



City of St. Helens
COUNCIL WORK SESSION AGENDA
Wednesday, June 7, 2017, 1:00 p.m.
City Council Chambers, 265 Strand Street, St. Helens

City Council Members

Mayor Rick Scholl
Council President Doug Morten
Councilor Keith Locke
Councilor Susan Conn
Councilor Ginny Carlson

Welcome!

All persons planning to address the Council, please sign-in at the back of the room. When invited to provide comment regarding items not on tonight's agenda, please raise your hand to be recognized, walk to the podium in the front of the room to the right, and state your name only. You are not required to give your address when speaking to the City Council. If you wish to address a specific item on the agenda, you should make your request known to the Mayor as soon as possible before the item comes up. The Council has the authority to grant or deny your request. Agenda times and order of items are estimated and are subject to change without notice.

- | | | |
|-----|--------------------------------------------------------------------------|-----------|
| 1. | Visitor Comments | 1:00 p.m. |
| 2. | Annual Report from Planning Commission | 1:05 p.m. |
| 3. | Annual Report from C.A.T. for CDBG Revolving Loan Fund Program | 1:20 p.m. |
| 4. | Annual Report from Columbia County Economic Team – <i>Chuck Daughtry</i> | 1:35 p.m. |
| 5. | Review Proposed Purchase Card Program Policy - <i>Matt</i> | 1:50 p.m. |
| 6. | Review Proposed Columbia View Park Expansion Plan - <i>Jenny</i> | 2:00 p.m. |
| 7. | Proposal for Citizens Day in the Park - <i>Rick</i> | 2:20 p.m. |
| 8. | Department Reports | 2:30 p.m. |
| 9. | Council Reports | 2:50 p.m. |
| 10. | Executive Session: ORS 192.660(2)(e) Real Property Transactions | 3:10 p.m. |
| 11. | Other Business | |
| 12. | Adjourn | |

FOR YOUR INFORMATION

Upcoming Dates to Remember:

- June 5, Youth Council, 7:00 p.m., Council Chambers
- June 7, Council Work Session, 1:00 p.m., Council Chambers
- June 7, Council Public Hearing, 6:30 p.m., Council Chambers
- June 7, Council Regular Session, 7:00 p.m., Council Chambers
- June 12, Parks Commission, 4:00 p.m., Council Chambers
- June 13, Planning Commission, 7:00 p.m., Council Chambers

Future Public Hearing(s)/Forum(s):

- PH: June 7, 6:30 p.m., FY2017-18 State Revenue Sharing & Budget
- PH: June 21, 6:00 p.m., Appeal of Subdivision
- PH: July 19, 6:00 p.m., Urban Renewal Plan

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

Be a part of the vision...get involved with your City...volunteer for a City of St. Helens Board or Commission!
For more information or for an application, stop by City Hall or call 503-366-8217.



CITY OF ST. HELENS PLANNING DEPARTMENT

MEMORANDUM

TO: City Council
FROM: Jacob A. Graichen, AICP, City Planner
Jennifer Dimsho, Assistant Planner
RE: Planning Commission Annual Report
DATE: April 24, 2017

This report covers Planning Commission activities from June 2016 through May 2017. The Planning Commission discussed this report at their May 9, 2017 meeting.

Number of meetings: 11

Number of public hearings (a continued hearing is counted separately): 19

Acceptance Agenda Items: 7

For administrative land use actions that are more significant (e.g., Site Design Review) the Commission motions to formally accept the decisions or otherwise. This is a check and balance of sorts.

Planning Director Decisions: 57

For lesser administrative land use actions (e.g., Home Occupations, Sign Permits, Temporary Use Permits), the items from the last month are included on the agenda to facilitate discussion and query usually for clarification purposes or to address concerns.

Discussion Items/Workshops: 13

Items included (in no particular order): Rules of Commission Operation Text Amendment Discussion, 15/16 CLG Grant Project Summary Report, Term Expirations, Ordinance 3209 Review, Framework Plan Discussion, Code Amendments for Framework Plan & Historic Preservation (x2), Commissioner Re-appointments, End of Year Summary Report (calendar year), Chair/Vice Chair Selection, Temporary Use Medical Hardship Amendments, 16/17 CLG Program Update, and the Annual Report to Council.

Architectural review: 1

Certain proposals within the Riverfront District require architectural review.

Projects in process: The City's fourth Historic Preservation Rehabilitation Grant (funded by CLG funds) is in process. It will be used to help recover costs for the City Hall façade renovations to prevent water damage this coming winter. The Commission is set to review the Urban Renewal Plan for compliance with the Comprehensive Plan in June 2017.

Future projects/plans: The Commission is largely reactionary in that it reviews things as they come. Continuing to amend the code (particularly for affordable housing) is likely.

What can the Council do to support the Commission?

- Nothing at this time.

CITY OF ST. HELENS	
PURCHASE CARD PROGRAM	POLICY NUMBER:
EFFECTIVE DATE:	APPROVAL:

I. POLICY

The City of St. Helens offers two different ways to acquire supplies, equipment, materials and services: Accounts Payable (physical checks) and Purchase Cards (credit cards). The questions below will help you determine if you can use a Purchase Card (City credit card) instead of Accounts Payable (AP).

II. PURPOSE

The purpose of the Purchase Card Program is to set forth procedures on the use of City credit cards and establish expectations for employees using such cards to follow.

III. PROCEDURES

Which one do I use?

1. Can you purchase the item with a credit card?

Yes – You might be able to use a Purchase Card from your department.

No – Use the Accounts Payable and Check Request process.

2. Does the vendor accept credit cards WITHOUT charging any additional fees?

Yes – If there are no additional fees, please use a credit card.

No – If there ARE additional fees, please use the Check Request process.

3. Verify with your supervisor that it is OK to use a card with your purchase.

> When the purchase is made, please make sure reconciler has a copy of the printed receipt to keep for reconciling at the end of the month.

> Purchases over \$5,000 should not be made with a credit card and should go through the Oregon State and City of St. Helens procurement process.

Selected managers in the City have a Purchase Card for their department/division. Certain departments/divisions have multiple cards specifically for positions. If your department would like to have an additional Purchase Card, an emailed request will need to be sent from the Department Head to the Finance Director.

The card looks and acts just like a normal credit card. When issued, you will be required to create a 4-digit pin for some authorization uses. Cards do not have access for withdrawals or cash back, but you may be required to enter your 4-digit pin when a purchase is made at certain locations.

The Purchase Card will not eliminate the AP Process. Many expenses you would normally pay through AP, you now have the ability to make on your own. Your Purchase Card can be used for reoccurring purchases/charges to your department if you choose. Use the questions above to ensure you can use a Purchase Card.

MONTHLY RECONCILIATION

Each department/division with a Purchase Card is responsible for reconciling and classifying each expense to its appropriate General Ledger (GL) code during the monthly reconciliation process. Each person involved in the reconciliation process will be given a username/password to log into Wells Fargo.

To log in, go to www.wellsfargo.com. Click on the “Commercial” section. Click on Log In and you will be taken to the CEO Portal where your username and password is used to login. Contact the Finance Division if you have trouble logging in or have any issues with the Wells Fargo online system.

At the beginning of each month, EVERY card is required to be reconciled. A designated reconciler for each card will receive an email three (3) business days into the month from Wells Fargo as a reminder. You will receive another reminder seven (7) business days into the month if you have not reconciled your purchase card.

If you have NOT reconciled your card by the 10th day of the new month, your card will be temporarily de-activated until the reconciliation process is complete and the Finance Division has re-activated your card for use again.

Card Users and Reconcilers

To reconcile your purchases each month:

1. Enter the GL codes for each purchase listed. This area is “free-form” so you can type the GL number. If you do not know your GL numbers, please use the current budget to identify specific GL numbers.
2. Scan into PDF all of your receipts/invoices/etc. that pertain to the specific statement/month you are reconciling. Please try to create ONE PDF file for every month. Email this PDF document to the Accounting Assistant when you have submitted your reconciliation online. This information is used for the final approval of your reconciliation. *Do NOT use the upload feature on the Wells Fargo website.*
3. Once reconciled, the Accounting Assistant and/or Finance Director will review your purchases and PDF file to confirm that everything is correct and will mark it for final approval.

RECORDS RETENTION

The City Recorder’s Office, Finance Division, and Department Heads maintain the following records, in accordance with OAR 166-200 City Retention Schedule, which are available upon written request:

Contact City Recorder’s Office for:

- Contract records, including maintenance and service agreements

Contact Finance Division for:

- Vendor files
- Purchasing records, which include information on each transaction processed

Contact Department Heads for:

- Formal bids
- Specifications of materials and construction
- Price records

EMERGENCY PROCEDURES

Emergency procedures are defined as those purchases requiring immediate action as the result of unforeseen circumstances. Such purchases should be held to an absolute minimum, as they are not conducive to proper purchasing methods.

All requests for emergency purchases must be accompanied by complete justification from the requesting department. If the City Administrator is satisfied with the justification, immediate action will be taken to complete the purchase.

Emergency purchases are handled differently depending on the cost of the purchase. The City Administrator and Finance Director have the authority to execute emergency purchases of less than \$5,000 in the most expeditious manner (e.g. telephone quotes, with a written quote to follow).

Emergency purchases \$5,000 and over require approval of the City Administrator. In most situations, competitive quotes will be sought; however, the City Administrator has the ability to waive the requirement for competitive solicitation.

COOPERATIVE PURCHASING

THROUGH THE STATE: Cooperative purchasing by the City through the State of Oregon contracts is encouraged where cost savings may be obtained without sacrificing quality, delivery, etc.

WITH OTHER GOVERNMENTAL UNITS: Certain commodities may be purchased at a better price by increasing quantities through a cooperative bid with other governmental agencies. When it is in the best interest of the City to enter in cooperative purchases, this is advised.

DEPARTMENTAL PURCHASING

Authority for all City purchases rests solely with the City Administrator. However, purchasing may be handled at the using department level at the discretion of the City Administrator. Department buyers may receive quotes and recommend vendor selections, and may put together bid packages. However, the ultimate authority in consummating such purchases still rests with the City Administrator and, to the extent delegated by the City Administrator, with the Finance Director. Since the City Administrator has the authority to determine the level of buying to be performed at the departmental level, certain factors are utilized in making that decision. The primary factors relate to the inherent advantages of centralized purchasing. These are:

1. Quantity discounts are obtained by consolidating the various departmental requirements.
2. Duplication of effort is lessened.
3. Transportation charges may be reduced with centralized, consolidated purchasing.
4. Purchasing expertise is concentrated to the City Administrator, allowing purchases to be made through a centralized process effectively and efficiently.
5. Using departments are free to spend their time where their expertise lies, when they are not involved in the purchasing function.
6. Management control is facilitated with centralized purchasing. This control includes evaluating vendor performance, long and short term material needs, etc.
7. With centralized purchasing, fewer orders are processed, fewer documents go through accounts payable, less employee time is spent with vendors, and fewer records are created and filed. All of these make for a more efficient operation.

The above factors are the type of item the City Administrator will consider in any request by a department to allow any increased buying at the departmental level.

RECEIPT OF MATERIALS

The City does not have a central receiving office. For this reason, all departments are responsible for receiving the materials purchased for them. This responsibility includes the following tasks:

1. Verifying that the goods received agree with what is shown on the packing slip. Check quantity, description, size, etc.
2. Verifying that the goods received agree with the intended purchase.
3. Reject damaged shipments or shipments of incorrect material.

Problems in the above-mentioned areas which cannot be resolved by the intended department should be brought to the attention of the Finance Director. Department personnel authorized to sign for receipt of purchases will certify that the item or items have been received and accepted, and should have access to any delivery slips or any other information concerning the goods received.

ETHICS/CONFLICTS OF INTEREST

A potential conflict of interest exists anytime a City employee has an interest in any other entity that transacts business with the City. An interest includes ownership, employment, participation, or an opportunity to derive personal gain. An entity includes individuals, companies, partnerships, corporations, organizations, and other governmental agencies.

Daily transactions include the provision of goods and services, the procurement of goods and services, and regulation and enforcement functions that may extend far beyond its political boundaries. A City employee's involvement in any activity that is, has a high potential of becoming, or appears to be a conflict of interest must be prohibited. Consequently, clear guidelines must be set forth to assist employees in avoiding situations that can be defined as a conflict of interest.

Situations which might present a conflict of interest regarding purchases should be brought to the attention of the City Administrator.

Minimum Standards

1. Involvement by a City employee in conflict of interest situations is prohibited.
2. Cash or negotiable instruments of any kind may not be accepted by a City employee for personal use.
3. City employees may not accept complimentary benefits of any kind from any person, firm, or other entity with whom that employee is currently dealing in an official City business capacity. "Currently dealing" as referenced in this section means a transaction of business in which a City employee has the authority and capability of using judgmental or administrative discretion in conducting official business with any person, firm, or other entity as opposed to a routine business interaction which is primarily procedural in nature and conducted in accordance with the rules, work load, and service requirements of the employee's department.
4. Past complimentary benefits accepted by a City employee from a person, firm, or other entity with which that employee is newly dealing in an official City business capacity will be disclosed to that employee's supervisor. If the supervisor determines that the employee must continue in an official capacity having accepted past complimentary benefits, action will be taken to insure the objectivity of the actions of the employee and the protection of the employee's and the City's reputation and integrity.

From the standpoint of purchasing, a conflict of interest situation can only exist when the City employee concerned is involved in the purchasing process, as with a department head, department buyer, or the City Administrator. Furthermore, acceptance of complimentary benefits creates a conflict of interest only when the benefit has material value and is offered specifically to the individual employee or employees, rather than to a large group to which the employee belongs. Accordingly, acceptance of an advertising pen or pencil creates no conflict of interest, whereas acceptance of the free use of a vacation condominium does, and attending a potential vendor's hospitality suite at a convention creates no conflict of interest, whereas acceptance of a free lunch while conducting business with a vendor does.

The guidelines may seem excessively restrictive. However, it is just as important to avoid the appearance of a conflict of interest as to avoid an actual conflict. A good general rule is, if you're uncertain whether a particular action could be viewed as establishing a conflict of interest, don't do it.

No City employee can make personal purchase items using "City Prices." Such purchases are discouraged unless the discount is offered to all City employees as the result of being a large consumer group.

Columbia View Park

St. Helens, Oregon



Expansion Plan

Columbia
View Park

Resolution # : _____

Date : June 2017



**Vista
Planning**

 **Portland State**
UNIVERSITY



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Special Thanks

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Rick Scholl, Mayor of St. Helens

John Walsh, City Administrator

St. Helens City Councilors

St. Helens Parks Commissioners

The people of St. Helens who provided their valuable
feedback on Columbia View Park

Contents

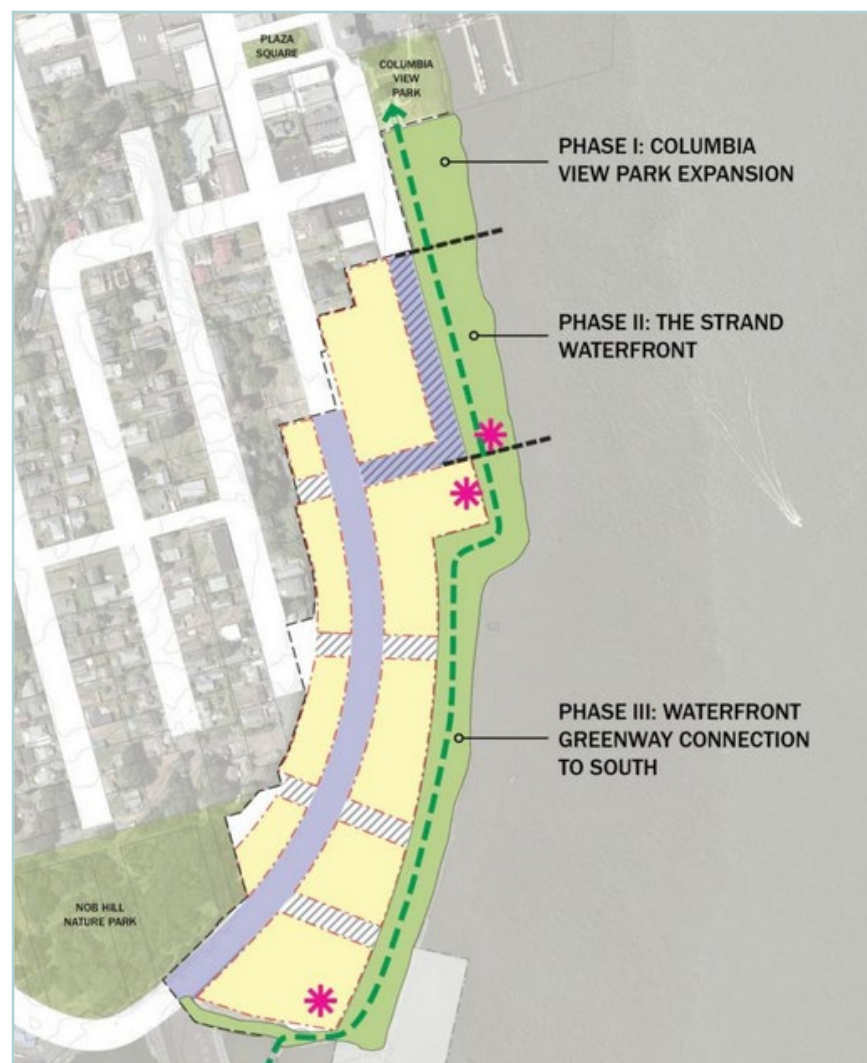
1. Introduction	Page 1
2. Existing Conditions	Page 3
3. Community Feedback	Page 5
4. Recommendations	Page 7
5. Reflection & Next Steps	Page 21
End Notes	Page 25
Appendix	Page A-1

1 Introduction

Project Overview

In 2016, the City of St. Helens developed the Waterfront Redevelopment Framework Plan to guide the redevelopment of the twenty-two acres of land vacant close to downtown activity. This framework plan was developed in response to a series of factory and other big employers for the region closing, directly removing high-paying low-educational barrier jobs from the region, likely leading to an estimated 20% drop in median income¹ for St. Helens between 2010 and 2015². The City intends to combat this trend by revitalizing and diversifying its economic base through a major rehaul of vacant, waterfront property acquired after the most recent plant closure. Kickstarting the Waterfront Redevelopment Project is a park expansion for one of the City's most beloved parks, the Columbia View Park. This expansion needs to meet the current needs of St. Helens, the anticipated needs of the revitalized city, and generally signal to investors and developers the redevelopment potential of the region.

To that end, the City of St. Helens has contracted Vista Planning, a team of graduating Masters of Urban and Regional Planning students at Portland State University. Vista Planning has been tasked with leading public engagement surrounding the park expansion project in order to gather necessary feedback for how the City should expand and renovate Columbia View Park. Between March and June 2017 Vista Planning has run this engagement in order to learn about the local community, build interest around the park expansion and broader framework plan, and ultimately develop a preliminary site plan based on community input.



Columbia View Park is in Phase I of the Waterfront Redevelopment Plan.

Goals

Together with input from the City, Vista Planning developed a list of goals and expectations for the project in March (Appendix A). These expectations reflected the needs of the City, as well as Vista Planning's academic and professional development needs as students. These goals acted as guide posts for reflective practice and course correction throughout the process:

Transparency

The logic behind every decision throughout the planning and site design process had to be clear to the City of St. Helens and local residents.

Engagement with the City

Every decision had to meet approval from the City to ensure we were on the right track regarding the City's needs.

Engagement with Park Users

We wanted high turn-out at our outreach events and forums, and we wanted the residents of St. Helens and the greater Columbia County to feel as though their voices were being heard, and that they had ownership of this project. This was particularly important as all members of Vista Planning are outsiders to St. Helens.

Equity and Diversity

Our outreach had to reach folks of diverse backgrounds. In terms of equity, we wanted to reach-out to populations that traditionally have not taken part in government planning processes due to subtle and institutional barriers. In terms of diversity, we wanted participants to reflect the diversity of St. Helens.

Viability

From the start, the City was clear that this project would have real impacts on the community. Throughout the process our participants reminded us how important implementation would be. For these reasons, it was important that our project was always more than an abstract representation of community desires, but resembled a viable first step in renovating and expanding the Columbia View Park.

2 Existing Conditions

The developed portion of Columbia View Park is currently about one acre and classified as an urban plaza park within the St. Helens park system. According to the Oregon Parks and Recreation Department, an urban park is a public gathering space that fosters community interaction and civic pride. They range from a quarter to three acres in size and are intensely developed. The park has a gazebo surrounded by amphitheater-style seating, which is used as a stage for concerts, weddings, and other community events. It includes a small playground and a splash pad that was fundraised and installed most recently by volunteers in 2012.

According to a community online survey conducted by the City of St. Helens in 2015 for the Parks and Trails Master Plan, Columbia View Park is one of the most popular parks in St. Helens. It has the highest level of maintenance, highest level of satisfaction for the number of amenities, and the second highest attendance rate at 72% of households. Attendance rates can partially be attributed to the many community-wide events held there.

Based on community feedback and other research, there are several crucial issues concerning the existing park (Appendix B). There is insufficient event space to accommodate big community events such as *13 Nights on the River*. Restrooms and parking do not have adequate capacity during these major events. Additionally, many community members want to be able to walk along the riverside comfortably to enjoy the view, but right now there is a chain link fence and no trail or walkway along the river.





1 The park seen from the top of the amphitheater. The gazebo sits near the center of the existing park.



2 The park seen from a gravel path to the south. The gravel trail roughly follows the a future planned trail within the Waterfront Redevelopment Plan. People can often be found taking a stroll there or walking their dogs along the path.



3 A chain link fence separates the existing park with its undeveloped future expansion. Visitors enter the undeveloped portion through a small gate.



4 Community members feel like the river's edge is uninviting. They dislike the chain link fence and the uncomfortable walking environment.

3 Community Feedback

Talking with the Community

In order to develop a comprehensive and community informed site design for the Columbia View Park Expansion, Vista Planning sought to engage with the community members of St. Helens to gather input and foster spaces of dialogue. To do this, Vista Planning held three community engagement activities, conducted interviews, and did general outreach by posting fliers (Appendix F), press releases in local newspapers (Appendix G), the City of St. Helens website, and Facebook page.

Introductory Forum

Vista Planning held an Introductory Forum on March 17, 2017 at the City of St. Helens Council Chambers to gather ideas from the community of St. Helens regarding specific amenities, design characteristics, and general ideas about expanding Columbia View Park. The goal of this particular event was to gather community input and facilitate a preliminary conversation on community wants and needs. Vista Planning members facilitated small and large group discussions and an open forum.

Recommendations Forum

The Recommendations Forum (Appendix F, G, H and I) was held at the Meriwether Place in St. Helens on April 26, 2017. The purpose of this forum was to present three alternative site designs for the Columbia View Park Expansion, and got feedback from community members to develop one final site design. The alternatives were derived from feedback from the Introductory Forum and a Parks Commission meeting held on April 10, 2017. Attendees were encouraged to walk around and engage with site designers to ask questions and give feedback by writing them down comments on Post-It notes and sticking them to the poster.

Site Audit

Two Site Audit activities were held on April 29 and May 4, 2017 to get more “on-the-ground” feedback from park goers. A survey was distributed where participants answered several questions on park elements and proposed amenities. They were also given the opportunity to provide open feedback on a developing site design. Our conversations with park-goers about Columbia View Park provided the most valuable insight. (Appendix J).

Stakeholder Interviews

Vista Planning interviewed stakeholders who would be directly impacted by the Columbia View Park Expansion, those identified in the Institutional Analysis, and attendees at public forums held. We conducted several interviews as a result, further informing our recommendations (Appendix M).



Vista Planning first learned about the community's concerns talking with them in group discussions during the Introductory Forum on March 17, 2017.

Community Concerns

Feedback Vista Planning received from the community provided insight into concerns and expectations for Columbia View Park, forming the basis for Vista Planning's recommendations. The following summary outlines feedback concerning the most important issues discussed with the community about the park. For particular park elements, there is disagreement among community members. More detailed feedback can be found in the appendices (Appendix K, L, M, O and P).

Event Space

Insufficient event space is a major issue for the existing park. Many people would like to see a new stage to accommodate larger events while moving the current gazebo to the undeveloped portion to continue using it for smaller events. The community wants improved sound quality for the new stage. On the other hand, some people want to maintain the existing park with the gazebo exactly as it is and just want all new amenities built within the expanded area. Only one comment called for the gazebo to be torn down.

Restrooms and Parking

Many community members raise the issue of inadequate restroom and parking capacity. There is essentially no opposition to providing additional restrooms. Many people say that they would like to see a permanent restroom building located at the opposite end of the new expanded park while others believe temporary restrooms for events is all that is needed and that a new restroom building might be too expensive. There is some disagreement regarding parking as well. Even though some people wanted additional parking, some suggested that the existing parking space along the road was enough and that the park area should reserved for park activities. People suggest that additional parking areas could be used for other purposes such as vendor space for particular kinds of events.

Playground Areas

Many community members, especially those who have children or grandchildren, want to expand the existing playground. They expect to have more seating area



Community members talked with Vista Planning and provided comments on potential amenities and other site design elements during the Recommendations Forum on April 26, 2017.

near the playground to watch their children. Many community members strongly desire more recreational opportunities for other age groups, particularly teenagers.

The Waterfront Trail

Community members strongly desire a new waterfront trail. Currently, one does not exist. Community members want to have the trail paved and connected along the riverfront. Some support the idea of having bikeable trails, but others are concerned about the safety of pedestrians, in particular children and seniors.

Dog Facilities

Many community members agree that the park should be more dog-friendly, but there was some disagreement regarding an off-leash dog area. Several community members are really excited about it while others mention that the community already has access to two other off-leash dog parks in St. Helens and that the limited space available should be utilized in a more valuable way.

4 Recommendations

Diverse feedback from the community outreach process made it possible to identify four key functions for placemaking within the park. A preliminary park site map illustrates the location and scale of major park amenities associated with those four functions. The description of each park amenity is included to explain the detailed function and consideration for its implementation. Implementation phases are included to guide the redevelopment of the park.

Placemaking

According to theorists, a “place” is much more than a location or a space. It includes the experiences, meanings, and connections that people have with a space. A place has a unique character of its own. It feels safe and comfortable. It feels like home. “Placemaking” is creating or enhancing those experiences, meanings and personal connections in a space. Project for Public Spaces has identified eleven basic principles for creating great community places using placemaking.³ Since Columbia View Park has been recognized as an important community place, this expansion project should consider “placemaking” in making the future park as beneficial and meaningful to the community as possible. We applied these principles to St. Helens and Columbia View Park.

1. The community is the expert

Only the community understands how Columbia View Park functions, what happens there, and what is valued. The recommendations consider community feedback first and foremost.

2. Create a place, not a design

Much more than just a physical design, the Columbia View Park expansion should consider how the park acts as a “place.” Do people feel relaxed, excited, entertained, playful, comfortable while using the park? Do they feel a sense of community? Do they feel connected to the park in some way?

3. Look for partners

We discovered that St. Helens has many community members who want to be closely involved with the park’s development. To our surprise we discovered that much of the park’s construction was performed by volunteers. The park’s viability will continue to depend on them.

4. They always say “It can’t be done”

Redeveloping Columbia View Park may run into challenges, but creating any good public space always will. Small scale community driven improvements build “place” and demonstrate that obstacles can be overcome.

5. You can see a lot just by observing

We spent some time at Columbia View Park learning how people experienced it. The inspiration for our Site Audit event was to catch people using the park and gather their impressions of the space while they were using it.

“[Places] are important sources of individual and communal identity, and are often profound centers of human existence to which people have deep emotional and psychological ties”

- Edward Relph from *Place and Placelessness*

6. Have a vision

Our ultimate goal was to discover the community’s vision for the park. St. Helens community members envision Columbia View Park as an active event space. Community members value the community’s connection to the river and hope to enjoy it in the park. Community members value family-friendly fun, hoping for play spaces for a variety of children. Some dog owners value the park as a space to spend time with their companions. Others hope to appreciate the interesting

history of St. Helens through the park. The number of people who participated in our outreach efforts only reinforced the value that the park has within the community and the investment that the people who live in St. Helens have in enriching community life there.

7. Form supports function

Only those who live in the community and use the park regularly for leisure or to attend events know how the space operates. Understanding how Columbia View Park functions was of the utmost importance in forming recommendations. We have outlined our recommendations around the functions that Columbia View Park serves for St. Helens.

8. Triangulate

It was important to us to understand how different elements of the park interact with each other and generate overlapping activity. Columbia View Park is one of the most active parks in the community. There are many activities that are overlapping. For example, a mother may attend a fireworks show with her children. While enjoying the show, she can also enjoy the magnificent scenic views of the Columbia River and Mount St. Helens. Play areas provide the opportunity to spend quality time with her children through play. Maybe she will discover some intriguing history along the way and learn something new. With so much going on, the experience is that much more profound.

9. Experiment: lighter, quicker, cheaper

Although we have attempted to create a comprehensive park plan, we understand that there needs to be flexibility. Experimenting with short-term easy improvements that can be easily adjusted over time will create the best outcomes for Columbia View Park.

10. Money is not the issue

Money does not have to limit the impact that Columbia View Park can have on St. Helens. The community has already invested their time and energy into the park. Many of the pieces that make Columbia View Park work were provided by volunteers or through donations. The hands of the community can be seen throughout the park, making it a unique and treasured place. Placemaking can be thought of like homemaking. Of course you can buy a house with money, but you cannot buy a home.

“Columbia View Park is the neighbor’s living room”

- St. Helens community member

11. You are never finished

The world is in a constant state of change. People’s needs will change and the park will need to change with them. Things will break down and need to be replaced. The park’s expansion itself was only made possible through a big change in the community, the closing of the Veneer plant. The Waterfront Redevelopment Plan and Columbia View Park carry a lot of promise in the minds of the people who live in St. Helens as the city heads towards an exciting future.

Park Functions

Through the community engagement process, issues concerning the existing park and expectations for the expansion project were raised from participants. We received diverse community feedback from many different perspectives, from specific design and usage of amenities to the value and character of Columbia View Park. From analyzing community feedback, we could identify four key functions that consider the value the park has for park goers and the community of St. Helens. They are color-coded by park function for convenience. The eleven key principles for placemaking were considered when developing these functions.

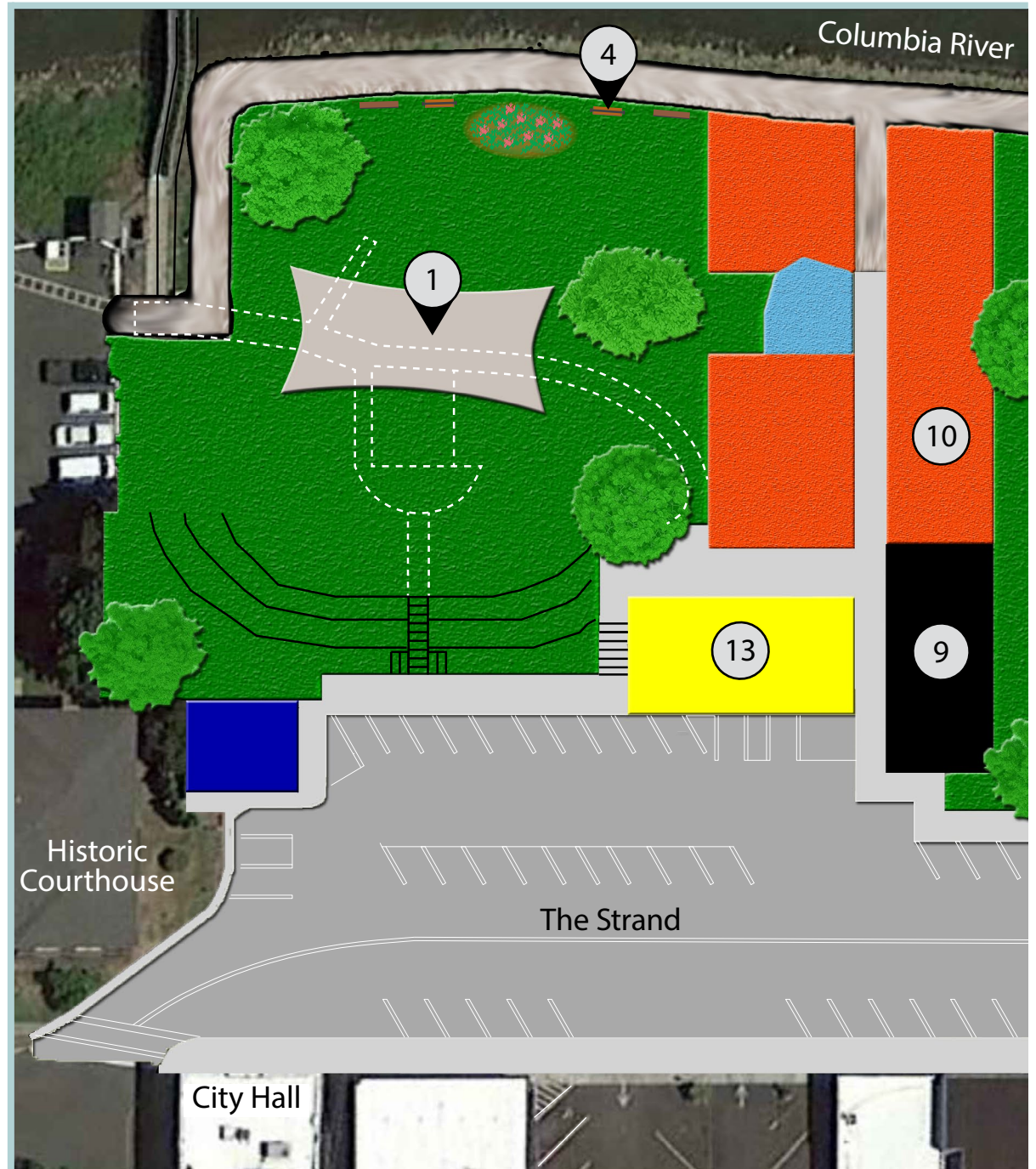
- ▶ Hosting Community Events
- ▶ Providing Access to the Scenic Columbia River
- ▶ Honoring St. Helens History and Character
- ▶ Providing Recreation for All Users

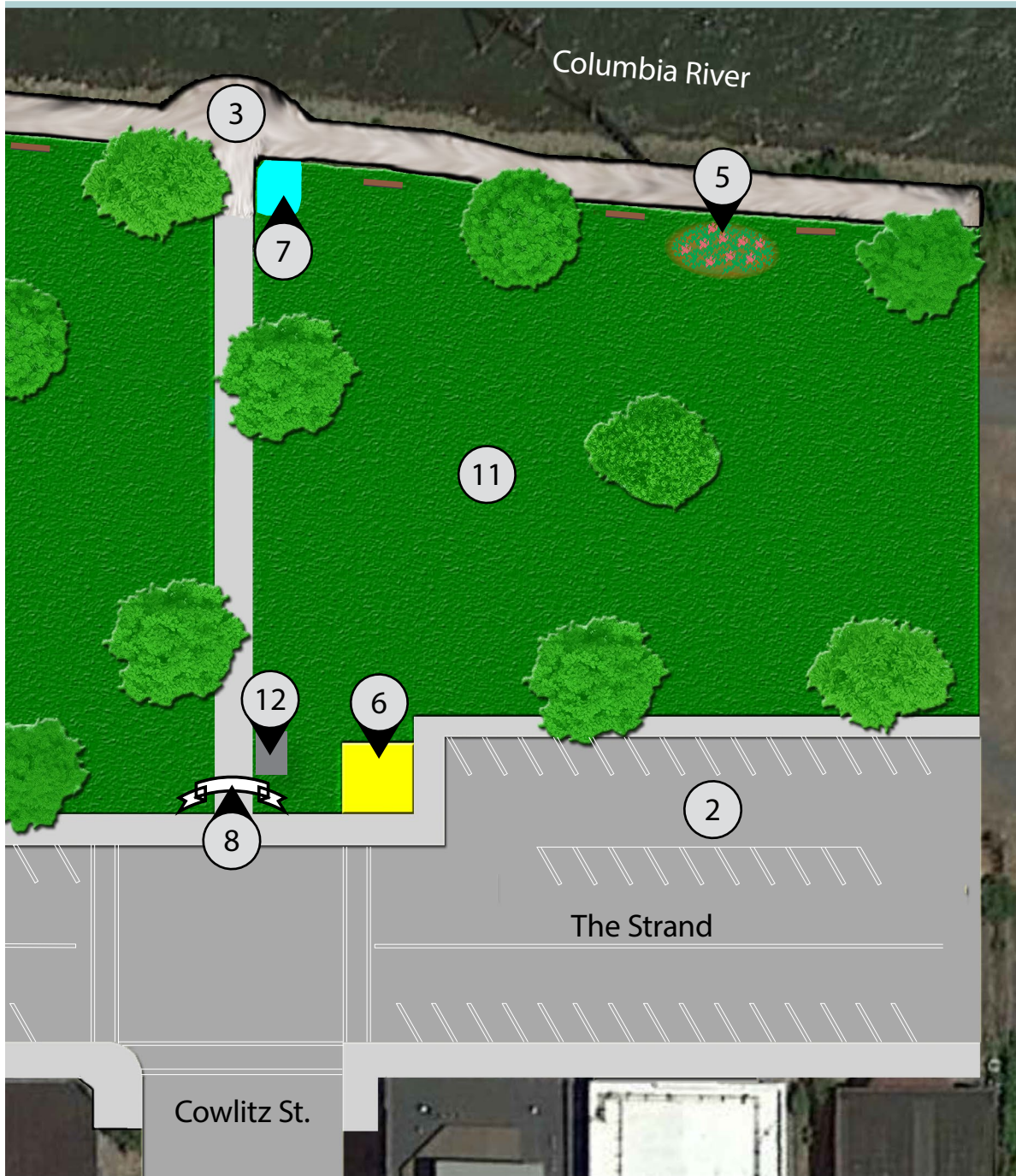
Site Map

We have created one site map that attempts to incorporate all of the diverse feedback we received from all of our outreach events (Appendix O, P and Q). During the Recommendations Forum, three different site plan alternatives were presented to the community. Each one illustrated different key park amenities the community wanted based on feedback from the Introductory Forum and the Parks Commission (Appendix K, L). “On-the-ground” feedback from the Site Audit event further informed the design.

The site map illustrates the location and the scale of major park amenities. Each park amenity is classified into one of the four key park functions. The following pages include descriptions of each of the four key functions and associated park amenities. Pages are color-coded by park function. On the site map, park areas with certain attributes are colored as shown below in “Map Features.” The dotted white lines show existing sidewalks that will need to be removed for the new stage area.

◀ Map Features





◀ Amenities

Hosting Community Events

- ① New Stage
- ② Multi-Purpose Paved Area

Providing Access to the Scenic Columbia River

- ③ Boardwalk and Trail
- ④ Benches and Swings
- ⑤ Catch Basin

Honoring St. Helens History and Character

- ⑥ New Gazebo
- ⑦ Community Art Features
- ⑧ New Entrance / Gateway

Providing Recreation For All Users

- ⑨ Flex Court
- ⑩ New Playground
- ⑪ Open Space
- ⑫ Bike Rack
- ⑬ Covered Shelter

Hosting Community Events

Within the St. Helens park system, Columbia View Park is well known for accommodating various community events such as 13 Nights on the River and the Fourth of July celebration. The people of St. Helens value the park for the sense of community and culture it creates. An improved event space could host many different types of events such as movie nights, maritime festivals, and other seasonal community events. As discussed in the previous chapter, due to the expected population growth in St. Helens, a larger space would be required for people to have space to participate in community events. Providing sufficient restrooms, parking, and vendor space is essential to accommodate more people if the park hosts a greater number and size of events.

“I love the outdoor festivals and events. They bring the community together.”

“The community of St. Helens is so friendly and open. We have many good family-oriented events.”



Community members crowd around the gazebo during 13 Nights on the River.



Weddings are often held around the gazebo. Many people have a sentimental connection to the gazebo as a result.

Recommended Amenities

New Stage

Community members told us that they valued the existing amphitheater that overlooked the gazebo and thought it was unnecessary to have a second stage in another area of the park. We recommend placing a new stage in an area that allows the existing amphitheater-style seating to be utilized and not wasted. The new stage should be built closer to the river than the existing gazebo so that more seating and gathering space can be provided for people in front of the stage. Some sidewalks will need to be removed near the stage to accommodate for a larger gathering space in front of the stage. The stage should be equipped with improved sound and light facilities to host larger and more numerous types of events including concerts and movies. The stage should be shaded, but should have a minimalist design that does not unnecessarily block views of the river.

Centennial Park Entertainment Stage (Munster, IN)



Multi-Purpose Paved Area

Many community members complained about not having adequate parking for events. We recommend providing a new parking area suitable for multiple uses. Setting aside areas just for parking would limit the use of valuable community space. We recommend providing facilities for vendors and an area for temporary restrooms. Additional restrooms are needed, especially in the popular events, but a permanent restroom building would cost a lot for both construction and maintenance. A loading zone, short-term parking, and handicapped parking should be provided near the entrance in order to utilize the existing parking space. The surface of the area could use environmentally friendly materials that both fit the natural aesthetic of the park and help prevent stormwater runoff to mitigate flooding risks.

Farmers market at Wayzata American Legion parking lot (Wayzata, MN)



Providing Access to the Scenic Columbia River

Community feedback suggests that one of the most valued features of the park is the spectacular view of the Columbia River and Mount St. Helens. “Columbia View” is in the park’s name after all. In the park design process, careful attention should be paid to preserve this scenic view. The community wants more amenities, but at the same time, they are concerned that new structures such as new stage might block the scenic view. Also, access to the river is one of the most highly desired elements from community feedback. Currently people are only able to walk along the river in the grassy lawn area or the vacant gravel area. Constructing a paved trail could bring in more pedestrians to enjoy the river in comfort. Currently the park is closed after sunset, but community members think lighting could improve safety at night and allow nighttime activities.

“The river is a fantastic asset!”

“A Boardwalk is more inviting than just a path”

“I love the idea of porch-style swing benches.”

To maintain the scenic river view, park amenities should be coordinated with surrounding natural environment. Wild flowers and trees native to Oregon could be planted as landscaping to make the park more aesthetically pleasing. Park structures such as a stage, shelter, and playground could be made from logs, fitting into the history of St. Helens as a logging town while being both environmentally friendly and cost effective. The close proximity to river increases flooding risk especially during rainy seasons. The community members pointed out the importance of stormwater management in the park in order to keep the park area, especially the unpaved space, usable during inclement weather.



View of the Columbia River and Mount St. Helens from Columbia View Park.



A splash pad next to the playground shows the location of St. Helens among other towns and cities in Columbia County and their connection to the Columbia River.

Recommended Amenities

Boardwalk and Trail

The Waterfront Redevelopment Framework Plan calls for a new walking trail along the length of the Columbia River, planned to begin in Columbia View Park. We recommend installing a wall along the entire length within the park for safety. Community members want the water's edge to be more inviting than it is currently. In the middle of the trail, a viewing platform could be constructed over the river, allowing people to enjoy the river more closely as well as to fish from the platform. We recommend using wrought iron or another more attractive and sturdy wall or fence that will stand the test of time. The current chain link fence is not attractive and obstructs interaction with the water. The trail should be at least ten feet wide, enough to accommodate two-way traffic of bikes and pedestrians. For safety, consider painted lines on the trail to protect pedestrians from bicyclists. We recommend closing off parts of the trail to bicyclists when it is complete, particularly near the new stage, so that park-goers can feel more comfortable enjoying the river in a less active area.

Columbia River Renaissance Trail (Vancouver, WA)



Benches / Swings

Southport Waterfront Park (Southport, NC)

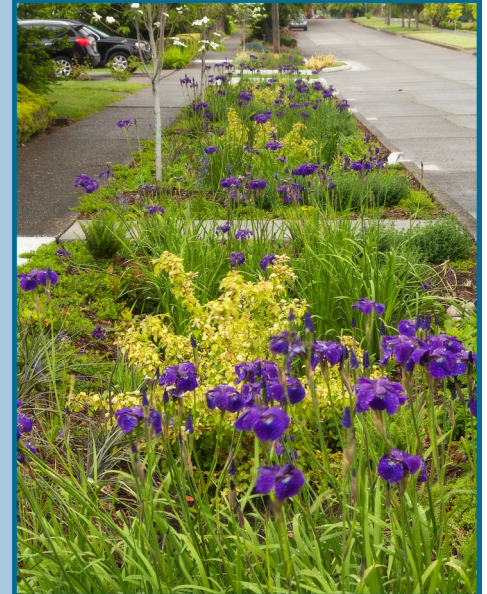
Install several benches with back support along the river. Place them off of the trail as to not obstruct bicyclists and pedestrians using it. Some community members enjoy the idea of installing porch-style swings as a more comfortable substitute for benches in some places. We recommend closing off parts of the park to bicyclists when the trail is complete for those who wish to sit and relax alongside the river comfortably.



Catch Basin

Green Stormwater Infrastructure (King County, WA)

Controlling runoff and mitigating flood risk close to the river is a current problem in the park. The community members complain about the muddiness of the park. A catch basin can reduce rainwater runoff volume where infiltration is feasible and attenuates peak flows. It also improves water quality and increases biodiversity in the park. In addition, when flowers and other plants are included there they beautify the park. A more detailed study is required to determine the appropriate location to install a catch basin.



Honoring St. Helens History and Character

The park is located inside the “Riverfront District” within the historic downtown of St. Helens, directly adjacent to the iconic historical courthouse and in close proximity to other historical sites. The park could have a theme representing St. Helens’ history of logging and shipbuilding, attracting people from outside St. Helens to promote tourism. Children would be able to learn about the history of their community while playing in the park. Many of the park elements have a direct connection with the community through donations and volunteer work. For example, the gazebo was donated by a long-time member of the community. Many events, including weddings, have been held in the gazebo that many community members have a sentimental connection to. The amphitheater and splash pad installation were completed with donated labor from volunteers. Community feedback emphasized that the expansion should reflect not only the history of St. Helens but also the park’s history and character.



Columbia View Park is directly adjacent to the iconic historical courthouse.

“Make a theme related to St. Helens history as a logging town. Good for education!”

“Put a kiosk along the walkway with information on the Columbia, St. Helens history, ecology, etc.”



Volunteers, in a partnership with the City of St. Helens, constructed the amphitheater used as seating during community events.

Recommended Amenities

New Gazebo



We recommend reconstructing a new gazebo using a similar design and materials to the current one to maintain the aesthetic of the park. Because of the current gazebo's age and the difficulty of relocation, it should be replaced. Since it is an iconic feature in the park, it should be placed in a highly visible location such as near the park entrance. The gazebo should be surrounded by open space so that people are able sit to around it. Chairs could be added if the gazebo accommodates events with many participants. It could be still used for smaller community events such as weddings and receptions or used simply as a picnic shelter.

New Entrance / Gateway



We recommend placing a park entrance at the The Strand and Cowlitz Street intersection. A crosswalk should be provided at that entrance to allow pedestrians to enter the park with ease. The design should provide for attractive and prominent wayfinding signage to help pedestrians and bicyclists orient themselves. Community members liked the idea of a old-fashioned arched gate at the entrance with the park's name.

Historical Information Signs



Continue placing signs that inform the public of St. Helen's history. Create a historical theme for the park.

Community Art Features



Continue providing space for community art features throughout the park. Provide space especially along the boardwalk and trail for passersby to enjoy.

Providing Recreation for All Users

The Columbia View Park expansion should include recreation activities for all users, including people from all the age groups, those with disabilities, and tourists. Adding amenities for older children and teenagers will encourage more people to visit to the park. Accessibility for handicapped people should be improved. The park is used mostly by the local community who already know the community well. In order to entice more tourists to visit St. Helens, maps and wayfinding signage should be placed around town to help people find Columbia View Park and to participate in all of the activities that happen there. Safety is also an important element for inviting all users to the park and make them feel comfortable. Community members want to have a dedicated space for seating and playing for elderly people and children.

“Make teenagers interested in the park!”

“Appeal to all ages, make the park friendly to dog walkers”

“Provide plenty of seating for the disabled. Make a resting place!”

Within the St. Helens park system, the community recognizes Columbia View Park as a community event space and value the scenic view of the Columbia River. In order to utilize the two-acres of small park space, amenities should be selected carefully, considering to best use of limited space. Many other parks already have large athletic facilities and off-leash dog areas within just two miles of Columbia View Park (Appendix R). Columbia View Park is one of only two parks located along the Columbia River in St. Helens.



The existing playground is the only structure for play in the park currently.



Many community members say they would like to see more amenities for teenagers.

Recommended Amenities

Bike Rack

We recommend constructing an artistic bike rack which could encourage people, especially kids, to bike to the park.



Fish Bike Rack (Long Beach, CA)

Open Space



An open lawn should be provided for multiple uses such as laying out and reading or sporting events. The use should consider the future development of the adjacent vacant property.

New Playground

Even though the existing park already has a play structure and a splash pad, an expanded area and new play structure would encourage different generations, such as older children, to play there. Around the playground, more seats and tables should be installed so that parents are able to oversee their kids from a closer distance. A new play structure could be made of wood, which has a connection to St. Helens' logging history.

Wooden play structure in Cedar Hill Park (Oak Ridge, TN)



Recommended Amenities (Continued)

Covered Shelter

The existing viewing deck along the Strand should be covered by a structure to help people find shade from the sun and escape inclement weather all year round. Because the viewing deck is elevated, the community will still be able to enjoy scenic views of the Columbia River and watch performances in the new stage area, despite it being covered. The covered shelter will be located close to handicap parking, allowing those with disabilities to have easy access.

Anglers Park Picnic Shelter (Danville, VA)



Flex Court

We recommend creating a “flex” court to be used for sporting activities. There is already one basketball court in Campbell Park, but a “flex” court could be used for many different types of sporting activities, attracting more young people to the park.

Flex court example from Flex Court of Maryland



Dog Station



People would be able to continue walking with their dogs on the new waterfront trail more comfortably. To keep the trail clean for users, dog facilities such as several dog waste stations should be provided along the boardwalk and other walkways.

Expansion Phases

The park expansion will be developed in phases to ensure that the park's existing features will still be available for public use. Park expansion phasing was determined to ensure what new services and existing features would be used the most as full site implementation progresses.

1 Grass/ Open Space

The new grass/ open space will be the first stage of the park. This new space will be an improvement to the current land by adding grass and beginning to plant new vegetation and establish green features such as planter boxes, trees, and storm water basins.

2 New Gazebo

Once the new open space is ready for occupation, the new gazebo will be placed in location that will act as a 2nd event space for use once the existing gazebo begins renovation.

3 New Playground

The playground expansion will bring new activity to the area while connecting the old park to the new expansion project. A new activity center will generate greater park attendance and bolster usage.

4 Flex Court

The addition of the flex court, another key activity center, will activate the southern most part of the park including the entrance way and the picnic and event shelter spaces.

5 Picnic and Event Space Shelters

Renovating existing amenities means temporarily relocating services to other areas. With more of the park being engaged and available it will allow for existing services such as picnic area and event space shelters to be erected for future use.

6 Boardwalk

The boardwalk will take the longest time and thus the implementation will begin early, but will be one of the last new amenities finished. The opening of the boardwalk will be one of the grand opening events to christen the park.

7 Demo Old Stage/ Build New Stage

The final amenity to be added will be the construction of the new stage. The demo of the old stage will allow for the new stage to be constructed will still allowing events to take place in the new gazebo space and in other spaces around the new park. The opening of the new stage will mark the final completion of the park expansion.

5 Reflection & Next Steps

Evaluatory Framework

Entering this project, Vista Planning developed an evaluatory framework to demonstrate how well we met our initial goals with the project. We developed this framework for two primary reasons:

1. Provide a blueprint of our successes and failures for those who will pick-up our project after our contract ends.
2. Allow us to reflect on our own practice, so that we can improve upon our approach.

Providing this reflection also conforms with the value of transparency we have been trying to keep sight of throughout this project. We hope this section will be useful to those reviewing the equitability and general fairness through our process, regardless of their final judgment.

High Public Engagement

Compare attendance rates between our March 17th and April 26th public meetings. A higher rate of attendance will indicate success.

Underrepresented Communities

Compare rates of attendance of various demographic groups at each public meeting against population demographics for the City as a whole.

Community Buy - In

We will gauge how well our recommendations reflect community interest based upon feedback from public forums, surveys, and the City Council and Parks Commission meetings.

Utility to the City

City Council accepts and implements our recommendations.

High Public Engagement

Successful

As our plan rested on two major public forum events approximately a month apart, we decided to use the difference in attendance rates as an indicator of how successful our outreach we were. Although straight-forward, this indicator directly reflects how many unique people we were able to reach, and how well we sold the importance of the project.

On paper, we met our target for this goal. While our initial forum had 22 attendees according to the sign-up sheet, the second forum had 37 attendees, an impressive 68% increase in attendance. Although these were good numbers, we must also note that our outreach was not the full reason for this change. Part of the difference was a longer period of time between event announcements and hosting the events. For our first event this was less than a week, whereas our second was announced approximately a month before we held it. Additionally, our first forum was held on both a Friday and St. Patrick’s Day, which undoubtedly contributed to the relatively low attendance as well. It is also relevant to note our site audits had low attendance, albeit this was weather related.

Underrepresented Communities

Mixed Successes

We had two major goals for reaching our target populations. One was to simply have attendance that reflected the demographics of the city in terms of race, ethnicity, age, and gender. The second was to have the rates of underrepresented populations increase between the two forums. We included this second point as a way of addressing institutional barriers for marginalized populations that might attend the forums - attendance is not enough to guarantee these individuals will feel safe speaking truth to power. Therefore, our hope was to over-represent some of these populations, particularly women and people of color. However, there was a second reason for including this goal, which was to qualify whether or not there was progress towards our initial goal of reflective representation in case we were

unable to meet that goal. Simply stated, Vista Planning’s tenure in St. Helens was short - if there were any major demographic divides or distrust of government in specific populations, we knew our team would not be able to resolve those issues in that short time.

In terms of target population attendance we had mixed success; meeting some goals while missing others. While a detailed demographic breakdown of our participants is available in Appendix S, these were the major trends:

Successes in Outreach to Specific Groups:

Race / Ethnicity	<p>Met both goals:</p> <ul style="list-style-type: none">• The population was either reflective or over-represented⁴ people of color at both events• The percentage of attendees who identified as people of color increased between the events.
Gender	<p>Mixed success:</p> <ul style="list-style-type: none">• Percentage of female attendees went down by approximately 8%.• Both events significantly overrepresented women; despite being 51% of the St. Helens population they were 73% of the first forum’s participants and 64% of the second. Additionally, we had at least one gender neutral identified attendant at the second forum, representing 2.7% of the forum’s participants.
Age	<p>Missed our target:</p> <ul style="list-style-type: none">• Folks under 35 represent approximately 50% of St. Helen’s population, but our peak number of attendees under 40 was only 30% at the initial forum.• Additionally, the age of participants skewed significantly older during our second forum.

The major take-away is that more robust outreach methods must be devised to reach St. Helen’s younger generations. Presumably, this will be easier during the summer months when Columbia View Park hosts a number of events geared towards younger generations, so the major challenge becomes how to do this outreach during other seasons. Some questions to consider on this subject are: Where do St. Helens young professionals spend their leisure time? Where do they work in the region? Do they consider themselves permanent residents of the region, or temporary?

Community Buy-In

Uncertain Success

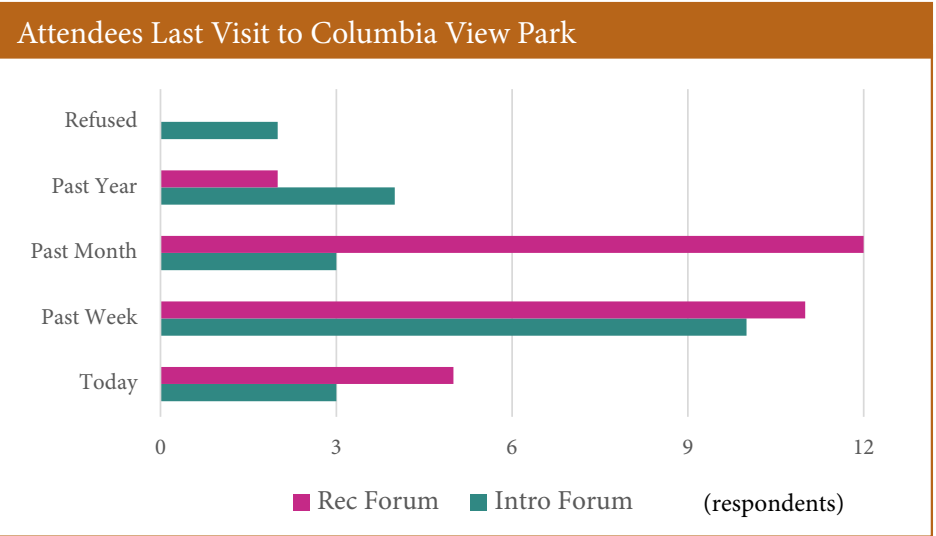
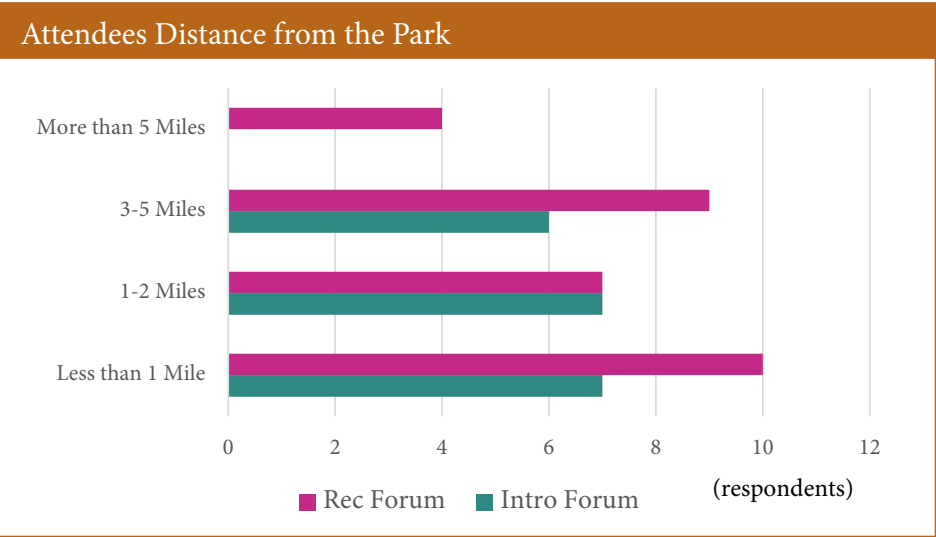
Unfortunately, we do not have a direct mechanism for calculating community buy-in. Instead, we have a few reflections on the process that we hope index community interest and investment in the project. As implementation will not happen for a while after our contract ends, it will be up to the City to continue garnering interest in the Park and overall Framework plan in the coming months.

Delayed Outreach Agenda

On a related note, our team had to push back our outreach agenda due to lack of initial response and interest. Initially, we anticipated running the site audits two to three weeks earlier than we did. It reasonable to expect these delays zapped momentum from the project, though it also reflects a low initial trust with our team that it is unclear we were able to overcome.

Participants Lived Further Away and Visited Less Frequently

Our second forum included more participants that lived further from the park, including individuals that actually lived out of town, and individuals that visited the park less frequently. This data implies we created enough excitement that individuals who do not typically use the park began to imagine changes that would make them want to.



Low Attendance

One major indicator of community buy-in was the willingness of individuals to engage with us outside of public forum events. Specifically, these were groups or individuals who had attended a forum or was otherwise networked to us, and were then invited to participate in more private conversations or activities. We had a low response rate on this front in terms of responses to interview requests, and attendance at our site audits⁵. This does not necessarily mean anything in terms of community investment, but it could reflect a lack of urgency surrounding the project.

Few On-site and In-town Activities

Our process called for limited events and activities actually in St. Helens, which could easily have projected low-urgency for the project and reduced overall awareness of the project for participants watching our progress. Although we had an appropriate number of events to meet our goals with the City, more imagination could have created more excitement within the community and kept our momentum strong throughout.

Utility to the City

The culmination of the Columbia View Park Expansion Project is a presentation to the City Council of St. Helens on June 7, 2017. The goal of this presentation is to get buy-in on our proposed site design and amenities that has been developed with community input in mind. City Council members have been involved with engagement efforts in the past through participation at both our Introductory Forum and Recommendations Forum, and thus are an important voice in this process, especially in regards to getting City approval to ultimately utilize our site design for future implementation.

Next Steps

A major goal of our site design and engagement process was to provide the City of St. Helens with a comprehensive report that is well researched, equitable, and feasible in terms of successful implementation and capacity. Our research, engagement, and site design is just the beginning of a more thorough implementation process that the City of St. Helens will be tasked with. Vista Planning has laid out some of the next steps in terms of implementation and recommendations for the City of St. Helens.

Waterfront Redevelopment Project

The first phase of the City of St. Helens' Waterfront Redevelopment Project is the expansion of Columbia View Park. Vista Planning aimed to develop a comprehensive site design and community engagement process that would guide the city through successful implementation. Vista Planning recommends for the City to hire a landscape architect who will be able to utilize our site design as a blueprint for a more formalized site plan.

Community Engagement and Outreach

Our community engagement efforts were successful at getting the community input we needed to develop an implementable site design for the Columbia View Park expansion. However, as identified in the Reflection section, there were some limitations in our engagement process. Vista Planning recommends for the City to prioritize more equitable community engagement, especially among communities of color and youth in the region.

Feasibility and Cost Analysis

Vista Planning was not able to provide the City of St. Helens with a feasibility analysis or an analysis of implementation costs. Vista Planning recommends for the City to partner with a local planning firm, engineer, or landscape architect who would be better suited to conduct a thorough analysis in terms of cost and feasibility, both financial and environmental, of the project implementation stages.

End Notes

1. Unemployment is estimated to have decreased 2% during this same five year period, pointing to decreased wages for the region that is most easily explained by the factory closure.
2. 2010 data from the U.S. Census; 2015 data is an American Community Survey estimate.
3. Project for Public Spaces is a nonprofit planning, design, and educational organization dedicated to helping people create and sustain public spaces that build stronger communities. The eleven principles come from their booklet called *Placemaking - What if we built our cities around places?*
4. For both events we had a significant number of attendees refuse our question on race. However, if all refusals were white for both events we would have had 91% white people at the first forum and 80% at the second. 90% of St. Helens residents identified as white-alone according to the 2010 US Census.
- 5 For these events we relied on informal interviews, where we spoke to people on the ground in the park. However, our initial expectation was to interview specific stakeholders.

Appendix

A. Project Work Plan	Page A-2	K. Introductory Forum Comments Summary	A-34
B. Columbia View Park Existing Conditions	A-15	L. Parks Commission Discussion Summary	A-36
C. Demographic Analysis	A-17	M. Stakeholder Interview Notes	A-38
D. Institutional Analysis	A-25	N. Site Plan Alternatives	A-46
E. Introductory Forum Demographic Survey	A-27	O. Recommendations Forum Comments Summary	A-52
F. Recommendations Forum Flier	A-28	P. Comments for the Site Plan Alternatives	A-54
G. Recommendations Forum News Article	A-29	Q. Site Audit Survey Answers Summary	A-58
H. Recommendations Forum Demographic Survey	A-30	R. Amenities in St. Helens Park Systems	A-61
I. Recommendations Forum Handout	A-31	S. Participant Demographics	A-62
J. Site Audit Work Plan	A-32		

A. Project Work Plan

COLUMBIA VIEW PARK EXPANSION

ST. HELENS, OREGON



WORK PLAN

**Paul Gagliardi
Jonathan Morales
Takayuki Shigematsu
Daniel Shor
Nathan Williams**

Columbia
View Park

Table of Contents

Scope of Work	Page 1
Project Background	Page 2
Project Goals	Page 4
Project Milestones	Page 6
Appendix: Memorandum of Understanding	Page 10



In 2016, the City of St. Helens developed the Waterfront Redevelopment Framework Plan to guide the redevelopment of the twenty-two acres of land vacant close to downtown activity. The vacant land will be transformed into a new business district as a means for attracting investors and diversifying the city's economic base.

The City of St. Helens intends to redevelop and expand the existing park. The park expansion must meet the needs of this new business district, as well as the community as a whole. The City of St. Helens has contracted Vista Planning to work with the public in order to develop recommendations that will guide the redevelopment and expansion of the park. These recommendations will be summed up in a final report, which will provide an initial site plan and account for our community outreach process.

Project Background

Columbia View Park

Columbia View Park is a one acre, city owned park located between Strand Street and the Columbia River next to the Columbia County Courthouse. It has amazing, scenic views of the three mountains. The land is mostly flat, with a stone and grass terraced hillside up to Strand Street, used as amphitheater-style terraced seating during special events such as the 13 Nights on the River summer series. The park has several amenities including, but not limited to: a gazebo with electricity available for weddings and community events, play equipment, a “Splash It Up” fountain splash pad with commemorative plaques, picnic tables, benches, and a chain link fence along the riverbank for safety.

Columbia View Park has the highest maintenance and satisfaction rating from park users among all of the parks in St. Helens, according to the Parks and Trails Master Plan survey. However, seating is not sufficient for the many popular events held there, limited by the capacity of the amphitheater-style seating and gazebo. Additionally, the park does not have enough nearby parking capacity for these more popular events. Increasing event capacity is a priority in planning for the park’s expansion.



Project Background



Waterfront Redevelopment Project Area: The Columbia View Park expansion is included in Phase I.

Waterfront Redevelopment Framework Plan

In 2015, the City of St. Helens was selected to receive a \$200,000 Brownfields Area-Wide Planning (AWP) grant from the EPA to support the revitalization of underutilized brownfields along the city's downtown waterfront, particularly the Veneer Plant and White Paper Mill sites. The City used this funding to develop an area-wide, community-driven plan and implementation strategy for the downtown riverfront. The city adopted the Framework Plan in December 2016, providing a generalized framework for the development of the property to be further studied and refined as part of future design and engineering efforts. The Columbia View Park expansion is included in the first phase of the Waterfront Redevelopment Project. The Framework Plan proposes the following for Columbia View Park:

1. An extension or enlargement of the existing Columbia View Park to the south, creating a contiguous park that allows for growth in programmed activities at the park and potential growth of play areas or active sports.
2. A continuous trail from Columbia View Park to the southern end of the Veneer Property at Frogmore Slough, with potential for further extension over an existing rail trestle to the Boise White Paper (BWP) Property.

Project Goals

Logical Framework

Our logical framework portrays our path from project goals and assumptions to outputs and outcomes. Outputs are the products the City will create, while outcomes are how those outputs will be used.

Goal: Develop a comprehensive, community led site design for the expansion of Columbia View Park in Downtown St. Helens, OR

Rationale:

Expanding the Columbia View Park will activate the Downtown St. Helens Waterfront and lead in redevelopment efforts already underway for the former Veneer Site which is currently vacant.

Assumptions:

There is a need to expand the park due to over capacity at seasonal events.

A park expansion will contribute to the goals of the waterfront redevelopment efforts.

Resources/ Inputs:

City of St. Helens planning staff expertise, guidance, and funding.

Community members and businesses; Property owners/developers.

Already identified stakeholders from previous plans.

Activities:

Develop a community engagement plan to get quality feedback from community members and other stakeholders. This in turn will inform the site design of the Columbia View Park expansion into the former Veneer Site through community participation. The site design will take into account the current park as is and recommend design alternatives to expand south.

Close collaboration with City of St. Helens Planning and Park staff to guide our site design and community engagement efforts, and publicize community events, etc.

Outputs:

A one-acre plus expansion of the existing Columbia View Park that takes into account the active use of the space for year round events, dog walking, and family use.

A park that has the community in mind, with respect to current waterfront redevelopment efforts and visioning underway by planning staff via community led participatory processes.

Outcomes:

A two-acre park that accommodates thousands of visitors per year for annual events, dog walkers, and the local community.

A family friendly park that contributes to the economic vibrancy of downtown St. Helens and that is part of a comprehensive redevelopment effort that will energize the waterfront.

Metrics:

Active use of Columbia View Park that accommodates thousands of visitors and local community.

Project Goals

Measures of Success

Our Measures of Success form a testable rubric that let us know whether we are meeting the goals set by the City. We will look to these measures throughout the process to confirm we are on track for success, and will include them in our final report to demonstrate how well we have met our goals.

High Public Engagement

1 Compare attendance rates between our March 17th and April 26th public meetings. A higher rate of attendance will indicate success.

Underrepresented Communities

2 Compare rates of attendance of various demographic groups at each public meeting against population demographics for the City as a whole.

Community Buy - In

3 We will gauge how well our recommendations reflect community interest based upon feedback from public forums, surveys, and the City Council and Parks Commission meetings.

Utility to the City

4 City Council accepts and implements our recommendations.

Final Products

By the completion of our contract, June 7th, we will produce two products outlining our recommendations for Columbia View Park; a final report, and a presentation to City Council.

Final Report:

Our final report will focus on interpreting community feedback into viable development options for Columbia View Park. The report will include summaries of the feedback we have gathered, expressed both through graphics in the form of a map and charts, and summary text; a list of the requirements set forth by the City of St. Helens; and our recommendations for the park site, expressed graphically through a rough site plan, and summary text.

Final Presentation:

We will also present our final recommendations, once approved by the City, in front of the St. Helens City Council on June 7th. This presentation will be a complement to our written report, meant to convince City Council of the value of this park to the community. The presentation will explain our recommendations as they connect to community input and our engagement process, highlighting why we made the choices that we have.

Project Milestones

This project is comprised of eight major milestones, outlined below. Each milestone is broken down into component tasks, as well as deadline dates.

1. **Project Planning- Preliminary work is necessary for a successful project.**

- 1.1. Draft Project Schedule - We will develop a preliminary draft of our project schedule.
- 1.2. Complete Work Plan - We will develop a workable draft of our work plan, broadly outlining our major project stages and tasks necessary for completion.
- 1.3. Complete Schedule - We will revise and share a completed version of our project schedule with our clients and advising faculty, incorporating the steps outlined in our Work Plan. Paul will ensure the draft is of professional formatting and design.
- 1.4. Complete / Sign MOU - We will present a Memorandum of Understanding to our client and have them sign it. This will ensure a productive client relationship and understanding of project scope and agreed upon activities.

2. **Research and Preparation - Initial research into community engagement and site design will inform the process of developing a community-driven site plan.**

- 2.1. Background Research for Community Engagement
 - 2.1.1. Demographic Research (throughout February) - Daniel will conduct demographic research that accounts for the communities of St. Helens in terms of who they are, and where they live.
 - 2.1.2. Institutional Analysis (throughout February) - Jonathan will conduct an institutional analysis that accounts for who the major stakeholders are in the Waterfront Redevelopment Project, and what their interests are. The analysis will also detail the institutional structure that exists in St. Helens by identifying businesses, nonprofits, etc.

- 2.1.3. Case Study Research (throughout February) - Nathan will conduct case study research that considers similar projects and communities, so as to develop a set of tools, recommendations, and potential pitfalls for our own community outreach strategy.

2.2. **Develop Community Outreach Plan (end of February) - Daniel, Jonathan, and Nathan will combine their findings to determine a plan for going forward that will engage the stakeholders and communities of St. Helens with interest in the Waterfront Redevelopment Project.**

- 2.2.1. We will collectively schedule these outreach activities and events by the end of February.
- 2.2.2. We will draft any necessary materials for these events and submit them to the City by early March. Point person and support for drafting these materials will be chosen by the end of February, once the Outreach Plan has been made and the scope of materials needed has been clarified.

2.3. **Background Research for Initial Site Plan (throughout March) - Paul and Takayuki will research case studies on best practices. This research will focus on existing conditions, land use and regulation, and other environmental constraints in order to start an initial site plan layout.**

3. **Introductory Forum (March 17th at 6pm) - We will host a community event to introduce the park project and gain initial feedback.**

3.1. **Outreach - We will reach out to local news media outlets, social media via the City of St. Helens Facebook page, and the City of St. Helens website. We will also reach out to the Community Action Team to get local grassroots participation in our planning process.**

3.2. **Activities:**

- 3.2.1. Participants will engage in a drawing activity and will be asked to draw their ideal Columbia View Park
- 3.2.2. We will distribute demographic surveys to gain a sense of who is there

Project Milestones

- 3.2.3. Participants will break out into small groups where they will discuss problems and solutions
- 3.2.4. Large group report back on small group discussions
- 3.2.5. Open Forum discussing a vision for Columbia View Park
- 4. **Site Audit and Visioning (end of March) - We will have select stakeholders visit the park and collect their feedback.**
 - 4.1. Outreach - Stakeholder participants will be selected based on:
 - 4.1.1. Recommendations from the City of St. Helens
 - 4.1.2. Stakeholders identified in Institutional Analysis and stakeholder interviews. We will conduct interviews with these stakeholders throughout the end of March.
 - 4.1.3. Individuals from the Introductory Forum, representing groups unaccounted for from the above recommendations.
 - 4.2. Activities - We will conduct an on-site walk audit with selected stakeholders.
 - 4.3. Share with Client (end of March) - We intend to consolidate and analyze our findings by the end of March, and share them with our client, the City of St. Helens for feedback and further direction.
- 5. **Initial Site Plan (end of March) - We will develop an initial site plan which includes a set of alternatives for both the existing and proposed park, based on the feedback gathered from the community during the introductory forum and the park audit and visioning session.**
 - 5.1. We will work with City of St. Helens and review the initial site plan so that it can incorporate the Framework Plan and Parks and Trails Master Plan in St. Helens.
 - 5.2. Review Initial Site Plan with Client (beginning of April) - We will submit the initial site plan to the client and review it together.
- 5.3. We will also meet with the Parks Commission and Youth Council for feedback on April 10th, 2017.
- 6. **Recommendations Forum (April 26th at 6pm) - We will hold another community event to receive the community's feedback on the developing site plan and recommendations.**
 - 6.1. Outreach:
 - 6.1.1. Local news media, social media, City of St. Helens website, local radio, Community Action Team and other local community organizations, and on the ground community outreach
 - 6.1.2. We will go out into the local neighborhoods where our target groups are heavily populated and hand out/post flyers advertising our event. We will also engage with people on the street.
 - 6.1.3. Our target populations include:
 - Young people, ages 25-34
 - People of Color, particularly the Latinx community
 - Native American and Alaskan Native families and individuals
 - 6.2. Activities:
 - 6.2.1. We will present consolidated feedback received thus far and our preliminary site designs based on community informed feedback and recommendations from the Introductory Forum and Site Audit Visioning events, in addition to feedback from our client.
 - 6.2.2. Activities will resemble those of our Introductory Forum on March 17th.
- 7. **Final Site Plan (throughout April and May) - The team will revise the site plan based on feedback gathered during the follow-up with the community and stakeholders.**
 - 7.1. Final Review of Site Plan with Client (middle of May) - We will work with the City of St. Helens to review the site plan and ensure that it incorporates the Waterfront Redevelopment Framework Plan and the Parks and Trails Master Plan.

Project Milestones

8. Final Report and Presentations - We will prepare a final report and give presentations on our project.

8.1. Develop Draft Final Report (May 13) - We will combine and organize the final report from the community outreach plan and the site plan to develop the draft final report.

8.1.1. We will develop a community outreach report draft by the end of April.

8.1.2. We will develop a site plan and site recommendations draft by the middle of May.

8.2. Review Draft Final Report (end of May) - We will submit the draft final report for the faculty's review. We will also finalize the site recommendations based on feedback from the client, which will be a part of final draft report.

8.3. Finalize Final Report (June 12) - We will finalize the deliverables to submit to the client and faculty.

8.4. Develop Presentation (middle of May) - We will prepare a presentation for the following events:

8.4.1. Presentation to Faculty (June 5) - The team will present the final products to the faculty and colleagues at PSU.

8.4.2. City Council Presentation (June 7) - The team will present the final products to the St. Helens City Council in the Council's regular meeting on June 7th at 7pm.

Project Schedule: Each milestone is estimated to occur on the following schedule.

Milestone	Milestone Description	29-Jan WW04	5-Feb WW05	12-Feb WW06	19-Feb WW07	26-Feb WW08	5-Mar WW09	12-Mar WW10	19-Mar WW11	26-Mar WW12	2-Apr WW13	9-Apr WW14	16-Apr WW15	23-Apr WW16	30-Apr WW17	7-May WW18	14-May WW19	21-May WW20	28-May WW21	4-Jun WW22	11-Jun WW23
1	Project Planning																				
1.1	Complete Work Plan																				
1.2	Complete Schedule																				
1.3	Complete / Sign MOU																				
2	Research and Preparation																				
2.1.1	Demographic Research																				
2.1.2	Institutional Analysis																				
2.1.3	Case Study Research																				
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2.3	Background Research for Initial Site Plan																				
3	Introductory Forum																				
4	Site Audit and Visioning																				
5	Initial Site Plan																				
6	Recommendations Forum																				
7	Final Site Plan																				
7.1	Final Review of Site Plan with Client																				
8	Final Report and Presentations																				
8.1	Develop Draft Final Report																				
8.2	Review Draft Final Report																				
8.3	Finalize Final Report																				
8.4	Develop Presentation																				



Appendix: Memorandum of Understanding

Scope of Work:

The Veneer Paper Mill ceased operation along the Columbia River in downtown St. Helens, leaving twenty-two acres of land vacant close to downtown activity. In 2016, the City of St. Helens developed the Waterfront Redevelopment Framework Plan to guide the redevelopment of the vacant property into a new business district as a means for attracting investors and diversifying the city's economic base.

Columbia View Park is located near the center of downtown St. Helens at the northernmost point of the Waterfront Redevelopment Project area. The City of St. Helens intends to redevelop and expand the park to better meet the needs of the intended business district and the community as a whole by increasing event space and public access to the Columbia River. The City of St. Helens contracted Vista Planning to gather public input to develop recommendations that will guide the redevelopment and expansion of the park.

Obligations of Partners:

Services to be Rendered:

- Community outreach to determine the community's desired recommendations for the Columbia View Park expansion.
- Produce a generalized site plan that incorporates the feedback from the community outreach process and the goals set in the Waterfront Redevelopment Framework Plan.
- Produce a generalized site plan that incorporates the feedback from the community outreach process and the goals set in the Waterfront Redevelopment Framework Plan.
- Create a final report consolidating our methodology, data collected, findings, and recommendations.
- All expectations not outlined in the Work Plan or this MoU will be provided in writing.

Appendix: Memorandum of Understanding

The City of St. Helens will Provide:

- Up to \$2,000 budget for the project to reimburse expenditures related to travel, food/refreshments, public events, and other project related expenses as needed.
- Public outreach support, including a meeting space in St. Helens and access to in-house printing services.
- Guidance from Jenny Dimsho and other City of St. Helens staff as needed with project direction, local context, and area knowledge during community outreach events and weekly check-ins. Support is also requested during the process to facilitate and direct development of the goals of the project.
- Guidance from Jenny Dimsho and other City of St. Helens staff as needed with project direction, local context, and area knowledge during community outreach events and weekly check-ins. Support is also requested during the process to facilitate and direct development of the goals of the project.
- Public relation services in the form of publicizing public meetings and/or open houses and access to public social media accounts to advertise meetings.
- Participate in biweekly (or weekly as needed) check-in calls. Scheduling for calls must be coordinated between group and client beforehand. Schedule of dates for check-ins is provided.
- All expectations not outlined in the Work Plan or this MoU will be provided in writing.

Project Duration:

This project will begin upon the date of signature for this document, and will end upon final presentation to the City Council, to be scheduled on June 7th, 2017.

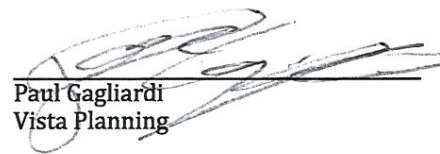
Signatures:



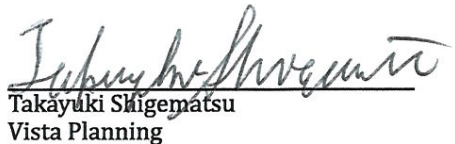
Jennifer Dimsho
City of St. Helens



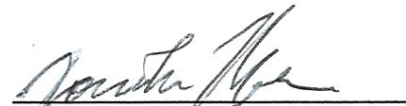
Daniel Shor
Vista Planning



Paul Gagliardi
Vista Planning



Takayuki Shigematsu
Vista Planning



Jonathan Morales
Vista Planning



Nathan Williams
Vista Planning

B. Columbia View Park Existing Conditions

Amenities	Description	History	Issue
Gazebo	With electricity	In October 1987, the Gazebo was donated to the City of St. Helens by Grace Chambers Sonneland, the original owner of Grace's Antiques, who was a well-known and long-time member of the community. Reconstructed and moved to a more central location around 2001, reserved at no charge for weddings, receptions and community events.	Poor sound quality. East/west orientation is poor. It's too low-blocking the view, too close to seating spaces, materials on the roof have weathered too poorly.
Amphitheater Style Seating		Gazebo re-location and amphitheater construction in the summer of 2004 and 2005. This project was completed with a ton of donated labor from volunteers and the City.	Seating is often overcrowded during events such as 13 Nights on the River
View Platform	Made of concrete, ADA Accessible, Used as beer garden in major events,	Used to be a wooden structure.	No outdoor kitchen/grill area for receptions
Picnic Area	A memorial bench, several picnic tables		Need a area to escape the elements (trees or structures)
Play equipment	Metal and plastic structure	The existing one was Installed in 2011 and the previous one was moved to the other park.	Crowded with children, need more space
"Splash It Up" fountain splash pad	With commemorative plaques	Made possible by volunteer fundraising and installation in 2012	It doesn't work frequently.

B. Columbia View Park Existing Conditions (Continued)

Amenities	Description	History	Issue
River Access	Chain link fence along the bank to prevent young children from getting near the river		A barbed wire prevents people from access to the vacant lot. Need to involve the edge of the waterline more
Restroom	Handicap accessible restrooms with showers just next to the Courthouse		Not sufficient for major events especially for female Not well maintained, unsanitary, sometimes used by homeless people
Parking	Paved lot off Strand St. shared with City Hall		Not sufficient parking space for major events No loading zone and short time parking
A memorial to Seaman, the Newfoundland	Accompanied Meriwether Lewis and the Corps of Discovery		
Little Free Library		Installed by the Friends of the St. Helens Public Library in 2015. People may borrow books any time they like and return them without worrying about library fines or fees.	
Free Wifi Access			
Dog friendly space			
Floral Plantings			

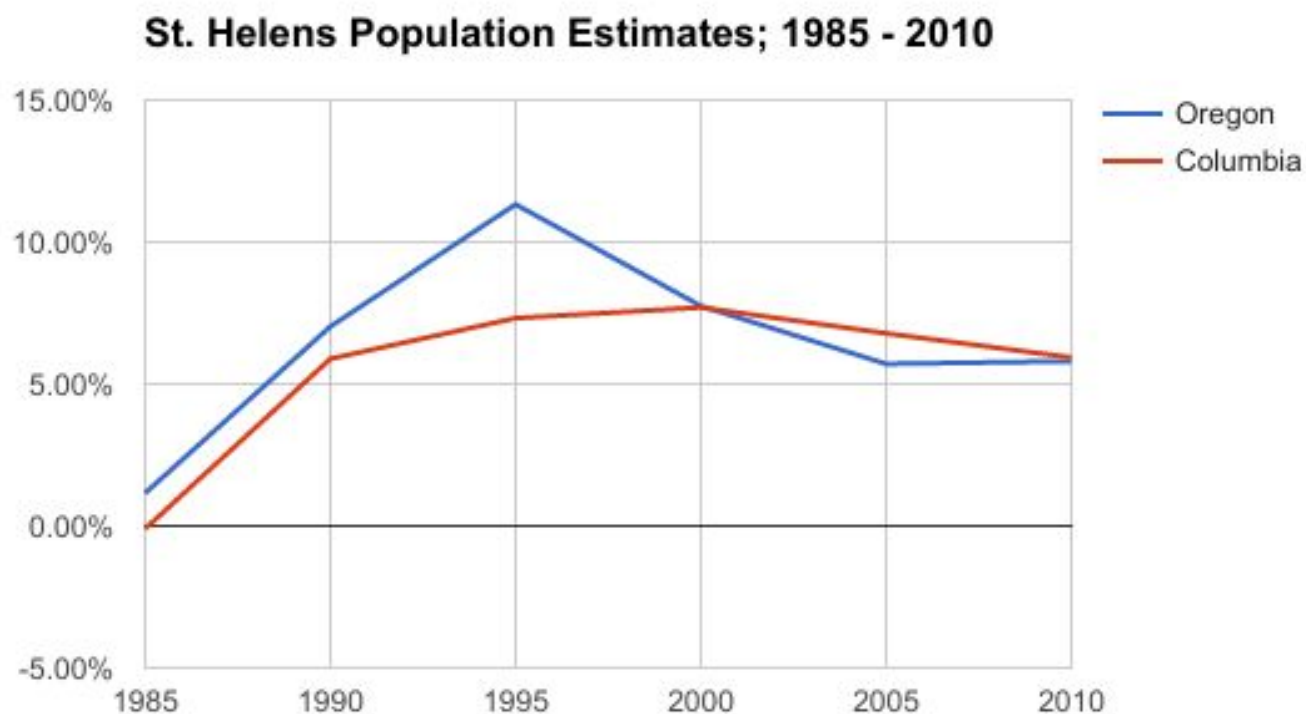
(Source: City of St. Helens, The Chronicle)

C. Demographic Analysis

Regional Population

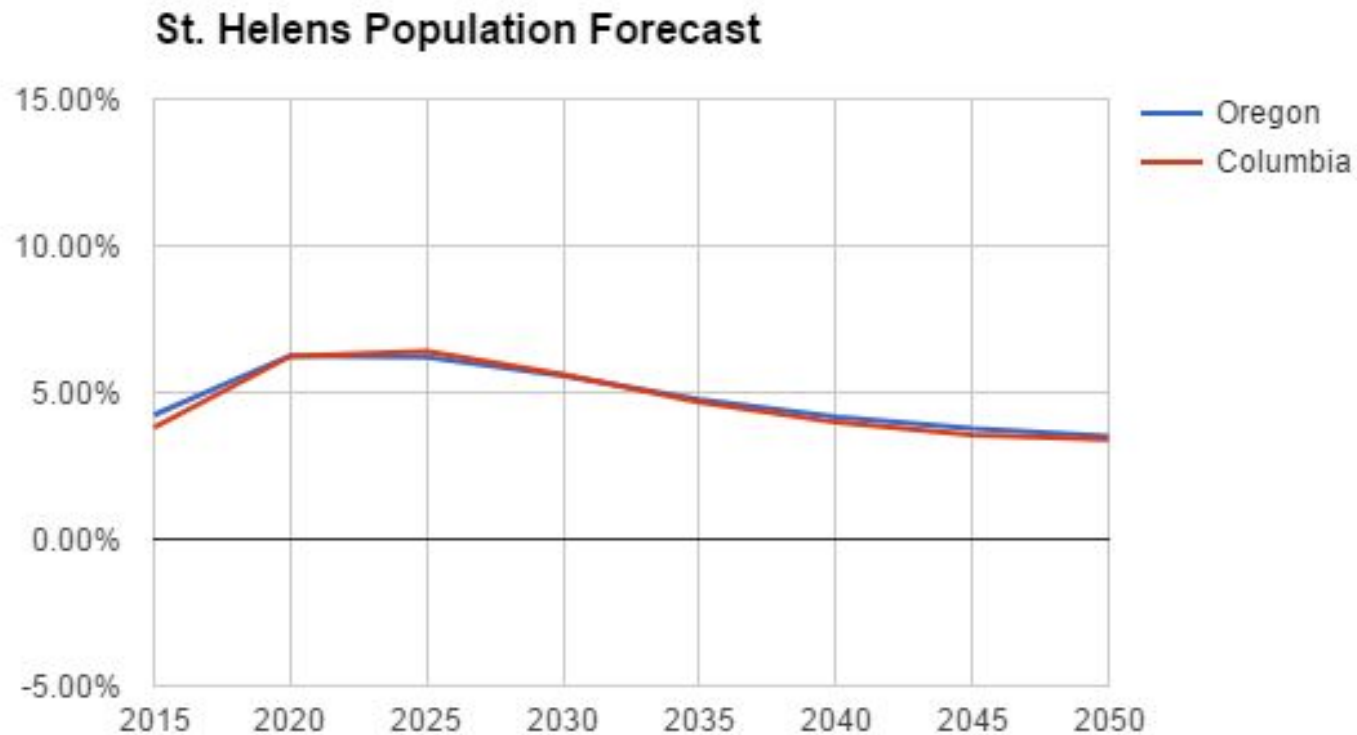
Population Change

Population change in St. Helens has largely followed statewide trends, seeing relatively consistent growth since 1985.



Source: Ibid

C. Demographic Analysis (Continued)



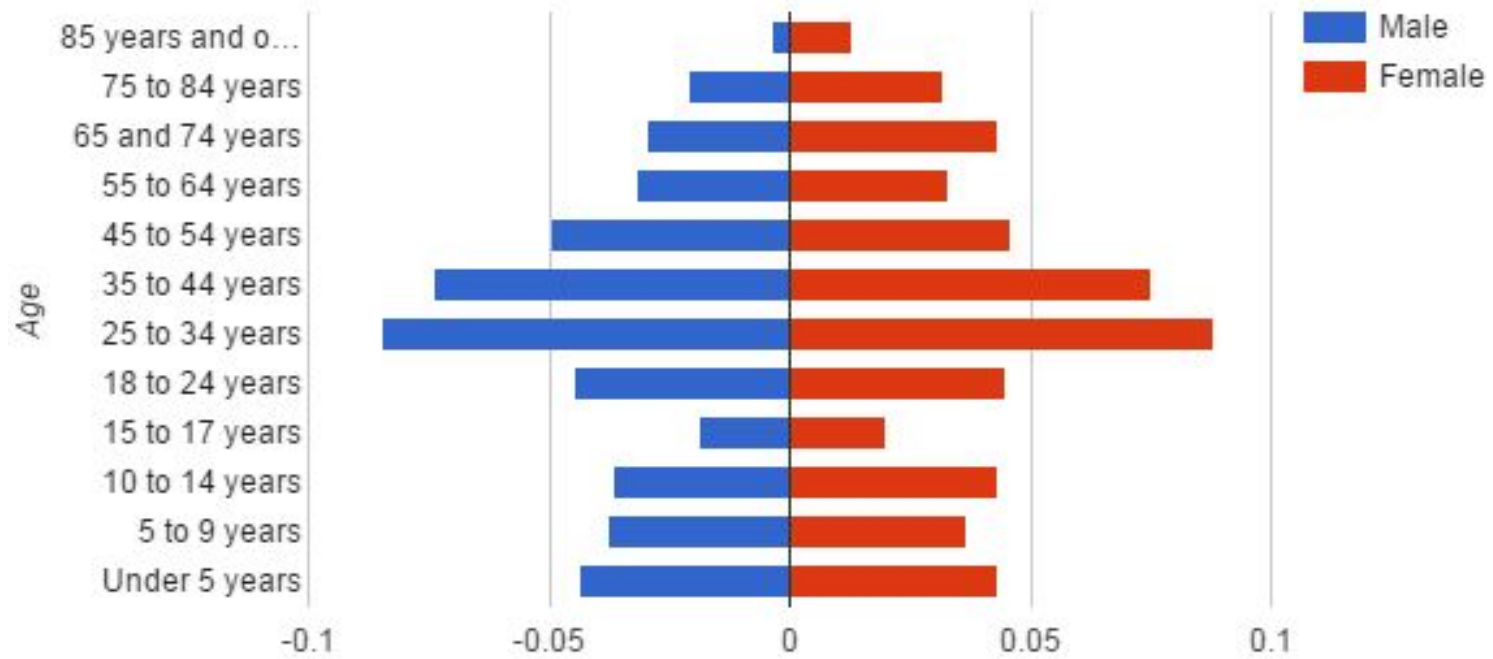
Source: Ibid

Forecasts for the region suggest these trends will continue, culminating in an approximately 45% population increase between 2010 and 2050: from about 50,000 to over 70,000. Importantly, nearly all population increase for the region comes from natural change - net migration in St. Helens was negative between 2010 and 2015.¹ Despite this overall negative trend in migration, international migration is actually a net positive and represents about a quarter of the net natural change for the region.² This means St. Helens and the greater Columbia County should anticipate a demographic shift over this period, presuming the forecasted population growth holds over time.

¹ ACS 5-Year Estimates, 2010-2015.

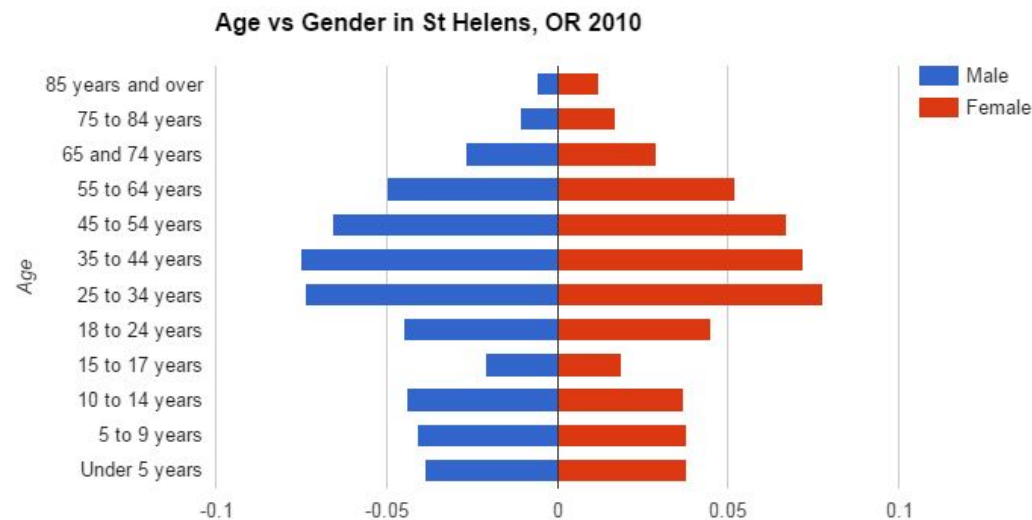
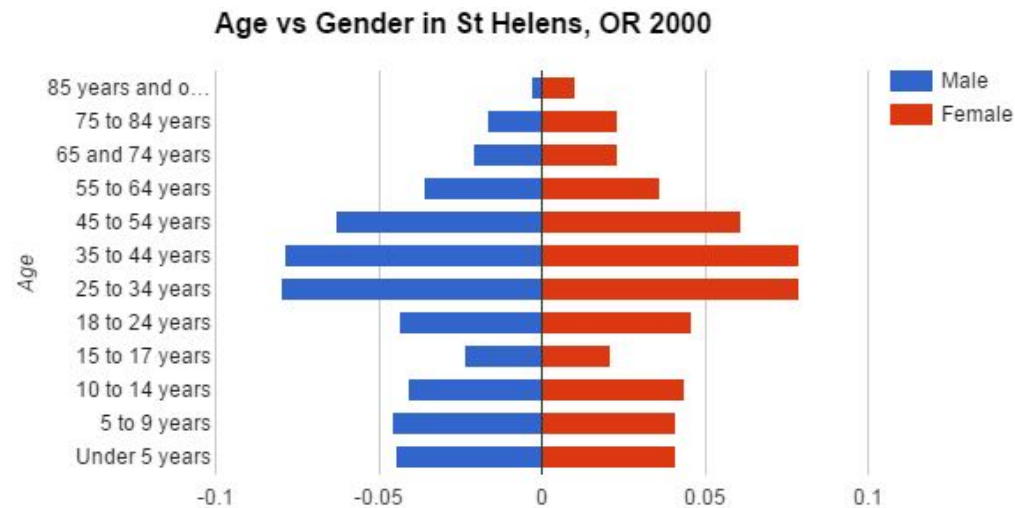
² Ibid.

Age vs Gender in St Helens, OR 1990



Source: U.S.Census Bureau via Fact Finder

C. Demographic Analysis (Continued)



Source: U.S.Census Bureau via Fact Finder

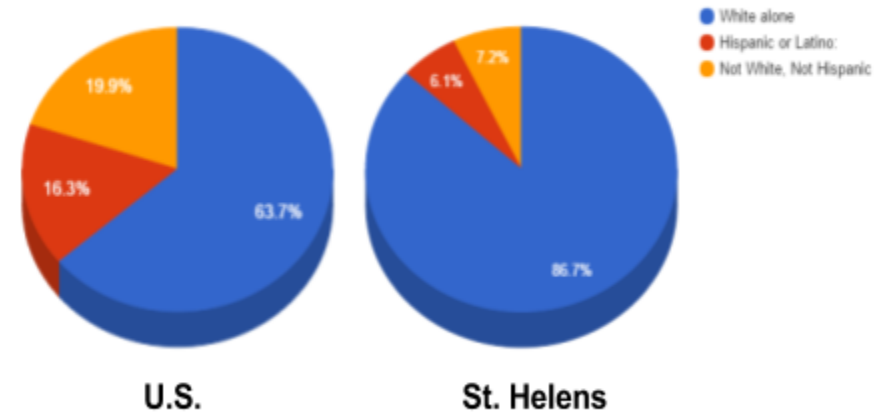
Predictably, the population has aged a bit - there has been a slight shift from residents in their 30s to residents in their 40s.

Interestingly, the age cohorts have evened out a bit over the past two-decades, and gender ratio has evened out over the past two decades, even seeing a slight imbalance towards men amongst teenagers.

Race and Ethnicity

In terms of race and ethnicity, St. Helens largely reflects Columbia County albeit slightly less white. Interestingly, after Hispanic and Latino which represents 6% of the population, a third of national Hispanic and Latino levels, the next biggest racial or ethnic minority group are multiracial individuals at 4.5%. This is actually the only racial or ethnic cohort that outweighs the national ratio to a significant degree.

Racial and Ethnic Demographics in St. Helens and the US, 2010



Population by Race in the US and Oregon, 2010³

	United States	Columbia County	St. Helens city
Total population:	308,745,538	49,351	12,883
White	72.40%	92.50%	90.30%
Black or African American	12.60%	0.40%	0.60%
American Indian	1.00%	1.30%	1.60%
Asian	4.80%	0.90%	1.30%
Native Hawaiian	0.20%	0.20%	0.30%
Other Race	6.20%	1.20%	1.30%
Two or More Races	2.90%	3.40%	4.50%

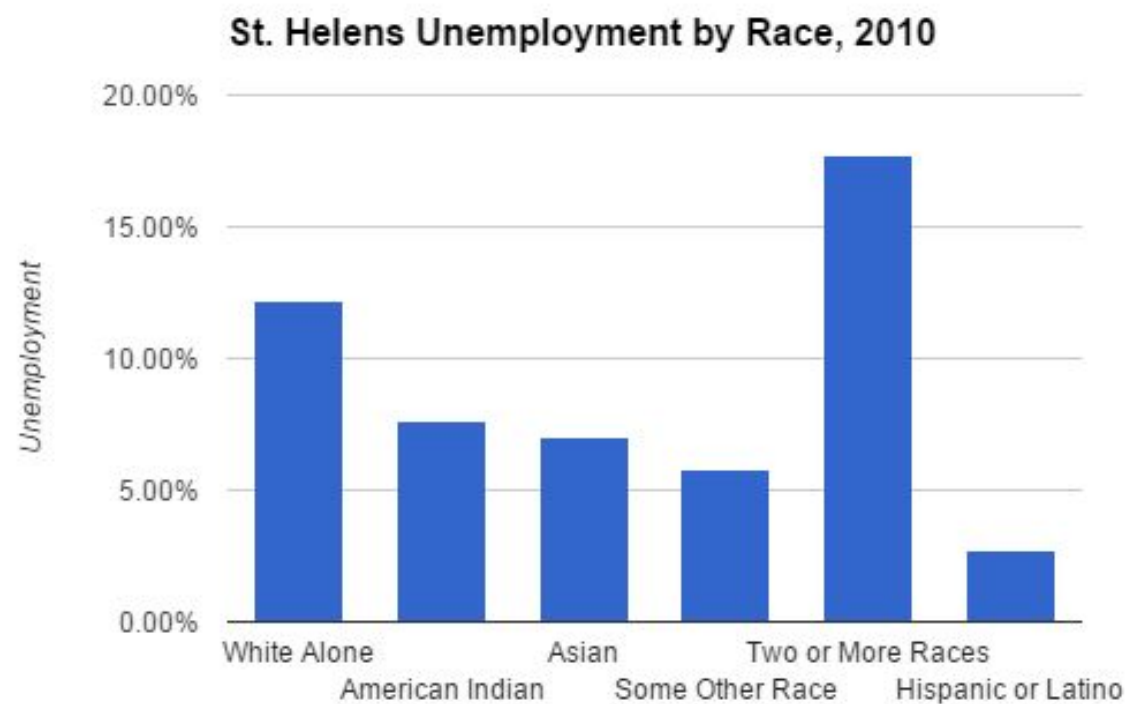
Source: US Census Bureau, via Social Explorer SE:T54. Race 2010

³ Racial cohorts which outweigh the US in terms of ratio of cohort to total population are emboldened.

C. Demographic Analysis (Continued)

Economic Indicators

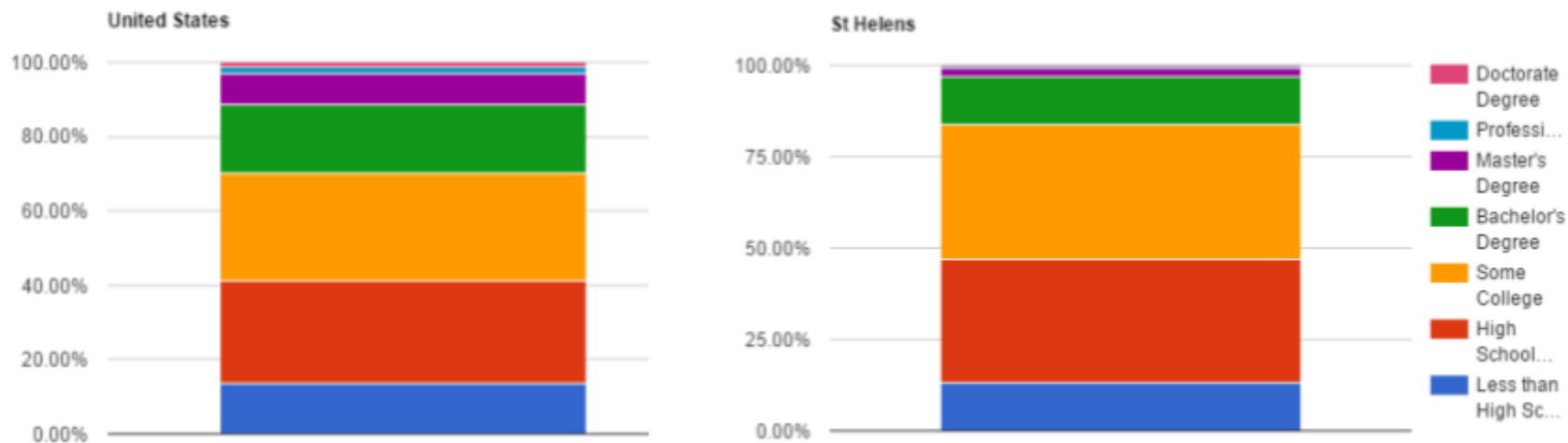
Unemployment by Race



Source: ACS 5-year Estimates, 2010-2015.

St. Helens has relatively high unemployment across the board, however by far the highest rate belongs to multiracial individuals - nearing 1 in 5 unemployed. However, the white population in St. Helens is struggling as well, with 1 in 8 unemployed. In context, these high unemployment rates are likely connected to both the Great Recession and the localized impact in terms of the closure of several large manufacturing plants and factories; high employers for the region.

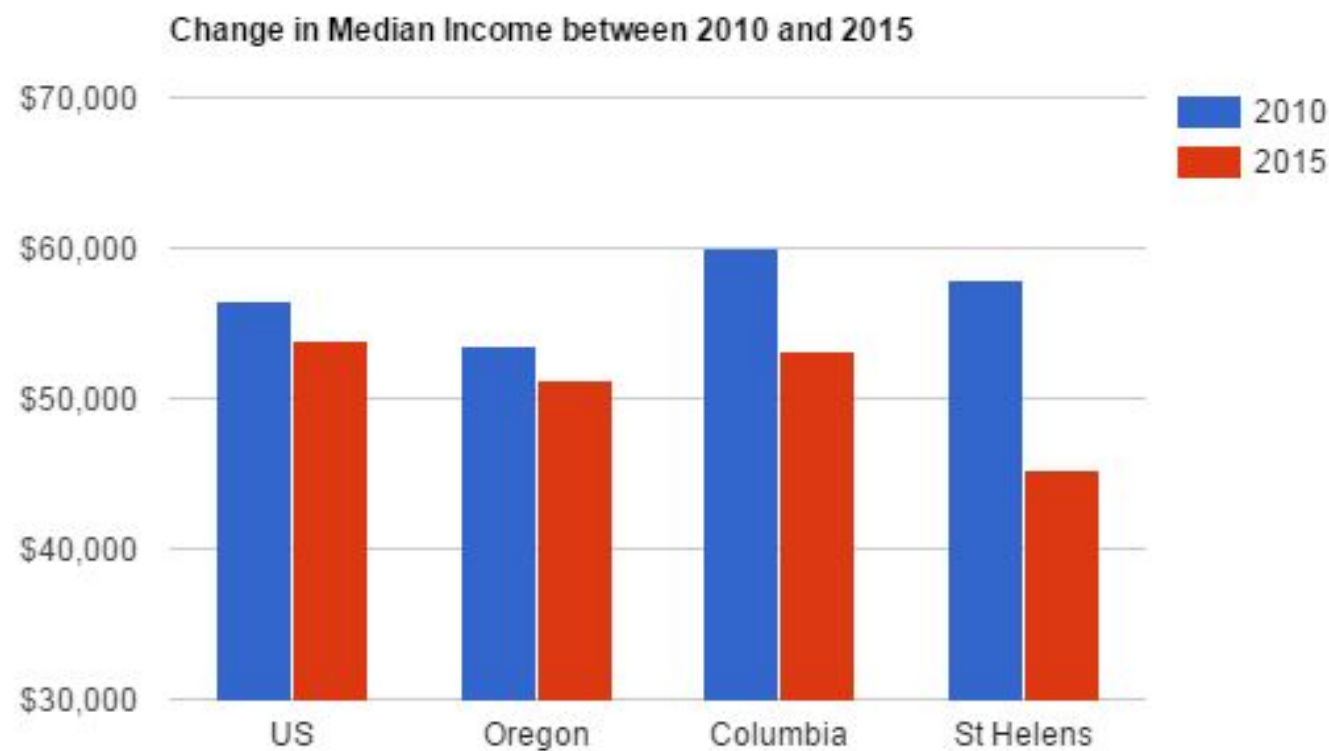
Although Oregon largely reflects the US overall in terms of educational attainment, St. Helens differs significantly. St. Helens actually outperforms the US in terms of high school graduation rates, but in terms of all higher level degrees at the Bachelor's level or above St. Helens underperforms.



C. Demographic Analysis (Continued)

Median Income

Perhaps unsurprisingly given the above indicators, St. Helens has seen a drastic crash in its median income between 2010 and 2015. Although the entire US, Oregon, and Columbia County have all suffered during this same time period, St. Helens has seen by far the most drastic decrease nearing 25%.



Source: Ibid

D. Institutional Analysis

This lists all the businesses, and other relevant stakeholders in the area that would be affected by the Columbia View Park Expansion either directly or indirectly. Businesses such as the Roythai Restaurant, Grace's Rivertown Antiques (which holds historical importance in the community), and others have been identified as those that would be impacted by improvements to Columbia View Park and the general Waterfront Redevelopment Project. By gathering a list of relevant stakeholders and businesses, it will provide the City of St. Helens with a basis from which to understand the various economic influences and players involved that attract people to St. Helens and the immediate downtown area.

Media

- St. Helen's Chronicle <http://www.thechronicleonline.com/>
- St. Helens Public Library <http://www.ci.st-helens.or.us/library>
- South County Spotlight <http://www.pamplinmedia.com/south-county-spotlight-news/>

Columbia County Economic Team <http://www.columbiacountyoregon.com/>

- Delivers economic development services for Columbia County businesses

Port of St. Helens <https://www.portsh.org/>

- The Port operates 11 different property sites and offers a variety of sites for industrial development

City Specific Commissions and Councils

- Parks Commission
- Urban Renewal Advisory Council
- Youth Council
- Planning Commission

D. Institutional Analysis (Continued)

Businesses--Restaurants

- Columbia County Brewing
- Vinnie's Chicago Sandwich Shop
- Zhen's Chinese
- Dari Delish
- Miyako
- Bella Maison
- Bertucci's Chocolate
- Sunshine Pizza
- El Tapatio Mexican
- Houlton Bakery Cake and Cafe
- Muchas Gracias
- Tea Time and Supplies
- Columbia Tavern
- Kozy Corner
- Wiggle Butz Gourmet Pet Bakery & Gifts
- Roythai
- Klondike Restaurant & Bar
- Big River Bistro
- Grace's Rivertown Antiques
- Dockside Steak and Pasta
- New Happy Garden
- Strange Birds Coffee House
- Noi's Thai Kitchen

Community Non-Profits

- St. Helens Economic Development Corporation <http://shedco.org/>
- Community Action Team <http://cat-team.org/>
- Friends of Nob Hill Nature Park <https://www.facebook.com/Friends-of-Nob-Hill-Nature-Park-1156887551001988/>
- Kiwanis St. Helens Day Breakers <http://www.kiwanisdaybreakers.com/>

E. Introductory Forum Demographic Survey

Columbia View Park Expansion Project - Survey

Please fill out this quick survey so we know who has attended our meeting. All responses to this survey will be completely confidential. If you would like to remain anonymous, please only fill out the front side of this survey.

Which of these categories best represents your age? Please check one.

☐ 21 or younger ☐ 22-29 ☐ 30-39 ☐ 40-49 ☐ 50-59 ☐ 60-69 ☐ 70 or older

What is your gender?

What is your race and/or ethnicity?

How far do you live from Columbia View Park? Your best guess is fine.

_____ mile(s)

How often do you visit Columbia View Park in a year? Please check one. Your best guess is fine.

☐ 0 times ☐ 1-5 times ☐ 6-10 times ☐ 10-20 times ☐ more than 20 times in a year

When is the last time you visited Columbia View Park? Please check one. Your best guess is fine.

☐ Today ☐ in the past week ☐ in the past month ☐ in the past year ☐ more than a year ago ☐ never

Do you own a business close to Columbia View Park? Please check one.

☐ Yes ☐ No

Any comments or feedback?

For an anonymous survey, stop here.

If you are open to us reaching out to you, please turn over.



Please answer these questions if we have permission to contact you further. For an anonymous survey, please leave this side blank.

Do we have permission to reach out to you further? Please check one.

☐ Yes ☐ No

Name

What is the best way to contact you? Please check one and fill out the address or number.

☐ Email _____

☐ Mailing _____

☐ Phone/ Other _____

If you have a business, what is it called?

Thank you for responding and coming to our event. We are excited to work with your community!

Please feel free to reach out to us with comments and questions not addressed in this survey at:

ColumbiaViewPark.StHelens@gmail.com

F. Recommendations Forum Flier



April 26th 6:00-8:00pm

Meriwether Place | 1070 Columbia Boulevard, St. Helens, OR 97051

ColumbiaViewPark.StHelens@gmail.com

Please join us on April 26th at 6pm at Meriwether Place for this exciting open house. A group of students from Portland State University are partnering with the City of St. Helens to get input from **you** in regards to the park expansion.

This open house is a perfect opportunity for your entire family to attend and participate in the decision-making process. If you have children who enjoy the outdoors and playing in parks, bring them with you. Parents can help their children fill out surveys so that the City of St. Helens can gather feedback from all age ranges on design elements and amenities for Columbia View Park. Food and refreshments will be provided, and children of all ages are welcome.

Columbia View Park Expansion Open House
April 26th, 6:00pm - 8:00pm
Meriwether Place 1070 Columbia Boulevard, St. Helens, 97051
ColumbiaViewPark.sthelens@gmail.com
Columbia View Park Expansion Open House
April 26th, 6:00pm - 8:00pm
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G. Recommendations Forum News Article

Wednesday, April 19, 2017

www.thechronicleonline.com

Out & About

Second open house for Columbia View Park expansion



Courtesy photo

The City of St. Helens is hosting its second open house for the Columbia View Park expansion project on Wednesday, April 26 from 6-8 p.m. at Columbia River Receptions & Events at Meriwether Place, 1070 Columbia Boulevard, St. Helens.

After reviewing community feedback from an open house held on March 17, 2017, three alternative site

plans have been created for Columbia View Park. The April 26 open house will start with a brief presentation of the three proposed plans. Attendees will then have the opportunity to walk between stations that display specific elements of each site plan and offer feedback through a survey.

This open house is a perfect opportunity for your entire family to attend and

participate in the decision-making process. If you have children who enjoy the outdoors and playing in parks, bring them with you. Parents can help their children fill out surveys so that the City of St. Helens can gather feedback from all age ranges on design elements and amenities for Columbia View Park. Light refreshments will be provided.

Survey feedback will be

recorded and used as an integral part of outlining a plan of action for the park expansion. The Columbia View Park expansion is one of the initial projects anticipated to begin groundbreaking as part of the Waterfront Redevelopment Project. This open house is an important opportunity to provide feedback.

If you are unable to attend the open house but would like to offer feedback on

specific amenities that you would like to see at Columbia View Park, send an email to ColumbiaViewPark.sthelens@gmail.com.

The City of St. Helens has partnered with Portland State University (PSU) Master of Urban and Regional Planning (MURP) program on the Columbia View Park expansion project. The graduate program prepares students for a final project where

small teams work to conceive, plan and implement community-based planning project in close consultation with a committed client. The students' project started in January 2017 and will continue until June 2017, the final terms of their program. Projects give students the opportunity to gain experience working with the public and producing a professional project.

H. Recommendations Forum Demographic Survey

Columbia View Park Expansion Project - Survey

Please fill out this quick survey so we know who has attended our meeting. All responses to this survey will be completely confidential.

Which of these categories best represents your age? Please check one.

☐ 21 or younger ☐ 22-29 ☐ 30-39 ☐ 40-49 ☐ 50-59 ☐ 60-69 ☐ 70 or older

What is your gender?

What is your race and/or ethnicity?

How far do you live from Columbia View Park? Your best guess is fine.

_____ mile(s)

How often do you visit Columbia View Park in a year? Please check one. Your best guess is fine.

☐ 0 times ☐ 1-5 times ☐ 6-10 times ☐ 10-20 times ☐ more than 20 times in a year

When is the last time you visited Columbia View Park? Please check one. Your best guess is fine.

☐ Today ☐ in the past week ☐ in the past month ☐ in the past year ☐ more than a year ago ☐ never

Do you own a business close to Columbia View Park? Please check one.

☐ Yes ☐ No

Any comments or feedback?

Thank you for responding and coming to our event. We are excited to work with your community!

Please feel free to reach out to us with comments and questions not addressed in this survey at:

ColumbiaViewPark.StHelens@gmail.com

I. Recommendations Forum Handout

Columbia View Park Expansion Project Recommendations Forum

Thank you for attending today's forum. We look forward to your continued involvement in the Columbia View Park Expansion Project, a collaborative planning concept project with Portland State University Master of Urban & Regional Planning students and the City of St. Helens.



Next Steps!

Site Audit Activity

**Saturday, April 29, 2017, 10am -12pm and Thursday, May 4, 2017, 6pm - 8pm
in Columbia View Park**

Vista Planning will conduct on-site walk audit activity on April 29th and May 4th. Please come to Columbia View Park at any time during the hours, walk through the existing park and proposed expansion site! We look forward to your grounded feedback of the park.

Community Feedback for the Revised Site Plan

Approximately in mid - May, 2017

Vista Planning will share a revised site plan via the City of St. Helens Facebook page (<https://www.facebook.com/cityofsthelens/>) and the City of St. Helens website, seeking community feedback. Please look out for it!

City Council Hearing

Wednesday, June 7, 2017, 7pm in the City Council Chambers

Vista Planning will present our final recommendations and preliminary site plan based on community feedback, and outline our process.

In addition to those events, we hope to have your continued input and involvement in this process. Please contact us to let us know your opinions on what we're doing including recommendations for new amenities or design, and concerns with the project as we move forward. Your opinions will drive our recommendations for the park!

Please feel free to contact us with your comments and questions:

columbiaviewpark.sthelens@gmail.com

Vista Planning

Deme Shor, Paul Gagliardi,
Jonathan Morales, Takayuki
Shigematsu, Nathan Williams



J. Site Audit Work Plan

Purpose:

Gather recommendations for future improvements and recommendations for the Columbia View Park expansion from the broader St. Helens community. The site audit format is being used here to gather better feedback -- if participants are on site they can better visualize what they would like to see there as well as give feedback on the existing conditions. Feedback will come primarily in the form of completed surveys, but also through conversations with Vista Planning personnel stationed in the park.

Date/Location:

Columbia View Park on Saturday, April 29th (10am-12pm) and Thursday, May 4 (6pm-8pm)

Attendees:

Attendees will be community members who have expressed interest in attending during the Recommendations Forum, and through the City of St. Helens Facebook page. It will be open to the public, both those attending through outreach efforts as well as people visiting the park at the time that we will encourage to participate. We will also focus on inviting stakeholders who have responded to our requests for stakeholder input via phone and in-person interviews during the month of April.

Preparation:

Bring pens and the rating surveys. Set up picnic table at Columbia View Park for check in. Two to three Vista Planning members will be stationed at entrances to the park to hand out surveys and direct participants to the picnic table to check in. Provide flier with more information on our progress and next steps. Food will not be needed for this event.

Rating Surveys:

We will have participants walk through the existing park and proposed expansion site with the rating survey, which will have directions on how to go about the Site Audit and what to pay attention to. We will give participants an opportunity to walk freely without Vista Planning guides. The survey will gather information on the following:

- *Existing Conditions* - We will have participants rate categories which will include accessibility, public space amenities, and safety. They will give a score between 1-5, with 1 representing poor, and 5 representing excellent.
- *Expansion*- We will also have participants rate proposed amenities derived from the alternatives using a “mark the box” to determine their thoughts of the amenity and/or park improvement. They will then be given the opportunity to recommend improvements, etc., through open feedback.

Vista Planning members will be stationed at the north and south sides of the park to hand out surveys to community members as they enter the park, and collect them as they exit. Additionally, there will be Vista Planning members in the park engaging community members in conversation about the park, offering assistance, and carrying additional surveys.

Using Feedback:

As part of this Site Audit and the preceding stakeholder interviews with business owners and other stakeholders, we hope to get a more grounded perspective on the existing conditions and input for the expansion, by actively engaging with community members and stakeholders on the site. The rating system will allow us to determine how people feel about certain aspects of the existing park, and on the proposed amenities in each of our alternatives. Other feedback will be general in nature and will give us additional feedback to work with for our final versions of our site plan alternatives.

K. Introductory Forum Comments Summary

March 17, 2017 6pm -7:30pm City of St. Helens Council Chamber

Comments from open discussion session and demographic survey

Major concepts for expansion

- 1) Features that bring community together (old people and new residents) - Columbia view path is the neighbor's' living room,
- 2) Enhancing what is already working, maintain the character and theme of the park
- 3) All users friendly including all ages and ADA accessibility (inform people about what exists)

Park Amenities

- Renovate existing gazebo (east/west orientation is poor. It's too low-blocking the view, too close to seating spaces, materials weather too poorly, poor sound quality.) and install a bigger stage elsewhere in vacant space (4)
- Additional restrooms especially for female (2)
- Increase seating areas/benches/options (2)
- Splash pad water recapture. Solar demonstration. Educational element. (2)
- Swings (i.e. Seaside beach)/expanded playground areas
- Area for elderly people, dogs
- ADA accessible
- Fire pits /bonfire – Covered for use during rain
- Shaded sitting space

Other facilities - Parking, Trail, Sidewalk

- More parking (3)
- Impervious surfaces for sidewalks
- Path changes/lighted walkway
- Walkways that are solar collectible and they light up when you walk on them.
- Area for vendors/concessions (make the existing parking more suitable for a vendor area)

Design/landscape

- Area to escape the elements (trees or structures) – covered areas (3)
- Involve the edge of the waterline more. Make it more inviting. Doesn't get maintained now. Trail? Make it ADA friendly. Keep in mind the potential for flooding. Esplanade. Bike-friendly.
- Surface improvement : When it rains, the park is totally flooded (2) – Astroturf options? Anything but grass. (2) Can be parked on (2)
- Elevated dock over the river with a timber roof. Could be used for events, bands, etc.
- General aesthetics: Artwork, sculptures (Lake Oswego loan sculptures).
- Native plant or flower/landscaping installation (like the triangle garden)

L. Parks Commission Discussion Summary

April 10, 2017 4pm -5:30pm
City of St. Helens Council Chamber

Comments from the City and the commissioners

General Idea for the Park Expansion

- Consider costs and feasibility of the amenities that were suggested by the community
- Due to the small staff in the City, maintenance should be considered for feasibility
- The park expansion will be at the end of the Strand by Grace's Antiques
- Suggest moving the current chain link dividing the developed park from the gravel area out to save money and continue to keep the children safe. They wanted to plant grass close to the existing park and leave park of the park as gravel for the stage area.

Lighting

- Parks close at sunset - maybe not the best idea to focus on lighting. But some lights along the riverfront path and other major paths would be possible.

Dog Parks

- There are three dog parks already in the city - A new one isn't needed. Having dogs at the events creates problems.
- A dog park would subtract from event space. Others are open to at least providing more facilities for dogs

Gazebo

- Keeping the current gazebo and using during smaller events is agreed upon by all the commissioners.
- Commissioners question the feasibility of moving it. All of the power connections are located around the gazebo
- Should be renovated.

Riverfront

- Commissioners think that direct access to the water isn't possible because of the steepness of the bank.
- A ground pathway with a border fence or rail may be the most feasible. Stairs or a ramp leading down to water level may be possible in the future.

Vendors

- Not prioritize a separate vendor area since events usually happen 2 or 3 days out of the year, and they've been pretty successful at just utilizing street space by closing off streets, however this affects the availability of parking space.
- Check Festival Street idea in the framework plan.
- Could close the Strand street for vendors or also occupy the Plaza park during events.

Vegetation

- A sprinkler system is needed for new trees, flowers, etc. But it is feasible to expand the current sprinkler system.

Bathrooms

- Adding a new bathroom building was more feasible than expanding the current one.
- Managing trash is an issue.

Views

- Views are important. Picnic shelters and other buildings should be limited to avoid blocking the view of the water.

Playground

- The play structure should be expanded.
- One commissioner mentioned again that water from the splash pad could be recycled. (ex.a merry-go-round water feature)
- Not feasible for moving or expanding the splash pad

M. Stakeholder Interview Notes

4/19/2017

Interview Notes

Present Vista Planning Staff: Deme

Summary of Main Points

Waterfront

- Should have something at water level
- Some kind of transit or commercial docks that could provide transit to Sand Island

Gazebo

- Represents the historic nature of St. Helens & gets at community values for the city as it changes
- Should have a separate staging space

Other

- Should have more restrooms that also have showers
- Should have someone working park at night so restrooms can stay open for houseless
- Should have open space w/out permanent structures for camping, horse shows, bake-outs, etc
- Parking/traffic issues related to Emergency Vehicles
- Need for everything to be ADA accessible

Notes

Topaz's Background

Mechanical Engineer, medical business since graduated, involved in lots of planning/gov't projects & grants (large up to \$25mil)

Worked at university & medical schools (quite a lot, all over the place)

Retired, but still do medical research -- research and development

NIH Planning - for artificial heart

Lived in St. Helens since 2000

Volunteered for Framework Plan, but was not included - volunteered multiple times, chose to leave vacant rather than choosing him.

A few experiences of feeling excluded/marginalized around projects

Involved in development of the total waterfront

Involved in a few festivals

Planning Background

What goes into the questions of planning?

Waterfront

Born in Mystic CT near water, same in MA

One thing done wrong -- people are looking at it from 25 ft above from bank, instead of doing stuff at the water level

Want it to be interactive, not just something to look at (eg fishing, sea lions & otters, put hands in water)

One wasted pieces of land is flat land 25 feet above water, there is a diagonal piece of land that could have a path on it so the path is only 10ft above the water -- get people closer to the water

They are owned by the state, so we can't do anything commercial - if city built their own, then we could (eg ice-cream, tours)

Sand Island park -- issue is you can't get to it; used to have a pontoon boat that would go there and back but this stopped. If city had a commercial dock they could recreate this

- Lots of camping out there

- Spectacular park, but can't get there for here

- Have to own or rent a boat to get to the island

- As many as 40 or 50 boats tied up at the docks when Yacht Club comes up

M. Stakeholder Interview Notes (Continued)

Wants a really long pier along the waterfront

Most of the waterfront is deep waterfront

If I can get close to the water, I can get people who are handicapped onto the water

ADA accessibility

Mental happiness goes way up if they can gain access; excluded so many standard activities

Always folks that are going to speak of fear -- Columbia River can be fierce; gotta stay off the path if it's underwater

Can get to docks regardless, but path might be inaccessible

Otters love to come up and feed around the path -- wildlife changes w/seasons

It sounds like there's an absurd amount of wildlife

Gazebo

Should be renovated, too small as a venue

Quaint, does its job, cozy

A number of people rent it out for the weddings

Gazebo was poorly built (used more colorful language)

Stone amphitheater is nice for small crowds

Gets really chilly due to north wind at night

A nice place to have a little party

Need a second thing for bigger events

Thursday nights during Thirteen Nights they play rock n roll from the gazebo; teenagers show up and there's nothing for them to do -- a larger venue you could involve teenagers

Something bigger that could hold more people, without changing the gazebo

It fits the time and pace of the city; didn't have large gazebos in the 1800s

Represents the history and design of the City Hall area

Lessons from the Maritime Festival

A number of Indians rode in in their canoes

Confederated tribes had a portable kitchen

Just needed ground, not the gazebo -- to park trucks; put up tents, horse show, etc

Grass, not built structures

An area that is multi-purpose

Restrooms at the top

- Have showers in them

- Restrooms are locked down at night; folks can't use them that need them

- Need a person around, even at night -- gets rid of a lot of "strange problems" with homeless

- Needs more restrooms & showers; esp for larger events -- people don't like porta potties

- Park for homeless as well as residents, need a place to sit and detox -- becomes their living room and their house

- If the restrooms are open at night, homeless won't use during the day when other residents are using it/don't want to share space with homeless

Parking

- How you drive-in and drive-out

 - Police do a good job of getting people out

 - City charges for parking a bit high; keeps average person from coming in

 - Having a second entrance/exit would help alleviate congestion

 - Need to be able to get ambulances/emergency services in and out of the park

- Where you put your cars

 - People upset w/people parking in front of their house

Misc

Right now they are on top of the gazebo, looks like a bunch of g*****

- A bigger venue, cleared grass area, commercial docks

- Would be nice if you could drive right there if you're in a wheelchair and participate

Road b/n Portland & Astoria was Old Portland Rd, and the only way in was Columbia Blvd -- street layout is a holdover from that time

One thing that would help people's vision of a bigger park: the chain link fence blocks off the view of the park

- Area used to be wooded

- City used to be timber mills; mostly men; high wages they'd send home

- Highest per capita income of anywhere in the US during the '50s

Biggest problem that St Helens has -- has to learn how to become a community, attitude-wise

M. Stakeholder Interview Notes (Continued)

Interview with Heidi Oliver

Vista Planning Staff : Deme Shor

Main Takeaways:

- Better path/access to water
- Amenities other than playground (eg dog park)
- Limited structures; structures should match “old town” feel
 - Something that provides shade
- Bigger Venue Space
 - Keep Gazebo tho

Note: Wants to be emailed about May 4th event & sent the 3 alternatives

Heidi BG

- Lived in St. Helens whole life besides undergrad, 19 years not including those 4 (so 23yo)
- Social worker
- Uses the park a lot in the summer, 13 nights

Waterfront

- Important that if there are any structures they don't block the view
- Need more access to the waterfront itself
 - Currently you only can via boat docks
 - Would be nice if there was a dock/boardwalk for folks to just access

Gazebo

- Central attraction, but also need something bigger
 - Central gathering spot for a lot of people, even when an event isn't happening
 - When I think of St. Helens, it's what I think of
 - Combination of the image & memories there
 - When I think of St. Helens it's one of the nicer spots - if I'm going to show off my town, that's a spot that I would take people
 - Beautiful, unique to the area -- not everyone has the giant Columbia River going through
 - The Court House being right next to it, they're nice together

Other

- Need a bigger venue space
- Few buildings
 - Buildings should match the look of city hall/gazebo/court house/etc “old feel”
- Would be nice if there was a dog park
 - It's a good location - beautiful view; great part of town
 - Would give a reason to utilize the space more
 - There's a playground for kids; would be nice for something else to be there to get others there
 - General amenities for people of all age groups
- Having a better pathway through the park & more access to the water
- Would be nice to have some sort of covered area
 - BUT then it creates a big block, might affect the view
 - Eg things that will add to the view; like a tree that might frame the view of the island and seem like a good fit

M. Stakeholder Interview Notes (Continued)

City Councilor Ginny Carlson

Interviewer: Takayuki Shigematsu

Date: 4:30 pm- 4:50 pm, April 20, 2017

Key concepts

- Make teens more interested in the park - i.e., adding skateboarding place
- Not need to focus much on elderly generation - elderly people want to shaded seating space (picnic shelter)
- Think what is essential/unique in the CVP -natural beauty of the river, cultural connection (concerts, historical (native American, shipbuilder) and other cultural events)
- Not need to add what other parks in the city already have

Gazebo/ Event space

- Good idea to rebuild and renovate the existing gazebo - important to make more people come to the park
- Not necessary to have new bigger stage - just adding a platform for multiple use (concert, foodcart, etc) would work

Trail

- Should be paved, lights (not too many but enough for safety at night), wide enough to ADA accessible, some benches and canopies

Playground

- Would be nice to add more amenities such as swings for kids, but not need to add too many

Restroom

- Not feasible to add another new permanent restroom - cost too much and hard to maintain (cleaning, to be closed at night)
- Renovate existing one for more resistant, environmentally friendly restroom
- Add portable restroom at popular events if necessary

Will attend the Rec Forum on 26th!

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N. Site Plan Alternatives

Alternative 1



Proposed Amenities

1. Stage

- Install a new larger stage with improved facilities
- Keep the gazebo in its current location and renovate the gazebo to make it more attractive
- Copy existing amphitheater style seating.
- Provide a seating area above the amphitheater. This seating will use tables not benches.
- Potentially provide additional seating with a short sittable stone wall to divide the seating area from the open space
- Provide open space between the stage and seating area for people to either stand, sit on the grass, or sit in temporarily.

2. Fire Pit

- Provide a fire pit next to the river, centered on the path leading from the park entrance to the riverfront
- The area will have a cozy “living room” feel with an awesome view of the river.

3. Seating

- Install several benches with back support along the river, but place them just off of the pathway.
- Install porch-style swings occasionally as a substitute for benches.
- Consider closing the existing park to bicyclists to make seating along the river more comfortable.

4. Waterfront Trail

- Create a dog friendly trail along the river
- Install a couple of lights for safety at night
- Install a fence along the entire length for safety. If possible use rot iron or another more attractive and permanent wall than a chain link fence.

5. Art Features

- Leave spaces for art features throughout the park
- Construct an artistic bike parking area near the entrance of the park.

6. Entrance

- Make the entrance to the park open at the Stand/ Cowlitz Street intersection
- Focus on the attractiveness of this new entrance.
- Provide attractive signage and wayfinding to help pedestrians and bicyclists orient themselves.

7. Flex Space

- Create a flexible paved space for setting up booths for events or for overflow parking.
- Create a space for a basketball court or other sport that uses a blacktop in the same space to be used when there are no events.
- The space on the map is large enough for a high school basketball court.

8. New Play Areas

- Expand the existing play area
- Provide play equipment for older children, teenagers, and adults
- Consider a swing set facing the river

N. Site Plan Alternatives (Continued)

Alternative 2



Proposed Amenities

1. Event Stage

- Install a new bigger event stage with improved lights, sound facility
- Maintain existing amphitheater style seating, but add more distance between the stage and seating area.
- Removal of walkway for more grass seating/open area

2.Large Open Space

- Relocate existing gazebo to new open space
- Large open space for all activities
- Separated from the big event space
- Renovate gazebo - replace weathered materials on the roof, could be used for smaller events including weddings, receptions and other small events

3.Play ground

- Preserve existing Playground
- Preserve existing splash park
- Expand Park to include handicap accessible features
- Expand to include drinking fountains
- Expand to include benches

4.Boardwalk

- Construct new boardwalk over the river bank as part of waterfront trail
- Place to run or walk near the water
- several benches along path
- Lighted walk path

5.Multi-purpose Space

- Temporary event bathroom space
- Expanded parking for events
- Expanded vendor area

6.Parking Area

- Maintain existing parking lots along the Strand and Cowlitz
- Permanent parking lot (10-15 spots)
- Vendor area for special events
- Staging area for events

N. Site Plan Alternatives (Continued)

Alternative 3



Proposed Amenities

1.Event Stage

- A new bigger event stage with improved lights, sound facility
- Maintain existing amphitheater style seating, but add more space between the stage and seating area

2.Gazebo

- Relocate the existing gazebo and renovate weathered materials on the roof
- Will be used for smaller events including weddings, receptions
- Add space for sculptures on both sides

3.Picnic Shelter

- Install new picnic shelter on the existing picnic area
- Maintain scenic view
- ADA accessible, just next to parking

4.Off-leash Dog Area

- Install a fenced off-leash dog area on lawn
- Possibly removed or relocated when the space get crowded

5.Waterfront Trail

- 10' wide paved trail for peds and bikes
- Dog friendly - dog waste station
- Install a couple of lights for safety at night, and tree canopies for shading, and benches with back support

6.Boardwalk

- Construct new boardwalk over the river bank as a part of waterfront trail
- Install fence for safety

- Install several benches facing the river with back support

7.Walkway

- Paved vehicle-free walkway
- Additional space with gravel - potentially used for vendor area, portable restrooms in popular events

8.New Playground

- Install an additional playground with new amenities such as swings
- Preserve existing playground and splash pad

O. Recommendations Forum Comments Summary

April 26, 2017 6pm -8pm
Meriwether Place, St. Helens

Comments from open discussion session and demographic survey

Major themes of feedback on designs

Commentary largely mirrored the comments from the introduction forum, thematically: desire to preserve the character of the park (ie the design) as well as the substance (ie the views; the walking paths).

One element that gained more prominent importance is the need for bathrooms, with 17% of attendees explicitly asking for more permanent bathrooms.

One element that lost prominence was the call for educational features, which was not explicitly in any of the three designs and none of the participants commented on.

Park Amenities

- Larger stage (4)
- Covered picnic area (4)
- Swing seats (2)
- Dog off-leash area (3)
- Benches (3)
- Expanded play area (2)
- Fire Pit (2)
- Basketball court (1)
- Splash Pad or Wave Pool (1)
- Flower Bed (1)

Other facilities - Parking, Trail, Sidewalk

- Paved parking path (6)
- Separate bike paths/No bikes on walking trails (6)
- Permanent bathrooms (5)
- Boardwalk (3)
- Ferry to Sand Island (1)

Design/landscape

- Keeping the gazebo where it is (3)
- Moving the gazebo (2)
- Preserving the view (2)
- A large field area (1)

P. Comments for the Site Plan Alternatives

Amenity	For All Alternatives	Alternative 1		
		Like	Dislike	Others
Gazebo		-Like(3) -keeping the current portion of the park "as is."		
Stage		-Like (1)-the new band shell/stage be placed in the new portion.	-Should be at existing amphitheater -Stage should be at existing gazebo and no 2nd amthitheater -Keep it small or intimate -Amphitheater style seating will not work	
Waterfront Trail, Walkway	-Paved paths, walkways, boardwalks are great. Should be a walk along all of the river front, ie. behind the band shell -Love the chair swings, but think the trails/paths need to include bike paths (little kids will be riding bikes there)	-Yes, like (5) - should be paved -Keep bicycles off for safety of kids and elderly people (4)		-People before dogs
Seating along the river	-Plenty of seating for disabled - makes a resting place -Need designated area with tables and chairs for sitting close to the river	- Like swings (5) -Swings along the river is imperative. Have ability to have dogs on leash.	-Limit bikes on walkway -Bikes on streets - not pedestrian paths -Make seating back to keep bike path	-Small cleaner covers for rain
Boardwalk	-Like (2)- more inviting than just a path -Sidewalks need to be slip proof. Wood walks gather moss -Look at Hood River waterfront Park'			
Playground	-An expanded play area is important -Need a wave pool for big kids -Look at Hood River Waterfront Park. It has great play ideas for many ages'	-Yes, but smaller -Lots of seating needed for supervising adults -Like the all age play/exercise park for all ages		

Alternative 2			Alternative 3		
Like	Dislike	Others	Like	Dislike	Others
-Like relocation and keeping (2) -Larger openspace is attractive	-Too centralized (2)	-More covered area for family	-Good replacement (3)	-Tear it down -Do not move	
-Like (3)- don't worry about blocking the view	-Find better place in Columbia County for concert venue -Don't block view (2) -No wood	-Check out oldtown Tacoma waterfront -Add lighting and electrical outlets for theater -Can we somehow mimic gazebo that is more to one continuity to both structures?	-Like (4) -Maintain use of existing natural amphitheater (2) -Love the stage, but move it far back -Don't worry about view	- Leave some space behind the stage and put tables and chairs -stage should not block view of River - Too far from the seating	-Open with sand surface
			-Yes (3)- imperative, benches are essential especially for elderly people. -Native plants		-Look at Hood River Waterfront park for walkway -Add native plants
-Like (3) -nice fence(1) -Lighting along walk		-Add tables and benches close to the river -Need water control -Powered with something attractive than rot	-Like (3) -should be cyclist /stakeboard friendly	Decorative paved surface should be changed to boards rot	
		-Limit creating openness	-Like (2)		

Amenity	For All Alternatives	Alternative 1		
		Like	Dislike	Others
Multi-purpose Space/ Flex Court		-Like an outdoor basketball court	-BB court seems costly	
New Restroom Building	-Have a restroom building at the end of the park like Alt 1(2)	-Like permanent one(5)- Additional bathrooms especially for women -Improve existing restroom first		
Parking				
Picnic Shelter				
Off-leash Dog Area				
Fire Pit		-Like (4) -Use as a community gathering space, good but not the best location, chain late at night for homeless	-Not needed (3) - maintainance, concern for public nuisance and hazard	-Wood or gas? Renaissance. No niters.
Art Features		-Like(3) -good bike art(2)		
Entrance		-Like (2)		
Other Comments	-Involve Horticultural Society, St helens Gardening Club -Add flower beds -Add coverd picnic area next to playground	-Put kiosk along walkway with information on Columbia -St helens history, ecology etc.		

Alternative 2			Alternative 3		
Like	Dislike	Others	Like	Dislike	Others
-Need more bathrooms -Add picnic tables	-Not good location for restroom				
-Like (2) -large need -Parking can be converted to vendor spaces, but in rainy months, people like to park a car facing the river and stay in it.	-No more parking -This parking layout doesn't work for heavy traffic -Water friendly surface parking lot. Not concrete or cement.	-Flex green space			
			-Like (6) - for year round use -Be close to play areas for supervising kids.		-Another picnic area by play ground
			-Like (5) - make it larger(2), could walk with dogs along the trail(1), too valuable property often not compatible with young children, families (1)	-Not needed here (4)- 2 exisisting in St Helens -Wrong loation (3)- place it at the edge of the park, flexible	

Q. Site Audit Survey Answers Summary

April 29 and May 4, 2017 at the Columbia View Park

A. Survey Answers

Existing Conditions

1. Accessibility (Rating*: Average 2.3, Range: 1 - 3.5) *1= poor, 5=excellent

The existing park received higher rate for the accessibility. However, since the waterfront and vacant area is now fenced and not easy to access, the respondents want to have trails along the river and make expanded area more inviting and attractive for users.

(Examples of comments)

- Some parts are smooth ground, but some are rocky and uneven. From the downtown shops, this park is easily accessible with clear pathways.
- Good accessibility to current park. But not to new area.
- Current pathway- too open, more scary. Need more trees or structures to attract people
- Barbell wire is unwelcoming. Current park is well kept + attractive for kids
- Currently the park is not very inviting. The existing one is very nice. The new site needs to be more welcoming with a nice board walk (or a river walk). Possibly even dedicated bike trail.

2. Park Amenities (Rating: Average 2.5, Range: 1 - 4)

As for existing amenity, the respondents are not satisfied with the capacity of existing seating stage, space and restroom for bigger events. For the future expansion, they expect to add more amenities such as adequate seating space, more grass area, which will make the park more attractive.

(Examples of comments)

- Like the park- good space use, good amenities
- Could use the space better and add more (shops, docks etc.) if expanded
- Not big enough for community events
- The splash pad should work more frequently
- Need more grass, fountains, seating, restrooms, open space etc.

3. Safety (Rating: Average 2.4, Range: 1- 5)

All the respondents who answered that they feel safe for staying at the park normally use the park in day time or in the events, so they don't evaluate the safety for the night time. Some need lighting for enhancing safety.

(Examples of comments)

- Lighting also could promote more activity at night.
- Don't think the expanded area promotes safety
- Feels safe in daytime and during the events -won't come at night
- Need lighting - more activity at night, but not excessive light

B. Proposed Amenities

Top three amenities

- Expanded area for children(5)
- Event space setting up booths(5) -Space for a farmers' market.
- Boardwalk over the river(4)- Includes bike path. With seating along the river.
- New restroom building (2)
- New larger stage (2) -With larger seating space.Events could bring more people and make them together. Rain make events challenging, but need to encourage more events. Don't block the view.
- More open space (1)
- Community space (1)
- Basketball Court (1)
- More parking (1)
- Picnic Shelter (1)
- Off-leash Dog Area (1)

Gazebo and New Stage

5 out of 8 respondents want to renovate the existing gazebo and build a new bigger stage in the expanded area. One person prefers to renovate the gazebo so that it could be used for community members during off season/winter/ rainy months. Another person suggests to add more seating for a new stage.

Q. Site Audit Survey Answers Summary (Continued)

Restroom

5 out of 8 respondents answered that they need an additional permanent restroom building. The new restroom should be located further down the current one. Some raised the issue of current restrooms. The existing one is not enough cleaned and sanitary especially for women. One person suggests to build a new restroom building and provide space for temporary restrooms for events.

Parking

6 respondents said that they want more parking. More parking should be required if the park accommodates more events. But they also suggested that the existing parking space along the road should be utilized more properly before adding new parking. The others recommend to utilize the current street parking space and don't agree to add more parking.

C. Other comments from the site audit participants

- Nature of local community is friendliness, openness, good events, very family-oriented
- Community events are important - Have appropriate events for teenagers. A farmer's market can bring people, make money and be fun
- Make a theme to the park - Unique to St. Helens (Logging town).
- Amenities should be connected to the history of St. Helens - wood play structure: good opportunity to teach local history
- Current gazebo - Should be used as weddings and other community space
- A Curved shape for a new stage is great since it makes people more comfortable.
- Park needs a theme related to the history of St. Helens
- New playground - should be designed to different generation such as older kids
- Playground should be located close to the seating area
- Need amenities for teenagers - Basketball court is good. Could add skateboard park.

R. Amenities in St. Helens Park Systems

Name	Acreage	Athletic Field	Gazebo, Seating	Trail	Picnic Shelter	Picnic Area	Playground	Off-leash Dog Area	Others
Columbia View Park	1.0		X			X	X		
6th Street Park	2.9	2(Baseball/soccer)							
Godfrey Park	3.6					X	X		Horseshoe court
Grey Cliff Parks	1.6				X	X		X	Fishing Area
Heinie Heumann Park	2.9					X	X		
Columbia Botanical Garden	3.2			X					
Nob Hill Nature Park	6.6			X					
Civic Pride Park	1.2					X	X		
Walnut Tree Park	0.15					X			
County Courthouse Plaza	0.25								
Campbell Park	9.1	2 (Softball), 4 (Tennis), 1(Basketball)				X	X		
Sand Island Marine Park	31.7			X	X				Docks, Beaches, Campsites
McCormick Park	70.7	2(Softball), Skate park, Volleyball court		X	X	X	X	X	Camping Area

(Source: Parks and Trails Master Plan, City of St. Helens <http://www.ci.st-helens.or.us/parksites>)

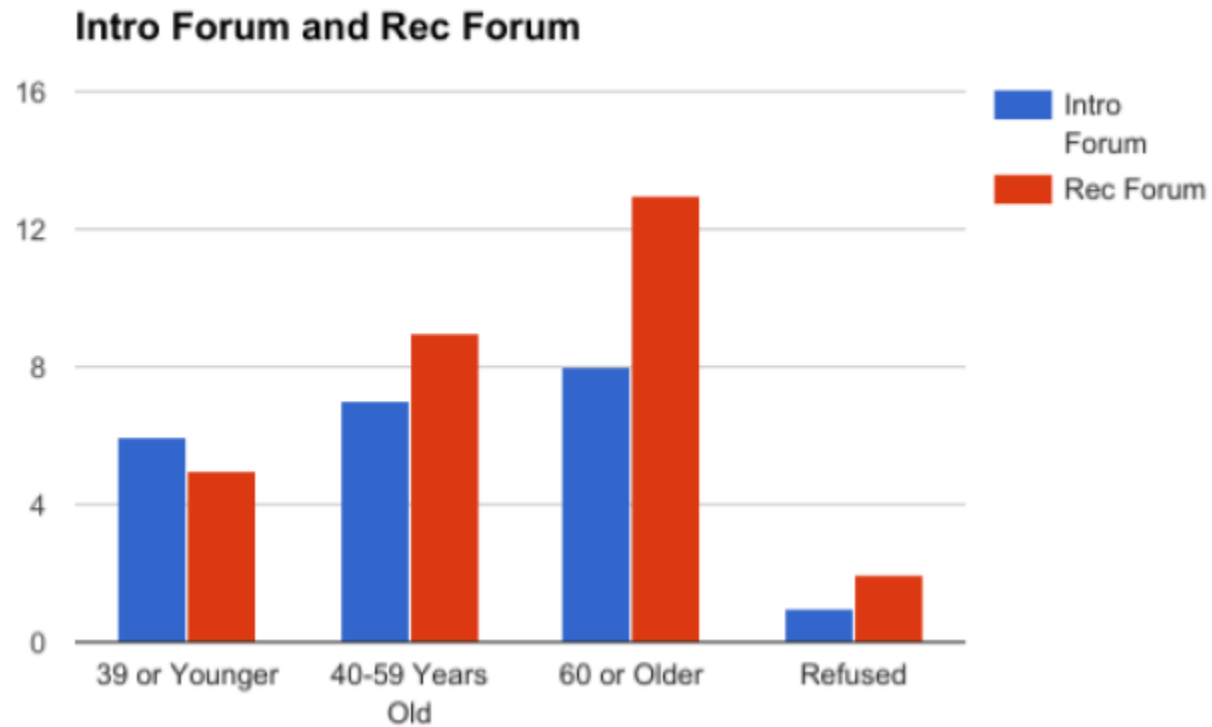
S. Participant Demographics

Attendance

- Target Hit
 - Overall attendance up by 13 people
 - 68% Change
- Target Miss
 - Lower percent completed demographic survey
 - 19% Drop from 100% at Intro Forum to 81% at Rec Forum

Demographics

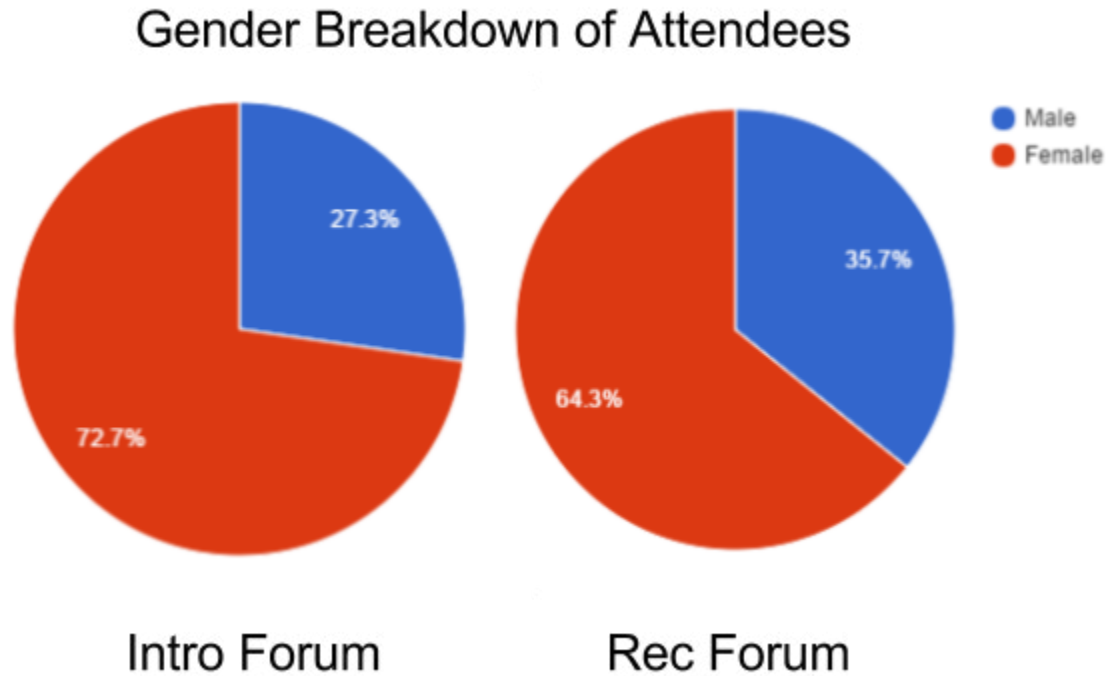
Age



- Missed Target
 - Age of Attendees shifted towards older residents as percent
 - Had actually fewer attendees under 40 in terms of absolute numbers

S. Participant Demographics (Continued)

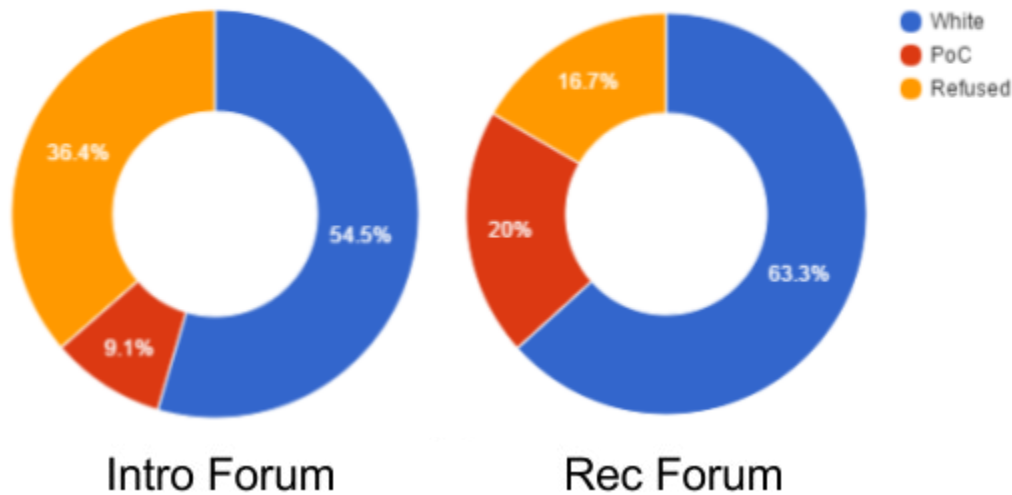
Gender



- Hit target
 - Higher gender diversity
 - Still overrepresented women
 - Positive, since men were more vocal
 - Had one nonbinary attendant (ID neutral)
 - Represents 2.7% of attendance, so probably on target
 - Obvi no trans data for city or for forums

Race

Race of Attendees

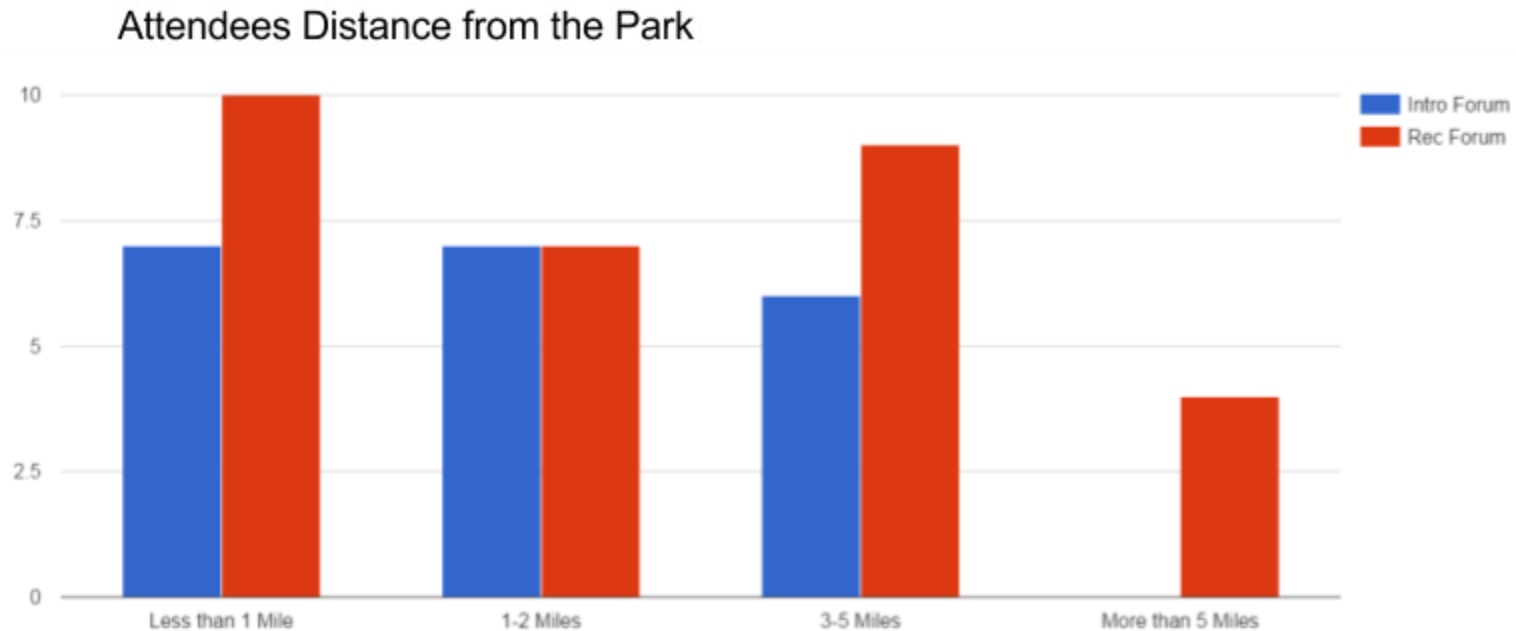


- Target Hit
 - By far our biggest success - representation of PoC more than doubled as a percentage of city's demographics
 - Actually overrepresented, which is good
 - Significantly lower refusal rate so we can be fairly confident this is a real difference
 - [List of represented races?]
- Target Miss
 - None of our attendees IDed as Latinx on the survey
 - Latinx population is 6% of St. Helen's population
 - Possibly an issue with survey: if we asked explicitly as is done in census/ACS we might have seen a different result

S. Participant Demographics (Continued)

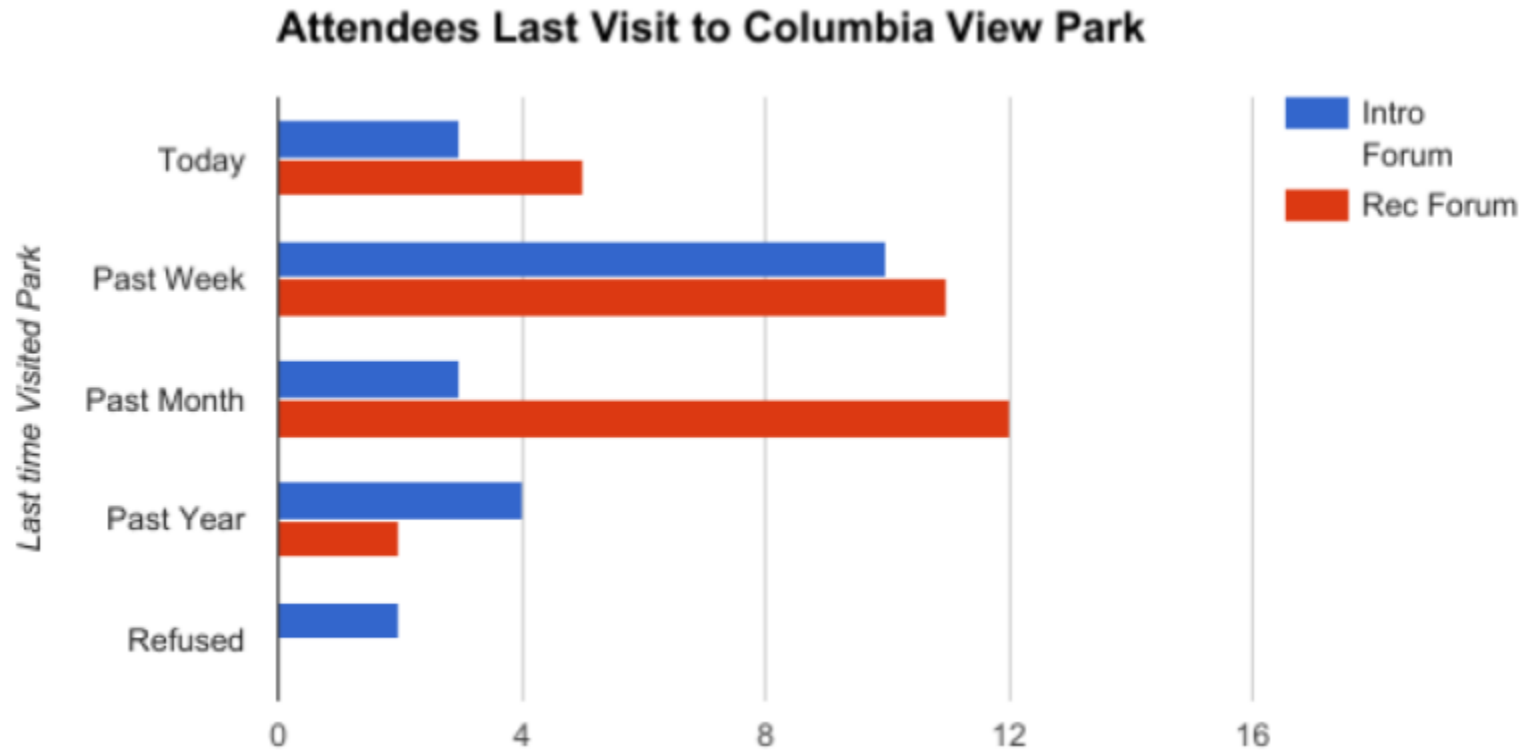
Relationship to Park

Distance from Park



- Success (not an explicit target)
 - Significant increase in attendees from outskirts of town & further
 - Intro - 30% of attendees 3-5mi from park; 0% more than 5mi away
 - Rec - 43% of attendees 3-5mi from park; 13% more than 5mi away
 - 10% 10 or more mi away

Last Visit to Park



- Success
 - Greater amount of people that visit the park infrequently vs those that already use it frequently



Memorandum

To: Mayor and City Council

From: John Walsh, City Administrator

Subject: **Administration & Community Development Dept. Report**

Date: June 7, 2017

Received 2017 Brownfields Grant attached.

Planning Division Report attached.

Business License Reports attached.

Suggestion Box Report attached.

Brownfields 2017 Grant Fact Sheet

St. Helens, OR

EPA Brownfields Program

EPA's Brownfields Program empowers states, communities, and other stakeholders to work together to prevent, assess, safely clean up, and sustainably reuse brownfields. A brownfield site is real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. In 2002, the Small Business Liability Relief and Brownfields Revitalization Act was passed to help states and communities around the country cleanup and revitalize brownfields sites. Under this law, EPA provides financial assistance to eligible applicants through four competitive grant programs: assessment grants, revolving loan fund grants, cleanup grants, and job training grants. Additionally, funding support is provided to state and tribal response programs through a separate mechanism.

Assessment Grants

\$150,000 for hazardous substances

\$150,000 for petroleum

EPA has selected the City of St. Helens for two brownfields assessment grants. Community-wide hazardous substances grant funds will be used to conduct up to four Phase I and three Phase II environmental site assessments, and complete one cleanup plan. Grant funds also will be used to support community involvement activities, and expand and prioritize the city's inventory of brownfield sites. Community-wide petroleum grant funds will be used to conduct the same tasks at sites with potential petroleum contamination.

Contacts

For further information, including specific grant contacts, additional grant information, brownfields news and events, and publications and links, visit the [EPA Brownfields Web site](http://www.epa.gov/brownfields) (<http://www.epa.gov/brownfields>).

EPA Region 10 Brownfields Team

206-553-7299

EPA Region 10 Brownfields Website: <https://www.epa.gov/brownfields/brownfields-and-land-revitalization-washington-idaho-oregon-and-alaska>

Grant Recipient: City of St. Helens, OR

503-397-6272

The information presented in this fact sheet comes from the grant proposal; EPA cannot attest to the accuracy of this information. The cooperative agreement for the grant has not yet been negotiated. Therefore, activities described in this fact sheet are subject to change.

CITY OF ST. HELENS PLANNING DEPARTMENT ACTIVITY REPORT



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

Date: 5.30.2017

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

Responded to a Columbia County referral notice for a project outside City limits but inside the City's UGB for a storage site at 2180 Gable Road (County File: DR 17-04). This is the location of a long-time abandoned house that was demolished within the last couple years. **See attached.**

Responded to a Columbia County referral notice for a project outside City limits but inside the City's UGB for a storage site for JLJ Earthmovers, LLC equipment and related buildings a vacant property just NW of the Gable Road/Old Portland Road intersection (County File: DR 17-05). This is next to the location of a long-time abandoned house that was demolished within the last couple years. **See attached.**

Had a preliminary Q&A meeting for the former "Red Leaf" project property. This is the vacant property just south of Columbia Commons (500 N. Columbia River Hwy). This is the second one this year for the same property, but a different potential developer.

Conducted a pre-application meeting for a potential residential Planned Development on mostly vacant property at 34759 Pittsburg Road and a vacant parcel adjacent to the north.

We were contacted by the property owner of 267 Shore Drive about some dead trees along Milton Creek. Associate Planner Dimsho site to inspect and confirm the status of the trees. I gave permission to remove the three "X'ed" trees without a permit (located in/by a wetland/riparian area) per the imminent danger rules of the Development Code. **See attached.**

Had a preliminary Q&A meeting with a property owner for property across from the IGA (for red Apple market) along Columbia Boulevard in the Houlton area. Potential mixed use development.

ST. HELENS RIVERFRONT CONNECTOR PLAN (TGM FILE NO. 2D-16)

ODOT is working on attaining traffic counts. By the time you read this, traffic count equipment may have already been set up in various places in the City.

Contract is making progress. The State of Work (SOW) document needs to be reviewed by DOJ because the project cost is over \$150,000.

DEVELOPMENT CODE ENFORCEMENT

The department is addressing a fence complaint on the 100 block of N. 11th Street. This has been an ongoing issue between neighbors.

The department is addressing a shed complaint on the 500 block of N. 14th Street.

An unlawful shed at 385 N. 17th has finally been removed. This was also an enforcement case for the Building Department because it was being used for living purposes. Thank you, Code Enforcement!

PLANNING COMMISSION (& *acting* HISTORIC LANDMARKS COMMISSION)

May 9, 2017 meeting (outcome): *The Commission approved a 75+ lot subdivision just south of Pittsburg Road and west of N. Vernonia Road. The Commission also discussed their annual report to the Council; seemed content.

*This has since been appealed so the Council will see this soon.

June 13, 2017 meeting (upcoming): The Commission has three public hearings scheduled: a Conditional Use Permit for a duplex along N. Vernonia Road just north of Campbell Park, a Variance for a yard (setback) requirement for a home along S. 2nd Street, and a Conditional Use/Sensitive Lands permit for another travel trailer/RV park addition to the St. Helens Marina.

The Commission will also review the Urban Renewal Plan and Report.

MAIN STREET PROGRAM

Had a conference call with the RARE folks about the City's application for the 2017-2018 RARE participant (Main Street/Community Coordinator). We should know whether or not we get out 7th consecutive participant sometime after June 9th.

Attended the monthly February SHEDCO board meeting at the Houlton Bakery.

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



April 19 2017

REFERRAL AND ACKNOWLEDGMENT

To: City of St Helens

NOTICE IS HEREBY GIVEN that Ron Schlumpberger and Jim Ives have submitted an application for a Site Design Review for the construction of an approximate 7,200 sq ft Storage Building with out-door RV and boat storage in yard. The subject property has no address yet, but is located on the north side of Gable Road approximately 1,000 feet west of the Old Portland Road intersection. The site is identified as Tax Map Lot No. 4109-BB-00100, 3.79 acres, zoned Light Industrial (M-2). DR 17-04

THIS APPLICATION IS FOR: () Administrative Review; (X) Planning Commission, Hearing Date: **June 5, 2017**

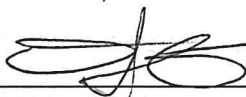
PLEASE RETURN BY: 05/01/17

Planner: Ginger Davidson

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: SEE ATTACHED MEMO (WITH ATTACHMENTS) DATED
APRIL 27, 2017.

Signed:  Printed Name: JACOB GRAICHEN
Title: CITY PLANNER Date: APRIL 27, 2017



CITY OF ST. HELENS PLANNING DEPARTMENT

MEMORANDUM

TO: Ginger Davidson, Planner, Columbia County
FROM: Jacob A. Graichen, AICP, City Planner
RE: Columbia County File DR 17-04
DATE: April 27, 2017

Please include the following conditions:

- **The following shall be required prior to commencement of use as a storage yard:**
 - Six-foot-tall fence with permanent sight obscuring measures from all directions viewable by the public shall be installed as per approved plans.
 - Vehicular access as approved by the City shall be installed. Widening of an existing access and similar work shall require a right of way permit from the City, unless waived by City Engineering.
 - **Prior to installation of fence and vehicular access improvements**, an access plan shall be submitted to the City for review and approval. This plan shall address the following:
 - Desired driveway location and driveway approach width (up to 40' is acceptable). Only one vehicular access point shall be allowed for the subject property.
 - The depth of area behind the driveway approach and outside of an enclosed fence and free of other vehicular obstructions shall be at least 60' back from the Gable Road right-of-way.
 - Gate location to accommodate vehicular maneuvering and turning movements from Gable Road in both directions. The City may require vehicular turning radii to be shown by a professional civil engineer if it is unclear how the design will work (e.g., gate perpendicular to Gable Road).
 - Visual clearance standards per Chapter 17.76 of the St. Helens Municipal Code. The City may consider other standards for maintaining clear vision specifications if they achieve the same purpose and are consistent with the application of engineering principles. The City reserves the right to reject any other standard, however.
 - The entire width of the City approved driveway approach shall be paved at least shall 25' back from the paved edge of Gable Road.
 - Any preexisting access not used shall be disabled by removal of existing culvert and paved approach. A right of way permit shall be obtained from the City for this work, unless waived by City Engineering. Only one vehicular access point shall be allowed.
- **The following shall be required prior to building permit issuance of the proposed storage building:**
 - Engineering/construction plans shall be submitted to the City for review and approval for frontage improvements (e.g., curb, landscape strip, sidewalk) along the subject property's entire Gable Road frontage consistent with the City's minor arterial standards. This includes street trees. Only one vehicular access point shall be allowed.

- **The following shall be required prior to certificate of occupancy or use of the proposed storage building:**
 - Frontage improvements (e.g., curb, landscape strip, sidewalk) along the subject property's entire Gable Road frontage per City approved plans shall be in place and approved by the City. This includes street trees.
- **The site shall be designed such that no-backing movements or other maneuvering by vehicles will take place in the Gable Road public right-of-way. If the use of the site results in such, it shall be modified to eliminate such vehicular movements. Said modification subject to city/county review and approval.**
- **Any County sign permit for any permanent sign shall also comply with City standards.**
- **No right-of-way encroachment by fence or other improvement shall be allowed. Applicant/owner bears the burden of proof for locating property lines.**

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

Zoning:

This property is outside of St. Helens' city limits. The City's Comprehensive Plan map designates the subject property as Unincorporated Light Industrial. If annexed, it would likely be zoned Light Industrial.

Mini storage and storage site is a permitted use in the City's LI zoning district.

City Utilities:

City water and sewer are not in the immediate vicinity of the subject property. If a City utility was extended to serve the site, a consent to annexation would be required prior to the connection.

Wetlands:

There is a large wetland within the subject property as identified by DSL WD# 2017-0028. This is identified as Wetland MC-23 on the St. Helens Local Wetlands Inventory. The City's Development Code doesn't view this wetland as "significant." This means it would not be subject to City law, though State and Federal law still applies. The wetland appears to continue onto the adjacent property to the west.

Landscaping:

Outdoor storage areas are required to be screened. A 6' high fence with sight-obscuring slats, as proposed, is an acceptable way of doing this. Since the site is to be used for storage, screening is required from all sides viewable by the public. Barbed wire atop the 6' fence is acceptable.

Other landscaping may be required as per County codes, except per right-of-way frontage improvement requirements, discussed below.

Parking/Paving:

Generally, the city requires that any area used for parking/maneuvering of vehicles or non-motorized passageways be paved. Gravel may be allowed for nonresidential areas for nonpublic uses such as employee parking and business vehicles.

This proposal invites public access for both the storage yard and storage building. The County may allow gravel surfaces as allowed per County codes, but the City recommends some paving, especially as part of the proposed building since it includes public use/access.

However, at the very least, the driveway approach shall be paved at least 25' back from the paved edge of Gable Road.

Access:

Gable Road is a City road. The City's Transportation Systems Plan classifies Gable Road as a minor arterial. This is the only road for access. Because of Gable Road's classification, its extensive current use, and anticipated increasing use in the future, access is an important aspect of this proposal for the City. The functional integrity of Gable Road is critical.

As such, the city has access standards that need to be considered. There are several aspects in this regard:

Access spacing: along minor arterial Streets the distance between streets and driveways, and between driveways is 200' (measured from the center of the driveway or street). The site has not had an active use for over a decade. There was a former detached single-family on the site that was removed fairly recently but unmistakably has not been used/occupied for a decade+. As such, the city doesn't recognize any grandfathered accesses or other circumstances. In addition, there is a fence partially installed currently, however, it was done recently and without any approvals from the city or site design considerations. The City doesn't consider the existing fence grandfathered.

There are two old accesses on the subject property as identified by old pavement and culverts. They are approximately 180 feet apart. The westernmost access abuts the adjoining property. The adjoining property to the west is undeveloped and currently has approximately 710' of Gable Road frontage. Given the wetland noted above and the extent of Gable Road frontage of the west abutting property, having an access immediately next to it still leaves access options for that property. The other old access of the subject property is roughly midway. It is approximately 260 feet from an access to the east (granted by the City via Right-of-Way Permit No. 2016-0403 in April 2016).

So, either "old" access may be used for this proposal, but not both.

Applicant requests that the driveway approach be 40' in width. This is the maximum allowed for industrial use. Widening the approach will require a right-of-way permit from the City.

The “old” driveway not to be used shall be disabled by removal of the culvert and paved approach. This will require a right-of-way permit from the City.

Site design access standards (RE access): the number of street access points is supposed to be minimized to protect the function, safety and operation of the street and public passageways. This is another reason that the City will only allow one access with the other being removed.

In addition, for Arterial streets, there should be a frontage road that provides access or as an alternative interior interconnectedness between parking areas and such. Since this is in the County, the City will not push this issue, however, this is another reason for the access design requirements described herein.

Due to Gable Road’s Minor Arterial status, **the site shall be designed such that no-backing movements or other maneuvering by vehicles will take place in the Gable Road public right-of-way.** Thus, the depth of the driveway area and the location of access gates are important, at the very least.

The applicant notes a desire for RV storage. RVs can average up to 40’ in length, or 45’ for a 5th wheel trailer. Also, the 5th wheel needs to be towed, so the length of a pickup truck needs to be considered too (potential total length of 60’). In addition, as a storage site, things may evolve over time. For example, truck tractor and trailer combined lengths can be 60’ overall or more. The site is large enough to accommodate large vehicle or vehicle/trailer combinations for storage, delivery and such. The depth of access “reservoir” as measured from the property/right-of-way line should be no less than 60 feet. The Gable Road right-of-way width is 80’ wide. Current standards call for 60’ for minor arterial streets. Due to future capacity issues, the entire right-of-way may be needed. But in the foreseeable future, the extra width would accommodate vehicular/trailer lengths that exceed 60 feet without obstructing vehicular and non-vehicular flow of Gable Road.

Gate location is important. A gate that is parallel to Gable Road helps to enable turning movements of large vehicles to enter/exit the site to/from both directions. However, a gate to the side may not work in both directions. Any such design shall include plans from a civil engineer showing that the turning movements are possible without backing or other maneuvering within the public right-of-way.

Visual Clearance: Chapter 17.76 of the St. Helens Municipal Code addresses visual clearance standards. These standards are important from a safety standpoint. Any fence/access plans need to take these standards into consideration.

Illumination: Recommend the driveway be lit for safety.

Signs: Any sign permit issued by the County shall comply with the City’s standards. Please note that the City prohibits permanent signage mounted on fences.

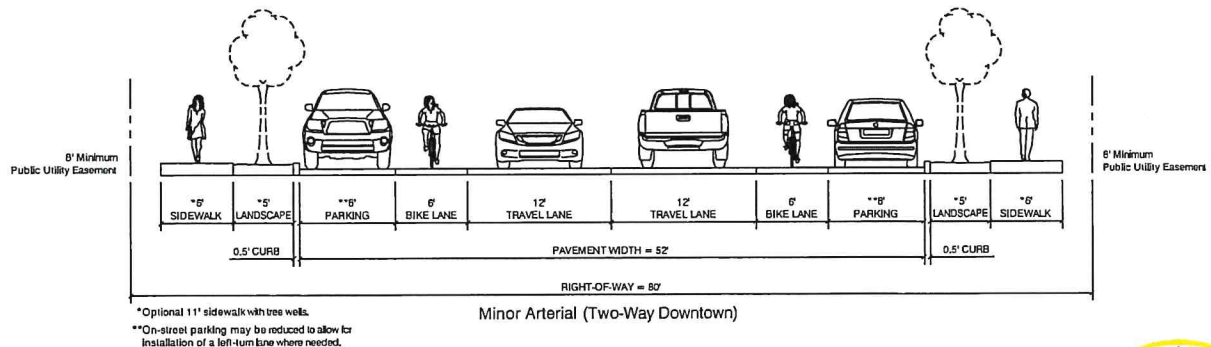
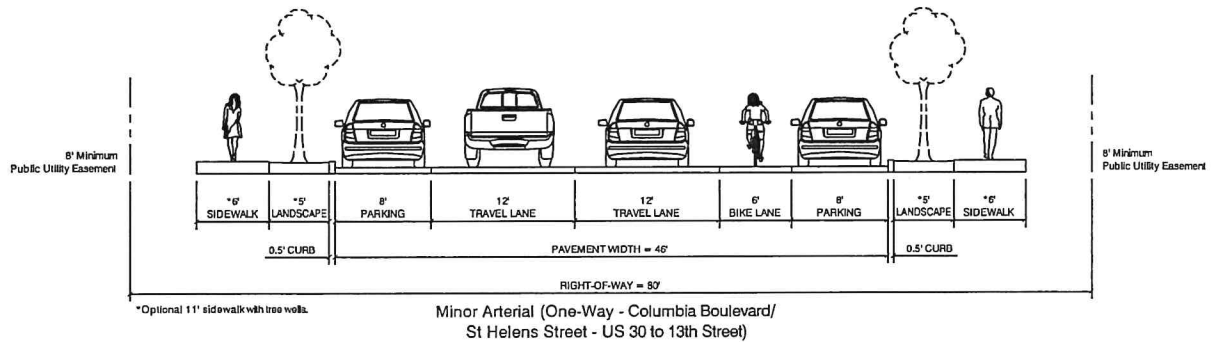
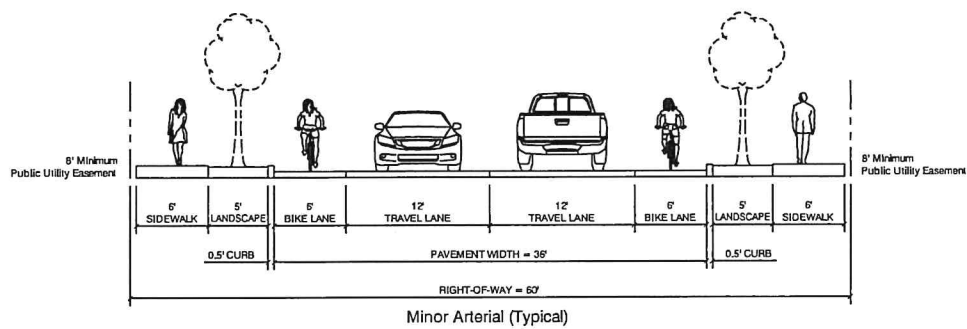
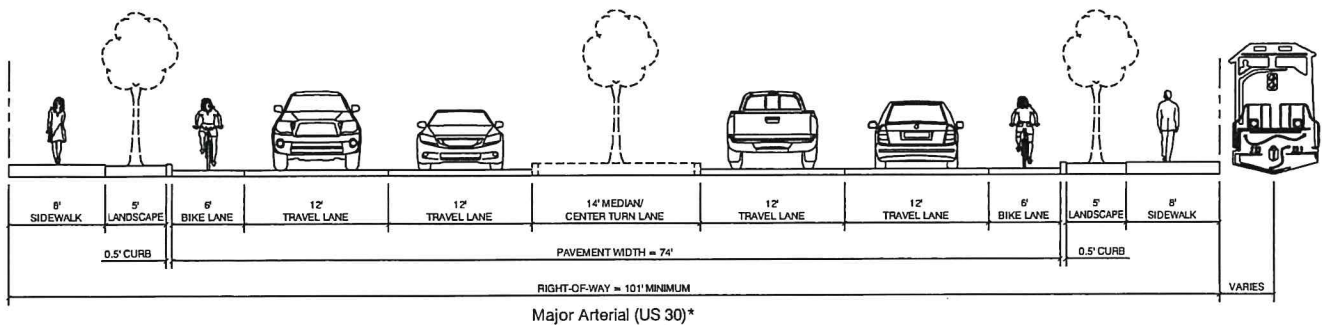
Addressing: The City requests to be the address authority for consistency with other addresses within the St. Helens Urban Growth Area.

Traffic Impact Analysis: The proposal doesn’t appear to meet the City’s threshold for traffic impact analysis requirements.

ROW frontage improvements: As an open storage area alone (no building), the magnitude of the proposal doesn't warrant frontage improvements. However, based on International Code Council specifications, the approximate value of the proposed building exceeds \$400,000. That investment, in addition to other site improvements warrants frontage improvements. Such improvements shall be done in accordance with the City's minor arterial street standards.

* * *

Attachments: City of St. Helens Transportation Systems Plan Fig. 7-2 (street cross sections)
Recreational Vehicle Classifications and size information (2 pgs)
ODOT Information about Oregon Truck size limits (3 pgs)



LEGEND



TREES TO BE PROVIDED AS APPROPRIATE PER CITY CODE AND LOCATION SPECIFIC CONSIDERATIONS

*The US 30 Cross-Sections are shown to be consistent with ODOT Standards. Specific roadway designs will be developed through a refinement plan or project development process. Design and future improvements to US 30 must also address ORS 366.215 (Reduction in Vehicle Carrying Capacity) on this national freight network facility.



STANDARD CROSS SECTIONS
ST. HELENS, OREGON

FIGURE
7-2

COURTESY RV SERVICE



[Home](#)

[Services](#)

[Recalls](#)

[RV Classifications](#)

[Manufacturers](#)

[Testimonials](#)

[Contact Us](#)

[Links](#)

Recreational Vehicle Classifications



Type: Class A Motorhome

AVG Length: 25' to 40'

Typical Setup: Class A Motor homes are typically fully self contained. This means they have on board storage tanks for both fresh water and waste water. They also typically have large propane supplies, and also onboard generators. This makes these units great for extended stays at locations with no hookups.



Type: Class B Motorhome

AVG Length: 17' to 19'

Typical Setup: Class B Motor homes are street van with a raised roof. This class is the smallest class of motor home. Some of the newer models are self contained but typically the have a small galley with a potable toilet.



Type: Class C Motorhome

AVG Length: 20' to 30'

Typical Setup: Class C Motor homes are constructed on cutaway van chassis. They retain the front of the vans cab with both front doors. They typically offer all the amenities of a Class A, but most drivers find the Class B easier to maneuver.



Type: 5th Wheel Trailer

AVG Length: 32' to 45'

Typical Setup: 5th Wheels are some of the most desirable RV's. They offer all the amenities of typical RV's such as full kitchen, bathroom, master bedrooms, and some of the bigger models come with built in washer and dryers. Higher end models can have up to 3 slide outs making them the choice for most full time RVers. The only draw back is a 1 ton truck is required to pull the unit.



Type: Travel Trailer

AVG Length: 10' to 36'

Typical Setup: Travel trailers come in a variety of lengths. Some of the smaller models can be great for weekend campers due to the fact they can be pulled by a light truck and offer all the amenities of the bigger models. Some of the larger models offer a full galley, and bathroom. The size of the living quarters is governed by the overall length of the trailer. These trailers can sleep anywhere from 2 to 10 people depending on the size.



Type: Tent Trailer

AVG Length: 11'

Typical Setup: These models are great for beginners because of their lightweight. They are easily towed by mid-size cars or minivans. They typically have two double beds and the dining area converts into a bed. They have a small 3 burners stove and an ice box, some models do have a refrigerator.



Type: Truck Campers

AVG Length: 8' to 11.5'

Typical Setup:

[Click Here To Sign Up For E-Statements](#)



Good Sam Club



© 2016 Courtesy RV Service

Truck Size and Length Limits

Width of vehicle/load
- 8 feet, 6 inches -

Height of vehicle/load
- 14 feet -

Front Overhang
(overhang beyond front bumper)
- 4 feet -

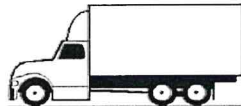
Rear Overhang - Solo Vehicle
(overhang beyond the center of last axle)
- $\frac{3}{4}$ Wheelbase -

Rear Overhang - Combination of Vehicles
(overhang beyond the center of last axle)
- $\frac{1}{3}$ Wheelbase -

Load Length
- 40 feet -

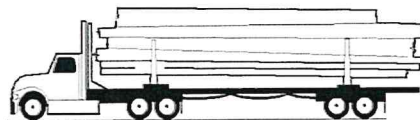
Load length over 40 feet is permitted if the load doesn't extend beyond the rear of the semi-trailer by more than 5 feet. Loads over 40 feet cannot extend forward of the rear of the truck cab.

Single (Solo) Truck Unit Length
- 40 feet -



Length of Truck Combinations, Including Load
- 60 feet overall -

Truck Tractor and Stinger-Steered Pole Trailer



- 65 feet overall -

Exceptions to Truck Combination Limits

Truck Tractor and Semi-Trailer Length

- Group 1 Highways Only -

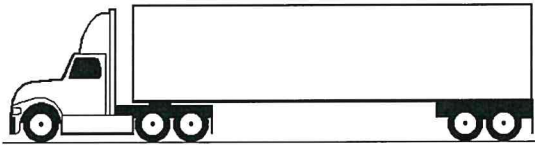


- 60 feet overall, with a maximum 53-foot semi-trailer -

Group Map 1 available at any MCTD permit office.
Visit the ODOT Motor Carrier Division Web site for more about Group Map 1
www.oregon.gov/ODOT/MCT/OD.shtml

Truck Tractor and Semi-Trailer Length

- Designated Routes Only, See Route Map 7 -

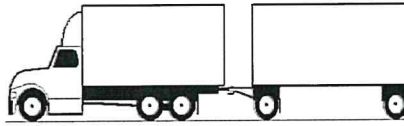


- Unlimited overall length, with a maximum 53-foot semi-trailer -

Route Map 7 available at any MCTD permit office.
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Truck and Trailer Length

- Group 1 Highways Only -

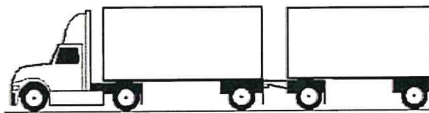


- 75 feet overall, with a maximum 53-foot trailer -
OR
- 75 feet overall, with a maximum 40-foot truck -
OR
- 80 feet overall, with a maximum 40-foot trailer IF the trailer's front axle is steerable by a turntable or converter dolly -

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Length of Truck-Tractor with Semi-Trailer and Trailer (Set of Doubles)

- Group 1 Highways Only -



- 75 feet overall, with one trailer being a maximum 40 feet in length -
OR
- Unlimited overall length, with the two trailers measuring a maximum 60 feet from front to rear (including space between the trailers) -

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Length of Truck-Tractor and Two Trailers (Set of Doubles)

- Designated Routes Only, See Route Map 7 -


- Unlimited overall length, with the two trailers measuring a maximum 68 feet from front to rear (including space between the trailers) -

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CITY OF ST. HELENS PLANNING DEPARTMENT

MEMORANDUM

TO: Hayden Richardson, Planner, Columbia County
FROM: Jacob A. Graichen, AICP, City Planner 
RE: Columbia County File DR 17-05
DATE: April 28, 2017

Please include the following conditions:

- **Prior to building permit issuance of any proposed building**, an access plan shall be submitted to the City for review and approval. This plan shall address the following:
 - Desired driveway location and driveway approach width (up to 40' is acceptable). Only one vehicular access point shall be allowed for the subject property.
 - The depth of area behind the driveway approach and outside of an enclosed fence and free of other vehicular obstructions shall be at least 60' back from the Gable Road right-of-way.
 - Visual clearance standards per Chapter 17.76 of the St. Helens Municipal Code. The City may consider other standards for maintaining clear vision specifications if they achieve the same purpose and are consistent with the application of engineering principles. The City reserves the right to reject any other standard, however.
- **The following shall be required prior to commencement of use as a storage yard or certificate of occupancy for any proposed building, whichever comes first:**
 - Six-foot-tall fence with permanent sight obscuring measures from all directions viewable by the public shall be installed as per approved plans.
 - Vehicular access as approved by the City shall be installed. Widening of an existing access and similar work shall require a right of way permit from the City, unless waived by City Engineering.
 - The entire width of the City approved driveway approach shall be paved at least shall 25' back from the paved edge of Gable Road.
- **The site shall be designed such that no-backing movements or other maneuvering by vehicles will take place in the Gable Road public right-of-way. If the use of the site results in such, it shall be modified to eliminate such vehicular movements. Said modification subject to city/county review and approval.**
- **Any County sign permit for any permanent sign shall also comply with City standards.**
- **No right-of-way encroachment by fence or other improvement shall be allowed. Applicant/owner bears the burden of proof for locating property lines.**

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

The City didn't receive the county referral. Speaking to County staff on April 27, 2017, their records show it was mailed to us. The City was unaware of the application submittal up to that time (yesterday). However, given the discussion with county staff on April 27, 2017, the City has prepared this response absent receipt of the County's Referral and Acknowledgement form.

* * *

Zoning:

This property is outside of St. Helens' city limits. The City's Comprehensive Plan map designates the subject property as Unincorporated Light Industrial. If annexed, it would likely be zoned Light Industrial.

Storage site is a permitted use in the City's LI zoning district. Note that office use is not a permitted use, but as long as the office is incidental to the industrial use and not a principal land use unto itself, that's ok.

City Utilities:

City water and sewer are not in the immediate vicinity of the subject property. If a City utility was extended to serve the site, a consent to annexation would be required prior to the connection.

Landscaping:

Outdoor storage areas are required to be screened. A 6' high fence with sight-obscuring slats, as proposed, is an acceptable way of doing this. Since the site is to be used for storage, screening is required from all sides viewable by the public. Barbed wire atop the 6' fence is acceptable, if desired.

The County may require additional landscaping as required by the County's code.

Parking/Paving:

Generally, the city requires that any area used for parking/maneuvering of vehicles or non-motorized passageways be paved. Gravel may be allowed for nonresidential areas for nonpublic uses such as employee parking and business vehicles.

However, at the very least, the driveway approach shall be paved at least 25' back from the paved edge of Gable Road.

Access:

Gable Road is a City road. The City's Transportation Systems Plan classifies Gable Road as a minor arterial. This is the only road for access. Because of Gable Road's classification, its extensive current use, and anticipated increasing use in the future, access is an important aspect of this proposal for the City. The functional integrity of Gable Road is critical.

The site has no known previous use. Until 2016, it did not have any direct improved access from Gable Road. An access was granted via Right-of-Way Permit No. 2016-0403 in April 2016 for a 24'

wide approach to access the land. A minimal width was allowed at the time because there was no proposed land use; the property owner desired access for basic site prep purposes. There are no driveways closer in either direction within 200' which is the minimum spacing requirement along minor arterial streets. Despite a now year-old condition of the right-of-way permit to pave the approach 25' back from the edge of existing pavement, such has not occurred.

There is a fence partially installed currently, however, it was done recently and without any approvals from the city or site design considerations. The City doesn't consider the existing fence grandfathered. Fence design impacts access.

Applicant requests that the driveway approach be 40' in width. This is the maximum allowed for industrial use. Widening the approach will require a new right-of-way permit from the City.

The number of street access points is supposed to be minimized to protect the function, safety and operation of the street and public passageways. Only allow one will be allowed.

In addition, for arterial streets, there should be a frontage road that provides access or as an alternative interior interconnectedness between parking areas and such. Since this is in the County, the City will not push this issue, however, this is another reason for the access design requirements described herein.

Due to Gable Road's minor arterial status, **the site shall be designed such that no-backing movements or other maneuvering by vehicles will take place in the Gable Road public right-of-way.**

Thus, the depth of the driveway area outside of the fenced area is important. The applicant doesn't detail the equipment to be stored. However, regardless, things may evolve over time so the reasonable possibilities need to be considered. For example, truck tractor and trailer combined lengths can be 60' overall or more. The site is large enough to accommodate large vehicle or vehicle/trailer combinations for storage, delivery and such. The depth of access "reservoir" as measured from the property/right-of-way line should be no less than 60 feet. The Gable Road right-of-way width is 80' wide. Current standards call for 60' for minor arterial streets. Due to future capacity issues, the entire right-of-way may be needed. But in the foreseeable future, the extra width would accommodate vehicular/trailer lengths that exceed 60 feet without obstructing vehicular and non-vehicular flow of Gable Road.

Gate location is important. A gate that is parallel to Gable Road as proposed helps to enable turning movements of large vehicles to enter/exit the site to/from both directions.

Chapter 17.76 of the St. Helens Municipal Code addresses visual clearance standards. These standards are critical from a safety standpoint at the point of access. Any fence/access plans need to take these standards into consideration.

Recommend the driveway be illuminated for additional safety.

Signs:

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

Addressing:

The City requests to be the address authority for consistency with other addresses within the St. Helens Urban Growth Area.

Traffic Impact Analysis: The proposal doesn't appear to meet the City's threshold for traffic impact analysis requirements.

ROW frontage improvements: The magnitude of the proposal doesn't warrant frontage improvements. However, it is very possible that additional substantial improvement will.

* * *

Attachments: ODOT Information about Oregon Truck size limits (3 pgs)

Truck Size and Length Limits

Width of vehicle/load
- 8 feet, 6 inches -

Height of vehicle/load
- 14 feet -

Front Overhang
(overhang beyond front bumper)
- 4 feet -

Rear Overhang - Solo Vehicle
(overhang beyond the center of last axle)
- 3/4 Wheelbase -

Rear Overhang - Combination of Vehicles
(overhang beyond the center of last axle)
- 1/3 Wheelbase -

Load Length
- 40 feet -

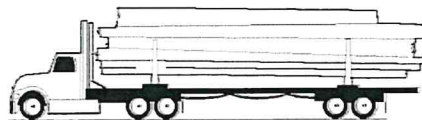
Load length over 40 feet is permitted if the load doesn't extend beyond the rear of the semi-trailer by more than 5 feet. Loads over 40 feet cannot extend forward of the rear of the truck cab.

Single (Solo) Truck Unit Length
- 40 feet -



Length of Truck Combinations, Including Load
- 60 feet overall -

Truck Tractor and Stinger-Steered Pole Trailer

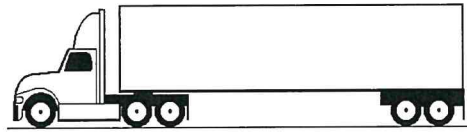


- 65 feet overall -

Exceptions to Truck Combination Limits

Truck Tractor and Semi-Trailer Length

- Group 1 Highways Only -

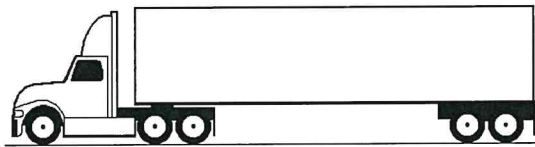


- 60 feet overall, with a maximum 53-foot semi-trailer -

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Truck Tractor and Semi-Trailer Length

- Designated Routes Only, See Route Map 7 -

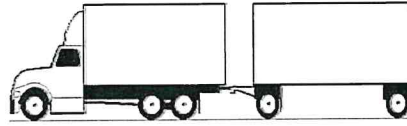


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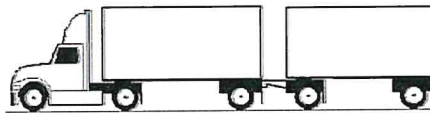
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P.O. Box 278, St. Helens, OR 97051
Phone: (503) 397-6272 Fax: (503) 397-4016
www.ci.st-helens.or.us

May 17, 2017

Greg Jensen
267 Shore Dr.
St. Helens, OR 97051

City of St. Helens
265 Strand Street
St. Helens, OR 97051

RE: Tree Removal

To whom it may concern:

The property owner of 267 Shore Drive requested to remove three trees from their property along Milton Creek, a significant riparian corridor (established by SHMC 17.40.015). SHMC 17.40.035 allows the removal of trees to prevent imminent danger to public health or safety and public or private property. After a site visit on May 16, 2017, the three cottonwood trees pictured below have been deemed dead. As such, the property owner can remove the three trees pictured below without a permit.



Top of the dead cottonwoods to be removed

Respectfully yours,

Jacob A. Graichen, AICP
City Planner

Jacob Graichen

From: Jennifer Dimsho
Sent: Tuesday, May 30, 2017 8:49 AM
To: Jacob Graichen
Subject: May Planning Department Report

Here are my additions to the May Planning Department Report.

GRANTS

1. Received OPRD Veterans Memorial Grant for \$46,770! Total project is \$68,400. Project to be completed by April 30, 2019.
2. Received the Oregon Community Foundation Grant for the Salmon Tree Cycle. Award is 10k.
3. McCormick Picnic Shelter Grant (16k grant, 30k project) – Foundation poured and structure built! Tracked time for grant reporting
4. Travel Oregon Grant –Branding & Wayfinding Master Plan: Prepared and attended Open House #2 May 10 (material review, venue, catering). Reviewed revised signage design. Coordinated press with Crystal for 2-week long survey. Updated project web page with materials. Prepared existing conditions for the removal/replacement signage plan along Highway 30 to reduce clutter. Scheduled site tour in June with Public Works to ground-truth recommended sign locations.
5. PSU MURP Columbia View Park Project – Attended “site audit” on May 4 to gather input from public. Discussed/reviewed final site plan and draft report. Reviewed materials and prepared for June Council Meeting and final project presentation. Prepared draft resolution for adoption.
6. Received Local Government (CLG) Historic Preservation Grant. Award \$12,500 to help cover City Hall façade cleaning and repairs.
7. SHEDCO received Mainstreet Revitalization Grant for 100k through OPRD - Oregon State Historic Preservation Office. Proofread press release and discussed next steps with Mainstreet Coordinator.
8. HEAL Cities Grant (5k award) – Submitted Progress Report (due June 15). Summarized project work thus far. Nob Hill Nature Park staircase and kiosk installation should occur between June 30 – September 30. Final project report is due October 13, 2017.

URBAN RENEWAL

9. Planned and attended 1st Urban Renewal Agency Meeting (May 3). Minutes, agenda, presentation. Prepared taxing district notice letters and required mailing of plan/report. Planned for PC PH (June) and CC PH (July). Prepared for County Commissioner UR briefing on June 14 with John.

MISC

10. Waterfront Redevelopment RFQ – Reviewed final draft. Created RFQ website: www.sthelenswaterfront.com. Uploaded updated materials for potential developers. Drafted and published DJC advertisement
11. Community Action Team (CAT)’s Affordable Housing Work Group – Sent invites out to CC, PC, and staff for June 8 for special guest developer to discuss cluster housing
12. Attended a mandatory harassment training May 25
13. Prepared memo for the PC annual report to Council on June 7
14. Prepared 2017 Summer Gazette content (Parks system update, Urban renewal update, and Veterans Memorial grant)
15. Helped prepare EPA Grant Conference materials for John

Jenny Dimsho

Associate Planner
City of St. Helens
(503) 366-8207

BUSINESS LICENSE REPORT

City Department Approval: May 15, 2017

The following occupational business licenses are being presented for City approval:

Signature: [Signature]
Date: 5/12/17

RESIDENT BUSINESS – NEW 2017

- | | | |
|--------------------------|------------------|--------|
| <input type="checkbox"/> | Fashion Mystique | Retail |
|--------------------------|------------------|--------|

NON-RESIDENT BUSINESS - 2017

- | | | |
|--------------------------|---------------------------------|---------------------------------|
| <input type="checkbox"/> | Emery & Sons Construction Group | General Contractor/Construction |
| <input type="checkbox"/> | Evergreen Gas | HVAC-Gas lines |
| <input type="checkbox"/> | Olson LLC | Contracting |
| <input type="checkbox"/> | Pacific Northwest HVAC Inc | HVAC |
| <input type="checkbox"/> | Rhiza A+D LLC | Public Art |
| <input type="checkbox"/> | St. Johns Painting | General Contractor |

MISCELLANEOUS - 2017

- | | | |
|--------------------------|---------------------|---------------------------------|
| <input type="checkbox"/> | Environmental Works | 7 Day: Environmental Services |
| <input type="checkbox"/> | TLFTT CO | 7 Day: Sidewalk Concrete Repair |

Suggestion Boxes

City Hall – 1st Floor Lobby/2nd Floor Lobby/ Council Chambers Lobby/ Water Department Lobby

Date Received	Comment	Suggestion	Response Requested?	Name and Contact Information	Overall Customer Service Rating	Date to Council for Review	Staff Assigned	Staff Follow-up Actions	Date Closed
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None received.

City Hall – Municipal Court Lobby

Date Received	Comment	Suggestion	Response Requested?	Name and Contact Information	Overall Customer Service Rating	Date to Council for Review	Staff Assigned	Staff Follow-up Actions	Date Closed
4/24/17	So friendly and kind! Felt like I was welcome in every way.	-♥-	No	Dalton Steere	Great	5/17/17	Matt Brown	N/A	5/17/17

Library

Date Received	Comment	Suggestion	Response Requested?	Name and Contact Information	Overall Customer Service Rating	Date to Council for Review	Staff Assigned	Staff Follow-up Actions	Date Closed
4/20/17	See attached.	See attached.	No	Clara Brucker	N/A	5/17/17	Margaret Jeffries		

Clara Brucker
59535 Clinton Street
Saint Helens, OR 97051

RECEIVED

APR 20 2017

April 17, 2017

CITY OF ST. HELENS

City of St. Helens
Library Comment Card
P.O. Box 278
St. Helens, OR 97051

Re: Praise for Librarians & Persistent Noise

Dear Sirs:

First I would like to commend all of the staff at the library for their tirelessness, efficiency, and friendly attitude. Everyone is always ready to help with requests, finding books, and even giving recommendations based on the type of books and videos preferred.

I would especially like to say that Nicole Woodruff (a Librarian Wizard), Dan Dieter (extensive knowledge of all things), and Brenda Herren-Kenaga (computer & research), are wonderful in their personalities and expertise.

My one complaint is that of the incessant loud noise in the library not only by other customers of the library who come in and tell their life story in tones that would be best served at a pep rally, but the children's programs.

I realize that this is a small town and everyone knows everyone and they like to socialize with the librarians, I do the same, but when in a conversation I try my very best to whisper as a courtesy to others.

I can remember, as I am sure many of you can as well, that when visiting a library as a child, and even as an adult, quiet was a rule. I'm sure you are no stranger to being "shushed" if you got too loud. Librarians were very strict regarding this rule.

As far as the children's programs are concerned, I think it is a wonderful thing to get the children acclimated to the library and reading, but a library is not a Day Care Center, with screaming and yelling, and very loud music most recently on Pre-School Dance Party day (for over an hour).

Even the weekly story time events seem to be getting louder and louder. I don't recall the children being as out of control when Nathan was doing this. On several occasions I heard him quieting the children when they got too excited.

I'm sure the person in charge now (I didn't look to see who that was) is capable, and it's not an easy job to say the least, but something must be done to keep the decibel level down. Again, not a day care center.

I, and I am sure others as well, cannot afford internet access at home. Our only resource to apply for jobs, receive and send E-mail to our family members in other parts of the world or to just look up a recipe must be done at the library.

Believe me when I say that applying for a job in this climate can take up to two or three hours (government job applications) and total concentration is necessary. There is no other way to do this but through the Internet.

This past Thursday, during the "Dance Party", people on either side of me at the computer desks, were so disturbed and frustrated by the party noise they both left. I would have too, but I had to wait for a ride home. I put the computer supplied earphones on just to deaden the ruckus in the other room.

The man who left, I believe recorded the noise. I am hoping that he too will complain about this disruption. He was also disturbed by the noise and said, "What happened to librarians telling people to be quiet?" Even fifteen minutes after the party was over the children were uncontrollable and running around the front desk.

Solutions:

Children's Parties:

- **Relocation: (Best Solution)**

Perhaps the children's party sessions could be held in one of the other rooms in the library building so as not to disturb people who would appreciate the peace and quiet. From what I heard, reading wasn't a part of the dance party on Thursday, so there was no reason for this event to be held in the children's book section.

- **Advance Notice:**

I looked on the library web site's monthly calendar to see if the children's events were posted, they were not. If I had known about this party in advance, I would have rearranged my schedule to visit at a quieter time.

I recently received a free copy of the South County Spotlight newspaper in which some of the library schedules in the "Out on the Town" section were listed. This was just by chance and was after the fact. Newspaper subscriptions are also a luxury I cannot afford, so an updated library schedule would be helpful.

General Quiet:

- Are our librarians allowed to ask people to speak in a more quiet tone? The staff is so personable I'm sure no one would take offense in being asked to lower their voice. However, I can see where there may be some concern about repercussions by some people.
- Signs: **(Best Solution)**
Simple signs on the entryway doors "**Quiet Please, People are Reading**", or "**Please Use Your Indoor Voice**" perhaps with the accompaniment of a friendly clip art design.
- One more sign which may be helpful, and which I did not address is to remind parents and caregivers to keep their children under control and not run amuck through the bookshelves. It amazes me that people don't watch out for their kids. "**Adults, Look After Your Children, Please.**"

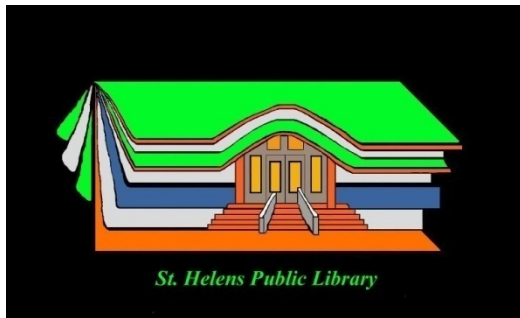
One last thing, today the indoor outer area of the actual library had the repugnant odor of a pet store; a combination of aquariums and used guinea pig bark chips. It wasn't the books, that scent is distinctive, this was nasty.

I hope my concerns are taken to heart. I know that I am not the only adult who is aggravated by the noise.

Sincerely,



Clara Brucker



May 31, 2017

From: Margaret Jeffries, Library Director

To: The Mayor and Members of the City Council

Subject: Library Department Report

MakerFest: Our first MakerFest happened on Saturday, May 20th with over 100 people coming to the Library for a day of making with origami, robots, LEGO free-build, friendship bracelets and buttons. SHREC 5450 (the St. Helens High School Robotics club) was here and lots of student helpers made the event a success. Plans are already underway for next year's MakerFest.

Reference Librarian Selected to Serve on Statewide Committee: At a recent meeting of the State Library's Library Services and Technology Act (LSTA) Council, Reference Librarian, Brenda Herren-Kenaga, was selected to serve a three-year term on the Statewide Database Licensing Advisory Committee (SDLAC) representing public libraries serving communities under 25,000. Her primary responsibility as a part of this group is to advise this council and the Oregon State Library in the drafting of requests for proposal, the review of proposals, the recommendation to license database(s), and the allocation of costs to participating libraries.

The Oregon Statewide Database Licensing Program (SDLP) was created by the passage of SB12 into law in July 2003. This continued funding has provided subscription databases for all public libraries and more recently, to purchase additional resources such as Learning Express Library with its job seeking resources and digital literacy tutorials.

World Wide Knit in Public Day: The Library is calling all knitters (and crocheters and spinners and weavers and textile artisans) to come to the Library lobby on **Saturday, June 10th from 10am until 2pm** to enjoy "Better Living Through Stitching Together" <https://www.kipday.com> Bring your yarn-based project to work on, water and a snack. We will provide lots of chairs, but if you'd like to bring a portable chair or even a rocking chair from home – please do!

Summer Library Challenge (aka Summer Reading): Youth Librarian, Gretchen Kolderup, has been promoting this summer learning program at area schools and preschools that kicks off on **Monday, June 19th**. She has a great lineup of activities planned to encourage St. Helens youth to keep learning all summer.

Previously Reported:

Social Media Class for Business Owners: The Library will be an after-hours host for a class presented by Keep It Local Columbia County and SHEDCO to assist business owners who want to learn how to create a Facebook business page, a social media plan and more. Interested business owners should email keepitlocalcc@gmail.com to register. Space is limited. **Tuesday, June 6, 7:00-8:30pm, Public Computer Area inside the Library**

A History of Estate Gardens in Portland: In honor of National Garden Week, the St. Helens Garden Club, the St. Helens Public Library and the Columbia County Museum Association will host a presentation by the Oregon Historical Society of an original, narrated glass lantern slide show of the history of 20th century gardens. Created for the Portland Garden Club, all slides are hand colored and screened using an original lantern slide projector. **Thursday, June 8, 7:00pm in the Auditorium**