - AVOID PAVING IN WET WEATHER WHEN PAVING CHEMICALS CAN RUN-OFF INTO THE STORM WATER SYSTEM.
 - USE BMP'S SUCH AS CHECK-DAMS, BERMS, AND INLET PROTECTION TO PREVENT RUN-OFF FROM REACHING DISCHARGE POINTS.
 - 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.

- EROSION AND SEDIMENT CONTROL BMP IMPLEMENTATION**
- 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.
 - ALL "SEDIMENT BARRIERS (TO BE INSTALLED AFTER GRADING)" SHALL BE INSTALLED IMMEDIATELY FOLLOWING ESTABLISHMENT OF FINISHED GRADE AS SHOWN ON THESE PLANS.
 - LONG TERM SLOPE STABILIZATION MEASURES "INCLUDING MATTING", SHALL BE IN PLACE OVER ALL EXPOSED SOILS BY OCTOBER 1.
 - THE STORM WATER FACILITY SHALL BE CONSTRUCTED AND LANDSCAPED PRIOR TO THE STORM WATER SYSTEM FUNCTIONING AND SITE PLANNING.
 - INLET PROTECTION SHALL BE IN-PLACE IMMEDIATELY FOLLOWING PAVING ACTIVITIES.

DATE: 3/13/2020
REVISED PRINT
VOID ALL PREVIOUS

DATE: 3/13/2020
ISSUED
FOR APPROVAL

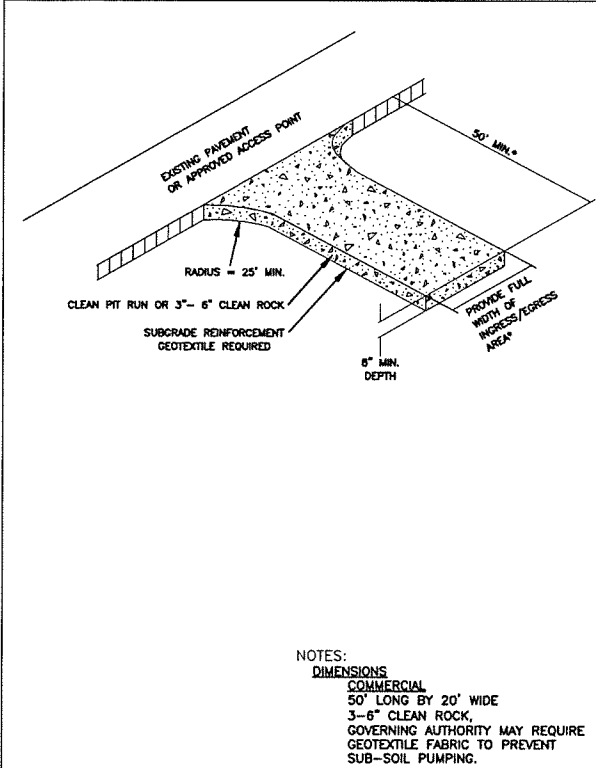
MASS GRADING AND STABILIZATION EROSION AND SEDIMENT CONTROL PLAN
SCALE: 1"= 40'



REV.	REVISION RECORD	DATE
A	GENERAL UPDATES	3/13/2020



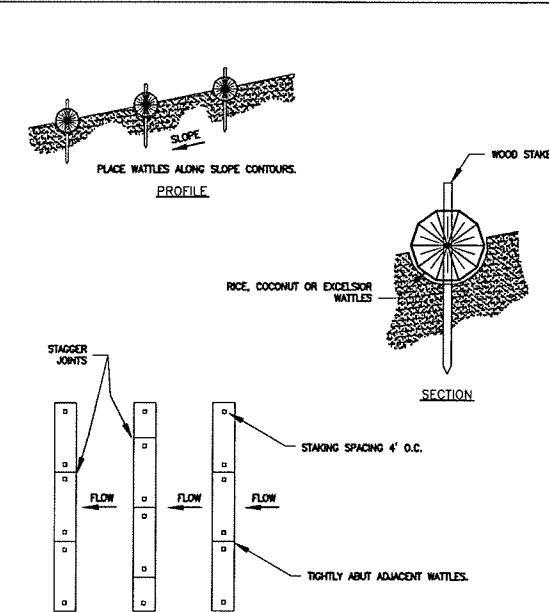
PROJ. NO.	2783	MASS GRADING AND STABILIZATION ESC PLAN
DWG. BY	CAT	DEER MEADOW RV PARK
APPR. BY	MARK COMFORT	SHEET
FILE	D-2783-C-3-A	DATE 08/08/19
		C-3



CONSTRUCTION ENTRANCE

Detail Drawing 4-5

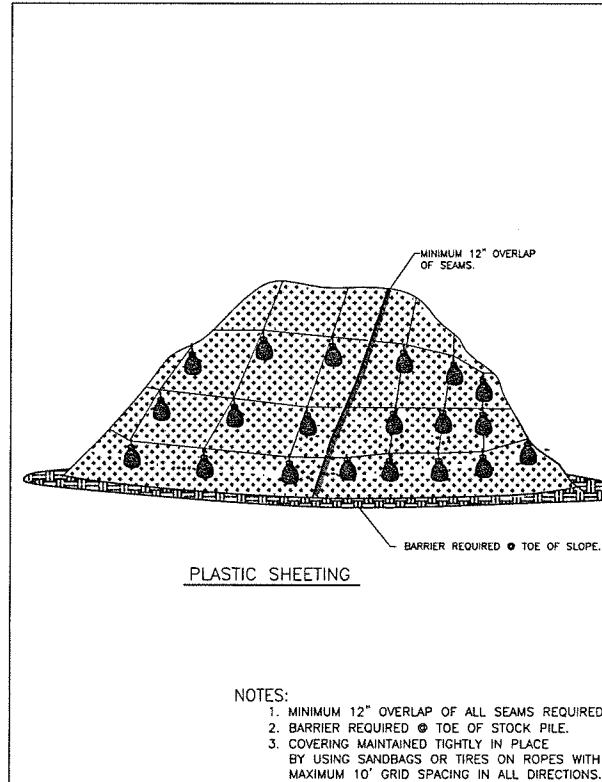
Page 4-42



WATTLES

Detail Drawing 4-27

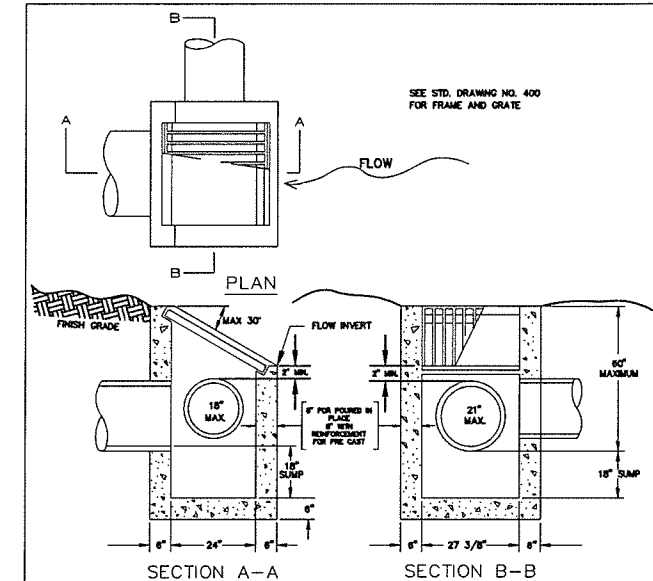
REVISED 01-09



PLASTIC SHEETING

Detail Drawing 4-4

Page 4-35

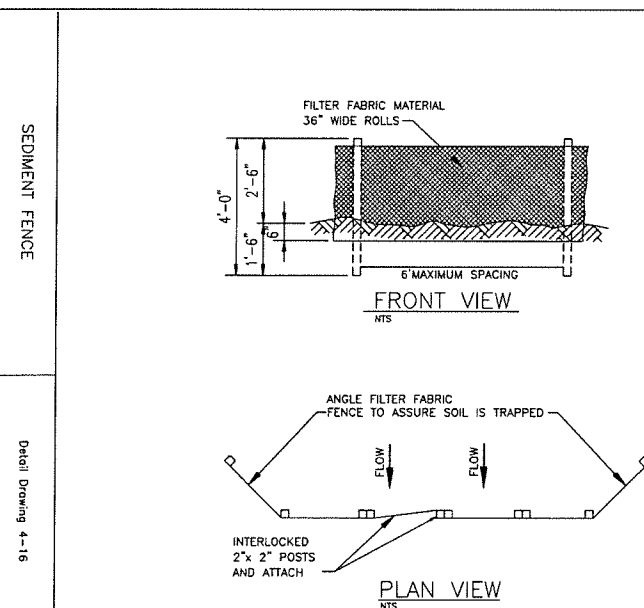


DITCH INLET

REVISED 05-07

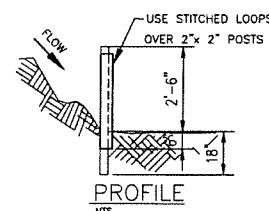
CleanWater Services
Our commitment is clear.

DRAWING NO. 390



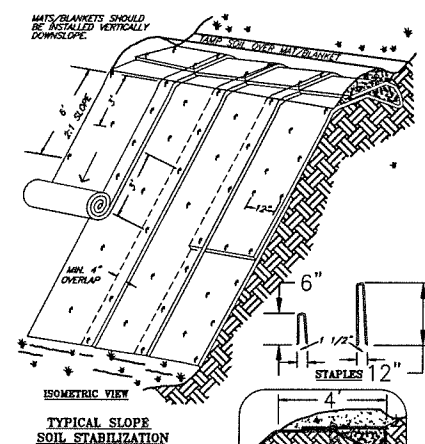
Detail Drawing 4-16

Page 4-81



NOTES:

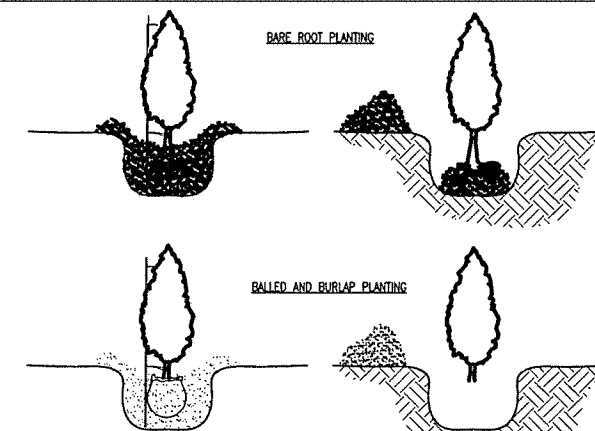
1. BURY BOTTOM OF FILTER FABRIC 6" VERTICALLY BELOW FINISHED GRADE.
2. 2"x 2" FIR, PINE OR STEEL FENCE POSTS.
3. POSTS TO BE INSTALLED ON UPHILL SIDE OF SLOPE.
4. COMPACT BOTH SIDES OF FILTER FABRIC TRENCH.
5. PANELS MUST BE PLACED ACCORDING TO SPACING TABLE 4-7.
6. SEDIMENT FENCE MAY BE OMITTED IN SOME LOCATIONS IF ACTUAL SITE CONDITIONS ALLOW.



MATTING SLOPE INSTALLATION

DRAWING NO. 805

CleanWater Services
Our commitment is clear.



TYP. PLANTING DETAILS

NTS

LOCAL STAKE PLANTING

NTS

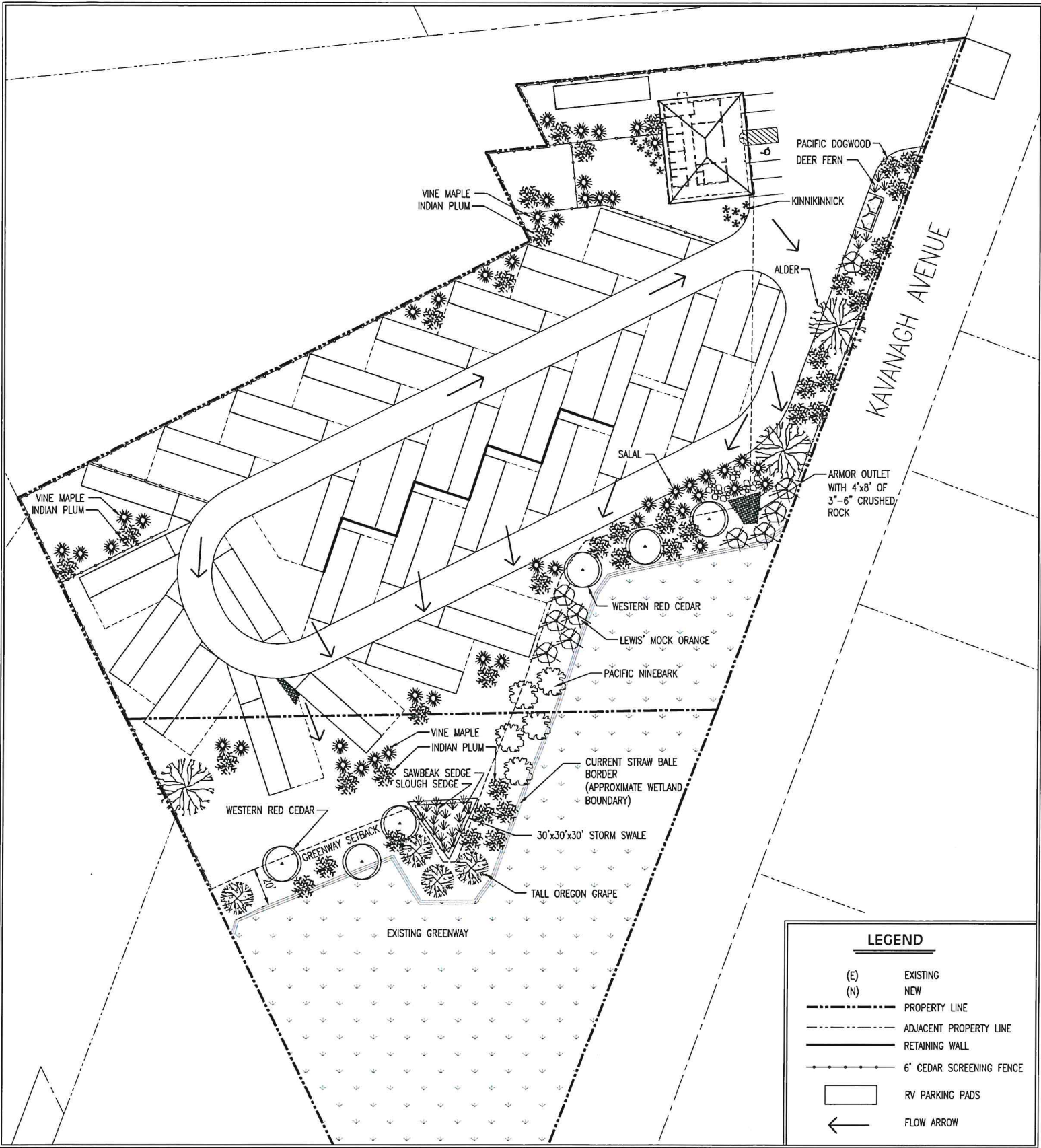
DATE: 3/13/2020
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FOR APPROVAL

REV.	REVISION RECORD	DATE

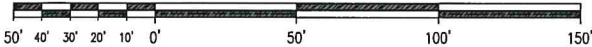
Lower Columbia Engineering
St. Helens, Oregon
(503) 366-0399

PROJ. NO.	2783	EROSION AND SEDIMENT CONTROL DETAILS
DWG. BY	JJ	DEER MEADOW RV PARK
APPR. BY	MARK COMFORT	SHEET
FILE	D-2783-C-4	DATE 08/08/19

C-4

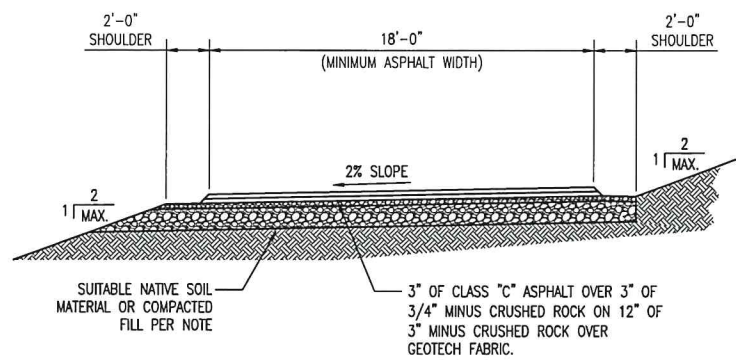


LANDSCAPE & DRAINAGE PLAN
SCALE: 1" = 30'

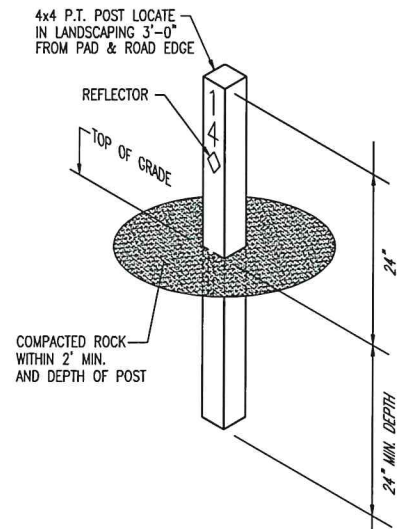


PACIFIC NW NATIVE PLANTS KEY						
COMMON NAME	BOTANICAL NAME	MATURITY WIDEX TALL	CHARACTERISTICS	CONDITIONS	D/E*	QUAN
LARGE TREES						
WESTERN RED CEDAR		15'-35'		☀ ☀ ☀	E	
ALDER		15'-35'		☀ ☀ ☀	D	
SMALL TREES						
WESTERN FLOWERING DOGWOOD PACIFIC DOGWOOD	CORNUS NATTALLII	20'-30'	WHITE SPRING FLOWERS, RED BERRY CLUSTERS, OFTEN REPEAT FALL BLOOM	☀ ☀ ☀	D	
VINE MAPLE	ACER CIRCINATUM	15'-20'	RED/WHITE SPRING FLOWERS, SHOWY FALL FOLIAGE	☀ ☀ ☀	D	
LARGE SHRUBS						
PACIFIC NINEBARK	PIYUSCARPUS CAPITATUS	5'x10'	CLUSTERS OF WHITE LATE SPRING FLOWERS, RED SEED CLUSTERS	☀ ☀ ☀	D	
LEWIS' MOCK ORANGE	PHILADELPHUS LEWISII	5'x10'	VERY FRAGRANT WHITE SUMMER FLOWERS,	☀ ☀ ☀	D	
TALL OREGON GRAPE	MOHONIA AQUIFOLIUM	4'x7'	YELLOW SPRING FLOWERS, SPREADS BY RHIZOMES	☀ ☀ ☀	E	
INDIAN PLUM	OEMLERIA CERASIFORMIS	6'x12'	WHITE EARLY SPRING FLOWERS, PLUM-LIKE FRUIT	☀ ☀ ☀	D	
SMALL TO MEDIUM SHRUBS						
SALAL	GAULTHERIA SHALLON	3'x4'	PINK SUMMER FLOWERS, EDIBLE BERRIES, SPREADS BY RHIZOMES	☀ ☀ ☀	E	
DULL OREGON-GRAPE	MAHONIA NERVOSA	2'x2'	YELLOW EARLY SPRING FLOWERS, FALL FRUIT	☀ ☀ ☀	E	
DEER FERN	BLECHNUM SPICANT	3'x3'	DENSE SPREADING FRONDS WITH REDDISH NEW GROWTH	☀ ☀ ☀	E	
GROUND COVERS & NATIVE SEDGES						
SAWBEAK SEDGE	CAREX STIPATA	10"-40"	DENSELY TUFTED PERENNIAL, DENSE TAN FLOWERS, PREFERENCES WET/MOIST	☀ ☀ ☀	E	
SLOUGH SEDGE	CAREX OBNUPA	22"-60"	DENSE TAN FLOWERS ON BRIGHT GREEN STALKS, PREFERENCES WET/MOIST	☀ ☀ ☀	E	
KINNIKINNICK	ARCTOSTAPHYLOS UVA-URSI	6'x8"	PINK SPRING FLOWERS, RED BERRIES, DENSE GROUND COVER	☀	E	
NATIVE GRASS TURF						
SUNMARK SEEDS INTERNATIONAL, INC. PO Box 1210 Fairview OR 97024 503-241-7333 888-214-7333						
Sunmark Prairie Mix						
Acres: 1 Quantity: 43.67 lbs.						
Botanical Name	Common Name	% by Weight	Seeds per lb. of mix	Seeds per lb.	Actual % by Seed Size	% Requested
Festuca rubra rubra	Native Red Fescue	45.00%	225,000	500,000	35.67%	35%
Bouteloua gracilis	Blue Grama	25.00%	204,250	825,000	31.62%	35%
Bouteloua distachyoides	Buffalograss	20.00%	11,000	50,000	1.83%	3%
Koeleria macrantha	Prairie Junegrass	7.00%	16,000	2,315,000	26.41%	25%
Trifolium fragiferum	Strawberry Clover	3.00%	9,000	300,000	1.47%	1%
TOTALS:		100.00%	613,500		100%	100%
Seeding Rate: 1.89 PLS lbs. per 1000 sq. ft. 43.67 PLS lbs. per acre						
D/E*: D=DECIDUOUS, E=EVERGREEN						

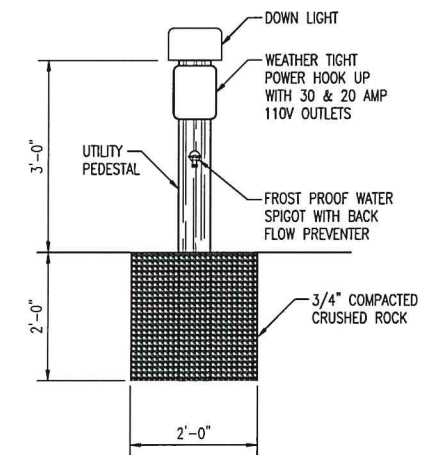
REV.	REVISION RECORD	DATE	Lower Columbia Engineering		PROJ. NO.	2783	DRAINAGE & LANDSCAPE PLAN	
			St. Helens, Oregon (503) 366-0399		DWG. BY	CAT	DEER MEADOW RV PARK	
					APPR. BY	MARK COMFORT	SHEET	
					FILE	D-2783-C-5	DATE	08/07/18
								C-5



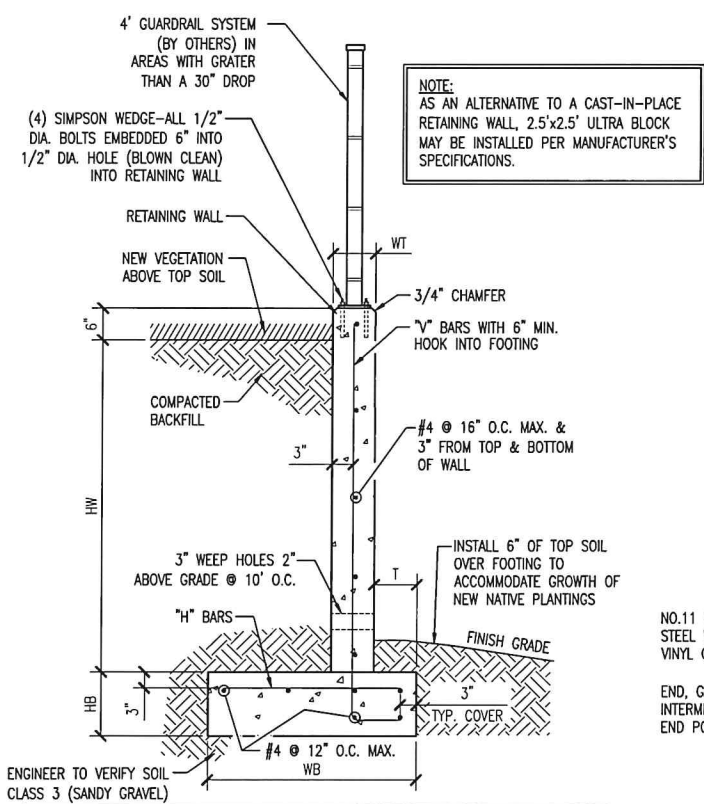
A PROPOSED DRIVEWAY CROSS SECTION
C-6 SCALE: 1/4"=1'-0"



TYPICAL NUMBERED PEDESTAL DETAIL
SCALE: 1"=1'-0"



TYPICAL UTILITIES PEDESTAL
SCALE: 3/4"=1'-0"

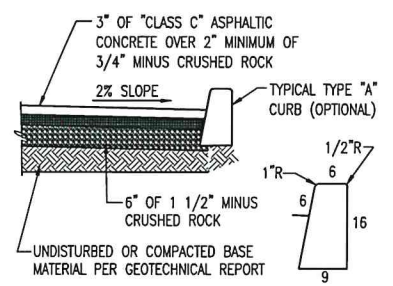


DIMENSION TABLES - VEHICLE LOADING

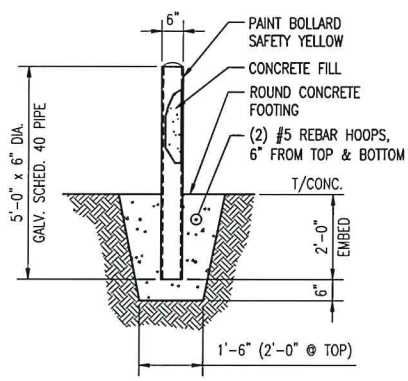
HW	WT	T	WB	HB	BAR "H"	BAR "V"
UP TO 4'-0"	8"	5"	3'-0"	1'-0"	#4 @ 16" O.C.	#4 @ 16" O.C.
4'-1" TO 6'-0"	8"	9"	4'-3"	1'-0"	#4 @ 12" O.C.	#4 @ 12" O.C.
6'-1" TO 8'-0"	10"	13"	5'-3"	1'-2"	#5 @ 16" O.C.	#5 @ 16" O.C.
8'-1" TO 10'-0"	12"	19"	6'-4"	1'-2"	#5 @ 12" O.C.	#5 @ 12" O.C.

NOTES:
1. ENGINEER SHALL SPECIFICALLY ADDRESS ANY RETAINING WALLS OVER 10'-0" TALL.
2. ASSUMES VEHICLE LOADING ADJACENT TO WALLS.

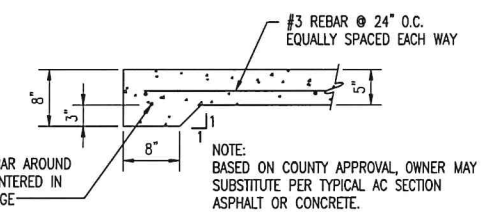
B CAST IN PLACE RETAINING WALL DETAIL
C-6 SCALE: 3/4"=1'-0"



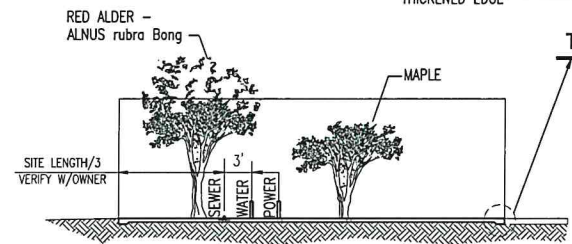
TYPICAL PARKING SECTION
SCALE: 1/2"=1'-0"



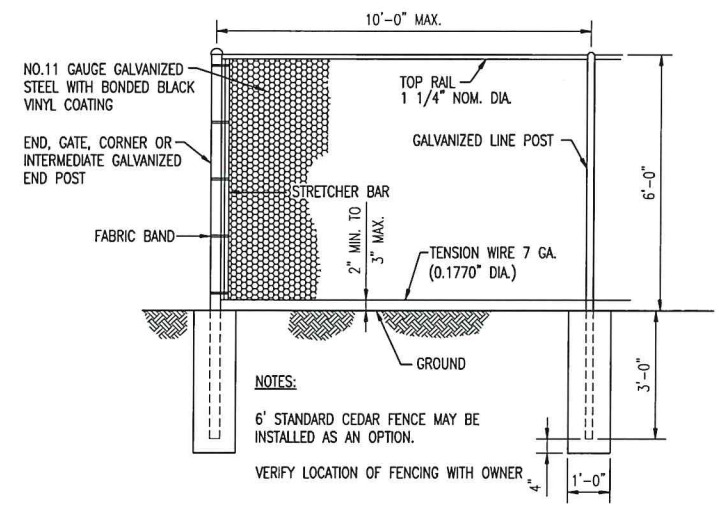
BOLLARD ASSEMBLY DETAIL
SCALE: 1/2" = 1'-0"



TYPICAL PAD EDGE DETAIL
SCALE: 1"=1'-0"



TYPICAL SITE PROFILE
SCALE: NTS



CHAIN LINK FENCE DETAIL
SCALE: 1/2"=1'-0"

REV.	REVISION RECORD	DATE



PROJ. NO.	2783	SITE DETAILS
DWG. BY	CAT	DEER MEADOW RV PARK
APPR. BY	MARK COMFORT	SHEET
FILE	D-2783-C-6	DATE 08/07/18

DATE: 3/13/2020
ISSUED
FOR APPROVAL

C-6

St. Helens Police Department

Vision Boards | 05.12.2020

Updated 06.04.2020

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From: [Jennifer Dimsho](#)
To: [Jacob Graichen](#)
Subject: June Planning Department Report
Date: Monday, June 29, 2020 4:00:23 PM

Here are my additions to the June Planning Department Report

GRANTS

1. **DLCD 2019-2021 Technical Assistance Program** – Grant contract with DLCD authorized to prepare a *Boise White Paper Industrial Site Master Plan* which will include a parcelization framework and an infrastructure finance planning for the former mill site. Received revised Parcelization Plan (version 2). Scheduled to send City comments by 7/7. Submitted DLCD Quarterly Report June 30, 2020.
2. **OPRD - Local Government Grant – Campbell Park Improvements** (\$187k) includes replacement of four existing tennis courts and two basketball courts with two tennis flex courts and one flex sport court, adds a picnic viewing area, improves natural stormwater facilities, expands parking, and improves ADA access. Grant deadline is October 2021. Worked on drafting public improvement RFP for contractor to concrete foundation and flex court install.
3. **Oregon Community Foundation – Nike Impact Fund – 5th Street Trail Project** – This project has been completed thanks to Public Works and the Columbia River Youth Corps! We surveyed one property corner close to the trail and PW will construct some type of permanent barrier. PW to install signage.
4. **Travel Oregon - Medium Grants Program (100k)** – Submitted final project report and reimbursement request.
5. **EPA – CWA Grant Program** – Project to be closed out by September 2020. 50 Plaza Square . Follow up South 80 sampling week of 2/24. Draft report sent to EPA/DEQ. 50 Plaza Square report forthcoming. Working on scheduling final Brownfield Advisory Committee Meeting. Final project to be completed by September 2020.
6. **CDBG- Columbia Pacific Food Bank Project** – Construction documents complete. Building Permit application submitted week of 3/24. Bid documents reviewed by State and legal counsel. Planned bid period is for June/July (revised because of pandemic). Building Permit comments are being addressed by Lower Columbia. Private sewer/storm and construction easements needed from abutting property owners.
7. **Certified Local Government – Historic Preservation Grant Program** – Submitted final project report and reimbursement request to close out the project.
8. **Safe Routes to School - Columbia Blvd. Sidewalk Project** – Kicked off engineering with David Evans. Survey/topo complete. Construction timeline provided by David Evans.

MISC

9. The Millard Road signalization ODOT project is moving forward with a project schedule. Jacob, Sue, and I have been working on getting an approved location from ODOT/ODOT

- rail for installation. Ramsay is working on an updated sign quote with internal illumination.
10. Tiberius Solutions to completed URA revenue projections. They are drafting a memo summarizing the conclusions and recommended steps for kickstarting revenues to the agency.
 11. Working with John Walsh on a scope of work for a low-interest loan proposal through the Infrastructure Finance Authority to fund waterfront-related infrastructure projects in conjunction with potential and pending grants.

Thank you,

Jenny Dimsho, AICP
Associate Planner
City of St. Helens
(503) 366-8207
jdimsho@ci.st-helens.or.us