

City of St. Helens

Planning Commission

September 8, 2015

Agenda

1. **7:00 p.m. Call to Order and Flag Salute**
2. **Consent Agenda**
 - a. Planning Commission Minutes August 11, 2015
3. **Topics from the Floor:** Limited to 5 minutes per topic (Not on Public Hearing Agenda)
4. **Public Hearing Agenda:** (times are earliest start time)
 - a. 7:00 p.m. **Deliberations** Conditional Use Permit at 31 Cowlitz St. Columbia River Hwy – RP Oregon, Inc.
 - b. 7:20 p.m. **Deliberations** Text Amendments to the Houlton Business Zoning District and Citywide RV Regulations - City of St. Helens
5. **CLG Historic Preservation Grant Application Review and Scoring**
6. **Acceptance Agenda: Planning Administrator Site Design Review:**
 - a. Site Design Review at 58144 Old Portland Rd. - Vacant building renovations
7. **Planning Director Decisions:** (previously e-mailed to the Commission)
 - a. Sign Permit (Banner) at 2100 Block of Columbia Blvd - Community Action Team c/o St. Helens Head Start
 - b. Accessory Structure at 58967 Glacier Ave. - New 198 sq. ft. shed
 - c. Sign Permit (wall) at 155 S. Columbia River Hwy (Ace Hardware) - Clark Signs
 - d. Sign Permit (wall) at 371 Columbia Blvd. (Kozy Korner) – Clark Signs
8. **Planning Department Activity Reports**
 - a. August 18, 2015
9. **For Your Information Items**
10. **Next Regular Meeting: October 13, 2015**

Adjournment

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City of St. Helens

Planning Commission Meeting

August 11, 2015

Minutes

Members Present:

Al Petersen, Chair
Dan Cary, Vice Chair
Sheila Semling, Commissioner
Audrey Webster, Commissioner
Kathryn Lawrence, Commissioner

Members Absent:

Greg Cohen, Commissioner
Russell Hubbard, Commissioner

Staff Present:

Jacob Graichen, City Planner
Jennifer Dimsho, Assistant Planner & Planning Secretary

Councilors Present:

Ginny Carlson, City Council Liaison

Others Present:

Oscar Nelson
Brenda Fielding
Mandy Sill
Jennifer Plahn
Lauren Terry
Carl Coffman

The Planning Commission meeting was called to order by Chair Al Petersen at 7:00 p.m. Chair Petersen led the flag salute.

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Consent Agenda

Approval of Minutes

Commissioner Webster moved to approve the minutes of the July 14, 2015 Planning Commission meeting. Vice Chair Cary seconded the motion. Motion carried with all in favor. Chair Petersen did not vote as per operating rules.

□

Topics From The Floor

There were no topics from the floor.

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Deliberations

Jennifer Plahn & Bing Theobald
Conditional Use Permit / CUP.3.15
365 S. Columbia River Hwy

Chair Petersen was not in attendance during the public hearing last meeting, but he read the minutes and listened to the audio recording of testimony. He does not have any ex-parte contact. No one in the audience objected to his ability to make a fair decision.

Graichen said no additional testimony was submitted while the record was left open. The record closed on July 28, 2015 at 5 p.m. and deliberations may commence.

The Commission feels the four conditions as presented in the staff report are sufficient.

MOTION

Commissioner Semling moved to approve the Conditional Use Permit with conditions as written in the staff report. Commissioner Lawrence seconded. All in favor; none opposed; motion carries.

Vice Chair Cary moved for Chair Petersen to sign the Findings and Conclusions once prepared. Commissioner Semling seconded. All in favor; none opposed; motion carries.

□

Public Hearing

Jennifer Plahn & Bing Theobald
Conditional Use Permit / CUP.4.15
1809 Columbia Blvd.

It is now 7:07 p.m. and Chair Petersen opened the public hearing. There were no ex-parte contacts, conflicts of interest or bias in this matter.

Jacob Graichen entered the following items into the record:

- Staff report packet dated August 4, 2015 with attachments

Graichen discussed the recommended conditions of approval as presented in the staff report. He also noted that St. Helens business license law currently requires compliance with federal law. Marijuana is still an illegal substance per the federal controlled substance act. City Council is scheduled to discuss this issue at tomorrow night's meeting. If granted, the Conditional Use Permit is valid for a year and a half, with potential for a one year time extension. Graichen said this could potentially allow time for the business license issue to be worked out.

Vice Chair Cary asked if daycare facilities were included in the 1,000 foot buffer from schools. Graichen said if the daycare facility is licensed, yes.

IN FAVOR

Nelson, Oscar. Applicant Representative. Mr. Nelson has been running Sweet Relief in Astoria for over a year. The St. Helens location will be professionally run, similar to the highway location near Skinny's. The

garbage will be locked, similar to the other location. Refuse will not contain cannabis. They comply with the numerous mandatory state regulations imposed on marijuana dispensaries and are in constant communication with their state inspectors.

Chair Petersen asked about the southeastern internal door that leads to the adjacent building suite. Nelson said the state will require the door to be walled off or they will have to install security cameras inside their suite and in the adjacent suite. If the door is not a necessary exit, it will more than likely be walled off.

Vice Chair Cary asked from a market perspective, if this community could support two similar locations. Nelson said yes, the demographics support it. He said they will be able to develop a different atmosphere and character at each location over time, ultimately serving different niche markets.

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.

DELIBERATIONS

Commissioner Webster asked about the second egress without stairs. Chair Petersen said the size of the suite is only 500 square feet with what looks like a suite of offices as the previous use. This means it likely only had an occupant load of five, which does not meet the threshold for requiring a second egress. They do have a second egress, but without the stairs, it is unsafe. Chair Petersen said he was unsure about the retail square footage threshold for requiring a second egress.

The Commission agrees if the applicant chooses to store the trash outside, there should be a condition that the refuse area be screened and large enough to accommodate all of the dumpsters for the building. Even though the proposal is only for one suite within the building, it is unlikely there would be an application for the entire building. To advance the goals of the Development Code, the Commission feels it is reasonable to require this applicant to enclose all dumpsters for the building.

The Commission decided to let the building official address whether or not stairs are needed out of the second egress.

MOTION

Vice Chair Cary moved to approve the conditional permit with an additional condition 2(c) to require a trash enclosure that is large enough to accommodate all occupants of the building. Commissioner Semling seconded. All in favor; none opposed; motion carries.

Commissioner Semling moved for Chair Petersen to sign the Findings and Conclusions once prepared. Commissioner Webster seconded. All in favor; none opposed; motion carries.

□

Public Hearing

RP Oregon, Inc.

Conditional Use Permit / CUP.5.15

31 Cowlitz St.

It is now 7:43 p.m. and Chair Petersen opened the public hearing. There were no ex-parte contacts, conflicts of interest or bias in this matter.

Jacob Graichen entered the following items into the record:

- Staff report packet dated August 4, 2015 with attachments

Graichen discussed the recommended conditions of approval as noted in the staff report.

IN FAVOR

Terry, Lauren. Applicant. Terry discussed some of the security features at the proposed location. There will be alarms at the exit, entry, and back window. They will have 24/7 security monitors through at least eight cameras in the shop. They will be working with an experienced security system provider who has worked with many other medical marijuana dispensaries. Products will be stored in secure safes and commercial grade locks will be installed on every door. They will have ID verification on entry. The products will be leaving in opaque, child-safe containers. No processing or consumption of product will take place on or around the dispensary. They will get a sign permit for any future signs. Terry said they are aware of the close proximity to the park and will ensure a family-friendly business frontage. They will temper the glass to obscure the inside from the street. They have not determined their hours of operations yet, but they are flexible.

IN OPPOSITION

Fielding, Brenda. Fielding owns the building across the street from the Muckle Building. She thinks there is no way this business will be family friendly; it is a drug dealer. This development would counteract what the City is trying to accomplish with the Waterfront Redevelopment Project. Fielding said Columbia View Park is too close to this dispensary. Teenagers flood the park every summer and they will be able to easily have their 18-year old brother buy for them. Owning property on the waterfront, Fielding already feels like there is a parking issue, especially being a dead-end street. This business may be appropriate somewhere else, but it doesn't belong in Olde Towne, right on the waterfront. Fielding said we may not be able to keep marijuana businesses out of St. Helens, but asked the Commission, do we really want to use our prime real estate for this purpose?

REBUTTAL

Terry, Lauren, Applicant. Terry is from Roseburg, a small town in Oregon. She was voted Future First Citizen of her community and Junior Miss 2009. Terry feels we are in a time when society is redefining and learning more about this plant. Many of the marijuana patients have conditions where they can replace upwards of ten expensive and harmful prescription drugs that give them negative side effects and make it difficult to comfortably live life. They are able to replace these prescriptions with a more affordable, 100% natural product. She worked as a bud-tender for a respected dispensary in Portland called Pure Green. Terry said she watched fellow employees participate in Run for the Cure, donate money to Mercy Corps, and contribute canned foods every winter. She can't say that every dispensary cares about the community, but Terry said she isn't a drug dealer. She said she doesn't know what that means. She has worked in a

dispensary and worked as a medical provider, but to use such black and white terms like “drug dealer” is harmful. Terry said our state voted for marijuana to be recreationally available to more than just medical patients, so eventually their clientele will expand to buyers who are over 21 (not 18, as was mentioned). Terry said it’s important to remember we are living in a time where the majority of the population supports this.

END OF ORAL TESTIMONY

There was a request to continue the hearing or leave the record open. Fielding requested that the record be kept open for an additional seven days. Any person who testified may submit additional written testimony, argument, or evidence by 5 p.m. on August 18, 2015. The applicant agreed to the record being held open. The applicant may respond to any testimony received by 5 p.m. on August 25, 2015.

The applicant waived the opportunity to submit final written argument after the close of the record. The record will close August 25, 2015 at 5 p.m. Deliberations on the matter will commence at the regularly scheduled meeting on September 8, 2015 at 7 p.m.

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Public Hearing

City of St. Helens

Text Amendments / ZA.2.15

Houlton Business District and Citywide

It is now 8:10 p.m. and Chair Petersen opened the public hearing. There were no ex-parte contacts, conflicts of interest or bias in this matter.

Jacob Graichen entered the following items into the record:

- Staff report packet dated August 4, 2015 with attachments

Graichen discussed the history of the Houlton Business District (HBD). During the building craze that preceded the Great Recession, there was concern that the HBD zone would be taken over by residential development demand. With some minor exceptions, the solution was to ban residential use on the first floor. Graichen noted several cases of homeowners trying unsuccessfully trying to sell their home and losing their grandfathered residential use after six months of discontinued use. The fear is that over time, this will contribute to blight in the HBD.

Graichen said the initial draft of the staff report recommended relaxing the HBD rule that was creating non-conforming residential properties after discontinued use for six months. This change would allow for the residential use to continue as a conforming use or be reinstated as a conforming use, regardless of the length of time the use has been discontinued. Graichen’s alternative recommendation would be to use the mixed use zone’s approach to residential uses as a model for the HBD zone. This recommendation would permit outright detached single-family dwellings, attached single-family dwellings, duplexes and dwellings above the first floor. It would conditionally allow multi-dwellings, dwellings on the same level as non-residential use, and auxiliary dwelling units.

Graichen explained the purpose of the recreational vehicle text amendments. This change will allow for better code enforcement of units that are being living in more than 14 days in a calendar year by expanding the rule from only the front yard to anywhere on the property. Graichen also recommends adding the use of

recreational vehicles for medical hardship, as allowed by Temporary Use Permit in St. Helens Municipal Code Chapter 17.116. Currently, St. Helens Municipal Code Section 17.116.060 (3)(a)(ii) only allows living in a mobile or manufactured home for medical hardships through Temporary Use Permit.

IN FAVOR

There was no testimony in favor.

IN OPPOSITION

There was no testimony in opposition.

DELIBERATIONS

Chair Petersen thinks that not allowing residential on the first floor in the HBD is contributing to blight. Graichen said the residence by Dari Delish has been for sale for years and they have had buyer interest, but not as a commercial property, only as a residence. Further, lenders do not want to lend on a non-conforming residence because it is too risky. These cases contribute to blight. Graichen also noted some of the residential homes in the HBD zone are older. They may not be officially designated, but if they had a residential use that was permitted outright, they would contribute indirectly to historic preservation, instead of decaying because of non-use.

Chair Petersen thinks forcing houses that turn their water off for six months to convert to commercial is crazy. There are already existing vacant storefronts, so he asked why would a residence want to spend thousands to convert? Commissioner Lawrence agrees. She feels that mixed use zoning will put life back into neighborhoods.

The Commission prefers the mixed use alternative. At the next meeting, Graichen will present the new language for the HBD mixed use proposal and the medical hardship exception to the 14-day limit for living in a recreation vehicle with a valid Temporary Use Permit.

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Planning Administrator Site Design Review

- a. Site Design Review at Lots 6-9, 21-24, Block 31, Old Portland Road - Outdoor Storage
- b. Site Design Review at SE corner of McNulty Way & Industrial Way - Warehouse
- c. Site Design Review *Amended* at Lots 6-9, 21-24, Block 31, Old Portland Road - Outdoor Storage

Vice Chair Cary clarified where exactly the development was occurring on at McNulty Way & Industrial Way. He delineated a wetland on the southern end of the property.

Commissioner Webster moved to accept the acceptance agenda. Commissioner Semling seconded. All in favor; none opposed; motion carries.

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Planning Director Decisions

- a. Site Design Review (Minor) at 454 Milton Way – T-Mobile

There were no comments.

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Planning Department Activity Reports

There were no comments.

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For Your Information Items

High definition aerial footage of the Waterfront Redevelopment Project area was shown to the Commission from the WeAreStHelens YouTube channel.

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There being no further business before the Planning Commission, the meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Jennifer Dimsho
Planning Secretary

2015 Planning Commission Attendance Record

P=Present A=Absent Can=Cancelled

Date	Petersen	Hubbard	Lawrence	Cohen	Cary	Semling	Webster
01/13/15	P	P	P	P	P	P	P
02/10/15	P	P	P	P	P	P	P
03/10/15	P	P	A	P	P	P	P
04/14/15	CAN	CAN	CAN	CAN	CAN	CAN	CAN
05/12/15	P	P	P	P	P	P	P
06/09/15	P	P	P	P	P	P	P
07/14/15	A	P	P	P	P	P	P
08/11/15	P	A	P	A	P	P	P
09/08/15							
10/13/15							
11/10/15							
12/08/15							



CITY OF ST. HELENS PLANNING DEPARTMENT

MEMORANDUM

TO: Planning Commission
FROM: Jennifer Dimsho, Assistant Planner
RE: CUP.5.15 Deliberations
DATE: August 25, 2015

As a reminder, CUP.5.15 is a proposal for a medical marijuana dispensary in the Muckle Building at 31 Cowlitz Street.

At the August 11, 2015 Planning Commission meeting, there was a request to leave the record open for seven additional days, with an additional seven days to allow the applicant to rebut any written testimony received. Written testimony was received in opposition to the proposal. The applicant also submitted a written rebuttal. These additions to the record are attached for your review.

The record closed at 5 p.m. on August 25, 2015.

Deliberations on the matter will commence at 7 p.m. on August 25, 2015.

Jacob Graichen

From: Jacob Graichen
Sent: Friday, August 14, 2015 9:25 AM
To: 'Brenda Fielding'
Subject: RE: City letter- MJ store on waterfront

Brenda,

I have received your written testimony and will enter it into the record.

Jacob A. Graichen, AICP, City Planner
City of St. Helens, Oregon

From: Brenda Fielding [<mailto:gobrenda3@gmail.com>]
Sent: Friday, August 14, 2015 9:04 AM
To: Jacob Graichen
Subject: Fwd: City letter- MJ store on waterfront

RECEIVED
AUG 14 2015
CITY OF ST. HELENS

Good morning Jacob,

Here is the letter I wrote in response to the City Planning meeting on August 11, 2015 regarding the Marijuana dispensary on the waterfront.

I had until the 17th- I wasn't sure if I had to walk this in or not or if this attachment to the email will suffice. I like email because it shows the date. I would appreciate a verification that you received this.

Thank you
Brenda Fielding

RECEIVED

AUG 14 2015

Brenda Fielding

31057 Pond Dr, Scappoose OR Resident for 21 years. Property owner of St Helens properties including 30 Cowlitz.

CITY OF ST. HELENS

I would respectfully argue that the city should not allow a drug dealer to move into the waterfront for several reasons:

1. The cannabis store is far too close to the public park. This is a family park where the city advertizes and holds the 13 nights on the River every summer. The park is packed with teenagers and having a weed store so close would "invite" kids to be curious and want to try the drugs. Although the law says that people must be 21 years old to buy the product, lets get real and KNOW that kids will find someone to buy it for them. If the store is so close that it doesn't even require kids to have to drive to get there, I would project that there will be a rash of new users who will get started on the drug because it was so easy to buy right there on the waterfront.

2. The city is getting ready to pour 100 million dollars into the waterfront yet the marijuana store will cheapen this project. It won't look good to have a green cross or any other sign advertising drugs. This would especially be true from the river side or when families are strolling along the sidewalks after the project is finished.

3. As a property owner of a big building across from 31 Cowlitz, we just recently succeeded in evicting a known drug dealer from our building. What a relief. It wasn't just because he was doing something wrong but it was the people that he attracted. We had "users" everywhere all the time- at ALL hours of the day, hanging around in groups. It was very undesirable and unsightly. Once we were able to evict him, all those people dispersed. We no longer have groups hanging around outside our building. We no longer get a little worried when we have to walk past "scary" looking people. They are gone because he is gone. Now, it is so disheartening to think that the city may allow another drug dealer to move in across the street. Those some people will be back. Sure, they may not group up right in front of the store (due to a 100 foot law) but, much to our demise, they will take their newly bought drugs across the street and use them in front of our building again or in the public park or plaza. We are giving these same users, in addition to many more, legal opportunity to make the neighborhood a place where people don't want to walk by, pass, or just to enjoy the area. That's how the sidewalks on the outside of our building used to be, we have experienced it, and we dread that it will now resurface with the city's blessing.

4. Selling drugs still violates Federal drug laws. St Helens doesn't have to allow any dispensaries into the city. Just because the state won't incarcerate people for selling and using doesn't mean the city has to welcome drug shops with open arms.

5. The owners of all 3 Marijuana shops are from out of the area. This will suck millions of dollars out of St Helens. The dealers are from Portland and Astoria. They won't put a red cent back into the community. Especially when the city will be in

need of new drug rehab and addiction programs in the future. And I would argue that because of the 13 nights program with the amount of teenagers it attracts, and if the waterfront cannabis store is allowed, we may see a rise in high school dropouts and a decrease in high school graduates.

6. Crime happens when drugs happen. Robberies and thievery will increase. The citizens of St Helens already have had a terrible time with thieves and this may increase due to the fact that drugs cause poverty. When people are impoverished, they have a need to steal to satisfy their addiction.

7. Revenue. There is the argument that a new store will bring in new revenue. This argument would usually be a good one, except this type of business could scare off other sources of revenue from tourists. Believe me, we used to watch people come out of the Klondike and not cross the street until they were far away from the people clumped up in front of our building. Now that the users are gone, people walk in front of our building again. Please do not give these people a reason to come back.

We want to create a classy waterfront that brings in tourists and families. We have a priceless opportunity with our million dollar river view to do something spectacular. Does the city really want to allow the vices before we even start building the new project? If we bring in these marijuana stores, the city will be essentially bringing in a new battle to fight. When the drug users start grouping up all over the sidewalks again and starting clumping up in the park and the plaza, the city will not only have to fight this problem with more police enforcement but the waterfront will start gaining a reputation of a drug area. Families will be afraid to go there and tourists will be disgusted or "turned off" to never return again. These same people will spread the word that the waterfront is not a place families want to go. This Cannabis store alone could shoot St Helens right in the foot.

I pray that you will deny this request.

Brenda Fielding

RECEIVED
AUG 14 2015
CITY OF ST. HELENS

Hello Jacob and Jenny,

Below is my rebuttal for the opposition's comments. Let me know if I ought to drop a hard copy off as well.

Thank you,

Lauren Terry

laureyterry@gmail.com

Memo to St. Helens Planning Commission

Dated 8-24-15

Re: Conditional Use Application for Medical Marijuana Facility at 031 Cowlitz St.

This memo is in rebuttal to arguments presented by the adverse party (owner of neighboring Orcadia Hotel), and is structured to rebut their arguments in the same numerical order.

1. The city council has considered the nearby park and marina area, and the discussions concluded that there is adequate distance between the Muckle Building and the public park. It is naïve to assume that the presence of a marijuana store will increase the utilization of marijuana among teenagers. With strict ID verification and security requirements, there has been no significant rise in underage use as medical marijuana dispensaries are established. We are not “drug dealers,” it is a marijuana store regulated by the Oregon Health Authority, that is routinely inspected and monitored by the State. A marijuana store in this location contributes no more to underage use than a Bar would contribute to underage alcoholism. Both are legal so long as they follow the laws of the State.

2. The city’s investment in the adjacent property will succeed only if market rate rents are ultimately provided. Hopefully that also results in a vibrant shopping area within the downtown area. The city has already established a separation distance to avoid a concentration of marijuana establishments and this application fits that protocol. The owner of the Muckle Building has been inspired to help the Old Town area thrive ever since he laid eyes on the beautiful potential of that block. I am motivated to prove the professionalism of the new cannabis industry, and after seeing my hometown Roseburg sustain its downtown with new and emerging businesses, I am excited to see St. Helens bring itself into the future as well.

3. The argument that we are selling the same drugs as the ‘known drug dealer’ is disingenuous. We are selling marijuana in a very regulated and well managed new industry. I went door-to-door in Oldtown, getting to know my future neighbors and asking them how they felt about a marijuana dispensary in the Muckle Building (previously submitted to the Council in an earlier hearing). Two thirds of the business owners I spoke with didn’t mind a marijuana business nearby, and several of them mentioned the need for more activity on that block. Many neighboring businesses were uncomfortable with the state of the Orcadia, and complained about the people living out of their cars in front of the hotel and deterring tourists. We would take all necessary precautions to assure that our customers follow the law and wait to consume their medicine in their own abodes.

4. The citizens of Oregon voted for measure 91, (the recreational marijuana law). Columbia County voted yes in the majority. When I polled the neighboring shop owners downtown, the result of these was roughly 70% support. The most stated position was that if it brought people to downtown it was good for business.

5. The owner of the building at 31 Cowlitz is making an investment arguably much larger than that made by the adverse party. And she identifies in her argument that she doesn't live in St. Helens either. Is Wal-mart from St. Helens? Is it better to take money to Scappoose than to Portland? We are baffled by this argument, and the adverse party is making numerous assumptions about marijuana abuse based on opinion, not facts.

6. Crime happens when opportunity is limited or non-existent. The argument that all purchasers of marijuana are drug addicts has already been proven wrong. This argument was already considered during presentations to both the planning commission and the city council. People of all economic classes buy marijuana. It is far less likely that robbery will happen with marijuana legal than with marijuana available on the black market.

7. The opposition of the adverse party towards the legitimate presence of legal marijuana dispensaries is not new. They are the views of the same people who were against alcohol during prohibition. Perhaps we were better off during prohibition but crime was also better off. We also want to create a sophisticated waterfront that brings in tourists and families. There is no doubt that through public regulation and legalization of low impact drugs, the black market will be damaged irreparably, and the small-town communities that hold our state together will be stronger than ever.

Thank you for considering our additional arguments.

All the best,

Lauren Terry (on behalf of the applicant)

**CITY OF ST. HELENS PLANNING DEPARTMENT
STAFF REPORT
Conditional Use Permit CUP.5.15**

DATE: August 4, 2015
TO: Planning Commission
FROM: Jacob A. Graichen, AICP, City Planner

APPLICANT: RP Oregon, Inc.
OWNER: Tater Rental, LLC

ZONING: Riverfront District, RD
LOCATION: 31 Cowlitz Street (the Muckle Building); 4N1W-3BD-100
PROPOSAL: Establish a medical marijuana dispensary in an existing suite.

The 120-day rule (ORS 227.178) for final action for this land use decision is Oct. 22, 2015.

SITE INFORMATION / BACKGROUND

The site is fully developed with the historic Muckle Building. The building has been vacant for years but is being renovated for multiple uses, with non-residential on the first floor and residential units above, generally. One of the suites on the first floor is the proposed location of this proposal.

The location of this proposal is in a suite on the ground floor of the Muckle Building. This suite is located on the western side of the building along Cowlitz Street.



PUBLIC HEARING & NOTICE

Hearing dates are as follows: August 11, 2015 before the Planning Commission

Notice of this proposal was sent to surrounding property owners within 300 feet of the subject property(ies) on July 21, 2015 via first class mail. Notice was sent to agencies by mail or e-mail on the same date. Notice was published in the The Chronicle on July 29, 2015.

AGENCY REFERRALS & COMMENTS

As of the date of this staff report, the only referral/comment of significance is from Columbia River Fire and Rescue. See attached letter dated July 30, 2015.

APPLICABLE CRITERIA, ANALYSIS & FINDINGS

SHMC 17.100.040(1) - CUP Approval standards and conditions

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

- (a) The site size and dimensions provide adequate area for the needs of the proposed use;
- (b) The characteristics of the site are suitable for the proposed use considering size, shape, location, topography, and natural features;
- (c) All required public facilities have adequate capacity to serve the proposal;
- (d) The applicable requirements of the zoning district are met except as modified by this chapter;
- (e) The supplementary requirements set forth in Chapter 17.88 SHMC, Signs; and Chapter 17.96 SHMC, Site Development Review, if applicable, are met; and
- (f) The use will comply with the applicable policies of the comprehensive plan.

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

Finding(s): There is no evidence to the contrary. This site has been vacant for years, but has been under renovation recently. The bottom floor is intended to operate as a multiple suite/business property.

(b) This criterion requires that the characteristics of the site be suitable for the proposed use.

Finding(s): See analysis of SHMC 17.100.150(3)(p) below, specifically pertaining to marijuana retailers and/or medical marijuana dispensaries. Other than that, there is no evidence to the contrary.

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

Finding(s): There is no evidence that public facilities are inadequate for this proposal.

(d) This criterion requires that the requirements of the zoning district be met except as modified by the Conditional Use Permit (CUP) chapter.

Finding(s): The property is zoned Riverfront District. "Marijuana retailer and/or medical marijuana dispensary" is listed as a conditionally permitted use in this zoning district.

See analysis of SHMC 17.100.150(3)(p) below, specifically pertaining to marijuana retailers and/or medical marijuana dispensaries.

(e) This criterion requires analysis of the sign chapter and site design review chapter.

Finding(s): With regards to signs, any new sign or modified sign shall require a sign permit per Chapter 17.88 SHMC.

Note that in the RD zone, signs are subject to that district's architectural design guidelines.

With regards to site development review standards, as the site is developed and there are no substantial proposed improvements to the site to accommodate the proposed use (e.g., new development), many aspects don't apply. The noteworthy aspects are as follows:

With regards to off-street parking, note that the RD zone includes an off-street parking provision as follows:

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 is also exempt).

The Muckle Building's footprint takes up most of the area of the subject property (unquestionably >50%), thus, off-street parking requirements are generally exempt. In this case, there is no practical area for off-street parking on the subject property.

The site is also void of landscaping and there is little area available for such since the building's footprint takes up most of the site.

Note that street trees and a trash enclosure are already required before occupancy of the building per previous land use approvals (see files SDRm.3.15, SDRm.6.14, and SDR.2.11).

(f) This criterion requires compliance with the applicable policies of the Comprehensive Plan.

Discussion: The proposal does not appear to be contrary to any Comprehensive Plan policy.

SHMC 17.100.150(3)(p) – Additional requirements for conditional use types

(p) Marijuana retailer and/or medical marijuana dispensary.

(i) No marijuana retailer and/or medical marijuana dispensary shall be permitted to locate within 1,000 feet of any public or private: child care facility; preschool; elementary school; or junior, middle, or high school that lawfully exists at the time the Conditional Use Permit application is deemed complete.

(A) Distance shall be measured in a straight line, without regard to intervening structures, objects or roads, from the closest point of the structure or portion of structure containing the proposed marijuana retailer and/or medical marijuana dispensary, to the closest property line of the property upon which the other uses specified in subsection (3)(p)(i) of this section is listed.

(ii) No marijuana retailer and/or medical marijuana dispensary shall be permitted to locate within 2,000 feet of any other marijuana retailer and/or medical marijuana dispensary that lawfully exists at the time the Conditional Use Permit application is deemed complete.

(A) Distance shall be measured in a straight line, without regard to intervening structures, objects or roads, from the closest point of the structure or portion of structure containing the proposed marijuana retailer and/or medical marijuana dispensary, to the closest point of the structure or portion of structure containing the existing marijuana retailer and/or medical marijuana dispensary.

(B) If multiple Conditional Use Permit applications are submitted for locations within the distance specified in subsection (3)(p)(ii) of this section but are not yet legally established,

the valid Conditional Use Permit submitted first shall take precedence for the purpose of this subsection.

(iii) No marijuana retailer and/or medical marijuana dispensary shall be allowed as a temporary use and shall be located in a permanent building.

(iv) Any marijuana retailer and/or medical marijuana dispensary shall have refuse containers or refuse collection areas that are secure from entry outside the facility.

(v) Any marijuana retailer and/or medical marijuana dispensary shall comply with all applicable state and local laws.

(i) This criterion requires a separation of 1,000 feet from child day care and schools from pre to high.

Finding(s): Using the prescribed method of measurement, the closest known day care or school as listed per SHMC 17.100.150(3)(p)(i), is at 560 Columbia Boulevard, a distance of approximately 2,070 feet.

(ii) This criterion requires a separation of 2,000 feet from other marijuana retailers and/or medical marijuana dispensaries.

Finding(s): There are no other known retailers or dispensaries within the St. Helens city boundary or St. Helens' urban growth area.

Using the prescribed method of measurement, there is a CUP application for the same use at 1809 Columbia Boulevard, a distance exceeding 4,000 feet. Thus, no distance conflict between the two applications. There is also a CUP application for 365 S. Columbia River Highway, which is even further away.

(iii) This criterion requires the use be located in a permanent building and not a temporary use.

Finding(s): The subject suite is part of a permanent building and a temporary use is not being sought.

(iv) This criterion requires refuse containers or refuse collection areas that are secure from entry outside the facility.

Finding(s): not addressed.

(v) This criterion requires compliance with applicable state and local laws.

Finding(s): This shall be a condition of approval in addition to overall compliance with the Development Code.

The City's business license law warrants discussion for informational purposes. The City addresses business licenses in Chapter 5.04 SHMC. This chapter requires a business license for most businesses conducting business within city limits. Here is a quick summary of this chapter:

- All business licenses are issued by the city recorder after a finding by the city administrator that the applicant has met all requirements of Chapter 5.04.
- There are certain license requirements that apply, including that businesses abide by all federal, state and local laws, zoning regulations, and provisions of Chapter 5.04.

- The City may deny or revoke a license for several reasons, which includes but is not limited to failing to meet the requirements of Chapter 5.04; or doing business in violation of Chapter 5.04, zoning regulations, or applicable federal, state, county or local law.

According to current federal law, Marijuana is not a legal substance.

The CUP and Business License are separate issues. The Commission has no authority over business licenses. Conditional Use Permits can remain valid for a year-and-a-half, with a potential one year extension (with an approved application for such). It's possible that within the validity time period of the CUP (up to 2.5 years), the business license issue gets resolved separately. If it doesn't the CUP conditions are not met and the approved use cannot commence (if the CUP is approved). In short, the business license clause matters for a use authorized by the CUP to operate, but isn't necessarily basis for CUP denial.

SHMC 17.100.040(3) - CUP Approval standards and conditions

(3) The planning commission may impose conditions on its approval of a conditional use, which it finds are necessary to ensure the use is compatible with other use in the vicinity. These conditions may include, but are not limited to, the following:

- (a) Limiting the hours, days, place, and manner of operation;
- (b) Requiring design features which minimize environmental impacts such as noise, vibration, air pollution, glare, odor, and dust;
- (c) Requiring additional setback areas, lot area, or lot depth or width;
- (d) Limiting the building height, size or lot coverage, or location on the site;
- (e) Designating the size, number, location, and design of vehicle access points;
- (f) Requiring street right-of-way to be dedicated and the street to be improved;
- (g) Requiring landscaping, screening, drainage and surfacing of parking and loading areas;
- (h) Limiting the number, size, location, height, and lighting of signs;
- (i) Limiting or setting standards for the location and intensity of outdoor lighting;
- (j) Requiring berming, screening or landscaping and the establishment of standards for their installation and maintenance;
- (k) Requiring and designating the size, height, location, and materials for fences; and
- (l) Requiring the protection and preservation of existing trees, soils, vegetation, watercourses, habitat areas, and drainage areas.

Discussion: These are items the Commission may consider for this proposal.

Findings: <<as per the commission, if any>>

CONCLUSION & RECOMMENDATION

Based upon the facts and findings herein, staff recommends approval of this Conditional Use Permit with the following conditions:

1. This **Conditional Use Permit** approval is valid for a limited time pursuant to SHMC 17.100.030.

2. The following shall be required prior to Certificate of Occupancy, final inspection (if no Certificate of Occupancy is required) by the City Building Official, or commencement of the proposal:
 - a. Proof that the facility is licensed by the appropriate State agencies shall be submitted to the City.
 - b. Any marijuana retailer and/or medical marijuana dispensary shall have refuse containers or refuse collection areas that are secure from entry outside the facility. Applicant shall submit plans for approval to the City for review and approval demonstrating how this will be addressed.
3. The proposal shall comply with the applicable state and local laws.
4. Owner/applicant is still responsible to comply with the City Development Code (SHMC Title 17). In addition, this approval does not exempt the requirements of or act as a substitute for review of other City departments (e.g., Building and Engineering) or other agencies.

Attachment(s): Site Plan
Floor plan
Building elevations
Letter from CRFR dated July 30, 2015



Columbia River Fire & Rescue

Fire Chief's Office

270 Columbia Blvd * St Helens, Oregon * 97051

Phone (503)-397-2990x101 * www.crfr.com * FAX (503)-397-3198

July 30, 2015

Jennifer Dimsho, Planning
City of St. Helens
265 Strand Street
St. Helens, OR 97051

RE: **RP Oregon, Inc.**
Conditional Use Permit / CUP.5.15
4N1W-3BD-100
31 Cowlitz St.

Dear Jennifer:

I have done a preliminary review of the above application to place a marijuana dispensary business in the old Muckle Building in downtown St. Helens. While I have strong reservations on placing this type of occupancy in the business section of historic downtown St. Helens, I am statutorily constrained to only comment on Fire Code issues. The two biggest areas of Fire Code concern are water supplies for firefighting purposes and adequate access to the building for fire apparatus. The existing hydrant system and the street access appear to meet the above-mentioned requirements of the Code. Access for firefighters around the sides of the building also appears to be adequate.

Additionally, the building has been under reconstruction for quite some time and I have not been able to evaluate the building in question for other code compliance issues. I will need more information from the applicant and /or a walk-through inspection with the Building Official on the specific use(s) planned for this building. Other items include:

- Exits from the building.
- Storage of materials, especially flammable/combustible materials.
- Has ventilation been addressed?
- Built-in fire detection - - sprinkler system and smoke alarms (if applicable).

Smaller items like signage and fire extinguisher locations can be addressed prior to final occupancy.

Regards,

Jay M. Tappan

Jay M. Tappan
Chief/Acting Fire Marshal

cc: file

GENERAL ARCHITECTURAL NOTES:

- THESE NOTES ARE GENERAL IN NATURE AND ARE INTENDED TO SET MINIMUM STANDARDS FOR CONSTRUCTION. THE DRAWINGS SHALL GOVERN OVER THE GENERAL NOTES TO THE EXTENT SHOWN. FOR SPECIFIC REQUIREMENTS FOR STRUCTURAL ELEMENTS, SEE THE STRUCTURAL NOTES PROVIDED BY THE ENGINEER OF RECORD.
- THE CONTRACTOR ACKNOWLEDGES THAT HE HAS SATISFIED HIMSELF AS TO BE THE NATURE AND LOCATION OF THE WORK. ANY FAILURE BY THE CONTRACTOR TO ACQUAINT HIMSELF WITH ALL THE AVAILABLE INFORMATION WILL NOT RELIEVE HIM OF SUCCESSFULLY PERFORMING THE WORK.
- THE CONTRACTOR WILL PAY FOR AND OBTAIN ALL OTHER NECESSARY PLAN CHECKS AND PERMITS AS REQUIRED. ALL OTHER FEES, CERTIFICATES OF INSPECTION AND OF OCCUPANCY AS REQUIRED BY THE AUTHORITY HAVING JURISDICTION, ARE THE RESPONSIBILITY OF THE CONTRACTOR.
- ALL WORK SHALL BE PERFORMED IN STRICT COMPLIANCE WITH THE FOLLOWING CODES (LATEST EDITION).
- OREGON SPECIALTY CODE.
- UNIFORM BUILDING, MECHANICAL, PLUMBING AND ELECTRICAL CODES.
- ACI, ASCE AND NDS.
- ALL INTERNATIONAL BUILDING CODE STANDARDS SPECIFIED.
- COMPLY WITH ALL APPLICABLE LOCAL SAFETY CODES AND SPECIFICALLY THE OCCUPATIONAL SAFETY AND HEALTH ACT FOR THE CONSTRUCTION INDUSTRY.
- PERFORM ALL WORK IN A FIRE SAFE MANNER AND SUPPLY AND MAINTAIN ADEQUATE FIRST AID AND FIRE FIGHTING EQUIPMENT CAPABLE OF EXTINGUISHING INCIDENT FIRES.
- MATERIALS SHALL BE SO STORED AS TO INSURE THE PRESERVATION OF THEIR QUALITY AND FITNESS FOR THE WORK. WHEN CONSIDERED NECESSARY, THEY SHALL BE PLACED ON A CLEAN HARD SURFACE, NOT ON THE GROUND, AND/OR THEY SHALL BE PLACED UNDER COVER.
- THE CONTRACTOR TO ARRANGE AND PAY FOR ALL CONSTRUCTION UTILITIES. CONTRACTOR SHALL ARRANGE WITH THE APPROPRIATE POWER COMPANY THE INSTALLATION OF TEMPORARY POWER SERVICE AND PROVIDE TEMPORARY SANITARY FACILITIES. CONTRACTOR SHALL ARRANGE FINAL READING OF TEMPORARY METERS AND PROVIDE THE OWNER WITH COPIES OF UTILITY COMPANY RECEIPTS UPON REQUEST AND REMOVE ALL TEMPORARY SERVICES UPON COMPLETION OF THE PROJECT.
- THE CONTRACTOR SHALL MAINTAIN THE SITE TO PREVENT THE ACCUMULATION OF DEBRIS. THE CONTRACTOR SHALL MAINTAIN GOOD HOUSEKEEPING PRACTICES THROUGHOUT THE PROJECT DURATION. ALL FLOORS AND PAVEMENTS TO BE VACUUM CLEANED OR SWEEP WITH A HARD BRUSH BROOM. CLEAN BUILDING SURFACES AND APPLIANCES FREE FROM LABELS, STAINS, AND SOIL OF ALL KINDS WHEREVER LOCATED. HARDWARE POLISH WITHOUT PAINT AND OR DIRT MARKS AND IN PERFECT OPERATION AND ADJUSTMENT. FIXTURES, GLASS AND PLASTIC CLEANED AND POLISHED WITH ALL LABELS REMOVED, FOR FINAL ACCEPTANCE BY THE OWNER. OR FOR CONDITIONS MUTUALLY AGREED UPON BEFOREHAND. DO ALL CLEANING OF THIS SITE AND BUILDING AREAS INCLUDED IN THE WORK NECESSARY TO PLACE IN CONDITION FOR FINAL ACCEPTANCE OF THE WORK BY THE OWNER.
- THE DRAWINGS REPRESENT THE FINISHED STRUCTURE. UNLESS OTHERWISE NOTED, THEY DO NOT INDICATE THE METHOD OF CONSTRUCTION. THE CONTRACTOR SHALL PROVIDE ALL METHODS AND EQUIPMENT NECESSARY TO PROTECT THE STRUCTURE, WORKMAN AND OTHER PERSONS, AND PROPERTY DURING CONSTRUCTION AND SHALL ENGAGE, AT HIS OWN EXPENSE, QUALIFIED PERSONS TO DETERMINE ALL NECESSARY PRECAUTIONARY MEASURES AND TO INSPECT SAME AT THE JOB SITE.
- MAINTAIN AT THE SITE COPIES OF BID DOCUMENTS, CONTRACT FORMS, PROJECT MANUAL, CONTRACT DRAWINGS, FIELD ORDERS, ADDENDA, CHANGE ORDERS, FIELD TEST RECORDS AND FIELD OBSERVATION REPORTS.

PLUMBING: (DESIGN BY OTHERS)

- PLUMBING SHALL BE IN ACCORDANCE WITH STATE AND LOCAL CODES THROUGHOUT.
- WATER HEATERS SHALL BE EQUIPPED WITH CODE APPROVED TEMPERATURE AND PRESSURE RELIEF VALVES AND SEISMIC RESTRAINT STRAPS. PROVIDE FLOOR DRAINS AND CONTAINMENT PANS FOR ELEVATED WATER HEATERS.
- COORDINATE WITH ELECTRICAL CONTRACTOR FOR ELECTRICAL REQUIREMENTS.

FIRE PROTECTION: (DESIGN BY OTHERS)

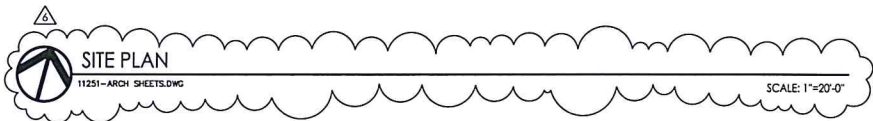
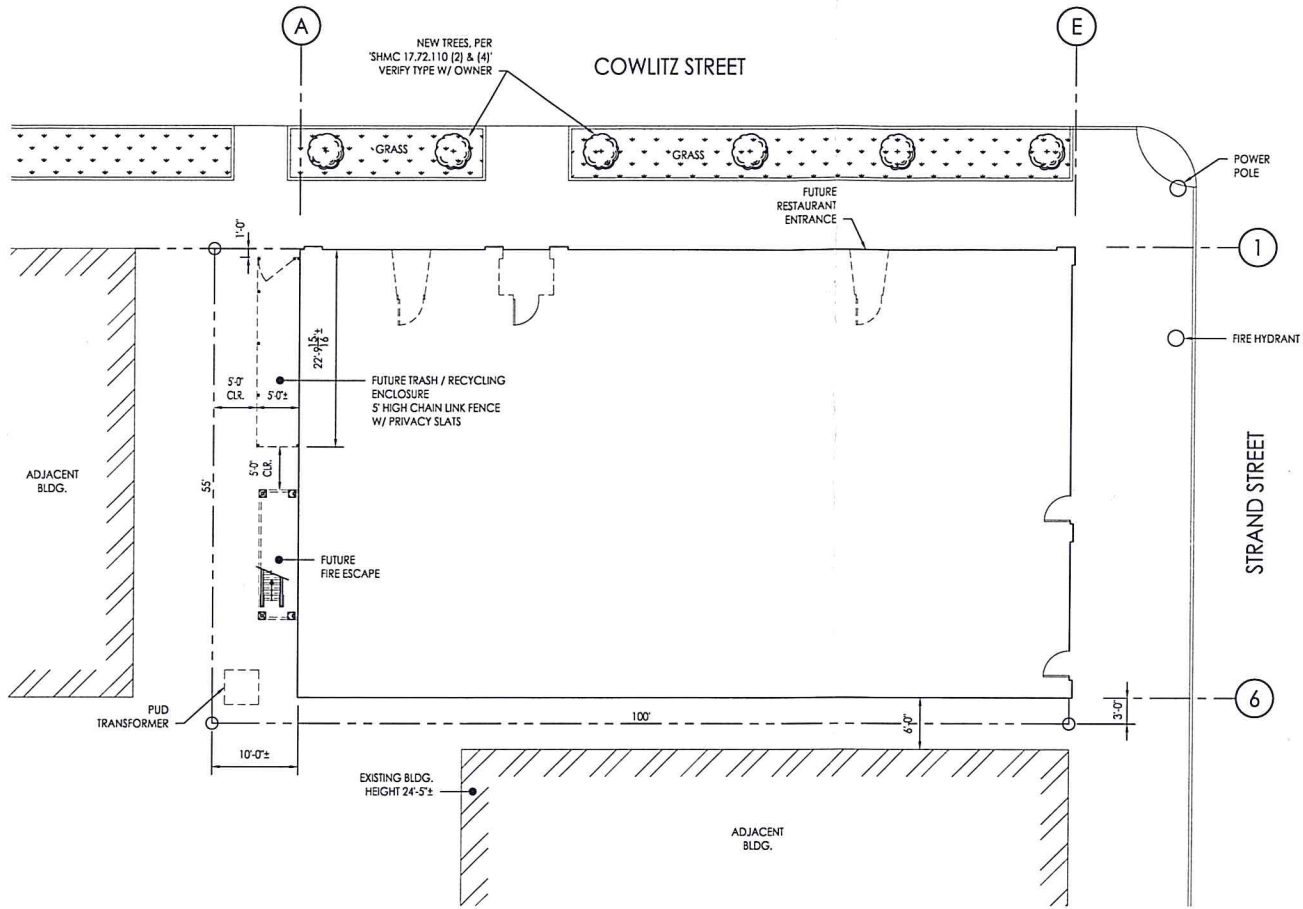
- FIRE PROTECTION PIPING AND COMPONENTS TO COMPLY WITH NATIONAL, STATE AND LOCAL CODES THROUGHOUT.

HEATING, VENTILATION, AIR CONDITIONING: (DESIGN BY OTHERS)

- ALL WORK SHALL CONFORM TO ALL APPLICABLE CODES, LAWS AND ORDINANCES.
- COMPLY WITH THE PROVISIONS OF U.B.C., TABLE 12-A AND OTHER AS INDICATED, FOR REQUIRED VENTILATION DESIGN CRITERIA.
- COORDINATE WITH ELECTRICAL CONTRACTOR FOR ELECTRICAL POWER AND CONTROL REQUIREMENTS.
- MOUNT THERMOSTATS AND OTHER CONTROL DEVICES BETWEEN 15 AND 48 INCHES ABOVE FLOOR LINE.
- PROVIDE OREGON NON-RESIDENTIAL ENERGY CALCULATIONS ON APPLICABLE FORM SHEETS.
- FREEZE PROTECTED AREAS ARE LIMITED TO 15 BTU/H.S.F. WITH A 45 DEGREES MAXIMUM THERMOSTAT SETTING.

ELECTRICAL: (DESIGN BY OTHERS)

- ELECTRICAL PLANS ARE DIAGRAMMATIC WITH INTENT TO SHOW ONLY POINT OF USE EQUIPMENT AND CONTROL. REQUIREMENTS ALL OTHER SYSTEM DESIGN BY OTHERS.
- WORK INCLUDED IN THESE SPECIFICATIONS AND ACCOMPANYING ELECTRICAL PLANS CONSISTS OF A COMPLETE INSTALLATION OF ALL INDICATED OR REQUIRED ELECTRICAL SYSTEMS.
- COORDINATE INSTALLATION OF TELEPHONE SERVICE WITH TELEPHONE COMPANY AND WITH OWNER.
- COMPLETE INSTALLATION IN STRICT ACCORDANCE WITH THE LATEST RULES AND CODES OF THE STATE AND LOCAL AUTHORITIES HAVING JURISDICTION AND TO THE REGULATIONS OF THE ELECTRIC AND TELEPHONE UTILITIES.
- TEST EACH SYSTEM FOR REQUIRED OPERATION. ALL SYSTEMS SHALL BE FREE OF GROUNDS OR FAULTS.
- ALL ELECTRICAL MATERIAL ITEMS TO BE U.L. APPROVED AND CONFORMING TO THE CODE.
- DESIGN AND PROVIDE SERVICE AND DISTRIBUTION SYSTEM TO EQUIPMENT INDICATED ON ELECTRICAL SCHEMATIC PLAN AND TO MECHANICAL CONTRACTOR'S HEATING, VENTILATING AND AIR CONDITIONING SYSTEM.
- MOUNT SWITCHES AT 48" ABOVE FLOOR TO DEVICE CENTERLINE, OUTLETS AT 15" TO CENTERLINE, UNLESS OTHERWISE INDICATED AT 48" TO CENTERLINE.
- LIGHT FIXTURES IN DIRECT CONTACT WITH INSULATION SHALL BE INSULATION COVERAGE (IC) RATED.
- PROVIDE (1) LIGHTING CONTROL FOR EACH 2000 SQUARE FEET MAXIMUM, OF SPACE ENCLOSED BY WALLS OR CEILING HEIGHT PARTITIONS, UNLESS EXCEPTIONS ARE NOTED.
- PROVIDE AUTOMATIC SHUT-OFF CONTROLS, OVERRIDING LOCAL SWITCHING, IN INTERIOR OFFICE AREAS LARGER THAN 2000 S.F.
- PROVIDE PHOTO-TIMER CONTROLS ON ALL EXTERIOR LIGHTING CIRCUITS, UNLESS OTHERWISE INDICATED.
- IF AREA(S) OF RESCUE ASSISTANCE ARE INDICATED, PROVIDE ILLUMINATED "AREA OF RESCUE ASSISTANCE" SIGN AND HOUSING DEVICES INC. "ADA-100" VISIBLE AND AUDIO WARNING INTERCOMUNICATIONS SYSTEM) OR OTHER AS APPROVED BY STATE OF OREGON, ADA ADMINISTRATOR.
- PROVIDE OREGON NON-RESIDENTIAL ENERGY CALCULATIONS ON APPLICABLE FORM SHEETS.



GENERAL ADA NOTES:

- THE INTERNATIONAL SYMBOL OF ACCESSIBILITY SIGN SHALL BE DISPLAYED AT ALL ACCESSIBLE RESTROOM FACILITIES AND AT ACCESSIBLE BUILDING ENTRANCES UNLESS ALL ENTRANCES ARE ACCESSIBLE. IN ACCESSIBLE ENTRANCES SHALL HAVE DIRECTIONAL SIGNS INDICATING THE ROUTE TO THE NEAREST ACCESSIBLE ENTRANCE.
- RECEPACLES ON WALLS SHALL BE MOUNTED NO LESS THAN 15" ABOVE THE FLOOR. EXCEPTION: HEIGHT LIMITATIONS DO NOT APPLY WHERE THE USE OF SPECIAL EQUIPMENT DICTATES OTHERWISE OR WHERE ELECTRICAL RECEPTACLES ARE NOT NORMALLY INTENDED FOR USE BY BUILDING OCCUPANTS.
- WHERE EMERGENCY WARNING SYSTEMS ARE PROVIDED, THEY SHALL INCLUDE BOTH AUDIBLE AND VISUAL ALARMS. THE VISUAL ALARMS SHALL BE LOCATED THROUGHOUT, INCLUDING RESTROOMS, AND PLACED 80" ABOVE THE FLOOR OR 6" BELOW CEILING, WHICHEVER IS LOWER.
- DOORS TO ALL ACCESSIBLE SPACES SHALL HAVE ACCESSIBLE HARDWARE (i.e. LEVER-OPERATED, PUSH-TYPE, U-SHAPED) MOUNTED NO HIGHER THAN 48" ABOVE THE FLOOR.
- FLOOR SURFACES SHALL BE STABLE, FIRM, AND SLIP-RESISTANT. CHANGES IN LEVEL BETWEEN 0.25" AND 0.5" SHALL BE BEVELED WITH A SLOPE NO GREATER THAN 1:2". CHANGES IN LEVEL GREATER THAN 0.5" REQUIRE RAMPS. CARPET PILE THICKNESS SHALL BE 0.5" MAX. GRATINGS IN FLOOR SHALL HAVE SPACES NO GREATER THAN 0.5" WIDE IN ONE DIRECTION. DOORWAY THRESHOLDS SHALL NOT EXCEED 0.5" IN HEIGHT.
- GRAB BARS REQUIRED FOR ACCESSIBILITY SHALL BE 1.25"-1.50" IN DIAMETER WITH 1.5" CLEAR SPACE BETWEEN THE BAR AND THE WALL.
- ACCESSIBLE WATER CLOSETS SHALL BE 17"-19" FROM FLOOR TO THE TOP OF THE SEAT. GRAB BARS SHALL BE 36" LONG MINIMUM WHEN LOCATED BEHIND WATER CLOSET AND 42" MINIMUM WHEN LOCATED ALONG SIDE OF WATER CLOSET, AND SHALL BE MOUNTED 33"-36" ABOVE THE FLOOR.
- ACCESSIBLE URINALS SHALL BE STALL-TYPE OR WALL HUNG WITH ELONGATED RIMS AT A MAXIMUM OF 17" ABOVE THE FLOOR.
- ACCESSIBLE LAVATORIES SHALL BE MOUNTED WITH THE RIM NO HIGHER THAN 34" ABOVE THE FLOOR AND A CLEARANCE OF AT LEAST 29" ABOVE THE FLOOR TO THE BOTTOM OF THE APRON.
- ACCESSIBLE SINKS SHALL BE MOUNTED WITH THE RIM NO HIGHER THAN 34" ABOVE THE FLOOR AND A CLEARANCE OF AT LEAST 27" HIGH, 30" WIDE, AND 19" DEEP UNDERNEATH SINK. THE SINK DEPTH SHALL BE 6.5" MAXIMUM.
- HOT WATER AND DRAIN PIPES UNDER ACCESSIBLE LAVATORIES AND SINKS SHALL BE INSULATED OR OTHERWISE CONFIGURED TO PROTECT AGAINST CONTACT. THERE SHALL BE NO SHARP OR ABRASIVE SURFACES UNDER ACCESSIBLE LAVATORIES AND SINKS.
- ACCESSIBLE LAVATORIES AND SINKS SHALL HAVE ACCESSIBLE FAUCETS (i.e. LEVER-OPERATED, PUSH-TYPE, ELECTRONICALLY CONTROLLED).
- WHERE MIRRORS ARE PROVIDED IN RESTROOM, AT LEAST ONE SHALL BE PROVIDED WITH THE BOTTOM EDGE OF THE REFLECTIVE SURFACE NO HIGHER THAN 40" ABOVE THE FLOOR.
- PROVIDE SOLID WOOD BLOCKING OR 12" X 20 GA. STL. STRAPPING WITHIN STUD SPACE AT ALL TOILET ROOM ACCESSORIES.
- WALLS WITHIN 24" OF URINALS AND WATER CLOSETS SHALL HAVE A SMOOTH, NOT ABSORBENT MATERIAL TO A HEIGHT OF 48" ABOVE THE FLOOR.

FINISH CARPENTRY:

GENERAL PROVISIONS

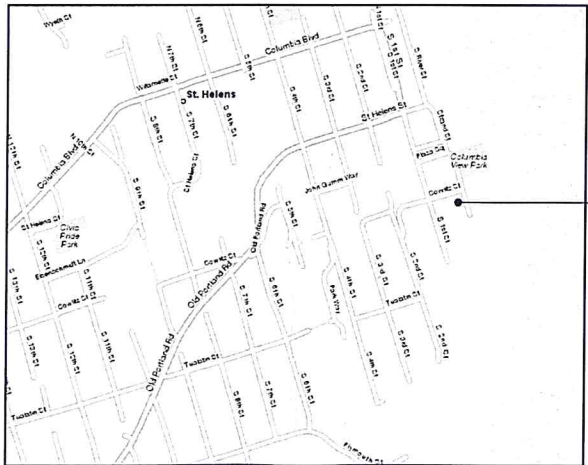
- SCOPE: FURNISH AND INSTALL EXPOSED WOOD TRIM, MILLWORK, CASEWORK, WOOD CABINETS, PLASTIC LAMINATES, AND WOOD SHELVING.
- NOTES:
 - MOISTURE CONTENT: FINISH WOODWORK MATERIALS SHALL BE KILN DRIED TO THE FOLLOWING MOISTURE CONTENT UNLESS OTHERWISE RECOMMENDED IN THE APPLICABLE "QUALITY STANDARDS" FOR REGIONAL CLIMATE CONDITIONS:
 - INTERIOR WOODWORK - 6% TO 11%
 - EXTERIOR WOODWORK - 9% TO 12%
 - FIELD MEASUREMENTS: ALL DIMENSIONS AFFECTING PREFABRICATED MILLWORK AND CASEWORK ITEMS SHALL BE FIELD VERIFIED PRIOR TO FABRICATION.
 - CONDITIONS: PROVIDE PROPER TEMPERATURE AND HUMIDITY REQUIREMENTS FOR WOODWORK INSTALLATION AREAS. INSTALL WOODWORK AFTER THE REQUIRED TEMPERATURE AND RELATIVE HUMIDITY HAVE BEEN STABILIZED IN INSTALLATION AREAS. MAINTAIN TEMPERATURE AND HUMIDITY CONDITIONS UNTIL ACCEPTANCE OF THE WORK BY THE OWNER.
- QUALITY CONTROL: WOODWORK SHALL COMPLY WITH ARCHITECTURAL WOOD WORK INSTITUTE (AWI) "QUALITY STANDARDS" EXCEPT WHERE OTHERWISE NOTED.
- SUBMISSIONS: SUBMIT FOUR (4) COPIES OF SHOP DRAWINGS OF ALL CABINETWORK AND MILLWORK ITEMS TO OWNER.

MATERIALS

- WOOD TRIM: FABRICATE WOOD TRIM TO DIMENSIONS, PROFILE AND DETAILS SHOWN. ROUTE OR GROOVE REVERSE SIDE OF TRIM MEMBERS WIDER THAN 4" TO BE APPLIED TO FLAT SURFACES EXCEPT FOR MEMBERS WITH ENDS EXPOSED IN THE FINISHED WORK. SECURE WITH FINISH NAILS STAGGERED AND COUNTER SINK, WITH PUTTY TO MATCH WOOD COLOR. MITER OUTSIDE CORNER AND CONTINUOUS JOINTS.
- WOOD PANELING: INSTALLATION PER MANUFACTURER'S INSTRUCTIONS.
- CABINETS, COUNTERTOPS, AND OTHER MILLWORK: COMPLY WITH AWI QUALITY STANDARDS FOR CUSTOM WORK.
- PLYWOOD: VERIFY WITH OWNER'S REPRESENTATIVE
 - WOOD TRIM: VERIFY WITH OWNER'S REPRESENTATIVE
 - PLASTIC LAMINATE: PROVIDE PLASTIC LAMINATE OF THE MANUFACTURER, COLOR, TEXTURE AND PATTERN AS CHOSEN BY OWNER'S REPRESENTATIVE.
- HARDWARE: ADJUSTABLE SHELF HARDWARE SHALL BE WALL MOUNTED SHELF STANDARDS WITH HEAVY DUTY BRACKETS AS SHOWN. VERIFY FINISH WITH OWNER'S REPRESENTATIVE.

DEFERED SUBMITTAL LIST:

- ELEVATOR
- FIRE SPRINKLER / FIRE ALARM
- MECHANICAL



SITE ADDRESS:
31 COWLITZ ST.

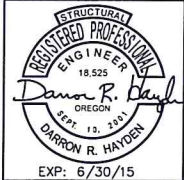
LEGAL DESCRIPTION:
TAX LOT: 9718
MAP NO. 401038D

LANDSCAPING:
NO LANDSCAPING REQUIRED

PARKING:
NO OFF STREET PARKING

SHEET INDEX:

NO.	DESCRIPTION
A1.0	GENERAL NOTES, SITE PLAN
A1.1	CODE SUMMARY / EGRESS PLANS
A1.2	EXISTING FLOOR PLANS
A2.0	PROPOSED GROUND FLOOR
A2.1	PROPOSED 2nd. FLOOR PLAN
A2.2	PROPOSED 3rd. FLOOR PLAN
A2.3	ROOF PLAN
A3.0	BUILDING ELEVATIONS
A4.0	DETAILS



HAYDEN
Consulting Engineers
STRUCTURAL ENGINEERING
12480 SW 68th. Ave., Tigard, Oregon 97223
Phone: (503) 968-9994 / Fax: (503) 968-8444
WWW.HAYDEN-ENGINEERS.COM

OWNER:

TATER RENTAL, LLC
OREGON CITY, OREGON

PROJECT:

MUCKLE BUILDING
31 COWLITZ STREET
SAINT HELENS, OREGON

SHEET CONTENT
SITE PLAN / VICINITY MAP
GENERAL NOTES

JOB No.

11251

DRAWN

CHECKED

DLM

DATE

06.25.13

REVISIONS

NO.	DESCRIPTION	DATE
1.	GROUND FLOOR TL	01.29.2014
2.	PEN. HOUSE / FIRE ESC.	08.11.2014
3.	REISSUE FOR PERMITTING	10.24.2014
4.	STRUCT. ONLY	08.11.2014
5.	STRUCT. ONLY	12.02.2014
6.	PLAN CHECK / FIRE ESCAPE	02.20.2015
7.	PLAN CHECK	03.13.2015

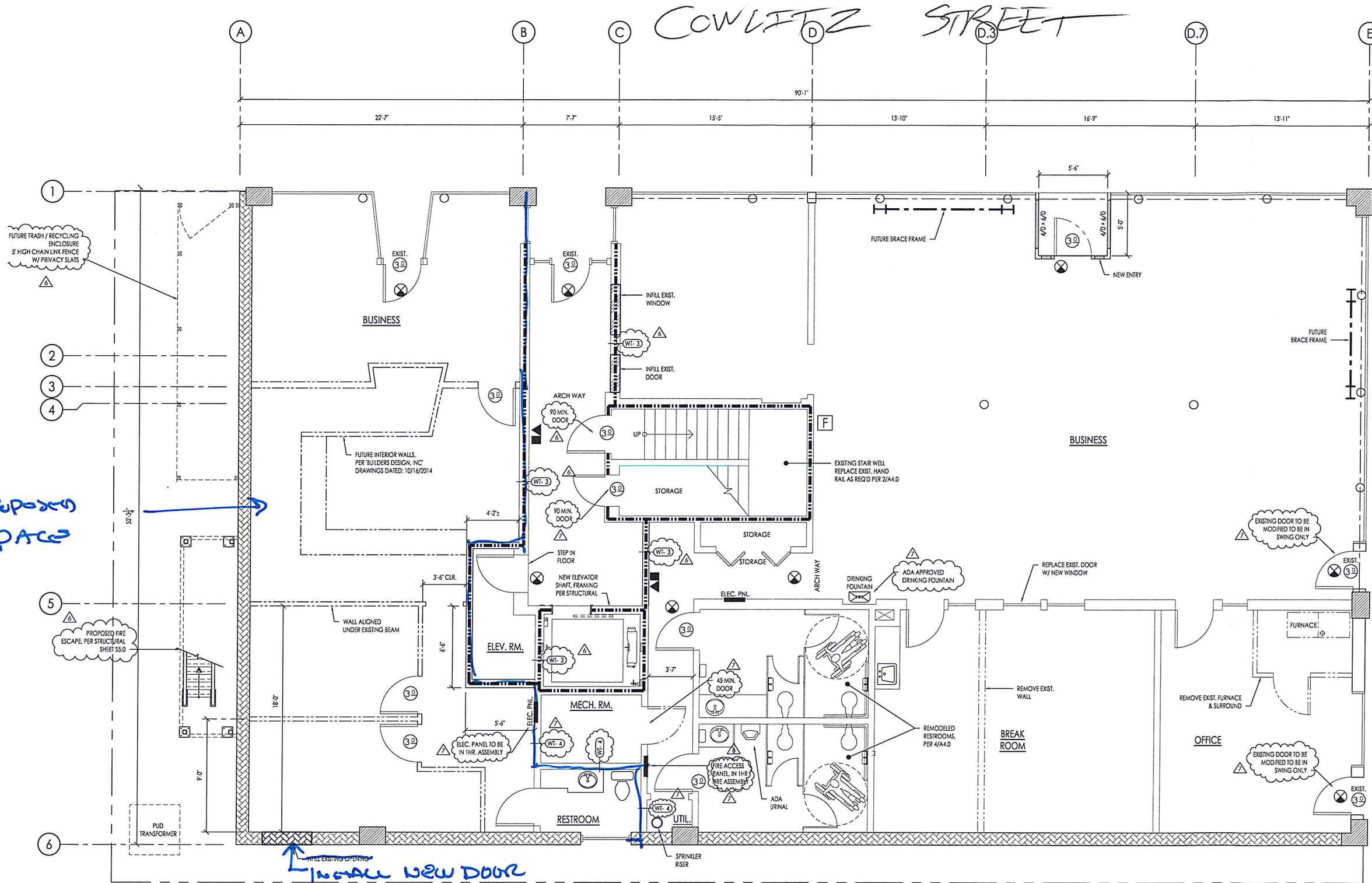
SHEET

A1.0 OF 9

3/11/2015 2:50 PM

Proposed
Space

STRAND



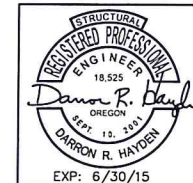
RESTROOM NOTES:

- WALLS:
WALLS WITHIN 2'-0" OF URINALS AND WATER CLOSETS SHALL HAVE SMOOTH, HARD, NONABSORBENT SURFACE THAT EXTENDS 4'-0" MIN. ABOVE FLOOR, EXCEPT FOR STRUCTURAL ELEMENTS THE MATERIALS USED IN SUCH WALLS SHALL BE OF A TYPE THAT IS NOT ADVERSELY AFFECTED BY MOISTURE.
** STYLE & COLOR, PER OWNER **
- COUNTER TOPS:
SHALL HAVE SMOOTH, HARD, NONABSORBENT SURFACE THAT EXTENDS 6" MIN. ON TO WALLS
** STYLE & COLOR, PER OWNER **
- COUNTER TOPS:
SHALL HAVE SMOOTH, HARD, NONABSORBENT SURFACE THAT EXTENDS 6" MIN. ON TO WALLS
** STYLE & COLOR, PER OWNER **

1 GROUND FLOOR PLAN
A2.0 MUCKLE - GROUND FLOOR.DWG

STORAGE

SCALE: 1/4"=1'-0"



HAYDEN
Consulting Engineers
STRUCTURAL ENGINEERING
12480 SW 68th Ave., Tigard, Oregon 97223
Phone: (503) 946-9994 / Fax: (503) 948-9444
WWW.HAYDEN-ENGINEERS.COM

OWNER:
TATER RENTAL, LLC
OREGON CITY, OREGON

PROJECT:
MUCKLE BUILDING
31 COWLITZ STREET
SAINT HELENS, OREGON

SHEET CONTENT
PROPOSED
GROUND FLOOR PLAN

JOB No.
11251

DRAWN CHECKED
DLM

DATE
06.25.13

REVISIONS
1. GROUND FLOOR T.I. 01.29.2014
2. FENT. HOUSE / FIRE ESC. 08.11.2014
3. RESUB FOR PERMITTING 10.24.2014
4. STRUCT. ONLY 08.11.2014
5. STRUCT. ONLY 12.02.2014
6. PLAN CHECK / FIRE ESCAPE 02.20.2015
7. PLAN CHECK 03.13.2015

SHEET
A2.0 OF 9



1 NORTH ELEVATION - EXISTING
A3.0 MUCKLE - ELEVATIONS.DWG

SCALE: 1/8"=1'-0"



2 EAST ELEVATION - EXISTING
A3.0 11251 - ARCH SHEETS.DWG

SCALE: 1/8"=1'-0"



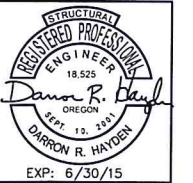
3 NORTH ELEVATION - PROPOSED
A3.0 MUCKLE - ELEVATIONS.DWG

SCALE: 1/8"=1'-0"



4 EAST ELEVATION - PROPOSED
A3.0 MUCKLE - ELEVATIONS.DWG

SCALE: 1/8"=1'-0"



HAYDEN
Consulting Engineers
STRUCTURAL ENGINEERING
12480 SW 68th Ave., Tigard, Oregon 97223
Phone: (503) 968-9994 / Fax: (503) 968-8444
WWW.HAYDEN-ENGINEERS.COM

OWNER:
TATER RENTAL, LLC
OREGON CITY, OREGON

PROJECT:
MUCKLE BUILDING
31 COWLITZ STREET
SAINT HELENS, OREGON

SHEET CONTENT
PROPOSED
ELEVATIONS

JOB No.
11251

DRAWN
DLM

CHECKED

DATE
06.25.13

REVISIONS

1. GROUND FLOOR T.I.	01.29.2014
2. PENT. HOUSE / FIRE ESC.	08.11.2014
3. REBUI FOR PERMITTING	10.24.2014
4. STRUCT. ONLY	08.11.2014
5. STRUCT. ONLY	12.02.2014
6. PLAN CHECK / FIRE ESCAPE	02.20.2015
7. PLAN CHECK	03.13.2015

SHEET
A3.0 OF 9



CITY OF ST. HELENS PLANNING DEPARTMENT

MEMORANDUM

TO: Planning Commission
FROM: Jacob A. Graichen, AICP, City Planner
RE: File ZA.2.15 revised amendments
DATE: August 17, 2015

At the August 11, 2015 public hearing for the latest batch of code amendments, the Commission discussed the proposal and made some informal recommendations. The attached draft amendments (dated Aug. 17, 2015) reflects that discussion.

As a reminder these amendments deal with two topics generally: 1) how residential uses are addressed within the Houlton Business District, a 2) how the development code addresses RVs usage.

In regards to matter #1, the proposed amendments have been updated so that the Houlton Business District (HBD) zone mirrors that of the Mixed Use (MU) zone. **The table below compares *current* residential use treatment for select zonings, which are all based on the commercial Comprehensive Plan map designations:**

	MU	GC	HC	HBD
Detached SFD	P	.	.	Historic Only
Attached SFD	P	.	.	.
Duplex (2 units)	P	.	.	.
Multi-Dwelling (3+units)	C	C	.	.
Dwelling above 1st floor	P	P	C	P
Dwellings on same level as nonresidential use	C	.	.	.
Auxiliary Dwelling Unit	C	.	.	.

MU = Mixed Use Zone

GC = General Commercial Zone

HC = Highway Commercial Zone

HBD = Houlton Business District Zone

In regards to matter #2, the only significant update is the inclusion of RVs for certain types of Temporary Uses.

The Commission desired to see the revised proposal at the September 8 meeting. The public hearing for this matter will be continued on that day.

CHAPTER 17.32 ZONED AND USES

[...]

17.32.175 Houlton business district – HBD.

[...]

(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:

(a) Historic residential structures (as listed in the comprehensive plan) with or without any auxiliary dwelling unit per Chapter 17.128 SHMC, and nonresidential historic structures (as listed in the comprehensive plan).

(b) Dwellings: single detached or attached, duplexes, and dwellings above permitted uses.

~~(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 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) Pet shop and supplies.
- (ff) Repair and maintenance facilities/shops for permitted retail products.
- (gg) Rental centers.
- (hh) Residential storage facilities (in conjunction with three or more dwelling units).
- (ii) Retail sales establishments – all.
- (jj) Small equipment sales, rental and repairs facilities/shops, without outside storage.
- (kk) Theaters, indoors.
- (ll) Trade and skilled services without outdoor storage, such as plumbing, HVAC, electrical, and paint sales/services facilities/shops.
- (mm) Type I and II home occupation (per Chapter 17.120 SHMC).
- (nn) Used product retail (e.g., antique dealers, secondhand dealers, flea markets).
- (oo) Veterinary medical services, without outdoor facilities for animal housing.
- (pp) Transient housing.
- (qq) Watercraft sales, rental, charters, without outdoor storage.
- (rr) Car washes.
- (ss) Produce stands.
- (tt) Shopping centers and plazas.
- (uu) Residential facility.
- (pp) Residential home.

(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) Auction sales, services and repairs.
- (b) Auxiliary dwelling units.
- ~~(b)~~ (c) Broadcast facilities without dishes over 36 inches or transmitter/receiver towers.
- ~~(c)~~ (d) Bus and train stations/terminals.
- ~~(d)~~ (e) Business with outdoor storage (those businesses permitted in permitted uses).
- ~~(e)~~ (f) Child care facility/day nursery.
- ~~(f)~~ (g) Drive-up businesses and services (including those associated with food sales, pharmacies and such).
- (h) Dwellings on same level as nonresidential use.
- ~~(g)~~ (i) Funeral homes.
- ~~(h)~~ (j) Hospitals, clinics, nursing homes, and convalescent homes.
- ~~(i)~~ (k) Laundromats and dry cleaners.
- ~~(j)~~ (l) Marijuana retailer and/or medical marijuana dispensary.
- (m) Multidwelling units.

- ~~(k)~~ (n) Religious assembly, excluding cemeteries.
- ~~(l)~~ (o) Parking lots/facilities, private.
- ~~(m)~~ (p) Nurseries and greenhouses.
- ~~(n)~~ (q) Vehicle repair, service, and sales.

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

[...]

(o) Notwithstanding the standards of subsections (4)(a) through (n) of this section, these residential uses per subsections (5)(a)(i) and (ii) of this section are subject to the following:

- (i) Single-dwelling units, attached or detached, and duplexes shall comply with the R-5 standards; and
- (ii) Multidwelling units shall comply with AR standards.

[...]

(5) Special Conditions Permitted and Conditional Uses.

~~(a) Any residential use is prohibited at or below the first floor of any building in the HBD zone, except for the following:~~

~~(i) Historic residential structures (listed in the city's comprehensive plan and/or registered and recognized by the state or federal government); or~~

~~(ii) Any residential use at or below the first floor of a building legally established at the time of adoption of this zoning district may continue as a conforming use, provided the type of residential use does not change (e.g., additional dwelling units shall not be allowed). Conformance is lost if the first floor (or below) residential use is "discontinued or abandoned" (as defined by Chapter 17.104 SHMC) for any reason for a period of six months, or immediately following a lawful change of use. Once conformance is lost, any residential use at or below the first floor of any building on that property shall be prohibited.~~

~~(b)~~ (a) Residential density above permitted uses shall be based on the standard of one dwelling unit for each full 500 interior square feet of nonresidential 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 nonbusiness 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 HBD zone for residential uses above permitted uses. Densities are determined for residential uses by the formula in subsection (5)(b)(a) of this section.

[...]

CHAPTER 17.80 OFF-STREET PARKING AND LOADING REQUIREMENTS

Sections:

[...]

- 17.80.060 On-site vehicle stacking areas required for drive-in use.
- 17.80.065 Storage ~~in front yard~~ related to residential uses and use of recreational vehicles related to residential uses.
- 17.80.066 Use of recreational vehicles related to non-residential uses.
- 17.80.070 Loading/unloading driveways required on site.

[...]

17.80.065 Storage ~~in front yard~~ related to residential uses and use of recreational vehicles related to residential uses.

Boats, trailers, campers, camper bodies, travel trailers, recreation vehicles, or commercial vehicles in excess of three-fourths-ton capacity may be stored ~~in a required front yard on a property~~ in a residential zone or other property with a lawful residential use subject to the following:

(1) No such unit shall be parked in a visual clearance area of a corner lot or in the visual clearance area of a driveway which would obstruct vision from an adjacent driveway or street;

(2) No such unit, regardless of whether or not it is within a building, shall be used for any living purposes except that one camper, house trailer or recreational vehicle may be used for sleeping purposes only by friends, relatives, or visitors on land entirely owned by or leased to the host person for a period not to exceed 14 days in one calendar year; provided, that such unit shall not be connected to any utility, other than temporary electricity hookups; and provided, that the host person shall receive no compensation for such occupancy or use; ~~and~~

(a) This provision does not apply to lawful land uses that specially allow occupancy of a recreational vehicle, such as travel trailer parks per the Development Code or per ORS 197.

(3) Any such unit ~~parked in the front yard~~ visible from a public right-of-way shall have current state license plates or registration and must be kept in mobile condition-; and

(4) The property shall have a lawful principle use.

17.80.066 Use of recreational vehicles related to non-residential uses.

Except where specifically allowed by the Development Code (e.g., travel trailer parks) and per ORS 197, use of recreational vehicles for any living purposes is prohibited on property with non-residential zoning or without a lawful residential use. Parking or storage is possible given compliance with the St. Helens Municipal Code.

[...]

CHAPTER 17.116 TEMPORARY USES

[...]

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 or recreational vehicle 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 or recreational vehicle 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 (up-to-date certification from the person's primary care physician stating such is required);

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



CITY OF ST. HELENS PLANNING DEPARTMENT

MEMORANDUM

TO: Planning Commission acting as Historic Landmarks Commission
FROM: Jennifer Dimsho, Assistant Planner
RE: 2015-2016 CLG Applications
DATE: August 20, 2015

On April 21, 2015 all property owners within the St. Helens Downtown Historic District ([map attached](#)) received a letter inviting them to submit an application to the third cycle of the Historic Preservation Grant Program.

By the deadline of June 30, 2015, we received five applications. The Planning Commission acting as the Historic Landmarks Commission will use the grant selection criteria ([attached](#)) to select four of the five applicants to receive \$3,250 each.

The selected applicants will be required to match the grant at a 1:1 ratio and 1/6 of the project cost can be “sweat equity,” also called an in-kind match. The in-kind match cannot exceed \$1,000.

The five applications are attached as follows:

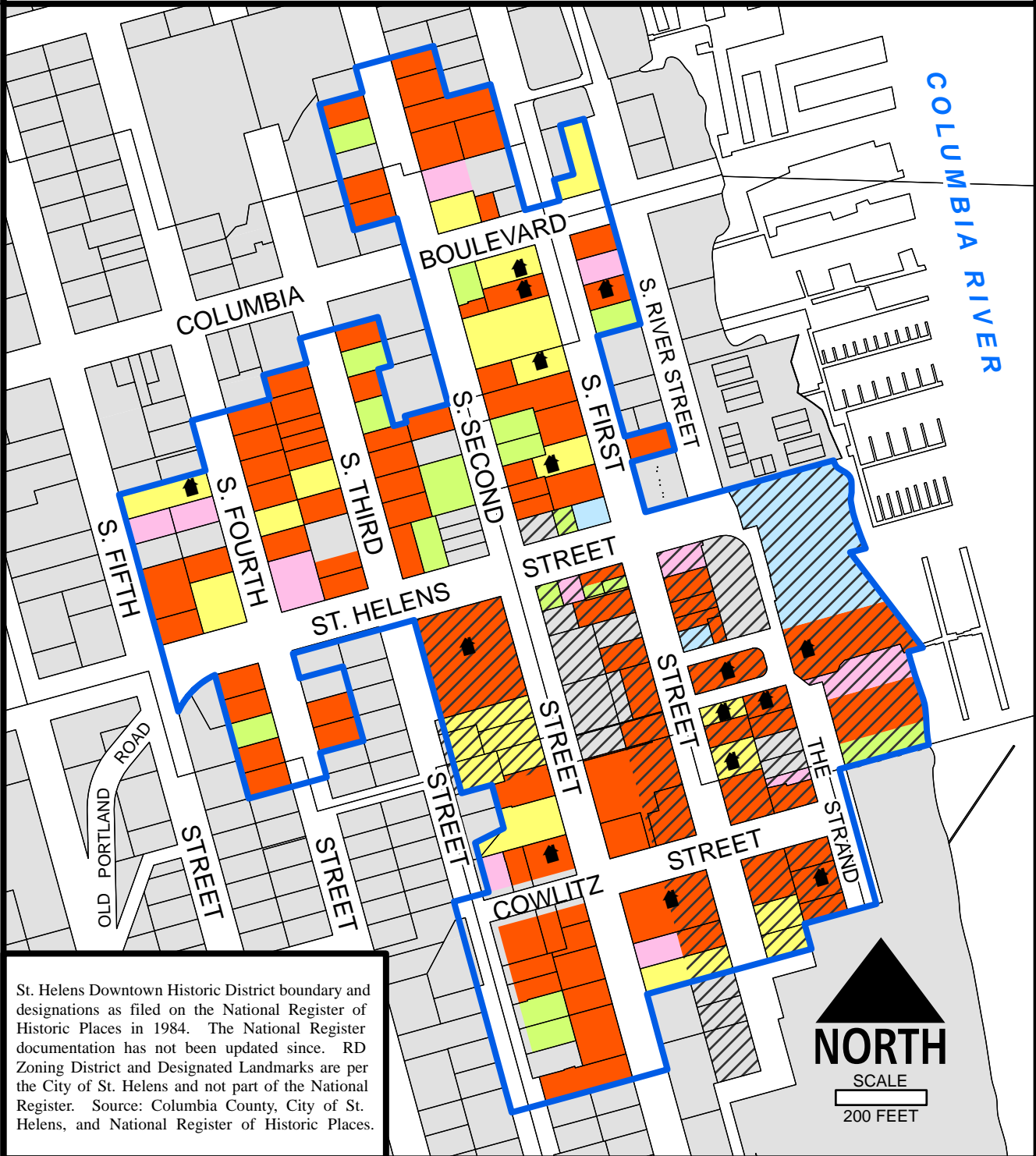
1. **61 Plaza**, Pieper Ramsdell Agency Inc.
2. **220 S. 1st Street**, Al Petersen (agent) VanNatta & Petersen (owner)
3. **231-235 S. 1st Street**, Elliot Michael dba Masonic Building, LLC
4. **170 Columbia Boulevard**, Les Waters
5. **271 Cowlitz Street**, Michael Williams

This grant program is funded by a federal apportionment to Oregon through the National Parks Service, as administered by the State Historic Preservation Office.

ST. HELENS DOWNTOWN HISTORIC DISTRICT

- Primary Significant
- Secondary Significant
- Historic, Non-contributing
- Compatible, Non-contributing
- Non-compatible, Non-contributing
- Vacant or outside Historic District
- Historic District Boundary
- Riverfront District (RD) Zoning District
- Designated Landmark

April 2015 / jag



St. Helens Downtown Historic District boundary and designations as filed on the National Register of Historic Places in 1984. The National Register documentation has not been updated since. RD Zoning District and Designated Landmarks are per the City of St. Helens and not part of the National Register. Source: Columbia County, City of St. Helens, and National Register of Historic Places.

City of St. Helens
Historic Preservation Rehabilitation Grant
GRANT SELECTION CRITERIA

Updated April 2012

Grants received by the grant application deadline will be reviewed by the City of St. Helens Historic Landmarks Commission (HLC) based on the criteria below. This is a point based system.

Please note that the Oregon State Historic Preservation Office (SHPO) will review the applications too, to ensure they are eligible from a historic preservation perspective. This is in addition to and separate from the HLC review to determine who is awarded the *competitive* grant.

The City's deadlines for grants are based on tiered (multiple) deadlines. Complete grant applications for eligible projects will be evaluated only against those submitted for their respective deadline. For example, grant applications received by the first deadline of a grant cycle will not be evaluated against those of a later deadline in the same cycle. And there will be subsequent deadlines for grant applications only if grant awards are still available.

A complete and eligible grant application will be scored (up to 52 points) to compare it with other grants submitted by the respective application deadline as follows:

Max Eligible Points	"Funding Priority" or "Other Consideration"	Description
10	Funding Priority	Projects that restore integrity to the architectural style by removing incompatible features, alterations or additions and/or restoring missing or altered historic features on the front façade .
8	Funding Priority	Projects that restore missing or altered historic features on the side façades .
8	Funding Priority	Projects that repair or replace deteriorated historic features visible from the street or maintenance projects that preserve the integrity, safety, and stability of portions of the building.
2	Funding Priority	Priority will also be given to a project that has a particularly positive influence on other threatened or poorly maintained historic properties in the neighborhood.
6	Other Consideration	Visual impact.
6	Other Consideration	Project need. Will the building sustain damage if project is not done?
6 IF PRIMARY 3 IF SECONDARY	Other Consideration	The building is " primary significant " or " secondary significant " according to the St. Helens Downtown Historic District National Register of Historic Places inventory.
6	Other Consideration	Projects that encourage development and investment, and will have a positive economic impact.

Note: If a property is awarded a grant, that property is not eligible for additional grants in the same grant cycle. However, past grant awards do not void eligibility for future grant cycles.

City of St. Helens
Historic Preservation Rehabilitation Grant
APPLICATION

PROPERTY ADDRESS: 601 Plana

APPLICANT (please print): Pieper-Ramsdell Agency Inc./601 Plana Corp, Ron Schlumpberger
If applicant is not the property owner, proof of consent from the property owner will be required

SIGNATURE: Ron Schlumpberger DATE: 6-12-15

PHONE: 503-397-0714 E-MAIL: ron@pr-insure.com

To be eligible, property must be contributing to the St. Helens Downtown Historic District. A property is contributing if it is individually listed on the National Register of Historic Places or classified as Primary Significant or Secondary Significant within the St. Helens Downtown Historic District.

ELIGIBILITY (please check appropriate box): ☒ Individually listed on the National Register
☒ Primary Significant
☐ Secondary Significant

TYPE/USE OF BUILDING: Office Building

HISTORIC STYLE: historic Church EST. CONST. DATE: 1897

PROJECT WORK PLAN – Please describe the project for which you are requesting grant funding. Note the condition and location of missing and/or deteriorated features. SUBMIT A DISK OR E-MAIL DIGITAL PICTURES DOCUMENTING CURRENT CONDITIONS.

Repair dry rot, replace shingles, paint, replace broken stained glass cathedral windows.

TOTAL PROJECT BUDGET: \$6,000⁰⁰ MATERIALS: 2700-3000 LABOR: 3000+

GRANT REQUEST: 3000.00 (maximum is \$3,250 or 50% of costs, whichever is less)

DESCRIBE ESTIMATES FOR LABOR AND MATERIALS AND ATTACH BIDS and/or MATERIAL LIST & COSTS – Please attach copies of any bids.

See attached bids
Repair or replace facial boards, gutters as needed, broken stained glass, shingles, and paint

PROJECT TIMELINE – Please describe timeline. Note that there is a completion deadline for this grant.

Fall 2015, or Spring 2016

KURILO GEN. CONTRACTING

19505 NW CLEETWOOD AVE.
PORTLAND, OR. 97231 CCB # 151773
PHONE 503-621-1162 FAX 503-621-6993
E-MAIL MKURILO@HUGHES.NET

Owners Name and Address:

61 Plaza Sq.
St. Helens, OR 97051

Job Description:

Repair visible dry rot in several places at entry way including fascia board.

Replace approximately 2 bundles of shingles.

Replace glass in windows and glaze

Clean and prep. for priming and painting \$4,512.00

Prime, caulk and painting east and west side \$11,760.00

Please contact if you have any question.

If this is in your budget we will need to meet and go over all items.

Protection of all landscaping and pedestrian included

TOTAL \$ 16,272.00

Bid includes all Material, Labor, Delivery and installation per plans and specification as described.
PRICE IS SUBJECT TO ADJUSTMENT AFTER REVIEW OF ALL FINAL DOCUMENTS FOR THIS PROJECT.

ACCEPTED BY: _____

DATE: _____

Bid price valid for 30 days from proposal date: **6/8/2015 2:18 PM**

All material is guaranteed to be as specified. All work is to be completed in a workman like manner according to standard practices. Any alterations or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon accidents or delays beyond our control. Owner is to carry fire, tornado, and other necessary insurance. TERMS: NET 10TH - 2%PER MO. 24% PER ANNUM CHARGE ON OVER DUE ACCOUNTS. If a lien is filed, an additional \$400 lien fee will be assessed. In the event a suit or action is instated we enforce the terms, and you agree to pay for all attorney's fees and cost as it may be awarded. Bid amount is cash price. 1/2 down and 1/2 on completion

P.O box 1530
St. Helens, OR 97051

Date 6/10/2015
Estimate # 756

Pieper Ramsdell Agency
PO Box 596, 61 plaza
St Helens OR 97051

Page 2

Koelzer Construction INC

P.O box 1530
St. Helens, OR 97051

Estimate

Date 6/10/2015
Estimate # 756

Name / Address

Pieper Ramsdell Agency
PO Box 596,61 plaza
St Helens OR 97051

Description	Total
Will replace up to 12' of rotted Fascia boards. Will replace up to 30 cedar shingles were missing or broken. These repairs will be don on the front, back, and left side of building. All material is included in this price. Paint or primer is not included in this price.	680.00
Will scrape all loose paint in front of building only, including entry. Will caulk all trim were needed. Front of building will be pressure washed. All paint chips will be cleaned up of the ground. Will use peel bond primer on all exposed wood and scraped wood. Will paint the front including the entry to match existing colors as best as possible. Will be using Sherwin Williams Resilience paint All material is included in this price.	2,000.00
Will scrape all loose paint on back side of building only. Will caulk all trim were needed. Back of building will be pressure washed. All paint chips will be cleaned up of the ground. Will use peel bond primer on all exposed wood and scraped wood	2,000.00

erikk78@msn.com

(503) 410-0958

Total



Repair or replace dry rotted fascia boards



Replace 30 cedar shingles where broken and paint



Replace broken stained glass cathedral windows



City of St. Helens
Historic Preservation Rehabilitation Grant
APPLICATION

PROPERTY ADDRESS: 220 South 1st Street St Helens Oregon

APPLICANT (please print): Al Petersen (agent), VanNatta & Petersen (owner)

****If applicant is not the property owner, proof of consent from the property owner will be required****

SIGNATURE:  DATE: 6-29-15

PHONE: 503-366-3050

E-MAIL: alpetersen@akaandesign.com

To be eligible, property must be contributing to the St. Helens Downtown Historic District. A property is contributing if it is individually listed on the National Register of Historic Places or classified as Primary Significant or Secondary Significant within the St. Helens Downtown Historic District.

ELIGIBILITY (please check appropriate box): ☐ Individually listed on the National Register
☐ Primary Significant
☒ Secondary Significant

TYPE/USE OF BUILDING: Retail (lower level) Offices (upper level)

HISTORIC STYLE: Commercial Storefront EST. CONST. DATE: 1925

PROJECT WORK PLAN – Please describe the project for which you are requesting grant funding. Note the condition and location of missing and/or deteriorated features. SUBMIT A DISK OR E-MAIL DIGITAL PICTURES DOCUMENTING CURRENT CONDITIONS.

see attached

TOTAL PROJECT BUDGET: see attached MATERIALS: _____ LABOR: _____

GRANT REQUEST: \$3250.00 (maximum is \$3,250 or 50% of costs, whichever is less)

DESCRIBE ESTIMATES FOR LABOR AND MATERIALS AND ATTACH BIDS and/or MATERIAL LIST & COSTS – Please attach copies of any bids.

see attached

PROJECT TIMELINE – Please describe timeline. Note that there is a completion deadline for this grant.

see attached

City of St Helens Historic Preservation Rehabilitation Grant

220 South 1st Street

The Gray Building

Project Narrative

Property Description:

The property is located at 220 South 1st Street in St Helens Oregon, in the center of the St Helens Downtown Historic District. It is classified a contributing building to the historic district as “secondary significant” (see attached St Helens Downtown Historic District Inventory Nomination Form) . According to the St Helens Historic District Registry the building was built in 1925. The building is poured in place concrete bearing wall construction with stucco applied over the concrete on the front façade.

The National Register Nomination form indicates that the “original siding may have been covered over with stucco.” This appears to be a mistake in the nomination form. As a poured in place concrete building in St Helens stucco was a typical finish over the concrete in the early 1900’s. The Masonic building just across the street is a concrete bearing wall building with a finish layer of stucco on its front façade, this is also true of 201 South First Street, 270 South First Street and 281 South First Street, as well as the stucco detail work on the Columbia Theater next door.

Attached is a historic photograph that shows the building in the 1930’s. It shows the building with a stucco façade, retractable fabric awnings, two large light fixtures on the front façade, and what appears to be a mansard roof parapet. Since this photograph was taken the light fixtures have been removed, the mansard parapet has been replaced with a flat parapet, and the retractable fabric awnings have been replaced with permanent awnings, aluminum at the upper level and fabric at the lower level. The photograph also shows the Masonic building across the street and the Columbia Theater next door; both buildings have stucco on their front facades.

The stucco in the front façade has been cracked for some time. In May of 2015 a portion of the façade became delaminated, was leaning away from the building, and had to be removed before it fell onto the sidewalk below. Upon removal it was discovered that the damage was greater than the owner realized. Moisture had penetrated the stucco, and penetrated the concrete. The moisture penetration into the concrete caused the reinforcing bars to corrode. The corrosion of the reinforcing bars and subsequent expansion of the corroded steel caused the concrete to spall away from the façade. A concrete portion of the south corner of the building façade approximately 6 feet in height, 3 to 4 inches deep, and about 1 foot wide spalled away from the building and exposed the steel reinforcing bars. (see attached photographs).

The deepest cracks appear to be at the edges of the façade, or the corners of the building where it meets the adjoining properties and the dissimilar materials of the abutting buildings where moisture could most easily penetrate.

The metal coping cap is corroded and will be replaced with a new coping cap at the same time as the stucco repair.

The fabric awning needs to be replaced. It will be removed prior to stucco repairs, and will be replaced with new fabric after the stucco has cured and the building repainted. The owner has not decided if the upper level awnings will be reinstalled or replaced.

Work Plan and Timeline:

The owner plans to repair the spalling concrete and restucco the façade. Part of removing the stucco will require removal and installation of a new metal coping cap. As part of the work the fabric awning will have to be removed and a new fabric awning installed. The upper level awnings will also be removed and replaced.

Repair will begin in late summer or early fall of 2015 after the summer heat has diminished. Both concrete and stucco cure better when they are cool and not subject to excessive drying.

The stucco contractor will install scaffolding over the sidewalk to protect the public and allow access to the business occupying the building. The stucco contractor will remove the awnings and miscellaneous hardware at the same time the scaffolding is installed.

All spalling concrete and deteriorated stucco will be chipped and chiseled away from the façade. All exposed rebar will be treated with a chemical corrosion inhibitor. After the corrosion inhibitor has cured a concrete repair mortar compound will be troweled into the areas where the concrete has spalled up to the level of the original concrete. (See attached - American Concrete Institute RAP-6 Vertical and Overhead Spall Repair by Hand Application and, Preservation Briefs # 15 Preservation of Historic Concrete)

After repairing all the spalled areas of concrete with a trowelable concrete repair mortar the stucco contractor will install a traditional three part stucco system over the entire façade (a brown coat, a scratch coat, and a finish coat). When the stucco repair is finished a new metal coping cap will be installed.

Assuming good weather and no delays the entire process should take about two to three weeks to allow proper curing time for the concrete repair mortar and stucco.

After the stucco has been repaired the owner plans on reinstalling the awnings and repainting the façade. However paint requires warm weather, so the owner plans on waiting till early summer of 2016 to repaint the building and then reinstall the awnings.

Grant Request:

This application is for **\$3250.00** of matching funding to assist the owner repair the deteriorated concrete and re-stucco the front façade. The estimated costs of the entire project are well above the grant parameters, the owner plans to use the grant to fund the concrete and stucco repair portion of the work.

Summary of Project Costs:

The estimated cost to accomplish the work described is between \$10,505.00 and \$40,590.00, which does not include estimates to repaint the façade.

The estimated cost varies greatly as the bids for concrete repair and stucco repair differ significantly. This is because the scope of repair work is unknown at this time and will not be determined until the stucco can be further investigated and the actual extent of concrete spalling can be determined, this will happen at the time of repair. The Contractors have either estimated high (to cover unknowns) or only estimated the repair work on a time and materials basis. (see attached contractor bids).

- Concrete Repair and New Plaster on Façade:
 - GM Associates Inc: \$7915.00 new stucco plus time and & materials for prep work & concrete repair
 - Home Specialist - Lewis Warner Plastering: \$20,885.00
 - Euro Plastering: \$38,000
- New Metal Coping Cap: \$490.00 Wheless Roofing & Construction
- New Fabric Awning: \$2100.00 Rose City Awning

Funding Priorities (per grant selection criteria) :

1. This grant will be used to restore missing features on the historic front façade of the building. Some of the façade is missing and more will be missing unless repairs are made.
2. This building does not have side facades as it shares party walls with adjoining properties.
3. The deteriorated features of this building are very visible from the street, First Street, and this repair preserves the safety, integrity, and stability of the front façade.
4. This project will have a positive effect on the rest of the business district. The building is adjacent to the Columbia Theater, the First National Bank Building (AWPPW Union Hall) and across the street from the Pythian and Masonic Buildings. The restoration of this building will complement the recent upgrades to those other buildings along First Street.
5. Visual Impact: The visual impact will be significant and contribute the other recent improvements to the neighborhood (described above).
6. If this project is not completed further damage will occur to the building. Without repair water will continue to penetrate the façade, the rebar will further corrode and deteriorate causing additional spalling. Long term additional corrosion and spalling could compromise the structural integrity of the façade.
7. The building is listed as “secondary significant”.
8. Economic Development: The rehabilitation of this building will further beautify the Historic St Helens Downtown Business District. The downtown will look less blighted and other business could be encouraged to come to the area.

Attachments:

1. St Helens Downtown Historic District, National Register of Historic Places Inventory - Nomination Form, Page 13
2. Photograph of First Street from early 1930's, courtesy of the City of St Helens
3. Current Photographs of 220 South First Street (taken by owner's agent) showing front façade and detail photographs of spalled concrete and cracked stucco.
4. Contractor Estimates for:
 - Concrete repair and new stucco coating of the façade
 - New Fabric Awning
 - New Metal Coping Cap
5. Technical Information;
 - American Concrete Institute, RAP-6 Vertical and Overhead Spall Repair by Hand Application, Whitmore et. al., 2005,
 - Preservation Briefs # 15 Preservation of Historic Concrete , US Department of the Interior, National Park Service, 2007
 - Preservation Briefs # 22 Preservation of Stucco

United States Department of the Interior
Heritage Conservation and Recreation Service

**National Register of Historic Places
Inventory—Nomination Form**

For HCERS use only

received

date entered

Continuation sheet

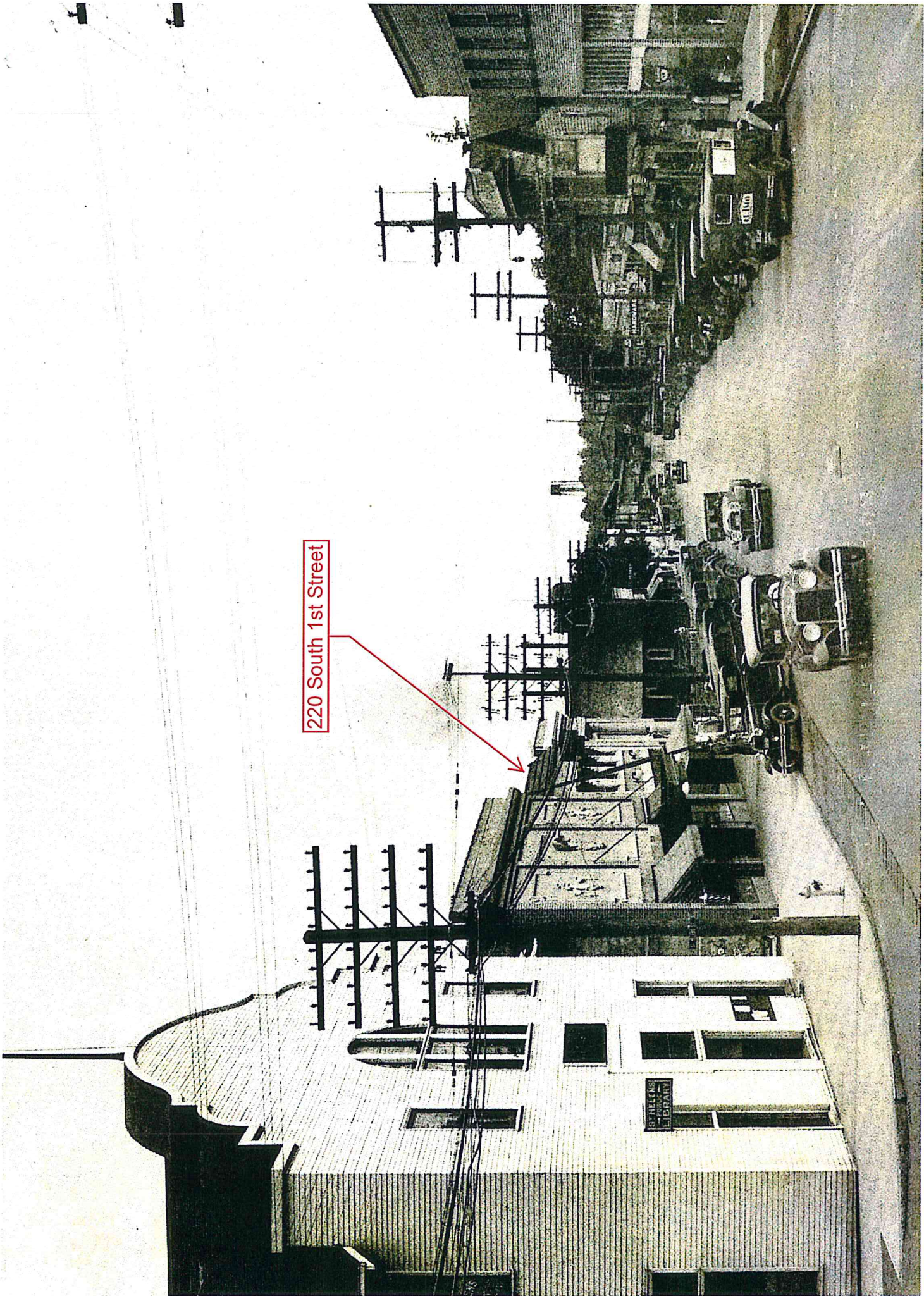
Item number 7

Page 13

13 ADDRESS: 220, 222 & 224 S 1st Street
 CLASSIFICATION: Secondary Significant
 OWNER: Van Natta & Peterson, Gray Building, St Helens OR 97051
 ASSESSOR MAP: 41321 TAX LOT: 1900
 PLAT: St. Helens LOT: Pt of 9 BLOCK: 11
 YEAR BUILT: 1925 STYLE: Commercial
 ALTERATIONS: Moderate USE: Offices and Vacant Retail

DESCRIPTION: The Gray Building is a two story, rectangular shaped structure with a symmetrical three-bay front. It has a flat roof with a parapet across the front facade, and is sided with stucco on its upper stories and glazed apricot colored tiles below its storefront windows. The storefront windows are wood sash, and the windows at the second story are one over one, double-hung wood sash. The building has been moderately altered. It appears that the original siding may have been covered over with stucco. Aluminum sunshades have been added to the windows at the second story, and each of the second story windows has been modified for an air conditioning unit. However, most of these alterations appear easily repairable except for the siding. The Gray Building faces west on 1st street, in downtown St Helens' commercial core.

*Von A. Gray may appropriately be termed the pioneer jeweler of St. Helens. . . In 1910 he established the first jewelry business in St Helens... (St Helens Mist Special Edition, Sept 15, 1916) In 1925, Von Gray constructed a building for his own business as well as other tenants on 1st street/ His store was located at 220 S 1st.



220 South 1st Street









GM & ASSOCIATES, INC.

PO Box 321, Gresham, OR 97030

503.320.5924 / CCB #151808

gm-associates@comcast.net

BID QUOTE

Date: 06/22/2015

Bid Quote #0096

Client:

Al Petersen

503-366-3050

Project:

Commercial Building

220 S. 1st St.

St. Helens, OR 97051-1555

Scope of Work:

Cement plaster patching and resurfacing the front of building.

Section 1: Do to the uncertainty of the condition of the concrete structure, all cement plaster patching will have to be done on a time and material basis. Labor cost: 47.50 per hour.

Section 2: Re-coating and finishing of entire cement surface of building store front.

Replace accent tiles. Replace two tiled panels below windows with cement plaster finish.

Total bid quote of section 2 including labor, material, and scaffolding: \$7,915.00

(This bid quote doesn't include any applicable permits.)

Proposal

Page # of pages

PROPOSAL SUBMITTED TO: <i>Cal Patterson</i>	JOB NAME	JOB #
ADDRESS <i>720 5TH 13th St Helena Oregon</i>	JOB LOCATION <i>Same</i>	
PHONE # <i>503/369-8654</i>	DATE <i>6-27-2015</i>	DATE OF PLANS
FAX # <i>503-344-3050</i>	ARCHITECT	

We hereby submit specifications and estimates for: *Remove bucklary studs at isolated areas of front face. Re build corner with Portland Cement & metal lath. Skim coat front with base cement and incorporate 4 LB nylon mesh in skim coat to help prevent future from telegraphing through. Install new aluminum cap at roof line. Texture to a sand finish. Existing caulking around windows; remove apply low modulus SN150 Gonnelson. — Restoration on existing four windows if needed would be additional to proposal 75⁰⁰ Per sq ft per man.*

T1-11 We could studs over the top of that to match upper. approx 2680⁰⁰ additional debris removed by contractor. Scaffolding set up by contractor. Metal awnings removed by contractor.

We propose hereby to furnish material and labor — complete in accordance with the above specifications for the sum of:
Prime & Paint can be arranged by Warner
 \$ *20,885* Dollars
 with payments to be made as follows:

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted

Note — this proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature _____



EURO PLASTERING & STUCCO, INC.

21705 SE FIRWOOD RD SANDY, OREGON 97055.

europlastering@aol.com (eurostucco.net) CCB#-93438

Consultations on stucco installations by appointment only. Professional's only please.

ESB Certified Company.

Honorary Member Better Business Bureau

Historic Preservation League of Oregon

Lead Paint Certified Contractor. Cert #RT18495-10-01064

ESTIMATE FOR THE FOLLOWING PROJECT:

TO: Al Petersen,

ADDRESS: 101 St Helens St, St Helens, Oregon 97051

JOB #/PM: N/A

JOB NAME/LOCATION: S/A

DATE: 06-27-15

SCOPE:

Facade repair on exterior front of above location. This work is nonstructural (permit not required). Remove existing awning, remove loose stucco, and neutralize rust on rebar, patch/repair stucco, apply a keycoat over entire surface, apply cement stucco and bring to a flat surface, apply a colored acrylic stucco finish. Scaffolding & sealant included. Estimate is subject to change upon scope changing due to excessive deterioration/delamination of existing concrete.

ESTIMATED COST: \$38,000.00

BILLING PROCESS: TBD

Thank you.

James Hurley, Euro Plastering/Stucco Inc. 503 502 6902. Cell/Direct.

503.652.8054 OFFICE 503.826.0170 FAX

SIGNATURE:

DATE OF ACCEPTANCE:

Date: 6/28/2015

Wheless Construction
CCB#199434
404 S. 18TH ST
St. Helens OR 97051
(503)369-3660
Swheless1@hotmail.com

Al Peterson
JOB: 220 S. 1ST ST.
St. Helens OR 97051
(503)366-3050

<i>Salesperson</i>	<i>Job</i>	<i>Payment Terms</i>	<i>Due Date</i>
Spencer Wheless		Due on receipt	

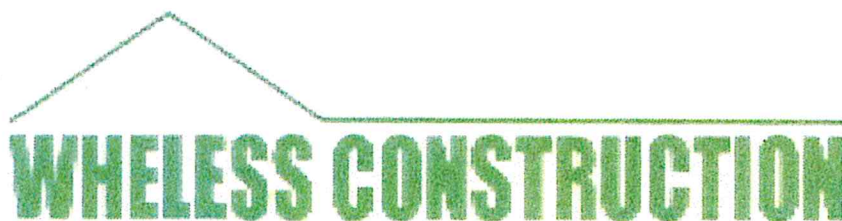
	<i>Description</i>	<i>Unit Price</i>	<i>Line Total</i>
1	Remove coping metal and discard		
2	Install 24 gauge metal cap in the color of your choice		
	Labor and materials		\$490.00

Total \$490.00

Quotation prepared by: Spencer Wheless _____

This is a quotation on the goods named, subject to the conditions noted below: (We ask for 1/2 down and remaining balance upon completion of job. We will honor a 10 year labor warranty.)

To accept this quotation, sign here and return: _____



WHELESS CONSTRUCTION

Thank you for your business!



QUOTE/SALES AGREEMENT

OR CCB# 202531

WA CCB# ROSECCA866PB

June 29, 2015

VanNatta
220 S 1st Street
St Helens, OR

Attention: Al Peterson

Estimate Date: 6/17/15

Quote Valid 30 Days

Phone: (503) 366-3050

Availability: Approx. 4-6 Weeks after receipt of all information

Email: alpetersen@akaandesign.com

Thank you for the opportunity to quote the following information from our recent visit:

Furnish and Install

1 (Each) complete new cover for the existing frame.

Fabric will be Sunbrella 100% acrylic fiber available in your choice of current patterns sewn with either white or black thread.

The valance will be a plain straight hem same as the existing.

Total cost: \$2,100.00. The bid is based on the hardware being left on the building and the bad top concrete area repaired.

Please let us know if we can answer any questions or if you would like to proceed with the order.

Sincerely,
Mike Pedersen

If you wish to proceed with this agreement: where applicable, please check preferred options, choose color/thread, total below & remit ½ deposit, sign & return a copy of this agreement for our files.

**** PLEASE READ TERMS & AVAILABILITY BEFORE SIGNING ****

THIS BECOMES A BINDING CONTRACT IF ACCEPTED BY BOTH PARTIES

TERMS: ½ Deposit – Balance Due Upon Completion

PROJECT TOTAL:\$ _____

SIGNATURE: _____

1/2 DEPOSIT REQUIRED:\$ _____

BAL DUE UPON COMPLETION:\$ _____

DATE: _____

Availability: Approx. 4-6 Weeks after receipt of all information

City of St. Helens
Historic Preservation Rehabilitation Grant
APPLICATION

PROPERTY ADDRESS: 231, 235 S 1st St. St. Helens, OR 97051

APPLICANT (please print): Elliot Michael dba Masonic Bldg LLC

****If applicant is not the property owner, proof of consent from the property owner will be required****

SIGNATURE: [Signature] DATE: 6/25/15

PHONE: 503 341 3050 E-MAIL: instride.1@aol.com

To be eligible, property must be contributing to the St. Helens Downtown Historic District. A property is contributing if it is individually listed on the National Register of Historic Places or classified as Primary Significant or Secondary Significant within the St. Helens Downtown Historic District.

ELIGIBILITY (please check appropriate box): ☐ Individually listed on the National Register
☒ Primary Significant
JD ☒ Secondary Significant

TYPE/USE OF BUILDING: Retail - Mtng.

HISTORIC STYLE: _____ EST. CONST. DATE: 1897

PROJECT WORK PLAN – Please describe the project for which you are requesting grant funding. Note the condition and location of missing and/or deteriorated features. SUBMIT A DISK OR E-MAIL DIGITAL PICTURES DOCUMENTING CURRENT CONDITIONS.

1. Remove nails from concrete walls (exterior) and patch walls in preparation for repainting.
2. Replace deteriorated stairwell for exiting out of back of Building.
3. Windows - repair stained glass window, and repair/replace others.

TOTAL PROJECT BUDGET: 8900⁰⁰ MATERIALS: 6000⁰⁰ LABOR: 2900⁰⁰

GRANT REQUEST: 3250⁰⁰ (maximum is \$3,250 or 50% of costs, whichever is less)

DESCRIBE ESTIMATES FOR LABOR AND MATERIALS AND ATTACH BIDS and/or MATERIAL LIST & COSTS – Please attach copies of any bids.

See attached.

PROJECT TIMELINE – Please describe timeline. Note that there is a completion deadline for this grant.

September - October 2015

Historic Preservation Rehabilitation Grant
231-235 South 1st St
St Helens, OR 97051

Scope of Work:

Remove all nails from previous siding and patch holes in wall.

Rental 30 ft lift	\$650/wk	\$650
Mortar patch		\$75
Labor		<u>1250</u>
Total		\$1,975

Replace back stairs

Demo old stairs	\$500
Pressure treated lumber, nonskid plates	1200
Labor	<u>1650</u>
Total	\$3150

Replace stained glass in front of building \$295

Pull windows out of back of building and south side. Replace rotted wood, reframe, and replace windows.

Total windows: 14 \$3500

Total project costs **\$8920**

QUOTE

Invoice #	0000001
Invoice Date	07/01/2015
Due Date	07/02/2015

Item	Description	Unit Price	Quantity	Amount
Service	Side of Building	2150.00	1.00	2,150.00
Service	Staircase	3600.00	1.00	3,600.00
Service	Windows	3500.00	1.00	3,500.00
		Subtotal		9,250.00
		Total		9,250.00
		Amount Paid		0.00
		Balance Due		\$9,250.00

QUOTE

Date: 7/2/2015

Wheless Construction
CCB#199434
404 SOUTH 18TH ST
St. Helens OR 97051
(503)369-3660
Swheless1@hotmail.com

To Elliot Michael
Masonic lodge
231 & 235 S. 1ST ST
St. Helens OR 97051
[Phone]

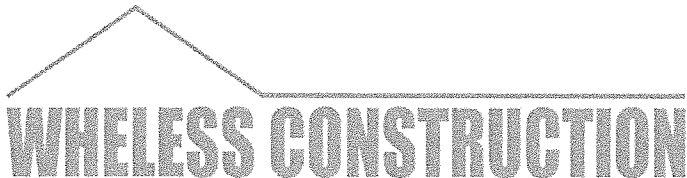
Salesperson	Job	Payment Terms	Due Date
Spencer Wheless		Due on receipt	

	Description	Unit Price	Line Total
Stairway	Demo rear stairway and ramp Install new pretreated wood staircase and attached ramp with railing to meet code requirements		\$4100.00
Wall prep	Cut all metal ties on the three exterior walls except front Patch all holes with mortar		\$2400.00
Windows	Removal of 9 exterior windows Refurbish or replace all windows Install windows		\$2250.00
Total			\$8750.00

Quotation prepared by: Spencer Wheless _____

This is a quotation on the goods named, subject to the conditions noted below: (We ask for 1/2 down and remaining balance upon completion of job. We will honor a 10 year labor warranty.)

To accept this quotation, sign here and return: _____

**WHELESS CONSTRUCTION**

Thank you for your business!



Repair stained glass window



Replace deteriorated staircase for exiting out the back of the building.

Staircase is adjacent to city-owned parking lot.



Remove nails in concrete walls
from previous siding and patch
holes in walls in preparation for
repainting.





Pull out windows in back (bottom left pic) and south side (bottom pic) of building. Replace rotted wood, reframe, and replace windows. Total: 14 windows



City of St. Helens
Historic Preservation Rehabilitation Grant
APPLICATION

PROPERTY ADDRESS: 170 COLUMBIA BLVD

APPLICANT (please print): LES WATTERS

****If applicant is not the property owner, proof of consent from the property owner will be required****

SIGNATURE: [Signature] DATE: 6/26/15

PHONE: 503 816-5025 E-MAIL: L.WATTERS@ATT.NET

To be eligible, property must be contributing to the St. Helens Downtown Historic District. A property is contributing if it is individually listed on the National Register of Historic Places or classified as Primary Significant or Secondary Significant within the St. Helens Downtown Historic District.

ELIGIBILITY (please check appropriate box):
☐ Individually listed on the National Register
☒ Primary Significant
☐ Secondary Significant

TYPE/USE OF BUILDING: RENTAL - RESIDENTIAL DUPLEX

HISTORIC STYLE: QUEEN ANNE EST. CONST. DATE: 1908

PROJECT WORK PLAN – Please describe the project for which you are requesting grant funding. Note the condition and location of missing and/or deteriorated features. SUBMIT A DISK OR E-MAIL DIGITAL PICTURES DOCUMENTING CURRENT CONDITIONS.

RE-ROOF COMPOSITION ON 1ST LEVEL

TOTAL PROJECT BUDGET: 6,378 (+) MATERIALS: 3,573 LABOR: 2,805

GRANT REQUEST: 3,250 (maximum is \$3,250 or 50% of costs, whichever is less)

DESCRIBE ESTIMATES FOR LABOR AND MATERIALS AND ATTACH BIDS and/or MATERIAL LIST & COSTS – Please attach copies of any bids.

BIDS ATTACHED

PROJECT TIMELINE – Please describe timeline. Note that there is a completion deadline for this grant.

LATE 2015 / EARLY 2016

A Peak Above Roofing, Inc.

CCB # 162534
56347 Columbia River Hwy
Warren, Or 97053
503-397-6356

6/23/2015		Bid for Tear off and Reroof House & Carport						
Les Watters 503-816-5025								
Stories: 1		170 Columbia Blvd, St. Helens, OR 97051						
Pitch: 6/12		email: l.watters@att.net						
Materials				Labor				
	#	\$	Total		\$	X	Sqrs	Total
Insurance			\$150.00	Tear Off Torchdown	\$65.00	X	2	\$130.00
Drop Box			\$600.00	Tear Off Shingles	\$65.00	X	18	\$1,170.00
Coil Nails	\$125.00			Tear Off Hip & Ridge	\$65.00	X	1.5	\$97.50
Volkum				Install Torchdown	\$65.00	X	2	\$130.00
Staples				Install Shingles	\$65.00	X	18	\$1,170.00
Delivery						\$250.00	Install Hip & Ridge	\$65.00
Shingles	18	\$79.00	\$1,422.00	Install Vents	\$10.00	X	1	\$10.00
Stem Vent 4"	1	\$11.00	\$11.00					
Hip & Ridge	3	\$41.00	\$123.00	Total Materials	\$3,573.00			
Drip Metal	34	\$5.50	\$187.00	Total Labor	\$2,805.00			
T-Metal	11	\$5.00	\$55.00	Total Job	\$6,378.00			
Step Flashing 8x8	1	\$30.00	\$30.00	1/2" CDX Plywood \$67.00 each, AS NEEDED, Labor and Materials.				
Lionguard 30 Synthetic	2	\$145.00	\$290.00					
Starter	3	\$40.00	\$120.00	10 yr Warranty on all Labor Immaculate Cleanup!				
Torchdown Granulated	2	\$74.00	\$148.00					
Base	1	\$35.00	\$35.00					
Gravelstop Metal	2	\$8.00	\$16.00	Bid good for 30 days, unless material prices increase.				
Drip Metal	2	\$5.50	\$11.00					

Pabco Architectural Shingles

Call us, we want to be your most competitive bid.

Les, this bid is for the tear off of composition shingles on the house and the installation of new shingles. It also includes the tear off of the torchdown roof on the carport and the installation of new torchdown. We are bidding using Pabco Premier Architectural Shingles. These come with a Limited Lifetime Warranty. We have used this shingle in this area for many years and highly recommend it. Please look over this bid and call if you have any questions. When we get the OK from you to do this job we will look for the best weather window and get this roof done. We will stay with your roof once we start it until it is finished. We ask for payment at the conclusion of the job. We accept Cash, Check or Money Order. We are a small business and cannot offer financing. Thank you, Diane Grezik Office Manager

Wheless Construction
CCB#199434
404 S. 18TH ST
St. Helens OR 97051
(503)369-3660
Swheless1@hotmail.com

To Les Waters
170 Columbia Blvd.
St. Helens OR 97051
(503)816-5025
Customer ID [ABC12345]

Salesperson	Job	Payment Terms	Due Date
Spencer Wheless		Due on receipt	

	Description	Unit Price	Line Total
1	Prep existing roof for recover		
2	Install new rake edge metal		
3	Install new drip edge metal		
4	Install ice and water shield to low pitch part of roof		
5	Install new GAF Certainteed 30 year shingles		
6	Install new vents and pipe boots		
Total			\$4800.00

Quotation prepared by: Spencer Wheless

This is a quotation on the goods named, subject to the conditions noted below: (We ask for 1/2 down and remaining balance upon completion of job. We will honor 30 year material warranty and a 10 year labor warranty.)

To accept this quotation, sign here and return:

*does not include tear off
@r Carport*

Thank you for your business!

Mark's Custom Exteriors

58581 Columbia River Hwy St. Helens, OR 97051
Toll Free 888-390-2215 • Fax 503-366-5546

PROPOSAL

Page 1 of 1

Date 07/01/2015

PROPOSAL SUBMITTED TO:		JOB NAME:
BUYER NAME(S): Les Watters		Partial Roof Replacement
STREET: 170 Columbia Blvd.		SALES REP:
CITY: St Helens	STATE: OR	Cash: <input type="checkbox"/> Finance: <input type="checkbox"/>
ZIP: 97051	CELL # (503) 816-5025	
HOME #	WORK #	PO #

We hereby submit specifications and estimate for:

- Completely remove & recycle all existing roofing materials from all areas on the home including garage.
 - Apply GAF WeatherWatch self adhering membrane flashing at all penetrations.
 - Apply GAF TigerPaw high performance breathable underlayment at all remaining locations on the roof.
 - Install new pre-painted steel edge metal at rake and gutter locations.
 - Replace all pipe flashing with new solid rubber gasket flashings.
 - Install GAF Timberline HD laminated shingles.
 - Car Port and low sloped section on house, install Suprema Rubberoid 20-30 SBS cold process roof system, surface: black mineral cap sheet and sheet metal components.
 - Additional structural repair will be an additional charge above this bid at \$75.00 per hour plus material cost.
 - Plywood replacement on house\garage will be an additional charge of \$68.00 per sheet, labor and material.
- There is industry wide acceptance that proper ventilation is critical for optimal roof and building performance. In that no ventilation upgrade was requested by the owner, and that warranties require verified ventilation systems, no factory warranty will be issued on the work covered in this contract. Marks Custom Exteriors will provide the standard 2 year workmanship warranty which is required by building code and construction board.

Labor and Material cost break down as follows: Total Material Cost: \$5,676.00 Total Labor Cost: \$3,299.00

1/3 down with balance due on completion. Credit card charges add 3%.

By signing below, buyer(s) agree to pay Mark's Custom Exteriors in full via bank financing or cash from customer balance, due upon completion, of \$ \$ 8,975.00 including all deposits. All checks or money orders are to be made payable to "Mark's Custom Exteriors."

NOTICE OF BUYER'S RIGHT TO CANCEL: You the Buyer may cancel this Agreement at any time prior to midnight of the third business day after the date Buyer signs this Agreement. Cancellation must be made in writing and received at Saint Helens Office location before midnight of the third business day. Cancellations after that date are subject to restocking and lost production fees minimum of 25% of job value.

Please Note: Approval and signing of the actual finance documents if used may take place after your right to cancel this Agreement has expired. Your finance documents carry their own right of cancellation and terms.

All material is guaranteed to be as specified. All work to be completed in a workman-like manner according to standard practices. Any alteration or modification of above specifications involving extra costs will be executed only upon written request signed by all parties and will become an additional charge over and above the agreements contingent upon strikes, accident or delays beyond our control. This proposal subject to acceptance: 30 days and it is void thereafter at the option of the undersigned.

Acceptance of Proposal; the above prices, specifications and conditions are hereby accepted. I/we authorize the work as specified. Payment will be made as outlined above.

Accepted: _____
Owner/ Buyer Signature Date

Accepted: _____
Co-Owner/ Buyer Signature Date

Mark's Representative Date

Total Cash Price	\$ 8,975.00
Sales Tax	
Total Due	
Deposit with Order	\$ 2,991.00
Balance to be paid upon Completion	



Remove existing roofing and re-roof. (First level only)



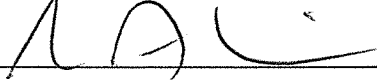
In the back of the house, remove existing roof on carport and 1st story and install new roof

City of St. Helens
Historic Preservation Rehabilitation Grant
APPLICATION

PROPERTY ADDRESS: 271 Collier St., St. Helens, OR 97051

APPLICANT (please print): Michael A. Williams

****If applicant is not the property owner, proof of consent from the property owner will be required****

SIGNATURE:  DATE: 6/15/15

PHONE: 503 366-1113 E-MAIL: M.A.Williams36896@yahoo

To be eligible, property must be contributing to the St. Helens Downtown Historic District. A property is contributing if it is individually listed on the National Register of Historic Places or classified as Primary Significant or Secondary Significant within the St. Helens Downtown Historic District.

ELIGIBILITY (please check appropriate box): ☐ Individually listed on the National Register
☐ Primary Significant
☒ Secondary Significant

TYPE/USE OF BUILDING: Home

HISTORIC STYLE: Craftsman EST. CONST. DATE: 9/30/15

PROJECT WORK PLAN – Please describe the project for which you are requesting grant funding. Note the condition and location of missing and/or deteriorated features. SUBMIT A DISK OR E-MAIL DIGITAL PICTURES DOCUMENTING CURRENT CONDITIONS.

Replace roof and gutters on the house and attached garage. Ensure proper roof caps and ventilation. The existing roof is over 30 years old. It currently isn't leaking, but it was suggested to be replaced before another winter. The gutters leak and the drain goes to the front of the house, causes leak in basement.

TOTAL PROJECT BUDGET: 9450.00 MATERIALS: 4725.00 LABOR: 4725.00

GRANT REQUEST: 3,250.00 (maximum is \$3,250 or 50% of costs, whichever is less)

DESCRIBE ESTIMATES FOR LABOR AND MATERIALS AND ATTACH BIDS and/or MATERIAL LIST & COSTS – Please attach copies of any bids.

Tiger Paw underlayment, weather watch sealing membrane, 26 Ga coated steel gutters, HD asphalt laminated shingles.

PROJECT TIMELINE – Please describe timeline. Note that there is a completion deadline for this grant.

Project to start Monday, September 28, 2015. About 1-1.5 days

Mark's Custom Exteriors

58581 Columbia River Hwy St. Helens, OR 97051

Toll Free 888-390-2215 • Fax 503-366-5546

PROPOSAL

Page 1 of 1

Date **05/28/2015**

PROPOSAL SUBMITTED TO:		JOB NAME:
BUYER NAME(S): Mike Williams		Roof Replacement
STREET: 271 Cowlitz St.		SALES REP: Mark Holcomb
CITY: St. Helens	STATE: OR	Cash: <input checked="" type="checkbox"/> Finance: <input type="checkbox"/>
ZIP: 97051	CELL #	Your Factory Certified MASTER ELITE Installation Co.
HOME # 503-366-1113	WORK #	PO # M.Williams36896@yahoo.com WI 4128

We hereby submit specifications and estimate for:

- Completely remove & recycle all existing roofing materials from all roof deck areas of the home.
- Apply GAF WeatherWatch self adhering membrane flashing at all penetrations.
- Apply GAF Tiger Paw high performance breathable underlayment at all remaining roof deck areas.
- Install all new Gable edge, Gutter edge & Roof to Wall flashings in 26ga coated steel flashing materials.
- Install all new plumbing vent pipe flashings at all locations.
- Connect all power exhaust fans to a code compliant stem vent with an internal baffle.
- Continuous ridge line attic exhaust ventilation system to be installed along main ridge line
- Continuous eave line attic intake ventilation system to be installed along all eave lines.
- GAF TimberLine HD high definition asphalt laminated roofing shingles to be installed at all roof deck areas.
- GAF GOLDEN PLEDGE Total system factory warranty to be included with this proposal.
- Site is to be left clean & neat with all debris hauled away & yard swept with a magnet.

Replace all existing gutters & down spouts with new 5k white gutters add \$ 1495.00 to this proposal
Install new TPO commercial membrane roofing assembly over the existing at the garage add \$3895.00

Any additional repairs are to be at an additional charge of \$75.00 per man hr plus the charge for parts.

1/3 down with balance due upon completion. All pricing based on cash purchase. Credit card charges add 2%

By signing below, buyer(s) agree to pay Mark's Custom Exteriors in full via bank financing or cash from customer balance, due upon completion, of \$ \$ 9,450.00 including all deposits. All checks or money orders are to be made payable to "Mark's Custom Exteriors."

NOTICE OF BUYER'S RIGHT TO CANCEL: You the Buyer may cancel this Agreement at any time prior to midnight of the third business day after the date Buyer signs this Agreement. Cancellation must be made in writing and received at Saint Helens Office location before midnight of the third business day. Cancellations after that date are subject to restocking and lost production fees minimum of 25% of job value.

Please Note: Approval and signing of the actual finance documents if used may take place after your right to cancel this Agreement has expired. Your finance documents carry their own right of cancellation and terms.

All material is guaranteed to be as specified. All work to be completed in a workman-like manner according to standard practices. Any alteration or modification of above specifications involving extra costs will be executed only upon written request signed by all parties and will become an additional charge over and above the agreements contingent upon strikes, accident or delays beyond our control. This proposal subject to acceptance: 10 days and it is void thereafter at the option of the undersigned.

Acceptance of Proposal: the above prices, specifications and conditions are hereby accepted. I/we authorize the work as specified. Payment will be made as outlined above.

Accepted: [Signature]
Owner/ Buyer Signature

Date

6/15/15

Accepted: [Signature]
Co-Owner/ Buyer Signature

Date

5-28-15

Mark's Representative

Date

Total Cash Price	\$ 9,450.00
Sales Tax	
Total Due	
Deposit with Order	\$ 3,000.00
Balance to be paid upon Completion	

Mark's Custom Exteriors Mailing Address: P.O. Box 276 St. Helens, OR 97051 • Oregon CCB # 96794 • Washington CCB # MARKSCE904B1

Down payment + CK # 1108138 \$2450.00 (6/15/15) MZ



Replace roof and gutters on house



Replace roof and gutters on attached garage

CITY OF ST. HELENS PLANNING DEPARTMENT ACTIVITY REPORT



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

Date: 08.18.2014

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

PLANNING ADMINISTRATION

Participated in the selection committee for the City's area-wide framework plan for waterfront redevelopment efforts.

Conducted a pre-application meeting for 200 Port Avenue.

MISC.

Participated in the SHPD sergeant interviews.

DEVELOPMENT CODE ENFORCEMENT

Assisted Code Enforcement Officer with information in regards to their efforts.

PLANNING COMMISSION (& *acting* HISTORIC LANDMARKS COMMISSION)

August 11, 2015 meeting (outcome): Two conditional uses for marijuana dispensaries were approved at 365 S. Columbia River Highway and 1809 Columbia Boulevard. The record was left open for a third CUP for the same use at 31 Cowlitz Street (i.e., the Muckle Building); deliberations are anticipated at the Commission's September meeting.

The Commission also discussed city initiated Development Code amendments related to residential uses in the Houlton Business District zone. That issue was continued to the Commission's September meeting to review some changes before the issue gets to the Council.

September 8, 2015 meeting (upcoming): Deliberations from the August meeting public hearing for the Muckle Building noted above will take place. The public hearing regarding the Houlton Business District zone will also resume.

The Commission will review and select submissions for the City's latest historic preservation rehabilitation grant (this is funded by CLG grant funds).

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

Data updates.

MAIN STREET PROGRAM

The upcoming RARE AmeriCorps members, for our Main Street Program/Community Coordinator, will be Anya Moucha from Minnesota. She was our #1 pick! Service with the City begins Sept. 14 and lasts for 11 months.

I participated in a mandatory RARE AmeriCorps Supervisor Orientation this month.

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

Jacob Graichen

From: Jennifer Dimsho
Sent: Monday, August 17, 2015 12:35 PM
To: Jacob Graichen
Subject: August Planning Department Report

Here are my additions to the August Planning Department Report.

1. Helped coordinate scope of work for IPP economic transportation study and provided necessary input materials to EcoNW to conduct the study (GIS layers, wetland data, contacts for interviews, etc.)
2. Uploaded aerial drone footage of the waterfront redevelopment area to the WeAreStHelens YouTube channel
3. Updated Waterfront Redevelopment Project Website with final IPG project materials, new IPP project materials, and aerial footage
4. Submitted HEAL Cities Small Grants Program Grant (Deadline: August 14) Included a letter of support from the Columbia Health Coalition and the Parks Commission, a project workplan/timeline, detailed budget, and 9 page narrative. Grant project is to fund smoke-free signage, an informational kiosk for Columbia View Park, and a parks & trails recreation brochure update.
5. Reviewed RFQ submissions for the EPA Brownfield AWP Grant Program
6. Prepared for Kiwanis Daybreakers Presentation focused on the Waterfront Redevelopment Project (August 25, 7 am)
7. Researched the 2009 State Historic Preservation Office's Special Assessment of Historic Property Program
8. Wrote letter from City to support the Columbia County Rotary Club's Application to the 2015-16 District Grant Program
9. Prepared summary of bridge proposals for Council to authorize purchase of the McCormick Park Pedestrian Bridge from Bridge Brothers
10. Researched text amendment to the SHMC to facilitate future pedestrian trail access and development
11. Gathered photos and resources to prepare memo for the acting Historic Landmarks Commission to select the four of the five CLG Historic Preservation Grant Applications to receive funding
12. Began work on a FAQ for the City's Land Use Planning webpage regarding fences and sheds

Jennifer Dimsho

Assistant Planner
City of St. Helens
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