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City of St. Helens COUNCIL AGENDA

Wednesday, April 5, 2017

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. **6:00PM – PUBLIC HEARING: Zoning Map Amendments; Comprehensive Map Amendments; Development Code Text Amendments; Comprehensive Plan Text Amendments – Citywide**
2. **7:00PM - CALL REGULAR SESSION TO ORDER**
3. **PLEDGE OF ALLEGIANCE**
4. **INVITATION TO CITIZENS FOR PUBLIC COMMENT – *Limited to five (5) minutes per speaker.***
5. **PROCLAMATION: National Public Safety Telecommunicators Week – April 9-15**
6. **DELIBERATIONS: Zoning Map Amendments; Comprehensive Map Amendments; Development Code Text Amendments; Comprehensive Plan Text Amendments – Citywide**
7. **ORDINANCES – First Reading**
 - A. **Ordinance No. 3214:** An Ordinance to Amend the City of St. Helens Comprehensive Plan Map for Certain Property from the Suburban Residential (SR) Designation to the General Residential (GR) Designation and the Zoning District Map from the Moderate Residential (R7) Zone to the Apartment Residential (AR) Zone
8. **AWARD LIFT STATION #9 PUMP PURCHASE TO HURLEY ENGINEERING FOR \$15,542**
9. **AWARD 2017 I&I SEWER INSPECTION PROJECT**
10. **APPROVE AND/OR AUTHORIZE FOR SIGNATURE**
 - A. Conduits™ Service Agreement with NetAssets Corp. for Publication of City Liens
 - B. Service Agreement with Granicus, Inc. for Agenda Management & Live Streaming Solutions
 - C. Contract Payments
11. **APPOINTMENTS TO CITY BOARDS & COMMISSIONS**
12. **CONSENT AGENDA FOR ACCEPTANCE**
 - A. Planning Commission Minutes dated February 14, 2017
 - B. Arts & Cultural Commission Minutes dated November 15, 2016
 - C. Accounts Payable Bill List
13. **CONSENT AGENDA FOR APPROVAL**
 - A. OLCC Licenses
 - B. Council Work Session, Public Hearing and Regular Session Minutes dated February 1, February 15 and March 1, 2017
 - C. Accounts Payable Bill List

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.

14. **MAYOR SCHOLL REPORTS**
15. **COUNCIL MEMBER REPORTS**
16. **DEPARTMENT REPORTS**
17. **ADJOURN**



**CITY OF ST. HELENS PLANNING DEPARTMENT
STAFF REPORT
CPZA.3.16**

DATE: March 6, 2017
TO: City Council
FROM: Jacob A. Graichen, AICP, City Planner
Jennifer Dimsho, Assistant Planner

APPLICANT: City of St. Helens
OWNER: Various

ZONING: Various
LOCATION: City-wide
PROPOSAL: Zoning Map Amendments; Comprehensive Map Amendments; Development Code Text Amendments; Comprehensive Plan Text Amendments.

Comprehensive Map and Text Amendments/Zoning Map Amendments

The 120-day rule (ORS 227.178) for final action for this land use decision is not applicable.

SITE INFORMATION / BACKGROUND

The City acquired approximately 230 acres of predominately industrial land in 2015 in order to facilitate redevelopment. This purchase included an approximately 25-acre parcel of mostly Heavy Industrial zoned waterfront property which was previously used as a veneer manufacturing plant. The remaining 200+ acres of Heavy Industrial zoned property, previously the location of a paper mill, is mostly underutilized, with manufacturing occurring only on a small portion of the site. The primary purpose of these comprehensive map, zoning map, and text amendments are implement the recommendations from the Waterfront Redevelopment Framework Plan (Resolution No. 1765) which focused on guiding redevelopment of the 25-acre parcel.

However, since this provided an opportunity for the city to examine the zoning and such of said 25-acre parcel, the city also looked at other non-industrial lands in the area (commercial/mixed use land north of the site and Nob Hill Nature Park west of the site). Other changes are proposed. For example, to continue the “Riverfront District” zoning title, a place name important to the City Council (per Resolution No. 1687) and a rezone and comprehensive plan map change of both Nob Hill Nature Park and Grey Cliffs Waterfront Park.

In addition, because this area includes most of the city’s historic resources, the city is taking this opportunity to examine some historic preservation policies.

Some code housekeeping are also included.

PUBLIC HEARING & NOTICE

Hearing dates are as follows: March 14, 2017 before the Planning Commission and April 5, 2017 before the City Council.

The Planning Commission unanimously* (with one member absent) recommended approval of the proposed amendments with some minor edits to the text amendments, inclusion of the 10% landscaping rule to the Mill sub-district.

***The Planning Commission, with one vote against (and one absent member), recommends a maximum building height of 75' for the proposed Riverfront District's Mill sub-district.**

Notice of this proposal was sent to surrounding property owners within 300 feet of the subject properties on February 23, 2017 via first class mail. Notice was sent to agencies by mail or e-mail on the same date. Notice was published in the The Chronicle on M, 2017. Notice was sent to the Oregon Department of Land Conservation and Development on February 8, 2017.

AGENCY REFERRALS & COMMENTS

As of the date of this staff report, no agency referrals/comments have been received that are pertinent to the analysis of this proposal.

APPLICABLE CRITERIA, ANALYSIS & FINDINGS

SHMC 17.20.120(1) – Standards for Legislative Decision

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

- (a) The statewide planning goals and guidelines adopted under ORS Chapter 197;
- (b) Any federal or state statutes or guidelines found applicable;
- (c) The applicable comprehensive plan policies, procedures, appendices and maps; and
- (d) The applicable provisions of the implementing ordinances.

(a) Discussion: This criterion requires analysis of the applicable statewide planning goals. The applicable goals in this case are Goal 1, Goal 2, Goal 5, Goal 8, Goal 9, Goal 10, Goal 11, and Goal 12.

Statewide Planning Goal 1: Citizen Involvement.

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

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

The City's Development Code is consistent with State law with regards to notification requirements. Pursuant to SHMC 17.20.080 at least one public hearing before the Planning Commission and City Council is required. Legal notice in a newspaper of general circulation is required too. Notice of this proposal was sent to surrounding property owners within 300 feet of the subject properties. The City has met these requirements and notified DLCD of the proposal.

The public engagement for the development of the Framework Plan has been very comprehensive. In 2015, the City established a Waterfront Advisory Committee (WAC) composed of representatives and stakeholders from a wide range of organizations.

Throughout 2016, this group met four times throughout the Framework Plan development process and the meetings were open to the public. In addition to the WAC's involvement, three public events were held with participation from over 100 people at each event. Detailed WAC meeting materials, notes, and public event materials are available on the Waterfront Redevelopment Project webpage located under the Planning Department.

<http://www.ci.st-helens.or.us/planning/page/waterfront-redevelopment-project>
<http://www.ci.st-helens.or.us/planning/page/zoning-development-code-changes>

Given the public vetting for the plan, scheduled public hearings, and notice provided, Goal 1 is satisfied.

Statewide Planning Goal 2: Land Use Planning.

This goal requires that a land use planning process and policy framework be established as a basis for all decisions and actions relating to the use of land. All local governments and state agencies involved in the land use action must coordinate with each other. City, county, state and federal agency and special districts plans and actions related to land use must be consistent with the comprehensive plans of cities and counties and regional plans adopted under Oregon Revised Statutes (ORS) Chapter 268.

The City and State (i.e., DLCD) coordinated with regard to the adoption of this proposal. The City notified DLCD as required by state law prior to the public hearings to consider the proposal.

There are no known federal or regional documents that apply to this proposal. Comprehensive Plan consistency is addressed further below.

Given the inclusion of local, state, regional and federal documents, laws, participation and opportunity for feedback as applicable, Goal 2 is satisfied.

Statewide Planning Goal 5: Natural Resources, Scenic & Historic Areas, & Open Spaces

It is the purpose of this goal to protect natural resources and conserve scenic and historic areas and open spaces.

The Framework Plan addresses identifies future projects, such as the expansion of Columbia View Park and the development of a greenway along the Columbia River that will enhance the overall natural resource system, supporting the intent of Goal 5. Therefore, Goal 5 is satisfied.

Statewide Planning Goal 8: Recreational Needs

It is the purpose of this goal to satisfy the recreational needs of the citizens of the state and visitors and, where appropriate, to provide for the siting of the necessary recreational facilities including destination resorts.

The provision of parks, trails, and water-related recreation facilities and amenities is a crucial aspect of the Framework Plan. Given that the development and implementation of the Framework Plan plays a keystone role in satisfying the recreational needs of citizens of the state, and visitors to the community, Goal 8 is satisfied.

Statewide Planning Goal 9: Economic Development

It is the purpose of this goal to provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens.

This goal is satisfied when it can be shown that the proposal will not negatively affect industrial or other employment land, as such lands are catalysts to economic development. The City's adopted Economic Opportunities Analysis (Ordinance No. 3101) notes a surplus of industrial lands in St. Helens. In addition, the City also adopted a Waterfront Redevelopment Overlay District Overlay District (Ordinance No. 3107) which included a determination in the findings that the 25-acre parcel was not needed for the City's industrial land base. Since this proposal will not compromise the City's industrial (and "employment land"), Goal 9 is satisfied.

Statewide Planning Goal 10: Housing

This goal is about meeting the housing needs of citizens of the state. Buildable lands for residential use shall be inventoried and plans shall encourage the availability of adequate numbers of needed housing units at price ranges and rent levels which are commensurate with the financial capabilities of Oregon households and allow for flexibility of housing location, type and density.

The Framework Plan recommends re-zoning of approximately 25 acres of Heavy Industrial zoned land to a mixed-use zone that will allow for the development of housing where it would have been not permitted otherwise. Therefore, the Framework Plan satisfies Goal 10 by allowing for the development of additional needed housing units.

In addition, housing was possible per the Waterfront Redevelopment Overlay District Overlay District (Ordinance No. 3107) which applies specifically to 25-acre parcel. Residential uses were possible per the overlay zone, which is mixed use in nature. However, the proposed rules are less restrictive in regards to density and other standards, increasing the possibility and regulatory flexibility for housing.

Statewide Planning Goal 11: Public Facilities and Services.

Goal 11 requires cities and counties to plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development. The goal requires that urban and rural development be "guided and supported by types and levels of urban and rural public facilities and services appropriate for, but limited to, the needs and requirements of the urban, urbanizable and rural areas to be served."

The City's current water capacity is 6 million gallons/day and the peak flow, usually in the summer, is 3 to 4 million gallons/day. Additionally, the City has the capacity of approximately 10 million gallons to meet future demands. Any additional uses that occur on the subject property can be accommodated by the City's municipal water system as infrastructure has substantial capacity available. Water infrastructure is in the area.

With regards to capacity, the City's waste water treatment plant currently has the capacity (physically and as permitted by DEQ) to handle 50,000 pounds of Biochemical Oxygen Demand (BOD), which is the "loading" or potency of the wastewater received by the plant. The average daily BOD is well below this at only 1,500 pounds. Thus, any potential uses that occur on the subject property can be accommodated by the City's sanitary sewer system as infrastructure is in place or can be upgraded and there is substantial capacity available. Sanitary Sewer infrastructure is in the area.

Stormwater management is simplified as the area in question is along the shoreline of the Columbia River.

Statewide Planning Goal 12: Transportation

Goal 12 requires local governments to "provide and encourage a safe, convenient and economic transportation system." Goal 12 is implemented through DLCD's Transportation Planning Rule (TPR), OAR 660, Division 12. The TPR requires that where an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation would significantly affect an existing or planned transportation facility, the local government shall put in place measures to assure that allowed land uses are consistent with the identified function, capacity, and performance standards of the facility.

Traffic impact is required to be analyzed as part of a plan amendment or zone change application, pursuant to Chapter 17.156 SHMC. See Section (d) for a more detailed discussion of the TPR and implementing ordinances.

The Framework Plan lays out the development parcels and the recommended street grid and street cross sections for the 22-acre site. It also protects trail access along the river for non-motorized transportation. Therefore, the Framework Plan satisfies Goal 12 by planning for the implementation of a safe, convenient, and economic transportation system that considers multi-modal transportation options.

Finding: The Framework Plan satisfies the relevant statewide planning goals and guidelines adopted under ORS Chapter 197.

(b) Discussion: This criterion requires analysis of any applicable federal or state statutes or guidelines in regards to the residential zone change request.

Finding: There are no known applicable federal or state statutes or guidelines applicable to this zone change request.

(c) Discussion: This criterion requires analysis of applicable comprehensive plan policies, procedures, appendices, and maps. Organized by section, applicable Comprehensive Plan goals and policies include:

Discussion:

SHMC 19.08.020 Economic goals and policies states it is the policy of St. Helens to “make waterfront development a high priority” and to “develop the local tourist and recreation sectors of the economy.” This proposal facilitates both of these policies by facilitating redevelopment of the waterfront and increasing the City’s recreational assets for tourism.

SHMC 19.08.030 Public services and facilities goals and policies states it is the goal of St. Helens to “create and maintain ample places and facilities for recreation in St. Helens.”

SHMC 19.08.040 Transportation goals and policies states it is the goal of St. Helens to “increase appropriate walking and bicycling opportunities.”

19.08.060 Natural factors and local resources goals and policies states it is the goal of St. Helens to “To preserve for the *public benefit* outstanding scenic areas.”

To this end, a policy of the Comprehensive Plan states: “Balance development rights of property owners and protection of *public view* of the Columbia River, Scappoose Bay and Multnomah Channel.”

The 25-acre property includes outstanding views of the confluence of the Columbia River and the Multnomah Channel, Sauvie Island, Mt. St. Helens, Mt. Adams, and Mt. Hood. The Waterfront Framework Plan (and the proposed amendments) includes provisions for public access along the shore. It also includes multiple wide public right-of-way that are more-or-less perpendicular to the shoreline, to help facilitate *public view* from other public places (park, right-of-way) along the east side. ***Private views are not identified as a goal or policy.***

Efforts to ensure *public views* are included. Further, the City is the landowner of the 25-acre property, so there is no development rights issue; those rights belong to the applicant, the City.

This section also includes a policy to “encourage the preservation, restoration and functionality of open space corridors.” As longtime industrial land with an operating mill, the public has not been able to intimately enjoy the open space along this stretch of waterfront. The Waterfront Framework Plan and the related code amendments of this proposal, will create public waterfront access that City has never known in its developed lifetime.

Further, this proposal facilitates the recommendation to expand of Columbia View Park to the abutting 25-acre property, which has been identified by the public as a priority for expanding programmed event space and open space to recreate. This proposal also includes the protection of public access along the Columbia River for bicycle and pedestrian use.

The St. Helens Parks & Trails Master Plan (Ordinance No. 3191) identifies the Columbia View Park expansion and a riverfront trail connection as high priority projects on the 25-acre parcel. The Framework Plan facilitates development of both projects.

St. Helens Transportation Systems Plan (Ordinance No. 3150 and 3181). The Waterfront Framework Plan acknowledges transportation connections identified in this plan.

Finding (s): This proposal is aligned with the applicable Comprehensive Plan goals and policies.

(d) Discussion: Per Chapter 17.156 SHMC and Statewide Planning Goal 12, amendments such as proposed are to be evaluated to determine if it will impact the city's transportation system. A traffic impact analysis is required for this purpose. However, such a study is not required when the proposal will not result in a potential increase in vehicular trips.

The approximately 25-acre industrial property discussed in this report is the key property subject to land use change. This property is currently zoned Heavy Industrial, where mostly industrial uses are possible. However, in addition there is a floating zone specific to this property (SHMC 17.32.180). This zone known as the Waterfront Redevelopment Overlay District (WROD), already allows uses comparable to the proposed Riverfront District's Mill sub-district. The Mill sub-district is replacing the WROD. Thus, this proposal includes no significant change for potential vehicle trip generation.

Finding(s): These code amendments are not contrary to the City's implementing ordinances (e.g. SHMC Title 17, Community Development Code).

CONCLUSION & RECOMMENDATION

Based upon the facts and findings herein, staff recommends the City Council approve of the proposal.

****Please note: luckily the amendments have not proven controversial to date, with the exception of the proposed building height for the proposed Riverfront District's Mill sub-district. Due to citizen concern expressed at the March 14th Planning Commission meeting, staff will present some options for the Council's consideration of this matter.****

Attachment(s): Overall proposal map
Riverfront District sub districts map
Zoning district map changes (proposed)
Comprehensive Plan map changes (proposed)
Text amendments

St. Helens Waterfront Framework Plan (Resolution No. 1765)

Letter from Leslie Heimuller dated February 27, 2017

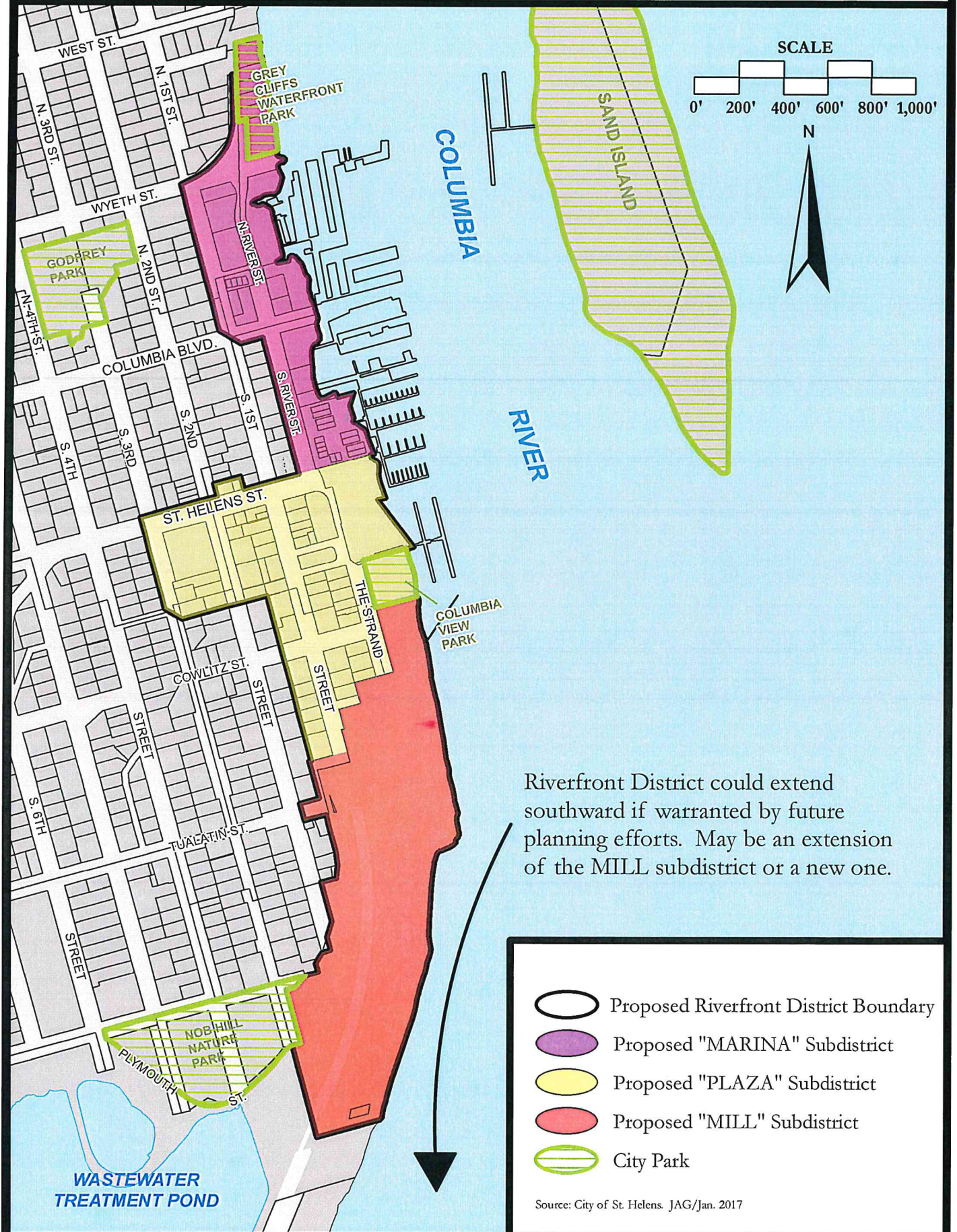
Email from Caroline Skinner & Howard Blumenthal dated March 7, 2017

Letter from Steve Topaz dated March 8, 2017

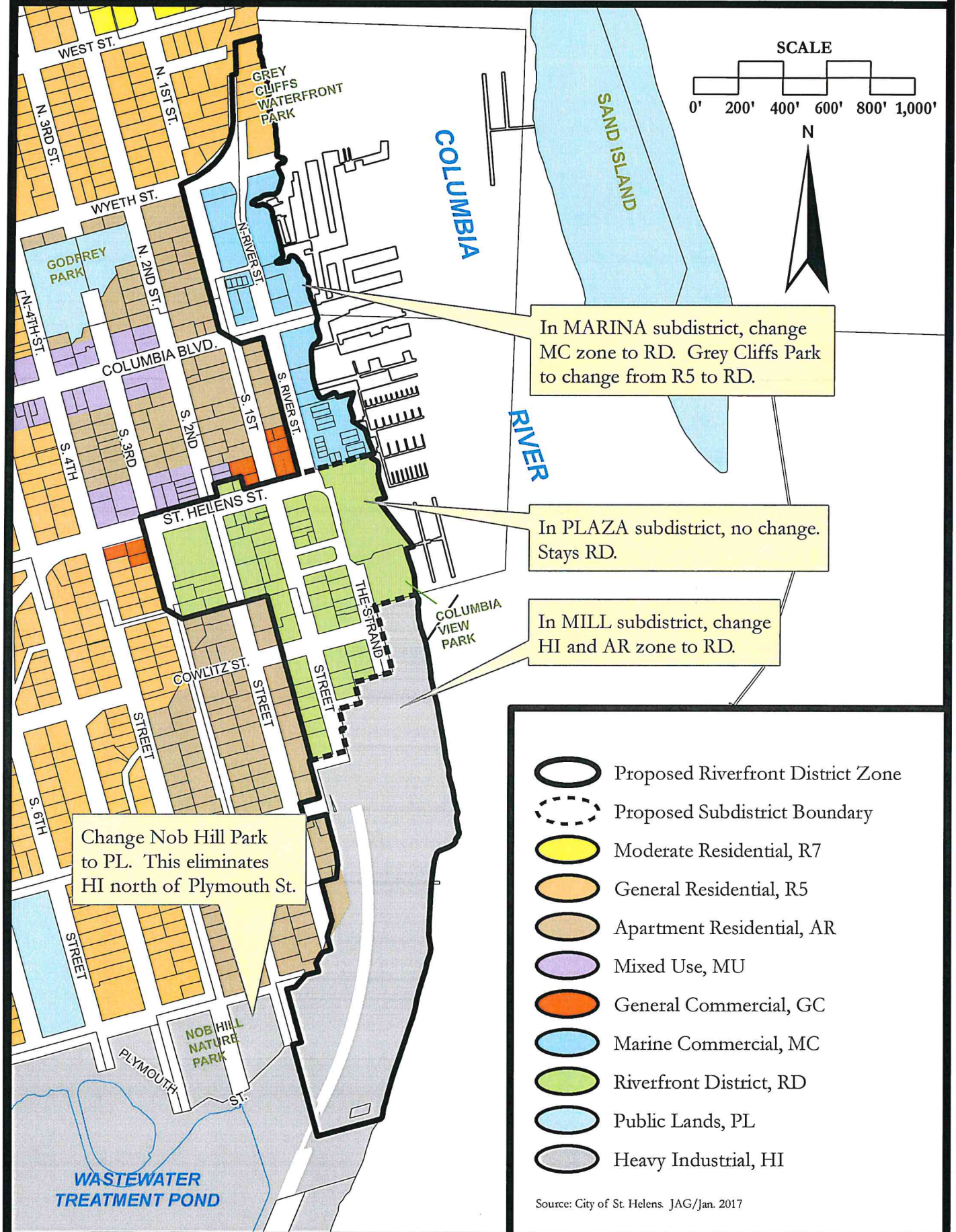
CPZA.3.16 - RIVERFRONT DISTRICT - OVERALL PROPOSAL



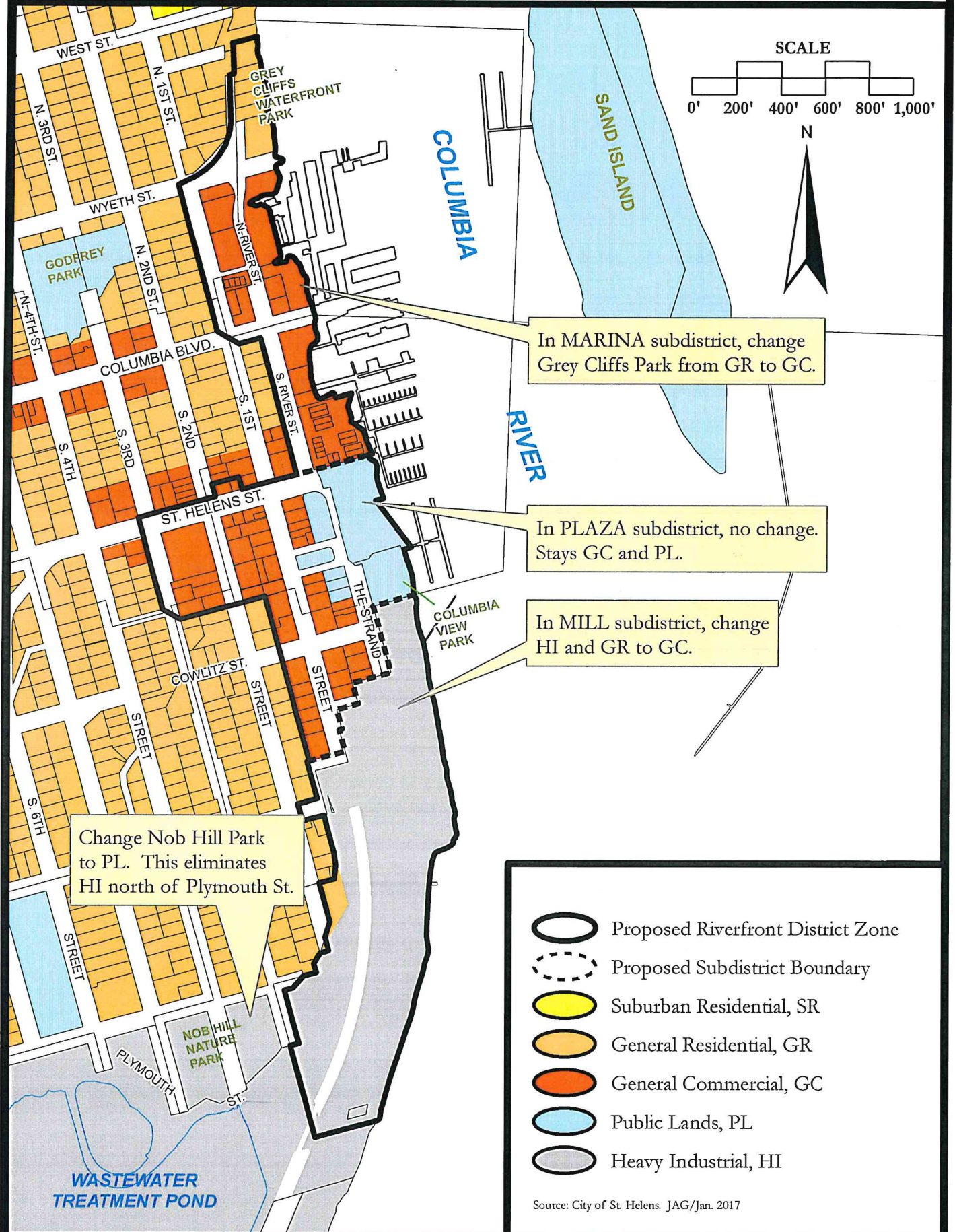
CPZA.3.16 - RIVERFRONT DISTRICT - SUB DISTRICTS



CPZA.3.16 - RIVERFRONT DISTRICT - ZONING



CPZA.3.16 - RIVERFRONT DISTRICT - COMPREHENSIVE PLAN



underline words are added
words stricken are deleted

CHAPTER 17.08 AMENDMENTS TO THE CODE AND ZONE DISTRICT MAPS

[...]

17.08.040 Quasi-judicial amendments and standards.

[...]

(1) Quasi-Judicial Amendments and Standards for Making Decisions.

(a) A recommendation or a decision to approve, approve with conditions, or to deny an application for a quasi-judicial amendment shall be based on all of the following standards.

(i) The applicable comprehensive plan policies and map designation; and that the change will not adversely affect the health, safety, and welfare of the community; and

(ii) The applicable Oregon Statewide Planning Goals adopted under ORS Chapter 197, until acknowledgment of the comprehensive plan and ordinances; ~~and~~

(iii) The standards applicable of any provision of this code or other applicable implementing ordinance; ~~and~~

(iv) A proposed change to the St. Helens Zoning District Map that constitutes a spot zoning is prohibited. A proposed change to the St. Helens Comprehensive Plan Map that facilitates a spot zoning is prohibited.

[...]

CHAPTER 17.16 DEFINITIONS

[...]

“Animal hospital” means a place where animals or pets are given medical or surgical treatment and the boarding of animals is limited to short-term care incidental to the hospital use. See “animal sales and services, veterinary.”

“Animal kennel” means any structure or premises in which animals are kept, boarded, bred or trained for commercial gain. See “animal sales and services.”

“Animal sales and services” means establishments or places of business primarily engaged in animal-related sales and services. The following are animal sales and services use types:

“Animal sales and services, grooming” means grooming of dogs, cats, and similar small animals. Typical uses include dog bathing and clipping salons or pet grooming shops.

Commented [JG1]: The City’s Development Code relies on its definitions for implementation of law. One example is “spot zoning” defined (per Chapter 17.16 SHMC) as follows:

Rezoning of a lot or parcel of land to benefit an owner for a use incompatible with surrounding uses and not for the purpose or effect of furthering the comprehensive plan.

Euclidean zoning also known as single-use zoning is a planning tool that helps control land uses in a given jurisdiction. A common practice in North America, including the City of St. Helens, the name comes from of a court case in Euclid, Ohio, which established its constitutionality, *Village of Euclid, Ohio v. Ambler Realty Co.* (1926). The concept of zoning is to help separate uses that are not compatible.

The definition of “spot zoning” is in the current ordinance (ORD No. 2875, adopted in 2003, as amended) and its predecessor (ORD No. 2785, adopted in 1999). The zoning ordinance that predates that (ORD No. 2616, adopted in 1991) lacks the definition. Since this is a fairly recent addition to the city’s zoning code, its inclusion appears to be purposeful.

Since it’s in the code we should add it as a standard for both quasi-judicial and legislative zoning and comp plan map changes.

At their March 14, 2017 public hearing, the Commission suggested minor tweaks to the language reflected here and on page 3.

Commented [JG2]: Amendments to the “animal sales and services” category of uses relates to some code language fixes in the zones (below).

“Animal sales and services, kennels” means kennel services for dogs, cats, and similar small animals. Typical uses for a business venture include boarding kennels or dog training centers.

“Animal sales and services, retail” means pet stores that includes both live animals for sale and related retail items.

“Animal sales and services, veterinary (large animals)” means veterinary services for large animals. Typical uses include animal hospitals for large animals (horses, sheep) or veterinary hospitals for large animals. Small animals may be included as well.

“Animal sales and services, veterinary (small animals)” means veterinary services for small animals. Typical uses include pet clinics, dog and cat hospitals, or animal hospitals for small animals.

[...]

“Excavation” means the removal, placement, or replacement of earth or manmade materials as necessary to facilitate development of buildings and/or infrastructure, not including natural mineral resources development.

When a property or a portion of it is predominately composed of rock, removal of more rock than the minimum necessary to facilitate development shall be considered “mining and/or quarrying.”

[...]

“Mining and/or quarrying” means the extraction of minerals including: solids, such as sand, gravel, rock, coal and ores; liquids, such as crude petroleum; and gases, such as natural gases. The term also includes quarrying; well operation; milling, such as crushing, screening, washing and flotation; and other preparation customarily done at the mine site or as part of a mining activity.

Also, see “excavation.”

[...]

CHAPTER 17.20 PROCEDURES FOR DECISION-MAKING – LEGISLATIVE

[...]

17.20.120 The standards of the decision.

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

(a) The statewide planning goals and guidelines adopted under ORS Chapter 197,

including compliance with the Transportation Planning Rule, as described in SHMC 17.08.060;

- (b) Any federal or state statutes or guidelines found applicable;
- (c) The applicable comprehensive plan policies, procedures, appendices and maps; ~~and~~
- (d) The applicable provisions of the implementing ordinances; and
- (e) A proposed change to the St. Helens Zoning District Map that constitutes a spot zoning is prohibited. A proposed change to the St. Helens Comprehensive Plan Map that facilitates a spot zoning is prohibited.

[...]

CHAPTER 17.32 ZONED AND USES

Sections:

17.32.010 Classification of zones.
17.32.020 Zoning district map.
17.32.030 Determination of zoning boundaries.
17.32.040 Unlisted use – Authorization of similar use.
17.32.050 Suburban residential zone – R-10.
17.32.060 Moderate residential zone – R-7.
17.32.070 General residential zone – R-5.
17.32.080 Apartment residential zone – AR.
17.32.090 Mobile home residential zone – MHR.
17.32.095 Mixed use zone – MU.
17.32.100 Highway commercial – HC.
17.32.110 General commercial – GC.
~~17.32.120 Marine commercial – MC.~~
17.32.130 Light industrial – LI.
17.32.140 Heavy industrial – HI.
17.32.150 Public lands – PL.
17.32.160 Willamette Greenway – WG.
17.32.170 Riverfront district – RD.
17.32.171 Riverfront district – RD, Marina.
17.32.172 Riverfront district – RD, Plaza.
17.32.173 Riverfront district – RD, Mill.
17.32.172~~9~~ RD guidelines adopted.
17.32.175~~80~~ Houlton business district – HBD.
~~17.32.180 Waterfront redevelopment overlay district – WROD.~~

17.32.010 Classification of zones.

All areas within the corporate limits of the city of St. Helens are divided into zoning districts. The use of each tract and ownership of land within the corporate limits is limited to those uses permitted by the zoning classification applicable to each such tract as designated in the following table. The zoning districts within the city of St. Helens are hereby classified and designated as follows:

Suburban Residential	R-10
Moderate Residential	R-7
General Residential	R-5
Apartment Residential	AR
Mobile Home Residential	MHR
Mixed Use	MU
Highway Commercial	HC
General Commercial	GC
Marine Commercial	MC
Light Industrial	LI
Heavy Industrial	HI
Willamette Greenway	WG
Public Lands	PL
Riverfront District	RD
Houlton Business District	HBD

[...]

17.32.050 Suburban Residential Zone – R10

[...]

- (5) ~~Additional Requirements. All Chapters of the Development Code apply.~~
- ~~(a) Residential density transition, SHMC 17.56.040.~~
- ~~(b) Overlay districts chapters:~~
 - ~~(i) 17.148, Planned Development,~~
 - ~~(ii) 17.36, Historic Sites and Overlay District,~~
 - ~~(iii) 17.44, Sensitive Lands, and~~
 - ~~(iv) 17.48, Solar Access Requirements.~~
- ~~(c) Supplemental provisions chapters:~~
 - ~~(i) 17.52, Environmental Performance Standards,~~
 - ~~(ii) 17.56, Density Computations,~~

- (iii) ~~17.60, Manufactured/Mobile Home Regulations,~~
- (iv) ~~17.64, Additional Yard Setback Requirements and Exceptions,~~
- (v) ~~17.68, Building Height Limitations—Exceptions,~~
- (vi) ~~17.72, Landscaping and Screening,~~
- (vii) ~~17.76, Visual Clearance Areas,~~
- (viii) ~~17.80, Off Street Parking and Loading Requirements,~~
- (ix) ~~17.84, Access, Egress, and Circulation, and~~
- (x) ~~17.88, Signs.~~
- (d) ~~Site development review, Chapter 17.96 SHMC.~~
- (e) ~~Development and administration chapters:~~
 - (i) ~~17.100, Conditional Use,~~
 - (ii) ~~17.104, Nonconforming Situations,~~
 - (iii) ~~17.108, Variance,~~
 - (iv) ~~17.116, Temporary Uses,~~
 - (v) ~~17.120, Home Occupations,~~
 - (vi) ~~17.124, Accessory Structures, and~~
 - (vii) ~~17.132, Tree Removal.~~
- (f) ~~Land division chapters:~~
 - (i) ~~17.136, Land Division—Subdivision,~~
 - (ii) ~~17.140, Land Division—Land Partitioning—Lot Line Adjustment,~~
 - (iii) ~~17.152, Street and Utility Improvement Standards, and~~
 - (iv) ~~17.144, Expedited Land Divisions.~~

[...]

17.32.060 Moderate Residential Zone – R7

[...]

(3) Conditional Uses (See Chapter 17.100 SHMC). In an R-7 zone, the following conditional uses may be permitted upon application:

- (a) Auxiliary dwelling units.
- (b) Bed and breakfast, homestay, boarding house.
- (c) Children's day care/day nursery.
- (d) Community recreation including structures facility.
- (e) Cultural exhibits and library services.
- ~~(f)~~ (f) Duplex residential units.
- ~~(g)~~ (g) Neighborhood store/plaza.
- ~~(h)~~ (h) Elderly/convalescent home.
- ~~(i)~~ (i) Private park.
- ~~(j)~~ (j) Public facilities, major.
- ~~(k)~~ (k) Public safety facilities.
- ~~(l)~~ (l) Religious assembly.

[...]

(5) ~~Additional Requirements.~~ All Chapters of the Development Code apply.

Commented [JG3]: "Community recreation facility" is a conditional use in the R7, R5, and AR zones. Listing in the R7 zone should be consistent with others.

Commented [JG4]: A conditional use in the R5 and R10 zone. The P. Commission felt this should be in the R7 zone too.

- (a) Residential density transition, SHMC 17.56.040.
- (b) Overlay districts chapters:
 - (i) 17.148, Planned Development,
 - (ii) 17.36, Historic Sites and Overlay District,
 - (iii) 17.44, Sensitive Lands, and
 - (iv) 17.48, Solar Access Requirements.
- (c) Supplemental provisions chapters:
 - (i) 17.52, Environmental Performance Standards,
 - (ii) 17.56, Density Computations,
 - (iii) 17.60, Manufactured/Mobile Home Regulations,
 - (iv) 17.64, Additional Yard Setback Requirements and Exceptions,
 - (v) 17.68, Building Height Limitations—Exceptions,
 - (vi) 17.72, Landscaping and Screening,
 - (vii) 17.76, Visual Clearance Areas,
 - (viii) 17.80, Off Street Parking and Loading Requirements,
 - (ix) 17.84, Access, Egress, and Circulation, and
 - (x) 17.88, Signs.
- (d) Site development review, Chapter 17.96 SHMC.
- (e) Development and administration chapters:
 - (i) 17.100, Conditional Use,
 - (ii) 17.104, Nonconforming Situations,
 - (iii) 17.108, Variance,
 - (iv) 17.116, Temporary Uses,
 - (v) 17.120, Home Occupations,
 - (vi) 17.124, Accessory Structures, and
 - (vii) 17.132, Tree Removal.
- (f) Land division chapters:
 - (i) 17.136, Land Division—Subdivision,
 - (ii) 17.140, Land Division—Land Partitioning—Lot Line Adjustment,
 - (iii) 17.152, Street and Utility Improvement Standards, and
 - (iv) 17.144, Expedited Land Divisions.

[...]

17.32.070 General Residential Zone – R5

[...]

- (5) Additional Requirements: All Chapters of the Development Code apply.
 - (a) Residential density transition, SHMC 17.56.040.
 - (b) Overlay districts chapters:
 - (i) 17.148, Planned Development,
 - (ii) 17.36, Historic Sites and Overlay District,
 - (iii) 17.44, Sensitive Lands, and
 - (iv) 17.48, Solar Access Requirements.
 - (c) Supplemental provisions chapters:

- (i) 17.52, Environmental Performance Standards;
- (ii) 17.56, Density Computations;
- (iii) 17.60, Manufactured/Mobile Home Regulations;
- (iv) 17.64, Additional Yard Setback Requirements and Exceptions;
- (v) 17.68, Building Height Limitations—Exceptions;
- (vi) 17.72, Landscaping and Screening;
- (vii) 17.76, Visual Clearance Areas;
- (viii) 17.80, Off-Street Parking and Loading Requirements;
- (ix) 17.84, Access, Egress, and Circulation; and
- (x) 17.88, Signs.
- (d) Site development review, Chapter 17.96 SHMC.
- (e) Development and administration chapters:
 - (i) 17.100, Conditional Use;
 - (ii) 17.104, Nonconforming Situations;
 - (iii) 17.108, Variance;
 - (iv) 17.116, Temporary Uses;
 - (v) 17.120, Home Occupations;
 - (vi) 17.124, Accessory Structures; and
 - (vii) 17.132, Tree Removal.
- (f) Land division chapters:
 - (i) 17.136, Land Division—Subdivision;
 - (ii) 17.140, Land Division—Land Partitioning—Lot Line Adjustment;
 - (iii) 17.152, Street and Utility Improvement Standards; and
 - (iv) 17.144, Expedited Land Divisions.

[...]

17.32.080 Apartment Residential Zone – AR

[...]

- (5) Additional Requirements. All Chapters of the Development Code apply.
 - (a) Residential density transition, SHMC 17.56.040.
 - (b) Overlay districts chapters:
 - (i) 17.148, Planned Development;
 - (ii) 17.36, Historic Sites and Overlay District;
 - (iii) 17.44, Sensitive Lands; and
 - (iv) 17.48, Solar Access Requirements.
 - (c) Supplemental provisions chapters:
 - (i) 17.52, Environmental Performance Standards;
 - (ii) 17.56, Density Computations;
 - (iii) 17.60, Manufactured/Mobile Home Regulations;
 - (iv) 17.64, Additional Yard Setback Requirements and Exceptions;
 - (v) 17.68, Building Height Limitations—Exceptions;
 - (vi) 17.72, Landscaping and Screening;
 - (vii) 17.76, Visual Clearance Areas;

- (viii) 17.80, Off Street Parking and Loading Requirements;
- (ix) 17.84, Access, Egress, and Circulation; and
- (x) 17.88, Signs;
- (d) Site development review, Chapter 17.96 SHMC;
- (e) Development and administration chapters:
 - (i) 17.100, Conditional Use;
 - (ii) 17.104, Nonconforming Situations;
 - (iii) 17.108, Variance;
 - (iv) 17.116, Temporary Uses;
 - (v) 17.120, Home Occupations;
 - (vi) 17.124, Accessory Structures; and
 - (vii) 17.132, Tree Removal;
- (f) Land division chapters:
 - (i) 17.136, Land Division—Subdivision;
 - (ii) 17.140, Land Division—Land Partitioning—Lot Line Adjustment;
 - (iii) 17.152, Street and Utility Improvement Standards; and
 - (iv) 17.144, Expedited Land Divisions;

[...]

17.32.090 Mobile Home Residential Zone – MHR

[...]

- (5) Additional Requirements: All Chapters of the Development Code apply.
 - (a) Residential density transition, SHMC 17.56.040;
 - (b) Overlay districts chapters:
 - (i) 17.148, Planned Development;
 - (ii) 17.36, Historic Sites and Overlay District;
 - (iii) 17.44, Sensitive Lands; and
 - (iv) 17.48, Solar Access Requirements;
 - (c) Supplemental provisions chapters:
 - (i) 17.52, Environmental Performance Standards;
 - (ii) 17.56, Density Computations;
 - (iii) 17.60, Manufactured/Mobile Home Regulations;
 - (iv) 17.64, Additional Yard Setback Requirements and Exceptions;
 - (v) 17.68, Building Height Limitations—Exceptions;
 - (vi) 17.72, Landscaping and Screening;
 - (vii) 17.76, Visual Clearance Areas;
 - (viii) 17.80, Off Street Parking and Loading Requirements;
 - (ix) 17.84, Access, Egress, and Circulation; and
 - (x) 17.88, Signs;
 - (d) Site development review, Chapter 17.96 SHMC;
 - (e) Development and administration chapters:
 - (i) 17.100, Conditional Use;
 - (ii) 17.104, Nonconforming Situations;

- ~~(iii) 17.108, Variance;~~
- ~~(iv) 17.116, Temporary Uses;~~
- ~~(v) 17.120, Home Occupations;~~
- ~~(vi) 17.124, Accessory Structures, and~~
- ~~(vii) 17.132, Tree Removal.~~
- ~~(f) Land division chapters:~~
 - ~~(i) 17.136, Land Division—Subdivision;~~
 - ~~(ii) 17.140, Land Division—Land Partitioning—Lot Line Adjustment;~~
 - ~~(iii) 17.152, Street and Utility Improvement Standards, and~~
 - ~~(iv) 17.144, Expedited Land Divisions.~~

[...]

17.32.095 Mixed Use Zone – MU

[...]

(2) Uses Permitted Outright. In an MU zone, the following uses are permitted outright subject to the provisions of this code and especially the chapter on site development review (Chapter 17.96 SHMC):

- (a) Animal sales and services: grooming, kennels, retail and veterinary (small animals).
- ~~(a)~~ (b) Car washes.
- ~~(b)~~ (c) Congregate housing.

[editor's note – re-lettering to continue through list of permitted uses]

[...]

(3) Conditional Uses. In the MU zone, the following conditional uses may be permitted upon application, subject to provision of Chapter 17.100 SHMC and other relevant sections of this code:

- (a) Auxiliary dwelling units.
- (b) Amusement services.
- ~~(c) Animal sales and services, grooming, kennels, and veterinary (small animals).~~
- ~~(d)~~ (c) Bar.
- ~~(e)~~ (d) Bed and breakfast facilities, homestay, and boarding house.

[editor's note – re-lettering to continue through list of conditional uses]

[...]

(5) ~~Additional Requirements.~~ All Chapters of the Development Code apply.

- ~~(a) Residential density transition, SHMC 17.56.040.~~
- ~~(b) Overlay districts chapters:~~
 - ~~(i) 17.148, Planned Development;~~
 - ~~(ii) 17.36, Historic Sites and Overlay District;~~

- ~~(iii) 17.44, Sensitive Lands, and~~
- ~~(iv) 17.48, Solar Access Requirements.~~
- ~~(e) Supplemental provisions chapters:~~
 - ~~(i) 17.52, Environmental Performance Standards,~~
 - ~~(ii) 17.56, Density Computations,~~
 - ~~(iii) 17.60, Manufactured/Mobile Home Regulations,~~
 - ~~(iv) 17.64, Additional Yard Setback Requirements and Exceptions,~~
 - ~~(v) 17.68, Building Height Limitations—Exceptions,~~
 - ~~(vi) 17.72, Landscaping and Screening,~~
 - ~~(vii) 17.76, Visual Clearance Areas,~~
 - ~~(viii) 17.80, Off Street Parking and Loading Requirements,~~
 - ~~(ix) 17.84, Access, Egress, and Circulation, and~~
 - ~~(x) 17.88, Signs.~~
- ~~(d) Site development review, Chapter 17.96 SHMC.~~
- ~~(e) Development and administration chapters:~~
 - ~~(i) 17.100, Conditional Use,~~
 - ~~(ii) 17.104, Nonconforming Situations,~~
 - ~~(iii) 17.108, Variance,~~
 - ~~(iv) 17.116, Temporary Uses,~~
 - ~~(v) 17.120, Home Occupations,~~
 - ~~(vi) 17.124, Accessory Structures, and~~
 - ~~(vii) 17.132, Tree Removal.~~
- ~~(f) Land division chapters:~~
 - ~~(i) 17.136, Land Division—Subdivision,~~
 - ~~(ii) 17.140, Land Division—Land Partitioning—Lot Line Adjustment,~~
 - ~~(iii) 17.152, Street and Utility Improvement Standards, and~~
 - ~~(iv) 17.144, Expedited Land Divisions.~~

[...]

17.32.100 Highway Commercial – HC

[...]

(2) Uses Permitted Outright. In an HC zone, the following uses are permitted outright subject to the provisions of this code and in particular the chapter on site development review (Chapter 17.96 SHMC):

(a) Animal sales and services: grooming, kennels, retail, veterinary (small animals), and veterinary (large animals).

~~(a)~~ (b) Boat, trailer and recreational vehicle equipment sales, service and repair.

~~(b)~~ (c) Building supply firms that conduct business completely within an enclosed building except for outdoor storage.

[editor's note – re-lettering to continue through list of permitted uses]

[...]

(3) Conditional Uses. In the HC zone, the following conditional uses may be permitted upon application, subject to provision of Chapter 17.100 SHMC and other relevant sections of this code:

- (a) Amusement services.
- ~~(b) Animal sales and services, grooming, kennels, and veterinary (small animals).~~
- ~~(c) Dry cleaners and laundromats.~~
- ~~(d) Dwelling units above outright permitted uses.~~

[editor's note – re-lettering to continue through list of conditional uses]

[...]

- (5) Additional Requirements. All Chapters of the Development Code apply.
 - ~~(a) Residential density transition, SHMC 17.56.040.~~
 - ~~(b) Overlay districts chapters:
 - ~~(i) 17.148, Planned Development,~~
 - ~~(ii) 17.36, Historic Sites and Overlay District,~~
 - ~~(iii) 17.44, Sensitive Lands, and~~~~
 - ~~(c) Supplemental provisions chapters:
 - ~~(i) 17.52, Environmental Performance Standards,~~
 - ~~(ii) 17.56, Density Computations,~~
 - ~~(iii) 17.60, Manufactured/Mobile Home Regulations,~~
 - ~~(iv) 17.64, Additional Yard Setback Requirements and Exceptions,~~
 - ~~(v) 17.68, Building Height Limitations—Exceptions,~~
 - ~~(vi) 17.72, Landscaping and Screening,~~
 - ~~(vii) 17.76, Visual Clearance Areas,~~
 - ~~(viii) 17.80, Off Street Parking and Loading Requirements,~~
 - ~~(ix) 17.84, Access, Egress, and Circulation, and~~
 - ~~(x) 17.88, Signs.~~~~
 - ~~(d) Site development review, Chapter 17.96 SHMC.~~
 - ~~(e) Development and administration chapters:
 - ~~(i) 17.100, Conditional Use,~~
 - ~~(ii) 17.104, Nonconforming Situations,~~
 - ~~(iii) 17.108, Variance,~~
 - ~~(iv) 17.116, Temporary Uses,~~
 - ~~(v) 17.120, Home Occupations,~~
 - ~~(vi) 17.124, Accessory Structures, and~~
 - ~~(vii) 17.132, Tree Removal.~~~~
 - ~~(f) Land division chapters:
 - ~~(i) 17.136, Land Division—Subdivision,~~
 - ~~(ii) 17.140, Land Division—Land Partitioning—Lot Line Adjustment,~~
 - ~~(iii) 17.152, Street and Utility Improvement Standards, and~~
 - ~~(iv) 17.144, Expedited Land Divisions.~~~~

[...]

17.32.110 General Commercial – GC

[...]

(2) Uses Permitted Outright. In a GC zone, the following uses are permitted outright subject to the provisions of this code and especially the chapter on site development review (Chapter 17.96 SHMC):

(a) Animal sales and services; grooming, kennels, retail, veterinary (small animals), and veterinary (large animals).

~~(a)~~ (b) Car washes.

~~(b)~~ (c) Cultural and library services.

[editor's note – re-lettering to continue through list of permitted uses]

[...]

(3) Conditional Uses. In the GC zone, the following conditional uses may be permitted upon application, subject to provision of Chapter 17.100 SHMC and other relevant sections of this code:

(a) Amusement services.

~~(b) Animal sales and services, grooming, kennels, and veterinary (small animals).~~

~~(c)~~ (b) Bar.

~~(d)~~ (c) Bed and breakfast facilities, homestay, and boarding house.

[editor's note – re-lettering to continue through list of conditional uses]

[...]

(5) ~~Additional Requirements.~~ All Chapters of the Development Code apply.

~~(a) Residential density transition, SHMC 17.56.040.~~

~~(b) Overlay districts chapters:~~

~~(i) 17.148, Planned Development,~~

~~(ii) 17.36, Historic Sites and Overlay District,~~

~~(iii) 17.44, Sensitive Lands, and~~

~~(c) Supplemental provisions chapters:~~

~~(i) 17.52, Environmental Performance Standards,~~

~~(ii) 17.56, Density Computations,~~

~~(iii) 17.60, Manufactured/Mobile Home Regulations,~~

~~(iv) 17.64, Additional Yard Setback Requirements and Exceptions,~~

~~(v) 17.68, Building Height Limitations—Exceptions,~~

~~(vi) 17.72, Landscaping and Screening,~~

~~(vii) 17.76, Visual Clearance Areas,~~

~~(viii) 17.80, Off Street Parking and Loading Requirements,~~

~~(ix) 17.84, Access, Egress, and Circulation, and~~

~~(x) 17.88, Signs.~~

- (d) Site development review, Chapter 17.96 SHMC.
- (e) Development and administration chapters:
 - (i) 17.100, Conditional Use;
 - (ii) 17.104, Nonconforming Situations;
 - (iii) 17.108, Variance;
 - (iv) 17.116, Temporary Uses;
 - (v) 17.120, Home Occupations;
 - (vi) 17.124, Accessory Structures, and
 - (vii) 17.132, Tree Removal.
- (f) Land division chapters:
 - (i) 17.136, Land Division—Subdivision;
 - (ii) 17.140, Land Division—Land Partitioning—Lot Line Adjustment;
 - (iii) 17.152, Street and Utility Improvement Standards, and
 - (iv) 17.144, Expedited Land Divisions.

[...]

17.32.120 Marine Commercial—MC

(1) Purpose. The MC zone is intended to encourage a wide range of water related activities both commercial and residential.

(2) Uses Permitted Outright. In the MC zone the following uses are permitted outright subject to the provisions of this code and especially the site development review chapter (Chapter 17.96 SHMC):

- (a) Boathouses.
- (b) Boat launching or moorage facilities and marine boat charter services.
- (c) Boat or marine equipment sales, service, storage, rental, or repair (including gas for marine vehicle use).
- (d) Dwellings located above permitted uses (use AR standards, except yard requirements, which are based on the use at ground level below the dwelling or dwellings).
- (e) Eating and drinking establishments including carry out.
- (f) Home occupation in dwelling unit (per Chapter 17.120 SHMC).
- (g) Hotels and motels.
- (h) Houseboats.
- (i) Parking lots.
- (j) Public facility, minor.
- (k) Public parks and public recreational facilities.
- (l) Retail sale of sporting goods, groceries, and similar commodities required by marine recreationists.
- (m) Retail sale of handcraft and tourist goods.
- (n) Marine related club facility.

(3) Conditional Uses. In the MC zone the following uses may be permitted upon approval subject to the provisions of this code, especially those in Chapter 17.100 SHMC for conditional uses:

- (a) Commercial amusement and recreational facilities.
- (b) Multidwelling units (must comply with AR standards and other applicable sections of

Commented [JG5]: This is deleted in this section, but not deleted from the code. Its moved to a different section as the Riverfront District's Marina sub-district.

this code):

- (c) Private parks;
- (d) Public facilities, major;
- (e) Travel trailer parks;

(4) Standards. In the MC zone the following standards shall apply:

(a) The maximum building height shall be determined on a case-by-case basis (see SHMC 17.68.040);

(b) Outdoor storage abutting or facing a lot in a residential zone shall comply with Chapter 17.72 SHMC;

(c) The maximum lot coverage including all impervious surfaces shall be 90 percent;

(d) The minimum landscaping shall be 10 percent of gross land area associated with the use.

(5) Additional Requirements:

(a) Residential density transition, SHMC 17.56.040;

(b) Overlay districts chapters:

- (i) 17.148, Planned Development;
- (ii) 17.36, Historic Sites and Overlay District;
- (iii) 17.44, Sensitive Lands; and
- (iv) 17.48, Solar Access Requirements;

(c) Supplemental provisions chapters:

- (i) 17.52, Environmental Performance Standards;
- (ii) 17.56, Density Computations;
- (iii) 17.60, Manufactured/Mobile Home Regulations;
- (iv) 17.64, Additional Yard Setback Requirements and Exceptions;
- (v) 17.68, Building Height Limitations—Exceptions;
- (vi) 17.72, Landscaping and Screening;
- (vii) 17.76, Visual Clearance Areas;
- (viii) 17.80, Off-Street Parking and Loading Requirements;
- (ix) 17.84, Access, Egress, and Circulation; and
- (x) 17.88, Signs.

(d) Site development review, Chapter 17.96 SHMC;

(e) Development and administration chapters:

- (i) 17.100, Conditional Use;
- (ii) 17.104, Nonconforming Situations;
- (iii) 17.108, Variance;
- (iv) 17.116, Temporary Uses;
- (v) 17.120, Home Occupations;
- (vi) 17.124, Accessory Structures; and
- (vii) 17.132, Tree Removal.

(f) Land division chapters:

- (i) 17.136, Land Division—Subdivision;
- (ii) 17.140, Land Division—Land Partitioning—Lot Line Adjustment;
- (iii) 17.152, Street and Utility Improvement Standards; and
- (iv) 17.144, Expedited Land Divisions.

[...]

17.32.130 Light Industrial – LI

[...]

(2) Uses Permitted Outright. In the LI zone the following buildings and uses are permitted after compliance with the provisions of this section and others of this code:

(a) Agricultural supplies/sales, machinery sales and repairs but not slaughterhouses or tanneries.

(b) Animal sales and services: kennels, veterinary (small animals), and veterinary (large animals).

~~(b)~~ (c) Auction sales, services and repairs.

~~(c)~~ (d) Boat repairs.

[editor's note – re-lettering to continue through list of permitted uses]

[...]

(3) Conditional Uses. In the LI zone, in addition to the buildings and uses permitted outright, a conditional use permit can be granted for the following buildings and uses:

~~(a) Animal hospitals and dog kennels/pounds.~~

~~(b)~~ (a) Bar.

~~(c)~~ (b) Child care facilities.

[editor's note – re-lettering to continue through list of conditional uses]

[...]

(4) Standards.

~~(a) The standards for the LI zone shall be determined by the proximity to residential zones and the anticipated off-site impacts. Further standards shall be in accordance with the following:~~

~~(a) Overlay districts chapters:~~

~~(i) 17.148, Planned Development,~~

~~(ii) 17.36, Historic Sites and Overlay District, and~~

~~(iii) 17.44, Sensitive Lands.~~

~~(b) Supplemental provisions chapters:~~

~~(i) 17.52, Environmental Performance Standards,~~

~~(ii) 17.56, Density Computations,~~

~~(iii) 17.60, Manufactured/Mobile Home Regulations,~~

~~(iv) 17.64, Additional Yard Setback Requirements and Exceptions,~~

~~(v) 17.68, Building Height Limitations—Exceptions,~~

~~(vi) 17.72, Landscaping and Screening,~~

~~(vii) 17.76, Visual Clearance Areas,~~

~~(viii) 17.80, Off-Street Parking and Loading Requirements,~~

~~(ix) 17.84, Access, Egress, and Circulation, and~~

- (x) 17.88, Signs;
- (e) Site development review, Chapter 17.96 SHMC;
- (d) Development and administration chapters:
 - (i) 17.100, Conditional Use;
 - (ii) 17.104, Nonconforming Situations;
 - (iii) 17.108, Variance;
 - (iv) 17.116, Temporary Uses;
 - (v) 17.120, Home Occupations;
 - (vi) 17.124, Accessory Structures, and
 - (vii) 17.132, Tree Removal;
- (e) Land division chapters:
 - (i) 17.136, Land Division – Subdivision;
 - (ii) 17.140, Land Division – Land Partitioning – Lot Line Adjustment;
 - (iii) 17.152, Street and Utility Improvement Standards, and
 - (iv) 17.144, Expedited Land Divisions;
- (f) (b) The maximum height within 100 feet of any residential zone shall be 35 feet.
- (5) All Chapters of the Development Code apply.

[...]

17.32.140 Heavy Industrial – HI

[...]

(4) Standards. The standards for the HI zone shall be determined by the proximity to residential zones and the anticipated off-site impacts.

(a) No off-site impacts are permitted which exceed the standards of this code on lands permitting dwellings.

(b) The city noise ordinance and adopted DEQ regulations for locations near noise-sensitive uses such as dwellings, churches, schools and hospitals shall be the noise standard for off-site impacts.

(c) Vibrations that are continuous, frequent or repetitive and discernible to a person of normal sensibilities on nonindustrial zoned lands are prohibited except as listed below (continuous, frequent or repetitive vibrations shall not exceed 0.002g peak on nonindustrial lands):

(i) Vibrations from temporary construction and vehicles which leave the site, such as trucks, trains, and helicopters, are excluded. Vibrations from primarily on-site vehicles and equipment are included.

(ii) Vibrations of no more than five minutes in any one day shall not be deemed continuous, frequent or repetitive for this regulation.

(d) Glare shall not directly or indirectly from reflection cause illumination in excess of 0.5 foot candles on nonindustrial zoned lands. Glare is illumination caused by incandescent, fluorescent or arc lighting or from high temperature processes such as welding or metallurgical refining.

(e) No off-site impacts from odor, dust, smoke, gas or chemical contaminants shall exceed the applicable local, state or federal standards.

(f) The maximum height within 100 feet of any residential zone shall be 35 feet.

(5) Additional Requirements: All Chapters of the Development Code apply.

~~(a) Overlay districts chapters:~~

- ~~(i) 17.148, Planned Development,~~
- ~~(ii) 17.36, Historic Sites and Overlay District, and~~
- ~~(iii) 17.44, Sensitive Lands.~~

~~(b) Supplemental provisions chapters:~~

- ~~(i) 17.52, Environmental Performance Standards,~~
- ~~(ii) 17.56, Density Computations,~~
- ~~(iii) 17.60, Manufactured/Mobile Home Regulations,~~
- ~~(iv) 17.64, Additional Yard Setback Requirements and Exceptions,~~
- ~~(v) 17.68, Building Height Limitations—Exceptions,~~
- ~~(vi) 17.72, Landscaping and Screening,~~
- ~~(vii) 17.76, Visual Clearance Areas,~~
- ~~(viii) 17.80, Off Street Parking and Loading Requirements,~~
- ~~(ix) 17.84, Access, Egress, and Circulation, and~~
- ~~(x) 17.88, Signs.~~

~~(c) Site development review, Chapter 17.96 SHMC.~~

~~(d) Development and administration chapters:~~

- ~~(i) 17.100, Conditional Use,~~
- ~~(ii) 17.104, Nonconforming Situations,~~
- ~~(iii) 17.108, Variance,~~
- ~~(iv) 17.116, Temporary Uses,~~
- ~~(v) 17.120, Home Occupations,~~
- ~~(vi) 17.124, Accessory Structures, and~~
- ~~(vii) 17.132, Tree Removal.~~

~~(e) Land division chapters:~~

- ~~(i) 17.136, Land Division—Subdivision,~~
- ~~(ii) 17.140, Land Division—Land Partitioning—Lot Line Adjustment,~~
- ~~(iii) 17.152, Street and Utility Improvement Standards, and~~
- ~~(iv) 17.144, Expedited Land Divisions.~~

~~(f) The maximum height within 100 feet of any residential zone shall be 35 feet.~~

[...]

17.32.150 Public Lands – PL

[...]

(5) Additional Requirements: All Chapters of the Development Code apply.

~~(a) Overlay districts chapters:~~

- ~~(i) 17.148, Planned Development,~~
- ~~(ii) 17.36, Historic Sites and Overlay District, and~~
- ~~(iii) 17.44, Sensitive Lands.~~

~~(b) Supplemental provisions chapters:~~

- (i) 17.52, Environmental Performance Standards;
- (ii) 17.56, Density Computations;
- (iii) 17.60, Manufactured/Mobile Home Regulations;
- (iv) 17.64, Additional Yard Setback Requirements and Exceptions;
- (v) 17.68, Building Height Limitations—Exceptions;
- (vi) 17.72, Landscaping and Screening;
- (vii) 17.76, Visual Clearance Areas;
- (viii) 17.80, Off-Street Parking and Loading Requirements;
- (ix) 17.84, Access, Egress, and Circulation; and
- (x) 17.88, Signs.
- (e) Site development review, Chapter 17.96 SHMC.
- (d) Development and administration chapters:
 - (i) 17.100, Conditional Use;
 - (ii) 17.104, Nonconforming Situations;
 - (iii) 17.108, Variance;
 - (iv) 17.116, Temporary Uses;
 - (v) 17.120, Home Occupations;
 - (vi) 17.124, Accessory Structures; and
 - (vii) 17.132, Tree Removal.
- (e) Land division chapters:
 - (i) 17.136, Land Division—Subdivision;
 - (ii) 17.140, Land Division—Land Partitioning—Lot Line Adjustment;
 - (iii) 17.152, Street and Utility Improvement Standards; and
 - (iv) 17.144, Expedited Land Divisions.

[...]

17.32.170 Riverfront District – RD.

The Riverfront District represents the lands along the St. Helens waterfront that are not designated principally as industrial or residential. These lands provide a mix of uses and generally have greater public access and interaction with the Columbia River or Multnomah Channel. The Riverfront District is divided into sub-districts as follows and as depicted by Ordinance No. ####, Attachment #:

<u>Marina</u>	<u>RD, Marina</u>	<u>SHMC 17.32.171</u>
<u>Plaza</u>	<u>RD, Plaza</u>	<u>SHMC 17.32.172</u>
<u>Mill</u>	<u>RD, Mill</u>	<u>SHMC 17.32.173</u>

17.32.171 Riverfront District – RD, Marina.

(1) Purpose. The Marina sub-district is intended to encourage a wide range of water-related activities both commercial and residential. This is the northernmost area of the Riverfront District and an area historically occupied by marinas and related uses.

Commented [JG6]: These rules are basically the “old” Marine Commercial zone.

(2) Uses Permitted Outright. In the Marina sub-district the following uses are permitted outright subject to the provisions of this code and especially the site development review chapter (Chapter 17.96 SHMC):

- (a) Boathouses.
- (b) Boat launching or moorage facilities and marine boat charter services.
- (c) Boat or marine equipment sales, service, storage, rental, or repair (including gas for marine vehicle use).
- (d) Dwellings located above permitted uses (use AR standards, except yard requirements, which are based on the use at ground level below the dwelling or dwellings).
- (e) Eating and drinking establishments including carry-out.
- (f) Home occupation in dwelling unit (per Chapter 17.120 SHMC).
- (g) Hotels and motels.
- (h) Houseboats.
- (i) Parking lots.
- (j) Public facility, minor.
- (k) Public parks and public recreational facilities.
- (l) Retail sale of sporting goods, groceries, and similar commodities required by marine recreationists.
- (m) Retail sale of handicraft and tourist goods.
- (n) Marine-related club facility.

(3) Conditional Uses. In the Marina sub-district the following uses may be permitted upon approval subject to the provisions of this code, especially those in Chapter 17.100 SHMC for conditional uses:

- (a) Commercial amusement and recreational facilities.
- (b) Multidwelling units (must comply with AR standards and other applicable sections of this code).
- (c) Private parks.
- (d) Public facilities, major.
- (e) Travel trailer parks.

(4) Standards. In the Marina sub-district the following standards shall apply:

- (a) The maximum building height shall be determined on a case by case basis (also see SHMC 17.68.040).
- (b) Outdoor storage abutting or facing a lot in a residential zone shall comply with Chapter 17.72 SHMC.
- (c) The maximum lot coverage including all impervious surfaces shall be 90 percent.
- (d) The minimum landscaping shall be 10 percent of gross land area associated with the use.

(5) All chapters of the Development Code apply except as modified herein.

Commented [JG7]: This section is changed from the original MC zone, which just lists the chapters of the Development Code. This is just much more concise.

17.32.172 Riverfront District – RD, Plaza.

(1) Purposes. The ~~RD zone~~ Plaza sub-district is intended to provide an innovative and

flexible zoning category that may be used to implement the St. Helens comprehensive plan economic goals and policies and the strategic plan goals and policies for economic development. The strategy is to provide opportunities for traditional neighborhood design and mixed residential and commercial uses in redeveloping riverfront district areas. The ~~RD-zone~~ Plaza sub-district is designed to preserve and revitalize older developed areas, by eliminating nonconformities, providing for more mixed use development in individual buildings, and other more flexible development regulations which acknowledge the developed nature of the properties involved. The ~~RD-zone~~ Plaza sub-district also allows for the establishment of special design and aesthetic standards for development, consistent with a community plan for redevelopment, preservation, and conservation. The location for the establishment of this ~~riverfront sub-district zone~~ shall be targeted for existing developed areas, such as the existing commercial downtown, which could benefit from revitalization in the form of specific long-range planning, mixed uses and innovative development options and community improvement programs. ~~The land use designations absorbed by the RD zone include general commercial (GC), mixed use (MU), apartment residential (AR), and public lands (PL).~~ This area is the commercial core of historic St. Helens.

(2) Uses Permitted Outright. In the ~~RD-zone~~ Plaza sub-district, the following uses are permitted outright, subject to the modifications to development standards and conditions as specified herein and all other applicable provisions of this code as noted under additional requirements:

(a) Historic residential structures with or without any auxiliary dwelling unit per Chapter 17.128 SHMC.

(b) Residential Above Nonresidential Permitted Uses.

(i) Dwelling, single-family.

(ii) Dwelling, duplex.

(iii) Dwelling, townhouse.

(iv) Dwelling, multifamily.

(v) Other residential uses as per ORS Chapter 443.

(c) Public and institutional uses.

(d) Amphitheater public uses.

(e) Historical and cultural facilities and exhibits.

(f) Education and research facilities.

(g) Library services.

(h) Government administrative facilities/offices.

(i) Lodge, fraternal and civic assembly.

(j) Parking lots, public.

(k) Public facilities, minor.

(l) Public facilities, major.

(m) Public or private park.

(n) Public or private recreation facilities.

(o) Public or private schools/colleges.

(p) Public safety and support facilities.

(q) Artisan workshops.

(r) Art studios, galleries.

(s) Amusement services.

- (t) Bars.
- (u) Bed and breakfast facilities.
- (v) Business and personal services, such as barber shops, beauty shops, tailors, laundries, printing, and locksmiths.
- (w) Eating and drinking establishments – all (e.g., restaurant, diner, coffee shop).
- (x) Offices – all (e.g., medical, business or professional).
- (y) Financial institutions.
- (z) Hardware stores, without outdoor storage.
- (aa) Health and fitness clubs.
- (bb) Hotels or motels.
- (cc) Kiosks.
- ~~(dd) Pawn shops.~~
- ~~(ee) (dd) Pet shop and supplies.~~ Animal sales and services: grooming, and retail.
- ~~(ff) (ee)~~ Repair and maintenance facilities/shops for permitted retail products.
- ~~(gg) (ff)~~ Rental centers.
- ~~(hh) (gg)~~ Residential storage facilities (in conjunction with three or more dwelling units).
- ~~(ii) (hh)~~ Retail sales establishments—~~all~~.
- ~~(jj) (ii)~~ Small equipment sales, rental and repairs facilities/shops, without outside storage.
- ~~(kk) (jj)~~ Theaters, indoors.
- ~~(ll) (kk)~~ Trade and skilled services without outdoor storage, such as plumbing, HVAC, electrical, and paint sales/services facilities/shops.
- ~~(mm) (ll)~~ Type I and II home occupation in dwelling unit above nonresidential permitted uses.
- ~~(nn) Used product retail (e.g., antique dealers, secondhand dealers, flea markets).~~
- ~~(oo) Veterinary medical services, without outdoor facilities for animal housing.~~
- ~~(pp) (mm)~~ Transient housing.
- ~~(qq) (nn)~~ Watercraft sales, rental, charters, without outdoor storage.

(3) Conditional Uses. In the ~~RD zone~~ Plaza sub-district, the following conditional uses may be permitted upon application, subject to provision of Chapter 17.100 SHMC and other relevant sections of this code:

- (a) Animal sales and services: veterinary (small animals).
- ~~(b)~~ (b) Auction sales, services and repairs.
- ~~(c)~~ (c) Broadcast facilities without dishes over 36 inches or transmitter/receiver towers.
- ~~(d)~~ (d) Bus and train stations/terminals.
- ~~(e)~~ (e) Business with outdoor storage (those businesses permitted in permitted uses).
- ~~(f)~~ (f) Child care facility/day nursery.
- ~~(g) Drive-up businesses and services (including those associated with food sales, pharmacies and such).~~
- ~~(h) Funeral homes.~~
- ~~(i)~~ (g) Hospitals, clinics, nursing homes, and convalescent homes.
- ~~(j)~~ (h) Laundromats and dry cleaners.
- ~~(k)~~ (i) Marijuana retailer and/or medical marijuana dispensary.
- ~~(l)~~ (j) Religious assembly excluding cemeteries.
- ~~(m)~~ (k) Parking lots/facilities, private.

(l) Pawn Shop.

(4) Standards Applicable to All Uses. In the ~~RD-zone~~ Plaza sub-district, the following standards and special conditions shall apply and shall take precedence over any conflicting standards listed in this code:

(a) The maximum building height shall be 45 feet. Building height limitations of SHMC 17.68.040, Building height criteria for scenic resources, do not apply ~~to properties zoned RD.~~

(b) The maximum lot coverage including all impervious surfaces shall be 90 percent; provided, however, for new construction or existing legally constructed buildings seeking new or revised development approvals, lot coverage may be increased up to 100 percent by payment of a lot coverage fee established by resolution of the city council. The lot coverage fee shall be deposited into the riverfront district community capital improvement account to offset loss of landscaping in the RD zone.

(c) There is no minimum of lot size requirement.

(d) No minimum setback requirements applicable to all uses except for as required in Chapter 17.64 SHMC.

(e) The maximum front yard setback shall be zero feet. The maximum setback may be increased with the condition that 100 percent of the increased setback is used for pedestrian amenities with the building use, such as patio dining for restaurant, sidewalk cafe, plaza, or courtyard.

(f) Interior or Side Yard Setbacks. New buildings containing any nonresidential use abutting residential districts require one foot of setback for each foot of building wall height on the side abutting the residential zone, with a minimum setback of 10 feet. For yards abutting other nonresidential districts, no setback is required, subject to building code requirements. Note: Where the ~~RD-zone~~ Plaza sub-district abuts a residential zone and the uses are more than 30 feet above the proposed commercial use, then the height of the topography counts as part of the setback, e.g., 35-foot bluff behind a commercial building is same as 35-foot setback on that side.

(g) Rear Yard Setbacks. New buildings containing nonresidential uses abutting residential districts require one foot of setback for each foot of building wall height with a minimum setback of 10 feet (see above note). For yards abutting other nonresidential districts, no rear setback is required, subject to building code requirements.

(h) The minimum lot width at the street and building line shall be 20 feet.

(i) The minimum lot depth shall be 50 feet.

(j) Minimum open space shall be 10 percent, except when the lot coverage fee is paid as per subsection (4)(b) of this section.

(k) No maximum building size.

(l) No additional or new on-site parking is required for sites with existing development footprint coverage in excess of 50 percent of the site area (change of use or remodeling without a change to the existing footprint of existing development are also exempt).

(m) Except for subsection (4)(l) of this section, new development shall meet required on-site parking requirements with credit, on one-for-one basis of parking spaces in rights-of-way abutting the site. On-street parking (in rights-of-way) shall be based upon parallel parking, or existing; fractions do not count. Moreover, parking standards shall be for normal sized vehicles, for the purpose of the parking credit.

(n) New development can buy out of on-site parking requirements by paying into the RD community capital improvement account (a fund shall be designated for future RD located parking facilities) in an amount set by city council in a resolution.

(5) Special Conditions Permitted and Conditional Uses.

~~(a) All new construction and any changes to the exterior of structures within this district shall maintain the character of the existing buildings so that the heritage character remains (e.g., new age architecture would not fit the heritage character while the lap siding look or brick look with cornices and old style windows and doors should fit the character of the area).~~

~~(b)~~ (a) Residential Uses.

(i) Except for historic residential structures (listed in city's comprehensive plan and/or registered and recognized by the state or federal government), residential use is prohibited on the first floor of any building in the ~~RD zone~~ Plaza sub-district.

(ii) There is no minimum lot size requirement for residential use above permitted nonresidential uses.

(iii) Residential density above permitted uses shall be based on the standard of one dwelling unit for each full 500 interior square feet of non-residential use provided. Outdoor dining areas and similar permitted outdoor uses may only be included in the calculation when such areas are not located within a right-of-way.

~~(c)~~ (b) Outdoor storage of goods and materials must be screened.

~~(d)~~ (c) Outdoor display of goods and materials for retail establishments is permitted on private property in front of the retail establishment, provided such displays do not block safe ingress and egress from all entrances, including fire doors. In addition, outdoor display goods and materials shall be properly and safely stored inside during non-business hours. No outdoor display may block safe pedestrian or vehicular traffic. Outdoor displays shall not encroach in public rights-of-way, including streets, alleys or sidewalks, without express written permission of the city council.

~~(e)~~ (d) Kiosks may be allowed on public property, subject to the approval of a concession agreement with the city.

(6) Additional Requirements.

(a) Residential Density Transition. The residential density calculation and transition provisions of Chapter 17.56 SHMC shall not apply to the ~~RD zone~~ Plaza sub-district for residential uses above permitted uses. Densities are determined for residential uses by the formula in subsection (5)~~(b)~~(a)(iii) of this section.

(b) Overlay District. Chapter 17.148 SHMC, Planned Development, shall not apply to the ~~RD zone~~ Plaza sub-district.

(c) The visual clearance area requirements of Chapter 17.76 SHMC do not apply to the ~~RD zone~~ Plaza sub-district.

(d) Chapter 17.40 SHMC, Wetland and Riparian Corridors, shall not apply to the Plaza sub-district. The wetland and riparian corridor protective measures of Chapter 17.40 SHMC apply and are in full force and effect in the RD zone except as modified herein:

(i) The provisions of this section control over the provisions of Chapter 17.40 SHMC.

(ii) Pursuant to SHMC 17.40.020(2), the director may waive the EA or statement requirements of the ordinance if the request is for a sensitive lands permit to place pedestrian paths, lighting fixtures or other amenities (such as public art), or other passive recreational

Commented [JG8]: Just like in the Mill sub-district, there are no significant wetlands or intact riparian areas in this sub-district. The only properties that abut the river are Columbia View Park and the courthouse parking lot.

improvements on public land or on lands to be conveyed to a public entity.

(iii) The exemption in SHMC 17.40.035(1)(l) is clarified to specifically contemplate shoreline stabilization and hardening measures to protect state, city, county, or other publicly owned lands, or interests or lands or interests to be acquired by public entities. Such project may also include associated boardwalks or pedestrian paths or walks within the protection zone, provided said paths, boardwalks or walks utilize materials or are so constructed so as to reduce unnecessary impervious area.

(e) Chapter 17.44 SHMC, Sensitive Lands, applies to the RD zone, except as modified herein:

(i) The provisions of this section control over the provisions of Chapter 17.44 SHMC.

(ii) Pursuant to SHMC 17.40.020(2), the director may also waive the EA or statement requirements of the ordinance if the request is for a sensitive lands permit to place pedestrian paths, lighting fixtures or other amenities (such as public art), or other passive recreational improvements on public lands or on lands to be conveyed to a public entity.

(f) (c) Supplemental Provisions Chapters. These standards shall apply except as modified herein: All Chapters of the Development Code apply except as modified herein.

(i) Chapter 17.52 SHMC, Environmental Performance Standards;

(ii) Chapter 17.56 SHMC, Density Computations;

(iii) Chapter 17.60 SHMC, Manufactured Mobile Home Regulations;

(iv) Chapter 17.64 SHMC, Additional Yard Setback Requirements and Exceptions;

(v) Chapter 17.68 SHMC, Building Height Limitations—Exceptions;

(vi) Chapter 17.72 SHMC, Landscaping and Screening;

(vii) Chapter 17.76 SHMC, Visual Clearance Areas;

(viii) Chapter 17.80 SHMC, Off Street Parking and Loading Requirements;

(ix) Chapter 17.84 SHMC, Access, Egress, and Circulation;

(x) Chapter 17.88 SHMC, Signs;

(xi) Chapter 17.96 SHMC, Site Development Review;

(xii) Chapter 17.100 SHMC, Conditional Use;

(xiii) Chapter 17.104 SHMC, Nonconforming Situations;

(xiv) Chapter 17.108 SHMC, Variance;

(xv) Chapter 17.116 SHMC, Temporary Uses;

(xvi) Chapter 17.120 SHMC, Home Occupations;

(xvii) Chapter 17.124 SHMC, Accessory Structures;

(xviii) Chapter 17.132 SHMC, Tree Removal;

(xix) Chapter 17.136 SHMC, Land Division—Subdivision;

(xx) Chapter 17.140 SHMC, Land Division—Land Partitioning—Lot Line

Adjustment;

(xxi) Chapter 17.144 SHMC, Expedited Land Divisions;

(xxii) Chapter 17.148 SHMC, Planned Development;

(xxiii) Chapter 17.152 SHMC, Street and Utility Improvement Standards.

(xxiv) Chapter 17.36 SHMC, Historic Sites and Overlay District.

(7) Architectural Character Review.

(a) In the ~~RD zone~~ Plaza sub-district, permanent exterior architectural changes to buildings (including new construction and signs) and freestanding signs that are not designated landmarks or historic resources of statewide significance as defined and otherwise governed by

Chapter 17.36 SHMC shall comply with the architectural design guidelines, attached to Ordinance No. 3164 as Attachment A, as amended, except:

- (i) For ordinary maintenance not requiring a building permit.
- (ii) Painting of buildings except when painting previously unpainted masonry or stone.

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

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

17.32.173 Riverfront District – RD, Mill.

[editor's note – edits under the WROD per 17.32.180 below, go here]

[...]

17.32.1729 RD guidelines adopted.

(1) The city hereby adopts the architectural design guidelines for the ~~riverfront district~~ Plaza sub-district and Mill sub-district, attached to the ordinance codified in this section as Attachment A, as amended, and made part of this chapter by reference.

(2) The city hereby adopts the St. Helens Waterfront Framework Plan for the Mill sub-district, attached to the ordinance codified in this section as Attachment ##, as amended, and made part of this chapter by reference.

17.32.17580 Houlton business district – HBD.

(1) Purposes. The HBD zone is intended to provide an innovative and flexible zoning category that may be used to implement the St. Helens comprehensive plan economic goals and policies and the strategic plan goals and policies for economic development. The strategy is to provide opportunities for traditional neighborhood design and mixed residential and commercial uses in the redeveloping Houlton area. The HBD zone is designed to preserve and revitalize older developed areas by eliminating certain nonconformities, providing for more mixed use development in individual buildings, and other more flexible development regulations which acknowledge the developed nature of the properties involved. The location for the establishment of the HBD zone shall be targeted for existing developed areas, such as the existing commercial uptown, which could benefit from revitalization in the form of specific long-range planning, mixed uses and innovative development options and community improvement programs. ~~The land use designations absorbed by the HBD zone include general commercial (GC) and mixed use (MU).~~ This is the commercial core of what was once a town known as Houlton that was

Commented [JG9]: The Planning Commission supports inclusion of the Architectural Standards for the Mill sub-district. If the Council determines otherwise, this edit will not be necessary.

separate from St. Helens.

[...]

(2) Uses Permitted Outright. In the HBD zone, the following uses are permitted outright, subject to the modifications to development standards and conditions as specified herein and all other applicable provisions of this code as noted under additional requirements:

[...]

(e) Historical and cultural facilities and exhibits.

[...]

(ee) ~~Pet shop and supplies.~~ Animal sales and services: grooming, and retail

[...]

~~(nn) Used product retail (e.g., antique dealers, secondhand dealers, flea markets).~~

~~(oo) Veterinary medical services, without outdoor facilities for animal housing.~~

~~(pp) (nn) Transient housing.~~

~~(qq) (oo) Watercraft sales, rental, charters, without outdoor storage.~~

[editor's note – re-lettering to continue through list of permitted uses]

[...]

(3) Conditional Uses. In the HBD zone, the following conditional uses may be permitted upon application, subject to provisions of Chapter 17.100 SHMC and other relevant sections of this code:

(a) Animal sales and services: veterinary (small animals).

~~(a) (b) Auction sales, services and repairs.~~

~~(b) (c) Broadcast facilities without dishes over 36 inches or transmitter/receiver towers~~

[editor's note – re-lettering to continue through list of conditional uses]

[...]

(6) Additional Requirements.

(a) Residential Density Transition. The residential density calculation and transition provisions of Chapter 17.56 SHMC shall not apply to the HBD zone for residential uses above permitted uses. Densities are determined for residential uses by the formula in subsection (5)(a) of this section.

(b) The visual clearance area requirements of Chapter 17.76 SHMC do not apply to the Houlton business district.

(c) Overlay district Chapter 17.148 SHMC, Planned Development, shall not apply to the HBD zone.

(d) ~~Supplemental Provisions Chapters. These standards shall apply except as modified herein. All Chapters of the Development Code apply except as modified herein.~~

- ~~(i) Chapter 17.36 SHMC, Historic Sites and Overlay District;~~
- ~~(ii) Chapter 17.44 SHMC, Sensitive Lands;~~
- ~~(iii) Chapter 17.52 SHMC, Environmental Performance Standards;~~
- ~~(iv) Chapter 17.60 SHMC, Manufactured/Mobile Home Regulations;~~
- ~~(v) Chapter 17.64 SHMC, Additional Yard Setback Requirements and Exceptions;~~
- ~~(vi) Chapter 17.68 SHMC, Building Height Limitations—Exceptions;~~
- ~~(vii) Chapter 17.72 SHMC, Landscaping and Screening;~~
- ~~(viii) Chapter 17.80 SHMC, Off Street Parking and Loading Requirements;~~
- ~~(ix) Chapter 17.84 SHMC, Access, Egress, and Circulation;~~
- ~~(x) Chapter 17.88 SHMC, Signs;~~
- ~~(xi) Chapter 17.96 SHMC, Site Development Review;~~
- ~~(xii) Chapter 17.100 SHMC, Conditional Use;~~
- ~~(xiii) Chapter 17.104 SHMC, Nonconforming Situations;~~
- ~~(xiv) Chapter 17.108 SHMC, Variance;~~
- ~~(xv) Chapter 17.116 SHMC, Temporary Uses;~~
- ~~(xvi) Chapter 17.120 SHMC, Home Occupations;~~
- ~~(xvii) Chapter 17.124 SHMC, Accessory Structures;~~
- ~~(xviii) Chapter 17.132 SHMC, Tree Removal;~~
- ~~(xix) Chapter 17.136 SHMC, Land Division—Subdivision;~~
- ~~(xx) Chapter 17.140 SHMC, Land Division—Land Partitioning—Lot Line~~

~~Adjustment;~~

- ~~(xxi) Chapter 17.144 SHMC, Expedited Land Divisions;~~
- ~~(xxii) Chapter 17.148 SHMC, Planned Development;~~
- ~~(xxiii) Chapter 17.152 SHMC, Street and Utility Improvement Standards.~~

[...]

~~17.32.180 Waterfront redevelopment overlay district—WROD.~~

[editor's note – edits under this WROD section, go to the new Mill sub-district under 17.32.173 above]

~~(1) Purpose. The waterfront redevelopment overlay district (WROD) is established to provide an alternative zoning and development option that may be used to implement the St. Helens comprehensive plan economic goals and policies, and the strategic plan goals and policies for economic development. The WROD allows for a traditional downtown neighborhood design including a horizontal and vertical mix of residential, commercial and limited industrial manufacturing uses, thereby providing for a variety of employment generating uses in close proximity to a mix of residential housing types. The WROD is available for use in existing underutilized industrial areas that are suitable for redevelopment. Appropriate locations for the establishment of the WROD include waterfront properties with an industrial designation. The WROD introduces a mix of commercial and residential uses into areas with industrial~~

Commented [JG10]: This section is being deleted, to be replaced by the Riverfront District's Mill sub-district.

designations while maintaining supplies of industrial designated lands.

(1) Purpose. The Mill sub-district is to provide an alternative zoning and development option that may be used to allow for flexibility of possible land uses and standards while ensuring maximum public access along and to the waterfront to compliment other land uses that develop in the district. Development of this site is intended to provide a complimentary extension of the historic commercial core in use and form and facilitate transportation connections. This area was an important industrial site from the founding of St. Helens until the early part of the 21st century, when industrial development ceased with the Great Recession (2007-2009).

(2) Implementation. The provisions of the WROD can be implemented with an approved development agreement. A development agreement is a voluntarily negotiated agreement between the city and the property owner(s) consistent with ORS chapter 94 and any local implementing ordinance. The underlying zoning district and land use regulations of that zone remain in full force and effect unless and until the WROD is implemented with the approval of a development agreement. Upon such approval, the development agreement and WROD supersede the underlying zoning district and land use regulations normally applicable to development on the subject property.

Conversely, should the development agreement be terminated, revoked or otherwise become void prior to completion, the WROD is no longer in effect and the underlying zone and the land use regulations of that zone return. The following apply to development agreements pursuant to this section in addition to the requirements of ORS chapter 94, and other provisions of the city of St. Helens development code (SHMC Title 17), but is not intended to be an all encompassing list, limiting the city's ability to set forth terms and conditions in the development agreement necessary to ensure the health, safety and welfare of its citizenry for said development:

(a) Development Plan. Development agreement shall include a development plan or plans that has/have been approved through a site development review and/or conditional use permit and that has/have been revised as necessary to comply with city standards and applicable conditions of approval. Applicant bears responsibility for the development plan(s).

(b) Legal Description. Development agreement shall include a legal description of the entire property subject to the agreement, which shall be prepared by a licensed surveyor. The legal description shall include the total area, all separately described parcels, easements, and other pertinent instruments or exceptions of record. Applicant bears responsibility for the legal description.

(c) Executed Title Certification. Development agreement shall include the names of the legal and equitable owner(s) of the property subject to the agreement and be signed by said legal and equitable owner(s). As such, an executed certification from an attorney or title company that the record title to the subject property is in the name of the person, persons, corporation or other entity entering into the agreement shall be submitted to the city. Applicant bears the responsibility for the executed title certification.

(d) Covenant of Unified Control. Development agreement shall include a covenant of unified control requiring all property subject to the agreement to be held under single (unified) ownership, which property shall not be transferred, conveyed, sold, or otherwise divided in any other unit other than its entirety. An executed covenant shall be recorded in the public records with the executed development agreement. Applicant bears the responsibility of the covenant of unified control. The covenant may provide for specified conveyances, including but not limited

Commented [JG11]: We can leave the Development Agreement as an option but not the be-all end-all substitute for zoning uses and standards. It was listed here as a floating zone. The Mill sub-district is not a floating zone.

The reasons for not mandating a development agreement and using as a substitute for uses allowed and applicable standards are:

- 1) If the only need is shared expense, a simpler private contract outside of ORS Chapter 94 isn't necessary.
- 2) If the city develops its own property, it can't have a Development Agreement with itself.
- 3) A development agreement could pose a challenge if there is a third part involved.
- 4) In order to comply with the Fair Housing Act, residential standards need to be clear and objective.

to the following (but transfer of ownership of a portion of a property eligible for the WROD shall not occur without a completed land partition or subdivision):

(i) Conveyance of fully constructed lots or parcels, if any, to individual purchasers after approval of a final plat for the applicable lots or parcels when all applicable requirements contained in the agreement, including the timetable and special conditions, have been met.

(ii) If the development is designed and planned to be constructed in phases, conveyance of a phase, if the phase has complied with the applicable requirements contained in the agreement, including the timetable and special conditions. A phase may be conveyed separately, only after final plat approval for that phase.

(iii) Conveyance of other portions of the property, subject to the agreement, that will be used or maintained by governmental, environmental, charitable or other organizations or agencies for such purposes as the city council may deem appropriate after compliance with all applicable requirements of the agreement.

(e) Timetable of Development. Duration of the development agreement shall be consistent with the timetable of development, which is an exhibit of the agreement. The timetable of development shall include dates for individual or phased final plat approval(s) (if applicable), construction commencement, as well as phase and project completion. Applicant is responsible for submitting proposed timetable of development. The following provisions apply to the timetable of development:

(i) If not phased, development shall be completed within two years of approval of the agreement, including final plat approval (if applicable).

(ii) If phased, the actual construction time for any phase including final plat approval (if applicable) shall not exceed two years. No phase shall be completed out of order; each phase shall be completed consecutively.

(iii) Regardless of the number of proposed phases, no timetable for development shall exceed six years.

(iv) In the event an extension of the commencement date or completion date is sought, the amendment can be approved only if there is demonstrated compliance with all current laws and regulations.

(v) The deadlines as set forth in a development agreement are independent of and do not supersede those of the applicable land use applications (e.g., site development review, conditional use, land partition, and subdivision).

(vi) In the event the project has not complied with the construction commencement date, the development agreement shall cease to be effective and the development shall cease to be authorized.

(vii) Notwithstanding subsections (2)(e)(i) and (ii) of this section, one additional year may be added to each phase without modification to the development agreement provided the delay is a direct result of a government agency's, other than the city of St. Helens, review process, and clearly not a fault of the applicant.

(3) Compliance with Other Standards. All applicable regulations of the St. Helens Community Development Code (SHMC Title 17) and adopted engineering standards (SHMC Title 18) remain in full force and effect except as specifically modified in the applicable development agreement and WROD. In the case of a conflict with the requirements of this section, such conflicting requirements are superseded by those of this section and the approved development agreement to the extent of such conflict.

~~(4) Properties Eligible for the WROD. For a property to be eligible for the WROD, a legislative action pursuant to Chapter 17.20 SHMC, Procedures for Decision Making—Legislative, is required. The following properties are officially eligible for the WROD:~~

~~(a) Property identified as Tax Lot 100, Section 3, T4N—R1W, Willamette Meridian, Columbia County, Oregon (as of December 2008), said property being more particularly described and shown on the exhibit(s) of Ordinance No. 3107.~~

~~(5) (2) Uses Permitted Outright. The following uses are permitted outright, subject to all provisions of the SHMC including specifically the modifications to development standards and conditions specified in this section and the applicable approved development agreement. Moreover, the applicable provisions of Chapter 17.96 SHMC, Site Development Review, apply, except those modified by this chapter. Note: letters in parentheses [e.g., (a)] following the type of use refer to special conditions pursuant to subsection (9) of this section.~~

- ~~(a) Residential (a).~~
 - ~~(i) Single dwelling units, attached (five units maximum together).~~
 - ~~(ii) Multidwelling units.~~
- ~~(b) Residential above Nonresidential Permitted Uses (a).~~
 - ~~(i) Dwelling, single family.~~
 - ~~(ii) Congregate care facility.~~
 - ~~(iii) Single dwelling units, attached (five units maximum together).~~
 - ~~(iv) Multidwelling units.~~
 - ~~(v) Residential care facility.~~
 - ~~(vi) Timeshare.~~
- ~~(c) Public and Institutional Uses (b)-(e).~~
 - ~~(i) Amphitheater public uses.~~
 - ~~(ii) Historical and cultural facilities and exhibits.~~
 - ~~(iii) Education and research facilities.~~
 - ~~(iv) Library services.~~
 - ~~(v) Government administrative/office.~~
 - ~~(vi) Lodge, fraternal and civic assembly.~~
 - ~~(vii) Parking lots, public.~~
 - ~~(viii) Public facility, minor.~~
 - ~~(ix) Public facility, major.~~
 - ~~(x) Public or private park.~~
 - ~~(xi) Public or private recreation facilities.~~
 - ~~(xii) Public or private school/college.~~
 - ~~(xiii) Public safety and support facilities.~~
- ~~(d) Manufacturing (b)-(e).~~
 - ~~(i) Artisan workshop.~~
 - ~~(ii) Art studios, galleries.~~
 - ~~(iii) Laboratories and research facilities.~~
- ~~(e) Commercial (b)-(e).~~
 - ~~(i) Amusement services.~~
 - ~~(ii) Animal sales and services, without outdoor kennels, grooming, and retail.~~
 - ~~(iii) Medical facilities such as clinics, out-patient services, health care facility, etc.~~

Commented [JG12]: Will just make section 9 general standards; will need to remove letters in parentheses following listed uses.

- (iv) Bed and breakfast facilities.
- (v) Business and personal services, such as barber shops, beauty shops, tailors, laundries, printing, and locksmiths.
- (vi) Eating and drinking establishments – all (e.g., restaurant, diner, coffee shop).
- (vii) Financial institutions.
- (viii) Offices – all (e.g., medical, business or professional).
- (ix) Hardware store, without outdoor storage.
- (x) Health and fitness club.
- (xi) Hotels or motels.
- (xii) Kiosks ~~(d)~~.
- (xiii) Parking lots, ~~commercial~~ public.
- ~~(xiv) Pawn shop.~~
- ~~(xv) Pet shop/supplies.~~
- ~~(xvi) (xiv)~~ Plumbing, HVAC, electrical and paint sales and services, without outdoor storage.
- ~~(xvii) (xv)~~ Repair and maintenance of permitted retail products.
- ~~(xviii) (xvi)~~ Rental center.
- ~~(xix) (xvii)~~ Residential storage facility (in conjunction with three or more dwelling units).
- ~~(xx) (xviii)~~ Retail sales establishments—~~all~~.
- ~~(xxi) (xix)~~ Small equipment sales, rental and repairs, without outside storage.
- ~~(xxii) (xx)~~ Theaters, indoors.
- ~~(xxiii) (xxi)~~ Trade and skilled services.
- ~~(xxiv) (xxii)~~ Type I and II home occupation (per Chapter 17.120 SHMC).
- ~~(xxv) Used product retail (e.g., antique dealer, secondhand dealer, and flea market).~~
- ~~(xxvi) Veterinary medical services (with no kennel).~~
- (f) Marine Commercial ~~(b) (e) (d)~~.
 - (i) Houseboat(s), also known as floating homes.
 - (ii) Boathouse(s).
 - (iii) Boat launching, moorage facilities and marine boat charter services.
 - (iv) Boat or marine equipment sales, service, storage, rental or repair.
 - ~~(v) Retail sale of handcraft and tourist goods.~~
 - ~~(vi) (v)~~ Watercraft sales, rental, charters, without outdoor storage.
 - ~~(vii) (vi)~~ Bait and tackle shops.
 - ~~(viii) (vii)~~ Accessory marine related uses.
 - ~~(ix) (viii)~~ Marina.
 - ~~(x) (ix)~~ Docks.

~~(6) (3) In the WROD, The following conditional uses may be permitted upon application, subject to the provisions of Chapter 17.100 SHMC, Conditional Use, and other relevant sections of this code, except those modified by this chapter. Note: letters in parentheses [e.g., (a)] following the type of use refer to special conditions pursuant to subsection (9) of this section.~~

- ~~(a) Animal sales and services: veterinary (small animals).~~
- ~~(a) (b)~~ Auction sales, services and repairs.
- ~~(b) (c)~~ Broadcast facilities without dishes over 36 inches in diameter or transmitter/receiver towers.

Commented [JG13]: Will just make section 9 general standards; will need to remove letters in parentheses following listed uses.

- ~~(e)~~ (d) Bus stations/terminals.
- ~~(d)~~ (e) Businesses with outdoor storage (for businesses that are permitted uses only) ~~(b)~~.
- ~~(e)~~ (f) Child care facility/day nursery.
- ~~(f)~~ Funeral homes.
- (g) Hospitals, nursing homes, and convalescent homes.
- (h) Postal services.
- (i) Communication services.
- (j) Laundromats and dry cleaners.
- (k) Religious assembly.
- (l) Boat building ~~(d)~~ ~~(e)~~.

~~(7)~~ (4) Standards Applicable to All Uses. The following standards and special conditions shall apply to all uses in the ~~WROD~~ Mill sub-district:

(a) **There is no maximum building height.** ~~The maximum building height varies within the WROD. The building height limitations of SHMC 17.68.040, Building height criteria for scenic resources, do not apply in the Mill sub-district, in the WROD. Building height standards are specific to each property eligible for the WROD, pursuant to subsection (8) of this section.~~

(b) Landscaping Required. The minimum landscaping shall be 10 percent of the gross land area associated with use, except as required by Chapter 17.96 SHMC. The maximum lot coverage including all impervious surfaces shall be 90 percent.

(i) Screening shall be in accordance with Chapter 17.72 SHMC, Landscaping and Screening. Landscaping used for screening may be included in the required landscaping pursuant to subsection (7)(b)(iii) of this section.

(ii) ~~See subsection (7)(i) of this section. Landscaping used for this purpose may be included in the required landscaping pursuant to subsection (7)(b)(iii) of this section.~~

(iii) Landscaping shall be provided in conjunction with each building, proportional to each building's size. The minimum landscape area required shall be based on the following calculation: (building width x building length x height) x 0.02. Location of landscaping is subject to city approval. Landscaping plants and materials used are subject to city approval and shall provide a minimum 50 percent coverage at maturity. Areas that will not be covered by landscaping vegetation shall include bark dust or similar nonvegetative ground cover.

(iv) ~~Required landscaping pursuant to subsection (7)(b)(iii) of this section may be replaced on a one to one area basis, not to exceed 10 percent of the total minimum landscape area required, for any green roof utilized in a development.~~

(c) There is no minimum lot size requirement. Lots or parcels shall be of sufficient size to accommodate all applicable development standards for intended or potential land uses.

(d) No required yard (setbacks) from rights-of-way.

(e) **Interior Setbacks.** New buildings containing any nonresidential use abutting a residential zoning district require one foot of setback for each foot of wall height with a minimum setback of 10 feet. For yards abutting nonresidential districts, no interior setback is required, subject to building code requirements. Note: this setback may be reduced proportionately when the residential zoning district is topographically above the base level of new construction.

(f) The minimum lot width at the street and building line shall be 20 feet.

(g) The minimum lot depth shall be 50 feet.

(h) No maximum building size.

Commented [JG14]: Residential zones are 35'. Its 45' in the General Commercial and current Riverfront District zones. 40' for Highway Commercial.

For comparison, the Muckle Building is about 42 feet to the very top of the original roof. The top of the elevator shaft is 55 feet.

IMPORTANT: The Commission originally felt a maximum building height was not necessary, because other factors would help control such, and to maintain flexibility and potential of the property per the recommendations of the Waterfront Framework Plan. Based on a great deal of testimony in opposition to no height cap, the Commission recommends to the Council to adopt a 75' building height limit. 75' was chosen because that is the number that the Building Code recognizes as high-rise buildings. Much testimony was anti high-rise.

Staff did not change this at this time because further testimony is almost certain and this is anticipated to be discussed at length with the Council at the April 5th meeting and any continued meetings thereof. Staff will discuss the potential options for this at the Council's public hearings on the matter.

Commented [JG15]:

Originally, the commission felt that the 10% rule typical of many other zoning districts such as MU, HC, GC, MC, HBD and RD, was not necessary for the Mill sub-district. The basis for this was existing open space such as Nob Hill nature park, and open space programmed in the Waterfront Framework Plan (e.g., the Riverwalk). However, based on testimony at their March 14, 2017 public hearing, the Commission decided to include the 10% rule to facilitate an even distribution of greenspace, both for those on the Mill sub-district property and those overlooking the property from the bluff.

Note that per Chapter 17.96 multidwelling units (apartments) require 15% landscaping.

Commented [JG16]: This would apply to the AR zone, which abuts some of the Mill sub-district, but is also generally atop the bluff.

(i) Parking lots shall not front on S. 1st Street and The Strand. Parking lots with three or more spaces visible from public streets shall include landscaping in addition to the other landscape requirements of this chapter and the SHMC, such that there is a minimum area six feet wide and length as necessary to visually soften the entire parking lot from public streets. Minimum improvements within these landscaping areas shall be pursuant to SHMC 17.72.080(4).

(j) Required Usage Ratio. The following ratio shall apply to each development proposal. Net usable land (less nonbuildable areas such as wetlands, public park/dedicated public open space, and public rights of way) shall have a maximum residential to commercial use ratio of four to one or a commercial to residential use ratio of four to one. In no case shall a development have a usage ratio that favors residential or commercial use more than four to one. This usage ratio is based on the sum of use(s) in buildings(s) and those not in buildings. The use(s) within buildings is based gross floor area, whereas the use not in buildings is based on net usable land as previously described. For the purpose of this section, the term "commercial" includes the industrial and institutional uses possible in the WROD.

(8) Building height standards for each property eligible for the WROD shall be determined during the process where a property becomes eligible for the WROD pursuant to subsection (4) of this section. Building height standards for each property eligible for the WROD are as follows:

(a) For the property identified by subsection (4)(a) of this section, the maximum building height is based on the following height zones:

(i) The first height zone is the area west of the centerline of the S. 2nd Street right of way (if it was extended in a straight line as platted in the St. Helens Subdivision in a southeasterly direction), where the maximum building height shall be 70 feet (standard "building height" definition).

(ii) The second height zone is the area between the centerlines of the S. 2nd Street and S. 1st Street rights of way (if they were extended in a straight line as platted in the St. Helens Subdivision in a southeasterly direction), where the maximum building height shall be 70 feet above mean sea level.

(iii) The third height zone is the area between the centerlines of the S. 1st Street and The Strand rights of way (if they were extended in a straight line as platted in the St. Helens Subdivision in a southeasterly direction), where the maximum building height shall be 60 feet above mean sea level.

(iv) The fourth height zone is the area east of the centerline of the The Strand right of way (if it was extended in a straight line as platted in the St. Helens Subdivision in a southeasterly direction), where the maximum building height shall be 50 feet above mean sea level.

(v) Notwithstanding the other height zones pursuant to this subsection (8)(a), the area 75 feet upland from the top of bank of the Columbia River shall have a maximum building height of zero feet (standard "building height" definition).

(vi) The maximum building height on the Columbia River shall be 25 feet (standard "building height" definition).

(9) Special Conditions. In general, where letters appear enclosed in parentheses following a given permitted or conditionally permitted use of the WROD, the corresponding lettered

conditions below shall apply and constitute an approval criterion, clarification or restriction for the particular use listed:

(a) (i) ~~There is no M~~maximum residential density is not based on the density computations of Chapter 17.56 SHMC, but rather the usage ratios of this chapter and design requirements (e.g., off street parking, landscaping, access areas, etc.).

(b) (j) Outdoor storage of goods and materials as an independent use not in conjunction with another use is prohibited. Outdoor storage is allowed for conditional uses in this zone only when said storage is completely screened from the street and adjacent properties.

(c) (k) Outdoor display of goods and materials for retail establishments is permitted on private property in front of the retail establishment, provided such displays do not block safe ingress and egress from all entrances and exits including those specifically for emergency use, block safe pedestrian or vehicular circulation areas, block required parking areas, block emergency accessways, interfere with landscape areas such that those areas will be prone to damage, or otherwise create a hazard. In addition, outdoor display of goods and materials shall be properly and safely stored inside during nonbusiness hours. Moreover, outdoor displays shall not encroach in public rights-of-way, including but not limited to streets, alleys or sidewalks, without express written permission of the city council as reflected in an executed temporary license, release and hold harmless agreement. License agreements shall require safe, sturdy and secure outdoor displays and may be subject to an annual fee determined by resolution of the St. Helens city council.

(d) ~~Water uses cannot exceed 50 percent of water rights area (shoreline) fronting a given property.~~

(e) ~~The following criteria shall be in addition to the other approval standards necessary to approve, approve with conditions, or deny an application for a conditional use:~~

(i) ~~Use shall include restrictions determined necessary to prevent conflicts with existing or potential nearby residential uses. Examples include but are not limited to restrictions addressing hours of operation, noise, vibration, external lighting and emissions (odor and particulates).~~

(ii) ~~Use shall be located in an area determined by the commission to be the edge of non industrial development for the foreseeable future.~~

(40) (5) Additional Requirements and Standards.

(a) In addition to other applicable standards, all development, division of land, lot line adjustment, replat and such subject to review by the city shall also comply with the St. Helens Waterfront Framework Plan, attached to Ordinance ##### as Attachment ##, as amended. Whenever the standards or requirements of the Waterfront Framework Plan are in conflict with other city codes, the approval authority may consider those of the Waterfront Framework Plan to be of the higher standard per SHMC 17.12.010.

(a) ~~The residential density calculation and transition provisions of Chapter 17.56 SHMC shall not apply to the waterfront redevelopment overlay district. Rather, density is controlled in accordance with subsection (9)(a) of this section.~~

(b) ~~The planned development overlay per Chapter 17.148 SHMC shall not apply to the water redevelopment overlay district.~~

(c) ~~The historic sites and overlay district provisions of Chapter 17.36 SHMC do not apply to the waterfront redevelopment overlay district.~~

(d) (b) ~~The architectural character review provisions of riverfront district, RD zone,~~

Commented [JG17]: "development" and "division of land" are defined by Chapter 17.16 SHMC.

Commented [JG18]: SHMC 17.12.010 reads:

In the interpretation and application, the provisions of this code shall be held to be the minimum requirements, adopted for the protection of the public health, safety, and general welfare. Whenever the requirements of this code are at variance with other provisions of this code, or with the requirements of any other adopted city rules, regulations, or ordinances, the most restrictive, or that imposing **the higher standard**, shall govern.

Commented [JG19]: The Commission felt this should stay. Since they (acting as the Historic Landmarks Commission) only give a recommendation to the approval authority, they felt this helped make the standards flexible.

pursuant to SHMC 17.32.170(7) shall apply to the ~~waterfront redevelopment overlay~~ Mill sub-district district.

(e) ~~The sensitive lands requirements of Chapter 17.40 SHMC apply to the waterfront redevelopment overlay district. Where development in or on the water fronting a development is for a public use or direct public benefit, then protection zone averaging provisions of that chapter are allowed.~~

(f) ~~The visual clearance area requirements of Chapter 17.76 SHMC do not apply to the waterfront redevelopment overlay district.~~

(g) ~~(c) Any new development within 100 feet of the top of bank/shoreline of the Columbia River shall include the lands between zero and 100 feet as part of the development. In addition, a bicycle/pedestrian facility shall be dedicated within this area for public use, of such width and design to sufficiently accommodate bicyclists and pedestrians as a multi use pathway, and in accordance with the applicable city standards. Such bicycle/pedestrian facility shall connect to an adjacent public right of way, another bicycle/pedestrian facility or public park for connectedness. As part of any development, division of land, lot line adjustment, replat and such, a minimum 50-foot width measured from the top of bank/shoreline of the Columbia River landward, shall be dedicated for public access. The approval authority shall deny any proposal that prevents public access along the waterfront. A width less than 50' may be considered when the approval authority finds the intent of the Waterfront Framework Plan can still be met. Dedication may be by easement or right-of-way dedication. This is in addition to the requirements of SHMC 17.152.110. If possible, it is recommended that the reservation for public shoreline access be a condition of property sale (e.g., when the city is the land owner) or other agreement outside of a permit or authorization of land use.~~

(d) ~~All chapters or sections of the Development Code shall apply to the Mill sub-district, except the following, which do not apply:~~

(i) ~~Chapter 17.56 SHMC, Density Computations;~~

(ii) ~~Chapter 17.40 SHMC, Protective Measures for Significant Wetlands, Riparian Corridors, and Protection Zones;~~

(iii) ~~Building height limitations of SHMC 17.68.040, Building height criteria for scenic resources;~~

(iv) ~~Chapter 17.76 SHMC, Visual Clearance Areas; and~~

(iv) ~~Chapter 17.148 SHMC, Planned Development.~~

(h) ~~Supplemental Provisions Chapters:~~

(i) ~~Chapter 17.40 SHMC, Protective Measures for Significant Wetlands, Riparian Corridors, and Protection Zones;~~

(ii) ~~Chapter 17.44 SHMC, Sensitive Lands.~~

(iii) ~~Chapter 17.46 SHMC, Floodplains and Floodways.~~

(iv) ~~Chapter 17.52 SHMC, Environmental Performance Standards.~~

(v) ~~Chapter 17.60 SHMC, Manufactured/Mobile Home Regulations.~~

(vi) ~~Chapter 17.64 SHMC, Additional Yard Setback Requirements and Exceptions.~~

(vii) ~~Chapter 17.72 SHMC, Landscaping and Screening.~~

(viii) ~~Chapter 17.80 SHMC, Off Street Parking and Loading Requirements.~~

(ix) ~~Chapter 17.84 SHMC, Access, Egress, and Circulation.~~

(x) ~~Chapter 17.88 SHMC, Signs.~~

(xi) ~~Chapter 17.92 SHMC, Mixed Solid Waste and Recyclables Storage in New Multi Unit Residential and Nonresidential Buildings.~~

Commented [JG20]: This was done before there was a plan that detailed public access, which the Waterfront Framework Plan does. It was also before the city owned the property.

Note that this is a trail identified in the Parks and Trails Master Plan adopted in 2015. It listed as a "regional trail." This is already supported by SHMC 17.152.110. However, the Waterfront Framework Plan (page 25) calls for a minimum width of 50 feet, which is more than we can get from SHMC 17.152.110. So we need to add something to ensure that width.

Commented [JG21]: "development" and "division of land" are defined by Chapter 17.16 SHMC.

Commented [JG22]: To allow a lesser width. Figure 5-3 (page 27) of the Framework Waterfront Plan shows a narrower width. The Planning Commission felt there should be something to allow some give if found to be warranted.

Commented [JG23]: This avoids potential legal complications. For example, Nollan and Dolan Supreme Court cases. Need to prevents a "takings." The city owning this property is a HUGE ADVANTAGE in this regard!!!

(i) Site Development Review, Chapter 17.96 SHMC.

(j) Development and Administration Chapters:

(i) Chapter 17.100 SHMC, Conditional Use.

(ii) Chapter 17.104 SHMC, Nonconforming Situations.

(iii) Chapter 17.108 SHMC, Variance.

(iv) Chapter 17.116 SHMC, Temporary Uses.

(v) Chapter 17.120 SHMC, Home Occupations.

(vi) Chapter 17.124 SHMC, Accessory Structures.

(vii) Chapter 17.132 SHMC, Tree Removal.

(k) Land Division Chapters:

(i) Chapter 17.136 SHMC, Land Division Subdivision.

(ii) Chapter 17.140 SHMC, Land Division Land Partitioning Lot Line

Adjustment.

(iii) Chapter 17.144 SHMC, Expedited Land Divisions.

(iv) Chapter 17.152 SHMC, Street and Utility Improvement Standards.

(e) To address the unique status of the Mill sub-district, the City and one or more property owners may modify or exempt development from the otherwise applicable provisions of the St. Helens Community Development Code pursuant to a statutory development agreement as provided in ORS Chapter 94, as amended, provided that the approval authority finds that the development complies with the St. Helens Waterfront Framework Plan, attached to Ordinance No. #####, attachment ##, as amended. A development agreement shall be reviewed as provided in Section 17.24.090. Chapter 17.46 SHMC, Floodplains and Floodways, shall not be modified or exempted.

Commented [JG24]:

I asked legal counsel if it was ok if the city owned the property, how a development agreement would work? Here's the answer:

The statute doesn't specify ownership, so the City could still enter into a development agreement with the developer for the City-owned property. The City and the developer would be joint applicants for the land use approval of the development agreement.

Commented [JG25]: As a participating community in the National Flood Insurance Program, the city has an obligation to comply with these rules in order for citizens to be eligible for flood insurance.

[...]

CHAPTER 17.36 HISTORIC SITES AND OVERLAY DISTRICT

[...]

17.36.020 Historic Landmarks Commission

[...]

(6) The commission has the following powers and duties:

[...]

(i) The commission shall make recommendations for architecture character review pursuant to SHMC 17.32.170(7) and ~~XXXXXXX~~.

Commented [JG26]: Mill sub-district section reference to be entered here.

[...]

17.36.040 Criteria for **alteration**.

[...]

~~(4) If alteration of the historic resource is intended, a condition of approval shall be that, insofar as feasible and as funds are available, the Columbia County Museum shall obtain:~~

- ~~(a) A pictorial and graphic history of the resource; and~~
- ~~(b) Artifacts from the resource it deems worthy of preservation.~~

(4) Prior to alteration, current photographs and/or drawings of all elevations shall be provided to the City for its public records. Photographs and drawings shall be archival quality; proof of such shall be provided with the photographs and/or drawings.

[...]

17.36.050 Additional criteria and conditions for **relocation or demolition**.

[...]

~~(3) In approving an application for the demolition of a designated landmark or historic resource of statewide significance, the commission may impose the following conditions:~~

- ~~(a) Photographic, video, or drawn recordation of the property to be demolished; and/or~~
- ~~(b) Salvage and curation of significant elements; and/or~~
- ~~(c) Other reasonable mitigation measures.~~

(3) Prior to relocation or demolition, current photographs and/or drawings of all elevations shall be provided to the City for its public records. Photographs and drawings shall be archival quality; proof of such shall be provided with the photographs and/or drawings. In addition, the commission may require:

- (a) Salvage and curation of significant elements or artifacts; and/or
- (b) Other reasonable mitigation measures.

[...]

CHAPTER 17.88 SIGNS

[...]

17.88.060 Commercial/industrial sign district

In addition to the temporary and permanent signage allowed without permits, the following signage is allowed subject to the requirements of this chapter:

(1) Permitted Sign Types, Number, and Area. Signs within the commercial/industrial sign district are limited as follows and require the issuance of permits under SHMC 17.88.130.

Commented [JG27]: Alteration means an addition, removal, or reconfiguration which significantly changes the character of a historic resource. Painting is not included.

Alterations of official historic resources require a permit from the Historic Landmarks Commission.

Commented [JG28]: Relocation or demolition of official historic resources require a permit from the Historic Landmarks Commission.

[...]

(b) Pole Signs.

(i) For principal uses, one freestanding single- or double-faced pole sign shall be permitted on lots that have a minimum of 40 feet of street frontage and no pole sign can be closer together than 80 feet in addition to other limitations. Sign area shall not exceed 100 square feet for each sign face. Any shopping plaza cannot exceed 150 square feet per face and any shopping center cannot exceed 200 square feet per face and no sign can exceed twice per face size.

(ii) Notwithstanding subsection (1)(b)(i) of this section, pole signs shall not be allowed in the RD zoning district.

[...]

17.88.070 Architectural design review.

Signs within portions of the RD zoning district are subject to SHMC 17.32.170(7) and XXXXX.

[...]

Commented [JG29]: The sign code includes three types of freestanding signs: monument, ground mounted and pole. Preventing pole signs helps keep tall signs along the riverfront. Keeping this language would expand this sign prohibition to the current Marine Commercial zone and the Mill sub-district. It already applies to what is proposed to be the Plaza sub-district.

Commented [JG30]: Mill sub-district section to be added here.

**CHAPTER 17.116
TEMPORARY USES**

Sections:

- 17.116.010 Purpose.
- 17.116.020 Administration and approval process.
- 17.116.030 Expiration of approval – Renewal.
- 17.116.040 Emergency situations.
- 17.116.050 Temporary use – Seasonal or special event.
- 17.116.060 Temporary use – Unforeseen/emergency situations.
- 17.116.065 Temporary use – Medical Hardship.
- 17.116.070 Standards for approval of a temporary sales office, model house, or temporary building.
- 17.116.080 Application submission requirements.

17.116.010 Purpose.

(1) The purpose of this chapter is to establish standards for the approval of ~~three~~ four types of temporary use:

- (a) Use that is seasonal or directed toward a specific event;
- (b) Use which is occasioned by an unforeseen event; ~~and~~
- (c) Medical hardship; and
- ~~(d)~~ (d) Sales offices and model homes in conjunction with the sale of homes.

(2) This chapter is not intended to be a way to circumvent the strict application of the use districts. Therefore, time limits are to be strictly enforced. This chapter is not intended to apply

to garage sales.

[...]

17.116.030 Expiration of approval – Renewal.

(1) Temporary use approval by the director shall be effective for a period of up to one year unless otherwise stipulated by the approval. Except, medical hardship temporary use shall only be effective for up to six months.

(2) The temporary use approval by the director shall lapse if:

(a) Substantial construction of the approved plan or onset of the approved activity has not begun within the approval period; and

(b) Construction or activity on the site is a departure from the approved plan.

(3) A temporary use approval may be renewed once by the director for a period not to exceed one year. Except, medical hardship renewal use shall only be effective for up to six months. Notice of the decision shall be provided to the applicant. The director's decision may be appealed by the applicant as provided by SHMC 17.24.310(1).

(4) A permit for temporary sales offices and model homes may be renewed on an annual basis in the same manner as if it were an original application as long as no more than 50 percent of the total number of dwelling units have been issued occupancy permits.

[...]

17.116.060 Temporary use – Unforeseen/emergency situations.

(1) Definitions. This type of temporary use is a use which is needed because of an unforeseen event such as fire, windstorm or flood, unexpected ~~health or~~ economic hardship, or due to an eviction resulting from condemnation or other proceedings.

(2) Types of Use Permitted.

(a) A mobile home or other temporary structure for a residential purpose in a residential zone;

(b) A mobile home or other temporary structure for a business purpose in a commercial or industrial zone; and

(c) Use of an existing dwelling or mobile or manufactured home during the construction period of a new residence on the same lot.

(3) Approval Criteria.

(a) Approval or approval with conditions shall be based on findings that one or more of the following criteria are satisfied:

(i) The need for use is the direct result of a casualty loss such as fire, windstorm, flood or other severe damage by the elements to a preexisting structure or facility previously occupied by the applicant on the premises for which the permit is sought;

~~(ii) The use of a mobile or manufactured home on a lot with an existing dwelling unit is necessary to provide adequate and immediate health care for a relative who needs close attention who would otherwise be required to receive needed attention from a hospital or care facility;~~

~~(iii)~~ (ii) The applicant has been evicted within 60 days of the date of the application

Commented [JG31]: Six months per the City Council.

Commented [JG32]: Six months per the City Council.

Commented [JG33]: Current medical hardship rules only allow mobile (built between 1962-1976) or manufactured homes (built 1976 or later). This seems impractical for smaller city lots and would be more difficult to move if left after the Temporary Use Permit expired. That is what the proposed change below only allows RVs for medical hardships.

In the last almost 10 years, we get occasional requests for RV medical hardships, but never a manufactured or mobile home.

Also, allowing the old mobile homes in the city is asking for trouble because they may be hard to move away simply because nobody wants it, and in most cases (maybe all) it wouldn't meet city standards to be placed as a principle dwelling on its own lot within city limits.

from a preexisting occupancy of the premises for which the permit is sought as a result of condemnation proceedings by a public authority, or eviction by abatement of nuisance proceedings, or by determination of a public body or court having jurisdiction that the continued occupancy of the facilities previously occupied constitutes a nuisance or is unsafe for continued use; or

~~(iv)~~ (iii) There has been a loss of leasehold occupancy rights by the applicant due to unforeseeable circumstances or other hardship beyond the foresight and control of the applicant;

(b) In addition to the criteria listed in subsection (3)(a) of this section, all of the following must be satisfied:

(i) There exists adequate and safe ingress and egress when combined with the other uses of the property, as required by Chapter 17.84 SHMC, Access, Egress, and Circulation; and Chapter 17.76 SHMC, Visual Clearance Areas;

(ii) There exists adequate parking for the customers of the temporary use as required by Chapter 17.80 SHMC, Off-Street Parking and Loading Requirements;

(iii) The use will not result in congestion on adequate streets;

(iv) The use will pose no hazard to pedestrians in the area of the use;

(v) The use will not create adverse off-site impacts including noise, odors, vibrations, glare or lights which will affect adjoining use in a manner which other use allowed outright in the zone would not affect adjoining use; and

(vi) The use can be adequately served by sewer or septic system and water, if applicable.

17.116.65 Temporary use – Medical hardship.

(1) The purpose of the temporary use medical hardship permit is to allow the convenient provisions of supervision and/or assistance with daily care to a person or persons with a demonstrated health hardship by allowing the use of a recreational vehicle for living purposes on a lot or parcel developed with a detached single-family dwelling.

(2) The director may approve or approve with conditions a temporary use medical hardship permit, provided the following criteria are satisfied:

(a) The person(s) needing daily care (dependent person) is/are the principle resident(s) of the detached single-family dwelling or recreational vehicle. For the purpose of this section daily care includes but is not limited to bathing, grooming, eating, medication management, walking and transportation. Daily care does not include financial management or the improvement or maintenance of the subject property.

(i) Proof of the need for daily care shall be demonstrated by a written statement dated within 60 days of the submittal of temporary use permit or renewal thereof, by a medical doctor certifying the dependent person(s) has a health hardship that necessitates someone to provide care in order for them to remain independent (i.e., non-institutional residence).

(ii) For the purpose of this section health hardship means a specific person's need for daily supervision due to cognitive impairment and/or a specific person's need for assistance with daily care as a result of age, physical impairment and/or poor health.

(b) The detached single-family dwelling or recreational vehicle not occupied by the person(s) needing daily care is occupied by the caregiver(s), who shall be specifically identified and named on the permit application.

(c) The temporary use of a recreational vehicle for living purposes shall not be a source

Commented [JG34]: The Council expressed interest in requiring family relation of caregivers. However legal counsel advised that such would not comply with the Fair Housing Act (FHA) or Americans with Disabilities Act (ADA). Thus, the Planning Commission felt this approach was more appropriate and easier to enforce.

of rental income.

(d) There exists adequate and safe ingress and egress when combined with the other uses of the property, as required by Chapter 17.84 SHMC, Access, Egress, and Circulation; and Chapter 17.76 SHMC, Visual Clearance Areas.

(e) The off-street parking available is not reduced below the minimum required by Chapter 17.80 SHMC as a result of the recreational vehicle used for temporary living purposes.

(f) During the duration of the approved temporary use permit, the recreational vehicle may connect to public water and sanitary sewer, if available, provided all permits are obtained to do so and requirements for connecting are met. If the recreational vehicle will be connected to public sewer, connection to public water shall be required, if available.

(g) The recreational vehicle shall be located on the same property as the detached single-family dwelling and shall not be allowed in a street or public right-of-way.

(h) Only one recreation vehicle shall be allowed on a property for this purpose.

(3) The director may revoke a temporary use medical hardship permit if it is found to not comply with the criteria per this section, constitutes a health hazard, or is otherwise contrary to public health, safety and welfare.

[...]

CHAPTER 19.08

GENERAL GOALS AND POLICIES

[...]

19.08.060 Natural factors and local resources goals and policies.

[...]

(3) Policies. It is the policy of the city of St. Helens to:

[...]

(k) Subject proposed alteration of the city's historic resources to design review and historic documentation to encourage preservation of the structure's historical assets.

(l) Devise a program for attempting to preserve those historic resources that are threatened with demolition.

(m) Encourage adaptive reuse of historic resources.

~~(n)~~ (n) Utilize zoning, buffer zones, and design review procedures to protect noise-sensitive areas from noise-producing areas.

~~(o)~~ (o) Institute design review procedures to protect the area's archaeological resources.

~~(p)~~ (p) Comply with applicable state and federal environmental regulations.

~~(q)~~ (q) Revise all land development standards to encourage solar access, establish criteria for approval of energy facilities, remove obstacles to energy-efficient design, and require energy-efficient development when ownership is to be transferred to the city upon completion.

~~(r)~~ (r) Develop protection programs for the following St. Helens significant resources: wetlands, riparian corridors, wildlife habitats, groundwater resources, natural areas, wilderness

Commented [JG35]: Per the Council. We could just say source of income to be more broad.

Commented [JG36]: Addresses past concern of the commission.

Commented [JG37]: For example, via lateral cleanout. Purpose, sewer billing is via water usage.

areas, mineral and aggregate resources, energy sources, and cultural areas.

[...]

CHAPTER 19.12 SPECIFIC LAND USE GOALS AND POLICIES

[...]

19.12.070 General commercial category goals and policies.

[...]

(1) Goals. To establish commercial areas which provide maximum service to the public and are properly integrated into the physical pattern of the city.

(2) Policies. It is the policy of the city of St. Helens to:

(a) Encourage new commercial development in and adjacent to existing, well-established business areas taking into account the following considerations:

(i) Making shopping more convenient for patrons,

(ii) Cutting down on street traffic,

(iii) Maximizing land through the joint use of vehicular access and parking at commercial centers, and

(iv) Encouraging locations that enjoy good automobile access and still minimize traffic hazards.

(b) Designate sufficient space for business so that predictable commercial growth can be accommodated and so that an adequate choice of sites exists.

(c) Ensure that all commercial enterprises maintain sufficient off-street parking to accommodate their patrons, workers and loading requirements.

(d) Emphasize and support existing town centers as business places. When areas are developed adjacent or next to existing town centers, ensure that the new development is compatible with and will complement existing development.

(e) Improve the general appearance, safety and convenience of commercial areas by encouraging greater attention to the design of buildings, parking, vehicle and pedestrian circulation, and landscaping through a site design review procedure.

(f) Preserve areas for business use by limiting incompatible uses within them.

(g) Encourage a variety of retail shopping activities to concentrate in the core commercial areas to enhance their attractiveness for a broad range of shoppers; additionally, encourage in this area the development of public spaces such as broad sidewalks, small squares, etc., to facilitate easy, safe, pleasant pedestrian circulation. When located along the waterfront, such public spaces shall facilitate public access to and enjoyment of the Columbia River and Multnomah Channel to the maximum extent possible.

(h) Encourage in-filling of vacant lands within commercial areas.

(i) Encourage redevelopment of waterfront property that is not designated industrial and can be integrated with existing nearby commercial or mixed use areas.

Commented [JG38]: The entire section is included because not only is it being amended but this is the underlying comprehensive plan designation for the Riverfront District zone.

This is an important section to analyze as part of review of the changes proposed by file CPZA.3.16.

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USEPA AREA-WIDE PLANNING PROJECT

Resolution 1765

December 2016

ACKNOWLEDGMENTS

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Thank you to the members of the St. Helens community who set aside time to offer thoughtful input throughout this planning process. Your engagement and dedication to the redevelopment of the St. Helens waterfront has been crucial to the creation of this document and the overall success of this project. We deeply appreciate your ongoing commitment to guide the future of St. Helens.

WATERFRONT ADVISORY COMMITTEE

Randy Peterson - Mayor
Douglas Morten - City Council President
Keith Lock - City Council
Susan Conn - City Council
Ginny Carlson - City Council
Al Peterson - Planning Commission
Howard Blumenthal - Parks Commission
Diane Dillard - Arts Commission
Paula Miranda - Port of St. Helens
Chuck Daughtry - Columbia County Economic Team
Eric Porchinow - Cascade Tissue
Ashley Baggett - Public Health

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Gainor Rikor - Big River Bistro
Bemis Printing
Columbia River Receptions and Events at Meriwether Place

CONSULTANT TEAM



MARINA WORKS



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EXECUTIVE SUMMARY

St. Helens, Oregon thrived as a leading exporter in the timber industry since the time of its founding in 1850. However, the decline of the timber industry and eventual closing of most mills in the 2000s created negative ripple effects throughout the community. Downtown St. Helens has failed to fully recover and is characterized by struggling businesses, vacant storefronts and a decline in residential development. City leaders and community members recognized the need for a change on the waterfront and have been actively developing a future vision for the waterfront, planning for new public amenities as well as employment opportunities.

The U.S. Environmental Protection Agency's (EPA) Area-Wide Planning (AWP) program, is the most-recent step in this community-driven effort to reshape the St. Helens waterfront. The AWP program has benefited from the planning and visioning completed through previous programs to focus on an action-oriented plan for that will guide implementation of the waterfront redevelopment. That action-oriented plan is this Framework Plan. It is the culmination of countless hours dedicated by City staff, members of the Waterfront Advisory Committee, and the St. Helens community.

The purpose of the St. Helens Waterfront Framework Plan is to provide an understanding of the opportunities these catalytic properties present and outline the major City-led investments that are necessary to spur the next phase of development. The planning process was supported by the enduring commitment of the St. Helens community. An average of over 100 people attended each public event. This plan seeks to capture and represent their collective preferences, which helped drive the recommendations made in this report. The Framework Plan creates certainty for developers by indicating where development can occur on the site, and defining the criteria that the City will use as it considers different development options. Lastly, this plan creates a clear path forward to implementing the Framework Plan and presents a detailed outline of projects that will guide the City through the steps toward redevelopment in the short- and long-term.

The immediate next step is for the St. Helens City Council to adopt this Framework Plan. The following actions summarize the pathway forward:

1. **Attract a Developer:** Success requires a private development partner. The recommended approach for development is to market the property, release a Request for Information or Qualifications to interested developers, and work with the selected developer to produce a Master Plan. Ideally, the Master Plan will lead to a Disposition and Development Agreement (DDA) that outlines roles and investment responsibilities for the development partner and the City.
2. **Address the Zoning Code:** Once the City has determined its preferred development approach, it should ensure that the zoning code enables that approach. Options available to the City range from small changes to reflect the Framework Plan to a full re-zone of the Veneer Property.
3. **Fund Necessary Improvement Projects:** To create certainty for development, the City should create a comprehensive funding program for the property's infrastructure that includes a combination of urban renewal, state grants, and public-private partnerships.



INTRODUCTION

1.1 CONTEXT

The City of St. Helens (city) is located at the confluence of the Multnomah Channel and the Columbia River, where it surveys the northern tip of Sauvie Island and across the water, toward Mt. Hood and Mt. St. Helens. Perhaps this is the same view Lewis and Clark marveled at during their stay with the Chinook Indians, who occupied the area in 1804. The city was founded in 1850 and thrived as a hub for the region's booming lumber industry. The waterfront blossomed with activity as numerous mills and manufacturing plants, specializing in the production of paper and wood products, were built. The waterfront and downtown areas provided places for the many workers and their families to live, work, and play.

Industry has been at the heart of the city's waterfront and its economy up until the remaining mills closed most or all of their operations in the early 2000s. As the jobs disappeared from the heart of the city, so did many of the people, and the historic downtown has grown quieter. The city has since been dedicated to reclaiming the waterfront

so that it may serve the community in new ways, paying homage to both the past and the future by creating new amenities that can attract both new employers and residents to St. Helens.

City leaders and community members recognized the need for a change on the waterfront when the Boise veneer plant finally closed after years of declining profitability. The City adopted a new overlay zone that would permit commercial and mixed-use development on the site of the former plant. The community has since been actively developing a future vision for the waterfront that includes new amenities for the community and focuses future industrial and employment development further south on the industrial land formerly occupied by the Boise White Paper mill.

The City government of St. Helens (City) has acquired approximately 225 acres of waterfront property along



Looking south down The Strand towards the former industrial uses on the Veneer Property (approx. 1910)

1.1 CONTEXT

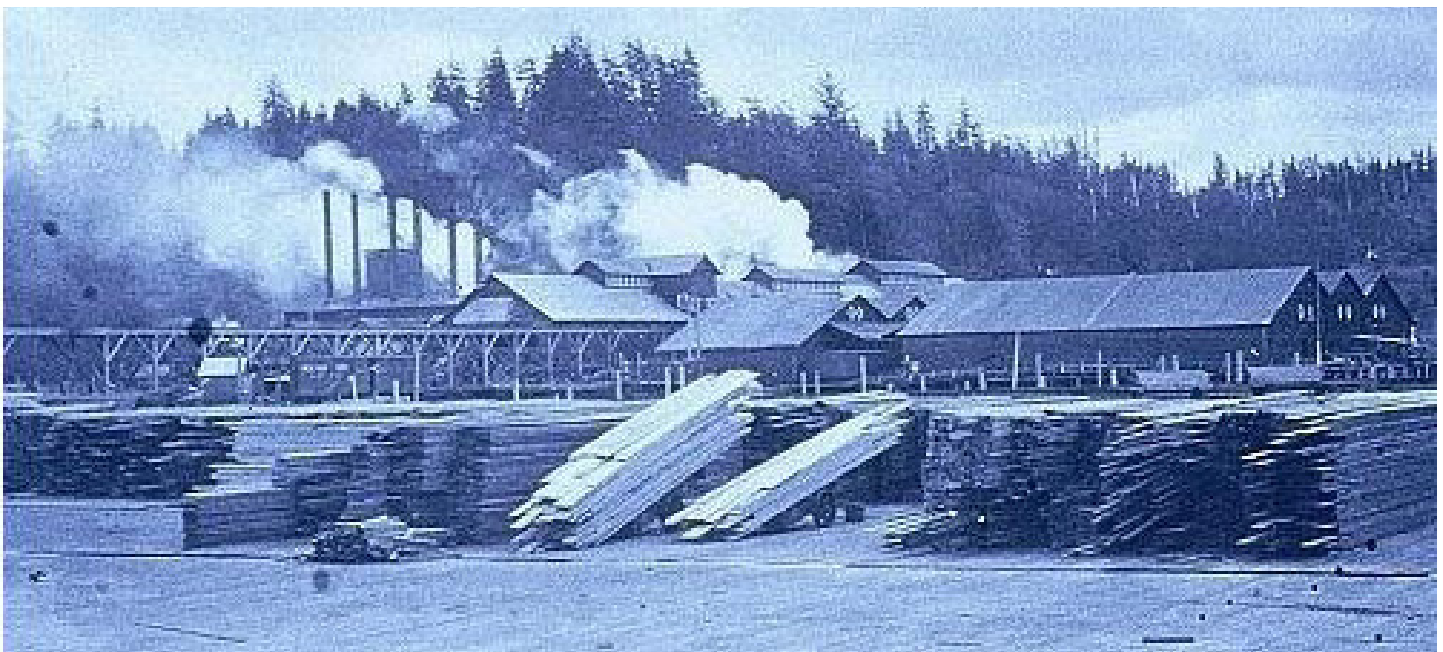
The U.S. Environmental Protection Agency (USEPA) Area-Wide Planning (AWP) program assists communities responding to local brownfield challenges, particularly where multiple brownfield properties are in close proximity; are connected by infrastructure; and limit the economic, environmental, and social prosperity of their surroundings.

the Multnomah Channel and the Columbia River. A key development opportunity is an approximate 25-acre property that is the former location of a plywood veneer plant, identified in this report as the Veneer Property. The Veneer Property's unique waterfront location, volcanic views, and proximity to downtown create a rare opportunity to bring new, mixed development to St. Helens. To the south lies a second key industrial property that was formerly the location of the Boise White Paper, LLC main mill operation, referred to in this report as the Boise White Paper (BWP) Property. It is approximately 205 acres, only 10–20 acres of which are occupied today by Cascade Tissue. This expansive industrial area is located close to US 30 and the City owns 58 percent of the land area, presenting the City with a significant opportunity to attract new employers to the area.

Three core principles guided this project:

- **Public Access.** Redevelopment should connect to city neighborhoods, reconnect the people to the waterfront, and connect the city to the greater local region. Safe and secure access to the waterfront and other green space is imperative. Redevelopment should also encourage water-related uses and preserve adequate public space while allowing for flexible private enterprise.
- **Natural and Cultural Heritage.** This project is an opportunity to return the highest public benefit to the greatest number of citizens over multiple generations. Green and sustainable development will be encouraged, and planning should anticipate a dynamic and changing future climate. Redevelopment should coexist with the Riverfront District both visually and economically.
- **Sustainable Economic Development.** Redevelopment should focus on a mix of housing, commercial, and recreational uses to create a “working waterfront.” This mix of industry and amenities is optimal for creating a space to attract development and drive jobs back to the city.

This plan is organized as follows: opportunities and constraints (Section 2); a summary of public outreach (Section 3); a vision for the Veneer and BWP properties (Section 4); a discussion of the framework plan (Section 5); and an implementation strategy (Section 6).

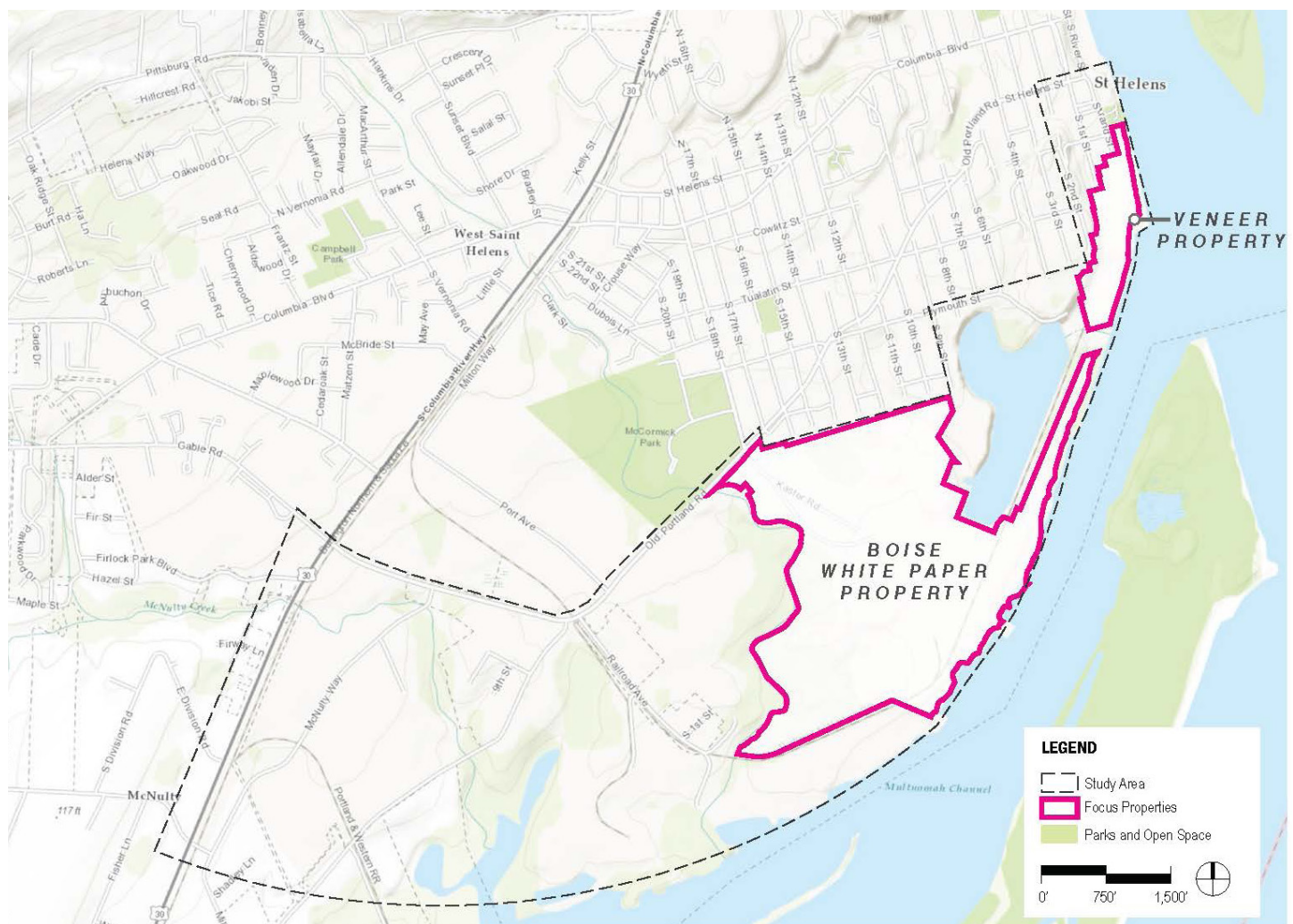


St. Helens Lumber Mill.

1.2 STUDY AREA

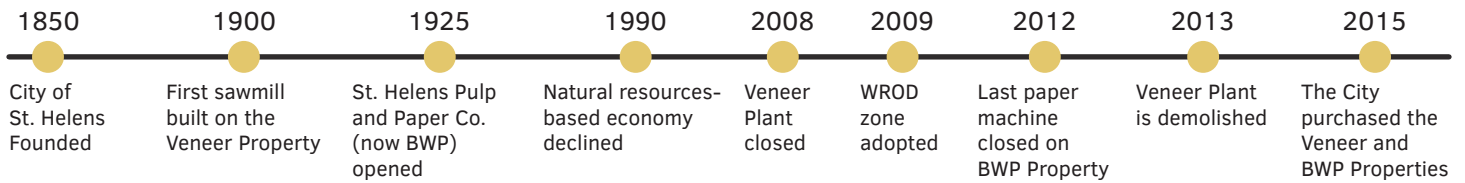
As shown in Figure 1-1, the study area includes a portion of the main street corridor, historic downtown, and two catalyst brownfield properties, Veneer Property and BWP Property, located on the city's waterfront adjacent to the historic downtown area. In this report, the primary focus is redevelopment of the Veneer Property. The study area provides the larger context for understanding how the local environment may help or hinder redevelopment of the Veneer Property. The BWP Property serves as a complementary catalyst property that will be able to support future industrial and employment development; it does not require the same level of planning, because its primary use is not expected to change. The Veneer Property presents an opportunity for St. Helens to build something new that is rooted in the community's identity and may grow to attract visitors, residents, and employers to the region.

FIGURE 1-1. STUDY AREA



1.2 STUDY AREA

PROPERTY HISTORY



PROJECT HISTORY

In 2014, the City participated in the prestigious American Institute of Architects Sustainable Design Assessment Team (SDAT) program. The SDAT program involved intensive workshops and outreach to both the public and local experts and stakeholders, culminating in a set of preliminary guiding principles. These guiding principles led the City to further engage and educate the community regarding the existing conditions, potential contamination issues, and potential future for the two focus properties.

In 2015, an Integrated Planning Grant (IPG) from Business Oregon extended future planning that focused on advancing the work of the SDAT program and preparing the City to implement a USEPA-funded AWP project. Specifically, the IPG project convened and engaged with an advisory group of community leaders and stakeholders, who confirmed and refined the vision and guiding principles for redevelopment of the waterfront, and broadly involved the community in the planning process through an open house. In 2015, the City obtained a U.S. Environmental Protection Agency (USEPA) Area-Wide Planning (AWP) grant to explore the redevelopment potential of City-owned parcels on the St. Helens Waterfront through a framework planning process.



The images on this page are renderings created during the SDAT process. Top right is a rendering of a marina with multi-use buildings. The middle is a rendering of residential mixed-use buildings. On the bottom left is a rendering of what a boardwalk would look like. In all cases, the border of the river is kept within the public realm, but development comes close to the water's edge benefiting from the prime real estate the property has to offer.

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An aerial photograph of a coastal town. In the foreground, a large, dark, paved area, possibly a parking lot or industrial site, borders a body of water. The town itself is built on a hillside, with numerous houses and some commercial buildings. The background shows more hills and a cloudy sky.

OPPORTUNITIES & CONSTRAINTS

2.1 EXISTING CONDITIONS

The project team analyzed the existing physical, cultural, economic, and environmental contexts of the study area between October 2015 and January 2016. This analysis provided an understanding of the existing conditions, opportunities, and constraints, and served as a foundation for the AWP process to guide future planning. The full Existing Conditions report is available on the Waterfront Redevelopment Project webpage located under the Planning Department. Table 2-1 summarizes the basic site characteristics for the Veneer and BWP Properties.

TABLE 2-1. VENEER AND PROPERTY CHARACTERISTICS

SITE CHARACTERISTIC	VENEER PROPERTY	BWP PROPERTY
Size	25 acres	205 acres
Number of Parcels	1	13
Zoning	Predominantly HI, some Apartment Residential, WROD overlay	Predominantly HI, some light industrial, Willamette Greenway overlay
Ownership	City of St. Helens	City of St. Helens
Existing Structures	None	~20
Environmental Contamination	Yes, in small, contained areas.	Yes, exact extent and degree is unknown.
Environmental Risk Management	Prospective Purchaser Agreement	Environmental Indemnification Agreement



Photograph looking south from downtown St. Helens, across the Veneer Property towards the BWP Property.

2.1 EXISTING CONDITIONS

The following tables summarize the opportunities and constraints identified on the Veneer and BWP Properties. Figure 2-1 provides a graphical depiction of the Veneer Property's opportunities and constraints.

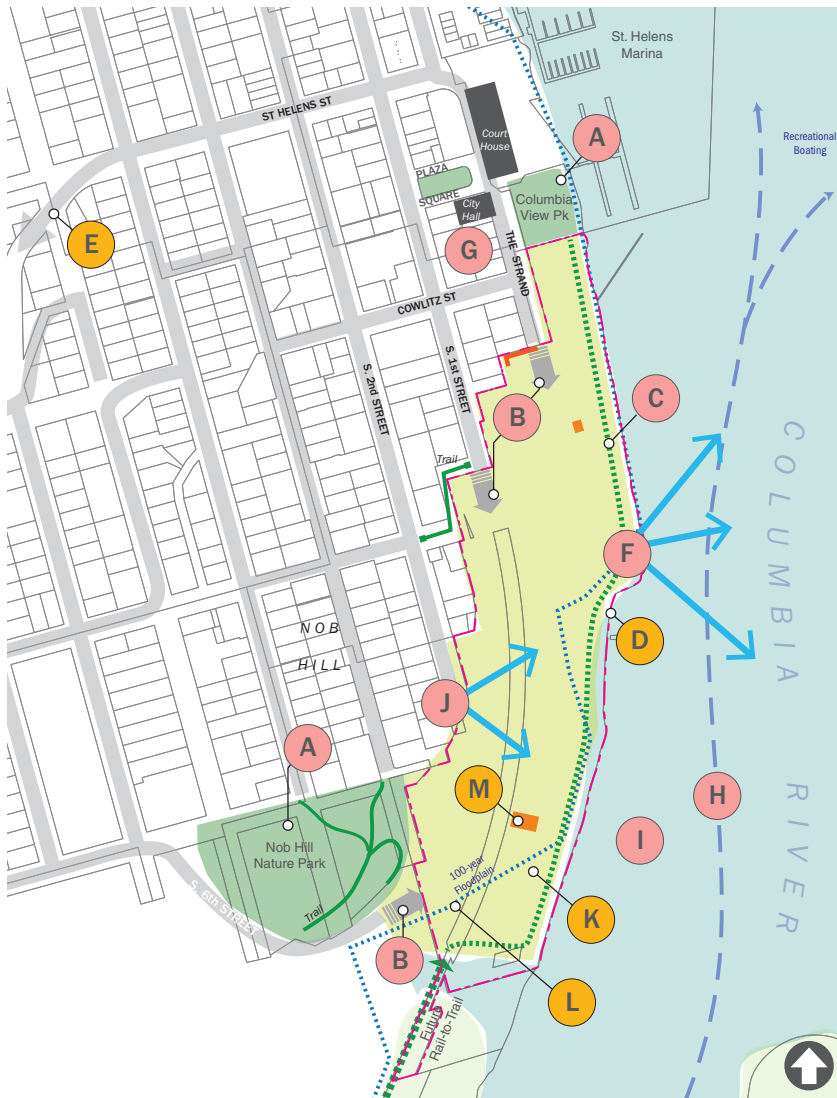
TABLE 2-2. VENEER PROPERTY OPPORTUNITIES AND CONSTRAINTS

CORE VALUE	OPPORTUNITIES	CONSTRAINTS
Public Access	<ul style="list-style-type: none"> • Adjacent to Columbia View Park • Existing Street Grid at Pedestrian Scale • View Corridors • Trails • Boardwalk • Public Ownership • Community Interest and Existing Events 	<ul style="list-style-type: none"> • Distance from US 30 • Limited Connection to River
Natural and Cultural Heritage	<ul style="list-style-type: none"> • Riverfront Mountain Views • Community Support • Historic and Cultural Education 	<ul style="list-style-type: none"> • Artificial Fill
Sustainable Economic Development	<ul style="list-style-type: none"> • Proximity to the Columbia River Downtown • Prospective Purchasers Agreement • Bluff Development • Public Ownership • Existing in-water infrastructure (e.g., pilings) 	<ul style="list-style-type: none"> • Historic Infrastructure • 100-Year and 500-Year Floodplain • Waterfront Redevelopment Overlay District • Floodway Close to Shore • Riparian Overlay • Shallow Bedrock • Heavy Industrial Zoning • Restricted Areas • Large Amounts of Fill

TABLE 2-3. BWP PROPERTY OPPORTUNITIES AND CONSTRAINTS

CORE VALUE	OPPORTUNITIES	CONSTRAINTS
Public Access	<ul style="list-style-type: none"> • US 30 Connection • Planned Access Improvements • Public Ownership 	<ul style="list-style-type: none"> • Minimal Public Access • Problematic Intersections
Natural and Cultural Heritage	<ul style="list-style-type: none"> • Return of Legacy Industry • Proximity to the Columbia River 	<ul style="list-style-type: none"> • Artificial Fill
Sustainable Economic Development	<ul style="list-style-type: none"> • Match Jobs to Workforce • Create Live-Work Community • Environmental Indemnification • Existing In-Water Infrastructure (e.g., pilings) • No Floodway 	<ul style="list-style-type: none"> • Historic Infrastructure • Developable Parcels Unknown • Stormwater • Shallow Bedrock • Developer Uncertainty: 100-year floodplain, 500-year floodplain, and Milton Creek and associated riparian area

FIGURE 2-1. OPPORTUNITIES AND CONSTRAINTS



PUBLIC ACCESS

- A** CONNECTION TO EXISTING PARKS, OPEN SPACES, AND TRAILS
- B** DIRECT ACCESS FROM CITY STREETS
- C** OPPORTUNITY FOR NEW PUBLIC PATH ALONG WATER'S EDGE
- D** STEEP RIVERBANK LIMITS DIRECT WATER ACCESS
- E** HARD TO FIND FROM HWY 30, 3.5 MILES AWAY

NATURAL & CULTURAL HERITAGE

- F** VIEWS OF MT ST HELENS, MT ADAMS, AND MT HOOD
- G** CONNECTION TO HISTORIC DOWNTOWN CREATES REVITALIZATION OPPORTUNITY
- H** EXISTING WATER TRAILS CONNECT SITE TO SURROUNDING NATURAL AREAS

SUSTAINABLE ECONOMIC DEVELOPMENT

- I** DEEP WATER (~30 FT) CREATES OPPORTUNITY FOR RECREATION AND INDUSTRY
- J** STEEP BLUFF PROTECTS EXISTING VIEWS FROM POTENTIAL MULTI-STORY DEVELOPMENT
- K** ARTIFICIAL FILL ON SHALLOW BEDROCK CREATES CHALLENGE FOR DEVELOPMENT AND NATURAL RESTORATION
- L** 100-YEAR FLOODPLAIN MAY CONSTRAIN DEVELOPMENT
- M** RESTRICTED SOILS AND POTENTIAL GROUNDWATER CONTAMINATION



2.2 DEVELOPER INTERVIEWS

In spring 2016, members of the project team met with representatives of seven different real estate development firms to discuss development possibilities and issues regarding the St. Helens Veneer Property. There was general agreement among the developers of the value and scarcity of developable waterfront land. The property's beautiful views, connections to downtown, and relatively unconstrained development potential suggest it as an excellent location for waterfront residential development. All developers agreed that the biggest challenge for this property was the ability for St. Helens to prove that it can attract residents at high-enough incomes to support new construction. This suggests that the City will need to focus its efforts on marketing the city's economic development potential to attract new jobs.

Developers also noted that there are relatively few comparable developments nearby that serve as comparable development to meet underwriting criteria. Other themes that emerged were the importance of a vibrant downtown and the opportunity for the property to provide access to river users. Developers were in agreement that the City would need to provide a multi-pronged incentive toolkit and to expect that the property will develop in phases over many years. Several developers requested to stay informed on the development opportunity as it progresses.

A full summary of these meetings is available on the Waterfront Redevelopment Project webpage located under the Planning Department.

1.3 COMPETITIVE ADVANTAGE

The Veneer Property's competitive advantages are the conditions that make it more desirable for development compared to other locations.

- **Waterfront location and views.** The Veneer Property has sweeping views of the river, Mt. Hood, and Mount St. Helens, and is located adjacent to the historic downtown area.
- **City commitment to project success.** The City has acquired the land and continues to take the steps necessary to make it ready for development. The City remains committed to the community's vision for the waterfront and will provide incentives to attract a development partner who can help realize the vision.
- **Low cost of living.** St. Helens offers a small-town lifestyle within a relatively short commute to Portland-area employers and a lower cost of living. As housing costs in the Portland area increase, the City expects to see new residents appreciate the quality of life in St. Helens and seek a lower-cost home.
- **Water access.** Proximity to the water in a region where there is high demand for renting, mooring, and docking watercraft presents an opportunity to draw visitors not only from US 30 but also from the Columbia River. These visitors will support a vibrant mixed-use development on the Veneer Property and in the existing downtown that provides complementary amenities, such as a restaurant, a hotel, retail, and open space.

A photograph of a public meeting. A woman with glasses and a name tag is pointing at a large map on a wall. The map shows a street grid with some areas highlighted in yellow and green. Several people are standing around the map, looking at it. The scene is indoors, with patterned wallpaper visible in the background.

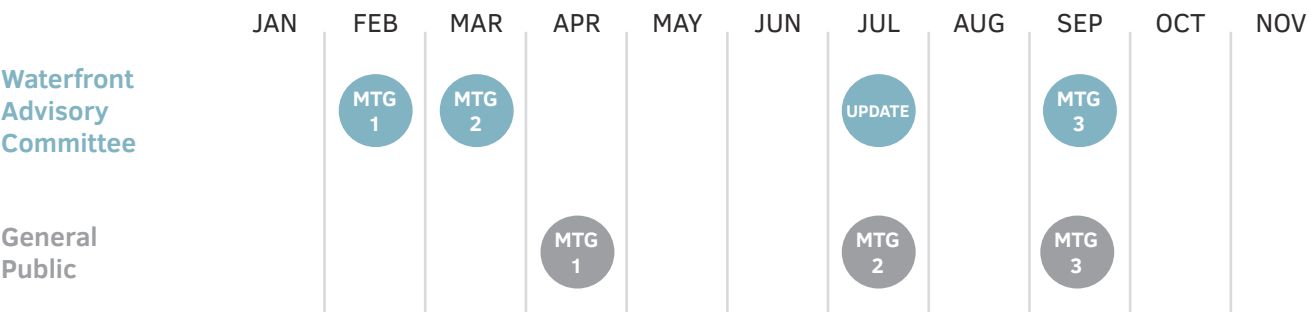
PUBLIC INVOLVEMENT

3.1 WHAT WE DID

Well before the SDAT planning effort in 2014, the St. Helens community has been actively involved in redevelopment of the waterfront. Beginning with the IPG project in 2015, the City established a Waterfront Advisory Committee (WAC) consisting of City Councilors and representatives from the Port of St. Helens; Parks Commission; Arts Commission; Planning Commission; and Public Health Foundation of Columbia County. This same committee was convened for the AWP process, meeting

four times between February and September 2016. The general public was also kept actively engaged in the process. Three public events were held between April and October 2016, each of which was attended by an average of over 100 people and included people who were becoming newly engaged in the project. Detailed meeting notes from the WAC meetings and public open houses are available on the Waterfront Redevelopment Project webpage located under the Planning Department.

FIGURE 2-1. CALENDAR OF COMMUNITY ENGAGEMENT EVENTS



Community members at the October 12, 2016 project completion celebration on the Veneer Property.

3.2 WATERFRONT ADVISORY COMMITTEE

The WAC was established to serve as an advisory panel through planning and redevelopment of the waterfront properties. This committee held three meetings, including a workshop for developing the Framework Plan, review of the framework and demonstration plan options, and review of the implementation strategy. The Committee was composed of 12 members selected to represent a diversity of stakeholder interests with long-term commitment to the community, including business, regional economic development, parks, arts and culture, and public health.

The full meeting minutes are available on the City website, listed on the Waterfront Redevelopment Project webpage located under the Planning Department.

MEETING 1: INTERACTIVE PLANNING WORKSHOP

The purpose of this meeting was to welcome the WAC to the AWP project, review the findings of the existing conditions report, and walk the committee through the interactive planning exercise. The interactive planning exercise was designed to help the committee imagine and prioritize how buildings, streets, trails, and open space could be organized on the Veneer Property. The WAC was split into two groups, each of which produced several framework plan scenarios. Several themes emerged from this interactive planning exercise, including:

- Desire for a marina located at the south end of the property
- Concerns regarding building heights and maintaining views
- Preference for a connection between 1st Street and Plymouth Street
- Overall demand for a greenway meant for the public
- Resistance to placing private development on the waterfront edge
- Support for on-water development, such as a floating restaurant or pier.



WAC members use chips to brainstorm layouts for streets, open space, and uses on the Veneer Property.

3.2 WATERFRONT ADVISORY COMMITTEE

MEETING 2: FRAMEWORK PLAN OPTIONS

The purpose of this meeting was to review the outcomes from the previous meeting's interactive planning exercise, present alternative framework plans for the Veneer Property, and discuss the economic trade-offs of the different plans, as well as the feasibility of the marina. The WAC provided specific feedback on transportation and parking, uses and services, environmental concerns, and other observations in advance of the framework plan alternatives being presented to the public.

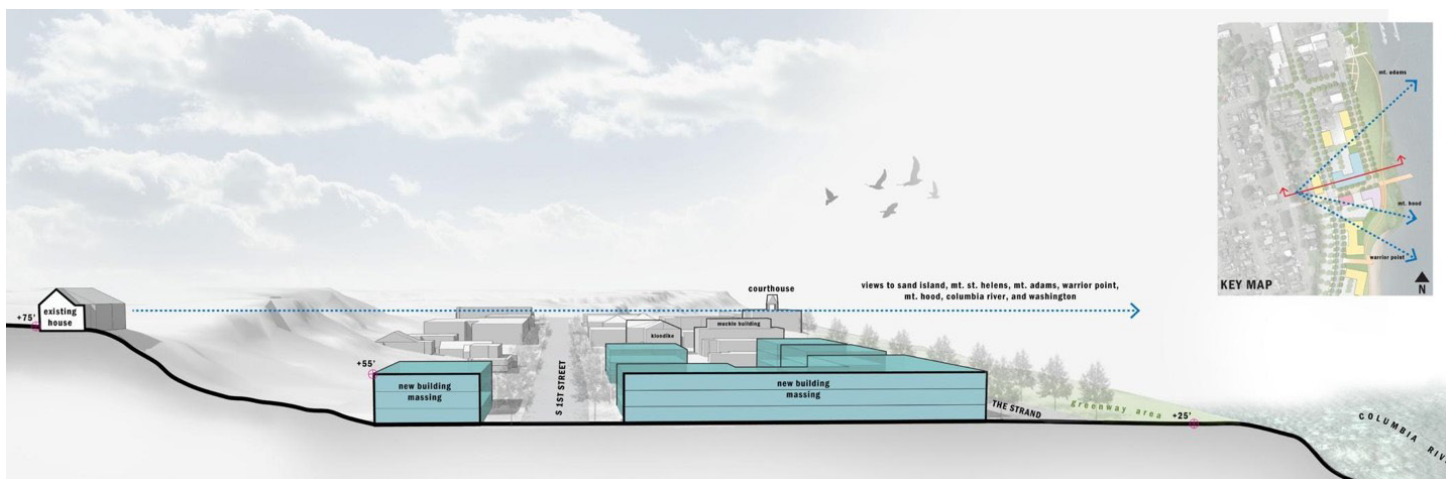
MEETING 3: IMPLEMENTATION STRATEGY

The purpose of this final meeting was to review the preferred framework and demonstration plans, and proposed implementation strategy to address any remaining concerns the committee had regarding the plans, as well as to review the project sheets, which provide an outline for how to move the Veneer Property toward and through redevelopment. Dwight Unti of Tokola Properties gave a presentation to the Committee to provide a developer's perspective on the existing opportunity that the waterfront presents, and what a developer will look for when he/she is interested in becoming involved in future development on the Veneer Property.

The Committee approved the preferred framework and demonstration plans, agreeing that the framework plan should be adopted by the City Council and that it explicitly state that the following elements be included:

- A connection between 1st Street and Plymouth through the property
- An extension of The Strand
- Pedestrian access ways through the property
- A greenway that is about 50 feet wide and a minimum of six acres
- A special waterfront-use area to allow for development fronting the water
- Development parcels that include a mix of uses

Lastly, the WAC confirmed which items are public-requirement must-haves versus preferences. This list was meant to serve as a starting point that may evolve over time, but can be included in a future Request For Information the City releases to developers.



The height of new development relative to the bluff was conveyed to the WAC utilizing the cross section above.

3.3 COMMUNITY ENGAGEMENT

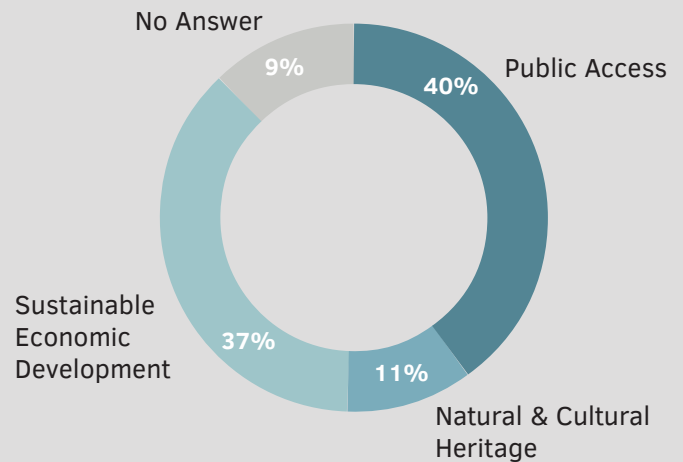
Engaging the St. Helens community was an integral part of this project. During the course of this AWP project, three public open-house events were held. Over 100 people attended each event, each time including people who had not previously been involved in the process. It was clear that the community felt passionate about how the waterfront should be redeveloped; their preferences are reflected in the final outcome. The notes from each public open house are available on the City website, listed on the Waterfront Redevelopment Project webpage located under the Planning Department.

OPEN HOUSE 1: INTRODUCTION TO THE AWP PROGRAM AND PRELIMINARY FRAMEWORK PLANS

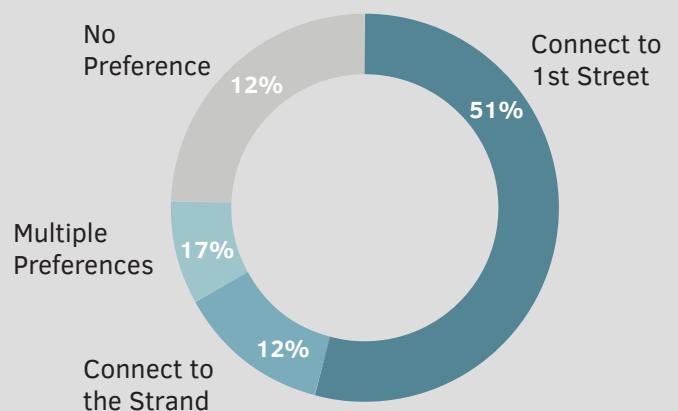
The first open house was held on April 27, 2016. The purpose of this event was to present the preliminary framework plan scenarios and receive feedback on the street layout, amount of open space, and types of uses. There were five stations through which attendees could circulate and talk to staff, including a review of the AWP process, a station for each framework plan scenario, and a station where participants could design their own framework plan scenario. Attendees were provided with fact sheets that they could reference during the open house and comment cards where they could provide feedback. A total of 75 comment cards were received.

FIGURE 2-2. COMMENT CARD FEEDBACK

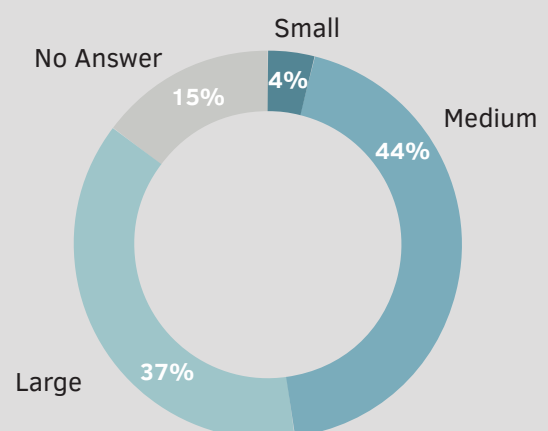
Which core value do you connect with most?



Which road alignment do you prefer?



How much open space should there be?



3.3 PUBLIC OUTREACH

OPEN HOUSE 2: PREFERRED FRAMEWORK PLAN

The second open house was held on July 6, 2016. The purpose of this event was to keep the community engaged in the redevelopment process and covered topics including the preferred framework plan, potential strategies for implementation, the festival street concept, branding, and repurposing the wastewater lagoon located between the Veneer and BWP properties. To facilitate small group conversations on these topics, staff set up six stations, including an overview of the AWP process; the preferred plan concept; implementation; streets; the public realm; and branding. There was also a station for a related but separate project on the repurposing of the wastewater lagoon located between the Veneer and BWP properties.



OPEN HOUSE 3: CELEBRATION

The final open house was held on October 12, 2016. Approximately 70 people attended the event. This event was a celebration of the effort put forward by the community, WAC, and City staff on the AWP project. Boards were set up showing the final preferred framework plan, demonstration plans, diagrams showing views of the river from the bluff given various building heights, and a rendering of future development. Additionally, information about the next steps in the redevelopment process was distributed, with an emphasis on the upcoming urban renewal planning process. Many of the attendees were excited about the work that had been done and happy that the City was actively working towards the next steps of the project.



Final public open house attendees show their support for the St. Helens Area-Wide Planning Waterfront Redevelopment Project.



A VISION FOR THE WATERFRONT

4.1 VISION STATEMENT

For centuries, people have come to the banks of the Columbia River at its confluence with the Multnomah Channel and the Lewis River. The fertile Sauvie Island was once home to thousands of Native Americans. It was here, where thickly forested slopes met a wild and wide river that the community of St. Helens began and grew. The city's riverfront was its lifeblood for decades, where timber and paper were processed and exported, where ships were built and salmon were pulled from the Columbia River. With economic and societal changes, over the years the riverfront has also changed. What was once a fully industrial, working place with very little opportunity to see or touch the river is becoming a more diverse riverfront, with greater environmental protection balanced with opportunities for new recreation, employment, and housing.

The vacant Veneer Property is the focus of this Framework Plan. With its direct connection to downtown St. Helens, it offers the potential for a **vibrant waterfront district** with amenities that can attract new residents and employers to St. Helens, as well as new residents. Both groups will enhance the community's tax base, generating further opportunities for current and future members of the St. Helens community. The St. Helens riverfront will seamlessly extend from downtown, with walkable, tree-lined streets. Along the Columbia River, where people have gathered for millennia, an expansive park with trails and recreation will once again provide the setting for the community to return to its river.



A rendering of the future St. Helens waterfront.

FRAMEWORK PLAN

5.1 WHAT IS A FRAMEWORK PLAN?

There are a number of potential future scenarios for redevelopment of the St. Helens riverfront. The Core Values stated in the Introduction play a fundamental role in establishing civic intent for the property's redevelopment. In the coming years, citizen advocates and City staff will closely observe the redevelopment process. A Framework Plan that creates both certainty and flexibility in the future with a general layout for the property. This Framework Plan is designed to establish non-negotiable plan elements described in the following sections.

This Framework Plan is a simple and general outline that will guide future, more detailed development plans, to be prepared by separate design and engineering teams as property improvements take place. The framework focuses on securing and cementing the most important public improvements that will form the basis for future public-private redevelopment: it shows general alignments for roads and public access ways, outlines areas for future development, and defines the large, contiguous area that will remain as a public park and greenway trail area along the water's edge. The Framework Plan will be adopted by the City Council and recognized in the City's development code, thereby regulating the essential improvements to the property and guiding future qualitative assessment of more detailed plans for individual properties and buildings.

A similar Framework Plan has not been prepared for the BWP Property to the south, because it is expected to continue its existing industrial operations.

The demonstration plans that follow the Framework Plan display different ways in which development under the Framework Plan could be realized in terms of building massing, development of the waterfront park and trail, and distribution of uses.

5.2 PHYSICAL FRAMEWORK

The physical design proposed for the Veneer Property is intended to provide some level of certainty to guide future City decisions, along with a more flexible approach, to the form and arrangement of development on a number of parcels.

LAND USES

A wide range of land uses is possible for the Veneer Property and is supported at a certain scale by market conditions, described earlier. For example, townhouses could be a potential use, but not in large numbers. Retail is another potential use, but recent market studies (ECONorthwest, 2015) suggest that no more than 12,000 square feet of retail can be supported, which is essentially one to two small structures. Page 24 shows images of potential development types at an appropriate scale, all of which were deemed appropriate by the WAC and the public.

veneer: physical layout

The plan offers a general framework for the property and outlines, with more certainty, some important plan elements. All of these elements will be further studied and refined as part of future design and engineering processes. These elements include:

- Extension of 1st Street south into the property, with a similar right-of-way (ROW) width of 80 feet.
- Connection of this 1st Street extension through the property to a future southern entrance to the property, where Plymouth Street currently terminates as also identified in the City's Transportation System Plan (2011).
- Extension of The Strand south into the property, at a ROW width of 70 feet.
- New east-west connection between the extensions of 1st Street and The Strand (known as 1st and Strand connector) with a ROW width of 70 feet. This new east-west portion of The Strand will be in direct alignment with the street grid in the Nob Hill neighborhood.
- An effective grid of streets or access ways radiating from 1st Street, providing regular gaps in development to allow public riverfront access and views. The southernmost access way should be aligned with a view of Mt. Hood from the property and from the adjacent bluffs.

FIGURE 5-1. FRAMEWORK PLAN



POTENTIAL DEVELOPMENT LAND USE TYPES



Light Industrial/Marine Commercial



Light Manufacturing/Brewery



Restaurant



Mix of Uses



Civic/Institutional



Hotel



Apartments



Retail

5.2 PHYSICAL FRAMEWORK

- Realignment and improvement of the existing stairs that currently extend from the east end of Tualatin Street down toward 1st Street and the Veneer Property.
- Formation of large new development parcels accessed from this grid of new streets and access ways.
- Dedication of a significant new greenway open space along the entire length of the property's Columbia River frontage, with a minimum width of 50 feet and an approximate or minimum size of at least six acres.
- 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.
- A continuous trail through this greenway, 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 BWP Property.
- Restoration of the riverbank associated with the new greenway.
- Protection and restoration of the steep slopes and cliffs that form the property's western boundary, including portions of Nob Hill Nature Park.
- Building footprints placed on the street edges (or frontage) of development parcels suggest a preferred urban design arrangement that echoes the more traditional urban form of downtown St. Helens and other Oregon towns, rather than an auto-oriented layout that sets buildings back away from the street edge.

Demonstration Plan A

This plan proposes a dramatic new urban open space on the riverfront, extending Columbia View Park south to the future street connecting The Strand and 1st Street. The scale and style of development that exists along The Strand and 1st Street continues onto the property, with small-scale buildings lining the street extensions and facing east of the Columbia River. At the 1st and Strand connector, a large development parcel on its north frontage is shown with a major institutional or civic use such as a museum, healthcare facility, or educational entity. Commercial or retail uses and a restaurant are suggested on the south side of the 1st and Strand connector, providing a level of urban activity and energy that can form the heart of the new neighborhood. The 1st and Strand connector terminates in a public plaza with a pier extending over the Columbia River. A trail along the riverbank intersects with this plaza and continues south, intersecting with public access ways at two locations with small plazas and overlooks the river's edge. At the south end of the property in this Demonstration Plan, a small marina is proposed with a brewery or restaurant on the upland property, including outdoor seating. On the east side of 1st Street, new uses are shown arranged to maximize view frontage to the river while providing additional surface parking to complement on-street parking and the surface lots west of 1st St.

Demonstration Plan B

This plan illustrates a slightly different configuration of uses on the property. New buildings line the extensions of 1st and The Strand. The 1st and Strand connector will still be an active core for the neighborhood, perhaps with more retail or commercial uses. In this plan, a new restaurant is shown on the east side of The Strand, providing a dramatic site surrounded by public access, including the extended greenway trail. In place of a pier, a large overlook plaza is shown at the end of The Strand. An option is shown for a Waterfront Special Use Area (see Figure 5.1) that proposes additional development east of the Strand, recognizing that these parcels will hold much potential appeal for certain destination uses, including a brewery, restaurant, café, or other commercial use. This type of use could also help create activity on

DEMONSTRATION PLANS

In addition to the fundamental infrastructure improvements proposed in the Framework Plan, this document includes two illustrative plans that provide examples or "demonstrations" of how future development is envisioned by the community. These demonstration plans include the following consistent components:

- Framework Street extensions are illustrated with trees and sidewalks to provide a sense of the character of these future streets.
- West of the 1st Street extension, surface parking lots are proposed with shade trees. This parking will be available to serve future development use to the east of 1st Street, and can be replaced with buildings if market conditions change in the future.
- Generally, new development is shown as simple building envelopes that are sized to reflect current real estate market trends for residential and commercial footprints.

FIGURE 5-2. DEMONSTRATION PLAN A



FIGURE 5-3. DEMONSTRATION PLAN B



5.2 PHYSICAL FRAMEWORK

the waterfront, a place to relax and enjoy the views, and could help to keep “eyes” on the expanded Columbia View Park, making it safer for the community. This Waterfront Special Use Area should include additional development regulations to ensure that future buildings provide ample public access as well as building and site design that are sensitive to such a visible location. The plan also shows a potential mix of uses between 1st Street and the greenway park, but in this demonstration, the buildings provide more frontage on 1st Street, with semi-public courtyards facing the river and effectively enlarging the size of the waterfront open space. At the property's south end, a Marina is also demonstrated, along with a destination use such as a hotel or restaurant.

STREET DESIGN

The two new street cross-sections in the Veneer Property are designed to create a pedestrian-friendly district, maximize safety, increase availability of parking for events, and facilitate public enjoyment of the waterfront and property as a whole. The extension of 1st Street will maintain its designation as a Collector (per the City's 2011 Transportation Systems Plan), and the extension of The Strand is proposed as a new “festival street,” with special paving and booth space that can be closed to vehicles during events.



All new streets should reflect Complete Street design principles: walkable, bikeable, and green.



Green parking lots with trees and stormwater planters.



Low-impact stormwater treatment along pedestrian accessway.



Pedestrian accessway.

5.2 PHYSICAL FRAMEWORK

1st Street

The extension of the 1st Street collector is shown with a modified ROW width of 80 feet to allow for on-street parking and buffered bike lanes to maximize cyclist safety. On the west side of the street, continuous planter strips with street trees and stormwater treatment swales will create a green edge between the street and the surface parking lots proposed at the base of the bluff. On the east side, adjacent to future development, street trees can be planted in tree wells or with tree grates to create a more urban pedestrian environment and wider, effective sidewalk width.



FIGURE 5-4. 1ST STREET CROSS SECTION

S 1ST STREET CROSS-SECTION - BIKE LANES ADJACENT TO TRAVEL LANES



5.2 PHYSICAL FRAMEWORK

The Strand Festival Street

The Strand festival street cross-section shows a ROW width of 70 feet—20 feet wider than its Local Street designation—to allow for additional event space and amenities. The festival street includes two travel lanes and on-street parking on either side of the street: parallel parking on the west side and angled parking on the east side facing the new greenway and river view. This was designed based on community desire for space to park on rainy days and watch the river go by. These on-street parking spaces would also double as booth space for events such as markets, fairs, art walks, or other programming, as shown in Figure 5-5.

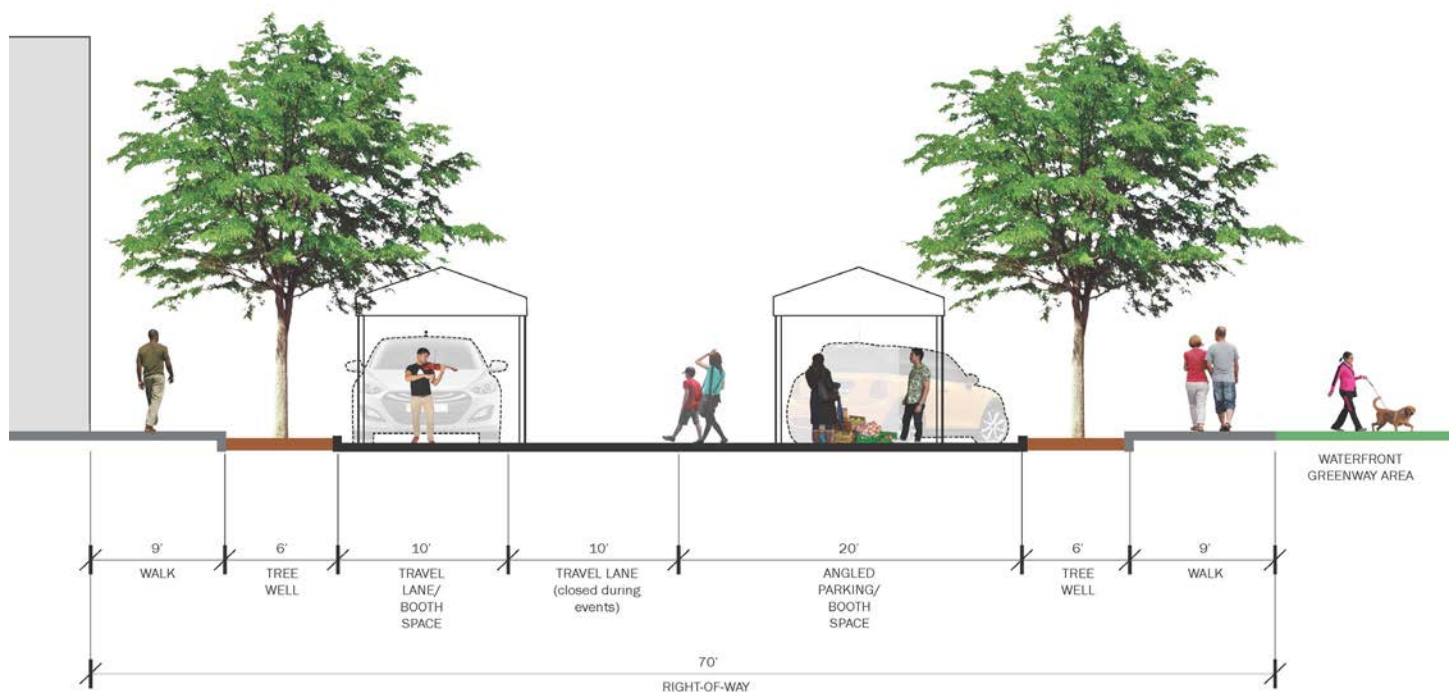


Above: A “festival street” extension of The Strand could be closed to vehicular traffic for special events or markets.



Left: Angled parking on the riverward side of The Strand festival street could provide a place to view the water on rainy days.

FIGURE 5-5. THE STRAND CROSS SECTION



5.2 PHYSICAL FRAMEWORK

GREENWAY DESIGN ELEMENTS

The new public waterfront greenway on the Veneer Property will provide at least six acres of continuous open space along the river's edge, emphasizing public access to the river as the highest priority for the property. The greenway area will provide opportunity for a range of different active and passive recreational space. This could include gardens, lawns, natural play structures, designated areas for dogs, and other amenities. Access to the water's edge will also be incorporated in the greenway design, whether through creation of a beach (if desired and feasible) or through smaller areas accessed by trails down from the top of the bank. Specific designs for the area will be determined with public input when the City implements the greenway project.

A new waterfront trail will be a central element to the new greenway area. It will connect to Columbia View Park at the north and lead to the southern end of the Veneer Property, where a future connection over the existing rail trestle can be made further south, onto the BWP

Property and beyond. The trail and its offshoots may vary in width and material, and will be punctuated by areas for amenities like seating, viewpoints, and overlooks at each east-west connection back to 1st Street. These connections or public access ways will be required as part of future development, and will be pedestrian streets with access for service and emergency vehicles only.

Along with human use of the waterfront, habitat for fish and wildlife will also be integral to complete improvements to the Veneer Property. Currently, passers-by can observe osprey nests at the south of the Veneer Property's waterfront. The water's edge should remain a viable habitat area for osprey and other wildlife. This can be accomplished through appropriate restoration of the riverbank to a native vegetation structure and by restoring shoreline habitat—for example, upland portions of the bank can be planted to improve the water quality of runoff, and the water's edge can be restructured to provide shaded, cool-water refuge for aquatic wildlife.



A rendering of a future greenway space along the Veneer Property waterfront.

5.2 PHYSICAL FRAMEWORK

MARINA

A number of boating-related uses have been suggested for the southern end of the Veneer Property to complement and energize proposed development. This location is relatively protected from prevailing northwest and eastern winds, and is not subject to currents from the main channel of the Columbia River, or the Willamette's Multnomah Channel. Although the site is not particularly suited to marine-related industrial uses, it could be developed to provide an amenity for residents of the new waterfront community, a better-protected, permanent moorage for other local residents, as well as new entertainment and service amenities for cruising boaters from other areas of the Portland marketplace.

The St. Helens regional boat moorage market seems to have nearly recovered from its pre-recession slump, with some slow growth occurring in mid-size (>30') and larger boats (>40'). Most of the moorage available in this stretch of the Columbia River and Multnomah Channel is old and tired. Newer facilities, such as McCuddy's Big Oak Marina (12 miles south of St. Helens), are generally exhibiting a higher demand than the older facilities. Initial

plans for the marina could focus on accommodating and attracting these larger vessels as permanent tenants, because there seems to be some unfulfilled demand for larger slips in the Portland regional market that are attractive to boaters with large investments in this lifestyle.

A new moorage facility in this location could generate strong synergy with upland source of entertainment (such as a brewery or restaurant). The combination could become a second focus for community activities, an attractive feature for marketing the new residential neighborhood and a drawing card for visitors arriving on land as well as water. The upland facility could be designed to include restrooms and showers for visiting boaters. It could also include a small supply shop and convenience market, a marine maintenance and detailing service, or other service-based businesses that would benefit from being on the water.

The next steps for implementing a marina on the Veneer Property are discussed on Project Sheet C7 in Appendix A.



The marina at Scappoose Bay.

5.2 PHYSICAL FRAMEWORK

BOISE WHITE PAPER: DEVELOPABLE PARCELS

Maintaining industrially zoned land is an important part of the city's and the region's economic development strategy. Since the City owns the BWP Property and several other parcels in the northwest portion of the study area, it is important to understand the opportunities that exist to market this land to potential employers. This preliminary analysis provides an overview of where there is concentrated potential for industrial

redevelopment in this area. The analysis looks at all of the industrial parcels that are vacant or underutilized, and that are in or adjacent to the study area. For this analysis, "underutilized" means that the ratio of improvement to land value is 50% or less. The analysis grades how developable the parcels are based on the factors described in Table 5-1. A higher score means there are fewer barriers to developing the parcel. This includes approximately 560 acres of industrial land, and a total of 65 parcels.

TABLE 5-1. BWP PROPERTY DEVELOPABLE PARCELS CRITERIA AND SCORING

FACTOR	GRADING	SCORES
Site Characteristics		
Acreage	Based on size of parcel; based on market demand for larger industrial parcels	2: 21+ acres 1: 6–20 acres 0: 0–5 acres
Ownership	Based on whether or not the parcel was already owned by the City	1: City-Owned 0: Other Owner
Vacant	Based on whether or not the parcel is currently vacant	1: Vacant 0: Not Vacant
Underutilized	Based on whether or not the parcel is currently underutilized	1: Underutilized 0: Not Underutilized
Transportation		
Proximity to US 30	Based on the parcel's distance from US 30	2: < ¼ mi 1: ¼ – 1 mi 0: > 1 mi
Utilities		
Water	Based on parcel's proximity to existing water utilities	2: 0–250 ft
Sewer	Based on parcel's proximity to existing sewer utilities	1: 251–1000 ft
Stormwater	Based on parcel's proximity to existing stormwater utilities	0: 1000+ ft
Environmental		
Wetland	Based on whether or not the parcel was in a wetland area	
Floodplain	Based on whether or not the parcel was in the FEMA 100-year floodplain	1: No
Critical Habitat Area	Based on whether or not the parcel was in a critical habitat area	0: Yes
Contamination	Based on whether or not there is suspected or known contamination on the property	

5.2 PHYSICAL FRAMEWORK

The historic industrial use of this property, its separation from downtown, and its proximity to OR US 30 make the BWP property suited to accommodate future industrial development. The parcels within the BWP property were evaluated to determine how developable they are. The analysis included an assessment of the parcel conditions, proximity to US 30, access to utilities, and environmental constraints (the full score table is available in Appendix B).

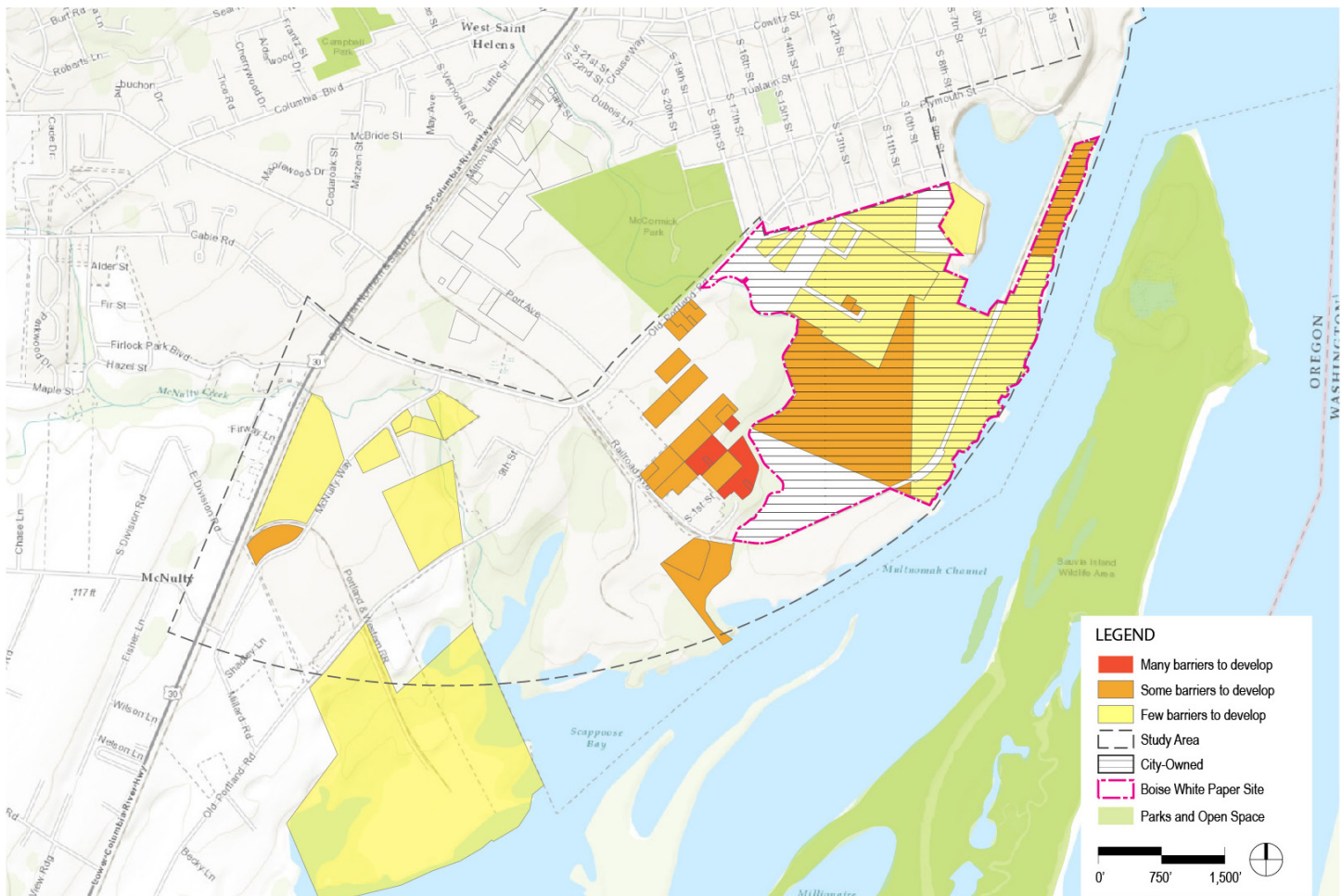
Figure 5-6 shows the scoring of the parcels. The primary findings from this analysis are:

- **Of the 13 City-owned parcels, 8 have few barriers to development.** This means that the City will need to use these findings to address the remaining barriers and make these properties more marketable. This might include aggregating properties that are too small for the industrial market, updating the

riparian designation in the St. Helens Municipal Code (SHMC), and improving transportation connectivity to parcels farther from US 30.

- **The average size of City-owned parcels is 21.4 acres.** Most of the City-owned parcels are large and would be attractive to future industrial employers. The smaller parcels the City owns are in close proximity and could be aggregated into a larger property that would be more attractive for redevelopment.
- **Many of the BWP Property parcels have known or suspected contamination.** The unknown degree of contamination is a deterrent for future development. It is important to communicate to potential developers the protections provided under the environmental indemnification in effect on the BWP Property parcels.

FIGURE 5-6. BOISE WHITE PAPER DEVELOPABLE PARCEL ANALYSIS



5.2 PHYSICAL FRAMEWORK

- **Many of the BWP Property parcels are in a wetland, riparian, and/or critical habitat area.** These designations will require a future developer to go through a sensitive lands analysis and may act as a disincentive. It would be beneficial for the City to re-evaluate these designations on properties that have had a long history of industrial use and no longer support these sensitive environmental conditions.
- **There are many developable parcels closer to US 30.** As shown in Figure 5-6, there are many developable parcels that are closer to US 30 than the City-owned parcels. To counteract this, the City will need to address any transportation issues that inhibit traffic flow through to its parcels and support these improvements with way-finding infrastructure. A marketing strategy should be developed to make the parcels more attractive to developers. City ownership can be an asset in that the City can offer incentives, such as an expedited permitting process for redevelopment of these parcels.

Further review may be required to determine if parcels are lots of record.

5.3 STUDY AREA

The study area was evaluated to determine what off-site improvements are needed to facilitate redevelopment of the waterfront. It is likely that the Veneer Property will be developed in phases, starting at the north end to create synergy between the new development and the existing downtown. To support development, the City can do the following:

- **Put out a Request for Information or Qualifications (RFI or RFQ) to prospective developers rather than a Request for Proposal (RFP).** Since the layout and type of development on the Veneer Property will remain flexible under the adopted Framework Plan, it makes more sense to put out an RFI or RFQ, which will allow the developer to create a vision for the property with the City and the community.
- **Compile a one-page sheet describing key existing conditions in the community.** This could include demographics, school enrollment, median household income, vacancy rates, etc., which will give potential developers a sense of the community context.
- **Consider the range of financial tools the City can leverage.** Some tools include an urban renewal district, a vertical-housing tax abatement zone, and a development permit fee-relief policy.
- **Show dedication to revitalization.** This plan includes a list of projects to support redevelopment. The City should complete pre-development projects (e.g., activating the downtown business association, the St. Helens Economic Development Corporation or SHEDCO) to show that the City and the community are dedicated to redevelopment.
- **Support residential development downtown.** Currently the downtown area has very little residential development, which minimizes the demand for retail and other amenities, especially after 5pm. Adding residential development means creating 24-hour demand in the downtown area, which will support the existing businesses and encourage more employers to relocate to downtown.
- **Prioritize employment in the appropriate areas.** Having a major employer in the area would create another reason for people to live downtown. However, this type of development is better suited to the BWP Property and surrounding vacant and underutilized properties. The Veneer Property is a unique community asset, and should be reserved as a public asset and a space for vibrant redevelopment.
- **Expand art and cultural activities in downtown.** This will help create a sense of place and demonstrate community pride.

5.4 TRANSPORTATION CONNECTIONS

In order for development to occur, it is imperative to improve transportation connections to and through the Veneer Property and the downtown area for pedestrians, bicyclists, and automobiles. These physical improvements need to be coupled with a way-finding strategy so that people know to turn off the highway or pull up their boats to get to this area. The following projects are discussed in more detail on their individual project sheets in Appendix A, but are important transportation elements in the larger context of the study area (see Figure 5-7 below).

- **Old Portland Road/Gable Road.** A realignment of this intersection and installation of a traffic signal to encourage motorists to use McNulty Way rather than Old Portland Road to travel between US 30 and the St. Helens downtown and waterfront redevelopment area.
- **Old Portland Road/Plymouth Street.** A realignment of Old Portland Road, Plymouth Street, or installation of a three-, four-, or five-leg roundabout in order to better accommodate large delivery vehicles that frequently travel through this area and to provide better visibility.

- **Old Portland Road/Millard Road.** Increase the turning radius in the northeast corner of the intersection to accommodate the swept path of large vehicles turning from Old Portland Road onto Millard Road.
- **Plymouth Improvements.** The segment of Plymouth Street, located between S. 6th Street and the Veneer Property, is relatively narrow due to embankments on the north and south sides of the roadway, as well as the waste-water treatment area and associated facilities on the south side of the roadway. Increased pedestrian activity and bicycle activity are anticipated along the roadway corridor as the Veneer Property redevelops and connectivity to the downtown area is improved. Improvements could include a shoulder, a bicycle lane, a sidewalk, and landscaping.

Note that the new traffic signal and intersection improvements listed above are not currently listed in the City's 2011 Transportation Systems Plan or any addendum thereof.

FIGURE 5-7. TRANSPORTATION CONNECTION OPTIONS



Navigate using Bookmarks or by clicking on an agenda item.

PARK

PHASE I

IMPLEMENTATION STRATEGY

INTRODUCTION

The Framework Plan’s vision for an active and attractive mixed-use development along the waterfront cannot be achieved without the commitment of the City and private partners. The City must invest in the waterfront park, roads, and other infrastructure to provide the foundation for a great community. Private developers will invest in high-quality vertical development: the housing units, retail space, and other development that create a vibrant destination. This implementation strategy details how to move from the framework vision to reality, pay for infrastructure, and coordinate the efforts of many partners.

This implementation framework focuses on the Veneer Property but includes all of the larger programmatic and off-site improvements necessary to support waterfront redevelopment. It increases certainty for potential private-sector partners and developers by demonstrating that the City is committed to smart implementation, has carefully considered funding and phasing for infrastructure and development on the property, and has done what it can to set the table for a successful partnership.

The City does not have the resources to develop the Veneer Property on its own and will need partners that can participate in vertical development and make investments that help to promote the area as a whole. The City’s goal is to leverage limited city resources to

The Role of Public-Private Partnerships on the Veneer Property

A public-private partnership on the Veneer Property will allow the City to best support development on the property over time, through phased investments in infrastructure and open space that are coordinated with private development. The public sector will have the greatest leverage near the beginning of a market cycle (not at the peak, as it appears to be at the time of this Action Planning process), when construction costs are lowest and when developers are seeking new projects.

generate the largest positive impact for the community. Table 6-1 shows the roles for different partners in advancing the implementation of the framework plan.

These partners will work together in three main near-term actions: (1) Attract a Developer; (2) Clarify Development Regulations; (3) Develop a Funding Plan. The remainder of this section provides detail on these actions; project sheets in Appendix A provide more detail about these actions, as well as the specific infrastructure improvements that are needed on and off-site to support development.

TABLE 6-1. PARTNERS

PARTNER	ROLE
LEADS	
City of St. Helens	Coordinate all implementation actions; lead efforts to improve the waterfront and public sites; provide funding for infrastructure to support new private development; initiate and lead interactions with private developer(s).
Developer Partner	Bring private capital to invest in new waterfront development that aligns with the City’s vision; create a development master plan that refines the ideas for private development contained in this Framework Plan.
PARTNERS	
SHEDCO and Downtown Businesses	Implement the Main Street Program to promote the Riverfront District through business outreach and pursuit of grants. Attract and retain businesses in St. Helens.
Community Members	Provide input on connections to the property through the Nob Hill Neighborhood. Consider creation of a “Friends of the Waterfront” composed of local neighbors, businesses, and other champions for the waterfront.

6.1 ACTION 1: ATTRACT A DEVELOPER

Action Summary

The recommended approach for development is to market the property, release a Request for Information or Qualifications to interested developers, and to work with a selected developer to produce a Master Plan that leads to a Disposition and Development Agreement (DDA) that outlines roles and investment responsibilities for the development partner and the City.

See Appendix C for Alternative Development Approaches.

The size and scale of the property is such that any development approach will take several, and perhaps many years to fully implement and will require continued City management. Economic cycles will also affect the pace of development and the land-disposition process, the availability of tax revenues from new site development, and the risks associated with any City investment obligations. It will be critical that the City find a trusted, capable development partner and enter into a legally binding DDA to move this project forward.

RECOMMENDED APPROACH: DISPOSITION AND DEVELOPMENT AGREEMENT

Given the potential risks and considerable public expense of infrastructure to support developable parcels, we recommend that the City pursue a DDA as it moves forward with development. A DDA is a legally binding agreement that ties a developer to performance

requirements (which may include requirements for investments in infrastructure, development timelines, or other requirements) in exchange for the City agreeing to fund and otherwise support redevelopment.

DDAs are typically organized around a detailed property Master Plan that outlines building-level details and engineering specifications for roads and other infrastructure. The City would work with a developer to create a master plan for the initial phase(s) of development on the property, and would time investment in public infrastructure so that it supports and leverages private investment in buildings to ensure efficient and effective property development that aligns with the Framework Plan goals. This entails entering into a DDA with a developer to create a Master Plan for the property that will address phasing, specifics of “special-use areas,” use mix, etc., as well as identifying who will pay for which pieces of infrastructure with which tools. Steps include:

STEP 1: PROPERTY MARKETING

The City should initiate a set of informal property-marketing actions, including setting up a development opportunity website, developing materials that clearly communicate the opportunity available on the Veneer Property, drafting press releases on the planning work to-date, and hosting informal tours with developers.

STEP 2: DEVELOP A SOLICITATION THAT OUTLINES KEY PUBLIC OBJECTIVES FOR THE PROPERTY

The City has considerable, but not complete, influence over the eventual development form for private development on the property, and needs to be clear in its requirements and communications with development

TABLE 6-2. PUBLIC-SECTOR DEVELOPMENT OBJECTIVES

CORE VALUE	DEVELOPMENT OBJECTIVES	
	Public-Sector “Must-Haves”	Public-Sector “Preferences”
Public Access	<ul style="list-style-type: none">• Active open space along the waterfront for pedestrians and bikes	<ul style="list-style-type: none">• Active access to water (i.e., marina, boat launch, beach)
Natural and Cultural Heritage	<ul style="list-style-type: none">• Improved natural function of the shoreline• Multi-modal connectivity (to street grid and transportation network)	<ul style="list-style-type: none">• Limited impact on view sheds
Sustainable Economic Development	<ul style="list-style-type: none">• Redevelopment supports existing businesses	<ul style="list-style-type: none">• Mix of residential with some retail; possible residential-compatible employment uses

6.1 ACTION 1: ATTRACT A DEVELOPER

partners about what it must have and what it desires as a result of public participation in funding infrastructure and development on the property. Through the framework plan process, the City developed a set of key objectives that stemmed from outreach with residents, as shown in Table 6-2. The City will want to refer to these objectives as it considers its approach to attracting developer(s) to the property.

STEP 3: DISPOSITION AND DEVELOPMENT AGREEMENT

Public-private partnerships work best when the public partner is clear about its investment goals. The City has developed an initial set of expectations that it will consider as it evaluates potential private development proposals, shown in Table 6-2. These criteria respond to the overall guiding principles for the project and were developed in coordination with the WAC.

The DDA should include “claw-back” language that enables the City to ensure performance or to have beneficial property reversion rights.

STEP 4: MAINTAIN FLEXIBILITY FOR FUTURE PHASES

The City is unlikely to see all private development move forward at once, given current development market conditions and the City's ability to fund investments in infrastructure and open space. While the details of the phasing should be worked out in partnership with a selected developer, we have suggested a first phase for planning and budgeting purposes. Based on interviews with development professionals and outreach with residents and downtown business owners, the most logical place for the City to focus new development is closest to existing shops and civic uses in the Riverfront District.

- Phase 1: The first phase will most likely be north of the 1st and Strand connector, to build off existing momentum in downtown St. Helens. Phasing development will allow for initial projects to build off existing energy and investments.
- Phase 2: The area south of the 1st and Strand connector is likely to take longer to develop and will leverage the development created in Phase 1, as well as the investment in waterfront open space.
- Long-term: A long-term strategy for the waterfront includes repurposing the waste-treatment lagoon by filling it in. This creates the potential for additional development or public amenities on and near the property. One source of income for implementation could be tipping fees for fill.

The recommended development phasing is shown in Figure 6-1.

FIGURE 6-1. PHASING CONSIDERATIONS



6.2 ACTION 2: ADDRESS THE ZONING CODE

Action Summary

Once the City has determined its preferred development approach, it should ensure that the zoning code is best suited to enable that approach. Options available to the City range from small changes to reflect the Framework Plan to a full re-zone of the Veneer Property.

The City should ensure that its development code is flexible enough to accommodate a variety of development types while still ensuring an appropriate level of control over the outcomes and fulfilling the goals of the Framework Plan. Uncertainty, inconsistency, and complexity in the code can have negative, even fatal, outcomes on development prospects. Any changes to the zoning should yield a simple solution that references the Framework Plan and provides control to the City and flexibility to the developer.

DEVELOPMENT AND DDA

The Waterfront Redevelopment Overlay District (WROD) was established in 2009 (SHMC 17.32.180) to provide an alternative zoning and development option that may be used to implement City goals and policies for economic development on the Veneer Property at a time when the property was not under City control. The WROD relies on a DDA for implementation since it is a “floating zone,” which does not supersede the underlying Heavy Industrial (HI) zone until the DDA is approved. According to the WROD, “the development agreement shall include a development plan or plans that has/have been approved through a site development review and/or conditional use permit and that has/have been revised as necessary to comply with city standards and applicable conditions of approval. Applicant bears responsibility for the development plan(s).”

The WROD could be modified in a number of ways to help accommodate development envisioned through the Framework Plan. At a minimum, it would need to be amended to include reference to the goals and principles of this plan. Additional modifications could be made to reduce reliance on the standards and processes it currently enforces.

If the City opts for the recommended approach outlined in Action 1, the WROD can be used with minimal modifications. However, it is an imperfect tool to accomplish City goals because it maintains the underlying HI zone and includes many burdensome and complicated standards.

RECOMMENDED APPROACH: REZONE

In order to provide certainty, clarity and simplicity to the development process, it is recommended that the City remove the WROD and change the underlying HI zone to a new zone that is specifically for the Veneer Property and could be extended south in the future if the lagoon area were to be redeveloped. This new zone would reference the requirements of the Framework Plan and rely on a DDA for implementation. Development requirements not specifically laid out in the Framework Plan or laid out in the DDA will default to City Code. Rezoning will require a legislative process that would be necessary even if the City were only changing language in the existing zones. However, a full zone change will produce a simpler result and will reflect the true long-term expectations for the property’s redevelopment as a vibrant, mixed-use waterfront district.

6.3 ACTION 3: FUND NECESSARY IMPROVEMENT PROJECTS

Action Summary

To create certainty for development, the City should create a comprehensive funding program for the property's infrastructure that includes a combination of urban renewal, state grants, and public-private partnerships.

Based on the findings from the market analysis, investment in new mixed-use development may be difficult for a developer to finance. Limited new multifamily or mixed-use development has occurred in St. Helens in the past decade, and achievable rents in the current market are generally lower than necessary to support the cost of new construction. In that context, a key purpose of this implementation strategy is to increase certainty for developers regarding where and how private development can occur, and what funding tools are available to support investments in infrastructure and new vertical development.

The framework planning process included estimation of infrastructure costs to support redevelopment in Phase 1 and 2 on the Veneer Property, including utilities, road infrastructure, and open space. These costs are summarized in Table 7-3. The magnitude of the costs outlined below points to the need for multiple funding tools to support redevelopment, as no one funding tool will be able to pay for all of the costs. It also means that development will need to be phased and done in partnership with private developers.

As part of the framework planning process, the team explored a variety of possible funding tools (detailed in Appendix D).

TABLE 6-3. COST ESTIMATES

	PHASE 1		PHASE 2		TOTAL: LOW	TOTAL: HIGH
	Low	High	Low	High		
Site Preparation	\$300,000	\$400,000	\$200,000	\$300,000	\$500,000	\$700,000
Utilities	\$1,100,000	\$1,600,000	\$700,000	\$1,200,000	\$1,800,000	\$2,800,000
Open Space	\$800,000	\$1,400,000	\$4,700,000	\$7,700,000	\$5,500,000	\$9,100,000
Roads	\$1,400,000	\$1,600,000	\$800,000	\$900,000	\$2,200,000	\$2,500,000
Bank Enhancement	\$400,000	\$500,000	\$400,000	\$500,000	\$800,000	\$1,000,000
Off-site Roads	\$0	\$0	\$700,000	\$3,600,000	\$700,000	\$3,600,000
Habitat/Riparian Enhancements	TBD	TBD	TBD	TBD	TBD	TBD
Site Remediation	TBD	TBD	TBD	TBD	TBD	TBD
Ped/Bike Connections to Site	TBD	TBD	TBD	TBD	TBD	TBD
Development Incentives	TBD	TBD	TBD	TBD	TBD	TBD
Known Costs Total	\$4,000,000	\$5,500,000	\$7,500,000	\$14,200,000	\$11,500,000	\$19,700,000

6.3 ACTION 3: FUND NECESSARY IMPROVEMENT PROJECTS

RECOMMENDED FUNDING TOOLS

The Veneer Property currently has no utilities or transportation infrastructure. The City is exploring several possible funding sources to pay for the investments identified in the Framework Plan. The City is exploring the following funding source possibilities:

- **Urban Renewal.** This tool will likely be fundamental to the ability for the city to realize the Framework Plan vision in the near term, given the scope of the infrastructure improvements needed and the need to attract a development partner with targeted incentives. The City has not yet fully explored the feasibility of urban renewal in this area.
- **Grants.** There are several transportation and open-space grants that could help to fund key pieces of the infrastructure needed to support development on the Veneer Property.
- **Public-Private Partnership.** As part of a DDA and master plan, the City will negotiate the funding of individual components of the site plan with its development partner. These improvements could use tools such as a Local Improvement District to levy assessments on surrounding property owners that benefit from that improvement.
- **Tipping Fees from Lagoon Repurposing.** The City is evaluating the feasibility of repurposing its existing wastewater lagoon as an interim, confined disposal facility that would accept fill. Income generated through fee collection could be applied to public improvements on the Waterfront properties.

Appendix D provides detailed information on these possible funding tools.

6.4 PROJECTS

Table 6-4 provides a summary of the project sheet compiled in Appendix A. These projects are intended to guide the City to and through the redevelopment of the waterfront, and include both general programs as well as phase-specific projects. These are the next steps for the City and the St. Helens community to take to achieve the future they began envisioning with the SDAT in 2014.

Phasing Assumptions

- Short-term: 0-5 years, set the site up for development
- Development Phase 1: 5-10 years, north of The Strand
- Development Phase 2: 10+ years, south of The Strand

Cost Assumptions

- Low: Under \$200,000
- Med: \$201,000 - \$1,000,000
- High: \$1,000,000+

TABLE 6-4. PROJECT SHEET SUMMARY

	SHORT NAME	DESCRIPTION	PHASING	PARTNERS	TOTAL COST
PROGRAMS					
A1	Site marketing	Develop a marketing plan for site and Framework Plan to attract developers and investment.	Short-term	City	TBD
A2	Funding toolkit	Develop a toolkit to enable the City to 1) be receptive to development opportunities and 2) create ongoing relationships with Developers.	Short-term	City, TBD	TBD
A3	Entitlements	Dedicate the ROW for local street improvements, plat parcels based on greenway location. Develop a mixed-use/special zone for the Waterfront to implement development standards established in the Plan.	Short-term	City	Low
A4	Branding and Main Street Organization Support	Create and or support new main street activities in partnership with local community groups to attract residents and visitors to downtown.	Short-term	City, Chamber, SHEDCO/Main St. Program, Travel Oregon	TBD
A5	URA Creation	Adopt an urban renewal area to generate tax increment revenue to pay for area improvement projects.	Short-term	City, SHEDCO, etc.	TBD
A6	Expand storefront improvement program	Enhance the existing historic façade improvement program to create feeling of “investment” in area.	Short-term	City, SHEDCO, State Historic Preservation Office	TBD
A7	Repurpose Wastewater Lagoon	Turn lagoon into landfill to receive fill material from various sources to create new upland waterfront land for development and revenue generation.	Long-term	Multiple	\$30-\$40M
A8	Public Parking Management Strategy	The City will develop a parking management strategy that outlines policies and programs that result in more efficient use of parking resources.	P1	City	Low
PHASE 1 PROJECTS					
B1	Site Preparation	Grading, embankment and compaction, and erosion control on the entire site.	P1, P2	City, private developers	\$500-\$700K
B2	Site Remediation	Address localized hot spots on the site in coordination with development.	P1, P2	City, Boise Cascade	TBD

6.4 PROJECTS

TABLE 6-4. PROJECT SHEET SUMMARY (CONT.)

	SHORT NAME	DESCRIPTION	PHASING	PARTNERS	TOTAL COST
PHASE 1 PROJECTS					
B3	Sanitary Sewer Structure	Install phased sewer facilities to service new development, including force mains, gravity sewer lines, and two pump stations.	P1, P2	City, private developers	\$450-\$600K
B4	Stormwater Infrastructure	Install stormwater facilities in phases, including pipes and bioretention facilities.	P1, P2	City, private developers	\$300-600K
B5	Water Distribution Infrastructure	Install pipes and fire hydrants to service new development.	P1, P2	City, private developers	\$300-\$600K
B6	Franchise Utility Infrastructure	Install underground electrical power, gas, and communications utilities in coordination with new development	P1, P2	TBD	\$600K-\$1M
B7	Columbia View Park Expansion	Design and construct new 1.3 acre park as an extension of existing Columbia View Park.	P1, P2	City, Trust for Public Land, etc.	\$840K - \$1.4M
B8	South 1st and the Strand	Construct South 1st Street and The Strand in phases, including sidewalks, intersections, bike lanes.	P1, P2	City	P1: \$1.4-\$1.6M; P2: \$800-\$910K
PHASE 2 PROJECTS					
C1	Bank Enhancement	Grading, planting, and reinforcement of bank as needed to prevent erosion, restore habitat, support greenway trail and water access and create visual interest along waterfront.	ST, P1	City, DSL, ODFW, Bonneville Foundation?	Medium to High
C2	Riparian Corridor Enhancement	Create nearshore habitat in shallow offshore areas to create salmon habitat and support potential beach and other river access.	P2	City, ODFW, DSL	Medium to High
C3	Waterfront Greenway Trail / Park Design	Install greenway trail south of Columbia View, including design, associated furnishings, interpretation and connections to new neighborhood.	P2	City, private developers,	\$4-\$7 M
C4	Improve Bluff Habitat	Plant and restore the east edge of Nob Hill, as well as base of entire bluff, including any portions of Veneer site to be added to Nature Park.	P2	City, Friends of Nob Hill Nature Park (check)	TBD
C5	Tualatin Street Plaza	Design public plaza at intersection of Tualatin Street and the Strand. Consider future pier from this location in design.	P2	City	\$500K-\$700K
C6	Habitat Enhancement/ Public Access	Restore natural area between White Paper Lagoon and Multnomah Channel. Explore options for public access in natural area.	P2	City, County, Scappoose Bay Watershed	Medium
C7	Marina	Construct a marina on the south end of the Veneer Property, near the entrance to Frogmore Slough. The marina would be privately developed, owned and operated, but at least partly open to the public and available for public use and access.	P2	Private developer and operator, Department of State Lands, Oregon Marine Board	\$500K-\$1M

6.4 PROJECTS

TABLE 6-4. PROJECT SHEET SUMMARY (CONT.)

	SHORT NAME	DESCRIPTION	PHASING	PARTNERS	TOTAL COST
TRANSPORTATION CONNECTIONS					
D1	Improve trail connection to Nob Hill Nature Park from south of site	Explore alternatives for connecting waterfront greenway to existing trail connections to Nob Hill Nature Park; improve existing trail if necessary.	Short-term	City, Friends of Nob Hill Nature Park, OPHI	Low
D2	Trail connection over restored/renovated trestle to south	Extend trail from downtown to south of the site, providing access to natural areas along Multnomah Channel.	P2	City, County, City of Portland via Lagoon project?	Medium
D3	Realign and improve Tualatin Street stairway	Widen, rebuild and align existing staircase to new east-west ROW on Veneer site. Install signage/lighting. Tie to 1st St. construction.	TBD	City Partners: Friends and Neighbors of River View	Low to Medium
D4	Wayfinding Improvements	Help people find downtown retail and existing business district. Attract people on Hwy 30 to St. Helens downtown. Integrate corridor master planning effort and other efforts.	Short-term	City, SHEDCO, Main St program	TBD
D5	Old Portland/Gable Improvements	Improve the intersection to better accommodate traffic coming to the Veneer site.	P2	City	\$250K-\$1.7M
D6	Old Portland/Plymouth	Improve the intersection to better accommodate traffic and serve as a gateway to the site.	P2	City	\$320K-\$1.8M
D7	Old Portland/Millard	Reconstruct intersection to better accommodate large vehicles.	Short-term or P1	City	\$60-70K
D8	Plymouth	Improve bicyclist and pedestrian safety along Plymouth Street.	TBD	City	\$100K-\$300K
D9	Plymouth/6th	Install a signage to increase safety.	TBD	City	\$2,000

RECEIVED

February 27, 2017

MAR - 2 2017

CITY OF ST. HELENS

City of St. Helens Planning Commission
P.O. Box 278
St. Helens, OR 97051

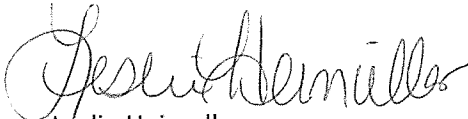
Planning Commission:

I am writing to you because I cannot attend the meeting on March 14, 2017 in person, but would like to voice my concerns for the Waterfront zoning and planning.

All of us living on South 2nd street have been extremely concerned about the height of the buildings that will be allowed. Especially after it was allowed for a structure to be built on top of the Muckle building which is a historical building and should never have been allowed. And the people in direct view were never notified. The buildings on 1st street need to be kept no taller than the existing building and any buildings on Strand Street need to be kept a single level so our views will not be obstructed. All structures should be kept low enough to not obstruct any views. When purchasing our homes we have paid for the view and feel that it should not be taken away. We live here and this will affect our everyday lives!

I am all for creating a Waterfront Park for the public to use as well as bringing in new business. I would also be in favor of a restaurant for brewery as long as it is kept to the far far south end of the Veneer property so not to obstruct the views of the people living on the far end of South 2nd street. I have also read that Carl Coffman has recommended putting in housing built with containers. I hope this is not something that will be allowed. You want to bring people/families to the Waterfront not detour them away. The Waterfront needs to be kept fairly classy but family oriented.

Please consider us whom live here not just visit.



Leslie Heimuller
Owner – 325 S. 2nd Street

Jacob Graichen

From: Jennifer Dimsho
Sent: Tuesday, March 07, 2017 8:46 AM
To: Jacob Graichen
Subject: FW: thank you for re-zoning proposal for NHNP

FYI

From: Barbara Quinn [mailto:barbaraqnn718@gmail.com]
Sent: Sunday, March 05, 2017 8:30 AM
To: Caroline Skinner <caro4321@earthlink.net>
Cc: Jennifer Dimsho <jdimsho@ci.st-helens.or.us>; bhandy4@comcast.net; Patrick Birkle <pjbirkle@gmail.com>
Subject: Re: thank you for re-zoning proposal for NHNP

RECEIVED
MAR -7 2017
CITY OF ST. HELENS

This is good news! great work Caroline & Howard

On 4 March 2017 at 20:23, Caroline Skinner <caro4321@earthlink.net> wrote:

Hi Jennifer,

Howard and I would like to respond to the recent letter the city sent out about the Waterfront Redevelopment Plan to say how happy and pleased we are to see the proposal to re-zone Nob Hill Nature Park from heavy industrial status to public lands. It is great to know it will be on equal footing with most other city parks. We think this is 100% appropriate and we are deeply appreciative.

Thank you so much for all your hard work on this project; it's very exciting.

Best Regards,

--Caroline Skinner & Howard Blumenthal / Friends of Nob Hill Nature Park

RECEIVED

MAR - 8 2017

Visual Sight Limitation Over the Veneer Waterfront

CITY OF ST. HELENS

No height limitations should be put on the structures located on the veneer water front development area. There are two areas of St. Helens development that would be severely impacted by a height limitation.

First, a height limitation would absolutely reject many types of commercial development. Including the size and structure of residential structures.

Second, a height limitation would benefit only a few residences giving a select few families the power to dictate to the city what is acceptable eliminating any input on the city's future from most of the citizens.

Third, a height limitation with the promise of giving a panorama view to a few families would also eliminate that view from most of the citizens for they are excluded because only a few private properties have access to the view.

Some details.

If the height limitation was set to allow only single store structure, no useful building could be place on the veneer property. The visiting architects point out the because of the possible river level rise it would be smart to have the ground floor, parking or some non-critical area, with the second floor where the business or living took place.

A two-story structure only allows one floor for business or living. Even if all the residences were removed from the front of the Nob Hill area and this parcel of land could be turned into a public park, allowing all of the citizens to enjoy the view, the loss of commercial value of the water front would deter growth of St. Helens.

Presently the visual distraction of the exposed sewer pipes from Nob Hill to the Veneer property shows that the Nob Hill area is exempt from the standard sanitation rules that the other residents must follow. The social implication is that Nob Hill is above the law. The height limitations on the veneer property would only reinforce this.

Another request is that the Nob Hill nature park area be re-zoned from a commercial status to a park should not happen. With height limitations being placed on the veneer property, the only remaining location for high rise structures is on this commercial property. The only purpose for keeping this a park would to benefit the Nob Hill area when the toxic waste facility is built. With the final use of the toxic waste facility being ball fields and the trestle park being located closer to the water there is no need for more park property.

3/8/17

Stephen R. Taz

City of St. Helens
PROCLAMATION
By Mayor Rick Scholl

National Public Safety Telecommunicators Week
April 9 – 15, 2017

WHEREAS, emergencies can occur at any time that require police, fire or emergency medical services; and

WHEREAS, when an emergency occurs the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property; and

WHEREAS, the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the Columbia 9-1-1 Communications District; and

WHEREAS, public safety telecommunicators are the first, and most critical, contact our citizens have with emergency services; and

WHEREAS, public safety telecommunicators are the single vital link for our police officers, firefighters and emergency medical personnel by monitoring their activities by radio, providing them information, and insuring their safety; and

WHEREAS, public safety telecommunicators of the Columbia 9-1-1 Communications District have contributed substantially to the apprehension of criminals, suppression of fires, and treatment of patients; and

WHEREAS, each dispatcher has exhibited compassion, understanding, and professionalism during the performance of their job in the past year.

NOW, THEREFORE, I, Rick Scholl, Mayor of the City of St. Helens, do proclaim the week of April 9-15, 2017, as National Public Safety Telecommunicators Week in St. Helens, in honor of the men and women whose diligence and professionalism keep our city and citizens safe.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of St. Helens to be affixed at St. Helens City Hall on this 5th day of April, 2017.

MAYOR:



Rick Scholl, Mayor

ATTEST:

Kathy Payne, City Recorder

*Place
Gold
Seal &
Stamp
Here*

City of St. Helens
ORDINANCE NO. 3214

AN ORDINANCE TO AMEND THE CITY OF ST. HELENS COMPREHENSIVE
PLAN MAP FOR CERTAIN PROPERTY FROM THE SUBURBAN RESIDENTIAL
(SR) DESIGNATION TO THE GENERAL RESIDENTIAL (GR) DESIGNATION
AND THE ZONING DISTRICT MAP FROM THE MODERATE RESIDENTIAL
(R7) ZONE TO THE APARTMENT RESIDENTIAL (AR) ZONE

WHEREAS, applicants have requested to amend the City of St. Helens Comprehensive Plan Map and Zoning District Map for property depicted in **Attachment "A"** and described in **Attachment "B"** attached hereto and made part of this reference from Suburban Residential (SR) to General Residential (GR), and Moderate Residential (R7) to Apartment Residential (AR), respectively; and

WHEREAS, the St. Helens Planning Commission did hold a duly noticed public hearing and did conclude to recommend such a change to the City Council; and

WHEREAS, the City Council did hold a duly noticed public hearing and did find that after due consideration of all the evidence in the record compared to the criteria, that they agreed with the application; and

WHEREAS, the Council has considered the findings of compliance with criteria and law applicable to the proposal.

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

Section 1. The above recitations are true and correct and are incorporated herein by reference.

Section 2. The City of St. Helens Comprehensive Plan Map is amended to change the plan designation boundaries of the Suburban Residential (SR) designation to the General Residential (GR) designation for the property described herein.

Section 3. The City of St. Helens Zoning District Map is amended to change the zoning district boundaries of the Moderate Residential (R7) zone to the Apartment Residential (AR) zone for the property described herein.

Section 4. In support of the aforementioned Comprehensive Plan Map and Zone District Map Amendment, the Council hereby adopts the Findings of Fact and Conclusions of Law, attached hereto as **Attachment "C"** and made part of this reference.

Section 5. The effective date of this Ordinance shall be 30 days after approval, in accordance with the City Charter and other applicable laws.

Read the first time: April 5, 2017
Read the second time: April 19, 2017

APPROVED AND ADOPTED this 19th day of April, 2017 by the following vote:

Ayes:

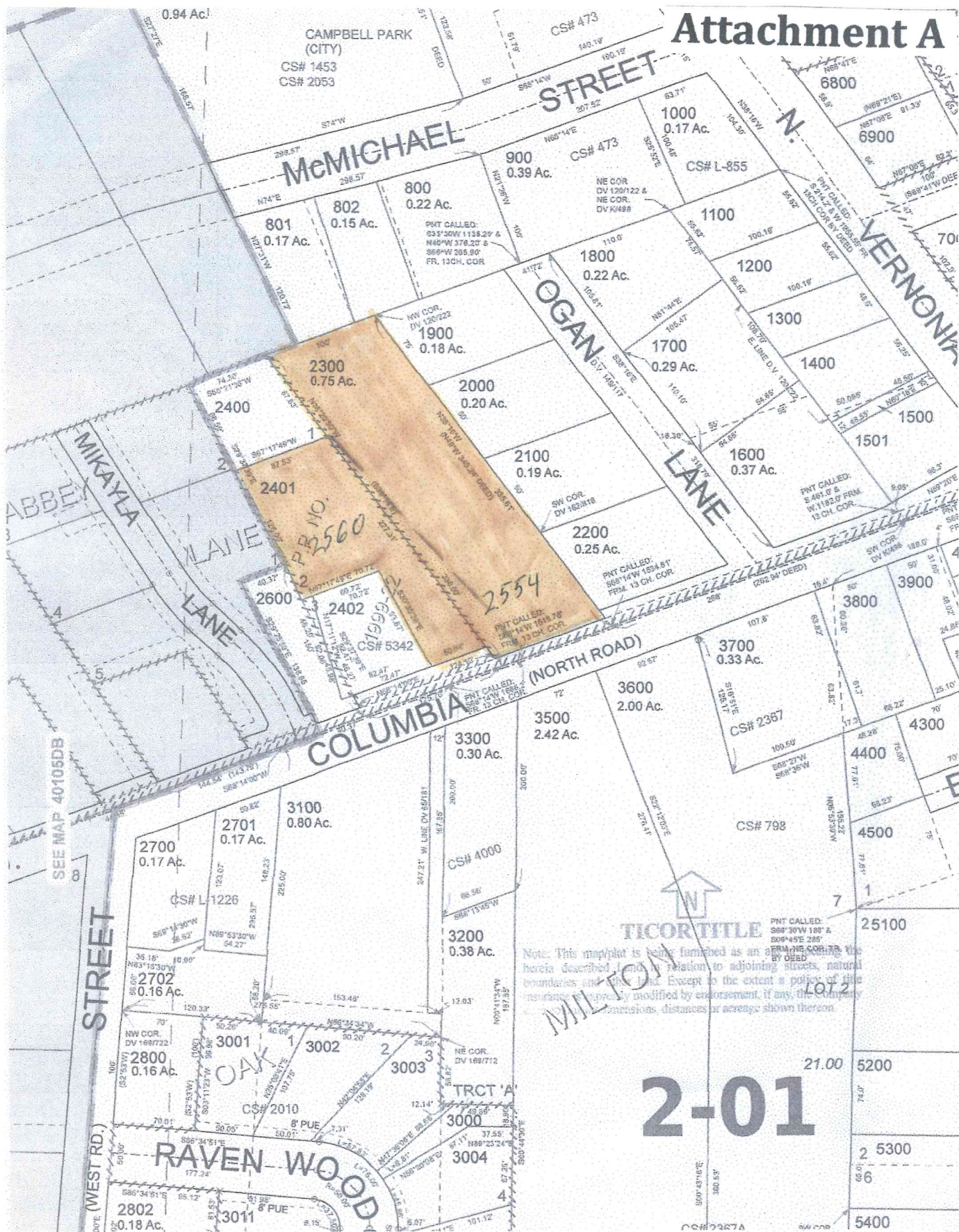
Nays:

Rick Scholl, Mayor

ATTEST:

Kathy Payne, City Recorder

Attachment A



Legal Description

Two separate parcels identified as follows:

Parcel 1:

- **Parcel 2 of P.P. No. 1999-22, City of St. Helens, Columbia County Oregon**
- **Columbia County Tax Assessor Map Number: 4N1W 5DA 2401**
- **Address: 2560 Columbia Boulevard**

Parcel 2:

- **The 0.75 acre parcel adjacent to the east line of Parcel 2 of P.P. No. 1999-22, City of St. Helens, Columbia County Oregon**
- **Columbia County Tax Assessor Map Number: 4N1W 5DA 2300**
- **Address: 2554 Columbia Boulevard**

**CITY OF ST. HELENS PLANNING DEPARTMENT
FINDINGS OF FACT AND CONCLUSIONS OF LAW
Comprehensive Plan Map and Zone Map Amendment CPZA.4.16**

APPLICANT: Craig & Ronda Melton, David Coombs

OWNER: Same

ZONING: Moderate Residential (R7)

LOCATION: 4N1W-5DA-2300 & 2401
2554 & 2560 Columbia Blvd.

PROPOSAL: Zone Map Amendment from Moderate Residential (R7) to Apartment Residential (AR) and Comprehensive Plan Amendment from Suburban Residential (SR) to General Residential (GR)

The 120-day rule (ORS 227.178) for final action for this land use decision is not applicable per ORS 227.178(7).

SITE INFORMATION / BACKGROUND

2554 Columbia Blvd. is developed on a 0.75-acre lot with a single-family dwelling that was built in the 1960s. There is also an existing detached accessory structure in the backyard. 2560 Columbia Blvd. is developed on a 0.37-acre lot with a multi-dwelling unit (4-plex). It was built in 1983 under the Rural Housing Federal Program which assists low-income tenants. Since then, according to the applicant, the 4-plex only houses residents 55 years of age and older with 75% of the current occupants receiving financial housing assistance from the Northwest Oregon Housing Authority. If this 4-plex was destroyed, it could not be rebuilt with current R7 zoning per the City's non-conforming use rules. Both sites have access from Columbia Blvd. with paved parking areas. The driveway to the 4-plex is already developed with sidewalks and curbs. There is an existing access and utility easement located on the 4-plex property for the benefit of the abutting property to the north.

PUBLIC HEARING & NOTICE

Hearing dates are as follows: February 14, 2017 before the Planning Commission and March 15, 2017 before the City Council.

At their February 14, 2017 meeting, the Commission unanimously, with one absent member, recommended approval of the request to the City Council.

Notice of this proposal was sent to surrounding property owners within 300 feet of the subject properties on January 24, 2017 via first class mail. Notice was sent to agencies by mail or e-mail on January 24, 2017. Notice was published in the The Chronicle on February 1, 2017. Notice was sent to the Oregon Department of Land Conservation and Development on January 11, 2017.

AGENCY REFERRALS & COMMENTS

City Engineering: I have no objections to the request. The proposed amendment would not have any direct negative impact on public infrastructure. Utility improvements will be required depending on the future development proposal.

APPLICABLE CRITERIA, ANALYSIS & FINDINGS

SHMC 17.20.120(1) – Standards for Legislative Decision

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

- (a) The statewide planning goals and guidelines adopted under ORS Chapter 197;
- (b) Any federal or state statutes or guidelines found applicable;
- (c) The applicable comprehensive plan policies, procedures, appendices and maps; and
- (d) The applicable provisions of the implementing ordinances.

(a) Discussion: This criterion requires analysis of the applicable statewide planning goals. The applicable goals in this case are Goal 1, Goal 2, Goal 10, and Goal 12.

Finding (s):

Statewide Planning Goal 1: Citizen Involvement.

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

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

The City's Development Code is consistent with State law with regards to notification requirements. Pursuant to SHMC 17.20.080 at least one public hearing before the Planning Commission and City Council is required. Legal notice in a newspaper of general circulation is required too. Notice of this proposal was sent to surrounding property owners within 300 feet of the subject properties. The City has met these requirements and notified DLCD of the proposal.

Given the public vetting for the plan, scheduled public hearings, and notice provided, Goal 1 is satisfied.

Statewide Planning Goal 2: Land Use Planning.

This goal requires that a land use planning process and policy framework be established as a basis for all decisions and actions relating to the use of land. All local governments and state agencies involved in the land use action must coordinate with each other. City, county, state

and federal agency and special districts plans and actions related to land use must be consistent with the comprehensive plans of cities and counties and regional plans adopted under Oregon Revised Statutes (ORS) Chapter 268.

The City and State (i.e., DLCD) coordinated with regard to the adoption of this proposal. The City notified DLCD as required by state law prior to the public hearings to consider the proposal.

There are no known federal or regional documents that apply to this proposal. Comprehensive Plan consistency is addressed further below.

Given the inclusion of local, state, regional and federal documents, laws, participation and opportunity for feedback as applicable, Goal 2 is satisfied.

Statewide Planning Goal 10: Housing

This goal is about meeting the housing needs of citizens of the state. Buildable lands for residential use shall be inventoried and plans shall encourage the availability of adequate numbers of needed housing units at price ranges and rent levels which are commensurate with the financial capabilities of Oregon households and allow for flexibility of housing location, type and density.

Goal 10 intends that cities identify housing needs and develop a land use policy framework that meets identified needs. One key issue addressed in a housing needs analysis is how much land is needed for different housing types, and therefore must be designated for those needs. Providing sufficient land in the proper designations is one of the most fundamental land use tools local governments have to meet housing needs.

The City's most recent analysis of this sort is from the Periodic Review Work Task #1, Land Use Inventory from 1998. This calls for 35% of total residential lands to be for multi-family dwelling units. Of all current residential lands (zones AR, R5, R7, R10, and MHR), 9.8% is zoned AR. AR is the only zone that allows multi-family dwelling units as a permitted use and is the City's highest density zone. Given the disparity between the target percentage and the current, this change advances the City's identified housing needs.

Goal 10 is satisfied.

Statewide Planning Goal 12: Transportation

Goal 12 requires local governments to "provide and encourage a safe, convenient and economic transportation system." Goal 12 is implemented through DLCD's Transportation Planning Rule (TPR), OAR 660, Division 12. The TPR requires that where an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation would significantly affect an existing or planned transportation facility, the local government shall put in place measures to assure that allowed land uses are consistent with the identified function, capacity, and performance standards of the facility.

A traffic impact analysis shall be submitted with a plan amendment or zone change application, **as applicable**, pursuant to Chapter 17.156 SHMC. See Section (d) for a more detailed discussion of the TPR and implementing ordinances.

- (b) Discussion:** This criterion requires analysis of any applicable federal or state statutes or guidelines in regards to the residential zone change request.

Finding: There are no known applicable federal or state statutes or guidelines applicable to this zone change request.

- (c) Discussion:** This criterion requires analysis of applicable comprehensive plan policies, procedures, appendices, and maps. The applicable Comprehensive Plan goals and policies are:

19.08.050 Housing goals and policies.

(1) Preface. Residents of the city of St. Helens are demographically in different stages of socioeconomics. As such, they vary in their family sizes, economic capabilities and interests and will desire different types of housing. The strategy is to ensure that sufficient lands are designated for those different phases and desires of current and future residents and to encourage policies and decisions to allow all residents the ability to find affordable housing.

(2) Goals.

(a) To promote safe, adequate, and affordable housing for all current and future members of the community.

(b) To locate housing so that it is fully integrated with land use, transportation and public facilities as set forth in the Comprehensive Plan.

(3) Policies. It is the policy of the city of St. Helens to:

(a) Maintain adequate development and building codes to achieve the city's housing goals.

(b) Encourage the distribution of low income and/or multifamily housing throughout the city rather than limiting them to a few large concentrations.

[...]

(d) Encourage and cooperate with all efforts to provide adequate housing for those with special needs.

[...]

(h) Encourage energy-efficient housing patterns in residential developments.

19.12.030 Suburban residential category goals and policies.

(1) Goals. To establish conditions which will maintain attractive, convenient residential living typical of moderate density semi-suburban areas.

(2) Policies. It is the policy of the city of St. Helens to:

(a) Allow for the convenient location of grocery stores by the conditional use process.

(b) Permit a degree of flexibility in residential site design and a mixture of housing, including multi-dwelling units, through the planned development procedures.

- (c) Promote the development of homesites at a density and standard consistent with: the level of services that can reasonably be provided and the characteristics of the natural environment.*
- (d) Review diligently all subdivision plats in the suburban residential category to ensure the establishment of a safe and efficient road system.*
- (e) Designate suburban residential lands as R-7, Moderate Residential, or R-10, Suburban Residential, on the city zoning map.*

19.12.020 General residential category goals and policies.

- (1) Goals. To create conditions suitable for higher concentrations of people in proximity to public services, shopping, transportation and other conveniences.*
- (2) Policies. It is the policy of the city of St. Helens to:*
 - (a) Require undeveloped public ways of record to be improved to applicable city standards as a condition to the issuance of building permits for lots that front these ways.*
 - (b) Encourage the infilling of areas presently undeveloped due to topographical limitations to achieve a more efficient use of the land.*
 - (c) Allow for the convenient location of grocery stores by the conditional use process.*
 - (d) Develop rules for multifamily dwellings which are consistent with housing policies.*
 - (e) Designate general residential lands as R-5, General Residential or AR, Apartment Residential on the city zoning map.*

Discussion: The proposal is to amend the Zoning Map from Moderate Residential (R7) to Apartment Residential (AR), and the Comprehensive Plan Map from Suburban Residential (SR) to General Residential (GR), in order to accommodate AR zoning.

Finding (s): There is demand for additional housing units in the region and in St. Helens. The applicant notes a specific demand for 55 and older housing for the growing baby boomer population. This proposal is not contrary to Comprehensive Plan goals and policies.

The Planning Commission and City Council determined the zoning change request is consistent with the Comprehensive Plan goals and policies.

(d) Discussion: This criterion requires that the proposal not conflict with the applicable provisions of the implementing ordinances. See the applicant's narrative for a list of permitted uses within the AR and R7 zoning districts.

Per Chapter 17.156 Per SHMC, a Traffic Impact Analysis shall be required to be submitted to the City with a land use application when the proposed action is estimated to generate 250 average daily trips (ADT) or more or 25 or more weekday a.m. or p.m. peak hour trips (or as required by the city engineer).

The worst-case development scenario using permitted uses for the .75 acre lot under R7 zoning would be four single-family dwelling units. According to the 9th ed. of the Institute of

Transportation Engineers (ITE), this would generate 38 ADTs, 3 peak hour a.m. trips, and 4 peak hour p.m. trips. Under AR zoning, the worst-case development scenario using permitted uses is a 20-unit multi-dwelling unit. The ITE states this would generate 133 ADTs, 10 peak hour a.m. trips, and 12 peak hour p.m. trips. Therefore, difference in ADTs and peak hour trips between R7 and AR does not exceed 250 or 25 weekday a.m. or p.m. peak hour trips. A Transportation Impact Analysis will not be required for this proposal.

The definition of “spot zoning” per Chapter 17.16 SHMC:

Rezoning of a lot or parcel of land to benefit an owner for a use incompatible with surrounding uses and not for the purpose or effect of furthering the comprehensive plan.

Although the property abuts existing AR zoning, on the Comprehensive Plan Map, the properties surrounding the zone change proposal are not zoned GR. The Planning Commission and City Council were satisfied with a new area designated General Residential (GR) on the Comprehensive Plan Map and found that the proposal will remain compatible with the surrounding area.

Finding(s): This proposal will not significantly affect an existing or planned transportation facility. A Traffic Impact Analysis will not be required for this proposal.

The proposal will result in the existing multi-dwelling unit to become a permitted use instead of a non-conforming use, enabling it to be re-built if destroyed. The detached single-family dwelling is a permitted use in either case.

Planning Commission and City Council determine that this proposal is not a spot zoning.


CONCLUSION & DECISION

Based upon the facts and findings herein, the City Council approves this proposal.

Rick Scholl, Mayor

Date

COUNCIL ACTION SHEET

To:	The Mayor and Members of City Council	
From:	Sue Nelson, Public Works Engineering Director Neal Sheppard, Public Works Operations Director	
Date:	15 March 2017	
Subject:	Award Pump Purchase for Lift Station No. 9	

Background:

Sanitary Lift Station No. 9 is a small lift station constructed approximately 20 years ago for the Yachts Landing condominium development. Although maintained regularly, the pumps are experiencing more issues and are not as efficient as they used to be meaning that they have to operate longer to pump the same volumes. Newer technology can provide better equipment for lower operating costs. During the Capital Improvement budget process for 2016/17 it was determined that the pumps should be replaced before the existing pumps experience complete failure, leaving multiple households without a functioning sewer.

In early March, an RFP was issued for the procurement of new pumps, with proposals due on March 23. The following is a summary of the results:

FIRM	LOCATION	BID
Hurley Engineering	Tacoma, WA	\$15,542.00
Correct Equipment	Canby, OR	\$19,082.00
Grundfos Pumps	Portland, OR	Non Responsive

The project is identified in the 2016/2017 approved budget as Lift Station Upgrade in Sanitary Sewer Capital Projects, GL 010-303-653306, with a total budgeted amount of \$70,000. Once the pumps have been purchased, a contractor will be obtained for installation.

Recommendation:

Award the purchase of pumps and equipment for the Sanitary Lift Station No. 9 Upgrade project to Hurley Engineering and authorize signature of a Purchase Order.

Attachments:

Hurley Engineering quotation; Correct Equipment quotation



Tacoma Office (Remit to:) 302 East 26th Street, Tacoma, WA. 98421 PH 253-272-9389 - FAX 253-272-9502		Tualatin Service Center 9400 SW Tualatin-Sherwood Rd, Tualatin, OR. 97062 PH 503-224-6330 - 800-850-7226		Express Quote	
Name / Address		Ship To		Date	Quote #
CITY OF ST HELENS PO BOX 278 ST HELENS, OR 97051				3/20/2017	18282
				PH#	503-397-6272
				FAX#	
				Customer E-mail	
Customer Contact Information		PH#	E-mail	Rep.	PD Sales Person
AARON KUNDERS		503-397-2344	AARONK@CI.ST-HEL...	800	YES MATT
Terms	Est. Ship Date	FOB	NOTES		
TBD	5/19/2017	FACTORY			
Item	Description	Qty	Cost	Total	
BAR133145-MBM	BARNES 4SE3724L, 3.7 HP, 240 / 1 / 60 power supply, 1750 rpm, 4 inch inch discharge, 6.375 inch / Cast Iron / Open impeller, Carbon/Ceramic/Buna - Carbon/Ceramic/Buna seal, moisture sensor: Yes, thermal protection: Motor Overload, 30' cord, pump support: No Legs, Standard paint, performance test: Standard Non-Certified, megger test: None	2	5,333.00	10,666.00T	
BAR128281	BARNES 4" NON-CLOG BREAK AWAY FITTING (DISCHARGE ELBOW)	2	1,573.00	3,146.00T	
BAR131307	BARNES ASSEMBLY INTERMEDIATE, BAF4X4	2	449.00	898.00T	
BAR074886AR	BARNES CABLELIFTING, SS, 240" LG	2	416.00	832.00T	
ALLOW LEAD TIME 8 WEEKS FROM FACTORY, PLUS TRANSIT TIME					
FREIGHT ADDITIONAL					
			Sales Tax (0.0%)		\$0.00
			Total		\$15,542.00



Scope of Supply

To: St Helens

Date: 3 /22/2017

Project Name: 2017 St Helens Pump Station Replacement

Section: Lift Station Pumps (installation by others) & Controls (installation by others)

Correct Equipment Inc. PH: 425.869.1233 F: 425.869.1033 Tim Owes: 503.616.8279

-
- We are pleased to offer the following equipment for this project

Manufacturer: WILO / ORPAC

QTY: 2

Included:

1. (2) FA10.33E FK17Kex 4.HP/230V/3PH, 39' Power Cable (200GPM@24TDH)
2. (1) Duplex Pump Installation kit
 - a. Base Elbows (4inch)
 - b. 304 SS Guide Rails (2 rails per pump, 80ft total)
 - d. 25ft SS Lifting Chain & Anchor Shackle's (2 per pump)
3. (1) Duplex Roto-Phase Single Phase Converter
 - a. 4HP/230V/3PH
 - b. NEMA 4 Enclosure
4. Start-up Services
5. Freight to Job Site
6. Submittals and Operation Manuals

Not included: Installation and installation materials by other. Controls by others. Items shipped loose for installation in the field. Special bid proposal & bid bonds can be added for fee. Pump control panels, disconnect panel, patch panels, mounting, lighting panels or special panel features not included. Additional panel features, pump features or station equipment supplied by others.

Exceptions/Clarifications: Only parts in the above quotation provided. Startup on equipment (sign off for warranty) will be supplied for approximately 2-3hr on site: Training is not included but can be added for fee if desired (any additional startup or training days can be added for \$1000 + expenses). Witnessed or non-Witnessed testing, Pressure, Seismic, Electrical Testing, Flow Rate, Vibration and Critical Speed Testing/Measurement shall be considered part of the Field Tests and shall be provided by others. Pump anchorage details can be provided. Anchorage equipment and calculations by others. Adjustments to the above quotation will be considered a change order. Submittals/O&M Manuals: Electronic submittals and O&M's will be provided at no cost. Two (2) black and white O&M hard copies to be provided after engineer/customer approval. Additional hard copies can be purchased for \$75 each. Signage by others

Price: \$ 19,082.00


****Alternate Panel Option:** VFD's in lieu of Roto-Phase: \$926.00 (add to price above)

Terms: In addition to WILO/ORPAC terms and conditions, Standard Correct Equipment terms and conditions apply. Applicable taxes additional. Price good 90 days.

Estimated Ship Lead Time: 3-5 Weeks ARO and Approval. Submittal Lead Time 2-3 Weeks (if required).

-----END OF QUOTATION-----

COUNCIL ACTION SHEET

To:	The Mayor and Members of City Council	
From:	Sue Nelson, Public Works Engineering Director Neal Sheppard, Public Works Operations Director	
Date:	5 April 2017	
Subject:	Award 2017 I&I Sewer Inspection Project, S-647	

Background:

For the past 10 years the City has extended significant resources focused on locating and eliminating Inflow and Infiltration (I&I) of stormwater into the sanitary sewer system. The excess flows can create raw sewage overflows during heavy rain events. A system-wide study determined that approximately 50% of I&I reaching the Wastewater Treatment Plant is from deficient sewer lateral pipes. In addition to several extensive projects to repair, replace, and otherwise rehabilitate the public sewer mains, multiple projects have been performed in the past to inspect, identify, and direct the repair of the privately owned laterals. This project is a continuation of that program, which has been very successful in reducing the I&I throughout the City.

An Invitation to Bid, including plans and specifications prepared by the City Engineering Department staff, was issued on March 8, 2017 with a submittal deadline of April 4, 2017. The following bids were received:

FIRM	LOCATION	BID
XXX		
YYY		
ZZZ		

This project is identified in the current 2016/17 Capital Improvement Budget as Sewer Main Replacement, account 010-303-653301, with a total budgeted amount is \$200,000.

Recommendation:

Award the contract for the 2017 I&I Sewer Inspection Project, S-647 to XXX as the lowest responsive bidder and authorize the Mayor to execute a Public Improvement Contract with XXX for the 2017 I&I Sewer Inspection Project, S-647. Contract will be at the rate prescribed in that firm's submitted bid, plus standard contingency.



Conduits™ Service Agreement

EFFECTIVE DATE: _____

PARTIES:

NETASSETS CORPORATION ("NETASSETS")
109 River Ave, Eugene, Oregon 97404

City of St. Helens ("ORGANIZATION")
265 Strand Street
St. Helens OR, 97051

AGREEMENT

This Agreement is made as of the date stated above, (the "Effective Date") and sets forth the terms and conditions under which the web application known as Conduits™ will be used by ORGANIZATION, and made available for use by NETASSETS.

1. Definitions

1.1 "Conduits™", as created by NETASSETS, including web pages, graphics, data formats, and server components, shall mean the web application used for publication of the ORGANIZATION'S interests in real property via the Internet.

1.2 "Intellectual Property Rights" shall mean any and all now known or hereafter known tangible and intangible, and in any media, means and forms of exploitation throughout the universe exploiting current or future technology yet to be developed, (a) rights associated with works of authorship throughout the universe, including but not limited to copyrights, moral rights, and mask-works, (b) trademark and trade name rights and similar rights, (c) trade secret rights, (d) patents, designs, algorithms and other industrial property rights, (e) all other intellectual and industrial property rights (of every kind and nature throughout the universe and however designated) (including logos, "rental" rights and rights to remuneration), whether arising by operation of law, contract, license, or otherwise, and (f) all registrations, initial applications, renewals, extensions, continuations, divisions or reissues hereof now or hereafter in force (including any rights in any of the foregoing).

1.3 "End-user(s)" shall mean any individual, company, or entity that is given access to Conduits™.

1.4 "Search Transaction(s)" shall mean any search request of Conduits™ initiated by an End-user for data related to interest against an individual real property.

1.5 "Internal Search(es)" shall mean a Search Transaction identified as internal in Conduits™, performed by ORGANIZATION for ORGANIZATION's own internal purposes.

1.6 “Duplicate Search(es)” shall mean a Search Transaction performed by the same End-user on the same real property within a specified number of days as defined by ORGANIZATION in Conduits™.

1.7 “Prepaid Search(es)” shall mean the purchase, via credit card or otherwise, of the right to perform a Search Transaction at some future time.

2. Payment

2.1 Search Fees. ORGANIZATION agrees to pay NETASSETS a fee of \$10 for each Search Transaction or Prepaid Search by an End-user, not including Internal Searches. The same fee applies for Duplicate Searches unless ORGANIZATION does not charge the End-user for a Duplicate Search.

2.2 Payment Method. NETASSETS will invoice ORGANIZATION monthly at its address as ORGANIZATION has designated through the information entered into Conduits. Payment will be due within fifteen (15) days of the invoice date. Payments shall be made to NETASSETS' address or by electronic funds transfer as agreed upon.

3. Use of Conduits™

3.1 Prohibited Actions. ORGANIZATION shall not adopt, translate, copy or modify Conduits™, or disassemble, decompile, reverse engineer, reverse compile, cross compile or otherwise attempt to derive source code from Conduits™. ORGANIZATION shall not create accounts for use of Conduits™ for any End-user outside of ORGANIZATION.

3.2 Transmission of Data. ORGANIZATION shall be solely responsible for the timely and accurate update and transmission of information or other data submitted to Conduits™, and shall promptly report any problems encountered by ORGANIZATION or End-users in operation of or access to Conduits™. ORGANIZATION shall transmit all data to NETASSETS in the format(s) as mutually agreed upon.

3.3 Ownership Rights. Ownership of all Intellectual Property Rights in Conduits™ will at all times remain the property of NETASSETS. ORGANIZATION agrees not to remove or obliterate any copyright, trademark or proprietary rights notices of NETASSETS or NETASSETS's suppliers from Conduits™.

4. Term of Agreement/Termination

4.1 Term. This agreement is effective from the Effective Date, until the date of termination under this Section 4.

4.2 Termination by ORGANIZATION. ORGANIZATION may terminate this Agreement:

- 4.2.1 At any time, with or without cause, effective upon sixty (60) days prior written notice to NETASSETS, or
- 4.2.2 Thirty (30) days after delivery of written notice to NETASSETS by ORGANIZATION that NETASSETS has breached any provision of this Agreement, if NETASSETS has not cured such breach within the thirty (30) day period.
- 4.3 Termination by NETASSETS. NETASSETS may terminate this Agreement:
 - 4.3.1 At any time, with or without cause, effective upon sixty (60) days prior written notice to ORGANIZATION; or
 - 4.3.2 Immediately upon written notice to ORGANIZATION in the event of any breach of Sections 2, 3.1 or 3.3; or
 - 4.3.3 Thirty (30) days after delivery of written notice to ORGANIZATION that ORGANIZATION has breached any provision of this Agreement other than Sections 2, 3.1 or 3.3, and has not cured such breach within the thirty (30) day period.
- 4.4 Actions Upon Termination.
 - 4.4.1 ORGANIZATION 'S Actions. Upon termination ORGANIZATION shall immediately discontinue use of Conduits™.
 - 4.4.2. NETASSETS' Actions. Upon termination NETASSETS shall cease to make Conduits™ available. NETASSETS shall have no obligation to return or retransmit any data to ORGANIZATION, and after termination may archive data solely for NETASSETS' business purposes.

5. Limitation of Liability and Indemnification

5.1 Exclusion of Consequential Damages. IN NO EVENT SHALL NETASSETS BE LIABLE FOR ANY LOSSES OF OR DAMAGE TO REVENUES, PROFITS OR GOODWILL OR OTHER SPECIAL, INCIDENTAL, INDIRECT OR CONSEQUENTIAL DAMAGES OF ANY KIND, RESULTING FROM ITS PERFORMANCE OR FAILURE TO PERFORM PURSUANT TO THE TERMS OF THIS AGREEMENT, OR RESULTING FROM THE FURNISHING, PERFORMANCE, OR USE OR LOSS OF ANY SOFTWARE OR OTHER MATERIALS DELIVERED TO ORGANIZATION HEREUNDER, INCLUDING WITHOUT LIMITATION ANY INTERRUPTION OF BUSINESS, WHETHER RESULTING FROM BREACH OF CONTRACT OR BREACH OF WARRANTY OR OTHERWISE, EVEN IF LICENSOR HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

5.2 Maximum Monetary Liability for Breach of Agreement. Notwithstanding anything herein to the contrary, the maximum aggregate amount of money damages for which NETASSETS may be liable to ORGANIZATION under this Agreement, resulting from any cause whatsoever, shall be limited to the amounts actually paid by ORGANIZATION to NETASSETS under this Agreement during the ninety (90) days immediately preceding the date NETASSETS is notified in writing of a claim by ORGANIZATION for breach of agreement.

5.3 Third Party Providers. ORGANIZATION acknowledges that in connection with Conduits™, information will be transmitted over local exchange, interexchange and internet backbone carrier lines and through routers, switches and other devices owned, maintained and serviced by third party local exchange and long distance carriers, utilities, internet service providers and others, all of which are beyond the control of NETASSETS. Accordingly, NETASSETS assumes no liability for or relating to the delay, failure, interruption or corruption of any data or other information transmitted in connection with use of Conduits™.

5.4 Indemnification with Respect to End-users. NETASSETS has no contractual relationship or other legal duty to End-user(s) and it assumes no liability with respect to the use of Conduits™ by End-user(s). Accordingly, ORGANIZATION agrees to defend, indemnify, and hold NETASSETS harmless for any losses, costs, claims, or other liabilities arising out of the misuse of Conduits™ by End-users.

6. Support and Maintenance

6.1 General Support. NETASSETS shall provide to ORGANIZATION the maintenance and support services as set forth in Appendix A: Service Level.

6.2 End-User Support. NETASSETS agrees to provide all initial support to End-Users of Conduits. Any support issues relating to ORGANIZATION policy or data that cannot be dealt with by NETASSETS will be forwarded to ORGANIZATION to provide support.

7. Miscellaneous Provisions

7.1 No Assignment. Neither this Agreement nor any rights hereunder, in whole or in part, shall be assignable or otherwise transferable by ORGANIZATION, and any purported assignment or transfer shall be null and void.

7.2 Severability. If any term or provision of this Agreement shall be found to be illegal or unenforceable, then, notwithstanding, it will be enforced to the maximum extent permissible, and the legality and enforceability of the other provisions of this Agreement will not be affected. It is expressly understood and agreed that each and every provision of this Agreement which provides for a limitation of liability is intended by the parties to be severable and independent of any other provision and to be enforced as such.

7.3 Entire Agreement/Modification. This Agreement and its attachments constitute the entire agreement between the parties concerning Conduits™ and supersede all prior agreements, whether written or verbal, between the parties. No purchase order, other ordering document or any other document which purports to modify or supplement this Agreement or any attachment hereto shall add to or vary the terms and conditions of this Agreement, unless executed by both NETASSETS and ORGANIZATION and expressly identified therein as a modification to this Agreement. No amendment shall be considered to have been made to this Agreement unless it is in writing and is executed by both parties.

7.4 Force Majeure. Neither party shall be liable or deemed to be in default for any delay or failure in performance under this Agreement or interruption of service resulting directly or indirectly from acts of God, or any causes beyond the reasonable control of such party, including without limitation interruption of power or communications facilities or failure of data storage hardware or software that is not caused solely by the party's acts or omission.

7.5 Governing Law, Venue, Jurisdiction. The parties agree that this Agreement shall be governed and construed by the laws of the State of Oregon. The parties hereby submit to the jurisdiction and venue of the Circuit Court of the State of Oregon for Lane County or, if appropriate, the federal courts of the District of Oregon.

7.6 Attorney Fees. In the event action is instituted to enforce any term of this Agreement, the prevailing party shall recover from the losing party reasonable attorney fees incurred in such action as set by the trial court and, in the event of appeal, as set by the appellate courts.

Net Assets Corporation:

By: _____
David J. Gates, President

Date: _____

City of St. Helens

By: _____

Date: _____

Printed Name: _____

Title: _____

Appendix A: Service Level

1. Conduits™ will be available 99.9% of the time during ORGANIZATION's normal business hours. During any month, any individual outage in excess of 20 minutes or 4 outages exceeding 5 minutes each will constitute a violation.
2. 80% of Conduits™ transactions will exhibit 10 seconds or less response time, defined as the interval from the time the server receives a transaction request to the time a response is generated and sent back. Missing the metric for business transactions measured over any business week will constitute a violation.
3. Net Assets will respond to service incidents that affect multiple users within 24 hours, resolve the problem within 48 hours, and update status every 12 hours. Missing any of these metrics on an incident will constitute a violation.
4. Net Assets will respond to service incidents that affect individual users within 24 hours, resolve the problem within 72 hours, and update status every 12 hours. Missing any of these metrics on an incident will constitute a violation.
5. Net Assets will respond to non-critical inquiries within 20 business hours. Missing this metric on an incident will constitute a violation.

GRANICUS, INC. SERVICE AGREEMENT

THIS SERVICE AGREEMENT (the “Agreement”), dated as of March 31, 2017 (the “Effective Date”), is entered into between Granicus, Inc. (“Granicus”), a California Corporation, and **City of St. Helens, Oregon**, (the “Client”). Additional definitions of capitalized terms used herein are set forth in Section 12 hereof.

A. WHEREAS, Granicus is in the business of developing, licensing, and offering for sale various streaming media solutions specializing in Internet broadcasting, and related support services; and

B. WHEREAS, Granicus desires to provide and Client desires to (i) purchase the Granicus Solution as set forth in the Proposal, which is attached as Exhibit A, and incorporated herein by reference, (ii) engage Granicus to integrate its Granicus Software onto the Client Website, (iii) use the Granicus Software subject to the terms and conditions set forth in this Agreement, and (iv) contract with Granicus to administer the Granicus Solution through the Managed Services set forth in Exhibit A.

NOW, THEREFORE, in consideration of the foregoing and the mutual agreements, covenants, representations, and warranties herein contained, the parties hereto agree as follows:

1. GRANICUS SOFTWARE AND MANAGED SERVICES.

1.1 Software and Services. Subject to the terms and conditions of this Agreement, Granicus will provide Client with the Granicus Software, and Managed Services that comprise the Granicus Solution as outlined in Exhibit A. Managed Services shall mean the services provided by Granicus to Client as detailed in Exhibit A. Managed Services Fee shall mean the monthly cost of the Managed Services, as detailed in Exhibit A.

2. GRANT OF LICENSE.

2.1 Ownership. Granicus, and/or its third party supplier, owns the copyright and/or certain proprietary information protectable by law in the Granicus Software.

2.2 Use. Granicus agrees to provide Client with a revocable, non-transferable and non-exclusive license to access the Granicus Software listed in the Proposal and a revocable, non-sublicensable, non-transferable and non-exclusive right to use the Granicus Software. All Granicus Software is proprietary to Granicus and protected by intellectual property laws and international intellectual property treaties. Pursuant to this Agreement, Client may use the Granicus Software to perform its own work, including Client's work with its customers/constituents. Cancellation of the Client's Managed Services will also result in the immediate termination of the Client's Software license as described in Section 2.2 hereof.

2.3 Limited Warranty; Exclusive Remedies. Subject to Sections 6.1 and 6.2 of this Agreement, Granicus warrants that the Granicus Software, as provided by Granicus, will substantially perform in accordance with the functionality and features as described in the Proposal for as long as the Client pays for and receives Managed Services. Client's sole and exclusive remedy for any breach by Granicus of this warranty is to notify Granicus, with sufficient detail of the nonconformance, and provide Granicus with a reasonable opportunity to correct or replace the

defective Granicus Software. Client agrees to comply with Granicus' reasonable instructions with respect to the alleged defective Granicus Software.

2.4 Limitations. Except for the license in Section 2.2, Granicus retains all ownership and proprietary rights in and to the Granicus Software, and Client is not permitted, and will not assist or permit a third party, to: (a) utilize the Granicus Software in the capacity of a service bureau or on a time share basis; (b) reverse engineer, decompile or otherwise attempt to derive source code from the Granicus Software; (c) provide, disclose, or otherwise make available the Granicus Software, or copies thereof, to any third party; or (d) share, loan, or otherwise allow another Meeting Body, in or outside its jurisdiction, to use the Granicus Software, or copies thereof, except as expressly outlined in the Proposal.

3. PAYMENT OF FEES

3.1 Client agrees to pay all fees, costs and other amounts as outlined in the Proposal in Exhibit A.

3.2 Fifty percent (50%) of all up-front fees for all products are due upon Granicus' receipt of an executed agreement or purchase order, as appropriate. The remaining fifty percent (50%) of up-front fees for each product are due upon delivery of the respective product.

3.3 Annual billing for Managed Services for associated products shall begin upon completion of delivery as defined under Section 3.4 below. Client shall be invoiced for a twelve (12) month period commencing upon delivery of the configured product(s). Thereafter, Client will be billed annually in advance. Client agrees to pay all invoices from Granicus within thirty (30) days of receipt of invoice. Client acknowledges that products may be delivered and fully operational separate from the other purchased products.

3.4 For Granicus Hardware, delivery is complete once the Client receives Hardware components with the configured Granicus Software. For Granicus Software, delivery is complete once the Software is installed, configured, tested and deemed by Granicus to be ready for Client's use, irrespective of any training services provided to Client by Granicus. Upon Granicus Hardware and/or Software delivery, Client will have fifteen (15) days to notify Granicus of any issues or problems. If Client notifies Granicus within such fifteen (15) day period of issues or problems, Granicus will promptly work to fix those issues or problems. Granicus oftentimes sells multiple software suites in one transaction. For Clients that have purchased multiple suites, Granicus reserves the right to start invoicing on a per suite basis when considered delivered.

3.5 Granicus, Inc. shall send all invoices to:

City of St. Helens
Kathy Payne, City Recorder
PO Box 278
St. Helens, OR 97051
kathy@ci.st-helens.or.us
(503)366-8217

3.6 Upon each yearly anniversary during the term of this Agreement (including both the initial term and all renewal terms), the Granicus Managed Service Fees shall

automatically increase from the previous Managed Service Fees by five (5) percent per annum.

3.7 Training Usage Policies. Granicus has established best practice training plans around success with Granicus services, and Clients are encouraged to take advantage of all purchased training up-front in order to achieve the maximum amount of success with their services. All purchased training must be completed within ninety (90) days of the date of the project kickoff call. Any purchased training not used during this ninety (90) day period will expire. If Client feels that it is necessary to obtain more training after the initial ninety (90) day period, Client may purchase additional training at that time.

3.8 Training Cancellation Policies. Granicus' policies on Client cancellation of scheduled trainings are as follows:

(a) Onsite Training. For any cancellations within forty-eight (48) hours of the scheduled onsite training, Granicus, at its sole discretion, may invoice the Client for one hundred (100) percent of the purchased training costs and all travel expenses, including any incurred third party cancellation fees. Subsequent training will need to be purchased and scheduled at the previously quoted pricing.

(b) Online Training. For any cancellations within twenty-four (24) hours of the scheduled online training, Granicus, at its sole discretion, may invoice the Client for fifty (50) percent of the purchased training costs, including any incurred third party cancellation fees. Subsequent training will need to be purchased and scheduled at the previously quoted pricing.

4. CONTENT PROVIDED TO GRANICUS

4.1 Responsibility for Content. The Client shall have sole control and responsibility over the determination of which data and information shall be included in the Content that is to be transmitted, including, if applicable, the determination of which cameras and microphones shall be operational at any particular time and at any particular location. However, Granicus has the right (but not the obligation) to remove any Content that Granicus believes violates any applicable law or this Agreement.

4.2 Restrictions. Client shall not provide Granicus with any Content that: (i) infringes any third party's copyright, patent, trademark, trade secret or other proprietary rights; (ii) violates any law, statute, ordinance or regulation, including without limitation the laws and regulations governing export control and e-mail/spam; (iii) is defamatory or trade libelous; (iv) is pornographic or obscene, or promotes, solicits or comprises inappropriate, harassing, abusive, profane, defamatory, libelous, threatening, indecent, vulgar, or otherwise objectionable or constitutes unlawful content or activity; (v) contains any viruses, or any other similar software, data, or programs that may damage, detrimentally interfere with, intercept, or expropriate any system, data, information, or property of another.

5. TRADEMARK OWNERSHIP. Granicus and Client's Trademarks are listed in the Trademark Information exhibit attached as Exhibit D.

5.1 Each Party shall retain all right, title and interest in and to their own Trademarks, including any goodwill associated therewith, subject to the limited license granted pursuant to Section 5.2 hereof. Upon any termination of this Agreement, each Party's right to use the other Party's Trademarks pursuant to this Section 5 terminates.

5.2 Each Party grants to the other a non-exclusive, non-transferable (other than as provided in Section 5 hereof), limited license to use the other Party's Trademarks as is reasonably necessary to perform its obligations under this Agreement, provided that any promotional materials containing the other Party's Trademarks shall be subject to the prior written approval of such other Party, approval of which shall not be unreasonably withheld.

6. LIMITATION OF LIABILITY

6.1 Warranty Disclaimer. Except as expressly provided herein, Granicus' services, software and deliverables are provided "as is" and Granicus expressly disclaims any and all express or implied warranties, including but not limited to implied warranties of merchantability, and fitness for a particular purpose. Granicus does not warrant that access to or use of its software or services will be uninterrupted or error free. In the event of any interruption, Granicus' sole obligation shall be to use commercially reasonable efforts to restore access.

6.2 Limitation of Liabilities. To the maximum extent permitted by applicable law, Granicus and its suppliers and licensors shall not be liable for any indirect, special, incidental, consequential, or punitive damages, whether foreseeable or not, including but not limited to: those arising out of access to or inability to access the services, software, content, or related technical support; damages or costs relating to the loss of profits or revenues, goodwill, data (including loss of use or of data, loss or inaccuracy or corruption of data), or cost of procurement of substitute goods, services or technology, even if advised of the possibility of such damages and even in the event of the failure of any exclusive remedy. In no event will Granicus' and its suppliers' and licensors' liability exceed the total amount of Managed Services Fees paid by Client under this Agreement for the six (6) month period prior to the date the claim arose, regardless of the form of the claim (including without limitation, any contract, product liability, or tort claim (including negligence, statutory or otherwise)).

7. CONFIDENTIAL INFORMATION & OWNERSHIP.

7.1 Confidentiality Obligations. Each party agrees to keep confidential and not disclose to any third party, and to use only for purposes of performing or as otherwise permitted under this Agreement, any Confidential Information of the other Party. The receiving party shall protect the Confidential Information using measures similar to those it takes to protect its own confidential and proprietary information of a similar nature but not less than reasonable measures. Each party agrees not to disclose the Confidential Information to any of its Representatives except those who are required to have the Confidential Information in connection with this Agreement and then only if such Representative is either subject to a written confidentiality agreement or otherwise subject to fiduciary obligations of confidentiality that cover the confidential treatment of the Confidential Information.

7.2 Exceptions. The obligations of this Section 7 shall not apply if receiving party can prove by appropriate documentation that such Confidential Information (i) was known to the receiving party as shown by the receiving party's files at the time of disclosure thereof, (ii) was already in the public domain at the time of the disclosure thereof, (iii) entered the public domain through no action of the receiving party subsequent to the time of the disclosure thereof, or (iv) is required by law or government order to be disclosed by the receiving party, provided that the receiving party shall (i) if permitted by applicable law, notify the disclosing party in writing of such required disclosure as soon as reasonably possible prior to such disclosure, (ii) use its commercially reasonable efforts at its expense to cause such disclosed Confidential Information to be treated by such governmental authority as trade secrets and as confidential.

8. TERM

8.1 The term of this Agreement shall commence on the date hereof and shall continue in full force and effect for thirty-six (36) months after the date hereof. This Agreement shall automatically renew in perpetuity for terms of one (1) year each, unless either party notifies the other in writing at least thirty (30) days prior to such automatic renewal that the party does not wish to renew this Agreement.

8.2 Rights Upon Termination. Upon any expiration or termination of this Agreement, and unless otherwise expressly provided in an exhibit to this Agreement:

(a) Client's right to access or use the Granicus Solution, including Granicus Software, terminates and Granicus has no further obligation to provide any services;

(b) Client shall immediately return the Granicus Software and all copies thereof to Granicus, and within thirty (30) days of termination, Client shall deliver a written certification to Granicus certifying that it no longer has custody of any copies of the Granicus Software.

(c) Client shall refer to Exhibit E for the four (4) termination/expiration options available regarding Content.

8.3 Obligations Upon Termination. Upon any termination of this Agreement,

(a) the parties shall remain responsible for any payments that have become due and owing up to the effective date of termination;

(b) the provisions of 2.1, 2.4, 3, 4, 5, 6, 7, 8.2, 11, and 12 of the Agreement, and applicable provisions of the exhibits intended to survive, shall survive termination of this Agreement and continue in full force and effect;

(c) pursuant to the termination or expiration options regarding Content as set forth on Exhibit E, Granicus shall allow the Client limited access to the Client's Content, including, but not limited to, all video recordings, timestamps, indices, and cross-referenced documentation. The Client shall also have the option to order hard copies of the Content in the form of compact discs or other equivalent format; and

(d) Granicus has the right to delete Content within sixty (60) days of the expiration or termination of this Agreement.

9. PATENT, COPYRIGHT AND TRADE SECRET INFRINGEMENT.

9.1 Granicus' Options. If the Granicus Software becomes, or in Granicus' opinion is likely to become, the subject of an infringement claim, Granicus may, at its option and sole discretion, (i) obtain for Client the right to continue to use the Granicus Software as provided in this Agreement; (ii) replace the Granicus Software with another software product that provides similar functionality; or (iii) if Granicus determines that neither of the foregoing options are reasonably available, Granicus may terminate this Agreement and refund any prepaid fees to Client for which it has not received the services.

10. INTERLOCAL AGREEMENT.

10.1 This Agreement may be extended for use by other municipalities, school districts and governmental agencies upon execution of an addendum or other signed writing setting forth all of the terms and conditions for such use, including the products and services and fees applicable thereto. Any such usage by other entities must be in accordance with the City Code, Charter and/or procurement rules and regulations of the respective governmental entity.

11. MISCELLANEOUS.

11.1 Amendment and Waiver. This Agreement may be amended, modified, waived or canceled only in writing signed by each of the parties hereto or, in the case of a waiver, by the party waiving compliance. Any failure by either party to strictly enforce any provision of this Agreement will not be a waiver of that provision or any further default.

11.2 Governing Law. The laws of the State of Colorado shall govern the validity, construction, and performance of this Agreement, without regard to its conflict of law principles.

11.3 Construction and Severability. Wherever possible, each provision of this Agreement shall be interpreted so that it is valid under applicable law. If any provision of this Agreement is held illegal or unenforceable, that provision will be reformed only to the extent necessary to make the provision legal and enforceable; all remaining provisions continue in full force and effect.

11.4 Independent Contractors. The parties are independent contractors, and no other relationship is intended by this Agreement.

11.5 Force Majeure. Other than payment obligations, neither party is responsible for any delay or failure in performance if caused by any event outside the reasonable control of the party, including without limitation acts of God, government regulations, shortage of supplies, act of war, act of terrorism, earthquake, or electrical, internet or telecommunications outage.

11.6 Closed Captioning Services. Client and Granicus may agree that a third party will provide closed captioning or transcription services under this Agreement. In such case, Client expressly understands that the third party is an independent contractor and not an agent or employee of Granicus. Granicus is not liable for acts performed by such independent third party.

12. DEFINITIONS. In addition to terms defined elsewhere in this Agreement, the following terms shall have the meaning specified:

12.1 “Confidential Information” shall mean all proprietary or confidential information disclosed or made available by either party pursuant to this Agreement, directly or indirectly, in any manner whatsoever (including without limitation, in writing, orally, electronically, or by inspection), that is identified as confidential or proprietary at the time of disclosure or is of a nature that should reasonably be considered to be confidential, and includes but is not limited to the terms and conditions of this Agreement, and all business, technical and other information (including without limitation, all product, services, financial, marketing,

engineering, research and development information, product specifications, technical data, data sheets, software, inventions, processes, training manuals, know-how and any other information or material); provided, however, that Confidential Information shall not include the Content that is to be published on the Client Website.

12.2 “Content” shall mean any and all, documents, graphics, video, audio, images, sounds and other content that is streamed or otherwise transmitted or provided by, or on behalf of, the Client to Granicus.

12.3 “Client Website” shall mean the Client's existing websites.

12.4 “Granicus Application Programmatic Interface” shall mean the Granicus interface which is used to add, update, extract, or delete information in MediaManager.

12.5 “Granicus Solution” shall mean the Solution detailed in the Proposal, which may include Granicus Software, Installation and Training, Managed Services, and Hardware, as specified in Exhibit A.

12.6 “Granicus Software” shall mean all software included with the Granicus Solution as specified in the attached Proposal that may include but is not limited to: MediaManager™ (includes Uploader, Software Development Kit, and Podcasting Services), MinutesMaker™ (includes LiveManager), MobileEncoder™, VotingSystem™ (includes Public Vote Display).

12.7 “Hardware” shall mean the equipment components of the Granicus Solution, as listed in Exhibit A.

12.8 “Managed Services” shall mean the services provided by Granicus to Client for bandwidth usage associated with live and archived Internet streaming, data storage, and Granicus Solution maintenance, upgrades, parts, customer support services, and system monitoring, as detailed in the Proposal attached as Exhibit A.

12.9 “Managed Services Fee” shall mean the monthly cost of the Managed Services, as specified in Exhibit A.

12.10 “Meeting Body” shall mean a unique board, commission, agency, or council body comprised of appointed or elected officials that meet in a public capacity with the objective of performing decisions through a democratic voting process (typically following Robert’s Rules of Order). Two or more Meeting Bodies may be comprised of some or all of the same members or officials but may still be considered separate and unique Meeting Bodies at Granicus’ sole discretion. For example, committees, subcommittees, city councils, planning commissions, parks and recreation departments, boards of supervisors, school boards/districts, and redevelopment agencies may be considered separate and unique individual Meeting Bodies at Granicus’ sole discretion.

12.11 “Proposal” shall mean the document where the Granicus Solution that is the object of this Agreement is described along with pricing and training information.

12.12 “Representatives” shall mean the officers, directors, employees, agents, attorneys, accountants, financial advisors and other representatives of a party.

12.13 “Trademarks” shall mean all trademarks, trade names and logos of Granicus and Client that are listed on Exhibit D attached hereto, and any other trademarks, trade names and logos that Granicus or Client may specify in writing to the other party from time to time.

This Agreement consists of this Agreement as well as the following exhibits, which are incorporated herein by reference as indicated:

Exhibit A: Proposal
Exhibit B: Support Information
Exhibit C: Hardware Exhibit
Exhibit D: Trademark Information
Exhibit E: Termination or Expiration Options Regarding Content

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives,

GRANICUS, INC.

By: _____

Mark Hynes

Its: Chief Executive Officer

Address:

707 17th Street, Suite 4000
Denver, CO 80202

CITY OF ST. HELENS, OR

By: _____

Name: Rick Scholl

Its: Mayor

Address:

PO Box 278 / 265 Strand Street
St. Helens, OR 97051

Date: _____

EXHIBIT A

PROPOSAL

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GRANICUS

St Helens, OR-OP, GT, ME, Peak Agenda

PRESENTED BY: Ahmad Abderrahim, Granicus

PRESENTED TO: St Helens

DELIVERED ON: March 30, 2017

Why Choose Granicus?

Granicus Cloud

- Over 1,300 clients in all 50 states, at every level of government
- 30+ years of government-focused experience
- More than 1.9 million government records and media files managed
- Public information is accessible on traditional desktop and modern mobile devices
- More than 265,350 government meetings online
- More than 109 million webcasts viewed
- Indefinite retention schedules for all archived meeting and non-meeting content
- Truly unlimited storage and distribution for all meeting bodies and non-meeting content
- Open API architecture and SDK allow for seamless integrations with systems already in place
- Named a critical partner to online success by Center for Digital Government's 2015 Best of the Web winners
- Named to the 2015 GovTech100 by Government Technology and e.Republic Labs
- No. 16 on Emerging Local Government Leaders' Top 50 Local Government Companies in 2016

Product Portfolio

- Provide a complete, end-to-end legislative management solution
- World's most experienced provider of government content management, transparency, and workflow automation
- The pioneer of a fully integrated legislative workflow management system for government
- First to market with an app specializing in electronic packets for elected officials and staff
- Government-specific website content management system as part of our product portfolio
- Offer a civic engagement solution to successfully enable two-way communication

Our Support

- 98% customer satisfaction rating, 99% client retention rating
- Client success stories are available here: <https://granicus.com/success-stories/>

Granicus Open Platform and Government Transparency

The Granicus Open Platform is the cloud-based foundation for all Granicus applications. It allows government organizations to manage and store an unlimited amount of government public meeting data. It is the core of our content management, administration and distribution tools and includes free access to our APIs and SDKs, helping you seamlessly connect your Granicus solution to systems in place. The Granicus Platform includes:

- Ability to upload and publish content including videos and documents.
- Unlimited content storage and distribution
- Open architecture and SDK
- Archived video editing and indexing
- Citizen web portal
- Live and on-demand streaming to mobile devices
- Paperless agenda creation with iLegislate® for the iPad, Android, macOS, and Windows

The Granicus Open API and SDK

We can provide a fully documented and supported Application Programmatic Interface (API) and Software Developer Kit (SDK). This open architecture enables customers and developers to seamlessly integrate existing or future enterprise systems with Granicus. Developers typically use the API to add, update, extract, delete and ultimately customize how information is presented.

We believe open systems and interoperability are critical components of any modern software solution. Granicus is committed to building open architectures, standards, and lasting partnerships with industry leaders. We want to offer clients the most complete solutions on the market, without forcing them into a single system for all enterprise tasks.

The Government Transparency Suite gives your citizens greater access to public meetings and records online. Take the next step towards transparency and stream meetings and events live, link related documents to your video, and provide advanced searching of archives. This Suite also gives you unlimited cloud bandwidth and storage as well as the ability to connect agenda data to the iPad to review agendas and supporting documents, take notes, and more through the iLegislate® application.

- Give citizens convenient access to live and archived streaming through your website
- Reduce public inquiries with searchable, self-service access online
- Import agendas and index video live to eliminate hours of work
- Manage and distribute unlimited meetings and events—all completely automated
- Reach a broader audience - integrate closed captions with video



- Understand and measure public participation with in-depth video analytics

Easy-to-Use Public Website

Publish live and archived videos to a media portal on your website to make it easy for the public to access your content. Enable audiences to share videos over social networking sites or through email to drive greater visibility and viewership.

Mobile-Enabled Delivery

Allows citizens to view videos, agendas, minutes, and supporting documents on mobile devices. By providing live and on-demand streaming via mobile devices, you will be able to reach the broadest audience possible at all times.

Granicus Encoding Appliance

The Granicus Encoding Appliance is designed and built for our platform and streaming protocols to provide government organizations with superior live and on-demand webcasting performance. The hardware is pre-configured and delivered ready to stream. Simply connect power, network and an analog or Digital (SDI audio/video). Full appliance control is available through a web browser or locally installed client application.

Granicus' hosted infrastructure supports the encoding appliance and offers unlimited bandwidth, storage and the highest security standards through a cloud-based platform. The Granicus team works around-the-clock to ensure your applications are protected and operating smoothly. This ensures long-lasting success with our technologies while maximizing your solution's performance.

Physical Specifications

The Granicus Encoding Appliance will mount in virtually all 2- or 4-post racks. The Appliance front mounts much like a switch or router. It requires 2U (3.5") of rack space, is 17.7" deep, and weighs 35 lbs. Rail kit is standard. Tower kit is not currently available. Sound output is less than 65 db.

Ideally installation will be in a secure, climate-controlled environment.

Rear View (Analog):



Rear View (Digital):



Dimensions: 17.7"D x 17.2"W x 3.5"H; 2U High

Mounting: Front Mount; Rail Kit (standard)

Weight: 35 lbs

Sound Output: Less than 65 db

Power Requirements

Power requires a single 120volt or 240volt NEMA 5-15 plug. The power under load is 120 Watts and 0.965 Amps.

- 120 volt NEMA 5-15 plug
- Power under load is 120 Watts and 0.965 Amps

	Idle	Load	Startup
Watts	40	120	96
Amps	0.266	0.965	0.755
kVA	0.04	0.120	0.096
BTU/hr	136	408	326

Ideally, installation will be to an uninterruptable power supply (UPS) supplied by you. A UPS such as the APC Smart-UPS SC 450VA will provide approximately 40 minutes of run time. Appliance functionality requires the device be powered on at all times.

Storage

The Granicus Encoding Appliance can be configured to store up to 1 TB of your most recent archived content. Standard encoding bitrates use approximately 1 GB of disk space for every 2 hours of content. Granicus Cloud Storage is unlimited.

- 2 TB
- Approximately 4000 hours at standard bitrates

Network Bandwidth and Intelligent Routing

With the Granicus H.264 solution we use push streaming. Streaming at standard bitrates requires 650 Kbps upstream.

In addition to a single stream to Granicus for unlimited public viewing, the Appliance is capable of providing local live and on-demand Unicast streaming for up to 50 internal viewers. All initial viewing requests are made on a Granicus-hosted webpage, which examines the public IP address of the request. Viewers who are determined to be public, or outside the local network, are served the stream directly by Granicus, and internal viewers are transparently redirected to the Appliance on the local network.

Granicus is also able to provide 24/7 streaming if local bandwidth requirements are met and QOS settings are in place. Talk to your Sales Engineer for more details.

For organizations that use Granicus VoteCast or need to support more than 50 concurrent streams, Granicus offers the Performance Accelerator, which moves the local distribution components onto a dedicated internal streaming device.

Intelligent Routing

- Granicus uses client public-facing IP addresses to determine if viewer is public or internal
Internal viewers are redirected to the Granicus Encoding Appliance for live and on-demand streaming
- Only available on the Encoding Appliance when not using VoteCast to capture real-time voting data.
- Limited to 50 concurrent live and on-demand streams

Internal Viewership

Internal viewers will view streams from either the Granicus Encoding Appliance, the Performance Accelerator, or directly from the Granicus DataCenter.

Voting System

The Granicus Encoding Appliance can be used for real-time voting capture when combined with a purchase of VoteCast.

Standard Resolution and Bitrates

Resolution	Bitrate
Low 320x240	350kBps
Low Widescreen 480x288	420kBps
Medium 480x360	600kBps
Medium Widescreen 640x360	720kBps
High 640x480	1000kBps
480p 720x480	1000kBps
720p 1280x720*	1500kBps

*HD upgrade required for this resolution

Operating System Requirements

The Granicus Encoding Appliance runs Microsoft Windows 7 operating system. It is designed to run as a stand-alone machine, not joined to your domain. We have found that joining the Encoder to a domain can produce unintended results (Group Policy restrictions, security restrictions, Windows Firewall blocking traffic, restricted logon hours, etc.).

Network Location, Firewall, and Security

The Granicus Video Player and other parts of the solution require the viewer or user to connect to other domains and URLs. These connections are required for the service to operate as expected. Client computers will require unrestricted outbound access. If outbound connections over 80 and 443 are restricted, you will be responsible for making exceptions. These domains and URLs are subject to change at any time, including during planned upgrades, and if access is restricted and Granicus makes a change, your service could be affected.

The Appliance is generally installed on an internal network. If that will not work, it can also be installed on a DMZ, separate network, or VLAN. To support local distribution, internal viewers need to have access to the Appliance. If placing on a separate network, access can be restricted so that internal viewers have one way access to the Appliance.

The Granicus Encoding Appliance needs to be allowed to bypass all content filtering and proxy servers. The firewall needs to allow unrestricted outbound TCP connections from the Granicus Encoding Appliance to any destination ports within the Granicus IP ranges (207.7.154.0/24 & 209.237.241.0/24). If the network includes an authenticating proxy server, the Appliance must be allowed to bypass authentication.

Streaming Formats

Live streaming is in H.264 format using Flash® and HTML5. Platforms supported include PC, Mac, iOS (iPhone, iPad), and Android devices with the Adobe® Flash plugin. On-demand streaming is supported for most Android devices regardless of whether the Flash plugin is installed.

Encoding Formats

- H.264 Adobe® Flash®
- H.264 HTML5

Bandwidth

- 650 Kbps Live and On-Demand Streams

Audio/Video Source Requirements

Granicus recommends that there be at least one method of redundancy in your AV setup. We have seen best practices of a third party DVR in the instance that there is ever an issue with the encoder.

The Granicus Encoding Appliance must be installed in a location that allows for connection to an analog or digital audio/video source, depending on encoder. A list of supported connections are available upon request.

Digital Encoder A/V Notes

- If your video setup does not generate an embedded audio source, converters are available to combine the audio into a single embedded source
- The device accepts SD-SDI or HD-SDI with resolutions up to 1080p
- Currently Granicus supports the recording and streaming of video up to 720p. We will take the SD or HD content you provide and stream it at the highest quality settings up to 720p
- When Granicus supports recording and streaming up to 1080p your Granicus SDI Encoding Appliance will be compatible with these streaming settings
- The maximum recommended distance to run video cabling is 250 feet
- If you need to run video cables beyond 250 feet, an HD-SDI digital amplifier is recommended

Baluns

The ability to run A/V cabling over long distances depends on the quality of the cable, length, connections and other electrical noise that might possibly interfere with the signal. For distances over 50 feet, Granicus recommends using a product such as a balun which will transmit the signal over standard unshielded twisted pair cabling (Cat 5, 6 or 7) with a rated distance of up to 2200 feet. This is a point-to-point solution and not IP based. It requires a standard RJ-45 at each end of the cable. If desired, Granicus can provide standard baluns as part of the solution. Other options for extending A/V are to use fiber and a media converter or a distribution amplifier. When other methods are used besides standard baluns, Granicus recommends consulting with a reliable A/V vendor for appropriate recommendations.

Closed Captioning Support

The Granicus Encoding Appliance supports video with closed captions. Captions are extracted by Granicus and displayed below the video. Post-event, captions are uploaded and become fully searchable.

	Analog	Digital
Closed Captioning	<p>Separate customer-supplied closed captioning encoder required</p> <p>Video must have captions embedded on line 21</p> <p>Granicus Encoding Appliance extracts captions that are embedded</p> <p>Video player displays captions below video</p>	<p>Separate customer-supplied closed captioning encoder required</p> <p>Works with VANC stored captions as part of the HD-SDI stream or with captions embedded on line 21 for SD-SDI</p> <p>Granicus SDI Encoding Appliance extracts captions that are embedded</p> <p>Video player displays captions below video</p>

Remote Management

Granicus will monitor, support, and maintain our software on your Encoding Appliance. Granicus will provide updates to our software components when maintenance releases become necessary. Other server maintenance, such as performing Windows updates and maintenance of software that is not provided by Granicus will remain your responsibility. Installation of third-party software that is not specifically approved by Granicus may detrimentally impact the server's performance. In extreme cases, the server may need to be reimaged to restore normal operations; in this case, a reimaging fee may be charged.

Hardware/Software Maintenance

When you purchase the Granicus Encoding Appliance, Granicus offers a three-year maintenance plan that covers hardware failures. If a hardware defect is encountered, Granicus will replace the server at no cost to you. The replacement will arrive within 3 days of the return materials authorization by Granicus.

Meeting Efficiency

The Meeting Efficiency Suite is a live meeting workflow solution that combines minutes with a meeting's recording. Capture and publish minutes, saving staff time and cutting administrative costs. Record roll-call, agenda items, speakers, motions, votes, and notes through a simple interface. After the meeting, finalize minutes quickly and easily in Microsoft Word™. Integrate VoteCast with iLegislate® to enable real-time meeting voting on the iPad. With VoteLog, allow the public to track legislation, ordinances, and even voting member records through your website. This Suite also allows you to seamlessly integrate with agenda solutions already in place.

- Meeting preparation tools
- Live minutes automation
- Quick notes and text expansion
- Minutes editing and publishing
- Generate linked minutes
- Real-time meeting voting on the iPad

iLegislate

Granicus' agenda application, iLegislate®, enables government officials to review meeting agendas, supporting documents, and archived videos on any tablet or desktop that supports iOS, Android, Windows or macOS. Proven to save staff hours in their pre-meeting workflow while improving efficiencies, government agencies no longer need to spend thousands of dollars annually printing, copying, and binding meeting materials, not to mention the staff costs for collecting, organizing, and distributing these materials. Eliminate these time and material costs by introducing a completely paperless environment for agendas.

iLegislate seamlessly connects all agenda data to your tablet or desktop, automatically updating it with the latest information when online, and available for review when offline. Elected members and staff can review agendas and PDF attachments, and bookmark items of interest, while offline (currently tablet only). All of these changes are automatically backed up to the Granicus cloud when an internet connection is established

- Convenient access to meeting agendas and supporting documents
- Reduce paper consumption and move to a paperless environment
- Review agendas and attachments offline and on-the-go
- Easily take notes and email agenda items
- Review indexed, archived meeting videos
- Public opinion placed at elected officials' fingertips

Benefits & Functionality

Review meeting agendas with supporting documents Easily review upcoming and previous meeting agendas on your desktop or device. Read agenda item details, including the suggested action, by simply clicking on the item within the agenda. Download the agenda for review at your convenience.

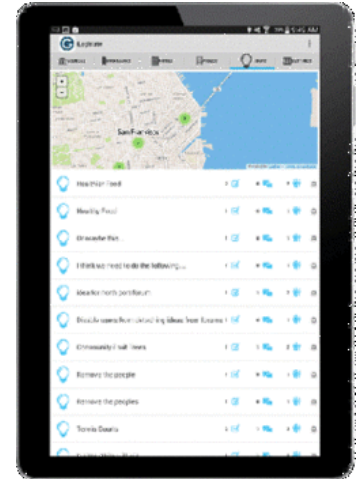


Stream indexed archived videos

Using H.264 technology, watch archived videos within the iLegislate application. Simply click on the videos tab and choose from the same list of archived videos available through your website including meetings, Public Service Announcements, events and more. Archived videos are indexed, making it easy to jump directly to items of interest.

Put public opinion at elected officials' fingertips More than digital agendas, the integration with the Citizen Participation Suite provides easy access to ideas from

the community, as well as feedback from the public on specific agenda items. Make community leaders more effective by placing public support percentages and community comments on agenda items, civic participant demographics, community improvement ideas, and more at their fingertips.



Take notes, annotate, and bookmark specific agenda items

When reviewing an agenda item's details, users can add personal notes to an item or bookmark it for future review. Users can type notes, or mark agendas and supporting documents with highlighting, drawing, and underlining tools. We've even made note and bookmark review easier by allowing users to see all notes or all bookmarked items at once.

Feature List

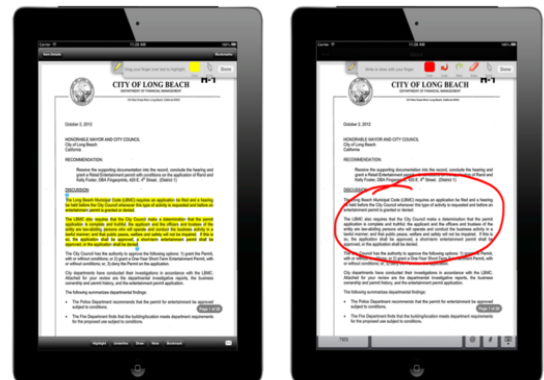
- Review complete paperless agenda packets
- Take notes on agenda items and supporting documents
- Bookmark items of interest
- View archived meeting videos specific to agenda items
- Review agendas for various meeting bodies
- Automatically backup data to the cloud
- Supports the Granicus API
- Integrates with 3rd party agenda management systems
- Integrates with the Citizen Participation Suite

Tablet Features

- Email agenda items with annotations
- Review and annotate agendas offline
- Save, delete, and annotate previous agendas

Dependencies

- Free to any Granicus Platform and Suite users



- Apple iPad or iPad Mini (iOS7 or greater/iPad G2 or greater)
- macOS version 10.9 or newer
- Android Device (Version 4.3 and greater)
- 64-bit Windows 7, 8, or 10

Peak Agenda Management

Peak Agenda Management is browser based. The elegantly designed agenda creation interface, built with the most advanced technology in the market, provides government officials with a paperless solution that is easy to use, incredibly fast and the most supported in the industry.

Peak Agenda Management will allow users to spend less time on administrative chores, and more time doing the job they love.

Peak's distinguishing features include:

- In-app live chat support
- The same advanced technology used by Facebook and Netflix for a noticeably faster user experience
- Auto-populate of fields
- Sequential or concurrent approval phases
- PDF and document conversion
- Cross-platform support
- Simple agenda packet creation

Key Benefits of Peak Agenda Management

Peak performs all the duties of the agenda creation process from the convenience of any web browser. The sleekly designed dashboard provides quick access to relevant information in the agenda creation process. As agendas are approved, they can easily be published online. Peak is supported by a top-of-the line customer care team and an ever increasing library of educational content, developed just for Granicus clients.

Technology to keep you ahead of the curve

Built using the ReactJS framework, originally developed by Facebook, Peak offers the fastest, most responsive agenda software solution available.

This technology also not only allows for a lightning fast user experience, but also allows Granicus to rapidly deploy new features and enhancements into the application over time, delivering government users more value faster than any other competing software.

A Sleek and Intuitive Design

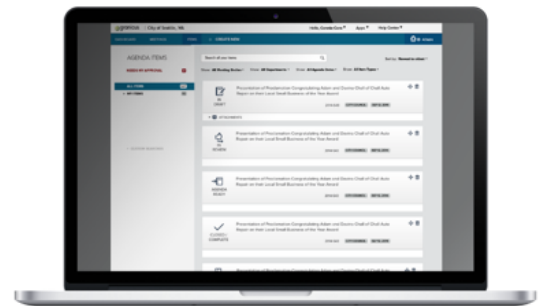
Users can quickly access important information from the colorful, easy-to-navigate interface. Large buttons and clear iconography guide users to effectively manage the tools, and real-time updates provide clerks and managers information about the agenda status.

Customized Administrative Settings

Peak's administrative toolbox allows clients to create custom objects, such as departments, meeting bodies and user types. Based on these customized permissions, users can create, manage and approve agenda items from start to publication.

Agenda Creation

Assign agendas items by submitting departments, meeting bodies or meeting date through Peak to start an approval workflow.



Approval Workflows

Once an agenda has been created, the approval process begins. Route items through a sequential or concurrent approval workflow, and send it to notify assigned users by email that new items are available for their review, FYI, or approval.

Agenda Packet Publication

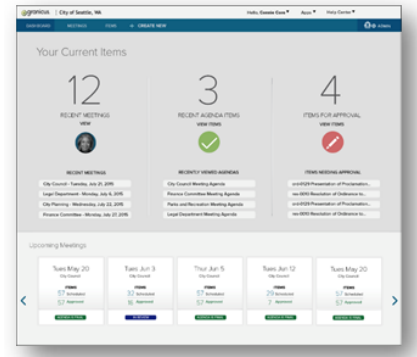
Agenda packets with all supporting attachments are generated into a single PDF file. This easy process provides governing bodies the ability to easily publish agendas for public consumption while also allowing for the ability to publish to Granicus' iLegislate tablet app for a truly paperless agenda experience.

Simple, Elegant Dashboard

The Peak dashboard shows a user's action items based on permissions, like recently viewed agenda items and meetings and any outstanding approvals.

Excellent Customer Service with Guide Me and Live Chat

One of the key features of Peak is the ability to communicate with a live person for support, as well as a helpful Guide Me feature that helps guide users through the crucial workflow processes. With Live Chat, clients can communicate with a live representative for support with Peak Agenda.



Freedom from Hardware

Peak Agenda is a browser-based application with no installed hardware requirements. The application can be accessed through any major browser on any operating system. Users are not be confined to a workstation and can access the program at any time from a URL.

Pricing Table

SOFTWARE-AS-A-SERVICE			
Name	Qty.	Unit (Monthly)	Total (Monthly)
Government Transparency Suite Live and on-demand streaming and storage	1 Suite	\$200.00	\$200.00
Meeting Efficiency Suite Minute making automation	1 Suite	\$200.00	\$200.00
Peak Agenda Management Software Agenda workflow automation	1 Package	\$250.00	\$250.00
Granicus Encoding Appliance Software - (GT)	1 Package	\$100.00	\$100.00
Total Software Monthly Cost:			\$750.00

Name	Qty.	Unit (Upfront)	Total (Upfront)
HARDWARE UPFRONT			
Granicus SDI Encoding Appliance Hardware	1 Unit(s)	\$3,500.00	\$3,500.00
Shipping - Large Item	1	\$125.00	\$125.00
TRAINING UPFRONT			
Training and Workflow Analysis - (ME) (Online)	1.0 Day(s)	\$1,300.00	\$1,300.00
PROFESSIONAL SERVICES UPFRONT			
Peak Standard Agenda Report	1 Template(s)	\$0.00	\$0.00
Server Configuration - (ME)	1 Service(s)	\$500.00	\$500.00
Templates Configuration - (ME)	1 Template(s)	\$700.00	\$700.00
Encoding Appliance Hardware Configuration - (GT)	1 Service(s)	\$875.00	\$875.00
Total Upfront Cost:			\$7,000.00

PROPOSAL TOTAL COSTS	
Total Upfront Cost:	\$7,000.00
Total Monthly Cost:	\$750.00

****All currency is in US dollars****

EXHIBIT B

SUPPORT INFORMATION

1. Contact Information. The support staff at Granicus may be contacted by the Client at its mailing address, general and support-only telephone numbers, and via e-mail or the Internet.

(a) Mailing Address. Mail may be sent to the support staff at Granicus headquarters, located at 707 17th Street, Suite 4000, Denver, CO 80202.

(b) Telephone Numbers. Office staff may be reached from 6:00 AM to 6:00 PM Mountain time at (720) 240-9586 or toll-free at (877) 889-5495. The technical support staff may be reached at (877) 899-5495 ext. 1.

(c) Internet and E-mail Contact Information. The website for Granicus is <http://www.granicus.com>. E-mail may be sent to the support staff at customercare@granicus.com.

2. Support Policy. When Granicus receives notification of an issue from Client, Granicus, Inc. customer advocate or technical support engineer will respond with notice that they will be actively working to resolve the issue. Granicus, Inc. will make a good faith effort to give an assessment of the issue and an estimated time for resolution. Notification shall be the documented time that the Client either calls or e-mails Granicus, Inc. to notify them of an issue or the documented time that Granicus, Inc. notifies Client there is an issue. Granicus reserves the right to modify its support and maintenance policies, as applicable to its customers and licensees generally, from time to time, upon reasonable notice.

3. Scheduled Maintenance. Scheduled maintenance of the Granicus Solution will not be counted as downtime. Granicus will clearly post that the site is down for maintenance and the expected duration of the maintenance. Granicus will provide the Client with at least three (3) days prior notice for any scheduled maintenance. All system maintenance will only be performed during these times, except in the case of an emergency. In the case that emergency maintenance is required, the Client will be provided as much advance notice, if any, as possible under the circumstances.

4. Software Enhancements or Modifications. The Client may, from time to time, request that Granicus incorporate certain features, enhancements or modifications ("Modifications") into the licensed Granicus Software. Subject to the terms and conditions to this exhibit and the Agreement, Granicus and Client will use commercially reasonable efforts to enter into a written scope of work ("SOW") setting forth the Modifications to be done, the timeline to perform the work and the fees and costs to be paid by Client for the work.

4.1 Documentation. The SOW will include a detailed requirements and detailed design document illustrating the complete financial terms that govern the SOW, proposed project staffing, anticipated project schedule, and other information relevant to the project. Such Modifications shall become part of the licensed Granicus Software.

4.2 Acceptance. Client understands that all work contemplated by this exhibit is on a "time-and-materials" basis unless otherwise stated in the SOW. Delivery of the software containing the Modifications shall be complete once such software is delivered and deemed by Granicus to be ready for Client's use. Client will have fifteen (15) days after delivery of the Modifications to notify Granicus

of any issues or problems. If Client notifies Granicus within such fifteen (15) day period of issues or problems, Granicus will promptly work to fix those issues or problems.

4.3 Title to Modifications. All such Modifications shall be the sole property of Granicus.

5. Limitation of Liability; Exclusive Remedy. IN THE EVENT OF ANY INTERRUPTION, GRANICUS' SOLE OBLIGATION, AND CLIENT'S EXCLUSIVE REMEDY, SHALL BE FOR GRANICUS TO USE COMMERCIALY REASONABLE EFFORTS TO RESTORE ACCESS AS SOON AS REASONABLY POSSIBLE.

EXHIBIT C

HARDWARE EXHIBIT

THIS HARDWARE EXHIBIT is entered into by Granicus and Client, as an attachment to the Agreement between Granicus and Client, for the Hardware components of the Granicus Solution (the “Hardware”) provided by Granicus to Client. This exhibit is an additional part of the Agreement and is incorporated therein by reference. Capitalized terms used but not defined in this exhibit have the meanings given in the Agreement.

1. Price. The price for the Hardware shall be the price specified in the Proposal.
2. Delivery. Any scheduled ship date quoted is approximate and not the essence of this exhibit. Granicus will select the shipment method unless otherwise mutually agreed in writing. Granicus retains title to and ownership of all Granicus Software installed by Granicus on the Hardware, notwithstanding the use of the term “sale” or “purchase.”
3. Acceptance. Use of the Hardware by Client, its agents, employees or licensees, or the failure by Client to reject the Hardware within fifteen (15) days following delivery of the Hardware, constitutes Client’s acceptance. Client may only reject the Hardware if the Hardware does not conform to the applicable written specifications.
4. Service Response Time. For hardware issues requiring replacement, Granicus shall respond to the request made by the Client within twenty-four (24) hours. Hardware service repair or replacement will occur within seventy-two (72) hours of determination of a hardware issue, not including the time it takes for the part to ship and travel to the Client. The Client shall grant Granicus, or its representatives access to the equipment for the purpose of repair or replacement at reasonable times. Granicus will keep the Client informed regarding the timeframe and progress of the repairs or replacement. Once the Hardware is received Client’s responsibilities will include:
 - a. Mount server on client rack (if applicable)
 - b. Connecting original network cables.
 - c. Connecting original audio and video cables (if applicable).
5. LIMITATION OF LIABILITY. GRANICUS SHALL NOT BE LIABLE FOR CONSEQUENTIAL, EXEMPLARY, INDIRECT, SPECIAL, PUNITIVE OR INCIDENTAL DAMAGES ARISING OUT OF OR RELATING TO THIS EXHIBIT INCLUDING WITHOUT LIMITATION LOSS OF PROFIT, WHETHER SUCH LIABILITY ARISES UNDER CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT PRODUCT LIABILITY OR OTHERWISE, EVEN IF GRANICUS HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES OR IF SUCH DAMAGE COULD HAVE BEEN REASONABLY FORESEEN. IN NO EVENT WILL GRANICUS’ LIABILITY TO CLIENT ARISING OUT OF OR RELATING TO THIS EXHIBIT EXCEED THE AMOUNT OF THE PRICE PAID TO GRANICUS BY CLIENT FOR THE HARDWARE.
6. Hardware. In the event of malfunction for Hardware provided by Granicus, Hardware will be repaired or replaced as per the warranty, and as detailed in this Exhibit. Granicus provides the above-mentioned services under Client’s acknowledgment that all Granicus tools, and systems will be installed by the manufacturer chosen by Granicus within the Hardware, provided to the client. These software tools have been qualified by Granicus to allow the highest level of service for the client. While it is Granicus’ intention to provide all Clients with the same level of customer care and warranty, should the Client decline these recommended tools, certain levels of service and warranty may not guaranteed.

7. Remote Accessibility. Granicus leverages remote access tools such as Logmein for installation and ongoing maintenance of Granicus software. These tools are designed to provide Granicus technicians with necessary information to diagnose and resolve software problems. Should the Client decide to decline these remote tools, Granicus cannot guarantee optimal level of service due to limited access to Granicus Hardware. Client understand that should they decide to use internal methods of access, such as VPN, Client may need to assist Granicus technicians for remote accessibility during business hours as well as after hours in the event Granicus technicians are unable to access remote Granicus systems.
8. Purchased Hardware Warranty. For Hardware purchased from Granicus by Client, Granicus will provide to Client a three (3) year warranty with respect to the Hardware. Within the three (3) year warranty period, Granicus shall repair or replace any Hardware provided directly from Granicus that fails to function properly due to normal wear and tear, defective workmanship, or defective materials. Hardware warranty shall commence on the Effective Date of the Agreement.
9. Use of Non-Approved Hardware. The Granicus platform is designed and rigorously tested based on Granicus-approved Hardware. In order to provide the highest level of support, Granicus requires the use of Granicus-approved Hardware in your solution. While it is Granicus' intention to provide all clients with the same level of customer care and continuous software upgrades, Granicus does not make any guarantees or warranties whatsoever in the event Client uses non-approved hardware.
10. Client Changes to Hardware Prohibited. Client shall not install any software or software components that have not been agreed upon in advance between Client and Granicus technical staff. While it is Granicus' intention to provide all clients with the same level of customer care, Granicus does not make any guarantees or warranties whatsoever regarding the Hardware in the event Client violates this provision.

EXHIBIT D

TRADEMARK INFORMATION

Granicus Registered Trademarks ® Include:



Granicus logo as a mark

Granicus®

Legistar®

MediaVault®

MinutesMaker®

Mobile Encoder®

Outcast Encoder®

StreamReplicator®

Granicus Trademark Names ™ Include:

CivicIdeas™

iLegislate™

InSite™

Integrated Public Record™

Intelligent Routing™

LinkedMinutes™

LiveManager™

MediaCenter™

MediaManager™

MediaVault™

MeetingMember™

MeetingServer™

Simulcast Encoder™

VoteCast™

VoteCast™ Classic

VoteCast™ Touch

For an updated list of Granicus registered trademarks, trademarks and servicemarks, please visit:

<http://www.granicus.com/help/legal/copyright-and-trademark/>.

Client Trademarks



EXHIBIT E

TERMINATION OR EXPIRATION OPTIONS REGARDING CONTENT

In case of termination or expiration of the Agreement, Granicus and the Client shall work together to provide the Client with a copy of its Content. The Client shall have the option to choose one (1) of the following methods to obtain a copy of its Content:

- Option 1: Video/Audio files made available through an external hard drive or FTP site in its raw non-proprietary format. A CSV file will be included providing file name mapping and date. This option shall be provided to Client at Granicus' actual cost, which shall not be unreasonable.
- Option 2: Provide the Content via download from the application UI. This option shall be provided free of charge and is available anytime.
- Option 3: Provide the means to pull the content using the Granicus Application Programming Interface (API). This option is provided free of charge and is available at anytime.
- Option 4: Professional services can be contracted for a fee to customize the retrieval of content from the system.

The Client and Granicus shall work together and make their best efforts to transfer the Content within the sixty (60) day termination period. Granicus has the right to delete Content from its services after sixty (60) days, or whenever transfer of content is completed, whichever is later.

CONTRACT PAYMENTS

City Council Meeting
April 5, 2017

Ameresco

Project: R-646 LED Street Light Upgrade (Inv#2)	\$	114,322.53
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Murray, Smith & Associates, Inc.

Project: SD-146 Godfrey Park Storm (Inv#09-1078-83)	\$	1,815.50
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KP

PAYMENT ADDRESS:
Ameresco, Inc
111 Speen Street
Suite 410
Framingham, MA 01701

AMERESCO
Green • Clean • Sustainable

DATE	INVOICE #
3/8/2017	2

BILL TO ADDRESS:	BILLING QUESTIONS:
City of St. Helens Attn: Sue Nelson 265 Strand Street St. Helens, OR 97051	Ameresco, Inc. 5200 SW Macadam Avenue, Ste 500 Portland OR 97239 Attn: Elissa Martino 206-708-2834

PROJECT LOCATIONS:
City of St. Helens
Street Lighting

PROJECT NAME	PAYMENT TERMS	CLIENT CONTRACT #	AQ JOB NUMBER	AMT PREV. PAID
City of St. Helens Energy Efficiency	Net 30 Days	215-2015-01	811722000	\$ 420,133.85

No	Item	Scope Item	Contract Amount	Amount Earned	Percent Invoiced	Prior Invoiced Amount	Net Due This Invoice \$
	Engineering Audit Fee		\$ 6,900.00	\$ 6,900.00	100%	\$ 6,900.00	\$ -
	Construction Labor & Materials						
3			\$ 550,350.00	\$ -	75%	\$ -	\$ -
4	Non-Distribution Materials (EC)	ECM-L1		\$ 98,913.82		\$ 98,913.82	\$ -
5	Non-Distribution Labor (EC)	ECM-L1		\$ 116,951.41		\$ 20,001.87	\$ 96,949.54
6	Distribution Materials (EC)	ECM-L1		\$ 199,373.17		\$ 199,373.17	\$ -
7	Distribution Labor (CRPUD Construction Services)	ECM-L1		\$ -		\$ -	\$ -
9	Bonding -		\$ 11,007.00	\$ 10,751.00	98%	\$ 10,751.00	\$ -
10	M,W&G Design -		\$ 27,518.00	\$ 26,142.10	95%	\$ 26,142.10	\$ -
11	Construction Management -		\$ 27,518.00	\$ 20,638.50	75%	\$ 15,960.44	\$ 4,678.06
12	ESCO Overhead and Profit -		\$ 110,070.00	\$ 82,552.50	75%	\$ 63,840.60	\$ 18,711.90
13	Construction Contingency -		\$ 27,518.00	\$ -	0%	\$ -	\$ -
16	Measurement and Verification		\$ 1,750.00	\$ -	0%	\$ -	\$ -
18							
19	SUBTOTAL		\$ 762,631.00	\$ 562,222.50	74%	\$ 441,883.00	\$ 120,339.50
22	Less: Retainage at 5% of all costs EXCEPT Audit & PDP or M&V		\$ 37,699.05	\$ 27,766.13		\$ 21,749.15	\$ 6,016.98
23	NET DUE (AFTER RETAINAGE)		\$ 724,931.95	\$ 534,456.38		\$ 420,133.85	\$ 114,322.53

SIGNATURE: _____

NAME: Grant Thorsland

TITLE: Northwest Regional Manager

R-646 LED Street Light Upgrade

010-301-653120

APPROVED FOR PAYMENT

INIT	DATE
<u>[Signature]</u>	<u>3-29-27</u>
ACCOUNTS PAYABLE	
FINANCE	<u>3-29-17</u>
SUPERVISOR	

Project Name: City of St Helen StreetLighting
Project Location: St. Helens, Oregon

Date Revised: 2/6/2017
Ameresco Job No. 8-17220
State Contract No.: NA

Cost Reconciliation

Tax and Invoicing

*Value to the right, insert Bond as a

Overall Labor and Material Project Budget

Project Scope	Funding Source	Item No.	Description of Work	Contractor	GMAX Budget	Anticipated Labor & Materials Costs	Committed Labor & Materials Costs	Projected Balance
LIGHTING MEASURES (TASK 0015)								
Base	Base Budget	34	ECM-LI	EC	\$ 56,351	\$ 56,351	\$ -	\$ 0
Base	Base Budget	35	Material Procurement and None Transmission Pole Install	EC	\$ 415,238	\$ -	\$ 415,238	\$ (0)
Base	Base Budget	37	Transmission Pole Installation	Columbia PUD	\$ 78,761	\$ -	\$ 78,761	\$ -
Base	Base Budget	38						
Base	Base Budget	39						
Base	Base Budget	40						
Base	Base Budget	41						
Base	Base Budget	42						
Base	Base Budget	43						
Base	Base Budget	44						
GENERAL MEASURES (TASK 0019)								
Base	Base Budget	56	Bond	DeSantis Bonding	\$ 11,007	\$ -	\$ 10,751	\$ 256
Base	Base Budget	67						
Base	Base Budget	68						
Base	Base Budget	69						
Base	Base Budget	70						
Budget Summary								
Base	Base Budget	71	Base Scope Labor & Materials		\$ 561,357.00	\$ 56,350.60	\$ 504,750.40	\$ 256.00
Base	Base Budget	72	Additional Scope Labor & Materials		-	-	-	-
Base	Base Budget	73	Authorized Contingency Funds		-	-	-	-
Base	Base Budget	74	Base Scope Labor & Materials		-	-	-	-
Base	Base Budget	75	Additional Scope Labor & Materials		-	-	-	-
Base	Base Budget	76	Authorized Additional Funds		-	-	-	-
Base	Base Budget	77	Additional Scope Labor & Materials		-	-	-	-
Base	Base Budget	78	Authorized Additional Funds		-	-	-	-
Base	Base Budget	79	Additional Scope Labor & Materials		-	-	-	-
Base	Base Budget	80	Authorized Additional Funds		-	-	-	-
Base	Base Budget	81	Additional Scope Labor & Materials		-	-	-	-
Base	Base Budget	82	Authorized Additional Funds		-	-	-	-
Base	Base Budget	83	Additional Scope Labor & Materials		-	-	-	-
Base	Base Budget	84						
Contingency Summary								
Base	Base Budget	85	Contingency Budget		\$ 27,516.00			
Base	Base Budget	86	Contingency committed to base scope		-			
Base	Base Budget	87	Contingency committed to additional Scope		-			
Base	Base Budget	88	Contingency Budget Remaining		\$ 27,516.00			
Base	Base Budget	89						
Labor and Material Totals					\$ 561,357.00	\$ 56,350.60	\$ 504,750.40	\$ 256.00
Total Project Under (Over) Authorized Guaranteed Maximum Budget								\$ 256.00

Total Project Funds Remaining Including Contingency* \$ 27,774.00

*All project funds are expected to be expended in completion of the base scope of work. No project funds or contingency funds can be committed to any work outside of the base scope until the base scope of work is completed.

# of unique contractors	Contractor List	Committed	Amount Earned	Previously Claimed	Invoiced to us by Sub
EC	EC	\$ 415,238.40	\$ 415,238.40	\$ 318,288.86	\$ 415,238.40
Columbia PUD	Columbia PUD	\$ 78,761.00	\$ -	\$ -	\$ -
DeSantis Bonding	DeSantis Bonding	\$ 10,751.00	\$ 10,751.00	\$ 10,751.00	\$ 10,751.00

TO: CONTRACTOR AMERESCO, INC. 222 WILLIAMS AVENUE S, SUITE 100 RENTON, WA 98057	PROJECT: City of St. Helens Street Lighting Project # 811722000	APPLICATION NO : <u>1</u> INVOICE NO : <u>142564</u> APPLICATION DATE : <u>2/22/2017</u> PERIOD FROM : <u>1/1/2017</u> PERIOD TO : <u>2/28/2017</u> PURCHASE ORDER NO : <u>119351</u>
FROM: SUBCONTRACTOR: Environmental Controls Company 2121 NW Thurman Street Portland, OR 97210		

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

The undersigned Contractor certifies that to the best of his knowledge and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by him for work for which previous Certificates for Payment were issued and payments received from the Customer, and that current payment shown herein is now due.

SUBCONTRACTOR: _____

By: [Signature] Date: 2/22/17

State of: Oregon County of: Multnomah
 Subscribed & sworn to before me this 22 day of February, 2017

Notary Public: Joan E. Tope
 My Commission expires: 1/19/21

Application is made for Payment, as shown below, in connection with the Contract. The Contract Schedule of Values, and Change Order Summary, is attached.

The present status of the account for this Contract is as follows:

ORIGINAL CONTRACT SUM \$ 415,238.40

Net change by Change Orders \$ _____

CONTRACT SUM TO DATE \$ 415,238.40

TOTAL COMPLETED & STORED TO DATE \$ 415,238.40
 (Column G in Schedule of Values)

LESS: RETAINAG 5% of Completed Work \$ 20,761.92
 (Column I in Schedule of Values)

TOTAL EARNED LESS RETAINAGE \$ 394,476.48

LESS PREVIOUS CERTIFICATES FOR PAYMENT ... \$ 318,288.86

CURRENT PAYMENT DUE \$ 96,949.54

BALANCE TO FINISH, (Including Retainage) \$ 20,761.92

AMOUNT CERTIFIED \$ _____

(Attach explanation if amount certified differs from amount applied for)

CUSTOMER _____

By: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Customer under this Contract.

Date : _____

CUSTOMER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observation and the data comprising the above application, the Customer certifies that the work has progressed to the point indicated; that to the best of his knowledge information and belief, the quality of the work is in accordance with the Contract Documents; and that the Contractor is entitled to payment of the AMOUNT CERTIFIED.

OFFICIAL STAMP
 JOAN ERLINE TOPE
 NOTARY PUBLIC-OREGON
 COMMISSION NO. 957882
 MY COMMISSION EXPIRES JANUARY 19, 2021

Change Order Summary	Additions
Total changes approved in previous months by Contractor	
Total approved this Month	
TOTALS	
NET CHANGES	

CONDITIONAL WAIVER
AND
RELEASE OF LIENS UPON PAYMENT

In consideration of the payment by AMERESCO, INC. ("AMERESCO") in the sum of \$
\$ 92,102.00 dollars payable to EL Company, and when the check has been
properly endorsed and has been paid by the bank upon which it is drawn, this document shall become effective to release pro tanto
any mechanic's lien, stop notice or bond right the undersigned has on the job of:

Contract or PO No.: 119351

Project No.: 811722000

Project Name: City of St. Helens Street Lighting Upgrades

Location (State): St. Helens, Oregon

to the following extent:

This release covers payment for labor, services, equipment or Materials furnished to AMERESCO through the date of signature below
only and does not cover any retention retained before or after the release date; extras furnished before the release date for which
payment has not been received; extras or items furnished after the release date. Rights based upon Work performed or items
furnished under a written change order which has been fully executed by the parties prior to the release date are covered by this
release unless specifically reserved by the claimant in this release. This release of any mechanic's lien, stop notice or bond right shall
not otherwise affect the contract rights, including rights between parties to the contract based upon a rescission, abandonment or
breach of the contract, or the right of the undersigned to recover compensation for the furnished labor, services, equipment or material
covered by this release if that furnished labor, services, equipment or material was not compensated by the payment.

CLAIMANT

By: [Signature]
Name: Lila Brown
Title: Project Billing Specialist
Date: 2/22/17

NOTE: This release only becomes effective when the check, properly endorsed, has cleared the bank.

STATE OF:

COUNTY OF:

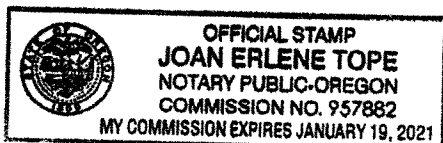
Oregon
Multnomah

The individual who has before me signed the foregoing Affidavit and Release on the date shown, being first duly sworn, deposes and
says he/she is authorized to execute the foregoing on behalf of said firm and that the statements contained therein are true and correct.

NOTARY PUBLIC:

My Commission Expires:

[Signature]
11/19/21



KP



Murray, Smith & Associates, Inc.
Engineers/Planners

RECEIVED
MAR 27 2017
CITY OF ST. HELENS

888 SW 5th Avenue, Suite 1170 = Portland, OR 97204 = PHONE 503.225.9010

Ms. Sue Nelson
City Engineering Supervisor
City of St. Helens
PO Box 278
St. Helens, OR 97051

March 23, 2017
Invoice No: 09-1078 - 83

Invoice Total \$1,815.50

Project 09-1078 Sanitary Sewer Rehabilitation Program

For professional engineering services performed through February 28, 2017

Task 380 Post Construction Services - Godfrey Park

Labor

	Hours	Rate	Amount
Professional Engineer VI	.50	151.00	75.50
Engineering Designer II	15.00	116.00	1,740.00
Total	15.50		1,815.50

Labor Subtotal

1,815.50

Task Total \$1,815.50

Invoice Total \$1,815.50

SD-146 Godfrey Park Storm
010-304-653409

APPROVED FOR PAYMENT

INIT

DATE

[Signature]

ACCOUNTS PAYABLE

[Signature]

FINANCE

3-29-17

SUPERVISOR

3-28-17

APPOINTMENTS TO ST. HELENS CITY BOARDS AND COMMISSIONS

City Council Meeting ~ April 5, 2017

Pending applications received:

<u>Name</u>	<u>Interest</u>	<u>Date Application Received</u>	<u>Referred by Email To Committee(s)</u>
• Joann Nelson	Arts & Cultural Commission	9/19/16	9/19/16
• Jenn Farrington	Arts & Cultural Commission	3/1/17	3/2/17

Arts & Cultural Commission (3-year terms)

- Susie Patterson resigned. Her term expires 9/30/2017.

Status: There is currently one vacancy.

Next Meeting: April 25, 2017

Recommendation: At their regular meeting on February 28, 2017, the Commission voted to recommend the appointment of Jenn Farrington to the Commission.

Bicycle & Pedestrian Commission (3-year terms)

- Dave Ehrenkranz resigned. His term expired 12/31/2015.
- Matt Freeman resigned. His term expired 12/31/2015.
- Ray Scholl resigned. His term expired 12/31/2015.
- Dave Woullet resigned. His term expired 12/31/2014.
- Angela Barlow resigned. Her term expired 12/31/2016.
- Simon Date resigned. His term expired 12/31/2016.
- Martin Kennedy resigned. His term expired 12/31/2016.
- Ben Tiscareno's term expired 12/31/2016.
- Cynthia Sweet's term expired 12/31/2016.

Status: Currently, the Commission has 5 members and 5 vacancies.

Next Meeting: April 27, 2017

Recommendation: None at this time.

City of St. Helens

Planning Commission Meeting

February 14, 2017

Minutes

Members Present:

Al Petersen, Chair
Greg Cohen, Commissioner
Sheila Semling, Commissioner
Audrey Webster, Commissioner
Kathryn Lawrence, Commissioner
Russell Hubbard, Commissioner

Members Absent:

Dan Cary, Vice Chair

Staff Present:

Jacob Graichen, City Planner
Jennifer Dimsho, Assistant Planner & Planning Secretary

Councilors Present:

Ginny Carlson, City Council Liaison

Others Present:

David Coombs
Craig & Ronda Melton
Ray Ann Estrada
Bob Thomas
Doug Leveque

The Planning Commission meeting was called to order by Chair Al Petersen at 7:00 p.m. Chair Petersen led the flag salute.

□

Consent Agenda

Approval of Minutes

Commissioner Semling moved to approve the minutes of the January 10, 2017 Planning Commission meeting. Commissioner Webster seconded the motion. Motion carried with all in favor. Commissioner Lawrence did not vote due to her absence from that meeting. Chair Petersen did not vote as per operating rules.

□

Topics From The Floor

There were no topics from the floor.

□

Public Hearing

Craig & Ronda Melton & David Coombs

**Comprehensive Plan Map & Zoning Map Amendment / CPZA.4.16
2554 & 2560 Columbia Blvd.**

It is now 7:00 p.m. and Chair Petersen opened the public hearing. There were no ex-parte contacts, conflicts of interest or bias in this matter.

City Planner Jacob Graichen entered the following items into the record:

- Staff report packet dated February 7, 2017 with attachments

Graichen introduced the Commission to the proposal as presented in the staff report, which is included in the packet. He discussed two items that were added to the record: a handout from the applicant about the proposal and a letter from the Fair Housing Council. Graichen said that Goal 10 of Oregon's Statewide Planning Goals requires that buildable lands for residential use be inventoried. He said the City's most recent buildable lands analysis was done as part of the state-mandated periodic review in the late 90s, which means the data is outdated and not very helpful. Graichen said if this proposal was suggesting a lower density, the letter from the Fair Housing Council may be more compelling, but since the proposal is for higher density, it does not make sense to delay a decision as they requested in the letter.

Graichen discussed the Comprehensive Goals and Policies related to housing, as presented in the staff report. Commissioner Cohen asked how large the two lots are. Graichen said together, the lots are a little over an acre. Commissioner Cohen asked if there is a minimum lot size for 4-plexes. Graichen said it is 8,000 square feet. Commissioner Cohen clarified that they could get to this density without re-zoning the property. Graichen said yes. Commissioner Cohen asked how the property will be accessed. Graichen said that since the applicant owns both properties, they will likely share access with the other property so that an additional driveway would not be added to Columbia Blvd. Commissioner Semling asked how many buildings they are proposing. Graichen said the applicant could address this.

IN FAVOR

Melton, Craig. Applicant. Melton described that the original development was built using a HUD program for low-income residents. He used to work for the previous owner of the existing 4-plex property. The units are 600 square feet, one-bedroom units with laundry facilities on-site. Melton said the previous owner operated this 4-plex for 32 years. When it went up for sale, both Coombs and Melton were interested in purchasing it. Melton said the units are basically senior living without assistance, although some residents have caretakers who visit regularly. The units are ADA-accessible. When the land next door to the existing 4-plex came up for sale, they bought it with a vision of expanding their facility in the future. They are only interested in developing the property for 65+ senior living. He said every day for the next 19 years, 10,000 people will reach age 65. Melton said there is a growing demand for this type of development.

Coombs, David. Applicant. Coombs said they purchased the existing 4-plex in late 2009. It was originally in a Rural Housing Program through the USDA. Once they purchased the property, it was no longer in that program. They had no intention of displacing low-income residents, so they worked with Community Action Team to get assistance through the Northwest Oregon Housing Authority for the residents. He showed the Commission photos of the existing development at 2560 Columbia Blvd. They are trying to apply what works well with the existing development to the new development and improve on it. The existing driveway will be widened by four feet and the sidewalk will be widened by one foot to meet the standards. He described that they could divide the property and build duplexes with current zoning, but they would rather continue the low-income, senior living model that they have on the existing 4-plex site. He does not feel this proposal is

spot zoning because the Comprehensive Plan should have the property across the street listed as General Residential (which includes Apartment Residential). There are 58 apartment units across the street.

Commissioner Cohen asked if they would leave the existing home on the property. Coombs said it would be partitioned off. Commissioner Cohen asked if the existing 4-plex structure would stay. Coombs said yes. Commissioner Semling asked how many units and how many buildings they will propose. Coombs said they would like to keep it to one building with eight units, but they have not prepared drawings for the site design review process yet. Coombs said they need land use approval first.

Thomas, Bob. 135 Ogan Lane. Thomas lives next to the development. He wanted to make sure that the new access is paved to keep the dust down. Graichen said it is a City requirement to pave the access.

Doug, Leveque. 125 Ogan Lane. Leveque lives next to the development. Leveque asked if the applicant could put a privacy fence between the two properties. Leveque bought the property with the understanding that the empty lot next to him would not be developed. He feels the one-story will block their view of the park, and he would prefer to have a privacy fence. Commissioner Cohen said that this request is for a Zoning/Comprehensive Plan Map Amendment and that a fence is not pertinent to this discussion. That is a Site Design Review concern. Graichen said there will be a notice area of 100 feet when the Site Design Review decision is made, so Leveque will be notified of the decision at that time.

IN OPPOSITION

No one spoke in opposition.

END OF ORAL TESTIMONY

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

CLOSE PUBLIC HEARING & RECORD

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

FURTHER QUESTIONS OF STAFF

Commissioner Semling asked if this zone change is approved, will the properties across the street also be re-zoned. Chair Petersen said they are already properly zoned Apartment Residential; it is the Comprehensive Plan Map that is incorrect. Graichen said the Comprehensive Plan Map will likely be critiqued in the future, especially as affordable housing becomes more of an issue. The Comprehensive Plan Map was created over 30 years ago. Chair Petersen asked about Community Action Team's affordable housing study. Assistant Planner Jenny Dimsho said the complete report is not complete, but she would send the draft analysis which contains the economic analysis to the Commission.

DELIBERATIONS

Commissioner Cohen is concerned that the site is not big enough to accommodate eight units. Chair Petersen pointed out that the number of units is not involved in the Commission's decision tonight. Chair Petersen said that tonight's discussion should revolve around zoning. Commissioner Hubbard said they can look at the well-kept, existing development and be assured that the applicant wants to do the same thing on the new property. Chair Petersen pointed out the letter from Don Patterson that the applicant included in their proposal about the lack of affordable housing. Commissioner Webster feels this proposal is a no-brainer. Commissioner Semling said she has no issues with this request, but she does not understand why

the apartments across the street are not also being changed. Chair Petersen said he does not disagree with her, but the Commission cannot make a change on someone else's property with this proposal. Commissioner Semling said she would like to see it be addressed in the future.

MOTION

Commissioner Webster moved to recommend approval of the Comprehensive Plan Map Amendment. Commissioner Lawrence seconded. All in favor; none opposed; motion carries.

Commissioner Webster moved to recommend approval of the Zoning Map Amendment. Commissioner Cohen seconded. All in favor; none opposed; motion carries.



Proposed Temporary Use Medical Hardship Amendments

Graichen explained that these proposed temporary use medical hardship changes will be included in the next batch of text amendments along with the Riverfront District changes. Graichen also explained the conversation the Commission had last time that temporary use medical hardships were discussed, which was back in September 2015. These text amendments cover some of the issues the Commission had back then.

Graichen said although there are rules to allow a manufactured home on a property for medical hardship, he does not think the City has ever issued a temporary medical hardship. He noted, however, that there have been *many* requests to use an RV for this purpose.

Graichen said the duration for Temporary Use Permits would be for six months with a single renewal. You may re-apply for another Temporary Use Permit after the renewal. Chair Petersen explained that the permitting cost adds up quickly for renewals in the County. He thinks the renewal should be cheaper than the County's especially since the staff time needed to process the permit is so minimal. Commissioner Cohen asked what the permit fee is currently. Graichen said the current Temporary Use fee is \$155 and \$104 for a renewal. Chair Petersen said that fee does not seem too onerous.

Commissioner Cohen asked why the proposed duration is only six months if the County is one year. Graichen said City Council was interested in the six-month duration in case the RV becomes a nuisance.

Commissioner Cohen asked how the code defines a recreation vehicle (RV). Graichen said an RV is defined as "towed or self-propelled vehicle such as motor homes, pick-up campers, and travel trailers intended for human occupancy for vacation and recreational purposes." He said the code defines a travel trailer as "portable vehicular structure not built to UBC, Manufactured Housing Construction and Safety Standards Code or the Mobile Home Design and Construction Standard designed for travel, recreational camping, or vacation purposes either having its own motor power or mounted onto or drawn by another vehicle, fully licensed and ready for highway use, and included but not limited to, travel and camping trailers, truck campers, and motor homes."

Graichen asked the Commission if they want the caretaker to be allowed to live in the RV or if the person needing the care can live in the RV. Commissioner Webster and Commissioner Cohen both feel that the RV should be allowed for the person needing the care **or** the caretaker. The Commission agreed.

The Commission did not see the benefit in requiring the caregiver to be an immediate family member. Councilor Carlson recommended having the caregiver listed on the application. Chair Petersen agreed and

suggested that if the caregiver changes, that information must be relayed to the City. The Commission agreed that the caregiver(s) do not have to be an immediate family member and that listing the person by name on the application is a good idea.

Graichen explained that the placement of the RV cannot be within the vision clearance area. Commissioner Cohen asked if this would allow RVs to be placed on the street. Graichen said no, and he will add a clarification about that. Graichen also explained that there is a requirement that the off-street parking available not be reduced below the minimum. He explained that this requirement will be a deal-breaker for many applicants who want to place the RV in the driveway and do not have other parking available. The Commission would like to keep this requirement.

Commissioner Cohen hopes that people do not illegally try to tie into the City sewer. Graichen said Public Works did not seem too concerned. Water hook up will just be with a hose, and no new meter is needed. Commissioner Lawrence is concerned about the sewer. Chair Petersen said most properties will not have the ability to hook up to sewer, but some homes happen to have a clean out available nearby. Most will have to go to a dump station to clean out once in a while. Chair Petersen said for the cases where sewer is nearby, the proposed code will require a permit for connection to ensure all requirements are met.

There was a discussion about limiting the number of people living in the RV. Councilor Carlson said she knew of a situation where a daughter and two grandchildren were living in the RV before the grandmother died. Once the grandmother died, the RV left. Commissioner Webster recommended removing the number of people living in the RV. Chair Petersen agreed. Commissioner Cohen disagreed. He felt not having a requirement would lead to six people living in the RV. Councilor Carlson brought up a situation where a family only slept in the RV and used the restrooms and kitchen in the house. They were not hooked up to sewer or water. The mother was a hoarder and the family living in the RV were actually cleaning up the property and the house. Carlson feels it does not make sense to limit the number of people living in the RV, especially with the increased housing needs.

Graichen suggested adding language about the ability to retract the permit if the applicant violates any of the rules or is otherwise a threat to public health, safety and welfare. The Commission expressed interest in this addition.

□

Planning Director Decisions

- a. Sign Permit (Banner) at 2100 Block of Columbia Blvd - Columbia County Bridal Expo
- b. Sign Permit at 115 N. Columbia River Hwy - Wall sign on existing gas station store
- c. Sign Permit (3) at 2295 Gable Rd. - Wall signs on an existing Wal-Mart
- d. Sign Permit at 1914 Columbia Blvd. - Wall sign on an existing commercial suite

There were no comments.

□

Planning Department Activity Reports

There were no comments.

□

For Your Information Items

Graichen handed out the State Historic Preservation Office playing cards to the Commission. He also mentioned that Laurie Oliver, the Scappoose Planner, reached out to him regarding a training for transportation traffic studies on March 9 at 7 p.m. in the Scappoose Council Chambers. They are asking to share the costs if any commissioners want to go. Chair Petersen said he may be interested in attending.

Assistant Planner Jenny Dimsho mentioned the Urban Renewal Open House on February 21 at 6 p.m. in the Council Chambers. The presentation will begin at 6:30 p.m. and the doors will be open until 7:30 p.m.

Carlson mentioned that there will be an informational Open House regarding the lagoon repurposing project in the spring. A date has not been chosen yet.

□

There being no further business before the Planning Commission, the meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Jennifer Dimsho
Planning Secretary

2017 Planning Commission Attendance Record

P=Present A=Absent Can=Cancelled

Date	Petersen	Hubbard	Lawrence	Cohen	Cary	Semling	Webster
01/10/17	P	P	A	P	P	P	P
02/14/17	P	P	P	P	A	P	P
03/14/17							
04/11/17							
05/09/17							
06/13/17							
07/11/17							
08/08/17							
09/12/17							
10/10/17							
11/14/17							
12/12/17							

City of St. Helens
Arts & Cultural Commission
Minutes from Tuesday November 15, 2016
City Council Chambers

Members Present

Kevin Chavez, Chair
Rosemary Imhof, Vice Chair
Kannikar Petersen
Diane Dillard
Diane Dunn

Members Absent

None

Guests

Allen Hulsopple
Les Watters

Councilors in Attendance

Susan Conn, Councilor

Staff Present

Jamie Edwards, Secretary
Jenny Dimsho, Assistant Planner



CALL MEETING TO ORDER

Chair Chavez called the meeting to order at 6:40 p.m.

VISITORS

Les Watters with the Columbia County Historical Society brought up Seaman the Dog statue that needed repair due to being vandalized. Commissioner Petersen advised the statue belonged to the Arts and Culture Commission to maintain. Petersen is working with Public Works to get the statue fixed. Petersen advised the Good Time Bench will also be maintained yearly by Public Works. The plaque reads that the statue belongs to the historical society but the City owns it. Watters feels the plaque should be replaced. Chair Chavez is concerned that removing the plaque could cause the statue to lose historical value.

APPROVAL OF MINUTES FOR SEPTEMBER 27, 2016

Motion: Commissioner Dillard moved to approve minutes for September 27, 2016. Commissioner Petersen second. All in favor; none opposed; motion carries.

FISCAL REPORT

The Arts and Cultural Commission reviewed the fiscal report and accepted as submitted.

GATEWAY PROJECT PHASE 2

Assistant City Planner Jenny Dimsho reported they have extra coffee mugs and glasses and states customers could receive \$1.00 off at Big River Bistro per coffee when they buy our cups. Commissioner Dunn will follow up with the Dockside partnership. Dimsho reported we are still receiving money from the postcards sales. The gap is currently just under \$10,000 and the goal is to have the funds by January 2017.

Potential revenues:

- The Commission submitted a sponsorship application to the Columbia River PUD but it was declined as it was not in line with their mission.
- SHEDCO dogs will sell on an online auction on EBay starting Black Friday. 50% of the proceeds will go towards the Gateway Project.
- Commissioner Petersen and Assistant City Planner Jenny Dimsho will apply for a grant by this Friday for \$2,000.00 from County Culture Commission. This will purchase a plaque and list the donors who have supported in the fundraiser with \$1,000.00 or more.

Motion: Petersen moved to sign a contract with the artist to provide engineering for the Gateway Sculpture so we could then find an engineer for the brackets to secure it. The second part would be authorizing \$35,000.00 over six months including delivery to engineer the structure. Once it's approved, apply for the permits from the City. Dunn seconded. All in favor; none opposed; motion carries.

Dimsho reports most of the money is currently with SHEDCO. Petersen reports it is not needed to move the funds at this time.

BIKE RACKS

Vice Chair Imhof reported she heard from the artist Bonnie who believes the two bike racks should be completed by the end of December 2016 and the bike cost should be \$70-80 each. Commissioner Dillard suggested Imhof call Jeff with Pacific Industrial to see if he would donate the coating.

Commissioner Petersen advised a plaque will be added to the bike racks reading "Property of City of St. Helens" and can read who designed it and the year it was built.

Imhof reported the beginning and ending balance of the fiscal report shows only \$89.00 Secretary Jamie will follow up with Finance Director Matt Brown on the funds for the bike rack.

2016 ARTS AND CULTURE COMMISSION HOLIDAY GREETING CARDS OR E CARDS

Commissioner Petersen said the 2015 holiday card was the Trash Can image as a tree thanking them for their support. Petersen proposed using the feature we are trying to collect for this year.

The Arts and Cultural Commission sent almost 200 cards last year, ordered them from Bemis and hand addressed the cards at Petersen's office.

Petersen advised the budget would come from administrative and marketing. The budget has \$750.00. Petersen recalls the cost being just over a \$1.00 each card; including the envelope, plus the cost of stamps so total should be just under \$2.00 a card. Chair Chavez will design the cards and have them ready to mail by December 10th. The design and order needs to be submitted by December 1st.

CANDIDATES FOR ARTS AND CULTURE COMMISSION POSITIONS

The Arts and Cultural Commission received applications for the two vacant commission places from Joann and Kimberly, they were not invited to this meeting. Chair Chavez can call them to schedule a meeting but cannot do the meeting during the week day and asked if anyone else could meet with them. Commissioner Petersen offered her office to meet with the candidates. Vice Chair Imhoff and Commissioner Dunn will be there with Petersen. Imhof will call Kimberly O'Hanlon and Dunn will call Joann Nelson to schedule a meeting.

COLUMBIA ART GUILD'S TENT

Commissioner Petersen reported the Arts and Cultural Commission borrowed a pop up tent for the trash can painting in 2015 from Columbia Art Guilds and never returned it. Petersen recommends the ACC replace the tent. Petersen ordered the tent and request to submit reimbursement for the tent.

Motion: Dillard moved to approve \$112.67 for the purchase of a pop up tent to replace the one missing. Imhof seconded. All in favor; none opposed; motion carries.

SPIRIT OF HALLOWEENTOWN MASKS

Vice Chair Imhof report there were 45 people that came in for the masks. It was very successful and a lot of happy people.

PUMPKIN CARVING CONTEST

The Arts and Cultural Commission received three entries this year. Last year there were ten. Petersen reported the pumpkin carving contest does not bring in many people. The mask making brings in many more people and the ACC should reconsider the pumpkin carving contest next year.

Checks were mailed to the winners Thursday, November 10, 2016. Chavez states projects that are just platforms for people to drop off are not as successful as those with crafts/involvements.

ARTS AND CULTURAL COMMISSION EXPIRATION AND ELECTIONS

Motion: Petersen recommended renewing terms for Kevin Chavez and Diane Dillard. Dunn seconded. All in favor; none opposed; motion carries.

Motion: Dillard moved to nominate Dunn for Chair. Imhof seconded. All in favor; none opposed; motion carries.

Motion: Dillard moved to nominate Imhof for Vice Chair. Petersen seconded. All in favor; none opposed; motion carries.

SHEDCO LIGHT UP SHOP

Commissioner Petersen reported that on Saturday, November 19, 2016 from 10AM-2PM, SHEDCO is meeting and making light up balls to decorate the plaza. This year they are making at least 50. Please come and participate and bring anyone interested in volunteering. A light lunch will be provided.

ADJOURNMENT

The meeting was adjourned at 7:56 p.m.

NEXT MEETING

The next is scheduled for Tuesday, January 24, 2017 at 6:30 p.m.

✂

Submitted by:

Jamie Edwards
Utility Billing Specialist

Present=P Absent=A

Date	Dunn	Petersen	Dillard	Imhof	Chavez
September 27, 2016	P	P	P	P	P
October 25, 2016 Meeting Canceled					
November 15, 2016	P	P	P	P	P
December 20, 2016 Meeting canceled					

Accounts Payable

To Be Paid Proof List

User: jenniferj
 Printed: 03/15/2017 - 8:39AM
 Batch: 00008.03.2017 - AP 3/15/17 FY 16-17

103



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
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03102017	3/10/2017	1,005.87	0.00	03/15/2017	N. SHEPPEARD OR. ASSOC. OF WATER UTILITIES EX			False	0
013-403-490000 Professional development									
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SHEPPEARD, NEAL Tota		1,005.87							
Report Total:		1,005.87							

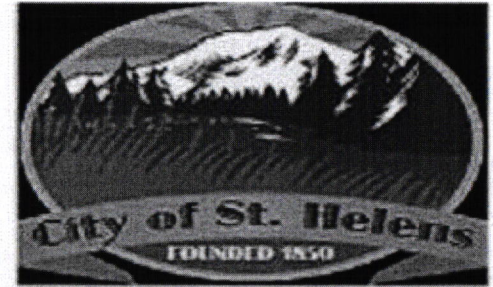


Accounts Payable

To Be Paid Proof List

User: jenniferj
 Printed: 03/17/2017 - 9:57AM
 Batch: 00009.03.2017 - AP 3/17/17 FY 16-17

126



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
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ACCELA, INC. #774375									
000496									
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012-106-554000	Contractual/consulting serv				CASH REC IMPORT SERVICES				
INV-ACC28455 Total:		80.00							
INV-ACC28648	2/28/2017	135.00	0.00	03/17/2017				False	0
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INV-ACC28648 Total:		135.00							
ACCELA, INC. #774375 T		215.00							
ACE HARDWARE									
000500									
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001-005-501000	Operating Materials & Supp				MATERIALS				
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001-002-501000	Operating Materials & Supp				MATERIALS				
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001-002-501000	Operating Materials & Supp				MATERIALS DISCOUNT				
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004-410-501000	Property Maintenance				MATERIALS				

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018-020-501000 Operating Materials & Supplies				MATERIALS					
1217	2/28/2017	-25.37	0.00	03/17/2017				False	0
004-410-501000 Property Maintenance				MATERIALS DISCOUNT					
1217 Total:		258.26	X						
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018-020-501000 Operating Materials & Supplies				MATERIALS					
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017-417-501000 Operating materials and suppli				MATERIALS					
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010-302-653207 2 mg reservior rehab				MATERIALS					
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013-403-501000 Operating materials/supplies				MATERIALS					
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001-005-501000 Operating Materials & Supp				MATERIALS					
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015-015-501000 Operating Materials & Supp				MATERIALS					
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015-015-501000 Operating Materials & Supp				MATERIALS DISCOUNT					
1218	2/28/2017	4.19	0.00	03/17/2017				False	0
015-015-501000 Operating Materials & Supp				MATERIALS					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number					Description	Reference			
1218 Total:		549.09	X						
ACE HARDWARE Total:		1,515.11							
AIRGAS USA, LLC									
AIRGAS									
9943360749	2/28/2017	16.52	0.00	03/17/2017				False	0
017-017-501000 Operating Materials & Sup.				CO2					
9943360749 Total:		16.52							
AIRGAS USA, LLC Total:		16.52	X						
ALEXIN ANALYTICAL LABS, INC.									
001650									
29398	2/28/2017	477.00	0.00	03/17/2017				False	0
017-017-472000 Lab Testing				TESTING					
29398 Total:		477.00							
ALEXIN ANALYTICAL L		477.00	X						
AMERICAN EXTERMINATION									
AMERICAN									
119483	3/8/2017	116.00	0.00	03/17/2017				False	0
001-110-470000 Building expense				PEST CONTROL SR. CENTER					
119483 Total:		116.00							
AMERICAN EXTERMIN		116.00	X						
ARIAS, ADRIAN									
001832									
02272017	2/27/2017	120.00	0.00	03/17/2017				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
001-103-554000 Contractual/consulting serv				INTERPRETATION M. CRUZ PEREZ					
	02272017 Total:	120.00							
	ARIAS, ADRIAN Total:	120.00	X						
BEAR COUNTRY CATERING LLC									
00251									
03152017	3/15/2017	580.00	0.00	03/17/2017				False	0
001-100-473000 Miscellaneous				ANNUAL APPREC. RECEP 4/20/17 REMAINING DUE C					
	03152017 Total:	580.00	X						
031520172	2/15/2017	400.00	0.00	03/17/2017				False	0
001-100-473000 Miscellaneous				ANNUAL APPREC. RECEP 4/20/17 DEPOSIT					
	031520172 Total:	400.00	X						
	BEAR COUNTRY CATER	980.00							
BEMIS PRINTING									
002701									
7346	2/17/2017	518.00	0.00	03/17/2017				False	0
012-107-457000 Office supplies				ENVELOPES #9,#10					
	7346 Total:	518.00							
	BEMIS PRINTING Total:	518.00	X						
CANON SOLUTIONS AMERICA, INC									
021694									
4021567520	2/28/2017	9.89	0.00	03/17/2017				False	0
001-004-473000 Misc Expense				COPIER 1539734					
	4021567520 Total:	9.89	X						

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
CANON SOLUTIONS AM		9.89							
CARY, DAN									
CARYD									
03152017	3/15/2017	60.00	0.00	03/17/2017				False	0
001-104-461000 Public meetings				PLANNING COMMISSION STIPENDS JAN-MARCH 20					
03152017 Total:		60.00							
CARY, DAN Total:		60.00							
CENTERLOGIC, INC.									
011595									
39165	3/6/2017	9.75	0.00	03/17/2017				False	0
001-105-500000 Information services				SERVERS BACKUP					
39165	3/6/2017	9.75	0.00	03/17/2017				False	0
017-417-501000 Operating materials and suppli				SERVERS BACKUP					
39165	3/6/2017	3.25	0.00	03/17/2017				False	0
001-104-500000 Information services				SERVERS BACKUP					
39165	3/6/2017	78.00	0.00	03/17/2017				False	0
001-002-500000 Computer System Maint.				SERVERS BACKUP					
39165	3/6/2017	9.75	0.00	03/17/2017				False	0
001-103-500000 Information services				SERVERS BACKUP					
39165	3/6/2017	26.00	0.00	03/17/2017				False	0
012-106-500000 Information services				SERVERS BACKUP					
39165	3/6/2017	9.75	0.00	03/17/2017				False	0
012-102-500000 Information services				SERVERS BACKUP					
39165	3/6/2017	13.00	0.00	03/17/2017				False	0
018-019-500000 Computer System Maint.				SERVERS BACKUP					
39165	3/6/2017	19.50	0.00	03/17/2017				False	0
013-402-500000 Information services				SERVERS BACKUP					
39165	3/6/2017	9.75	0.00	03/17/2017				False	0
015-015-500000 Computer System Maint.				SERVERS BACKUP					
39165	3/6/2017	78.00	0.00	03/17/2017				False	0
013-403-500000 Information services				SERVERS BACKUP					
39165	3/6/2017	22.75	0.00	03/17/2017				False	0
001-004-500000 Computer Maintenance				SERVERS BACKUP					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
39165	3/6/2017	13.00	0.00	03/17/2017				False	0
012-101-500000	Information services			SERVERS BACKUP					
39165	3/6/2017	22.75	0.00	03/17/2017				False	0
001-100-500000	Information services			SERVERS BACKUP					
39165 Total:		325.00							
CENTERLOGIC, INC. To		325.00							
CINTAS CORPORATION									
037620									
5007325574	3/10/2017	69.90	0.00	03/17/2017				False	0
001-002-501000	Operating Materials & Supp			CABINET REFILL					
5007325574 Total:		69.90							
CINTAS CORPORATION		69.90							
CINTAS CORPORATION-463									
006830									
463808228	3/6/2017	47.95	0.00	03/17/2017				False	0
018-019-470000	Building Expense			MATS					
463808228	3/6/2017	47.96	0.00	03/17/2017				False	0
018-020-470000	Building Expense			MATS					
463808228 Total:		95.91							
463811750	3/13/2017	50.73	0.00	03/17/2017				False	0
001-002-470000	Building Expense			MATS					
463811750 Total:		50.73							
CINTAS CORPORATION		146.64							
CITY OF ST. HELENS									
ST.HELEN									
03152017	3/15/2017	89.38	0.00	03/17/2017				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
001-002-470000 Building Expense					BUILDING PERMIT 13741 REPLACE SHOWER AND V				
	03152017 Total:	89.38							
	CITY OF ST. HELENS To	89.38							
COHEN, GREG COHEN									
03152017	3/15/2017	90.00	0.00	03/17/2017				False	0
001-104-461000 Public meetings					PLANNING COMMISSION STIPENDS JAN-MARCH 20				
	03152017 Total:	90.00							
	COHEN, GREG Total:	90.00							
COLUMBIA 911 COMMUNICATION DISTRICT 007260									
03102017	3/10/2017	75.60	0.00	03/17/2017				False	0
001-002-490000 Police Training/Supplies					8 CPR CARDS AT 9.45 EACH POLICE				
	03102017 Total:	75.60							
	COLUMBIA 911 COMMU	75.60							
COLUMBIA FEED & SUPPLY 008120									
22519	2/6/2017	230.00	0.00	03/17/2017				False	0
001-002-503000 K9 Expense					SUPPLIES EKANUBA				
	22519 Total:	230.00							
	COLUMBIA FEED & SUP	230.00							
COLUMBIA RIVER P.U.D. 008325									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
1818313	3/8/2017	1,108.17	0.00	03/17/2017				False	0
011-011-453000 Street Lighting	73638 STREET LIGHT MATERIAL / LABOR / EQUIPMI								
1818313 Total:		1,108.17	X						
1821051	3/13/2017	760.80	0.00	03/17/2017				False	0
011-011-453000 Street Lighting	73638 STREET LIGHT MATERIAL / LABOR / EQUIPMI								
1821051 Total:		760.80	X						
1821053	3/13/2017	1,566.36	0.00	03/17/2017				False	0
011-011-453000 Street Lighting	73638 STREET LIGHT MATERIAL / LABOR / EQUIPMI								
1821053 Total:		1,566.36	X						
1821056	3/13/2017	1,504.06	0.00	03/17/2017				False	0
011-011-453000 Street Lighting	73638 STREET LIGHT MATERIAL / LABOR / EQUIPMI								
1821056 Total:		1,504.06	X						
1821063	3/13/2017	93.93	0.00	03/17/2017				False	0
011-011-453000 Street Lighting	73638 STREET LIGHT MATERIAL / LABOR / EQUIPMI								
1821063 Total:		93.93	X						
COLUMBIA RIVER P.U.D		5,033.32							
COMCAST									
COMCAST									
03072017	3/7/2017	94.85	0.00	03/17/2017				False	0
013-403-458000 Telecommunication expense	9144								
03072017 Total:		94.85	X						
03092017	3/9/2017	124.90	0.00	03/17/2017				False	0
018-020-459000 Utilities	0082								
03092017 Total:		124.90	X						

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number					Description	Reference			
COMCAST Total:		219.75							
CONSOLIDATED SUPPLY									
009000									
S8135532.001	3/1/2017	93.65	0.00	03/17/2017				False	0
018-018-501000 Operating Materials & Supplies					MATERIALS				
S8135532.001 Total:		93.65	X						
S8138025.001	3/2/2017	754.50	0.00	03/17/2017				False	0
017-017-501000 Operating Materials & Sup.					MATERIALS				
S8138025.001 Total:		754.50	X						
CONSOLIDATED SUPPL		848.15							
COUNTRY MEDIA INC.									
006800									
267786	3/1/2017	129.24	0.00	03/17/2017				False	0
001-104-494000 Recording fees					PLANNING COM. PUBLIC HEARING				
267786 Total:		129.24	X						
267787	3/1/2017	83.04	0.00	03/17/2017				False	0
001-104-494000 Recording fees					PLANNING COM. PUBLIC HEARING				
267787 Total:		83.04	X						
COUNTRY MEDIA INC. T		212.28							
DAILY JOURNAL OF COMMERCE, INC									
009900									
743176372	3/8/2017	588.80	0.00	03/17/2017				False	0
010-303-653301 Sewer main replacement					2017 INFLOW SEWER INSPECTION PROJECT S-647				
743176372 Total:		588.80	X						

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	DAILY JOURNAL OF CO	588.80							
DAVIS, CLAUD DAVIS.CE 03142017	3/14/2017	20.00	0.00	03/17/2017				False	0
001-000-311000 Business License				REFUND BUS LIC 2016 OVERPAYMENT					
03142017 Total:		20.00							
DAVIS, CLAUD Total:		20.00							
DAVIS, DANIEL 0101111 0002732	3/15/2017	150.00	0.00	03/17/2017				False	0
001-000-204000 Bail Deposit				BOND TRANSFER D. DAVIS					
0002732 Total:		150.00							
DAVIS, DANIEL Total:		150.00							
DCBS- FISCAL SERVICES 010113									
03132017	3/13/2017	1,984.27	0.00	03/17/2017				False	0
001-000-312000 Building Permits				SURCHARGE FEE REPORT -PERMITS					
03132017	3/13/2017	850.74	0.00	03/17/2017				False	0
001-000-313000 Plumbing Permit Fees				SURCHARGE FEE REPORT -PERMITS					
03132017	3/13/2017	382.80	0.00	03/17/2017				False	0
001-000-314000 Mechanical permit fees				SURCHARGE FEE REPORT -PERMITS					
03132017 Total:		3,217.81							
DCBS- FISCAL SERVICE		3,217.81							
DIMSHO, JENNIFER DIMSHO									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
03102017	3/10/2017	84.80	0.00	03/17/2017				False	0
001-104-490000 Professional development				PSU POP FORE WORKSHOP J. DIMSHO MILEAGE AN					
03102017 Total:		84.80							
DIMSHO, JENNIFER Tota		84.80							
DURAN, MALINDA R. 010948									
03102017	3/10/2017	15.00	0.00	03/17/2017				False	0
001-002-490000 Police Training/Supplies				FRONT DESK SAFETY SEC CLASS MALINDA DURAN					
03102017 Total:		15.00							
DURAN, MALINDA R. To		15.00							
E2C CORPORATION E2C									
4032	3/14/2017	2,664.00	0.00	03/17/2017				False	0
008-008-554000 Consulting/Contractual				PROPS COLUMNS ITEMS GRIMM AUCTION A/ S EST.					
4032 Total:		2,664.00							
E2C CORPORATION Tota		2,664.00							
EATON'S TIRE AND SERVICE CENTER 011000									
67102	2/28/2017	738.80	0.00	03/17/2017				False	0
015-015-501000 Operating Materials & Supp				TIRES					
67102 Total:		738.80							
EATON'S TIRE AND SER		738.80							

GALLS, LLC - D.B.A BLUEMENTHAL UNIFORM

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
013074									
007022168	2/20/2017	178.36	0.00	03/17/2017				False	0
001-002-501000	Operating Materials & Supp				SEAN LUEDKE UNIFORM MATERIALS				
	007022168 Total:	178.36							
	GALLS, LLC - D.B.A BLU	178.36							
GOVERNMENT FINANCE OFFICERS ASSOCIATION									
014015									
0152001	3/7/2017	190.00	0.00	03/17/2017				False	0
012-106-490000	Professional development				MATT BROWN MEMBERSHIP DUES				
	0152001 Total:	190.00							
	GOVERNMENT FINANC	190.00							
HD SUPPLY WATERWORKS, LTD									
020916									
G838838	3/2/2017	2,636.64	0.00	03/17/2017				False	0
017-017-501000	Operating Materials & Sup.				MATERIALS 110752				
	G838838 Total:	2,636.64							
	HD SUPPLY WATERWOR	2,636.64							
HUBBARD, RUSSELL									
HUBBAR.R									
03152017	3/15/2017	90.00	0.00	03/17/2017				False	0
001-104-461000	Public meetings				PLANNING COMMISSION STIPENDS JAN-MARCH 20				
	03152017 Total:	90.00							
	HUBBARD, RUSSELL To	90.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
INGRAM LIBRARY SERVICES, INC.									
016240									
97498027	3/1/2017	809.41	0.00	03/17/2017				False	0
001-004-511000 Printed Materials				BOOKS 20C7921					
97498027 Total:		809.41							
97498028	3/1/2017	55.84	0.00	03/17/2017				False	0
001-004-511000 Printed Materials				BOOKS 20C7921					
97498028 Total:		55.84							
97498029	3/1/2017	45.39	0.00	03/17/2017				False	0
001-004-511000 Printed Materials				BOOKS 20C7921					
97498029 Total:		45.39							
INGRAM LIBRARY SERV		910.64							
JORDAN, JASMINE									
030270									
03092017	3/9/2017	107.51	0.00	03/17/2017				False	0
001-104-558321 Main street				SHEDCO WORKSHOP PIZZA / MILEAGE REIMB.					
03092017 Total:		107.51							
JORDAN, JASMINE Total		107.51							
KOLDKIST BOTTLED WATER									
007248									
02282017	2/28/2017	99.00	0.00	03/17/2017				False	0
001-002-501000 Operating Materials & Supp				BOTTLED WATER					
02282017 Total:		99.00							
KOLDKIST BOTTLED W		99.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
KUNDERS, AARON									
017792									
03102017	3/10/2017	445.94	0.00	03/17/2017				False	0
018-019-490000 Schools & Conventions					OAWU MANAGEMENT AND TECH CONF A. KUNDER				
03102017	3/10/2017	445.94	0.00	03/17/2017				False	0
018-020-490000 Schools & Conventions					OAWU MANAGEMENT AND TECH CONF A. KUNDER				
	03102017 Total:	891.88							
	KUNDERS, AARON Tota	891.88	X						
LAWRENCE, KATHRYN									
LAWREN.K									
03152017	3/15/2017	30.00	0.00	03/17/2017				False	0
001-104-461000 Public meetings					PLANNING COMMISSION STIPENDS JAN-MARCH 20				
	03152017 Total:	30.00							
	LAWRENCE, KATHRYN	30.00	X						
MALLORY SAFETY AND SUPPLY LLC									
019378									
4223830	3/1/2017	116.67	0.00	03/17/2017				False	0
001-002-501000 Operating Materials & Supp					NIGHTHAWK 4MIL				
	4223830 Total:	116.67							
	MALLORY SAFETY AND	116.67	X						
MCNULTY WATER PEOPLES UTILITY DISTRICT									
020116									
03152017	3/15/2017	12.00	0.00	03/17/2017				False	0
001-110-459000 Utilities					ACCOUNT 1196 YEARLY FEE MILLARD WETLANDS				
	03152017 Total:	12.00	X						

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
MCNULTY WATER PEOP		12.00							
METROPRESORT									
020292									
490928	3/8/2017	3,010.77	0.00	03/17/2017				False	0
012-106-554000 Contractual/consulting serv				UB BILL PRINTING					
490928 Total:		3,010.77							
METROPRESORT Total:		3,010.77	X						
NORTHSTAR CHEMICAL, INC.									
021556									
99544	3/8/2017	4,766.66	0.00	03/17/2017				False	0
017-417-527000 Chlorine				SODIUM HYDROXIDE 25%					
99544 Total:		4,766.66							
NORTHSTAR CHEMICAL		4,766.66	X						
OREGON STATE BAR									
0229001									
ARV021918	2/27/2017	55.00	0.00	03/17/2017				False	0
001-103-511000 Library materials				UNIFORM CRIMINAL JURY INSTRUCTIONS 2016					
ARV021918 Total:		55.00							
OREGON STATE BAR To		55.00	X						
PAULSON PRINTING									
025300									
D10904	2/28/2017	72.00	0.00	03/17/2017				False	0
001-002-501000 Operating Materials & Supp				BUS CARDS FOR TERRY MOSS					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
D10904 Total:		72.00							
PAULSON PRINTING To		72.00	X						
PEACEHEALTH MEDICAL GROUP OCC.HEALTH 025390									
03-066174	3/1/2017	120.00	0.00	03/17/2017				False	0
013-403-490000 Professional development				N. SHEPPEARD					
03-066174 Total:		120.00							
PEACEHEALTH MEDICA		120.00	X						
PETERSEN, WILLIAM AL PETER. WA									
03152017	3/15/2017	90.00	0.00	03/17/2017				False	0
001-104-461000 Public meetings				PLANNING COMMISSION STIPENDS JAN-MARCH 20					
03152017 Total:		90.00							
PETERSEN, WILLIAM A		90.00	X						
PHILLIPS, CYNTHIA 025515									
03312017	3/15/2017	1,670.00	0.00	03/17/2017				False	0
001-103-554000 Contractual/consulting serv				MUNICIPAL COURT JUDGE 3/16-3/31					
03312017 Total:		1,670.00							
PHILLIPS, CYNTHIA Tot		1,670.00	X						
PORTLAND GENERAL ELECTRIC 025702									
03162017	3/16/2017	42.94	0.00	03/17/2017				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
011-011-453000 Street Lighting				9724					
	03162017 Total:	42.94							
	PORTLAND GENERAL E	42.94	X						
QUILL CORP. 026700 4811399	3/1/2017	284.38	0.00	03/17/2017				False	0
001-002-457000 Office Supplies				OFFICE SUPPLIES					
	4811399 Total:	284.38							
	QUILL CORP. Total:	284.38	X						
REID INVESTIGATIONS, LLC 027134 145-17	3/10/2017	711.90	0.00	03/17/2017				False	0
001-002-501000 Operating Materials & Supp				ANTHONY BOSWELL INVESTIGATION					
	145-17 Total:	711.90							
	REID INVESTIGATIONS	711.90	X						
RICOH USA INC 027295 5047414319	3/5/2017	33.84	0.00	03/17/2017				False	0
012-107-502000 Equipment expense				CONTRACT 3346106					
	5047414319 Total:	33.84							
	RICOH USA INC Total:	33.84	X						
SEMLING, SHIELA SMLNG.SH									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
03152017	3/15/2017	90.00	0.00	03/17/2017				False	0
001-104-461000	Public meetings			PLANNING COMMISSION STIPENDS JAN-MARCH 20					
	03152017 Total:	90.00							
	SEMLING, SHIELA Total	90.00	X						
SHRED-IT USA, LLC									
SHRED-IT									
8121883617	2/28/2017	85.90	0.00	03/17/2017				False	0
012-102-554000	Contractual/consulting serv			13627551 CITY HALL SHRED					
	8121883617 Total:	85.90							
	SHRED-IT USA, LLC Tot	85.90	X						
SOLUTIONS YES									
013581									
INV93202	1/17/2017	195.00	0.00	03/17/2017				False	0
012-107-502000	Equipment expense			CONTRACT C10184-01					
	INV93202 Total:	195.00							
	SOLUTIONS YES Total:	195.00	X						
STAPLES BUSINESS ADVANTAGE									
031983									
3332873978	3/4/2017	695.16	0.00	03/17/2017				False	0
013-403-457000	Office supplies			GO RAGS					
	3332873978 Total:	695.16	X						
3332873979	3/4/2017	183.24	0.00	03/17/2017				False	0
013-403-457000	Office supplies			PAPER/ INK					
	3332873979 Total:	183.24	X						

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
	STAPLES BUSINESS AD	878.40							
<hr/>									
SUNSET EQUIPMENT CO.									
032700									
42036	3/10/2017	55.18	0.00	03/17/2017				False	0
013-403-470000 Building				STAY ON WHEEL					
42036	3/10/2017	55.18	0.00	03/17/2017				False	0
018-019-501000 Operating Materials				STAY ON WHEEL					
<hr/>									
42036 Total:		110.36							
<hr/>									
SUNSET EQUIPMENT C		110.36							
<hr/>									
SUPERIOR TIRE SERVICES									
032774									
6438895	3/14/2017	597.28	0.00	03/17/2017				False	0
001-002-510000 Automobile Expense				TIRES POLICE					
<hr/>									
6438895 Total:		597.28							
<hr/>									
SUPERIOR TIRE SERVIC		597.28							
<hr/>									
TPHFCC									
007577									
1415-30	2/26/2017	600.00	0.00	03/17/2017				False	0
001-002-501000 Operating Materials & Supp				NARCAN NASAL SPRAY					
<hr/>									
1415-30 Total:		600.00							
<hr/>									
TPHFCC Total:		600.00							
<hr/>									
TRAFFIC SAFETY SUPPLY CO., INC									
033600									
124480	2/9/2017	1,138.26	0.00	03/17/2017				False	0
011-011-501000 Operating Materials & Supp				POST / SLEEVE					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
124480 Total:		1,138.26							
TRAFFIC SAFETY SUPP		1,138.26							
UNIVERSITY OF OREGON									
034500									
3752A8-03	3/1/2017	5,500.00	0.00	03/17/2017				False	0
001-104-558321 Main street					RARE PROGRAM SERVICES THIRD QUARTER BILLI				
3752A8-03 Total:		5,500.00							
UNIVERSITY OF OREGO		5,500.00							
VERIZON WIRELESS									
000720									
9781194629	3/1/2017	167.52	0.00	03/17/2017				False	0
017-017-459000 Utilities					242060134-00001				
9781194629 Total:		167.52							
VERIZON WIRELESS To		167.52							
VERNON, VICKI R.									
034920									
02272017	2/27/2017	696.00	0.00	03/17/2017				False	0
001-103-554000 Contractual/consulting serv					KYLE WEINBENDER				
02272017 Total:		696.00							
VERNON, VICKI R. Total		696.00							
WEBSTER, AUDREY									
WEBSTERA									
03152017	3/15/2017	90.00	0.00	03/17/2017				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
001-104-461000 Public meetings					PLANNING COMMISSION STIPENDS JAN-MARCH 20				
03152017 Total:		90.00							
WEBSTER, AUDREY Tot		90.00							
WELTER, KATHRYN M. 036275									
03102017	3/10/2017	59.60	0.00	03/17/2017				False	0
001-002-490000 Police Training/Supplies					K. WELTER FORENSIC PHOTO TRAINING MEALS EX				
03102017 Total:		59.60							
WELTER, KATHRYN M.		59.60							
Report Total:		45,175.26							

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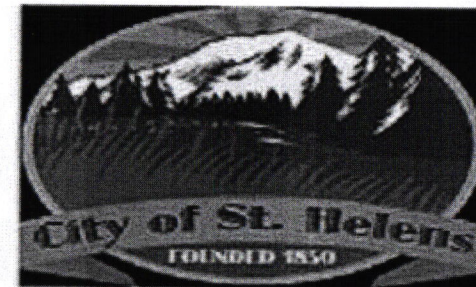
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Accounts Payable

To Be Paid Proof List

User: jenniferj
 Printed: 03/23/2017 - 1:04PM
 Batch: 00012.03.2017 - AP 3/24/17 FY 16-17



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
ADVENTIST HEALTH- OCCUPATIONAL MEDICINE, PORTLAND /									
000684									
03142017	3/14/2017	365.00	0.00	03/24/2017				False	0
017-417-490000	Professional development			HEARING TESTS BURTON					
03142017	3/14/2017	365.00	0.00	03/24/2017				False	0
013-403-490000	Professional development			HEARING TESTS SHEPPEARD					
03142017	3/14/2017	365.00	0.00	03/24/2017				False	0
013-402-490000	Professional development			HEARING TESTS UNDERWOOD					
03142017 Total:		1,095.00							
031420172	3/14/2017	920.00	0.00	03/24/2017				False	0
001-002-554000	Contractual Services			HEARING TESTS POLICE					
031420172 Total:		920.00							
ADVENTIST HEALTH- O		2,015.00							
BARBEE, DIANE									
017100									
03152017	3/15/2017	168.56	0.00	03/24/2017				False	0
001-004-481000	Visual Materials			12 DVD'S ADULT DRAMA WALMART					
03152017 Total:		168.56							
BARBEE, DIANE Total:		168.56							

BULLARD LAW

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
004880									
27422	3/13/2017	1,148.00	0.00	03/24/2017				False	0
001-002-454000 Attorney					LEGAL SERVICES THROUGH 2/28				
27422 Total:		1,148.00							
BULLARD LAW Total:		1,148.00							
CARQUEST AUTO PARTS STORES									
005845									
02282017	2/28/2017	68.92	0.00	03/24/2017				False	0
001-002-510000 Automobile Expense					AUTO PARTS				
02282017	2/28/2017	46.70	0.00	03/24/2017				False	0
001-002-510000 Automobile Expense					AUTO PARTS				
02282017	2/28/2017	12.54	0.00	03/24/2017				False	0
015-015-501000 Operating Materials & Supp					AUTO PARTS				
02282017	2/28/2017	23.41	0.00	03/24/2017				False	0
015-015-501000 Operating Materials & Supp					AUTO PARTS				
02282017	2/28/2017	51.06	0.00	03/24/2017				False	0
015-015-501000 Operating Materials & Supp					AUTO PARTS				
02282017 Total:		202.63							
CARQUEST AUTO PART		202.63							
CENTERLOGIC, INC.									
011595									
38977	3/3/2017	211.48	0.00	03/24/2017				False	0
012-101-500000 Information services					COMP MSP AGREEMENT				
38977	3/3/2017	370.09	0.00	03/24/2017				False	0
001-100-500000 Information services					COMP MSP AGREEMENT				
38977	3/3/2017	158.61	0.00	03/24/2017				False	0
001-103-500000 Information services					COMP MSP AGREEMENT				
38977	3/3/2017	52.87	0.00	03/24/2017				False	0
001-104-500000 Information services					COMP MSP AGREEMENT				
38977	3/3/2017	1,268.88	0.00	03/24/2017				False	0
001-002-500000 Computer System Maint.					COMP MSP AGREEMENT				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
38977	3/3/2017	370.09	0.00	03/24/2017				False	0
001-004-500000 Computer Maintenance				COMP MSP AGREEMENT					
38977	3/3/2017	158.61	0.00	03/24/2017				False	0
001-105-500000 Information services				COMP MSP AGREEMENT					
38977	3/3/2017	158.61	0.00	03/24/2017				False	0
015-015-500000 Computer System Maint.				COMP MSP AGREEMENT					
38977	3/3/2017	158.61	0.00	03/24/2017				False	0
012-102-500000 Information services				COMP MSP AGREEMENT					
38977	3/3/2017	422.96	0.00	03/24/2017				False	0
012-106-500000 Information services				COMP MSP AGREEMENT					
38977	3/3/2017	317.22	0.00	03/24/2017				False	0
013-402-500000 Information services				COMP MSP AGREEMENT					
38977	3/3/2017	1,268.88	0.00	03/24/2017				False	0
013-403-500000 Information services				COMP MSP AGREEMENT					
38977	3/3/2017	158.61	0.00	03/24/2017				False	0
017-417-501000 Operating materials and suppli				COMP MSP AGREEMENT					
38977	3/3/2017	211.48	0.00	03/24/2017				False	0
018-019-500000 Computer System Maint.				COMP MSP AGREEMENT					
38977 Total:		5,287.00							
39030	3/1/2017	488.96	0.00	03/24/2017				False	0
012-108-575000 Equipment expense				DOCUMENT SCANNER					
39030 Total:		488.96							
39152	3/3/2017	77.91	0.00	03/24/2017				False	0
012-101-500000 Information services				IT SUPPORT					
39152	3/3/2017	51.94	0.00	03/24/2017				False	0
001-100-500000 Information services				IT SUPPORT					
39152	3/3/2017	103.98	0.00	03/24/2017				False	0
001-103-500000 Information services				IT SUPPORT					
39152	3/3/2017	51.94	0.00	03/24/2017				False	0
001-104-500000 Information services				IT SUPPORT					
39152	3/3/2017	195.00	0.00	03/24/2017				False	0
001-002-500000 Computer System Maint.				IT SUPPORT					
39152	3/3/2017	98.75	0.00	03/24/2017				False	0
001-105-500000 Information services				IT SUPPORT					
39152	3/3/2017	114.35	0.00	03/24/2017				False	0
012-102-500000 Information services				IT SUPPORT					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
39152	3/3/2017	275.41	0.00	03/24/2017				False	0
012-106-500000 Information services				IT SUPPORT					
39152	3/3/2017	213.22	0.00	03/24/2017				False	0
013-402-500000 Information services				IT SUPPORT					
39152 Total:		1,182.50							
39256	3/16/2017	406.00	0.00	03/24/2017				False	0
001-004-457000 Office Supplies				TONER					
39256	3/16/2017	94.00	0.00	03/24/2017				False	0
012-107-457000 Office supplies				TONER					
39256 Total:		500.00							
39367	3/19/2017	83.05	0.00	03/24/2017				False	0
012-101-500000 Information services				IT SERVICES					
39367	3/19/2017	55.37	0.00	03/24/2017				False	0
001-100-500000 Information services				IT SERVICES					
39367	3/19/2017	110.84	0.00	03/24/2017				False	0
001-103-500000 Information services				IT SERVICES					
39367	3/19/2017	55.37	0.00	03/24/2017				False	0
001-104-500000 Information services				IT SERVICES					
39367	3/19/2017	584.23	0.00	03/24/2017				False	0
001-002-500000 Computer System Maint.				IT SERVICES					
39367	3/19/2017	105.26	0.00	03/24/2017				False	0
001-105-500000 Information services				IT SERVICES					
39367	3/19/2017	121.89	0.00	03/24/2017				False	0
012-102-500000 Information services				IT SERVICES					
39367	3/19/2017	293.57	0.00	03/24/2017				False	0
012-106-500000 Information services				IT SERVICES					
39367	3/19/2017	227.24	0.00	03/24/2017				False	0
013-402-500000 Information services				IT SERVICES					
39367 Total:		1,636.82							
CENTERLOGIC, INC. To		9,095.28							

CENTURY LINK
034002

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
03042017	3/4/2017	119.49	0.00	03/24/2017				False	0
001-004-458000 Telephone Expense				OCTOBER- MARCH BILLINGS ACCT 503-366-8200-96					
03042017	3/4/2017	119.49	0.00	03/24/2017				False	0
001-002-458000 Telephone Expense				OCTOBER- MARCH BILLINGS ACCT 503-366-8200-96					
03042017	3/4/2017	119.49	0.00	03/24/2017				False	0
012-107-458000 Telecommunication expense				OCTOBER- MARCH BILLINGS ACCT 503-366-8200-96					
03042017	3/4/2017	119.49	0.00	03/24/2017				False	0
017-417-458000 Telephone expense				OCTOBER- MARCH BILLINGS ACCT 503-366-8200-96					
03042017	3/4/2017	119.49	0.00	03/24/2017				False	0
012-107-458000 Telecommunication expense				OCTOBER- MARCH BILLINGS ACCT 503-366-8200-96					
03042017 Total:		597.45							
CENTURY LINK Total:		597.45							
CENTURY LINK- ACCESS BILLING									
034004									
03112017	3/11/2017	88.22	0.00	03/24/2017				False	0
001-002-458000 Telephone Expense				0453					
03112017 Total:		88.22							
CENTURY LINK- ACCES		88.22							
CINTAS CORPORATION-463									
006830									
463801232	2/20/2017	35.00	0.00	03/24/2017				False	0
001-002-470000 Building Expense				SAFEWASHER					
463801232 Total:		35.00							
463815285	3/20/2017	43.53	0.00	03/24/2017				False	0
013-403-470000 Building				MATS					
463815285 Total:		43.53							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
<hr/>									
CINTAS CORPORATION		78.53							
CODE PUBLISHING, INC.									
007162									
55867	3/17/2017	91.80	0.00	03/24/2017				False	0
012-102-554000 Contractual/consulting serv					MUNICIPAL CODE UPDATE				
55867 Total:		91.80							
CODE PUBLISHING, INC		91.80							
COLUMBIA CO. DEPT. OF COMM. JUSTICE									
007581									
201702CSH	3/7/2017	1,950.00	0.00	03/24/2017				False	0
001-005-554000 Contractual Services					PARKS WORK CREW				
201702CSH	3/7/2017	975.00	0.00	03/24/2017				False	0
013-403-554000 Contractual/consulting serv					PW WORK CREW				
201702CSH Total:		2,925.00							
COLUMBIA CO. DEPT. O		2,925.00							
COLUMBIA COUNTY RIDER									
007766									
16-1530	3/14/2017	6.00	0.00	03/24/2017				False	0
001-002-501000 Operating Materials & Supp					VOUCHER RIDE ST. HELENS TO PORTLAND				
16-1530 Total:		6.00							
COLUMBIA COUNTY RI		6.00							
COLUMBIA RIVER P.U.D.									
008325									
03142017	3/14/2017	443.16	0.00	03/24/2017				False	0
001-002-459000 Utilities					7493				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
03142017	3/14/2017	647.83	0.00	03/24/2017				False	0
001-004-459000 Utilities				7493					
03142017	3/14/2017	652.19	0.00	03/24/2017				False	0
001-005-459000 Utilities				7493					
03142017	3/14/2017	182.97	0.00	03/24/2017				False	0
001-005-509000 Marine board expense				7493					
03142017	3/14/2017	4,124.00	0.00	03/24/2017				False	0
011-011-453000 Street Lighting				7493					
03142017	3/14/2017	1,070.74	0.00	03/24/2017				False	0
012-107-459000 Utilitites				7493					
03142017	3/14/2017	967.65	0.00	03/24/2017				False	0
013-403-459000 Utilities				7493					
03142017	3/14/2017	2,683.91	0.00	03/24/2017				False	0
017-017-459000 Utilities				7493					
03142017	3/14/2017	4,228.97	0.00	03/24/2017				False	0
017-417-459000 Utilities				7493					
03142017	3/14/2017	658.19	0.00	03/24/2017				False	0
018-019-534000 Electrical Energy				7493					
03142017	3/14/2017	1,974.58	0.00	03/24/2017				False	0
018-020-534000 Electrical Energy				7493					
03142017	3/14/2017	102.39	0.00	03/24/2017				False	0
018-021-459000 Utilites				7493					
03142017	3/14/2017	1,173.84	0.00	03/24/2017				False	0
018-022-459000 Utilities				7493					
03142017 Total:		18,910.42							
COLUMBIA RIVER P.U.D		18,910.42							
COMCAST									
COMCAST									
03122017	3/12/2017	136.93	0.00	03/24/2017				False	0
017-417-459000 Utilities				3238					
03122017 Total:		136.93							
03142017	3/14/2017	96.99	0.00	03/24/2017				False	0
001-005-458000 Telephone Expense				9228					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
03142017 Total:		96.99	✓						
COMCAST Total:		233.92							
EAGLE STAR ROCK PRODUCTS, INC.									
010970									
32076	2/27/2017	265.67	0.00	03/24/2017	ROCK			False	0
017-017-501000 Operating Materials & Sup.									
32076 Total:		265.67							
32092	3/2/2017	235.07	0.00	03/24/2017	ROCK			False	0
001-005-501000 Operating Materials & Supp									
32092 Total:		235.07							
32123	3/8/2017	249.84	0.00	03/24/2017	ROCK			False	0
018-021-501000 Operating Materials & Supplies									
32123 Total:		249.84							
32153	3/13/2017	161.35	0.00	03/24/2017	FILLING POT HOLES - ROCK			False	0
011-011-501000 Operating Materials & Supp									
32153 Total:		161.35							
32160	3/14/2017	121.50	0.00	03/24/2017	ROCK			False	0
017-017-501000 Operating Materials & Sup.									
32160 Total:		121.50							
32181	3/16/2017	134.82	0.00	03/24/2017	ROCK			False	0
018-021-501000 Operating Materials & Supplies									
32181 Total:		134.82							
32189	3/17/2017	488.97	0.00	03/24/2017	ROCK- #1 WELL			False	0
017-017-501000 Operating Materials & Sup.									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
32189 Total:		488.97							
EAGLE STAR ROCK PRO		1,657.22							
EATON'S TIRE AND SERVICE CENTER 011000									
67239	3/14/2017	449.07	0.00	03/24/2017				False	0
001-002-51000 Automobile Expense					DISC BRAKE ROTOR FRONT				
67239 Total:		449.07							
EATON'S TIRE AND SER		449.07							
HACH COMPANY 014200									
10175726	11/2/2016	57.08	0.00	03/24/2017				False	0
017-017-501000 Operating Materials & Sup.					REAGENT SET CHLORINE FREE 111367				
10175726	11/2/2016	114.16	0.00	03/24/2017				False	0
017-417-472000 Lab testing					REAGENT SET CHLORINE FREE 111367				
10175726 Total:		171.24							
10351610	3/7/2016	57.08	0.00	03/24/2017				False	0
017-017-501000 Operating Materials & Sup.					REAGENT SET CHLORINE FREE 111367				
10351610	3/7/2016	114.16	0.00	03/24/2017				False	0
017-417-472000 Lab testing					REAGENT SET CHLORINE FREE 111367				
10351610 Total:		171.24							
HACH COMPANY Total:		342.48							
HD SUPPLY WATERWORKS, LTD 020916									
G580893	3/15/2017	247.11	0.00	03/24/2017				False	0
017-017-501000 Operating Materials & Sup.					VALVE BOX RISERS				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
G580893 Total:		247.11							
HD SUPPLY WATERWOR		247.11							
LD PRODUCTS, INC.									
018060									
SIP-005870762	1/31/2017	29.59	0.00	03/24/2017				False	0
001-004-457000 Office Supplies				TONER					
SIP-005870762 Total:		29.59							
SIP-005997066	3/1/2017	67.19	0.00	03/24/2017				False	0
001-004-457000 Office Supplies				OEM RICOH 6048435					
SIP-005997066 Total:		67.19							
LD PRODUCTS, INC. Tot		96.78							
MAUL FOSTER ALONGI, INC.									
019555									
27815	3/10/2017	520.00	0.00	03/24/2017				False	0
004-400-554110 Area Wide Planning				PROJECT 0830.02.03 BWP ON CALL SERVICES					
27815 Total:		520.00							
27816	3/10/2017	8,417.50	0.00	03/24/2017				False	0
004-400-554110 Area Wide Planning				PROJECT 0830.03.03 WWTP LAGOON ON CALL SERV					
27816 Total:		8,417.50							
MAUL FOSTER ALONGI		8,937.50							
MIDWEST TAPE									
020427									
94863096	3/15/2017	14.99	0.00	03/24/2017				False	0
001-004-481000 Visual Materials				DVD					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
94863096 Total:		14.99							
MIDWEST TAPE Total:		14.99							
NORTHWEST NATURAL GAS									
021400									
03152017	3/15/2017	1,806.99	0.00	03/24/2017				False	0
017-417-459000 Utilities				2942					
03152017	3/15/2017	7.91	0.00	03/24/2017				False	0
017-017-459000 Utilities				7720 HALF					
03152017	3/15/2017	79.54	0.00	03/24/2017				False	0
012-107-459000 Utilitites				2848					
03152017	3/15/2017	95.23	0.00	03/24/2017				False	0
013-403-459000 Utilities				8675					
03152017	3/15/2017	148.91	0.00	03/24/2017				False	0
001-002-459000 Utilities				5638					
03152017	3/15/2017	124.21	0.00	03/24/2017				False	0
012-107-459000 Utilitites				5285					
03152017	3/15/2017	685.84	0.00	03/24/2017				False	0
001-004-459000 Utilities				7673					
03152017	3/15/2017	7.91	0.00	03/24/2017				False	0
018-018-459000 Utilites				7720 HALF					
03152017	3/15/2017	115.39	0.00	03/24/2017				False	0
018-019-459000 Utilites				5750 HALF					
03152017	3/15/2017	20.88	0.00	03/24/2017				False	0
001-005-459000 Utilities				8563					
03152017	3/15/2017	115.39	0.00	03/24/2017				False	0
018-020-459000 Utilities				5750 HALF					
03152017	3/15/2017	106.52	0.00	03/24/2017				False	0
001-005-459000 Utilities				3047					
03152017 Total:		3,314.72							
NORTHWEST NATURAL		3,314.72							

NORTHWEST OCCUPATIONAL

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
021449									
03092017	3/9/2017	400.00	0.00	03/24/2017				False	0
001-002-501000	Operating Materials & Supp				MEDICAL SCREENING EVAL ADAM HARTLESS				
	03092017 Total:	400.00							
	NORTHWEST OCCUPAT	400.00							
OCCMA									
02169									
03202017	3/20/2017	350.00	0.00	03/24/2017				False	0
012-101-490000	Professional development				NW REGIONAL MANAGERS CONF. JOHN WALSH				
	03202017 Total:	350.00							
	OCCMA Total:	350.00							
OPUS:INTERACTIVE, INC.									
021979									
285548	3/15/2017	5.00	0.00	03/24/2017				False	0
001-002-500000	Computer System Maint.				5022				
	285548 Total:	5.00							
4775	3/15/2017	5.00	0.00	03/24/2017				False	0
001-002-500000	Computer System Maint.				4775				
	4775 Total:	5.00							
5951	3/15/2017	39.00	0.00	03/24/2017				False	0
012-102-500000	Information services				5951				
	5951 Total:	39.00							
	OPUS:INTERACTIVE, IN	49.00							

PEAK ELECTRIC GROUP, LLC

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
PEAK.ELE									
170054	2/7/2017	895.00	0.00	03/24/2017				False	0
001-005-554000 Contractual Services					REPLACE FLOURESCENT LIGHTS WITH LED FIXTUI				
170054 Total:		895.00							
PEAK ELECTRIC GROU		895.00							
PORTLAND GENERAL ELECTRIC									
025702									
03202017	3/20/2017	77.09	0.00	03/24/2017				False	0
004-412-554000 Contract Services					9275				
03202017	3/20/2017	88.61	0.00	03/24/2017				False	0
004-412-554000 Contract Services					7687				
03202017 Total:		165.70							
PORTLAND GENERAL E		165.70							
RICOH USA, INC.									
027294									
98431654	3/3/2017	188.32	0.00	03/24/2017				False	0
001-002-470000 Building Expense					1496666-3356313				
98431654 Total:		188.32							
RICOH USA, INC. Total:		188.32							
SELDEN, LAURIE									
030715									
03312017	3/21/2017	3,015.00	0.00	03/24/2017				False	0
001-103-554000 Contractual/consulting serv					CRIMINAL PROSECUTORIAL SERVICES 3/15-3/31				
03312017 Total:		3,015.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
SELDEN, LAURIE Total:		3,015.00							
SHRED-IT USA, LLC									
SHRED-IT									
8121887137	2/28/2017	134.39	0.00	03/24/2017				False	0
001-002-470000 Building Expense				13664225 POLICE SHRED					
8121887137 Total:		134.39							
SHRED-IT USA, LLC Tot		134.39	✓						
SOLUTIONS YES									
013581									
INV99150	3/13/2017	38.56	0.00	03/24/2017				False	0
012-107-502000 Equipment expense				C11460-01					
INV99150 Total:		38.56	✓						
INV99608	3/17/2017	315.71	0.00	03/24/2017				False	0
012-107-502000 Equipment expense				C10184-01					
INV99608 Total:		315.71	✓						
SOLUTIONS YES Total:		354.27							
ST. HELENS COMMUNITY FOUNDATION									
SHCF									
03232017	3/23/2017	1,183.00	0.00	03/24/2017				False	0
008-008-558104 Events				DIRECTORS AND OFFICERS INSURANCE FOR PERIO					
03232017 Total:		1,183.00							
ST. HELENS COMMUNI		1,183.00	✓						
STAPLES BUSINESS ADVANTAGE									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
031983									
3332873980	3/4/2017	124.92	0.00	03/24/2017				False	0
012-106-457000 Office supplies				TONER					
3332873980	3/4/2017	104.19	0.00	03/24/2017				False	0
001-103-457000 Office supplies				TONER					
3332873980 Total:		229.11							
3332873981	3/4/2017	59.33	0.00	03/24/2017				False	0
012-107-457000 Office supplies				OFFICE SUPPLIES					
3332873981 Total:		59.33							
3333430752	3/11/2017	79.64	0.00	03/24/2017				False	0
012-107-457000 Office supplies				OFFICE SUPPLIES					
3333430752 Total:		79.64							
STAPLES BUSINESS AD		368.08							
SUNSET EQUIPMENT CO.									
032700									
42224	3/20/2017	18.34	0.00	03/24/2017				False	0
001-005-501000 Operating Materials & Supp				WEDGE 12					
42224 Total:		18.34							
SUNSET EQUIPMENT C		18.34							
SUPERIOR TIRE SERVICES									
032774									
6439718	3/16/2017	568.16	0.00	03/24/2017				False	0
015-015-501000 Operating Materials & Supp				TIRES					
6439718 Total:		568.16							
SUPERIOR TIRE SERVIC		568.16							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
TCMS, TEMP CONTROL MECHANICAL SERVICE CORP									
033013									
015886	3/31/2017	1,425.00	0.00	03/24/2017				False	0
012-107-554000	Contractual/consulting serv				C10630 3/1-5/31				
015886 Total:		1,425.00	✓						
015887	3/31/2017	385.25	0.00	03/24/2017				False	0
012-107-554000	Contractual/consulting serv				C10000 3/1-5/31				
015887 Total:		385.25	✓						
030028	3/31/2017	235.00	0.00	03/24/2017				False	0
018-019-470000	Building Expense				C10855 3/1-5/31				
030028	3/31/2017	235.00	0.00	03/24/2017				False	0
018-020-470000	Building Expense				C10855 3/1-5/31				
030028 Total:		470.00	✓						
TCMS, TEMP CONTROL		2,280.25							
THEROUX NORTHWEST									
033188									
03202017	3/20/2017	60.00	0.00	03/24/2017				False	0
001-000-311000	Business License				REFUND OVERPAYMENT OF 2017 BUS LIC				
03202017 Total:		60.00							
THEROUX NORTHWEST		60.00	✓						
TRAFFIC SAFETY SUPPLY CO., INC									
033600									
124987	3/7/2017	424.00	0.00	03/24/2017				False	0
011-011-501000	Operating Materials & Supp				WANCO PCMS				
124987 Total:		424.00	✓						
125475	3/6/2017	680.01	0.00	03/24/2017				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
011-011-501000 Operating Materials & Supp					POST ANCHOR				
125475 Total:		680.01							
TRAFFIC SAFETY SUPP		1,104.01							
TVW INC									
033827									
0028143-IN	2/28/2017	1,354.31	0.00	03/24/2017				False	0
012-107-554000 Contractual/consulting serv					JANITORIAL SERVICE				
0028143-IN Total:		1,354.31							
0028144-IN	2/28/2017	1,318.70	0.00	03/24/2017				False	0
001-004-508000 Janitorial Services					JANITORIAL SERVICE				
0028144-IN Total:		1,318.70							
0028145-IN	2/28/2017	475.14	0.00	03/24/2017				False	0
001-002-508000 Janitorial Services					JANITORIAL SERVICE				
0028145-IN Total:		475.14							
0028146-IN	2/28/2017	163.96	0.00	03/24/2017				False	0
018-019-470000 Building Expense					JANITORIAL SERVICE WWTP				
0028146-IN	2/28/2017	163.97	0.00	03/24/2017				False	0
018-020-470000 Building Expense					JANITORIAL SERVICE WWTP				
0028146-IN Total:		327.93							
TVW INC Total:		3,476.08							
U.S. BANK EQUIPMENT FINANCE									
033955									
03202017	3/20/2017	150.00	0.00	03/24/2017				False	0
012-107-502000 Equipment expense					M12531 KYOCERA				
03202017 Total:		150.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			

U.S. BANK EQUIPMENT	150.00
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Report Total:	65,380.28
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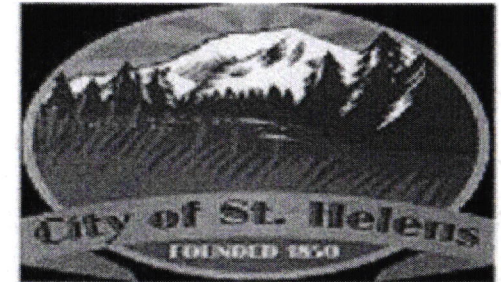
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Accounts Payable

To Be Paid Proof List

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User: jenniferj
Printed: 03/30/2017 - 8:24AM
Batch: 00014.03.2017 - AP 3/31/17 FY 16-17



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
CENTURY LINK									
034002									
03172017	3/17/2017	20.35	0.00	03/31/2017				False	0
018-019-458000 Telecommunication Expense				025B					
03172017	3/17/2017	20.36	0.00	03/31/2017				False	0
018-020-458000 Telecommunication Expense				025B					
03172017 Total:		40.71	✓						
03172017-2	3/17/2017	40.71	0.00	03/31/2017				False	0
017-017-458000 Telephone Expense				369B					
03172017-2 Total:		40.71	✓						
CENTURY LINK Total:		81.42							
CENTURY LINK- ACCESS BILLING									
034004									
3263X201S17073	3/14/2017	82.22	0.00	03/31/2017				False	0
017-417-458000 Telephone expense				0153					
3263X201S17073 Total:		82.22							
CENTURY LINK- ACCES		82.22	✓						
CINTAS CORPORATION									
037620									
5007469357	3/24/2017	45.30	0.00	03/31/2017				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
012-107-457000 Office supplies					CABINET REFILL				
5007469357 Total:		45.30							
CINTAS CORPORATION		45.30	✓						
CONSOLIDATED SUPPLY									
009000									
S8135286.001	3/22/2017	119.15	0.00	03/31/2017				False	0
001-002-470000 Building Expense					MATERIALS				
S8135286.001 Total:		119.15	✓						
S8138025.002	3/21/2017	653.29	0.00	03/31/2017				False	0
017-017-501000 Operating Materials & Sup.					MATERIALS				
S8138025.002 Total:		653.29	✓						
S8140113.001	3/22/2017	415.03	0.00	03/31/2017				False	0
001-002-470000 Building Expense					MATERIALS				
S8140113.001 Total:		415.03	✓						
S8156558.001	3/16/2017	120.00	0.00	03/31/2017				False	0
017-017-501000 Operating Materials & Sup.					MATERIALS				
S8156558.001 Total:		120.00	✓						
S8156558.002	3/15/2017	107.19	0.00	03/31/2017				False	0
017-017-501000 Operating Materials & Sup.					MATERIALS				
S8156558.002 Total:		107.19	✓						
CONSOLIDATED SUPPL		1,414.66							
DAHLGRENS DO IT BEST BUILDERS SUPPLY									
009800									
03242017	3/24/2017	25.97	0.00	03/31/2017				False	0
001-002-501000 Operating Materials & Supp					MATERIALS ACCT 10026				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
03242017	3/24/2017	14.58	0.00	03/31/2017				False	0
001-002-501000 Operating Materials & Supp				MATERIALS ACCT 10026					
03242017	3/24/2017	48.43	0.00	03/31/2017				False	0
001-002-501000 Operating Materials & Supp				MATERIALS ACCT 10026					
03242017	3/24/2017	54.88	0.00	03/31/2017				False	0
001-002-501000 Operating Materials & Supp				MATERIALS ACCT 10026					
03242017	3/24/2017	52.39	0.00	03/31/2017				False	0
001-002-501000 Operating Materials & Supp				MATERIALS ACCT 10026					
03242017	3/24/2017	64.45	0.00	03/31/2017				False	0
013-403-501000 Operating materials/supplies				MATERIALS ACCT 10026					
03242017	3/24/2017	44.67	0.00	03/31/2017				False	0
001-105-554000 Contract Services				MATERIALS ACCT 10026 BOARDED 2564 COL BLVD.					
03242017	3/24/2017	109.68	0.00	03/31/2017				False	0
001-105-554000 Contract Services				MATERIALS ACCT 10026 BOARDED 2564 COL BLVD.					
03242017	3/24/2017	7.16	0.00	03/31/2017				False	0
001-005-501000 Operating Materials & Supp				MATERIALS ACCT					
03242017	3/24/2017	10.25	0.00	03/31/2017				False	0
001-005-509000 Marine board expense				MATERIALS ACCT					
03242017	3/24/2017	12.99	0.00	03/31/2017				False	0
001-005-501000 Operating Materials & Supp				MATERIALS ACCT					
03242017	3/24/2017	12.58	0.00	03/31/2017				False	0
012-107-457000 Office supplies				MATERIALS ACCT 10026					
03242017	3/24/2017	25.57	0.00	03/31/2017				False	0
009-201-558107 Maintenance of public art				MATERIALS ACCT 10026					
03242017	3/24/2017	81.97	0.00	03/31/2017				False	0
017-017-501000 Operating Materials & Sup.				MATERIALS ACCT 10026					
03242017 Total:		565.57							
DAHLGRENS DO IT BES		565.57							
DURAN, MALINDA R.									
010948									
03242017	3/24/2017	9.00	0.00	03/31/2017				False	0
001-002-490000 Police Training/Supplies				CJIS TRAINING LUNCH REIMB. M. DURAN					
03242017 Total:		9.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
DURAN, MALINDA R. To		9.00							
E2C CORPORATION									
E2C									
4035	3/28/2017	939.34	0.00	03/31/2017				False	0
008-008-554000 Consulting/Contractual					TRIP CHARGES HALLOWEEN PROPS SPONSOR ENTI				
4035 Total:		939.34							
E2C CORPORATION Tota		939.34							
EAGLE STAR ROCK PRODUCTS, INC.									
010970									
32227	3/23/2017	117.25	0.00	03/31/2017				False	0
018-021-501000 Operating Materials & Supplies					ROCK- 17TH ST STORM				
32227 Total:		117.25							
EAGLE STAR ROCK PRO		117.25							
ENVIRONMENTAL RESOURCE ASSOC.									
011470									
819695	3/24/2017	570.62	0.00	03/31/2017				False	0
018-020-472000 Lab Testing					COLIFORMS				
819695	3/24/2017	570.62	0.00	03/31/2017				False	0
018-019-472000 Lab Testing					COLIFORMS				
819695 Total:		1,141.24							
ENVIRONMENTAL RESO		1,141.24							
ETTER, TERRI R.									
ETTER.T									
03282017	3/28/2017	1,400.00	0.00	03/31/2017				False	0
001-002-554000 Contractual Services					MARCH 2017 EVID ROOM INV 56 HOURS				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
03282017 Total:		1,400.00							
ETTER, TERRI R. Total:		1,400.00	✓						
EVERBANK COMMERCIAL FINANCE INC									
03522									
03212017	3/21/2017	150.00	0.00	03/31/2017				False	0
012-107-502000 Equipment expense				CONTRACT 41452028					
03212017 Total:		150.00							
EVERBANK COMMERC		150.00	✓						
FINISHLINE GRAPHICS									
01220									
11656	3/28/2017	384.00	0.00	03/31/2017				False	0
013-403-501000 Operating materials/supplies				VARIOUS MAGNETS					
11656 Total:		384.00							
FINISHLINE GRAPHICS		384.00	✓						
GILBERT LAW LLC									
51426									
03212017	3/21/2017	628.00	0.00	03/31/2017				False	0
001-103-554000 Contractual/consulting serv				ZACHARY B WARNER 1/25-3/21/2017					
03212017 Total:		628.00							
GILBERT LAW LLC Total		628.00	✓						
HORTON ELECTRIC CO.									
015763									
7214	3/13/2017	653.52	0.00	03/31/2017				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
001-002-470000 Building Expense				INSTALL CAN LIGHTS POLICE					
7214 Total:		653.52							
7218	3/22/2017	516.82	0.00	03/31/2017				False	0
001-110-470000 Building expense				TROUBLESHOOT TRIPPING CIRCUIT SENIOR CENTE					
7218 Total:		516.82							
7236	3/22/2017	840.28	0.00	03/31/2017				False	0
001-005-509000 Marine board expense				REPLACE LED LIGHT FIXTURES SAND ISLAND MAF					
7236 Total:		840.28							
7237	3/22/2017	146.58	0.00	03/31/2017				False	0
012-107-554000 Contractual/consulting serv				REPLACE 2 BALLAST IN COURTROOM					
7237 Total:		146.58							
HORTON ELECTRIC CO		2,157.20							
IDEXX DISTRIBUTION INC.									
016026									
3013933753	3/20/2017	632.79	0.00	03/31/2017				False	0
018-020-501000 Operating Materials & Supplies				WQT2K QUANTI TRAY 2000 DISPOSABLE 100 BX					
3013933753	3/20/2017	632.79	0.00	03/31/2017				False	0
018-019-501000 Operating Materials				WQT2K QUANTI TRAY 2000 DISPOSABLE 100 BX					
3013933753 Total:		1,265.58							
IDEXX DISTRIBUTION I		1,265.58							
IRON MOUNTAIN SECURE SHREDDING INC, C/O VFSI									
016677									
03242017	3/24/2017	20.00	0.00	03/31/2017				False	0
001-000-311000 Business License				REFUND OVERPAYMENT OF 2017 BUSINESS LIC.					
03242017 Total:		20.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
IRON MOUNTAIN SECU		20.00							
LABCOR PORTLAND INC 017866									
03272017	3/27/2017	50.00	0.00	03/31/2017				False	0
001-110-554000 Contractual/consulting serv					ASBESTOS TESTING CHITY HALL MORTAR				
03272017 Total:		50.00							
LABCOR PORTLAND IN		50.00							
LIGNELL, ROBERT LIG									
0002733	3/27/2017	100.00	0.00	03/31/2017				False	0
001-000-204000 Bail Deposit					BOND TRANSFER R. LIGNELL				
0002733 Total:		100.00							
0002734	3/27/2017	25.00	0.00	03/31/2017				False	0
001-000-204000 Bail Deposit					BOND TRANSFER R. LIGNELL				
0002734 Total:		25.00							
LIGNELL, ROBERT Total		125.00							
MIDWEST TAPE 020427									
94873694	3/18/2017	17.99	0.00	03/31/2017				False	0
001-004-481000 Visual Materials					DVD				
94873694 Total:		17.99							
MIDWEST TAPE Total:		17.99							

NORTHSTAR CHEMICAL, INC.

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
021556									
100169	3/22/2017	493.20	0.00	03/31/2017				False	0
017-417-527000 Chlorine					SODIUM HPOCHLORITE 12.5				
100169 Total:		493.20							
NORTHSTAR CHEMICAL		493.20							
PITNEY BOWES									
025600									
1003542885	3/11/2017	252.00	0.00	03/31/2017				False	0
012-106-502000 Equipment expense					POSTAGE MACHINE RENTAL 1/1/17-3/31/17				
1003542885 Total:		252.00							
PITNEY BOWES Total:		252.00							
STAPLES BUSINESS ADVANTAGE									
031983									
3334043614	3/14/2017	35.09	0.00	03/31/2017				False	0
013-403-457000 Office supplies					FOLGERS / SHARPIE MARKER				
3334043614 Total:		35.09							
3334043615	3/18/2017	36.00	0.00	03/31/2017				False	0
013-403-457000 Office supplies					MOUSE / PENS				
3334043615 Total:		36.00							
3334043617	3/18/2017	84.70	0.00	03/31/2017				False	0
001-103-457000 Office supplies					TONER				
3334043617	3/18/2017	10.80	0.00	03/31/2017				False	0
012-107-457000 Office supplies					OFFICE SUPPLIES				
3334043617	3/18/2017	5.12	0.00	03/31/2017				False	0
012-107-457000 Office supplies					OFFICE SUPPLIES				
3334043617	3/18/2017	5.81	0.00	03/31/2017				False	0
012-107-457000 Office supplies					OFFICE SUPPLIES				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
3334043617 Total:		106.43							
3334043620	3/18/2017	82.85	0.00	03/31/2017				False	0
012-107-457000 Office supplies					OFFICE SUPPLIES				
3334043620 Total:		82.85							
STAPLES BUSINESS AD		260.37							
U.S. BANK EQUIPMENT FINANCE									
033955									
326718475	3/20/2017	99.00	0.00	03/31/2017				False	0
012-107-502000 Equipment expense					KYOCERA M12495				
326718475 Total:		99.00							
U.S. BANK EQUIPMENT		99.00							
UPS									
033900									
00006550XW117	3/18/2017	54.11	0.00	03/31/2017				False	0
017-417-472000 Lab testing					GRANTS PASS WATER LAB SHIPPING				
00006550XW117 Total:		54.11							
UPS Total:		54.11							
WEIGANDT, WAYNE									
WEIG. WAY									
03292017	3/29/2017	445.51	0.00	03/31/2017				False	0
017-000-377000 Sale of Water					REFUND PAID PAST DUE WATER BILL W. WEIGANDT				
03292017 Total:		445.51							
WEIGANDT, WAYNE Tot		445.51							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
WILCOX & FLEGEL									
037003									
C016525-IN	3/22/2017	1,248.73	0.00	03/31/2017				False	0
001-002-531000 Gasoline Expense				POLICE GAS					
	C016525-IN Total:	1,248.73	✓						
C016527-IN	3/22/2017	2,228.56	0.00	03/31/2017				False	0
013-403-531000 Gasoline				SHOP GAS					
	C016527-IN Total:	2,228.56	✓						
WILCOX & FLEGEL Tota		3,477.29	<div>SIGN HERE</div>						
Report Total:		15,675.25	<div>SIGN HERE</div>						



City of St. Helens
Consent Agenda for Approval

OLCC LICENSES

The following businesses submitted a processing fee to the City for a Liquor License:

2017 RENEWALS

<u>Business Name</u>	<u>Applicant Name</u>	<u>Location</u>	<u>Purpose</u>
• Blackbird Catering	Blackbird Catering LLC	170 S. 15 th Street	Renewal
• Burrito House Express	CH Siebers Inc.	58499 Columbia River Hwy.	Renewal
• Johnny's Bar & Grill	Jimikat Inc.	1750 Old Portland Road	Renewal
• Lori's Lounge	CJ Eateries LLC	2296 Gable Rd. #210	Renewal
• Zhen's Chinese Restaurant	Zhen's Chinese Restr. Inc.	1671 Columbia Blvd.	Renewal

City of St. Helens
Consent Agenda for Approval

CITY COUNCIL MINUTES

Presented for approval on this 5th day of April, 2017 are the following Council minutes:

2017

- Work Session, Public Hearing and Regular Session Minutes dated February 1, 2017
- Work Session and Regular Session Minutes dated February 15, 2017
- Work Session and Regular Session Minutes dated March 1, 2017

After Approval of Council Minutes:

- ☐ Scan as PDF Searchable
- ☐ Make one double-sided, hole-punched copy and send to Library Reference
- ☐ Minutes related to hearings and deliberations get copied to working file
- ☐ Save PDF in Minutes folder
- ☐ Update file name of Word document
- ☐ Copy Word document into Council minutes folder on Administration drive
- ☐ Post PDFs to website
- ☐ Email minutes to distribution list
- ☐ Add minutes to HP Trim
- ☐ File Original in Vault

City of St. Helens

CITY COUNCIL

Work Session Minutes

February 1, 2017

Members Present: Rick Scholl, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Susan Conn, Councilor
Ginny Carlson, Councilor

Staff Present: John Walsh, City Administrator
Matt Brown, Finance Director
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Terry Moss, Police Chief
Neal Sheppard, Public Works Operations Director
Sue Nelson, Public Works Engineering Director
Bob Johnston, Building Official
Jamin Coy, Code Enforcement Officer
Jacob Graichen, City Planner
Jenny Dimsho, Assistant Planner
Jasmine Jordan, Main Street Program Coordinator

Others: Al Petersen Viva Mullins Agnes Petersen
Amanda Normine Gretchen Williams Cody Mann
Nicole Thill Scott Mann Scott Jensen
Patrick Trapp Kenny Allen Ernie Martin

Mayor Rick Scholl called the meeting to order at 1:00 p.m.

Visitor Comments

♦ Al Petersen. He has a couple items to share:

- 1) A section of sidewalk was recently repaired by Columbia Tavern. The City should consider implementing the Corridor Master Plan in pieces, such as when they repair sidewalks. It should not be left on the shelf until a grant becomes available.
- 2) Over a year ago, he presented a well put-together presentation to spur economic development. He proposed mapping out areas of the City to adjust system development charges (SDCs). He recommends adjusting them along the Mainstreet Corridor. He encouraged the Council to discuss his proposal.

PROTEST HEARING: Notice of Nuisance Abatement – 364 N. 1st Street (Mullins)

Agnes Petersen, attorney for the property owner, is in attendance, with the property owner asking the Council to remove the declaration of a nuisance. She has made an effort to clean the property.

Building Official Johnston opposed the removal of the nuisance declaration because the yard is still full of junk. He showed Agnes pictures that were taken on January 17. Agnes argued that most of the junk has already been cleaned up.

♦Scott Mann. He lives in the motor home. He pointed out what has been cleaned up. All the materials remaining on the property are usable.

Council President Morten asked if Scott's motor home is connected to utilities. Agnes instructed Scott not to respond. Johnston said that the motor home in the front yard is a violation of code. He understands that there is a recommendation to amend code to allow care providers to live in a motor home on the property for hardship cases. Agnes suggested Council move forward with the ordinance amendments.

♦Viva Mullins. She has resided in her home for 47 years. When they moved there, the whole back yard was nothing but debris and trees. They worked hard to take care of it. She feels that she has been treated unfairly by the Code Enforcement Officer. He was harassing her children. If it wasn't for Scott and Jana living in her motor home, she would be alone. She has equilibrium problems and needs their help. She can't afford to pay \$500 to have everything hauled off. Her property should not be the only one picked on for this.

Agnes asked Viva if she would like the City to adopt an ordinance to allow elderly people to have caretakers in their home. Viva would love that.

Discussion about what was left on the property. Johnston explained that building materials and stacks of lumber are considered junk in the code. The remedy is to put up a fence, so it's no longer a public nuisance.

Scott asked if he could just put up a portable garage. City Planner Graichen asked Scott to talk to him about it. The Development Code regulates buildings and structures. He will be taking draft code amendments, which includes hardship cases, to the Planning Commission next week.

Viva has until February 27 to have it cleaned up. If she needs more time, she needs to come back to Council.

Annual Report from City Auditor for FY Ending 6/30/16

Kenny Allen from Pauly, Rogers, and Co., PC was in attendance to review the annual report. A copy is included in the archive meeting packet.

City Administrator Walsh reported that the City received the Distinguished Budget Award from Government Finance Officers Association (GFOA).

Presentation from SHEDCO Regarding Inspiration in the Rain Project

Amanda Normine from SHEDCO gave a PowerPoint presentation; a copy of which is in the archive packet for this meeting.

- Proposed to launch this spring.
- Gives people something to look forward to in the rain and brings customers to businesses.
- Proposed along Mainstreet.
- The temporary art and writing will only be visible when the sidewalks are wet.
- The paint lasts two to four months.
- Proposed to be applied the week of April 23, following Earth Day when the sidewalks will be cleaned.
- Once it becomes damaged by time or vandalism, SHEDCO will use wire brushes and dish soap to remove the material.
- Will cost approximately \$1,000.
- Includes clues to a lock box uncovering a voucher for a prize.
- Environmentally friendly.

- Will submit a proposal to the City with locations.

The Council was in concurrence to allow SHEDCO to proceed with the project as long as Public Works does not object. If they object, it will be brought back to the next Council meeting for further review.

Presentation from Port of St. Helens Regarding McNulty Way Industrial Park Development Proposal

Port Planner Scott Jensen was in attendance to give his presentation. He distributed a handout, a copy of which is included in the archive meeting packet. There is not a lot of developed industrial space available now. He reviewed the Port's proposal to expand McNulty Industrial Park. It is a multi-phase project.

♦Al Petersen. He thinks this approach should be in the form of a development agreement. The concept should be presented to the Planning Commission for approval. That way they don't have to come back to the Planning Commission for additional phases if the approval deadline has passed.

♦Patrick Trapp. Just to reiterate what Scott has said:

1. This is to keep the City informed of industrial needs.
2. They have a considerable amount of industrial property but it's not site-ready.
3. The State approached the Port with the need.
4. Will be vocal if there is something that needs to be addressed.

Council President Morten has received questions about the Pope and Talbot site. Is the entire parcel contaminated and unusable? Patrick explained that it is a 100+ acre site. It includes 20 acres that have been approved by the State as clean and developable. It also includes 19 acres that requires further cleanup.

2nd Quarter Main Street Program Report

Main Street Program Coordinator Jasmine Jordan gave a verbal report to the Council.

- Assisting SHEDCO with administration tasks.
- Creating an action plan workshop.
- Working on a volunteer recruitment database.
- Updating the vacancy report.
- Working with Jenny Dimsho on the Wayfinding project.
- Submitted a grant request for the Salmon Tree Cycle.
- SHIPO recently released grant guidelines to upgrade buildings. The deadline to submit is March 17.

Mayor Peterson asked who owns the building next to the feed store. He suggested that building be considered for upgrades. Al Petersen said it is owned by Adam Fortier. He will suggest that to Adam.

Review Lease Agreement for Parking Lot

City Administrator Walsh reported that the lease agreement for the public parking lot has expired. There is a request for a new lease agreement. Finance Director Brown reviewed a couple concerns he has. The lease agreement begins at \$600/month with a 5% proposed annual increase. By the end of year 10, that's \$977. That's a big commitment when you don't know what could happen in the next 10 years. Public Works Engineering Director Nelson reviewed the ownership of the current spaces on the GIS map.

It was the consensus of the Council to negotiate the percentage at 3% or the current CPI.

2nd Quarter Financial Report

Finance Director Brown reviewed his 2nd quarter financial report; a copy of which is in the archive packet for this meeting.

Discussion of marijuana tax. Approximately \$37,000 is expected from the State. Only a portion of that is restricted to public safety.

Review City Investment Summary

Finance Director Brown briefly reviewed his memo dated February 1, 2017.

Review Draft of Solid Waste Franchise Agreement

City Administrator Walsh reviewed the proposed changes. One way to increase revenue is by increasing the franchise fee from 5% to 7%. A public hearing will need to be scheduled if they propose a fee increase. It would help pay for code enforcement.

Ernie Martin, Site Manager for Hudson's Garbage Service, was in attendance to answer questions.

There was discussion on whether the City should require that all property owners subscribe to garbage/recycling service. Council asked Ernie to report back to Walsh with how many subscribers are inside City limits.

Discussion Regarding Utility Rates

Finance Director Brown would like to know what the Council's feeling is on utility rate increases.

After discussion, it was the consensus of the Council to perform a rate analysis study. Brown will return to the next meeting with a proposal.

Review Proposed Library Strategic Plan

Library Director Jeffries reviewed the proposed Strategic plan. A copy is included in the archive meeting packet. It is on tonight's agenda for approval.

Review Agreement with ECONorthwest for Site Development Consulting Services

City Administrator Walsh reviewed the agreement. A copy is included in the archive meeting packet. It would allow ECONorthwest to recruit a site developer for the Veneer property through an RFQ process. The total budget is \$13,000. It is on tonight's agenda for approval.

Discussion on Affordable Housing

City Administrator Walsh reminded the Council about Carl Coffman's presentation. There is a great need for affordable housing in the community. Council discussed community partners collaborating. Council directed Walsh to: 1) send a letter to Community Action Team (CAT) asking them to take the lead to involve community partners and, 2) notify Carl that the City is reviewing his proposal further.

Department Reports

Police Chief Moss reported...

- Yesterday, he sent the Council an email that included a letter from the lieutenant to police chief in 1980, advocating for the restoration of one position. It would put them at the same staff levels as 1977, which is basically the same staffing levels the Police Department is functioning with today.
- The psychological and medical evaluations were completed for one police officer candidate

yesterday. If there are no concerns, he hopes to have him on board by late February.

- Another candidate is in the process of a background investigation. He hopes to have him on board by mid-March.
- On Monday, February 13, they will interview more candidates to fill the other two positions.
- He would like to speak with Brown and the Budget Committee about the marijuana tax and how it can help fund additional police officers.

Public Works Engineering Director Nelson reported...

- The LED light project is moving forward. They expect to be done by the end of next week, depending on weather. Columbia River PUD expects to begin their portion the third week of February.
- They are down to one leak in the water reservoir. They hope to find it and have the liner installed within the next week.
- She will not be at the next work session.

Library Director Jeffries reported...

- Tonight's agenda includes an ordinance to increase the size of the Library Board.
- The recent Conversation Project was the most successful and had the highest attendance.
- Everyone at the Library is very pleased that Roger was named Employee of the Year.

Finance Director Brown reported...

- There is a new Comcast representative. She plans to attend tonight's meeting to introduce herself. She is also doing some research about PEG funds.
- Will be bringing an updated estimate to Council from Azimuth for AV equipment.
- The utility billing window was broken last night. The suspect was caught and hit about 20 other businesses. Thanks to Public Works for boarding it up quickly. It will be fixed soon.
- The union has agreed to the utility billing job description changes. They will meet in mid-February to discuss salary changes and then Brown will bring it back to Council.
- The Costs of Services Analysis (COSA) RFP is being reviewed by staff. He hopes to bring it back to the next Council meeting for review. Do any Council members want to sit on the review board?
- The informational Budget Committee meeting will be held on February 16 at 6 p.m.
- The new fund structure will include an equipment fund for replacement of vehicle fleet and equipment costing over \$5,000. He requested to purchase a new car. Council concurred and emphasized their desire to purchase local.

City Recorder Payne reported...

- Thanked everyone who attended the Annual Employee Recognition Banquet on Friday night. Thank you to Chief Moss and Rotary for having Casino Night again. A big congratulations to Roger Stauffer for receiving the 2016 Employee of the Year Award. It is well deserved. We raised \$446 for Rotary through raffle ticket sales and sales of additional chips for gaming.

City Administrator Walsh reported...

- He received a letter from the St. Helens Community Foundation and distributed copies to Council and staff. They are requesting assistance with insurance. Council directed Walsh to contact Bob Salisbury for more information and report back to the next Council meeting.
- The next Urban Renewal Advisory Committee meeting is February 7.
- Wayfinding and Branding kicks off on February 8.
- Submitted a proposal to the Masters of Urban Regional Planning at Portland State University (PSU) to do a capstone master's project for design of Columbia View Park. They have accepted the proposal.
- The Council retreat went very well. An additional meeting needs to be scheduled to continue

reviewing Council goals. It was the consensus of the Council to meet 3-6 p.m. on a date TBD.

Council Reports

Council reports were postponed until this evening's meeting.

Executive Session

ORS 192.660(2)(e) Real Property Transactions

Council was in concurrence to hold the Executive Session at tonight's meeting.

Other Business

No other business.



There being no further business, the meeting was adjourned at 5:05 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor

City of St. Helens CITY COUNCIL

Public Hearing Minutes

February 1, 2017

Members Present: Rick Scholl, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Susan Conn, Councilor
Ginny Carlson, Councilor

Staff Present: John Walsh, City Administrator
Matt Brown, Finance Director
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Sue Nelson, Public Works Engineering Director
Jacob Graichen, City Planner

Others: Wayne Weigandt James Kessi Andrew Stamp
Dorothy Dias Jim Dias Annie Buell
Richard Buell Kolton DeFord Andrea Sargeant

Public Hearing

Applicant: Wayne Weigandt

Request: Comprehensive Plan Map Zone Change from Suburban Residential (SR) to General Residential (GR) and Zoning Map Change from Moderate Residential (R7) to General Residential (R5)

Location: 35090 Pittsburg Road

At 6:15 p.m., Mayor Scholl opened the public hearing.

Ex-Parte Contact/Conflict of Interest – None.

Staff Report

City Planner Jacob Graichen presented his staff report dated January 24, 2017.

Based upon the facts and findings, staff recommends approval of the zoning map and comprehensive plan map amendments with conditions.

The Planning Commission recommended denial of the request based on the following: 1) hesitant to expand the R5 zoning northward, 2) concerned with compatibility, 3) R5 allows some uses that you would not see in the R7 zone, such as attached single-family dwellings and apartments, and 4) lack of information.

Graichen explained that the applicant requested an extension of time for this hearing in order to submit additional information, which is included in the packet. After reviewing the additional information, staff recommends approval.

Testimony in Favor

◆Andrew Stamp, representing the applicant. He reviewed a PowerPoint presentation that is included in the archive meeting packet. The housing demand in St. Helens is for R5 sized lots, which is priced around \$250,000; compared to R7, which is around \$300,000. Unfortunately, there is very little R5 land in St. Helens that is developable. He emphasized the need for affordable housing. The subject property is proposed to be developed with single family homes and/or duplexes. They will be attractive, new homes that are compatible with the R7 zoning.

Council President Morten appreciated the presentation. He expressed concerns with kids playing in the street. It would help if driveways were flat for playing basketball and possibly designating an area in the development for kids to play. Andrew responded that he has not addressed that at the zone change level. Personally, he thinks that all subdivisions should have some form of recreational area. But it comes down to what the Code requires. A lot of jurisdictions now require open space for new development.

Testimony in Opposition

None.

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

Close Public Hearing and Record – 7:12 p.m.

Deliberations will be held during the regular session following this hearing.

◆
Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor

City of St. Helens CITY COUNCIL

Regular Session Minutes

February 1, 2017

Members Present: Rick Scholl, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Susan Conn, Councilor
Ginny Carlson, Councilor

Staff Present: John Walsh, City Administrator
Matt Brown, Finance Director
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Sue Nelson, Public Works Engineering Director
Jacob Graichen, City Planner

Others: Wayne Weigandt, James Kessi, Andrew Stamp
Dorothy Dias, Jim Dias, Andrea Sargeant



7:PM – Call Regular Session to Order – Mayor Scholl

Pledge of Allegiance – Mayor Scholl

Invitation to Citizens for Public Comment

♦Andrea Sargeant. She is the area's representative for Comcast. She has worked for Comcast Government Affairs for about 10 years. She is familiar with the area and franchises. Comcast offers a low income internet service, which is available to families who qualify for free or reduced school lunches or who are in HUD housing. It is \$9.95/month. She left brochures with City Recorder Payne.

Deliberations

Applicant: Wayne Weigandt

Request: Comprehensive Plan Map Zone Change from Suburban Residential (SR) to General Residential (GR) and Zoning Map Change from Moderate Residential (R7) to General Residential (R5)

Location: 35090 Pittsburg Road

Council President Morten appreciated the presentation. There is a real need for affordable housing. He likes the flexibility the zone change offers.

Councilor Conn expressed how it fits in with the discussions Council has had about housing. There is a need.

Councilor Carlson appreciates the additional information submitted with a traffic plan and concept layout.

Councilor Locke thinks it is a good fit. He would like to see a pocket park included in the development proposal.

Mayor Scholl appreciates the proposal for affordable housing.

Motion: Locke moved to approve the request as recommended in the staff report. Morten seconded.

Discussion. Council President Morten pointed out that the Planning Commission voted four to two to deny the request. He appreciates the Planning Commission and their qualifications. However, with the additional information submitted, the Council is able to approve it.

Vote: All in favor; none opposed; motion carries.

Staff will return with an Ordinance for Council approval.

Ordinances – First Readings

A. **Ordinance No. 3212:** An Ordinance Amending St. Helens Municipal Code Section 2.28 Pertaining to Number of Library Board Members
Mayor Scholl read Ordinance No. 3212 by title for the first time. The final reading will be held at the next regular session.

Resolutions

A. **Resolution No. 1776:** A Resolution Adopting the St. Helens Public Library Strategic Plan
Mayor Scholl read Resolution No. 1776 by title. **Motion:** Upon Locke's motion and Conn's second, the Council unanimously adopted Resolution No. 1776. [Ayes: Locke, Carlson, Conn, Morten, Scholl; Nays: None]

Approve and/or Authorize for Signature

- A. First Amendment to Bear Inspection & Consulting LLC for 2MG Reservoir Inspection Services
- B. Agreement with ECONorthwest for Site Development Consulting Services
- C. Contract Payments

Motion: Upon Conn's motion and Morten's second, the Council unanimously approved 'A' through 'C' above.

Appointments to City Boards/Commissions

Arts & Cultural Commission (3-year terms)

- Susie Patterson resigned. Her term expires 9/30/2017.
- Nancy Bowers resigned. Her term expires 9/30/2018.

Recommendation: At their regular meeting on January 24, the Commission recommended the Council appoint Kimberly O'Hanlon. Her term will expire 9/30/18.

Motion: Upon Conn's motion and Carlson's second, the Council unanimously appointed Kimberly O'Hanlon to the Arts & Cultural Commission. Her term will expire 9/30/18.

Consent Agenda for Acceptance

- A. Arts & Cultural Commission Minutes dated November 15, 2016
- B. Accounts Payable Bill List

Motion: Upon Conn's motion and Morten's second, the Council unanimously accepted 'A' through 'B' above.

Consent Agenda for Approval

A. Accounts Payable Bill List

Motion: Upon Locke's motion and Carlson's second, the Council unanimously approved 'A' above.

Council Reports

Mayor Scholl reported...

- Today's work session was long but very informative.
- He looks forward to continuing the review of Council goals.
- Thanked the Councilors for the retreat and the opportunity to get to know the Council better. He appreciates their patience with him.

Councilor Locke reported...

- Working on a couple different avenues for funding the fireworks.
- He has been working with businesses to lease the Boise property. Things on the property are getting dirty and disappearing. They need to meet with Cascades to determine what belongs to who. Mayor Rick agreed. He is concerned about things disappearing.

Councilor Carlson reported...

- Met with the Youth Council and talked about some changes. They intend to participate in a service project every month. Contact her if you hear of any local projects.

Council President Morten reported...

- He was impressed with Al Petersen's testimony about the Corridor Master Plan during the work session. It should stay on our radar screen.
- He has been involved with the review of the McCormick Park Veterans Plaza expansion. Assistant Planner Dimsho is in hopes of a parks grant to fund the project. He met with veterans and Columbia Engineering's Andrew Niemi. The conceptual plan is just about ready to be submitted to Dimsho. If all goes well, the expansion may be in place by Veteran's Day.

Councilor Conn reported...

- She appreciated the time to get to know each other at the Council retreat.
- Her favorite thing last week was attending the Land Conservation and Development Commission meeting held in St. Helens. They discussed affordable housing, had a OMIC presentation and tour, and a waterfront property presentation and bus tour.
- Attended a lot of meetings recently; such as KeepItLocal, SHEDCO and CCET breakfast.

Department Reports

Public Works Engineering Director Nelson reported...

- Cascade still has a lot of items stored in buildings that are not part of their lease.
- Thanked City Recorder Payne and Deputy City Recorder Scholl for their hard work organizing the employee banquet. It was a lot of fun.
- Congratulations to Roger! He deserved that award.

Library Director Jeffries reported...

- Nothing to report.

Finance Director Brown reported...

- He distributed a sample letter that will be sent to all seniors receiving the discount. There were no concerns from the Council.

City Recorder Payne reported...

- Nothing to report.

City Administrator Walsh reported...

- The Land Conservation and Development Commission visit last week went very well. There was a sense of awe from people who were visiting the waterfront property for the first time.

Executive Session

ORS 192.660(2)(e) Real Property Transactions

Motion: At 7:50 p.m., upon Morten's motion and Carlson's second, the Council unanimously voted to move into executive session under ORS 192.660(2)(e) Real Property Transactions.

Motion: At 8:06 p.m., upon completion of the executive session, Morten moved to go back into work session, seconded by Conn, and unanimously approved.

Other Business

Motion: Upon Locke's motion and Conn's second, the Council unanimously approved the signing of a contract for 391 S. 12th Street.

Adjourn - There being no further business, the meeting adjourned at 8:07 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor

City of St. Helens

CITY COUNCIL

Work Session Minutes

February 15, 2017

Members Present: Rick Scholl, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Susan Conn, Councilor
Ginny Carlson, Councilor

Staff Present: John Walsh, City Administrator
Matt Brown, Finance Director
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Terry Moss, Police Chief
Neal Sheppard, Public Works Operations Director
Bob Johnston, Building Official
Jamin Coy, Code Enforcement Officer
Lisa Scholl, Deputy City Recorder

Others: Bob Salisbury Cheryl Young Steve Pegram
Nicole Thill Tina Curry Ernie Martin

Mayor Rick Scholl called the meeting to order at 1:00 p.m.

Visitor Comments

♦ Bob Salisbury. He is an attorney in St. Helens but is appearing today as a member of the St. Helens Community Foundation. He thanked the Council for all they do. He recently made a request to the Council to pay for the Foundation's insurance. He has been working with City Administrator Walsh, Consultant Tina Curry and 13 Nights on the River coordinator Christina Sullivan. They are making some changes to the insurance, so he's not here asking for the City to pay the event insurance. However, he is requesting the City pay for the officer's and director's insurance, which is \$1,183 a year.

Councilor Conn appreciates the Foundation serving as a buffer between the City and events.

Council President Morten asked if community event organizers will still be able to come to the Foundation for insurance assistance. Bob confirmed they will. They do need to plan ahead with their insurance needs.

Semi-Annual Report from Senior Center

Cheryl Young, Center Manager, was in attendance to give their semi-annual report. She handed out her report to the Council dated February 14, 2017, a copy of which is available in the archive packet for this meeting. She congratulated the Mayor. She thanked the City, especially Public Works, for their help with several things that they have had issues with over the last year. She requested the City take over the maintenance of the fire alarm system. She can't handle it anymore and really believes this is something the City should take care of.

Public Works Operations Director Sheppard spoke with Cheryl this morning. He is going to have a couple of his staff members help her.

Discussion of the Senior Center building maintenance. Since the building is owned by the City, they were in concurrence to support the Senior Center's request.

Council President Morten pointed out the salaries line item under expenses. It appears to be a 15.4% increase. Cheryl explained that they did have to raise everyone's salary when minimum wage increased last year. They have had to move staff around. Costs have gone up and revenue is down.

Discuss Participation in Homeland Security Emergency Management Commission

Steve Pegram, Columbia County Emergency Management Director, was in attendance. He handed out a packet to each Council member, a copy of which is included in the archive meeting packet. He is here to ask the City to renew their participation in the Commission. Emergency Management typically helps jurisdictions within the County with their emergency operations plans. If there is a disaster and their plans are not compliant, you will not be eligible for federal reimbursement. The cost to participate is \$7,919.44 per year. They are 2.5 FTEs short of having the staff needed to operate effectively. The participation cost would help them fund those needed positions. The City last participated in 2008. They have continued to support the City during that time.

Chief Moss reported that the cost to participate is less than what the City was contributing in the past. Even though the City stopped contributing, Emergency Management never stopped helping. They were a tremendous help during Spirit of Halloweentown last year.

Building Official Johnston volunteered to represent the City on the Commission.

Steve added they also offer tourniquet training and an active shooter civilian response training at no charge. Sheppard asked if they could offer those at a safety training. Steve confirmed that they can. They recommend it be done annually.

Request from Relay for Life

Lisa Scholl, Deputy City Recorder and Co-Captain of Relay for Life Team City Slickers, was in attendance to ask the Council if they would be willing to donate two \$100 gift certificates towards someone's utility bill to the Relay for Life Carnival on March 11.

Council President Morten expressed that the event is extremely positive and meaningful for our community.

Motion: Upon Carlson's motion and Morten's second, the Council unanimously approved the donation of three \$100 utility bill gift certificates to the Relay for Life carnival auction.

Nuisance Abatements

Building Official Johnston presented a list of 13 properties needing to be cleaned up. He requested to remove three properties: 385 S. 17th Street, 1170 Deer Island Road, and 1380 West Street. They are making progress.

Councilor Locke asked what the status is of the LeSollen's property. Johnston responded that there has been no change. That property was included on a list that extended the deadline to February 27. After that, they will check progress. If no work has been done, a contractor will do the cleanup and send the owner a bill.

Customer Request to Adjust Utility Bill Due to Leak

Finance Director Brown reviewed the request, a copy of which is included in the archive meeting packet. The request is in excess of \$1,000 and relief is up to the discretion of the City Council. The leak was in their irrigation system and they promptly had it repaired by a plumber. Brown has already issued a \$1,000 credit and they are requesting an additional \$2,300.

After discussion, the Council was in consensus to give them an additional \$1,000 credit.

Review Request for Proposal (RFP) for Cost of Service Analyses

Finance Director Brown reviewed the proposed RFP, a copy of which is included in the archive meeting packet. The consultant would analyze cost of service for City utility services; analyze and update water, wastewater and stormwater utility rates; and analyze and update system development charge fees. He plans to release the RFP on March 1st. Proposals are due March 15th and he anticipates reviewing them the first couple weeks of April.

Council President Morten and Councilor Locke volunteered to participate in the review of the RFP.

Discussion on Utility Rates

Finance Director Brown proposed a small increase of 1.5% in utility rates. There is the option to wait until the cost of service analyses is done.

Council Conn agreed with the 1.5% increase. She would prefer that increases be done in small increments.

Council President Morten would prefer to wait until the cost of service analyses is done.

Councilor Carlson would like to see comparisons of what it will look like to stay flat or increase. She is not in favor of two increases in a year. City Administrator Walsh agreed that the interactive models are very beneficial.

After discussion, it was the consensus of the Council for Brown to return with a model based on rate increases and how it effects the budget.

City Planner Request for Interpretation

City Planner Graichen reviewed the memo to Council requesting interpretation of "excavation" and "mining." A copy of the memo is included in the archive meeting packet. Based on recent land use activity and subsequent appeals, staff believes that the interpretation is that *when a property or a portion of it is predominately composed of rock, removal of more rock than the minimum necessary to facilitate development shall be considered "mining and/or quarrying."* However, the last time this came before the City was an Administrative decision that was appealed to the Planning Commission and then appealed to the Land Use Board of Appeals. The Council did not participate in the decision and he is looking for their input.

There was in-depth discussion. Council President Morten felt strongly that it should be measured by a number. Graichen argued that basing it on a number is dangerous. There are too many factors to account for with a number.

Motion: Carlson moved to accept the proposed interpretation by staff. Conn seconded.

Discussion.

Vote: All in favor; none opposed; motion carries.

Solid Waste Franchise Agreement

City Administrator Walsh reviewed the proposed agreement with changes based on discussion at last month's meeting. A copy is included in the archive meeting packet. It is on tonight's agenda for approval.

Department Reports

Police Chief Moss reported...

- The Police Department's Annual Report for 2016 is included in today's packet. The numbers have been fairly consistent in call types and call volumes over the last several years.
- Seann Luedke will be sworn in tonight at 7 p.m.
- He anticipates another officer being sworn in on March 1.
- Interviews were conducted on Monday to fill another vacant position. One was offered employment and they are beginning the background check immediately.
- Jamin Coy has proven himself as the Code Enforcement Officer. It was the overwhelming consensus of staff and supervisors that he be moved back to being a full-time Police Officer again.
- One of the candidates that interviewed Monday for the Police Officer position had also interviewed for the Code Enforcement Officer position last year. Moss contacted him and he is interested in the Code Enforcement Officer position.

Public Works Operations Director Sheppard reported...

- Nothing to report.

Library Director Jeffries reported...

- They are celebrating the second annual Recycled Book Art Display in February. She encouraged everyone to visit the display.

Finance Director Brown reported...

- The senior discount form has been amended and will be distributed soon.
- He has been working with staff on ideas to update the upstairs conference room. It is in need of a computer, TV screen for presentations, new conference table and chairs. The upgrades are within the current budget. Council President Morten pointed out the need to update the Council Chambers as well. Depending on where you sit, the audience members cannot always see the screen. Brown responded that the Council Chambers is still on the docket. He is working with Azimuth for AV quotes.
- After talking to staff and maintenance crews, he is asking the Council if they are willing to allow him to purchase a new City Hall vehicle outside of the local area. He recommends a Toyota Rav4 Hybrid or Subaru Cross Trek. After discussion, it was the consensus of the Council to purchase local.

City Recorder Payne reported...

- Nothing to report.

City Administrator Walsh reported...

- He is looking for feedback from Council about the City absorbing 13 Nights and how much they want to take on. Councilors Carlson and Conn were concerned about taking it on financially and having no say in the scheduling. Conn is opposed to the five-day festival because of the impact it will have on City services. Walsh said Tina and Christina are hoping to raise about \$40,000 for the event. The Foundation will still be a sponsor. Ideally, there would be a group that would sponsor all community events. Unfortunately, no groups have taken it on.
- The property at 391 S. 12th Street is scheduled to close in a couple weeks.

- There will be an Urban Renewal Open House on February 21.
- The Council Retreat is tentatively scheduled for February 27 at 3:30 pm.

Council Reports

Councilor Locke reported...

- Asked for a couple garbage cans to be placed along the waterfront trail.

Councilor Carlson reported...

- Recruitment has begun for the NAMI event that will be held in May. She is on the Columbia County team. They do a lot of work for youth and young adults in our area.

Council President Morten reported...

- In Engineering, Nelson has been busy with the crack sealing project at the reservoir and the LED lighting project.
- He is excited to see the Parks Commission and Bicycle & Pedestrian Commission working together in March.
- He thanked Parks staff for their work to manage downed trees and remove snow.
- He asked Walsh for an update on the Portland State University project for Columbia View Park. Walsh explained that the Masters of Urban Regional Planning Department students selected the redesign of Columbia View Park as their project. It is expected to be completed by June.
- The Spotlight recently released an opinion of transparency in municipalities. They gave the City of Scappoose an 'A' and the City of St. Helens an 'A-'. He argues with that because we're as transparent as possible. One reason given was that Scappoose holds their work sessions in the evenings when it's easier for citizens to attend. He suggested that work sessions be shortened and carry more of that over to the evenings. However, he was concerned about taxing staff with the additional hours. Council discussed how very few people come to the evening meetings. Locke suggested asking the audience if they have any comments at the end of meetings.

Councilor Conn reported...

- Both Arts & Cultural Commission and Library Board have new and enthusiastic members.
- Today, she and Moss were involved in interviews for a new CIT Coordinator.
- Yesterday, she attended a Columbia County Future Connect Coalition meeting. It is for first generation college students. They are going to hold an open house and work with businesses for internships.
- Last week, she and Moss attended a criminal justice mental health collaboration meeting again. It focused on problem solving around mental issues in the jail.

Mayor Scholl reported...

- He looks forward to being involved in the budget process this year.
- He is meeting with the Boy Scouts next week and the American Children of the Revolution on March 11.

Executive Session

ORS 192.660(2)(e) Real Property Transactions

No executive session was needed.

Other Business

No other business was discussed.



There being no further business, the meeting was adjourned at 3:43 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor

DRAFT

City of St. Helens CITY COUNCIL

Regular Session Minutes

February 15, 2017

Members Present: Rick Scholl, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Susan Conn, Councilor

Members Absent: Ginny Carlson, Councilor

Staff Present: John Walsh, City Administrator
Matt Brown, Finance Director
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Terry Moss, Police Chief
Neal Sheppard, Public Works Operations Director
Sue Nelson, Public Works Engineering Director
Seann Luedke, New Police Officer
Cindy Phillips, Municipal Judge

Others: Steve Watson Nicole Thill Ernie Martin
Art Leskowich Joe Wonderlick



7:00PM – Call Regular Session to Order – Mayor Scholl

Pledge of Allegiance – Mayor Scholl

Oath of Office

Municipal Court Judge Cindy Phillips swore in our new Police Officer Seann Luedke. Congratulations, Seann, and welcome aboard!

Invitation to Citizens for Public Comment

♦Art Leskowich. He really likes the LED lights. He appreciates that the City took on this sustainable project.

♦Steve Watson. He is the Director of Columbia 911. He is here to give an update.

- Increased staff by three over the last six months. They have 11 fully-certified dispatchers. They are still a few short of the budgeted number.
- Working on a new computerized system that will be shared with Washington County 911, Clackamas 911 and the City of Lake Oswego. It will track all incoming calls and all resources dispatched.
- They are constantly upgrading radio systems.
- Text to 911 is in full operation. They have not received a lot of calls that way but expect it to increase.

Council President Morten asked if Steve is interested in placing receivers for the radio systems on City property, particularly on the watershed property and at high elevation water towers. Steve said they might be. They will be conducting coverage studies and will keep that in mind. Morten

also asked how much they rely on ham radio operators. Steve said they do not rely on them on a day-to-day basis but utilize them for emergencies. It's a County managed program.

Councilor Locke pointed out that there is a huge antenna on the Boise property that is not being utilized. Steve will take a look at it with staff.

Chief Moss thanked Steve and C-COM staff. They are very supportive.

Ordinances – Final Readings

- A. **Ordinance No. 3212:** An Ordinance Amending St. Helens Municipal Code Section 2028 Pertaining to Number of Library Board Members

Mayor Scholl read Ordinance No. 3212 by title for the final time. **Motion:** Upon Morten's motion and Locke's second, the Council unanimously adopted Ordinance No. 3212. [Ayes: Locke, Conn, Morten, Scholl; Nays: None]

Ordinances – First Readings

- A. **Ordinance No. 3213:** An Ordinance to Amend the City of St. Helens Comprehensive Plan Map for Certain Property from Suburban Residential (SR) Designation to the General Residential (GR) Designation and the Zoning District Map from Moderate Residential (R7) Zone to the General Residential (R5) Zone

Mayor Scholl read Ordinance No. 3213 by title for the first time. The final reading will be held at the next regular session.

Resolutions

- A. **Resolution No. 1777:** A Resolution of the City Council for the City of St. Helens, Oregon, Recommending Restoring Recreational Immunity Rights

Mayor Scholl read Resolution No. 1777 by title. **Motion:** Upon Locke's motion and Morten's second, the Council unanimously adopted Resolution No. 1777. [Ayes: Locke, Conn, Morten, Scholl; Nays: None]

- B. **Resolution No. 1778:** A Resolution Determining that a Nuisance Exists Upon Property Located as Listed in Exhibit A Within the City of St. Helens and Directing that Notice to Abate the Nuisance be Posted on Said Premises

Mayor Scholl read Resolution No. 1778 by title. **Motion:** Upon Conn's motion and Locke's second, the Council unanimously adopted Resolution No. 1778. [Ayes: Locke, Conn, Morten, Scholl; Nays: None]

Public Comments – Proposed Increase in Solid Waste Franchise Agreement Rate

No comments received.

- C. **Resolution No. 1779:** A Resolution Authorizing the Execution of a New Solid Waste Franchise Agreement

Mayor Scholl read Resolution No. 1779 by title. **Motion:** Upon Locke's motion and Conn's second, the Council unanimously adopted Resolution No. 1779. [Ayes: Locke, Conn, Morten, Scholl; Nays: None]

Public Comments – Proposed Increase in Garbage & Recycling Rates

No comments received.

D. Resolution No. 1780: A Resolution Establishing Garbage & Recycling Rates and Superseding Resolution No. 1754

Mayor Scholl read Resolution No. 1780 by title. **Motion:** Conn moved to approve Resolution No. 1780. Morten seconded.

Question. Council President Morten commented that the City has been with Hudson Garbage for years. They have exceptional service. He appreciates their support.

The Council unanimously adopted Resolution No. 1780. [Ayes: Locke, Conn, Morten, Scholl; Nays: None]

Approve and/or Authorize for Signature

- A. Commercial Lease with Masonic Building, LLC for Parking Area (Lots 8 & 9, Block 18)
- B. Easement with Comcast for Broadband Communications Services to Wastewater Treatment Plant
- C. Contract Extension with Hasa, Inc. for Sodium Hypochlorite at the Wastewater Treatment Plant
- D. Contract Payments

Motion: Upon Locke's motion and Conn's second, the Council unanimously approved 'A' through 'D' above.

Consent Agenda for Acceptance

- A. Accounts Payable Bill List

Motion: Upon Conn's motion and Locke's second, the Council unanimously accepted 'A' above.

Consent Agenda for Approval

- A. Council Work Session and Regular Session Minutes dated November 2, 2016
- B. Declare Surplus Property – Municipal Court B&W Copy Machine
- C. Accounts Payable Bill List

Motion: Upon Locke's motion and Conn's second, the Council unanimously approved 'A' through 'C' above.

Council Reports

Mayor Scholl reported...

- He appreciates how patient everyone has been with him. He is looking forward to going through the budget process.

Councilor Locke reported...

- Nothing to report.

Council President Morten reported...

- Thanked the Public Works and Parks crews for their work during the weather conditions. They are appreciated.

Councilor Conn reported...

- Nothing to report.

Department Reports

Police Chief Moss reported...

- Nothing to report.

Public Works Engineering Director Nelson reported...

- Nothing to report.

Public Works Operations Director Sheppard reported...

- Nothing to report.

Library Director Jeffries reported...

- Nothing to report.

Finance Director Brown reported...

- Nothing to report.

City Recorder Payne reported...

- Nothing to report.

City Administrator Walsh reported...

- The City partnered with boat captains, helicopter pilots and public safety officers by allowing the use of the Council Chambers for training during water practice drills this morning.
- It was good to hear positive feedback on the LED lighting project.

Mayor Scholl thanked Art for coming to the meeting and sharing his thoughts on the LED lighting project.

Adjourn - There being no further business, the meeting adjourned at 7:25 p.m.



Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor

City of St. Helens

CITY COUNCIL

Work Session Minutes

March 1, 2017

Members Present: Rick Scholl, Mayor
Doug Morten, Council President
Keith Locke, Councilor (*arriving at 2:20 p.m.*)
Ginny Carlson, Councilor

Members Absent: Susan Conn, Councilor

Staff Present: John Walsh, City Administrator
Matt Brown, Finance Director
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Terry Moss, Police Chief
Neal Sheppard, Public Works Operations Director
Sue Nelson, Public Works Engineering Director
Bob Johnston, Building Official
Cindy Phillips, Municipal Judge
Tim Davis, New Police Officer
Jacob Graichen, City Planner
Jenny Dimsho, Assistant Planner
Riki Frappier, Municipal Court Clerk

Others: Tina Curry
Sean Winfree
Brent Violette
Linda Demaray
Brent Keller
Agnes Petersen
Cody Mann
John Tull
Max Stahl
Nicole Thill
Christina Sullivan
Lots of people in attendance for Tim's swearing in.

Mayor Rick Scholl called the meeting to order at 1:03 p.m.



Oath of Office

Municipal Court Judge Cindy Phillips swore in our new Police Officer Tim Davis. Congratulations, Tim, and welcome aboard!

Visitor Comments

♦Bob Johnston, Building Official. A nuisance abatement program came before the Council in December. Council granted an additional 30 days to the already 30 days given for cleanup. Thanks to the diligence of Code Enforcement Officer Coy, several of the properties were cleaned up. He recommends the Council grant some leniency if they can prove they have been working on it. He has received a lot of complaints from people about City officials coming on their property and violating their personal rights. He firmly believes that people's rights are there to allow certain freedoms but when they're expressions interfere with other people's rights is where the line should be drawn. Junk is a breeding ground for mosquitos, rodents and other health issues.

♦John Tull. His property at 285 N. 8th Street is included in the list that needs to be cleaned up. He has made efforts to do so but is very sick. He's been in and out of the hospital. He is

requesting is a few more weeks to clean up his property.

Building Official Johnston confirmed that property has been progressing. He's come a very long way and made a diligent effort.

After discussion, it was the consensus of the Council to extend John's deadline until the next Council work session, March 15th.

♦Linda Demaray. She lives at 951 Plymouth Street, which is kiddy corner from one of the nuisance abatement properties. She's fed up with the disgusting garbage everywhere. Officer Coy has been wonderful. This place has been ordered to be cleaned up twice. She and the neighbors are tired of picking up their garbage when it blows away. There are illegal activities happening in the house and both the neighbors and police know it.

Building Official Johnston explained that this property is first on the list to be cleaned up when the deadline passes. Councilor Carlson understands Linda's concerns. They have to wait for the legal process to cycle before the City can take action to begin the cleanup itself.

Linda was very concerned that it's not being cleaned up sooner. Someone is going to get hurt. Mayor Scholl reassured Linda that they are taking care of it.

♦Agnes Petersen. She represents Brent Violette, who received a nuisance violation. Her client is disabled, elderly and broke. She is asking for an extension until June 24. He hopes to have the financial issue resolved by then.

Building Official Johnston presented photos of the property. There are issues in addition to the cleanup. The front porch and structure will require attention from a dangerous building standpoint.

After discussion, it was the consensus of the Council to extend Brent's deadline to April 22 but come to the April 19 work session with a progress report. They want to see some progress. Agnes agreed to return on April 19.

♦Cindy Phillips. She is here on behalf of the Caples House in Columbia City. She gave City Recorder Payne a flyer with upcoming events and fundraisers at Caples House. They are trying to preserve and improve the house, which does not have a foundation. They have to raise the house, put a foundation underneath and then put it together again so the walls aren't bowing out. A St. Patrick's Day fundraiser dinner will be held at the house on Friday, March 17 at 6:30 p.m.

Annual Report from City Forester Mason, Bruce & Girard

Brent Keller from MB&G was in attendance to review his report which is included in the archive packet for this meeting. He recommends doing some pre-commercial thinning. That will prevent the stand from becoming stagnant. The City has 100 acres of readily available merchantable timber, which includes two separate stands. One of the stands is 40 acres. He recommends selling that stand within the next three years.

Mayor Scholl asked how many acres the City owns. Brent responded that it's about 2,500 acres.

Council was in concurrence with Mason, Bruce & Girard's assessment and recommendation.

Update on Community Events Planning

Tina Curry was in attendance to talk to the Council. She distributed a handout to the Council, a copy of which is included in the archive meeting packet.

4th of July fireworks – Tina needs to know if the City is going to risk the \$3,500 deposit in the event not enough money is raised. Councilor Carlson is in favor of it as long as the fireworks are done on the 4th. Mayor Scholl pointed out that no one from the community stepped up to help organize it. He and Councilor Locke have been discussing fundraising. He is comfortable with committing to the deposit and working together to fundraise the remaining amount. It was the consensus of the Council to enter into an agreement and pay the deposit to Western Display Fireworks for fireworks.

13 Nights on the River – There is a proposal for Tourism to take over 13 Nights with a huge effort still put in by Christina Sullivan and her volunteers, changing the dates and selecting groups that are more profitable. The plan is to cover all costs through sponsorships, onsite sales of beer and alcohol, adding parking on the waterfront property for a suggested donation and a soft ask at the entrances. They are also proposing open containers be allowed between the corner of City Hall, to the Courthouse, down by the boat launch and to Roy Thai. They would also like to have more supervised activities for teenagers in the park. Tina hopes the new stage will be completed by June 2017. The 13 Nights schedule will not be weekly concerts. Five of them will focus around 4th of July. She suggested Kiwanis hold their carnival during that time as well.

Councilor Carlson would like to hear how this will affect Public Works and the Police Department. Chief Moss is just hearing about this for the first time. He would like to see a plan before commenting.

Mayor Scholl recommends a stage being placed in The Plaza and have a Z100 DJ perform for the teens.

Spirit of Halloweentown – Is it the opinion of the Council that it is the City's job to market for businesses during Spirit of Halloweentown? If so, she proposes creating a museum of peculiarities and oddities in the Chamber building. For a small fee, a shuttle would transport people from downtown to uptown. That would give visitors the opportunity to walk along the storefronts. If not, then the business owners need to know it's their responsibility to promote their own business. Of course, any organized events they create can be included in the agenda and promoted.

Council President Morten suggested that we partner with the Chamber for that. The City owns the property but not the Chamber building.

Councilor Carlson believes that the businesses will be very interested in participating. It's just a matter of getting the information to them. Mayor Scholl suggested opening the Council Chambers to meet with businesses about getting involved. Tina has tried to get businesses to attend planning meetings in the past and she receives very little response. Now she just meets with interested people individually. Mayor Scholl believes there was a lack of communication in the past. We need to become proactive from now on. Scholl expressed that Tina is very good at what she does but the community wants to be involved as well. He wants to help all groups work together.

Tina talked about the new props that were procured for the waterfront property. They were donated to the City and are valued at about \$100,000. Thanks to Public Works for transporting them. She went on to talk about some of the ideas to re-create the Halloweentown theme. There are only four weekends in October this week. They need to determine when the community

pumpkin lighting will be held.

Centerlogic/Azimuth Discussion on Council Chambers A/V Equipment

Staff from Centerlogic and Azimuth were in attendance to talk about the audio/visual equipment proposal.

- Replace the control system. The AMX control system is outdated.
- Install new microphone lines.
- Replace the flag with a 75 or 85 inch TV monitor for the audience to see.
- Install six new monitors around the room.
- Integrate the system to be more user friendly.
- Suggests meetings be streamed online with an easy-to-use program.

Council President Morten would like improved monitors and better sound quality for home viewers.

Councilor Carlson has not had a monitor in several years. She is fine with having large monitors on the walls that she can view. The monitors on the dais are a barrier between the Council and audience.

Discussion ensued about A/V needs. It was the consensus of the Council to no longer have monitors on the dais and place large monitors on the wall.

2nd Quarter Report from Municipal Court

Municipal Court Judge Cindy Phillips was in attendance to give the 2nd Quarter Municipal Court report. The report is in the archive packet for this meeting. Finance Director Brown reviewed the revenues. He noted that the number of criminal cases is increasing year by year about 5%. Judge Phillips said it has been wonderful to swear in new officers and for the police force to be filling positions. Police Chief Moss reviewed the number of officers that have left and the positions that have been filled recently.

5-Year Forecast for Water, Sewer, Street & Storm Rates

Finance Director Brown reviewed his report which he handed out to the Council at the meeting. A copy is included in the archive packet for this meeting. There were no concerns from Council.

Discuss Council Direction Regarding Revenues/Expenditures

Finance Director Brown suggested Council table this for March 15 since one councilor is not here. Council concurred.

Review Public Access Easement Agreement

City Planner Jacob Graichen reviewed the proposed agreement. A copy is included in the archive meeting packet. The agreement is on tonight's agenda for signature.

Review Agreement for Use of Portland Police Bureau Training Complex

Chief Terry Moss reviewed the proposed agreement. A copy is included in the archive meeting packet. The agreement is on tonight's agenda for signature.

Department Reports

Police Chief Moss reported...

- Officer Seann Luedke has started working.
- Tim Davis was sworn in today. He will be a great asset.
- They are in the background phase right now for another candidate. He hopes to have him on board by April 1.

- Jamin Coy was a fantastic Code Enforcement Officer. He has been moved back to Police Officer and began swing shift at 2 p.m.
- Lieutenant Joe Hogue is conducting the background check for the Code Enforcement Officer candidate. He hopes to have him on board by April 1 as well.

Public Works Engineering Director Nelson reported...

- Tonight's agenda includes an Intergovernmental Agreement with Columbia County for the Gable Road grant project. ODOT changed the funding structure, so the agreement was updated and needs to be re-signed. They hope to have a design engineer on board this summer. At the earliest, construction would begin in late 2018.

Public Works Operations Director Sheppard reported...

- They finally have all the holes plugged in the sides of the reservoir.

Library Director Jeffries reported...

- Formed work groups at the last Library Board meeting to address strategic plan work items.

Finance Director Brown reported...

- He has noticed a number of homes being sold without finalizing their water account. The new owner comes in to start service and he does not want them to be responsible for the previous customer. They're not always able to locate the previous customer and/or get final payment from them. There is a company called Net Assets that you can upload all water bills to the system and it places a lien on the property until they pay. That forces title companies to contact us to get the lien payout information. The City is charged by Net Assets but in turn cities typically charge title companies the equivalent of what Net Assets charges plus staff time. He has used the program at the City of Hubbard and City of Forest Grove. Mayor Scholl was apprehensive of the fee, which appeared to be an additional tax. After further discussion, Brown agreed to consult with staff and return with more information.
- Contacted Columbia County and Columbia River PUD about their car purchasing process.
 - Columbia County leaves it up to department managers. They do lean towards local purchases.
 - Columbia River PUD leaves it up to the individual who will be using the vehicle.
- Staff favored purchasing a Ford Escape from a local dealer. Council concurred.
- The packet includes a letter received from the OGFOA. It recognizes the budget award received.
- He discussed the low income program with his staff this morning. The idea was that savings from the senior program would go towards the low income program through CAT. Unfortunately, no money has been set aside yet. One suggestion was made to give customers the option of donating towards the low income program, much like Columbia River PUD allows. After discussion, Brown agreed to return with more information about the program.

City Recorder Payne reported...

- Added to tonight's agenda:
 - A contract payment.
 - A loan pay-off for CAT.
 - Authority to sign documents related to 391 S. 12th Street.
- Jay Tappan's term on the Columbia Learning Center Board expires May 31. He is no longer the Fire Chief. Does the City want to reappoint him or look for someone else? Councilor Locke will ask if he wants to continue.
- The 2017/2018 Oregon Blue Books are available for ordering. There will be one in the Council Chambers and one in her office.
- The annual Boards and Commission reception is April 20 at 5:30 p.m.

- She attended the City County Insurance Services Conference last week. The City received a plaque for 20 years with CIS.
- The Risk Management Coordinator has recommended we have a City Council member on the Executive Risk Management Team. They meet four times a year to discuss the risks in the City.

City Administrator Walsh reported...

- The Council had previously authorized him to enter into agreement for the 391 S. 12th Street property. Some of the construction documents require the Mayor's signature, which is why it's back on the agenda.
- In light of today's discussion of events, he will add the Western Display Fireworks contract to the agenda.

Council Reports

Council reports were postponed until this evening's meeting.

Executive Session

ORS 192.660(2)(e) Real Property Transactions

Motion: At 3:34 p.m., upon Morten's motion and Locke's second, the Council unanimously voted to move into executive session under ORS 192.660(2)(e) Real Property Transactions.

Motion: At 4:30 p.m., upon completion of the executive session, Morten's moved to go back into work session, seconded by Locke, and unanimously approved.

Other Business

No other business.

There being no further business, the meeting was adjourned at 4:31 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor

City of St. Helens CITY COUNCIL

Regular Session Minutes

March 1, 2017

Members Present: Rick Scholl, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Susan Conn, Councilor
Ginny Carlson, Councilor

Staff Present: John Walsh, City Administrator
Matt Brown, Finance Director
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Neal Sheppard, Public Works Operations Director
Sue Nelson, Public Works Engineering Director

Others: Bill Allhouse Steve Topaz



7:00PM – Call Regular Session to Order – Mayor Scholl

Pledge of Allegiance – Mayor Scholl

Invitation to Citizens for Public Comment

♦ Bill Allhouse. He would like an extension to clean up his property. Most of it is cleaned up except for the wood.

Public Works Operations Director Sheppard said that Building Official Johnston isn't here but he can say that he has done some cleanup since the last time he was here.

Council President Morten asked Bill how much time he needs. Bill said he needs to get his saw fixed before he can finish. He asked for 30 days.

Council agreed to the 30 day extension. They also directed Johnston to check the property tomorrow to be able to show that significant progress has been made during that time.

♦ Steve Topaz. He suggested that the City scrap the whole waterfront and toxic waste. Now that there's a possibility of an I-5 bypass, he would like to re-examine the area. There's going to be a big push to get the bypass. According to the St. Helens port authority, they wanted to put St. Helens into a deep water port many years ago. It would be ideal if the bypass comes through. He suggests turning the waterfront property into an industrial off-loading area to compliment the bypass.

Ordinances – Final Readings

A. **Ordinance No. 3213:** An Ordinance to Amend the City of St. Helens Comprehensive Plan Map for Certain Property from Suburban Residential (SR) Designation to the General Residential (GR) Designation and the Zoning District Map from Moderate Residential (R7) Zone to the General Residential (R5) Zone

Mayor Scholl read Ordinance No. 3213 by title for the final time. **Motion:** Upon Locke's motion

and Conn's second, the Council unanimously adopted Ordinance No. 3213. [Ayes: Locke, Carlson, Conn, Morten, Scholl; Nays: None]

Approve and/or Authorize for Signature

- A. Intergovernmental Agreement with Columbia County for Gable Road Improvement Project
- B. Amendment No. 2 to Contract with Western Partitions for 2MG Reservoir Rehab Project
- C. Easement Agreement with Terry Emmert for Public Access off Gable Road
- D. Intergovernmental Agreement with City of Portland for Use of Training Complex
- E. Contract Payments
- F. All Pertinent Documents Related to the Purchase of 391 S. 12th Street
- G. Full Conveyance for CAT Loan Payoff – 190 Sherwood Drive (Donna Walter)

Motion: Upon Conn's motion and Locke's second, the Council unanimously approved 'A' through 'G' above.

Appointments to City Boards/Commissions

Bicycle & Pedestrian Commission (3-year terms)

- Dave Ehrenkranz resigned. His term expired 12/31/2015.
- Matt Freeman resigned. His term expired 12/31/2015.
- Ray Scholl resigned. His term expired 12/31/2015.
- Dave Woullet resigned. His term expired 12/31/2014.
- Angela Barlow resigned. Her term expired 12/31/2016.
- Simon Date resigned. His term expired 12/31/2016.
- Martin Kennedy resigned. His term expired 12/31/2016.
- Ben Tiscareno's term expired 12/31/2016.
- Cynthia Sweet's term expired 12/31/2016.

Status: Currently, the Commission has five members and five vacancies.

Recommendation: Reappoint Ben Tiscareno to the Commission.

Motion: Upon Locke's motion and Carlson's second, the Council unanimously reappointed Ben Tiscareno.

Consent Agenda for Acceptance

- A. Parks Commission Minutes dated December 12, 2016
- B. Planning Commission Minutes dated January 10, 2017
- C. Accounts Payable Bill List

Motion: Upon Locke's motion and Conn's second, the Council unanimously accepted 'A' through 'C' above.

Consent Agenda for Approval

- A. OLCC Licenses
- B. Council Work Session, Public Hearing and Regular Session Minutes dated November 16, December 7 and December 21, 2016
- C. Exclusive Use Permit: Girls Softball/SHHS JV Softball, Campbell Park Fields 1&2, 3/27-7/15
- D. Accounts Payable Bill List

Motion: Upon Morten's motion and Carlson's second, the Council unanimously approved 'A' through 'D' above.

Council Reports

Mayor Scholl reported...

- He met with Lowell MacGregor on the waterfront property yesterday. Lowe is who brought Rockfest and Countryfest to the old fairgrounds property several years ago. He said there would probably be some push-back from neighbors on the hill but they could angle stages away from that direction. This could be a way of getting funding for fireworks. As Mayor, he

feels it's the City's responsibility to explore different funding avenues.

Councilor Locke reported...

- The company who conducted the carnival last year is not available this year. They are checking with another company but Kiwanis is hesitant. He'll know more in a few days.
- He would like to see more gravel added to the Boise property to even it out for parking. He suggested removing the fence along The Strand. Council President Morten would like input from staff about the fence. Public Works Operations Director Sheppard was concerned about losing the control factor if you take down the fence. As soon as the gate is opened for maintenance, vehicles start driving on the property.
- What are the plans for the Grey Cliffs Dog Park? Public Works Engineering Director Nelson responded that it still needs restoration. The contractor is waiting for better weather to do that and the landscaping.

Councilor Carlson reported...

- The Youth Council is holding a mixer on March 13 for parents and other youth to learn more about the group. They have committed to a number of volunteer projects this Spring.
- She took her son across the bridge in McCormick Park. It really opens up a lot that people don't realize is there.
- She thanked the Police Department for the demonstration and letting them meet the K9 officer.

Council President Morten reported...

- He appreciates the Public Works crews for the work they do throughout the bad weather.
- The Council made the right decision to add the code enforcement officer position back into the budget. Properties need to be cleaned up and they need to remain firm.
- He hopes everyone is able to meet the three students from Portland State University, who will be working on the redesign of Columbia View Park.
- His fingers are crossed in hopes of receiving the grant for the veterans memorial plaza.
- The small dog park that is fenced in Heinie Heumann park is moving forward.
- In response to visitor comments, he thinks it would be a shame to overturn everything they have done in the Riverfront District and change it to a deep-water port.
- In the Oregonian, the Northwest Passage was looked at as a dream. However, it does have some pertinence of where crossings and transportation corridors could go in the future.

Councilor Conn reported...

- She apologized for missing the work session.
- Held a second set of interviews for the CIT coordinator position. They are in the process of a background check on the successful candidate.

Department Reports

Public Works Engineering Director Nelson reported...

- Nothing to report.

Public Works Operations Director Sheppard reported...

- He thanked Morten for his comments about Public Works. He's very proud of his crew. It's been a very difficult winter.

Library Director Jeffries reported...

- Nothing to report.

Finance Director Brown reported...

- Nothing to report.

City Recorder Payne reported...

- Nothing to report.

City Administrator Walsh reported...

- Coming before Council is one form of granting nuisance abatement extensions. However, if it becomes too much, Council could empower staff to grant those extensions.

Adjourn - There being no further business, the meeting adjourned at 7:44 p.m.



Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

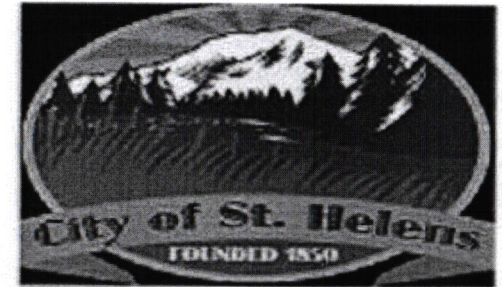
Rick Scholl, Mayor

Accounts Payable

To Be Paid Proof List

User: jenniferj
 Printed: 03/17/2017 - 9:57AM
 Batch: 00010.03.2017 - AP 3/17/17 FY 16-17 OVER 10K

125



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PAULY, ROGERS AND C		17,475.00							
Report Total:		17,475.00							

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Accounts Payable

To Be Paid Proof List

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 Printed: 03/23/2017 - 1:04PM
 Batch: 00011.03.2017 - AP 3/24/17 FY 16-17 OVER 10K



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