

# **City of St. Helens**

## **Planning Commission**

### **April 11, 2017**

### **Agenda**

---

1. **7:00 p.m. Call to Order and Flag Salute**
2. **Consent Agenda**
  - a. Planning Commission Minutes dated March 14, 2017
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. - Annexation at Lots 19-20, Block 2 of the Golf Club Addition - Wayne Weigandt
5. **Acceptance Agenda: Planning Administrator Site Design Review:**
  - a. Site Design Review (Major) at 1899 Old Portland Road - Premier Green LLC
6. **CLG Historic Preservation Pass-Through Grant Program Update**
7. **Planning Director Decisions:** (previously e-mailed to the Commission)
  - a. Sign Permit (Banner) at 2100 Block of Columbia Blvd. - Sacagawea Health Center Auction & Fundraiser
  - b. Lot Line Adjustment at 35611 Valley View Dr. - St. Helens Assets LLC
  - c. Home Occupation (Type I) at 35120 Burt Rd. - Home-based videography business
  - d. Sign Permit (Banner) at 2100 Block of Columbia Blvd. - Northwest Antique Airplane Club Fly-In & Cruise-In
  - e. Accessory Structure Permits (x4) at 2154 Oregon Street Spaces #24, #25, #51, & #61 - Crestwood/Cabana LLC
  - f. Home Occupation Permit (Type I) at 835 Matzen Street - Home office for yard maintenance business
  - g. Sign Permit (Banner) at 2100 Block of Columbia Blvd. - The Amani Center Race Against Child Abuse
9. **Planning Department Activity Reports**
  - a. March 27, 2017
10. **For Your Information Items**
11. **Next Regular Meeting: May 9, 2017**

---

### **Adjournment**

---

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

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

**City of St. Helens**  
**Planning Commission Meeting**  
**March 14, 2017**  
**Minutes**

**Members Present:**

Al Petersen, Chair  
Dan Cary, Vice Chair  
Greg Cohen, Commissioner  
Sheila Semling, Commissioner  
Audrey Webster, Commissioner  
Russell Hubbard, Commissioner

**Members Absent:**

Kathryn Lawrence, Commissioner

**Staff Present:**

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

**Councilors Present:**

Ginny Carlson, City Council Liaison

**Others Present:**

Dan Hatfield  
Dave Reynolds  
Danna Smith  
Teresa & Sean Dillon  
Charles Castner  
Howard Blumenthal  
Steve Topaz  
Susan Jones  
JJ Duehren  
Eric Coleman  
Matt Dougherty

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

□

**Consent Agenda**

**Approval of Minutes**

Commissioner Webster moved to approve the minutes of the February 14, 2017 Planning Commission meeting with the addition of the word "lot" on page 2 in the 2<sup>nd</sup> paragraph. Commissioner Semling seconded the motion. Motion carried with all in favor. Vice Chair Dan Cary did not vote due to his absence from the meeting. Chair Petersen did not vote as per operating rules.

□

**Topics From The Floor**

Commissioner Cohen would like to commend the City and the County for working together to plan for and install sidewalks along Gable Road.

Chair Petersen announced that the City is having a Columbia View Park Expansion Open House at 6 p.m. in the Council Chambers this Friday. It will be hosted by Portland State University Masters of Urban & Regional Planning students.

□

## **Public Hearing**

**La Grand Townhomes, LLC**

**Subdivision / SUB.1.17**

**Lots 15-19, Block 128 of the St. Helens Subdivision**

It is now 7:04 p.m. and Chair Petersen opened the public hearing. Commissioner Hubbard noted that he has worked with the applicant before but has not discussed this project with him. There were no ex-parte contacts, conflicts of interest or bias in this matter. The audience did not object to any members of the Commission to make a fair decision in this matter.

City Planner Jacob Graichen entered the following items into the record:

- Staff report packet dated March 7, 2017 with attachments

Graichen introduced the Commission to the proposal and discussed the recommended conditions of approval, as presented in the staff report. Graichen explained that this proposal is meant to develop attached single-family dwellings because there are no other residential uses that could fit on the small proposed lots. He also explained that this property is close enough to a wetland that a delineation was required to determine exactly where it is. Graichen said that is why a small portion of property is designated as a wetland protection area, but the area is small enough to not want to require a homeowner's association for maintenance. Additionally, he explained the City owns the property abutting the wetland and staff has expressed a willingness to take the small wetland. City Council will be discussing this at their next meeting.

Graichen said frontage improvements, including sidewalk, street trees and a landscaped strip will be required because the street is classified as a collector street. Graichen said the applicant is proposing access easements to provide a shared driveway for every two lots. This will also help preventing backing maneuvering onto the collector street. Commissioner Cohen asked if the easement would last beyond the original property owners. Graichen said yes.

Graichen said there are three trees of significance on the property, but planting at least six street trees will satisfy the replacement requirement. Commissioner Cohen asked if any of the trees to be removed are over 100 years old. Graichen said no. Chair Petersen asked why condition 2.a. mentions a requirement for six trees if the street tree standard is more than that anyways. Graichen said it is redundant and could be removed.

Graichen said there is an easement requirement for the shared driveways, but there is no maintenance agreement. The Commission can discuss this requirement. Commissioner Webster asked what the landscaping requirement is for each lot. Graichen said it is a minimum of 25 percent landscaping. She said it looks like all of it is in the backyard. Commissioner Cohen asked if the applicant would be excavating at all with development. Graichen said that would be a good question for the applicant.

## **IN FAVOR**

**Reynolds, Dave. 32990 Stone Road, Warren. Land Surveyor.** Reynolds is working for the applicant.

He said the ground is predominantly rock, so the applicant is proposing to scrape down to the bare rock in order to place the foundations on the rock and bring in fill for around the lots. Reynolds said there may be an opportunity to extend the sewer line from the south with a sewer easement alongside the back of the lots, rather than hooking into the nearest main line to the north of the property. He asked if Graichen could be more general in the sewer condition to allow for both potential scenarios. Graichen said yes, he could change it to allow more flexibility if the Commission agrees.

Reynolds said regarding the wetland protection zone, the applicant is happy with granting ownership to the City. Vice Chair Cary asked if it makes more sense to leave it a strip. Reynolds said it will include signage and a fence. He said it not impact the development either way.

Reynolds asked Graichen about the engineering drawings for the frontage improvements. Graichen said for public improvements, typically engineering drawings are required. He said Public Works has to be satisfied.

Commissioner Cohen asked if there is any information about storm water being an issue in the area. Reynolds said no, the property to the north is a wetland. Commissioner Cohen asked how much rock will be removed. Reynolds said as little as possible rock will be removed because it is expensive. Commissioner Cohen asked if the applicant plans on blasting. Reynolds said he does not think so.

**Hatfield, Dan. 2035 SE Evergreen, Milwaukie. Property Owner and Applicant.** Hatfield does not mind putting in extra trees, but he just wants to make sure property owners can see when they come out of the driveway. Hatfield explained that the northern lot is slightly bigger because of the wetland buffer. Vice Chair Cary asked if the house would be directly next to the wetland protection zone. Hatfield said no, it will be about 24 feet away.

## **IN OPPOSITION**

No one spoke in opposition.

## **END OF ORAL TESTIMONY**

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

## **CLOSE PUBLIC HEARING & RECORD**

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

## **FURTHER QUESTIONS OF STAFF**

Vice Chair Cary clarified the location of the landscaping. He asked if the street trees could be included in the landscaping area next to the driveway, instead of the strip along the street to help with vision clearance issues. Graichen said the vision clearance section exempts trees as long as three feet above the curb is clear. Chair Petersen said the assumption is that the first five feet or so is just the trunk with no limbs, so visibility is not as much of an issue.

## **DELIBERATIONS**

The Commission discussed if the wetland area should become an easement or if the City should be granted ownership. They are in agreement that it should be up to the City Council, since the property owner is okay with either option. The Commission agreed that the condition about the sewer line should be amended to



allow for more flexibility and to include an additional condition for a maintenance agreement to go along with an access easement.

## **MOTION**

Commissioner Cohen moved to approve the Subdivision Permit with the following changes:

1. Condition 2.a.iii. regarding sewer should be altered to be more flexible.
2. Add condition 3.d. to requirement a maintenance agreement for the driveways.
3. Condition 2.c. will be up to City Council.
4. Removal of the third sentence in condition 2.a.i.

Commissioner Semling seconded. All in favor; none opposed; motion carries.

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

## **Public Hearing**

### **City of St. Helens**

### **Comprehensive Plan and Zoning Map Amendment / CPZA.3.16**

### **City-wide**

It is now 7:52 p.m. and Chair Petersen opened the public hearing. There were no ex-parte contacts, conflicts of interest or bias in this matter.

Graichen entered the following items into the record:

- Staff report packet dated March 6, 2017 with attachments

Graichen said this proposal is a significant amendment to the comprehensive plan, the zoning map, and the development code. It is in large part to facilitate the St. Helens Waterfront Framework Plan, which was adopted in December 2016. However, Graichen noted there are some other amendments unrelated to this Plan as well. Vice Chair Cary asked how this is different than the last time the Commission discussed these amendments. Graichen said the amendments are more refined and tonight is the public hearing to receive testimony regarding the proposed amendments. Graichen said his hope is to receive a recommendation of approval to City Council from the Commission tonight. He described the history and context of the proposed zoning changes, comprehensive map changes, and the text amendments as presented in the staff report and attached maps. Graichen noted that the Comprehensive Plan does not explicitly support the protection of private views, so if the community would like to have a height restriction included in the Mill sub-district, they are ultimately at the City Council's discretion.

Commissioner Cohen asked what the advantages of removing the Marine Commercial zone are. Graichen said it is not being removed. It will be a part of the Riverfront District, but as a sub-district. Graichen said it will still have the same zoning requirements as it did before. Commissioner Cohen asked to change the text amendment on page one and three regarding spot zoning to say "is prohibited" instead of "shall not be allowed." Chair Petersen noted the three written letters that were submitted into the record.

## **IN FAVOR**

**Dougherty, Matt. 2014 St. Helens Street.** Dougherty said he is not originally from St. Helens, but he grew up in a similar small town in Alaska. He is excited to raise a family here and is excited about all of the positive changes he sees. Dougherty said the unlimited height does concern him. He thinks it may be a little reckless to rely on technology and economics alone to limit the height because technology changes all of the time. He hopes the City can find a happy medium that will not inhibit private views, but still pushes the economic development of the waterfront forward. Dougherty does not believe in limitless height, but it should not be handicapped to two or three stories. He does not think that is fair to the rest of the St. Helens community to limit the development potential in order to protect the views of a few residents.

**Castner, Charles. 155 S. 1<sup>st</sup> Street.** Castner is not originally from here. Castner and his wife moved here from South Carolina. He feels lucky to call this beautiful place home. Castner and his wife are in favor of the application. Castner said one of the key factors that makes him in favor of the application is flexibility, but he would still like to see a limitation on the height in order to assure those who are very concerned about the height of development. He does not want to rely on the technology of building materials to limit the height of the development.

## **NEUTRAL**

**Topaz, Steve. 360 St. Helens Street.** Topaz said the use of this property should include a commercial dock, which would include a ferry boat to Sand Island. He feels that Marine Commercial should be extended through the Veneer site. Topaz feels a university to teach maritime-related skills would be a great addition to the waterfront. Topaz said Nob Hill Nature Park was originally a quarry, which was taken over by the County for taxes. He questions the ownership. Topaz said it has been proposed to use the paper plant site as toxic waste area. This will impact Nob Hill Nature Park and the waterfront redevelopment site. He thinks we need permanent residents on the Veneer site to help counteract the high level of commuters. He does not think we should regulate to protect private views.

**Jones, Susan. 100 S. 1<sup>st</sup> Street.** Jones is relatively neutral on this proposal, so she is trying to learn about the proposal more. She agrees that there is a huge opportunity here and she is excited about waterfront redevelopment. Jones said she is concerned about the unlimited height. She used Portland as an example because there are no height restrictions there. Jones feels the economic conditions will warrant high rise apartments on the site eventually, especially as Portland grows. Jones asked a question about the requirements for greenspace. Graichen said the landscaping is driven by the requirements in the Framework Plan, parking requirements, and streetscape improvements. She would like the City to consider additional creative landscaping requirements with future developers. She asked if the Scenic Resource Review that applies to her property on River Street also applies to the new Riverfront District. Graichen said no.

**Blumenthal, Howard. 462 S. 3rd Street.** Blumenthal has a limited view of the waterfront from his home. He is in favor of the most of the proposal. Blumenthal said the consultants said the property could support about 250 housing units and each unit needs two parking spaces. The parking cannot be built below. Blumenthal felt the zoning district should limit height or number of units. He said the site cannot support an unlimited number of units. Blumenthal is highly supportive of the re-zoning of Nob Hill Nature Park to public lands. He said it is one of the last oak woodland habitats in the area, including native species and wildlife. Blumenthal said there is a native plant walk this weekend and a work party coming up.

## **IN OPPOSITION**

**Dillon, Teresa. 475 S. 2<sup>nd</sup> Street.** Dillon loves the waterfront redevelopment project. She would just like to advocate for a few changes. Dillon is here as a spokesperson for the Columbia View Neighborhood Association, which includes the Nob Hill neighborhood area on the bluff. This public meeting was sold as a

text amendment hearing, when in reality it is about the height of development, which lacks transparency. Dillon said she and her neighbors have been to all of the planning meetings. They were involved back in 2009. Dillon said during these previous public meetings, unlimited heights were not discussed. Dillon said she is in favor of the gradient of height restrictions back from the original Waterfront Redevelopment Overlay District which was adopted in 2009.

Dillon said she would also like the Council to consider including the Scenic Resource Review for the Mill sub-district. She would also like more transparency about the height topic for the next City Council hearing. Dillon said that the watercolor rendering that came out of the Framework Plan is totally feasible, even with a defined height restriction. Dillon urged the City to not let the developer dictate the height. She said the City should not have to please a developer. This waterfront area is too special to let a developer run the show.

**Duehren, JJ. 57250 Old Mill Road, Scappoose.** Duehren would like to testify against the unlimited height restriction. Duehren said she is in favor and excited to see low density development on the waterfront. She realizes that not having a height restriction is supposed to attract developers. She noted that the new affordable housing rules adopted in Portland have resulted in a mass increase in units being developed before the rules are in effect. This caused an increase in the number vacancies in Portland for the first time since 2010. Duehren owns the Riverview Place apartment complex on the bluff and does not want her tenants to lose this view. She is concerned about losing the quality of life with high rises. Duehren said she owns a vintage building and she has fixed it up. This community is unique and she does not want the historic feel to be ruined. Duehren said it is important to reflect the historic district charm onto the waterfront. She said this charm is why numerous movies have been filmed here. Duehren said if skyscrapers are allowed to be built on the waterfront, this charm will be ruined. Duehren said she has been receiving less calls for her rental vacancies because of the massive development occurring in Portland. Developers are rushing to build units before the affordable housing rules are enacted. Duehren said she has affordable units in her own building. Duehren said St. Helens also has a unique ecosystem that will also be impacted by high rises. She would like to see a height restriction that will help maintain the historic charm and the integrity of this community.

**Smith, Danna. 333 S. 1<sup>st</sup> Street.** Smith is excited about the waterfront area being built up, but she is concerned about having no limit on the height of the building. When the City was originally considering this, she thought the limit was 55 feet. Even though the development will impact her, she is not opposed to redevelopment of the waterfront, but would just like a maximum height included in the rules.

**Coleman, Eric. 314 S. 3<sup>rd</sup> Street.** Coleman agrees with everyone who spoke about restricting heights. He said he is not-so-sure about having a mix of uses on the site. He would rather see strictly residential or a use that brings in local employment opportunities.

## **END OF ORAL TESTIMONY**

## **DELIBERATIONS**

To address some of the testimony received regarding allowed land uses in the Mill sub-district, Chair Petersen listed some of the allowed uses.

Regarding landscaping, Graichen said if there is a parking lot over three spaces, it is required to be screened with low-lying shrubbery or trees to soften the impact. If there is a parking space over twenty spaces, there is a requirement to have a landscaping island with trees every seven spaces. There was a discussion about how structured parking garages fit into the parking landscaping requirements.

Chair Petersen said the consultants specifically addressed the height limitations during an Advisory Committee Meeting made up of stakeholders who represented various organizations. Chair Petersen said a developer who has been doing development in Hillsboro was invited to an Advisory Committee Meeting. The developer said economics would be the driving factor for the building height that the waterfront could support. Vice Chair Cary noted that if the economics would not support a tall building anyways, the Commission could still include a maximum height.

Graichen listed maximum heights from other zoning districts. He said residential zones are restricted to 35 feet. General Commercial is restricted to 45 feet, and Highway Commercial is 40 feet. Graichen said the top of the original roof of the Muckle Building is 42 feet, and the top of the elevator shaft is 55 feet. Commissioner Semling asked about the stepped height that was included in the Waterfront Redevelopment Overlay District from 2009. Graichen said this stepped height rule was removed from the proposal based on ample feedback from the consultants who urged that regulations should be flexible.

Vice Chair Cary said he has been of the opinion that the City should drive development, instead of the development driving the City. Vice Chair Cary said the developer should have flexibility, but within an envelope set by the City. He also wants the development to be cohesive with the existing historic district. He is in favor of applying a height restriction. Commissioner Cohen agreed. He would like to keep a limit the height of new development to keep it from being radically different from the existing downtown.

Graichen noted that a Development Agreement could supersede any height restriction, but requires a public hearing process where further testimony would be heard. Chair Petersen noted that even without a height restriction, all development will have to be approved through the land use process anyways. Graichen said a Development Agreement process is not mandated. Commissioner Cohen said if you do not have a restriction in place, it is difficult to deny an application without a basis to deny their proposal. Chair Petersen said that the City Council and a public hearing would have to be held regarding the proposed development. He feels there will be plenty of public vetting with the existing process. Vice Chair Cary said his concern is that City will be too loose about guidelines for the sake of getting a developer on board.

Commissioner Hubbard suggested proposing a height restriction and requiring that anything greater than that height must go before the Planning Commission. Chair Petersen said the Building Code defines high rise as 75 feet and greater. Commissioner Hubbard said the soil will likely not support high rise construction because of the necessity of pilings after a certain height.

The Commission began discussing the other code amendments. Graichen said the waterfront public access requirement is on page 35 of the text amendments. Graichen said the Framework Plan described a minimum of 50 feet wide for the public access or approximately 6 acres, but the proposed code is written to be more flexible. This is because the Framework Plan map shows it smaller than 50 feet in some sections and wider than 50 feet in others. Graichen asked if the Commission feels comfortable with the way it is written. Chair Petersen said yes. Chair Petersen said the approval authority would have to make a finding that the proposed development meets the intent of the Framework Plan either way. Vice Chair Cary agrees that this flexibility is adequate.

Councilor Carlson asked if rooftop landscaping was allowed in the Mill sub-district. Graichen said it is not prohibited.

Chair Petersen said the site is not going to be built with high rises. It is not feasible and the market will not support it. He thinks this is an overblown fear. Commissioner Webster agrees. Commissioner Hubbard said the public perception is that there will be a wall of buildings, even though the development will likely have staggered buildings with public view corridors.

Graichen said the average height to the base of the homes on the Nob Hill bluff is 50 feet. Chair Petersen said the Commission could propose the same height restriction as Nob Hill; they have 35 feet maximum and they are 50 feet above sea level, which would mean the development could be 85 feet. Commissioner Cohen is in support of using the height restriction of 75 feet, which is the building code definition of high rises. The Commission agreed.

## **MOTION**

Commissioner Cohen moved to recommend approval of the comprehensive map, zoning map, and text amendments with two additional amendments to the Mill sub-district: 1) the maximum height is 75 feet, and 2) ten percent landscaping is required. Commissioner Semling seconded. All in favor; none opposed; motion carries.

□

## **Acceptance Agenda: Planning Administrator Site Design Review**

- a. Site Design Review at 1645 Railroad Ave (Armstrong World Industries) - Lower Columbia Engineering, LLC
- b. Site Design Review at 115 Crouse Way - Single family residential to commercial use

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

□

## **Planning Director Decisions**

- a. Home Occupation (Type I) at 971 Cowlitz St. - Online clothing sales
- b. Sign Permit (Banner) at 2100 Block of Columbia Blvd. - St. Helens Booster Club fundraising event
- c. Home Occupation (Type I) at 34 S. 22<sup>nd</sup> St. - Home-based private investigation and defense mitigation
- d. Time Extension (CUP.5.15) at 31 Cowlitz St. - Marijuana dispensary/retailer
- e. Home Occupation (Type I) at 494 S. 9<sup>th</sup> Street - Home-based communications business
- f. Home Occupation (Type I) at 115 Crouse Way - Plumbing contractor
- g. Temporary Use Permit at 555 S. Columbia River Hwy - Food service trailer

There were no comments.

□

## **Planning Department Activity Reports**

There were no comments.

□

## **For Your Information Items**

Assistant Planner Dimsho told the Commission about the Branding & Wayfinding Master Plan Open

House on Tuesday, April 4 at Meriwether Place from 6 p.m. to 8 p.m. The consultants will present three signage design concepts and request feedback on preferences.

□

There being no further business before the Planning Commission, the meeting was adjourned at 10:02 p.m.

Respectfully submitted,

Jennifer Dimsho  
Planning Secretary

### 2017 Planning Commission Attendance Record

*P=Present A=Absent Can=Cancelled*

Date	Petersen	Hubbard	Lawrence	Cohen	Cary	Semling	Webster
01/10/17	P	P	A	P	P	P	P
02/14/17	P	P	P	P	A	P	P
03/14/17	P	P	A	P	P	P	P
04/11/17							
05/09/17							
06/13/17							
07/11/17							
08/08/17							
09/12/17							
10/10/17							
11/14/17							
12/12/17							

**CITY OF ST. HELENS PLANNING DEPARTMENT**  
**STAFF REPORT**  
**Annexation A.1.17**

**DATE:** April 3, 2017  
**TO:** Planning Commission  
**FROM:** Jacob A. Graichen, AICP, City Planner  
Jennifer Dimsho, Assistant Planner  
**APPLICANT:** Wayne Weigandt  
**OWNER:** Wayne & Judith Weigandt  
**ZONING:** Columbia County's General Commercial, C-3  
**LOCATION:** 4N1W-8CA-300; Lots 19-20, Block 2 of the Golf Club Addition  
**PROPOSAL:** The property owner filed consent to annex to develop the site in the City

**The 120-day rule (ORS 227.178) for final action for this land use decision is n/a [Clark v. City of Albany, 142 Or App 207, 921 P2d 406 (1996)].**

**SITE INFORMATION / BACKGROUND**

The subject property is about 0.51 acres located off Highway 30 behind Les Schwab Tire Center at the corner of First Street and Kavanagh Avenue. It is a level, vacant site with about half of the parcel paved and half gravel. It is accessed from First Street. First Street lacks right-of-way frontage improvements (sidewalk and curb) in front of the subject property except along the Les Schwab Tire Center property where it was constructed as part of a recent re-construction of the facility. Kavanagh Avenue also lacks sidewalks and curb and dead ends at the edge of the Les Schwab Tire Center's property. Kavanagh Avenue was developed for truck access as part of the Les Schwab Tire Center reconstruction.



**Left:** Kavanagh Ave. right-of-way. Subject property to the right.  
**Right:** First Street right-of-way.  
**Bottom:** Subject property from First Street right-of-way



Hearing dates are as follows:

April 11, 2017 before the Planning Commission

April 19, 2017 before the City Council

Notice of this proposal was sent to surrounding property owners within 300 feet of the subject property(ies) on March 15, 2017 via first class mail. Notice was sent to agencies by mail or e-mail on the same date. Notice was published in the The Chronicle on March 29, 2017. Notice was sent to the Oregon Department of Land Conservation and Development on March 7, 2017 via e-mail.

#### **AGENCY REFERRALS & COMMENTS**

**City Engineering:** Public sanitary sewer is stubbed to this property at the southeast corner. Public water is located in the First Street right-of-way and will have to be extended to serve the property. Frontage improvements shall be required when development of the property occurs, including a plan for disposing of storm drainage.

#### **APPLICABLE CRITERIA, ANALYSIS & FINDINGS**

##### **SHMC 17.08.040 (1) – Quasi-judicial amendment and standards criteria**

- (a) A recommendation or a decision to approve, approve with conditions, or to deny an application for a quasi-judicial amendment shall be based on all of the following standards:
  - (i) The applicable comprehensive plan policies and map designation; and that the change will not adversely affect the health, safety, and welfare of the community; and
  - (ii) The applicable Oregon Statewide Planning Goals adopted under ORS Chapter 197, until acknowledgment of the comprehensive plan and ordinances; and
  - (iii) The standards applicable of any provision of this code or other applicable implementing ordinance.
- (b) Consideration may also be given to:
  - (i) Any applicable evidence of change in the neighborhood or community or a mistake or inconsistency in the comprehensive plan or zoning map as it relates to the property which is the subject of the development application.

**Discussion:** (a)(i) The Comprehensive Plan designation for the subject property is Unincorporated Highway Commercial (UHC). Applicable designation and zoning district for annexation are discussed later.

There is no known conflict with the general Comprehensive Plan policies identified in Chapter 19.08 SHMC. Note that SHMC 19.08.030 discusses public services and facilities and includes utility provisions (e.g., water and sewer) as well as services such as police and library. In sum, all services are intertwined; the consent to annexation allows connection to City sewer to support existing and future development on the subject property, and, once annexed, all other City services/facilities. By this process, the proposal complies with this aspect of the Comprehensive Plan.

There is no known conflict with the specific Comprehensive Plan policies identified in Chapter 19.12 SHMC.

There is no known conflict with the addendums to the Comprehensive Plan which includes Economic Opportunities Analysis (Ord. No. 3101), Waterfront Prioritization Plan (Ord. No. 3148), the Transportation Systems Plan (Ord. No. 3150), the Corridor Master Plan (Ord. No. 3181), and the Parks & Trails Master Plan (Ord. No. 3191).

Finally, there is no evidence that this proposal will be contrary to the health, safety and welfare of the community.

**(a)(ii)** The City's Comprehensive Plan has been adopted by the State, thus, the applicable Oregon Statewide Planning Goals adopted under ORS Chapter 197 do not need to be analyzed per this section.

**(a)(iii)** In addition, Section 3 of the City's Charter states that "annexation, delayed or otherwise, to the City of St. Helens, may only be approved by a prior majority vote among the electorate." However, during the 2016 Legislative Assembly, Senate Bill 1578 was passed. It states that a City shall annex the territory without submitting the proposal to the electors if certain criteria are met:

1. Property is within the UGB
2. Property will be subject to the City's Comprehensive Plan
3. Property is contiguous to the City limits or is separated by only a public right of way or body of water
4. Property conforms to all other City requirements

As this proposal meets these criteria, this property will not be subject to a majority vote among the electorate.

Other provisions applicable to this proposal are discussed elsewhere herein.

**(b)** There is no evidence of a change in neighborhood, or mistake or inconstancy in the Comprehensive Plan or Zoning Map.

**Finding:** The quasi-judicial amendment and standards criteria are met.

#### **SHMC 17.08.060 – Transportation planning rule compliance**

- (1) Review of Applications for Effect on Transportation Facilities. A proposed comprehensive plan amendment, zone change or land use regulation change, whether initiated by the city or by a private interest, shall be reviewed to determine whether it significantly affects a transportation facility, in accordance with OAR 660-012-0060 (the Transportation Planning Rule ("TPR")).

"Significant" means the proposal would:

- (a) Change the functional classification of an existing or planned transportation facility (exclusive of correction of map errors in an adopted plan);
- (b) Change standards implementing a functional classification system; or
- (c) As measured at the end of the planning period identified in the adopted transportation system plan:
  - (i) Allow land uses or levels of development that would result in types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;

- (ii) Reduce the performance of an existing or planned transportation facility below the minimum acceptable performance standard identified in the TSP; or
  - (iii) Worsen the performance of an existing or planned transportation facility that is otherwise projected to perform below the minimum acceptable performance standard identified in the TSP or comprehensive plan.
- (2) Amendments That Affect Transportation Facilities. Comprehensive plan amendments, zone changes or land use regulations that significantly affect a transportation facility shall ensure that allowed land uses are consistent with the function, capacity, and level of service of the facility identified in the TSP. This shall be accomplished by one or a combination of the following:
  - (a) Adopting measures that demonstrate allowed land uses are consistent with the planned function, capacity, and performance standards of the transportation facility.
  - (b) Amending the TSP or comprehensive plan to provide transportation facilities, improvements or services adequate to support the proposed land uses consistent with the requirements of OAR 660-012-0060.
  - (c) Altering land use designations, densities, or design requirements to reduce demand for vehicle travel and meet travel needs through other modes of transportation.
  - (d) Amending the TSP to modify the planned function, capacity or performance standards of the transportation facility.
- (3) Traffic Impact Analysis. A traffic impact analysis shall be submitted with a plan amendment or zone change application, as applicable, pursuant to Chapter 17.156 SHMC.

**Discussion:** This section reflects State law regarding the Transportation Planning Rule (TPR): Transportation Planning Rule (TPR), OAR 660, Division 12. The TPR requires that where an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation would significantly affect an existing or planned transportation facility, the local government shall put in place measures to assure that allowed land uses are consistent with the identified function, capacity, and performance standards of the facility. **Current zoning of the property is Columbia County's General Commercial, C-3 and the City zoning option given annexation is Highway Commercial (HC).**

Generally, when comparing potential land use impact on transportation facilities, the *reasonable worst case scenario* for the existing and proposed designation/zone are considered. The potential land uses are very similar for both the City and County. The City's zoning is comparable to the County with regards to the possible intensity of uses allowed and potential vehicular trips generated. Thus, this proposal will not affect an existing or planned transportation facility.

**Finding:** No transportation facility will be significantly affected by this proposal. No traffic impact analysis is warranted.

#### **SHMC 17.28.030 (1) – Annexation criteria**

- (a) Adequate public facilities are available to the area and have sufficient capacity to provide service for the proposed annexation area; and
- (b) Comply with comprehensive plan amendment standards and zoning ordinance amendment standards and not be in conflict with applicable comprehensive plan policies and implementing ordinances; and
- (c) Complies with state laws; and
- (d) Abutting roads must meet city standards or property owner will be required to sign and record an irrevocable consent to local improvement district; and

- (e) Property exceeding 10 acres in gross size must show a need on the part of the city for such land if it is designated residential (e.g., less than five years' supply of like designated lands in current city limits).

**Discussion: (a)** Currently, the site is not connected to either City water or McNulty PUD water. This property is within the McNulty Water PUD boundary. The City and the PUD have an Urban Service Agreement that states the City will service commercial properties west of Highway 30 if City water is available. There is a City water line at the southeast corner of the property in the First Street right-of-way. City law states "all water users in the city whose closest property line is within 160 feet of a city water main shall be connected to the city water system." In this case, the property is well within 160 feet of a water main.

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

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

As described above, this proposal poses no significant affect on a transportation facility.

Adequate public facilities are available to the area and have sufficient capacity to provide service for the proposed annexation area.

**(b)** There is no established land use for this site. It is a vacant lot.

There is no known conflict with the Comprehensive Plan and implementing ordinances.

**(c) With regards to Oregon Revised Statutes (ORS), city annexations of territory must be undertaken consistent with ORS 222.111 to 222.183.**

Pursuant to ORS 222.111(1), a City may only annex territory that is not within another City, and the territory must either be contiguous to the annexing City or be separated from the City only by a body of water or public right-of-way. The subject property is not within another City's jurisdiction and City of St. Helens corporate limits lies on two sides of the subject property.

Although undertaking an annexation is authorized by state law, the manner in which a city proceeds with annexation is also dictated in the city charter. ORS 222.111(1) references a city's charter as well as other ORS. St. Helens' Charter requirements pertaining to annexations are noted above.

Per ORS 222.111(2) an annexation may be initiated by the owner of real property or the city council. This annexation request was initiated by the property owners. Further, ORS 222.125 requires that that all property owners of the subject property to be annexed and at least half of the electors residing on the property consent in writing to the annexation. These documents were submitted with the annexation application.

**ORS 197.175(1) suggests that all annexations are subject to the statewide planning goals.** The statewide planning goals that could technically apply or relate to this proposal are Goals 1, 2, 11 and 12.

- ***Statewide Planning Goal 1: Citizen Involvement.***

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

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

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

- ***Statewide Planning Goal 2: Land Use Planning.***

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

Generally, Goal 2 requires that actions related to land use be consistent with acknowledged Comprehensive Plans and coordination with affected governments and agencies and be based on an adequate factual base. The City has an adopted Comprehensive Plan, compliance of this proposal which is addressed herein. Moreover, explanation and proof of coordination with affected agencies and factual base are described herein, as well, including inventory, needs, etc.

- ***Statewide Planning Goal 11: Public Facilities and Services.***

*Goal 11 requires cities and counties to plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development. The goal requires that urban and rural development be "guided and supported by types and levels of urban and rural public facilities and services*

*appropriate for, but limited to, the needs and requirements of the urban, urbanizable and rural areas to be served."*

City water and sewer capacities are adequate to serve the subject property. This is explained above. Moreover, there is no evidence that adequate infrastructure cannot be made available to serve the annexed area if redeveloped. The existing development is adequately served.

- ***Statewide Planning Goal 12: Transportation.***

*Goal 12 requires cities, counties, metropolitan planning organizations, and ODOT to provide and encourage a "safe, convenient and economic transportation system." This is accomplished through development of Transportation System Plans based on inventories of local, regional and state transportation needs. Goal 12 is implemented through OAR 660, Division 12, also known as the Transportation Planning Rule ("TPR"). The TPR contains numerous requirements governing transportation planning and project development.*

Traffic impacts and the City's provisions that address the TPR are explained above. This proposal will not significantly affect an existing or planned transportation facility.

**(d)** The subject property abuts two streets: Kavanagh Avenue and First Street. First Street and Kavanagh Avenue are technically County streets; however, the County Road Department typically yields to the City's street standards for development within the St. Helens Urban Growth Boundary.

First Street is improved (asphalt) but lacks frontage improvements such as sidewalk and curb along the subject property's frontage. City standards require such improvements. Kavanagh Avenue is also improved with asphalt but lacks frontage improvements such as sidewalk and curb along the subject property's frontage.

**This property is not the subject of a current development land use review, which provides the legal nexus and proportionality to require such improvements.** As such, the only option is for the property owner to be required to sign and record an irrevocable consent to local improvement district, though, the applicant could improve the frontages if desired.

The City's Transportation Systems Plan designates First Street and Kavanagh Avenue as Local Streets and if improved, would be subject to Local Streets standards. The existing right-of-way widths for both First Street and Kavanagh Avenue is sufficient for this classification of street. Therefore, right-of-way dedication is not necessary.

**(e)** The subject property is not designated residential. Thus a needs analysis is not necessary.

**Finding:** The annexation approval criteria are met for this proposal.

**SHMC 17.28.030 (2) – Annexation criteria**

The plan designation and the zoning designation placed on the property shall be the city's zoning district which most closely implements the city's comprehensive plan map designation.

**Discussion:** The Comprehensive Plan designation is currently Unincorporated Highway Commercial, UHC. Upon annexation, the Comprehensive Plan designation would thus be Highway Commercial (Incorporated). The zoning would be Highway Commercial, HC.

**Finding:** The subject property shall be designated Highway Commercial (Incorporated), HC and zoned Highway Commercial, HC upon annexation depending on the determinations of the Commission and Council.

#### **SHMC 17.112.020 – Established & Developed Area Classification criteria**

- (1) Established Area.
  - (a) An “established area” is an area where the land is not classified as buildable land under OAR 660-08-0005;
  - (b) An established area may include some small tracts of vacant land (tracts less than an acre in size) provided the tracts are surrounded by land which is not classified as buildable land; and
  - (c) An area shown on a zone map or overlay map as an established area.
- (2) Developing Area. A “developing area” is an area which is included in the city’s buildable land inventory under the provisions of OAR except as provided by subsection (1)(b) of this section.

**Discussion:** OAR 660-008-0005 generally defines “Buildable Land” as vacant residential property not constrained by natural hazards or resources, and typically not publicly owned. The subject property is not zoned residential. This provision does not apply.

**Finding:** This provision is not applicable.

#### **CONCLUSION & RECOMMENDATION**

**Based upon the facts and findings herein, staff recommends approval of this annexation and that upon annexation, the subject property have a Comprehensive Plan designation of Highway Commercial, HC, and be zoned Highway Commercial, and designated as “developing.”**

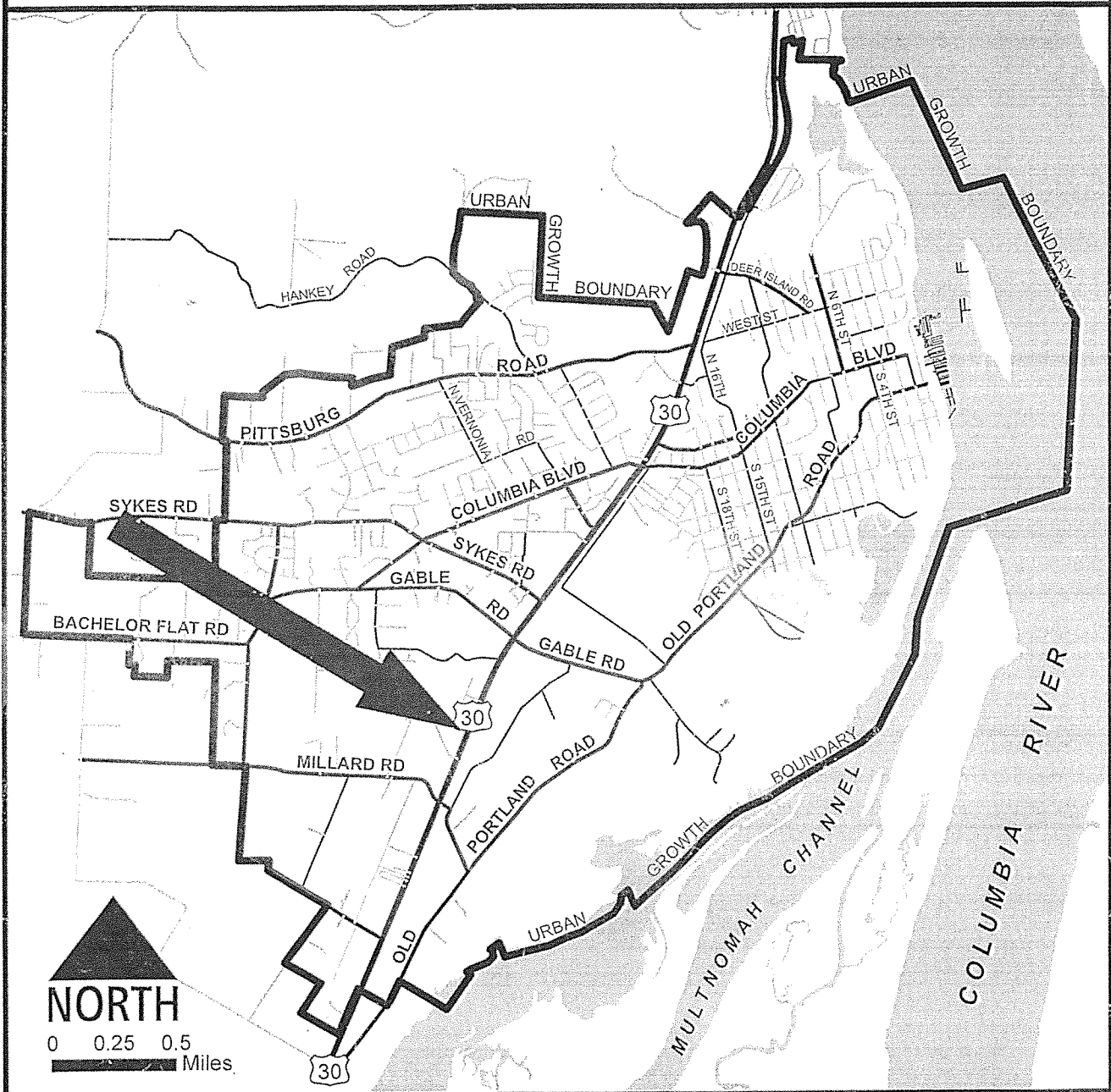
\*This annexation will **not** be subject to voter approval subsequent to this land use process.\*

**Attachment(s):** General Area Map  
Aerial Map  
Legal Description Map  
Legal Description



# SUBJECT PROPERTY

~ Approximate Location ~

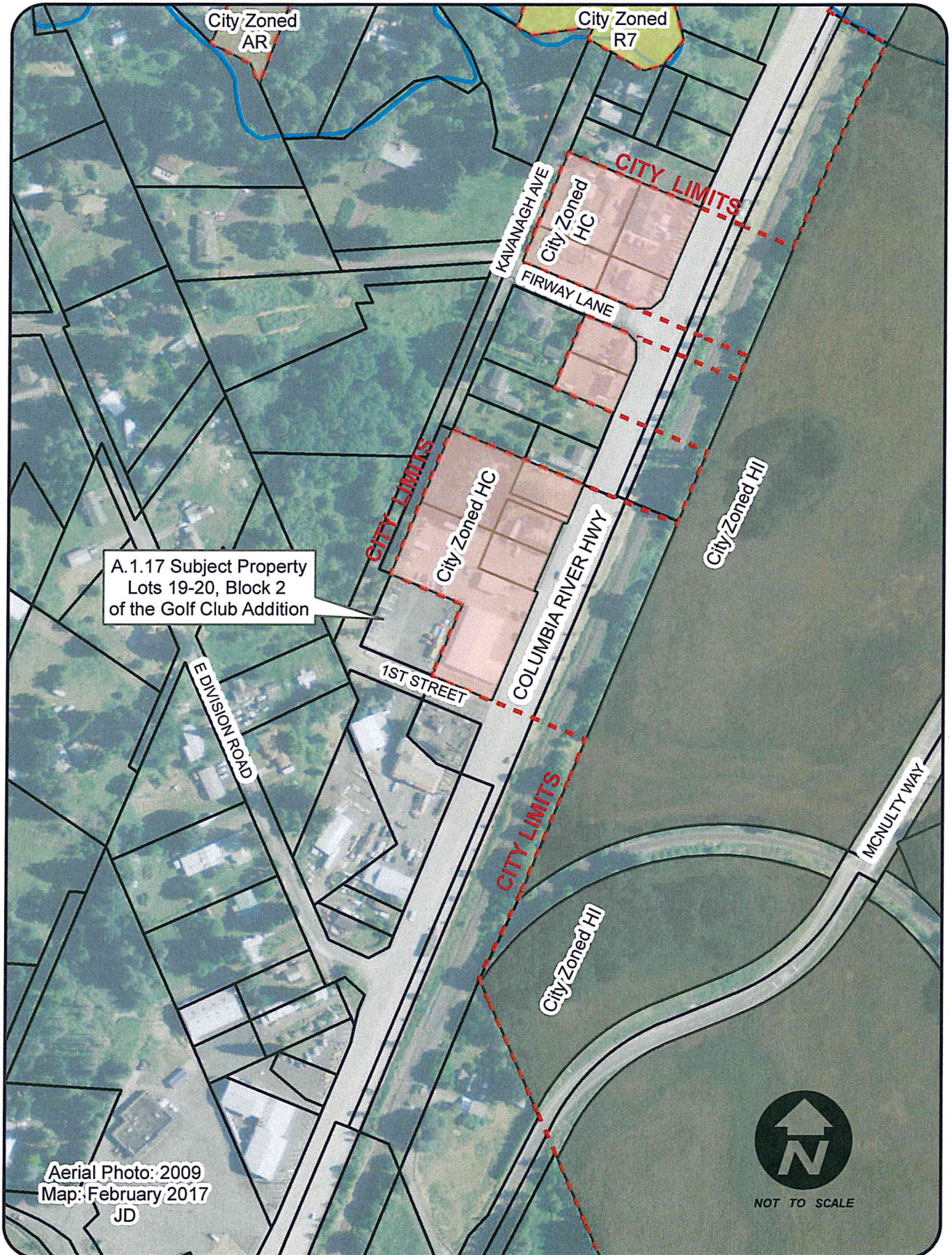


City of St. Helens Urban Growth Boundary Area Vicinity

jag/Dec. 2013



# Annexation A.1.17 Aerial Map





THIS MAP WAS PREPARED FOR  
ASSESSMENT PURPOSE ONLY

04 01 08 CA

0 25 50 100 Feet

1" = 100'

Subject Property

2-02

2-11

2-11

2-08

TT-2

last Revised: 11-20-15

三

(032)

(032)

## **Legal Description**

**Lots 19 and 20, Block 2, Golf Club Addition, Columbia County, Oregon.**



## CITY OF ST. HELENS PLANNING DEPARTMENT

# M E M O R A N D U M

---

**TO:** Planning Commission  
**FROM:** Jennifer Dimsho, Assistant Planner  
**RE:** Certified Local Government Historic Preservation Grant Program Update  
**DATE:** March 31, 2017

---

Since becoming a Certified Local Government (CLG), the City has gone through four CLG grant cycles. The last three have been used for **St. Helens' Historic Preservation Rehabilitation Grant Program**. See link below for more information about past recipients.

In early March, we received an email from the Grant Coordinator at the State Historic Preservation Office (SHPO) that St. Helens had not submitted our usual grant application. Somehow, both Jacob and I missed the deadline amidst all of the other grant deadlines we were monitoring. She extended the deadline for us by a few days and on March 27, 2017 we received notice that our project was selected for funding again.

We will receive a total of \$12,500 for the pass-through grant program. Given the success of the last three cycles, staff proposes to do a similar process again. **For FY 17/18, staff proposes the City offer up to three (3) grant awards for a max of \$4,000 each.** This would be a competitive grant based on selection criteria used by the Planning Commission acting as the Historic Landmarks Commission to score applications. It requires a 50/50 match from the applicant (total project must be at least \$8,000 to receive the full \$4,000).

Letters notifying eligible property owners of the grant program are anticipated to go out in April 2017, with the application to apply from May - June 2017. The Historic Landmarks Commission will make their recommendation for awards at the July 2017 meeting. The three projects selected will need to be completed by July 16, 2018.

If you would like more information, the following link provides further information about the **Historic Preservation Rehabilitation Grant Program**, including past projects, what properties and projects are eligible, and past grant cycle resources:

<http://www.ci.st-helens.or.us/planning/page/historic-preservation-rehabilitation-grant>

# **CITY OF ST. HELENS PLANNING DEPARTMENT ACTIVITY REPORT**



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

**Date:** 3.27.2017

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

## **PLANNING ADMINISTRATION**

We are in the middle of public hearings for adoption of amendments related to the Waterfront Development Framework Plan. A summary can be found online: <http://www.ci.st-helens.or.us/planning/page/zoning-development-code-changes>

Had a preliminary Q&A meeting for a potential project at 1955 Old Portland Road. This is the old Ralphs auto wrecking yard.

Progress continues on the TGM grant for the Riverfront Connector plan (preliminary efforts). The official process, where we can start documenting hours for the City's match, is anticipated to start soon and ahead of ODOT's schedule.

Responded to a Columbia County referral notice for a project outside City limits but inside the City's UGM for a two-parcel partition at 36061 Construction Way (County File: MP 17-10). **See attached.**

Responded to a Columbia County referral notice for a project outside City limits but inside the City's UGM for improvements to the CCMH site by 58646 McNulty Way (County File: DR 17-03). **See attached.**

Responded to a Columbia County referral notice for a project outside City limits but inside the City's UGM for a Conditional Use Permit, Type I Home Occupation at 58841 Ward Drive (County File CU 17-06). **See attached.**

Conducted a pre-application meeting for a reapplication of the Red Leaf Subdivision. This was originally approved about 10 years ago, but fell victim to the Great Recession. This is property just south of Columbia Commons (500 N. Columbia River Hwy).

Had a preliminary Q&A meeting about some potential development of the former Violette Villa mobile home park (now vacant) property.

Participated in a Columbia County pre-application meeting for property outside City limits but inside the Urban Growth Boundary. This is vacant, but recently graded and fence posts installed (prematurely) along Gable Road just west of Railroad Avenue.

Had a preliminary Q&A meeting for a potential project in the County but also St. Helens urban growth area for vacant but recently filled and graded property across from 2135 Gable Road. This property is just on the west side of Railroad Avenue.

Some work with the City's legal counsel on a legal matter. This is an issue from the recent past that may come up again.

### **PLANNING COMMISSION (& *acting* HISTORIC LANDMARKS COMMISSION)**

March 14, 2017 meeting (outcome): The Commission approved a 10-lot attached single-family dwelling subdivision preliminary plat on the 200 block of N. 15<sup>th</sup> Street. The Commission also held a public hearing related to the various zoning, comprehensive plan and code amendments mostly pertaining to the City's Waterfront Development Framework Plan. The Commission determined to recommend approval of all aspects of the proposal to the Council, with subtle changes, except in regards to building height requirements which is the main issue of controversy.

I anticipate a great deal of testimony at the Council's April 5<sup>th</sup> public hearing. Chances are most testimony will be about building height. Both local newspapers have written articles about it this month.

April 11, 2017 meeting (upcoming): The Commission will review an Annexation proposal for a half acre property along 1<sup>st</sup> Street behind Les Schwab Tires Center at 58405 Columbia River Highway.

### **MAIN STREET PROGRAM**

Attended the monthly February SHEDCO board meeting at The Wild Currant.

Attended SHEDCO's "strategic doing" workshop on March 9<sup>th</sup>. The intent of this was to see what SHEDCO can collaboratively do and the process to do this exercise in the future.

### **URBAN RENEWAL**

Assisted AKS Engineering and Forestry, Inc. with urban renewal boundary legal description creation.

### **STREET VACATION MATERIALS REQUESTED**

When someone desires to vacate a public right-of-way, they need to begin by getting certain applications materials/information furnished by the Planning Department.

This month Lower Columbia Engineering, on behalf of the St. Helens Marina picked up such materials to vacate some of the N. 1<sup>st</sup> Street ROW abutting and in the vicinity of St. Helens Marina property.

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

## **Jacob Graichen**

---

**From:** Jennifer Dimsho  
**Sent:** Thursday, March 16, 2017 4:12 PM  
**To:** Jacob Graichen  
**Subject:** March Planning Department Report

Jacob, here are my additions for the March Planning Department Report.

### **GRANTS**

1. McCormick Picnic Shelter Grant (16k grant, 30k project) – Project reporting/tracking
2. Travel Oregon Grant –Branding & Wayfinding Master Plan: Scheduling and reviewing multiple project materials for the Design Concepts Open House – April 4. Submitted Mid-Project Report to Travel Oregon (Due March 15). Conference call with ODOT regional rep. to confirm signage direction will meet ODOT regulations.
3. Oregon Mainstreet Revitalization Grant Program (Deadline: March 17) – Reviewed grant application with Mainstreet Coordinator. Offered suggestions and edits to narrative.
4. PSU MURP Columbia View Park Project – Planned and attended first public outreach event on March 17 (6 – 8 pm). Reviewed E-Newsletter press, press release, FB post, and community outreach plan. Planned for the “Recommendations Forum” in late April and for the Parks Commission Meeting April 10.
5. Researched the Oregon Cultural Trust’s Cultural Development Grant Guidelines (Deadline: April 21) for the Gateway Phase 2 Sculpture Project. Began compiling narrative and required attachment documents.
6. Researched Oregon Parks & Recreation – Recreational Trails Program (RTP). Attended webinar. Grants due May 1. Brainstormed Grey Cliffs Park restroom/non-motorized boat launch project for “water trails” project. Submitted letter of intent (including cost estimate and project description) due March 31.
7. Submitted 17/18 Certified Local Government (CLG) Historic Preservation Grant. Award \$12,500 for pass-through 4th annual façade improvement grant program.

### **URBAN RENEWAL**

8. Weekly check-ins – Discussed notice mailing requirements. Planned for City Council de-brief (March 15) and Advisory Committee Meeting #3 (April 18). Discussed Waterfront Redevelopment RFQ timing and next steps. Reviewed Draft UR Plan & Report.

### **MISC**

9. CAT Affordable Housing Study – Attended working group meeting (March 9) – Worked with Jacob to provide feedback regarding barriers for various housing types and suggest which barriers need further study
10. Two Spring Gazette Features – Urban Renewal Recap and Branding & Wayfinding Master Plan
11. Gateway Sculpture Project – Helped negotiate contract/budget review for authorization.
12. Met with Tobacco Prevention Coordinator at PHFCC to discuss Work Plan for 17/18.

### **Jenny Dimsho**

Assistant Planner  
City of St. Helens  
(503) 366-8207  
[jdimsho@ci.st-helens.or.us](mailto:jdimsho@ci.st-helens.or.us)

RECEIVED

MAR - 6 2017

March 6, 2017

CITY OF ST. HELENS

**REFERRAL AND ACKNOWLEDGMENT**

**To:** City of St Helens

**NOTICE IS HEREBY GIVEN** that Rodney & Sabrina Moore have submitted an application for a Minor Partition to divide an approximate 2.12 acre property, into two parcels, as shown on Preliminary Map, of approximately 1.4 acres and 0.7 acres. The subject property is zoned Light Industrial (M-2), and is identified by Tax Map Number 4109-BB-00900, located at 36061 and 36067 Construction Way. MP 17-10

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

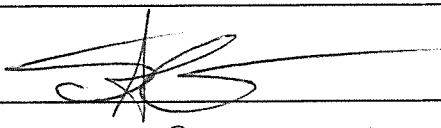
**PLEASE RETURN BY:** 03/20/17

**Planner:** Hayden Richardson

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

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

COMMENTS: SEE ATTACHED MEMO DATED MARCH 9, 2017

Signed:  Printed Name: JACOB GRAICHEN  
Title: CITY PLANNER Date: MARCH 9, 2017





## CITY OF ST. HELENS PLANNING DEPARTMENT

# MEMORANDUM

---

TO: Hayden Richardson, Planner, Columbia County

FROM: Jacob A. Graichen, AICP, City Planner

RE: Columbia County file MP 17-10

DATE: March 9, 2017

---

The City's Comprehensive Plan designation for this property is Unincorporated Light Industrial, ULI. If ever annexed, chances are good it would be zoned Light Industrial, LI.

City Water may be available. Connection would require consent to annex.

City Sanitary Sewer is not available and there is no indication it will be in the foreseeable future. Please make sure the parcels are adequate size for a reasonable use to occur as allowed per the County's zoning regulations along with adequate area for an onsite system for sanitary sewer.

Despite the narrative in the application, my understanding after speaking with the applicant and staff is that the existing building on the subject property is not a duplex, but a building that was formerly used as a duplex and now has no official use. Proper characterization of an application is important from a legal standpoint.

Access is an interesting issue. 9<sup>th</sup> Street abuts the subject property's east side and is a possible means of access. However, the portion of 9<sup>th</sup> Street north of Construction Way Drive is unimproved and encroached upon.

The portion of 9<sup>th</sup> Street that is not improved along the subject property should be improved to at least a county standard. Ideally, this would be a condition of the land partition (i.e., improvements completed and approved by the County prior to the County approving the final plat).

One complicating aspect of 9<sup>th</sup> Street access for the subject property is right-of-way encroachment. Based on review of aerial photography, it appears that probably sometime after 2000, a building was erected within the 9<sup>th</sup> Street right-of-way adjacent to property addressed as 58585 Old Portland Road (4N1W 9BB 1700). That property was annexed in late 2000. However, it appears the 9<sup>th</sup> Street right-of-way is not within city limits.



This photo taken from the intersection of 9<sup>th</sup> Street and Construction Way looking northward at the 9<sup>th</sup> Street right-of-way. The building fully visible on the right side of the photo appears to be entirely within the 9<sup>th</sup> Street right-of-way.

Though the right-of-way appears to be outside of St. Helens' City boundary, the adjacent property (58585 Old Portland Road) is within the City. Though the location of the building is outside the City's jurisdiction, staff checked the City's building permit records to check for permitting anomalies and to rule out any error by past City staff. Not surprisingly there no record of any permit.

It appears to be an approximate 20' x 30' building and thus not exempt from permitting.

COLUMBIA COUNTY  
LAND DEVELOPMENT SERVICES

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

PARTITION

General Information

File No. MP 17-10

APPLICANT: Name: DAVE REYNOLDS - REYNOLDS LAND SURVEYING, INC.

Mailing address: 32990 STONE RD, WARREN OR 97053

Phone No.: Office 503-397-5516 Home \_\_\_\_\_  
City State Zip Code

Are you the \_\_\_\_\_ property owner? ☒ owner's agent?

PROPERTY OWNER: \_\_\_\_\_ same as above, OR:

Name: RODNEY / SABRINA MOORE

Mailing Address: PO BOX 838, ST. HELENS, OR 97053  
City State Zip Code

Phone No.: Office 503-397-2737 Home \_\_\_\_\_

PROPERTY ADDRESS (if assigned): 36050 CONSTRUCTION WAY, ST. HELENS, OR

TAX ACCOUNT NO.: 4109-BB - 00900 Acres: 2.12 Zoning: M-2

PROPOSED PARCEL SIZES (acres): 0.7 AC +/- 1.4 AC +/-

WATER SUPPLY: ☒ Private well. Is the well installed? ☒ Yes \_\_\_\_\_ No  
\_\_\_\_\_ Community system. Name \_\_\_\_\_

METHOD OF SEWAGE DISPOSAL: \_\_\_\_\_ Community Sewer. Name \_\_\_\_\_  
\_\_\_\_\_ Not applicable.  
☒ Septic System.

If Septic, does the subject property already have a system? ☒ Yes \_\_\_\_\_ No

If no, is the property approved for a Septic System? \_\_\_\_\_ Yes \_\_\_\_\_ No

CERTIFICATION:

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

Signature: RODNEY MOORE Date: 2-8-2017

RODNEY MOORE \* SABRINA MOORE Sabrina Moore

Planning Department Use Only

Date Rec'd. 2-10-17 Hearing Date: \_\_\_\_\_ or Admin. \_\_\_\_\_

Receipt No. 19289 4131 Staff Member: \_\_\_\_\_

Previous Land Use Actions: \_\_\_\_\_ Stormwater & Erosion Control Fees: \_\_\_\_\_

Columbia County Land Development Services  
STATEMENT OF WATER RIGHTS

1. ☒ The subject parcel(s) DO NOT have a water right.

Water is supplied to this property by \_\_\_\_\_

Name (please print): RODNEY MOORE

Address: PO BOX 858, ST. HELENS, OR 97051

Signed: [Signature] Dated: \_\_\_\_\_

Sign this form and file it with your Preliminary Plat. Thank you.

2. \_\_\_\_\_ The subject parcel(s) DO have a water right, as follows:

Permit # \_\_\_\_\_ Certificate # \_\_\_\_\_ for \_\_\_\_\_ use

Permit # \_\_\_\_\_ Certificate # \_\_\_\_\_ for \_\_\_\_\_ use

Tax Lot Number	Acres	Tax Lot Number	Acres
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

3. The water right has been put to beneficial use within the past 5 years: ☐ Yes ☐ No ☐ Don't know

4. The water right has been continuously used without a 5 year interruption since it was established and documented:  
☐ Yes ☐ No ☐ Don't know

5. \_\_\_\_\_ The water right WILL NOT be modified for this plat.

\_\_\_\_\_ The water right WILL be modified and the property owner has filed for: ☐ a change of use.  
☐ a change in the point of diversion.  
☐ a change in the place of use.  
☐ an additional point of diversion.  
☐ cancellation of the water right.

6. The above information is true and complete to the best of my knowledge and belief:

Name (please print): \_\_\_\_\_

Address: \_\_\_\_\_

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

Please do not write below this line. Thank you.

COLUMBIA COUNTY



COLUMBIA COUNTY

## Land Development Services

COLUMBIA COUNTY COURTHOUSE  
ST. HELENS, OREGON 97051

---

March 3, 2017

Rodney & Sabrina Moore  
PO Box 838  
St. Helens, OR 97051

Reynolds Land Surveying  
32990 Stone Road  
Warren, OR. 97053

**RE: Application for a Minor Partition to divide an approximate 2.12 acre property, into two parcels, as shown on Preliminary Map, of approximately 1.4 acres and 0.7 acres. The subject property is zoned Light Industrial (M-2), and is identified by Tax Map Number 4109-BB-00900, located at 36061 and 36067 Construction Way.**

Dear Mr. Moore:

This department has reviewed your application for a Minor Partition as described above, and has determined the following:

Your application is determined complete as of the date of this letter. It will be processed administratively by staff with notice sent to neighboring property owners and applicable affected agencies. You will be mailed the decision and a copy of the staff report for the application once review is complete.

Your file number is **MP 17-10**, and Hayden Richardson will be your Project Planner. Please direct any questions you have regarding your application to his direct line at (503) 397-7216.

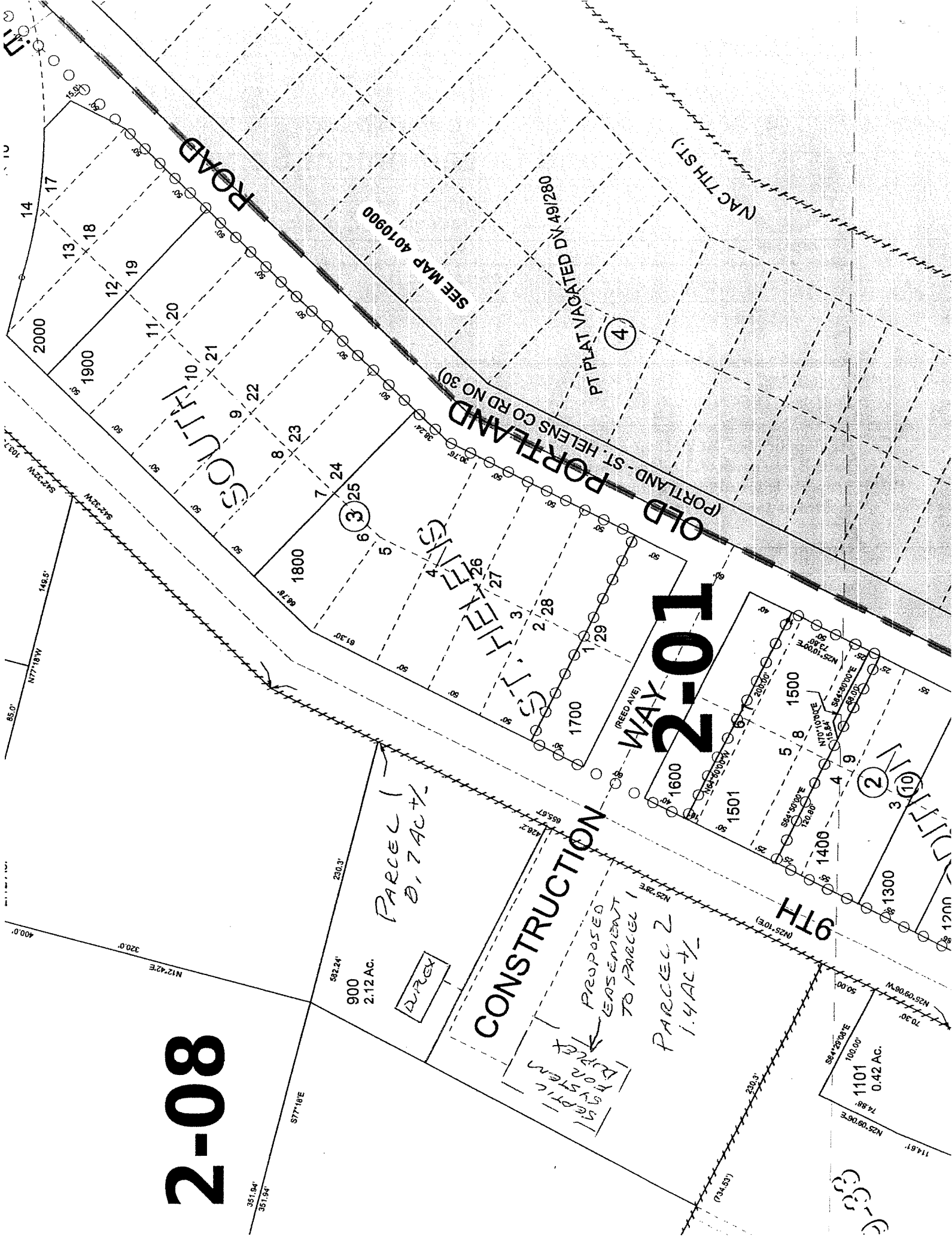
Respectfully,

A handwritten signature in black ink, appearing to read "Glen C. Higgins".

Glen C. Higgins,  
Planning Manager

cc: File  
Hayden R.

2-08



PARCEL 1  
0.7 AC +/-

CONSTRUCTION

PROPOSED  
EASEMENT  
TO PARCEL 1

PARCEL 2  
1.4 AC +/-

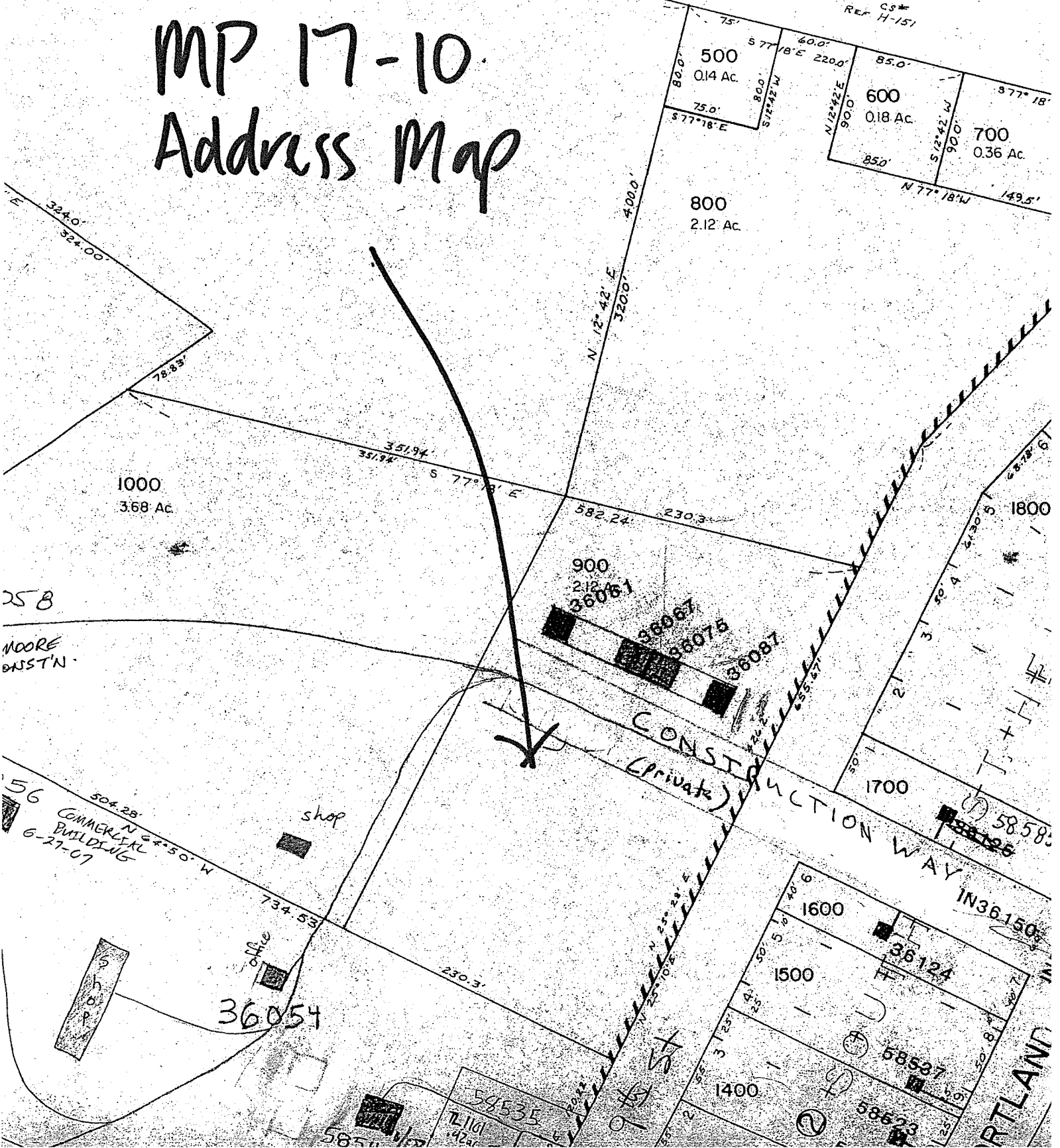
1101  
0.42 AC.

U. RD. NO. P-189

Pr. Is S. 1543.80' E 1413.80' &  
N 13°06' E 15.21' FROM NW COR  
T.W. SMITH DLC # 40

~~C.N.~~ GABLE CO. RD. NO. 40

# MP 17-10 Address Map



400  
0.21 AC.

# MP 17-10 Zoning Map

(McCORMACK CUTOFF CO. RD. NO. P-189)

GABLE  
C.N. GABLE CO. RD. N

500  
0.14 AC.

600  
0.18 AC.

700  
0.36 AC.

1000  
3.68 AC.

DR 2-90  
DR 02-92  
TP 28-92  
DR 06-02

900  
2.12 AC.

CONSTRUCTION

2-08

2-01

DR 04-05  
DR 03-14  
DR 09-96  
DR 07-06

1/4 COR.

1101  
0.42 AC.

1400  
1300  
DR 09-91

1500

WAY

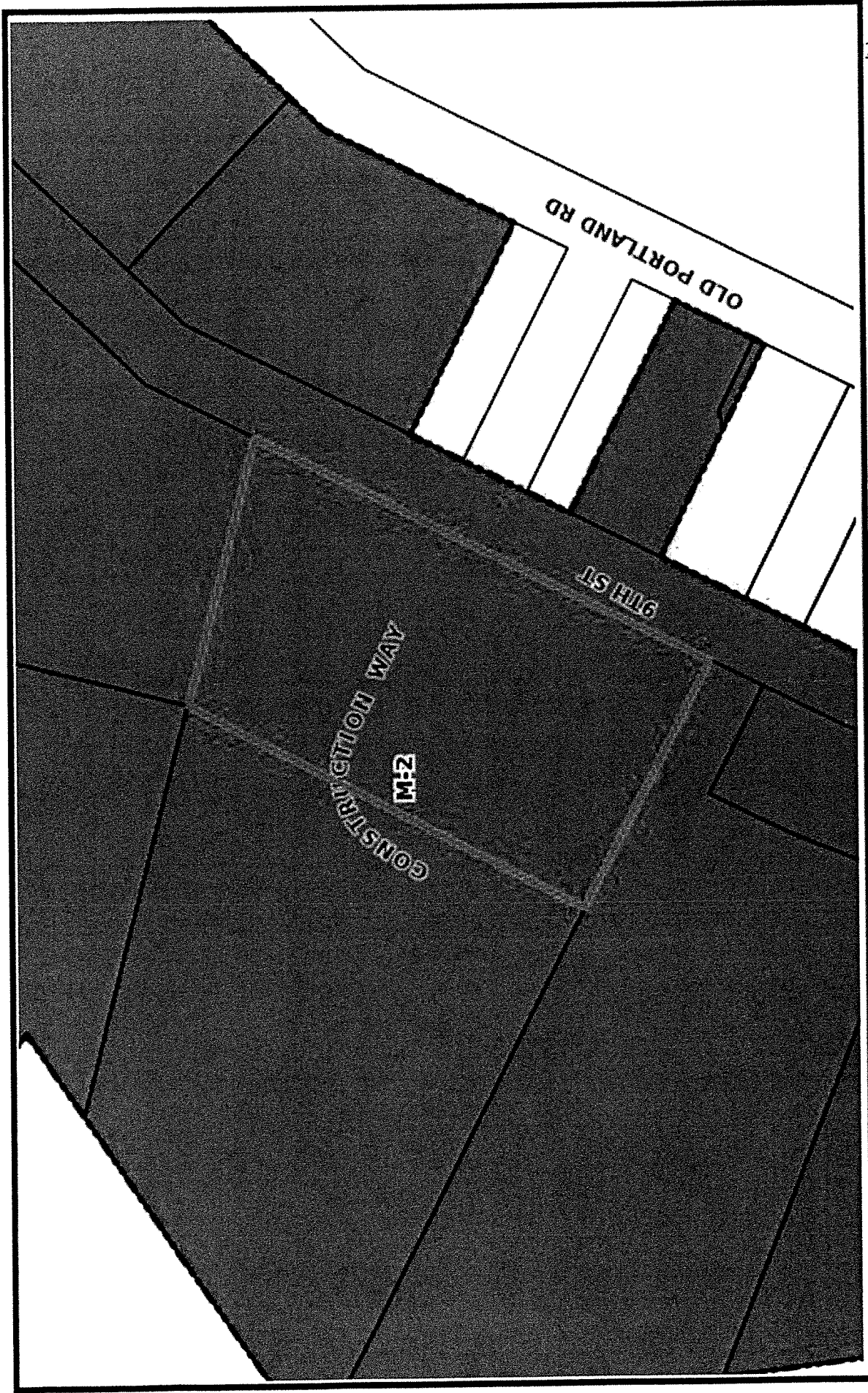
(REED AVE)

9TH

MP 00-06



# MP 17-10 Zoning Map



Geotitles

Columbia County



## Columbia County Web Maps

Disclaimer: This map was produced using Columbia County GIS data. The GIS data is maintained by the County to support its governmental activities and is subject to change without notice. This map should not be used for survey or engineering purposes. Columbia County assumes no responsibility with regard to the selection, performance or use of information on this map.

Printed 02/10/2017

# MP 17-10 Aerial Map



Geotitles

## Columbia County Web Maps

Columbia County



Disclaimer: This map was produced using Columbia County GIS data. The GIS data is maintained by the County to support its governmental activities and is subject to change without notice. This map should not be used for survey or engineering purposes. Columbia County assumes no responsibility with regard to the selection, performance or use of information on this map.

Printed 02/10/2017



United States  
Department of  
Agriculture

**NRCS**

Natural  
Resources  
Conservation  
Service

A product of the National  
Cooperative Soil Survey,  
a joint effort of the United  
States Department of  
Agriculture and other  
Federal agencies, State  
agencies including the  
Agricultural Experiment  
Stations, and local  
participants

# Custom Soil Resource Report for **Columbia County, Oregon**

**36050 CONSTRUCTION WAY  
PARTITION**



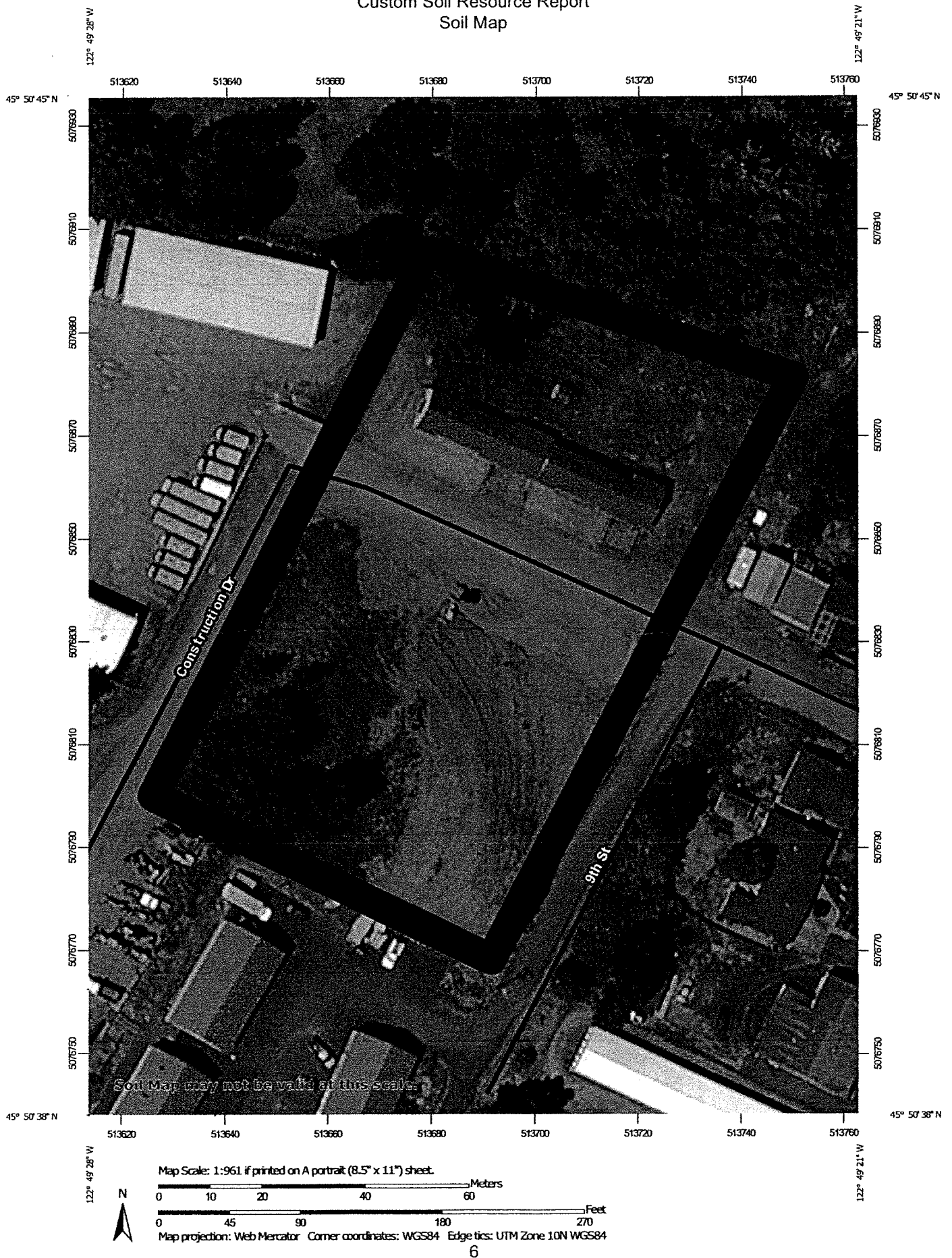
# Contents

---

Preface.....	2
Soil Map.....	5
Soil Map.....	6
Legend.....	7
Map Unit Legend.....	8
Map Unit Descriptions.....	8
Columbia County, Oregon.....	10
45—Rock outcrop-Xerumbrepts complex, undulating.....	10



Custom Soil Resource Report  
Soil Map



## Columbia County, Oregon

### 45—Rock outcrop-Xerumbrepts complex, undulating

#### Map Unit Setting

*National map unit symbol:* 21gj  
*Elevation:* 30 to 200 feet  
*Mean annual precipitation:* 40 to 60 inches  
*Mean annual air temperature:* 52 to 54 degrees F  
*Frost-free period:* 165 to 210 days  
*Farmland classification:* Not prime farmland

#### Map Unit Composition

*Rock outcrop:* 50 percent  
*Xerumbrepts and similar soils:* 40 percent  
*Estimates are based on observations, descriptions, and transects of the mapunit.*

#### Description of Rock Outcrop

##### Setting

*Parent material:* Basalt

##### Typical profile

*R - 0 to 60 inches:* unweathered bedrock

##### Properties and qualities

*Slope:* 0 to 10 percent  
*Depth to restrictive feature:* 0 inches to lithic bedrock

##### Interpretive groups

*Land capability classification (irrigated):* None specified  
*Land capability classification (nonirrigated):* 8  
*Hydric soil rating:* No

#### Description of Xerumbrepts

##### Setting

*Landform:* Terraces  
*Landform position (three-dimensional):* Tread  
*Down-slope shape:* Linear  
*Across-slope shape:* Linear  
*Parent material:* Alluvium

##### Typical profile

*H1 - 0 to 10 inches:* loam  
*H2 - 10 to 18 inches:* loam  
*H3 - 18 to 22 inches:* unweathered bedrock

##### Properties and qualities

*Slope:* 0 to 10 percent  
*Depth to restrictive feature:* 10 to 30 inches to lithic bedrock  
*Natural drainage class:* Well drained  
*Capacity of the most limiting layer to transmit water (Ksat):* Moderately high to high (0.57 to 1.98 in/hr)  
*Depth to water table:* More than 80 inches  
*Frequency of flooding:* None  
*Frequency of ponding:* None



## Custom Soil Resource Report

*Available water storage in profile:* Very low (about 2.8 inches)

### **Interpretive groups**

*Land capability classification (irrigated):* None specified

*Land capability classification (nonirrigated):* 6s

*Hydrologic Soil Group:* D

*Hydric soil rating:* No

RECEIVED

MAR 13 2017

March 10 2017

CITY OF ST. HELENS

**REFERRAL AND ACKNOWLEDGMENT**

**To:** City of St Helens

**NOTICE IS HEREBY GIVEN** that Columbia County Mental Health, represented by AKAAN Architecture & Design, has submitted an application for a Site Design Review for the siting of 2505 sq. ft. modular office structure, improved access and parking lot for expanding mental health delivery facilities. The subject property is an adjoining lot to the north of the present Columbia County Mental Health facility at 58646 McNulty Way. The subject property also has frontage on Gable Road, addressed at 2185 and 2195 Gable Road; and, identified as Tax Map No. 4N1W09-BB-00300, 5.37 acres, zoned Light Industrial (M-2). DR 17-03

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

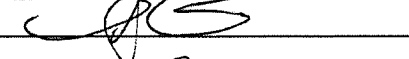
**PLEASE RETURN BY:** 03/20/17

**Planner:** Deborah Jacob

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

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

COMMENTS: PLEASE SEE ATTACHED MEMO DATED MARCH 15, 2017.

Signed:  Printed Name: JACOB GRAICHEN  
Title: CITY PLANNER Date: MARCH 15, 2017



## CITY OF ST. HELENS PLANNING DEPARTMENT

# MEMORANDUM

**TO:** Debbie Jacob, Planner, Columbia County  
**FROM:** Jacob A. Graichen, AICP, City Planner  
**RE:** Columbia County File DR 17-03  
**DATE:** March 15, 2017

---

### Zoning:

The main CCMH complex at 58646 McNulty Way is within city limits and zoned Light Industrial. The adjacent property (4N1W 9BB 300), the subject property of DR 17-03, is outside the city. The City's Comprehensive Plan map designates the subject property as Unincorporated Light Industrial. If annexed, it would likely be zoned Light Industrial.

The CCMH complex can be considered as Major Public Facility, which is a conditional use in the City's Light Industrial zone.

Please note that offices are not a use allowed in the City's Light Industrial zone. To avoid potential zoning issues in the future, **the subject property should be combined for development/ownership purposes with the CCMH complex at 58646 McNulty Way (4N1W 8AD 200) so the entire area can be considered a "major public facility" campus for zoning consistency.**

### City Utilities:

The subject property does not appear to be connected to any City utility. There is some potential to connect to City water.

**If any use on the subject property will use City Water (or any other City utility), a consent to annexation shall be required prior to connection or use.**

**In addition, given the property consolidation requirement noted above (and below), the City recommends annexation of the subject property for consistency.** Having a whole property partially within and outside of City limits may add complexity in the future.

### Access:

Both McNulty Way and Gable Road are City roads. The City's Transportation Systems Plan classifies McNulty Way as a Collector and Gable Road as a Minor Arterial. The main CCMH complex at 58646 McNulty Way is accessed via McNulty Way. The current proposal includes use of existing accesses along Gable Road.

The functional integrity of Gable Road is critical. As such, the city has access standards that need to be considered. There are a couple aspects to consider in this regard: access spacing and site design standards:

**Access spacing:** along Minor Arterial Streets the distance between streets and driveways, and between driveways is 200' (measured from the center of the driveway or street). In other words, notwithstanding site design standards, if this was a completely undeveloped property, any driveway would need to meet this standard.

**Site design access standards:** the number of street access points is supposed to be minimized to protect the function, safety and operation of the street and public passageways. Shared drives are one technique to do this.

In addition, for Arterial streets, there should be a frontage road that provides access or as an alternative interior interconnectedness between parking areas and such.

Eventually, street frontage improvements (curb, gutter, landscape strip/street trees, sidewalk) will be required as CCMH develops the site, but that doesn't appear to be warranted by the current proposal. The sidewalk and curb that goes along with that will help control access. CCMH needs to think ahead on this issue because it will elevate in importance as the site develops, especially when street frontage improvements are required.

CCMH has taken some effort already for internal vehicular and pedestrian access. **But given the assemblage of properties that utilizes both shared access and utilities (e.g. septic systems), the properties should be consolidated.** This will help avoid needing easements between separate lots/parcels.

**At this time, great care should be taken to ensure the site is designed such that no-backing movements or other maneuvering by vehicles will take place in the Gable Road public right-of-way.**

**Any increase in driveway width, location or quantity will require City approval prior to any such change.**

#### **Paving:**

Generally, the city requires that any area used for parking/maneuvering of vehicles or non-motorized passageways be paved. Gravel may be allowed for nonresidential areas for nonpublic uses such as employee parking and business vehicles. As the site develops in the future, CCMH needs to take this into account.

**At the very least, any driveway approach that is currently gravel, shall be paved at least 25' back from the paved edge of Gable Road.**

COLUMBIA COUNTY  
LAND DEVELOPMENT SERVICES  
COURTHOUSE  
230 STRAND  
ST. HELENS, OREGON 97051  
(503) 397-1501

Site Application

File No. DR 17-03

SITE DESIGN REVIEW APPLICATION

TYPE OF SITE: ☐ Zone Change ☐ Temporary Permit  
☒ Site Design Review ☐ Resource Management Plan

Other: and Stormwater Review

APPLICANT: Name: Al Peterzen, AKAAN Architecture + Design

Mailing address: 101 St Helens St, St Helens OR 97051

Phone No.: Office 503-366-3050 Home \_\_\_\_\_

Are you the \_\_\_\_\_ property owner? ☒ owner's agent?

PROPERTY OWNER: \_\_\_\_\_ same as above, OR:

Name: Columbia Community Mental Health

Mailing Address: PO Box 1234 St Helens OR 97051

PROPERTY ADDRESS (if assigned): 2185 Gable Rd, St Helens

TAX MAP NO.: 4N1W-09 BB-0300 Acres: 5.67 Zoning: MZ-Light Industrial

\_\_\_\_\_  
Acres: \_\_\_\_\_ Zoning: \_\_\_\_\_

\_\_\_\_\_  
Acres: \_\_\_\_\_ Zoning: \_\_\_\_\_

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

Use:

Approx. Acres

Residential 5.67

\_\_\_\_\_

\_\_\_\_\_

Total acres (must agree with above): \_\_\_\_\_

## PROPOSED USES:

Professional OfficesWATER SUPPLY: ☒ Private well \_\_\_\_\_ Community system \_\_\_\_\_

Name of community water system: \_\_\_\_\_

SEWAGE DISPOSAL SYSTEM: ☒ Subsurface Septic \_\_\_\_\_ Community \_\_\_\_\_

Is the property approved for a subsurface sewage disposal system?

☒ Yes \_\_\_\_\_ No \_\_\_\_\_ Not Applicable \_\_\_\_\_

CONTIGUOUS PROPERTY: List all other properties you own which have boundary lines touching this property:

Tax Account No.AcresCo-owners (if any)4N1W-8AD-200 4.17

## CERTIFICATION:

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

Date: 02/20/2017 Signature: [Signature]

**NOTE:** Please attach an accurate and detailed plot plan, including property lines, existing and proposed structures, location of septic tank and drainfield, farm - forest areas, large natural features (cliffs, streams, etc.).

+++++

Planning Department Use OnlyDate Rec'd. 2-24-17 Hearing Date: \_\_\_\_\_Receipt No. 19395 aka 1448 Or: Administrative \_\_\_\_\_Zoning: \_\_\_\_\_ Staff Member: u

**Site Development Review Application – Columbia Community Mental Health.  
2185 Gable Road, St Helens Oregon, Tax lot # 4N1W-09BB-0300**

**Summary:**

Columbia Community Mental Health (CCMH) is a non-profit organization whose mission is to provide mental health care, addiction treatment, psychiatric rehabilitation, and developmental disabilities services to individuals and families in need throughout Columbia County. CCMH's existing 20,766 sq. ft. facility is located at 58646 McNulty Way, St. Helens, OR. on a 4.17 acre parcel.

CCMH recently purchased the adjoining parcels along Gable Road: 2195 Gable Road and 2185 Gable Road is in the process of combining the lots into one combined "campus" of a total of 9.54 acres. The existing improvements at 2185 Gable Road consists of a 1200 sq. ft. single family house that CCMH is converting into a Youth and Family Counseling Center. The existing improvements at 2185 Gable Road consist of a single family home and two out buildings. The home is 3100 sq. ft., a storage building is 235 sq. ft. and a shop building is 675 sq. ft..

The gross square footage of all buildings on the CCMH campus is 25,976 sq. ft. triple

Recently CCMH was awarded a federal grant to provide more services to the citizens of Columbia County. With that grant CCMH will need to hire more staff. Its existing facility is occupied to capacity so CCMH needs more office space very quickly. To help facilitate this need the City of St Helens donated to CCMH a modular office structure that CCMH will install at the site to provide the needed office space. The modular office structure is 2505 sq. ft. The office structure is currently stored on the property.

The addition of the new structure will bring the gross square footage of the campus to 28,481 square feet.

The property does not contain nor is near sensitive lands, wetlands, flood overlay zones, or riparian corridors. The closest such land is Mc Nulty Creek, which is located south of the CCMH main facility, well away from the area of the property to be developed. There are no historical or cultural sites or structures on the property.

A new engineered water-quality detention pond and or swale meeting Columbia County Stormwater Ordinance standards will be installed, see final stormwater report and drawings.

Outdoor Lights are shown on the site plan. CCMH will install two light poles for power to the building, those poles will have CRPUD standard cobra head lights affixed to those poles. There will be building mounted light fixtures at the entrances and on the sides of the building towards the parking areas.



## Applicable Criteria

### 1550: Site Design Review:

*1551. Types of Site Design Review:*

*A. Type 1: Projects, developments and building expansions which meet any of the following criteria:*

- 1. are less than 5,000 sq.ft., and are less than 10% of the square footage of an existing structure.*
- 2. Increase the number of dwelling units in a multi-family project.*
- 3. Increase the height of an existing building.*

The gross square footage of the existing buildings at the CCMH campus is 25,976 sq. ft. The new modular structure is 2505 sq. ft. 2505 is 9.64 % of 25,976. **The project is subject Type 1 review.**

### 920: Light Industrial – M-2

*922 Permitted Uses:*

- .1 Any use permitted in an M-3 Industrial Park District. (912)*

*912 M-3 Industrial Park*

*Permitted Uses:*

- .1 Professional, executive, and administrative offices.*

CCMH intends to use the proposed building for additional administrative offices this is a permitted use.

### **This criterion is met.**

*920.17 Signs subject to the provisions of Section 1300.*

### **No signs are proposed. Not applicable.**

### 925 Standards:

*.1 Setbacks:*

*A. Front yard setback shall have a minimum of 20 feet, unless a previous building line less than this has been established, in which case the minimum front yard for interior lots or parcels shall be the average of the setbacks of the main structures on abutting lots or parcels on either side if both lots or parcels are occupied. If one lot or parcel is occupied and the other vacant, the setback shall be the setback of the occupied lot or parcel, plus one-half the remaining distance to the required 20 foot setback. If neither of the abutting side lots or parcels or tracts are occupied by a structure, the setback shall be 20 feet.*

*B. Side yard setback shall be a minimum of 10 feet.*

*C. Rear yard setback: None.*

*D. If any use in this district abuts or faces any residential or apartment district, a setback of 50 feet on the side abutting or facing the residential or apartment district shall be required.*

*E. Setbacks for insufficient rights-of-way. Setbacks shall be established when a lot or parcel abuts a street having insufficient right-of-way width to serve the area. The Commission shall determine the necessary right-of-way widths and the setback requirements in such cases.*

*.2 Height Limitations: The maximum height for any structure shall be 45 feet or 3 stories, whichever is less. The Planning Commission may determine that a greater height is in keeping with the general character of the district and surrounding area.*

*.3 Off-Street Parking: Off-street parking shall be provided as required in Section 1400.*

*.4 All lots or parcels shall access to public streets, water, and a sewage disposal system.*

*.5 Landscaping:*

*A. Landscaping will be in accordance with the Site Design Review Section 1550.*

*B. It shall be the owner's responsibility to maintain the landscaping installed on the site.*

*C. Screen planting, masonry walls, or fencing shall be provided to screen objectionable views within 5 months of occupancy of a related building. Views to be screened include garbage and trash collection stations, truck loading areas, and other similar uses.*

*.6 Access: No more than one 45 foot wide curb cut driveway per 150 feet of street frontage, or fraction thereof, shall be permitted per site.*

*.7 Lot or Parcel Size: There is no minimum lot or parcel size in the M-2 zone. The Planning Commission will review each proposal to determine if the lot or parcel is adequate to contain the proposed new use. The Planning Commission may seek the advice of the Fire Marshall in making this decision. Existing uses shall continue on their existing lot or parcel. Any expansion of an existing use must be approved by the Planning Commission. The Planning Commission may seek the advice of the Fire Marshal prior to making this decision.*

For Landscaping see 1562.B below.

The campus is a 9.54 acre site. The proposed development is at the center / rear of the site well within all setbacks (see site plan).

All adjoining properties are zoned the same M-2 zoning or other similar industrial zones, adjoining properties within the City limits are also zoned Industrial or Commercial. There are no residential zones in the area. There are existing residential properties (non-conforming uses) but the proposed development is well away from those residences.

The proposed building is a single (1) story, and lower than 45 feet in height.

For Parking discussion see section 1400 below.

The property will use the existing access entrance on McNulty Way (main entrance to CCMH) and the existing driveway access at 2185 Gable Road.

**Section 1400 OFF-STREET PARKING AND LOADING – OP**

*1415 Parking Areas: All parking areas, excluding one and two-family dwellings, shall meet the following requirements:*

- .1 All parking areas of less than 20 parking spaces shall have one handicapped parking space. Parking areas with more than 20 spaces shall provide one handicapped parking space for every 50 standard parking spaces.*
- .2 All parking areas shall be divided into bays of not more than 20 parking spaces. Between, and at the end of each parking bay, there shall be planters which have a minimum width of 5 feet and be at least 17 feet in length. Each planter shall appropriate by the Director. Truck loading areas need not comply with the preceding requirements.*
- .3 Parking areas shall be separated from the exterior wall of a structure, exclusive of paved pedestrian entranceways, by a 5 foot strip of landscaping.*
- .4 Industrial or commercial parking areas, which abut a residential or apartment district, shall meet the building setback of the most restrictive adjoining residential or apartment district.*
- .5 When industrial or commercial parking areas adjoin a residential or apartment district, there shall be a sight obscuring planting, which is at least 80 percent opaque and when viewed horizontally from between 2 and 8 feet above ground level. This planting shall be composed of materials which are an adequate size so as to achieve the required degree of screening within 12 months after installation.*
- .6 Parking areas shall be set back from a lot or parcel line adjoining a street. The setback area shall be landscaped.*
- .7 All parking area setbacks shall be landscaped with major trees, shrubs, and ground cover as approved by the Director.*
- .8 A minimum of 10 percent of the parking area shall be landscaped and maintenance of the landscaping shall be the owner's responsibility.*

Two (2) handicap parking spaces are designated on the site plan.

This is a large parcel and as such much of the above is not applicable to a “campus” setting.

There are no residential zones nearby.

The parking area is separated from the building by a 5’ landscaped strip.

The parking area is divided into separate bays of less than 20 parking spaces each.

The parking areas are well setback from the street, in excess of 70 ft where the closest parking space is to the street, most parking spaces are in excess of 150 feet from the street. The existing landscape will be improved and maintained.

**These criteria are met.**

**1416 Minimum Required Off-Street Parking Spaces:**

**1416.3 Minimum Off Street Parking Spaces**

*Bank or office, including medical and dental: One space for each 300 square feet plus 1 space for each 2 employees.*

The additional square footage is 2505 sq. ft.

$2505 / 300 = 8.35$  [ 9 spaces required. ]

The building occupant load is 26,  $26 / 2 = 13$  spaces

$9 + 13 = 22$  **parking spaces required. The site plan shows 38 parking spaces.**

**These criteria are met.**

**1418 MINIMUM REQUIRED OFF-STREET LOADING SPACES**

**1418.1 Commercial**

Under	-	5,000 sq. ft.	-	0 (reqd.)
5,000	-	24,999 sq. ft.	-	1(reqd.)
25,000	-	59,999 sq. ft.	-	2(reqd.)

The additional square footage is less than 5000 sq. ft. additional loading spaces are not required for the specific structure.

The total square footage of the campus with the additional structure will be 28,481 square feet, which requires 2 loading spaces. The existing structure already has two (2) loading spaces. To the west of the main building there is a loading space for trash pickup, at the rear of the building, at the east there is a loading space for general deliveries.

**These criteria are met.**

**1562 Landscaping: Buffering, Screening and Fencing:**

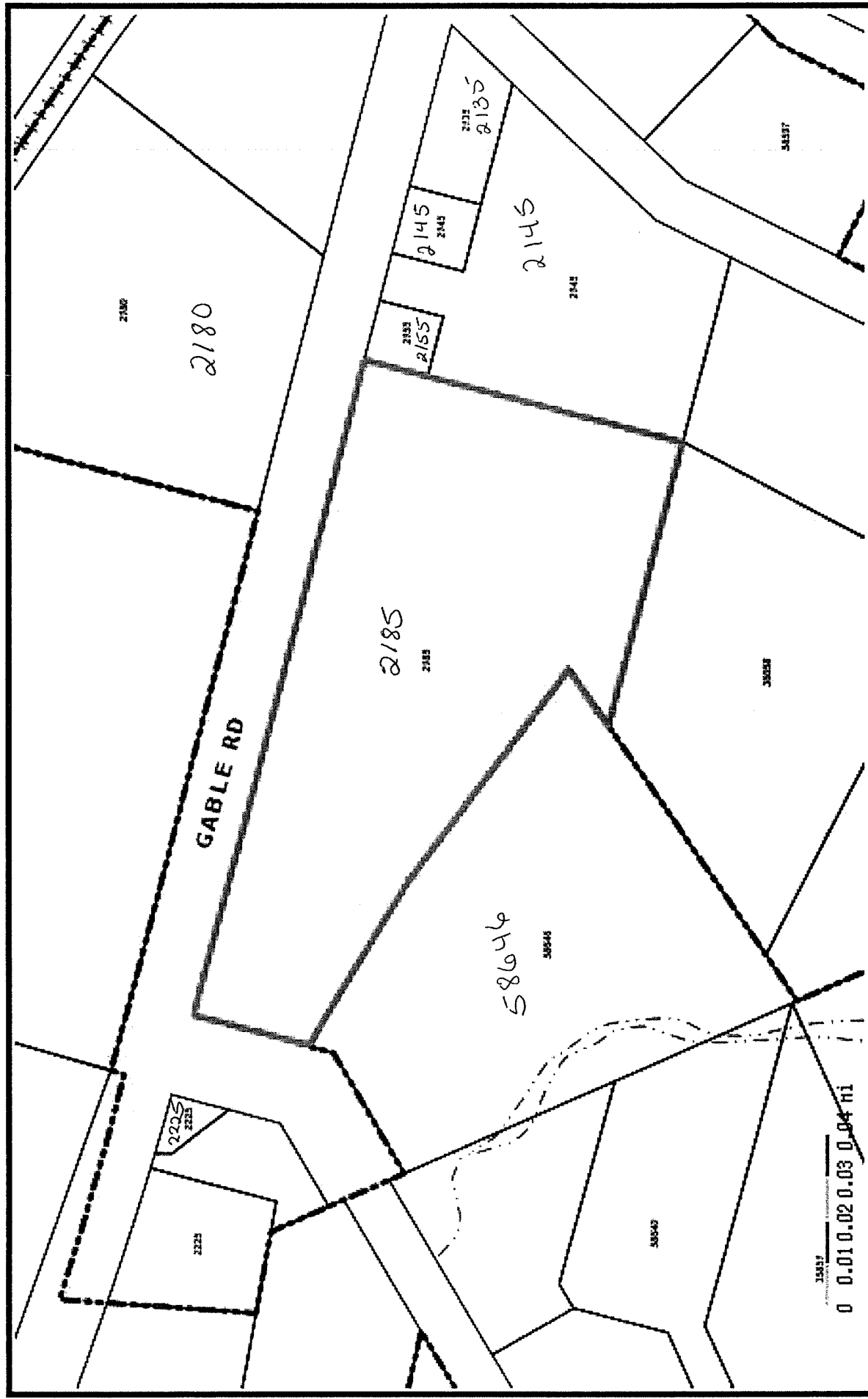
**1562 B. Buffering Requirements:**

*1. Buffering and/or screening are required to reduce the impacts on adjacent uses which are of a different type. When different uses are separated by a right of way, buffering, but not screening, may be required.*

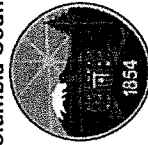
**Not applicable.** All the adjacent properties are of the same industrial zone, or if inside the city limits also classified as industrial zones. However CCMH plans to plant a row of trees along Gable Road to provide a landscaped screen along the street. See site plan.

DR 17-03

## Address Map



**Columbia County**



Oregon

# Columbia County Web Maps

**Disclaimer:** This map was produced using Columbia County GIS data. The GIS data is maintained by the County to support its governmental activities and is subject to change without notice. This map should not be used for survey or engineering purposes. Columbia County assumes no responsibility with regard to the selection, performance or use of information on this map.

# GeoStore

**Columbia County**



Printed 02/24/2017

# DR 17-03 Address Map

SEE MAP 4 . 1 . 8 . 1 . 1

MACK CUTOFF CO. RD. NO. P-189

GABLE CO. RD. NO.

300  
5.37 Ac

400  
0.21 Ac

500  
0.14 Ac

800  
2.12 Ac

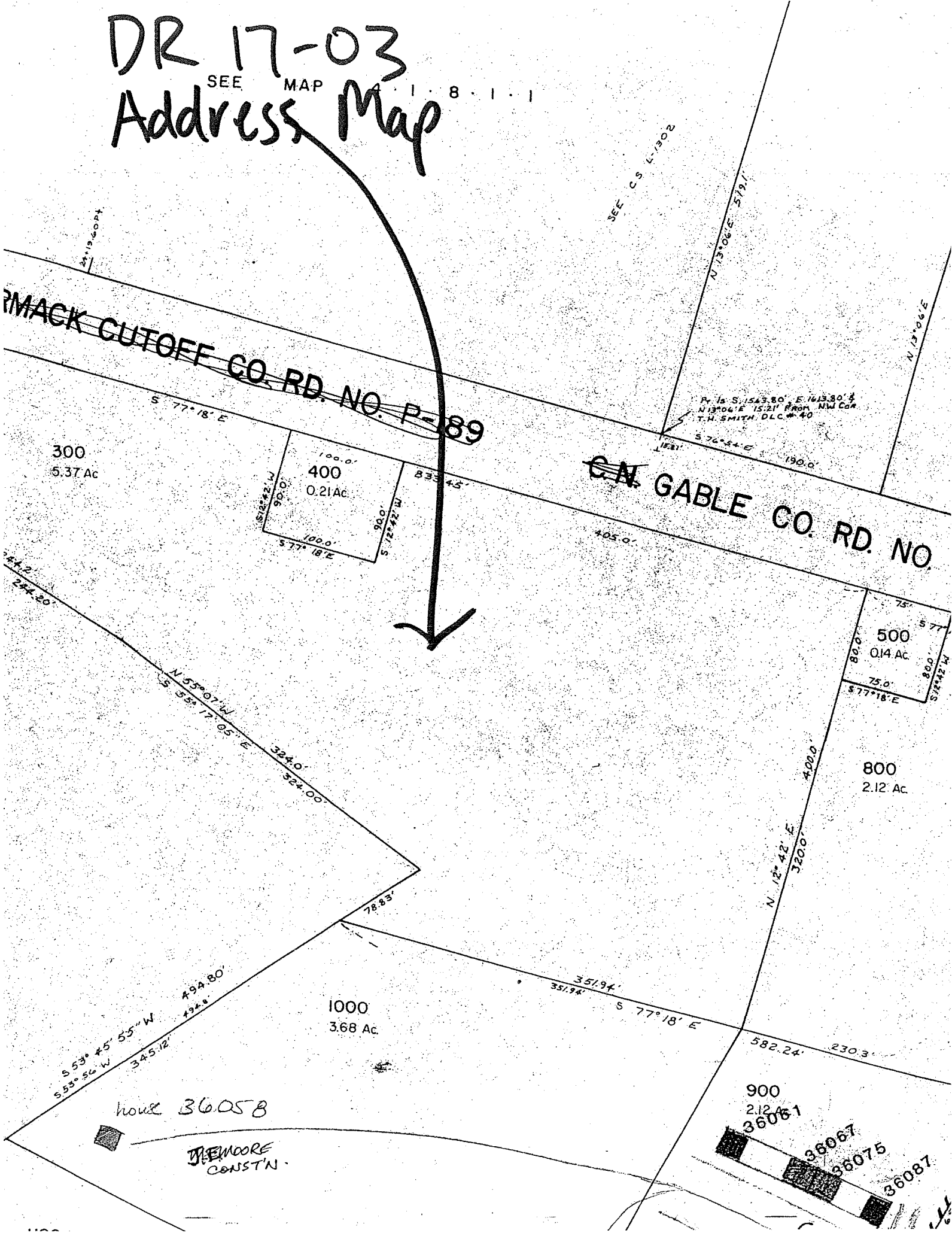
1000  
3.68 Ac

900  
2.12 Ac

house 36.058

MOORE  
CONSTN.

36061  
36067  
36075  
36087





DR 17-03

Zoning Map

SEE MAP 418A0

1/16 COR.

100  
2.14 AC.

PA  
ke

M

643

S77°18'E

400  
0.21 AC.

S77°18'E  
100.0'

(McCORMACK CUTOFF CO. RD. NO. P-18)

405.0'

244.20'  
244.2'

S51°17'05"E

DR 17-03

50  
0'

S77°18'E  
75.0'

800  
2.12

SEE MAP 418A D

1000  
3.68 AC.

194.80'  
194.8'

351.94'  
351.94'

S77°18'E

DR 2-90  
DR 02-92  
TP 28-92  
DR 06-02

582.21'  
900  
2.12 AC.

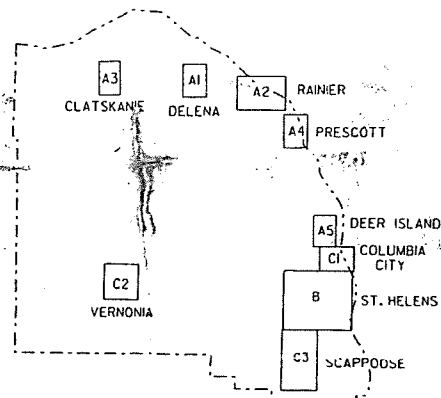
2X

S57°45'55"W  
S52°58'W

N

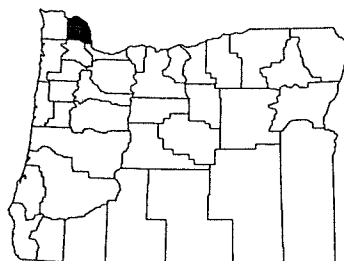
# DR 17-03 Vicinity Map

ARRANGEMENT OF SHEETS FOR COLUMBIA COUNTY



Population of Columbia County 1986 Estimate 36,100

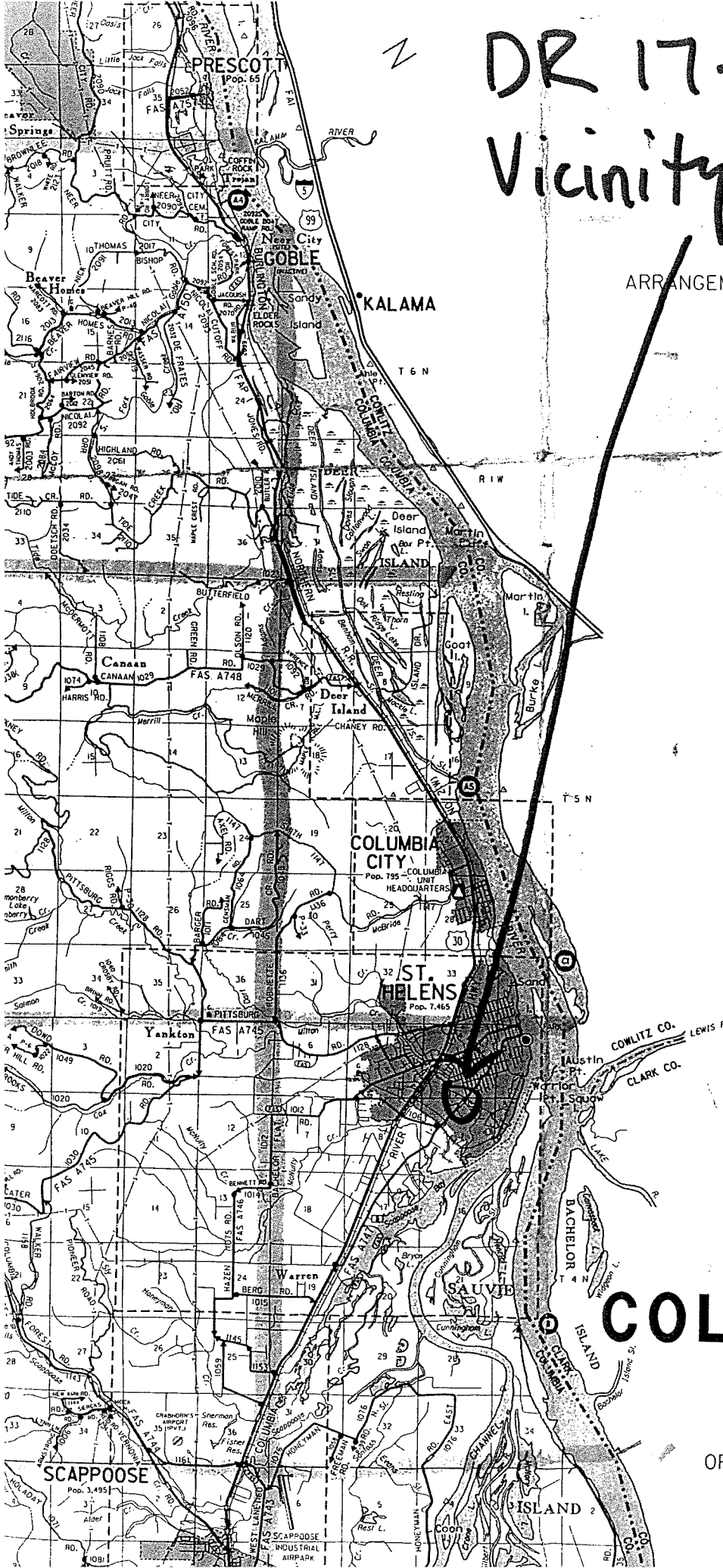
KEY TO COUNTIES

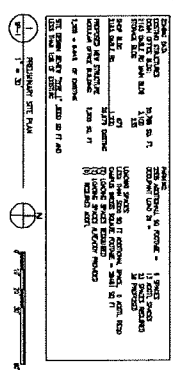


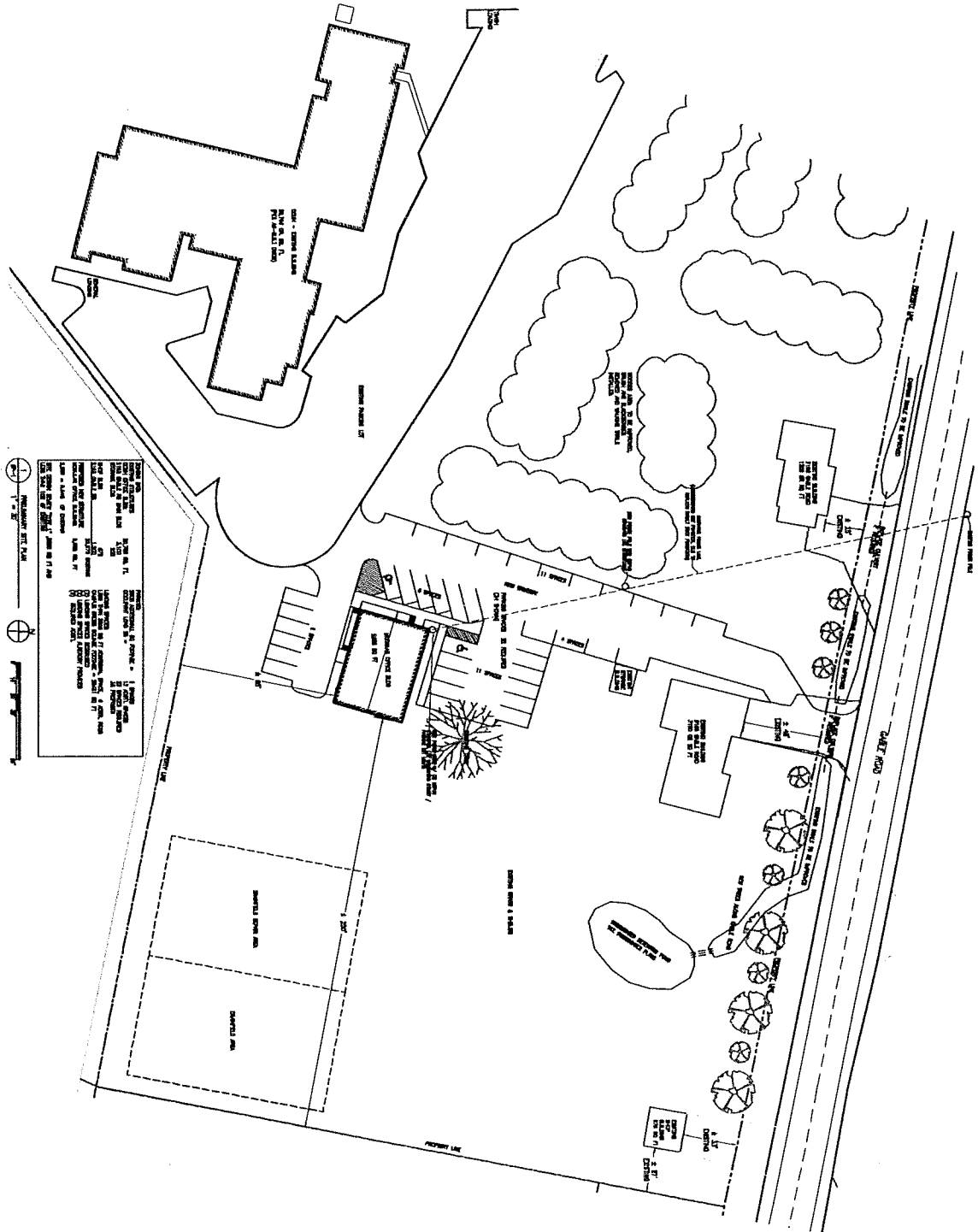
## ROAD INDEX MAP COLUMBIA COUNTY OREGON

PREPARED BY THE  
OREGON DEPARTMENT OF TRANSPORTATION

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







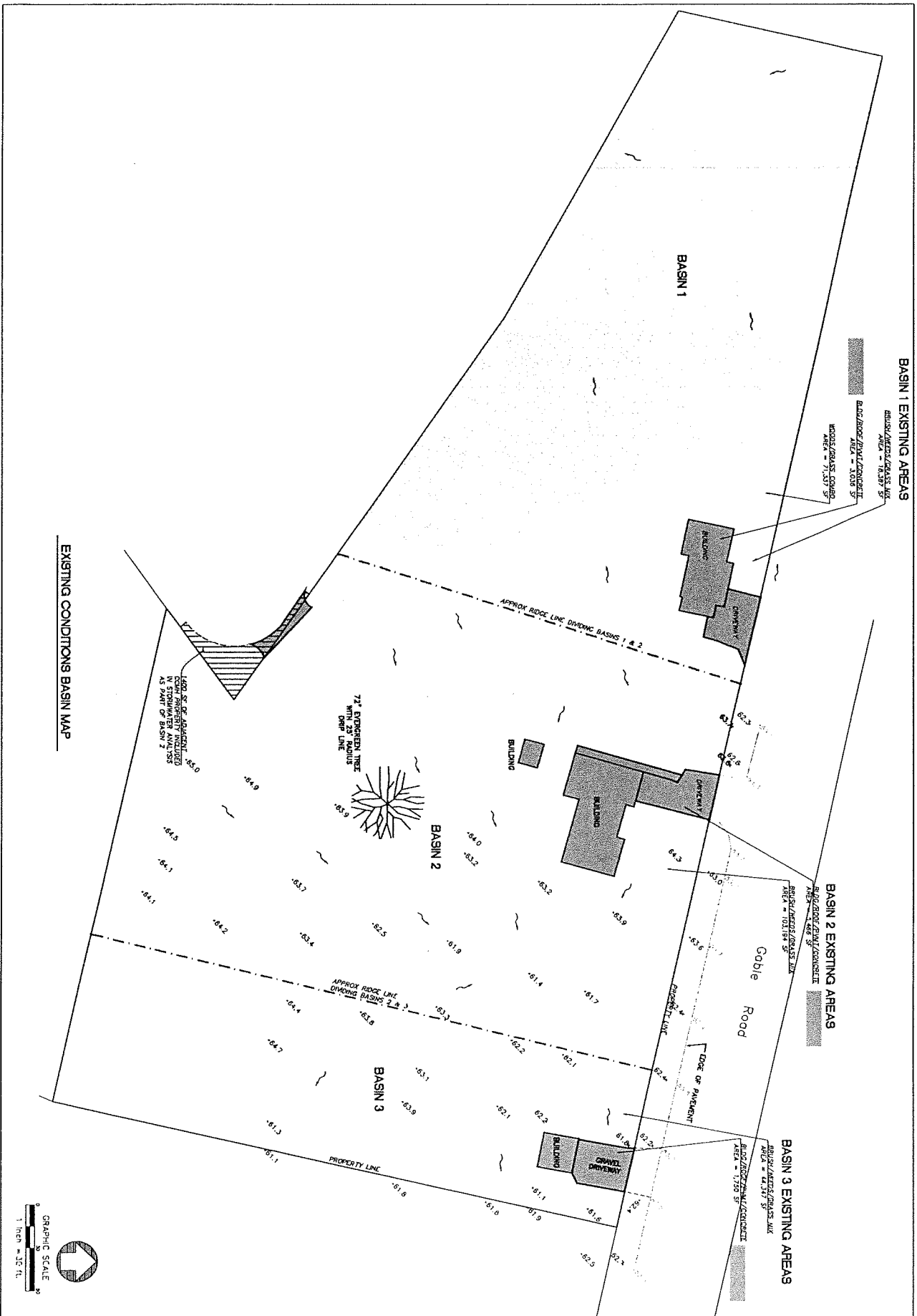
SP-1

SCALE	AS NOTED
DRAWN BY	
CHECKED BY	
DATE	02/20/2017
REVISIONS	
NO.	DESCRIPTION
1	ISSUED FOR PERMIT
COURTMENT	
SITE PLAN	
SHEET NO	

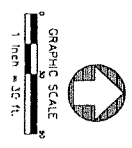
Columbia Community Mental Health  
2185 Gable Road - Modular Building  
Columbia Community Mental Health - 58646 MANULY WAY, ST. HELENS, OREGON, 97151

**AKAAN**  
architecture + design llc

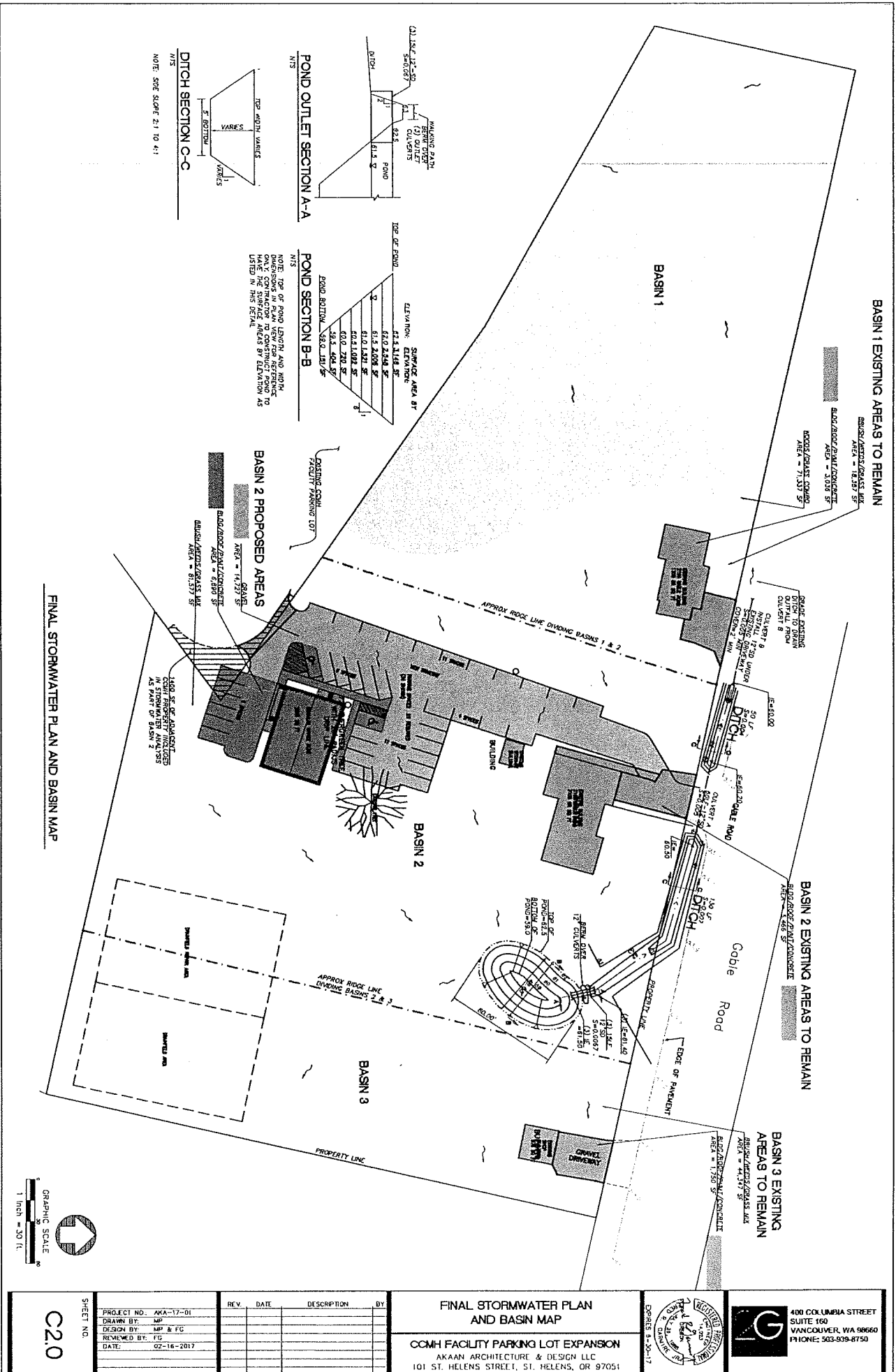
101 ST. HELENS ST.  
ST. HELENS, OR 97151  
T. 503.366.3050 F. 503.366.3055

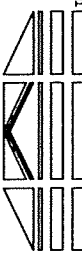


EXISTING CONDITIONS BASIN MAP



<div style="font-size: 2em; font-weight: bold;">C10</div>	PROJECT NO. AKA-17-01	REV.	DATE	DESCRIPTION	BY	<div style="font-weight: bold;">EXISTING CONDITIONS BASIN MAP</div> <div style="font-weight: bold;">CCMH FACILITY PARKING LOT EXPANSION</div> <div style="font-size: 0.8em;">AKAAN ARCHITECTURE &amp; DESIGN LLC 101 ST. HELENS STREET, ST. HELENS, OR 97051</div>		
	DRAWN BY: MP							
	DESIGN BY: MP & FC							
	REVIEWED BY: FC							
	DATE: 02-16-2017							





MODERN BUILDING SYSTEMS, INC.  
TELEPHONE: (503) 749-4943 FAX: (503) 749-4950  
P.O. BOX 10 • 9463 PORTER ROAD • AUMSVILLE, OR 97226

RELIEVE OF DOCUMENTS  
THIS DOCUMENT AND THE IDEAS AND DESIGNS INCORPORATED HEREIN IS THE PROPERTY OF MODERN BUILDING SYSTEMS, INC. AND IS NOT TO BE USED, REPRODUCED OR IN PART, FOR ANY OTHER USE, WITHOUT WRITTEN APPROVAL.

REV.#	BY:	DATE:	PER:	SHEETS:
-	KAH	1-28-04	SUBMITTAL	-
Δ	KAH	2-16-04	OTL	1,8,9,13,15,18,22

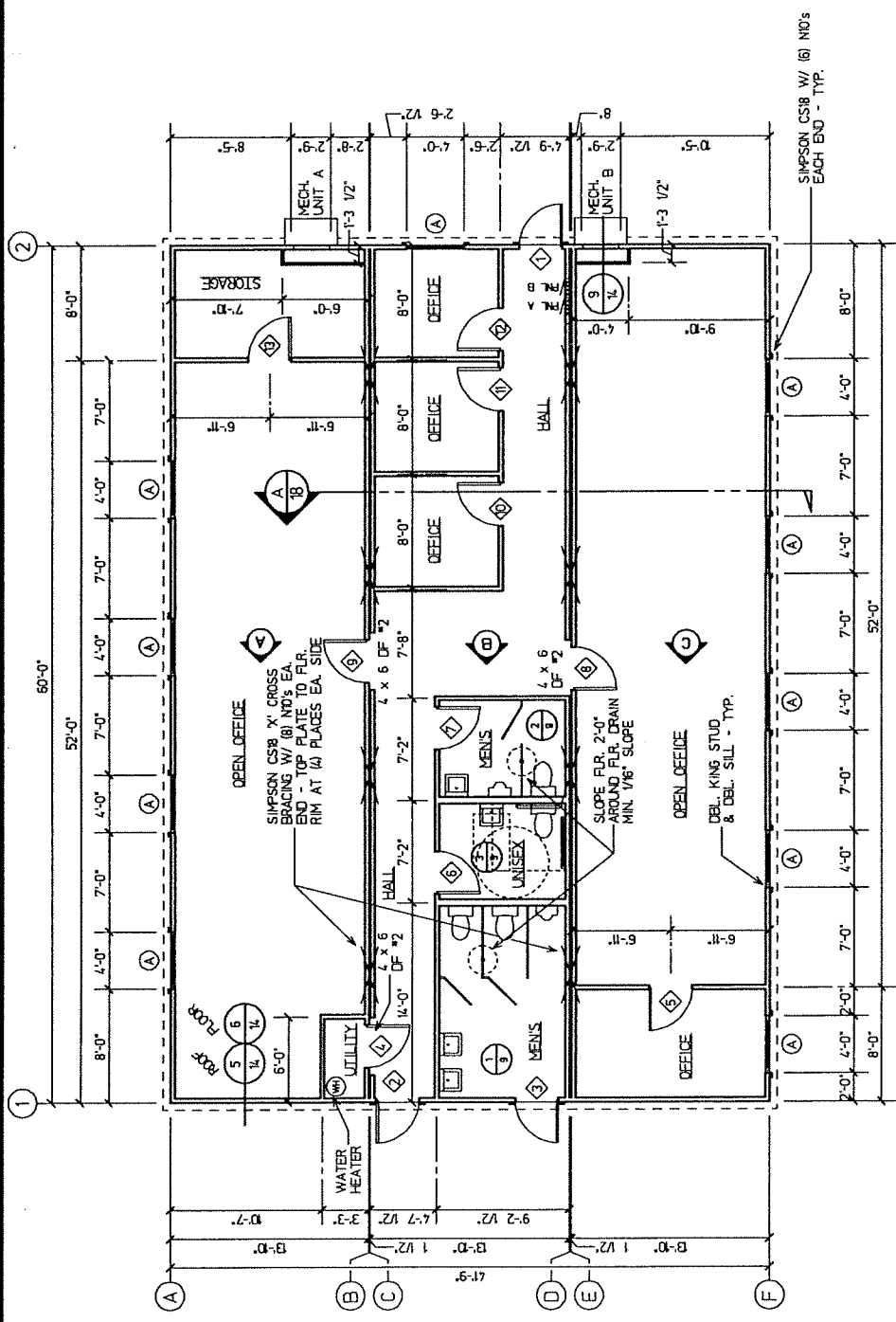
42' x 60' MODULAR OFFICE  
**BOISE - ST. HELENS**  
(BUILDING #3)  
ST. HELENS, OREGON  
**FLOOR PLAN**

2004-TB-02-3

6

SHEET


REGISTERED PROFESSIONAL ENGINEER  
STATE OF OREGON  
KENNETH A. RASMUSSEN  
12345  
EXPIRES 12/31/04



FLOOR PLAN

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





**MODERN BUILDING SYSTEMS, INC.**  
 P.O. BOX 10 • 9493 PORTER ROAD • ALMSVILLE UT 84005  
 TELEPHONE: (801) 749-4449 FAX: (801) 749-4550

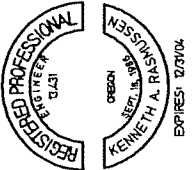
THIS DOCUMENT AND THE IDEAS AND DESIGNS INCORPORATED HEREIN IS THE PROPERTY OF MODERN BUILDING SYSTEMS, INC. AND IS NOT TO BE REPRODUCED, COPIED, OR USED IN ANY MANNER WITHOUT WRITTEN PERMISSION.

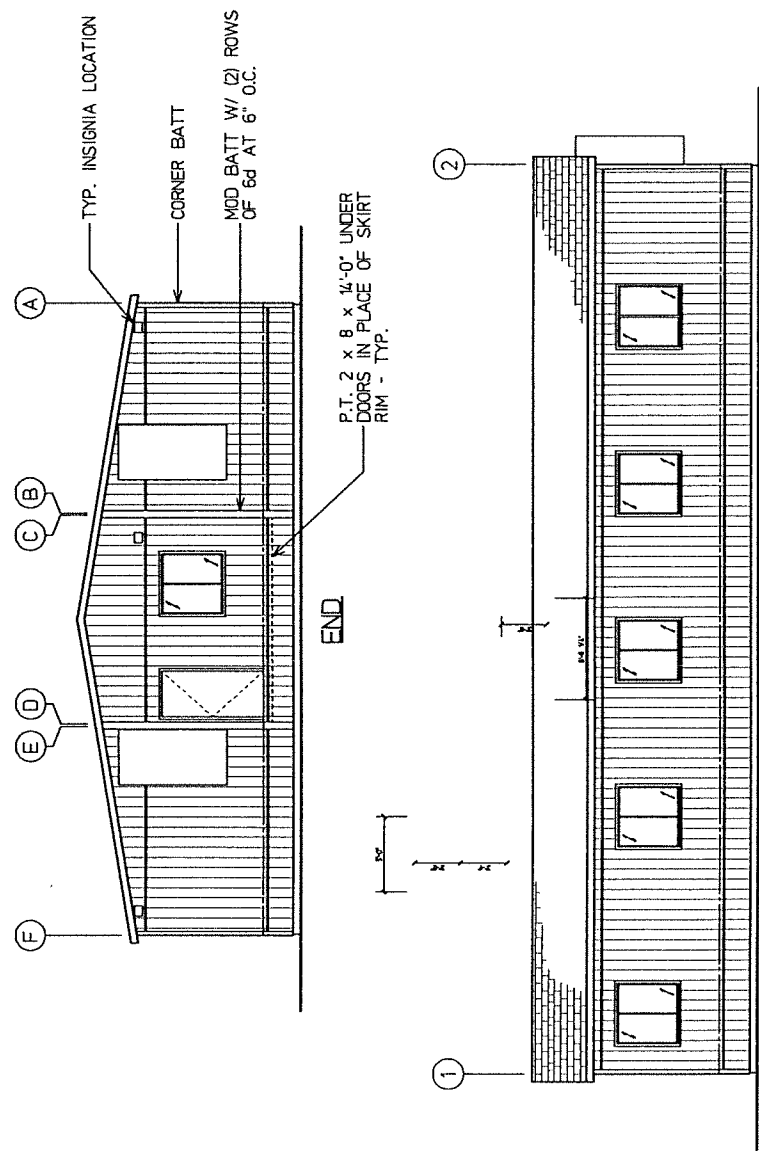
REV.#	BY:	DATE:	PER:	SHEETS:
1	KAH	1-28-04	SUBMITTAL	-
2	KAH	2-16-04	OTL	1,8,9,13,15,18,22

42' x 60' MODULAR OFFICE  
**BOISE - ST. HELENS**  
 (BUILDING #3)  
 ST. HELENS, OREGON

EXTERIOR ELEVATIONS


2004-TB-02-3  
 SHEET  
 10





EXTERIOR ELEVATIONS

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



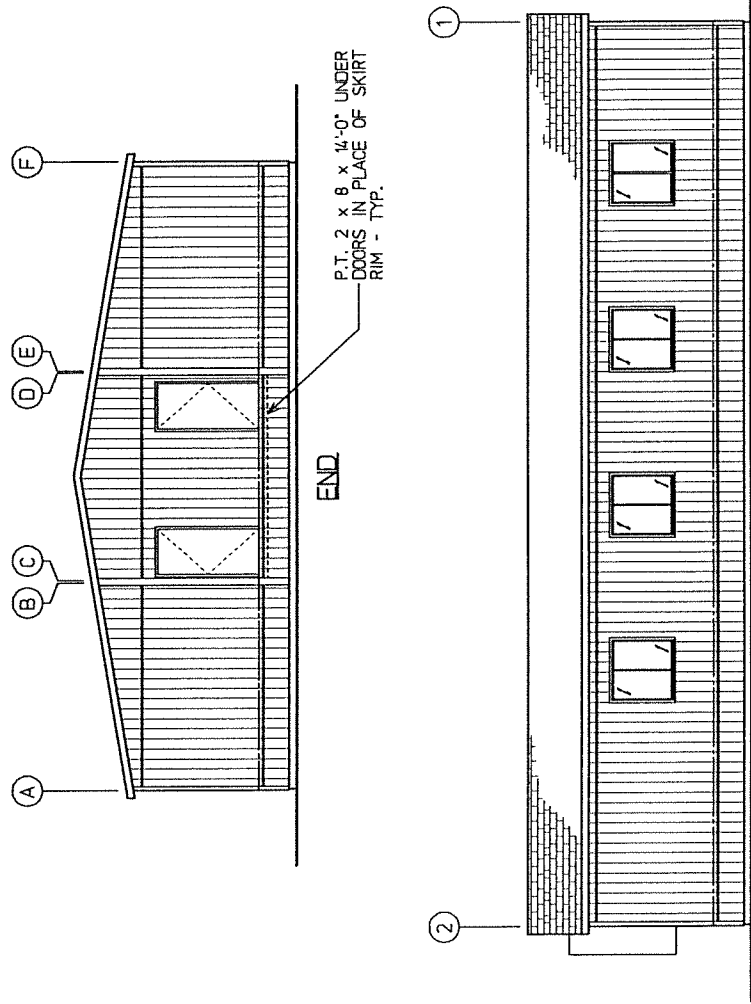
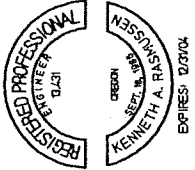
**MODERN BUILDING SYSTEMS, INC.**  
 P.O. BOX 10 • 9493 PORTER ROAD • ALUMSVILLE, OR 97225  
 TELEPHONE: (503) 749-4949 FAX: (503) 749-4950

RELINQUISHMENT AND THE TERMS AND CONDITIONS INCORPORATED HEREIN IS THE PROPERTY OF MODERN BUILDING SYSTEMS, INC. AND IS NOT TO BE USED IN WHOLE OR IN PART, FOR ANY OTHER USE OR PROJECT WITHOUT WRITTEN AUTHORIZATION.

REV.#	BY:	DATE:	PER:	SHEETS:
-	KAH	1-28-04	SUBMITTAL	-
Δ	KAH	2-16-04	OTL	1,8,9,13,15,18,22

42' x 60' MODULAR OFFICE  
**BOISE - ST. HELENS**  
 (BUILDING #3)  
 ST. HELENS, OREGON

EXTERIOR ELEVATIONS

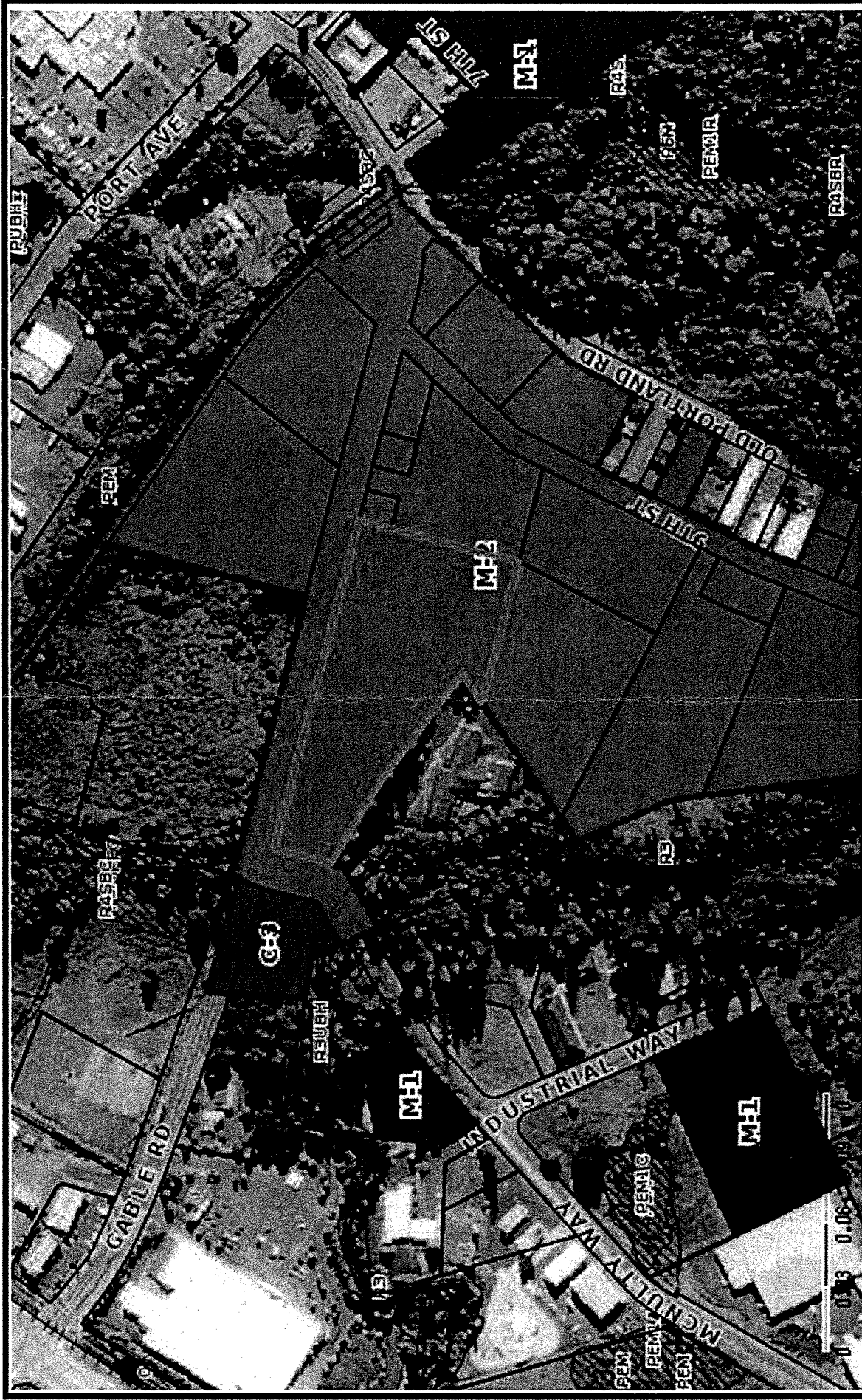


SIDE

EXTERIOR ELEVATIONS

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

# DR 17-03 Zoning



Columbia County



Oregon

Geolifore

## Columbia County Web Maps

Disclaimer: This map was produced using Columbia County GIS data. The GIS data is maintained by the County to support its governmental activities and is subject to change without notice. This map should not be used for survey or engineering purposes. Columbia County assumes no responsibility with regard to the selection, performance or use of information on this map.

Printed 02/24/2017

RECEIVED

MAR 17 2017

March 16 2017

CITY OF ST. HELENS

**REFERRAL AND ACKNOWLEDGMENT**

**To:** City of St Helens

**NOTICE IS HEREBY GIVEN** that Jesse Angeloff has submitted an application for a Conditional Use Permit for a Type I Home Occupation. The applicant is seeking sell used vehicles online, small inventory, some minor repair and detailing in the shop and paved parking area. Customers will not come to the home as orders are over the internet, "no foot traffic". The subject property is zoned Single Family Residential (R-10) and is identified by Tax Map No. 4107-BA-00504, is 1.00 acre, and is located at the address 58841 Ward Drive. CU 17-06

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

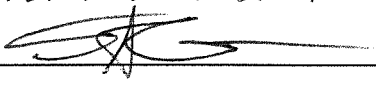
**PLEASE RETURN BY:** 03/27/17

**Planner:** Hayden Richardson

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

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

COMMENTS: PLEASE CONSIDER DEFINING "SMALL INVENTORY" (# OF VEHICLES) IN THE LAND USE  
DECISION. THIS WILL HELP WITH THE ARGUMENT OF WHAT "SMALL INVENTORY" MEANS  
SHOULD COMPLAINTS OR DISPUTES ARISE IN THE FUTURE.

Signed:  Printed Name: JACOB GRAICHEN  
Title: CITY PLANNER Date: MAR. 21, 2017

CONDITIONAL USE PERMIT APPLICATION  
Home OccupationTYPE: ☒ Type I ☐ Type IIAPPLICANT: Name: Jesse AngeloffMailing address: 58841 ward drSt helens oregon 97051  
City State Zip CodePhone No.: Office 503-932-0548 Home 503-689-0445Are you the ☐ property owner? ☐ owner's agent?PROPERTY OWNER: ☐ same as above, OR: ☒Name: Steve Evans Jesse Son-in-lawMailing Address: 58841 ward drSt helens or 97051  
City State Zip CodePhone No.: Office \_\_\_\_\_ Home 503-396-2065PROPERTY ADDRESS: 58841 ward drSt helens or 97051  
City State Zip CodeTAX ACCOUNT NO.: 16819 Acres: 1.0 Zoning: R10/residential4107-021-00504 Acres: \_\_\_\_\_ Zoning: \_\_\_\_\_

\_\_\_\_\_ Acres: \_\_\_\_\_ Zoning: \_\_\_\_\_

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

Use: \_\_\_\_\_ Approx. Acres

residential 1.0

\_\_\_\_\_

\_\_\_\_\_

Total acres (must agree with above): \_\_\_\_\_

WATER SUPPLY: \_\_\_\_\_ Private well.

Is the well installed? \_\_\_\_ Yes \_\_\_\_ No

X Community system.Name McNulty

METHOD OF SEWAGE DISPOSAL:

\_\_\_\_\_ Community Sewer. Name \_\_\_\_\_

\_\_\_\_\_ Not applicable.

X Septic System.If Septic, does the subject property already have a system? X Yes \_\_\_\_ No

If no, is the property approved for a Septic System? \_\_\_\_ Yes \_\_\_\_ No

EMPLOYEES: For any business, how many expected full or part-time employees will you have, including yourself and family members: 1

CONTIGUOUS PROPERTY: List all other properties you own which have boundary lines touching this property:

Tax Account No.AcresCo-owners (if any)N/A

ACCESS CONSULTATION: The applicant has consulted with the local Rural Fire Protection District regarding emergency apparatus access.

Fire Official's Signature: Shelly Booth Date: 2/23/17

## CERTIFICATION:

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

Date: 2-23-17 Signature: [Signature]+++++  
Planning Department Use OnlyDate Rec'd 2/24/17 Hearing Date: \_\_\_\_\_

Or: Administrative \_\_\_\_\_

Receipt No. 19394 CASHZoning: R-10 Staff Member: HR

Previous Land Use Actions: \_\_\_\_\_

+++++

## CONDITIONAL USE PERMIT FACT SHEET

Please attach extra pages if necessary.

1. New Uses: What new uses will occur on the property if this Conditional Use Permit is approved? Describe your project.

Sell used vehicles  
I will be selling cars online  
with a small inventory NO foot traffic

2. Suitability: Why is the property suitable for this use (considering lot size, shape and location, access and roads, natural features and topography, existing improvements, etc.)?

I have a large paved area and a large  
shop plenty of space to display cars

3. Compatibility: How will the use be compatible with surrounding uses?

I have a shop on my property  
that is made for cars & trucks



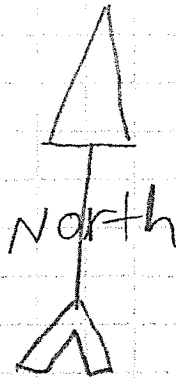
4. Impact: What impact will the proposed use have on existing public facilities, or on your neighbors' use of their land? Why?

None

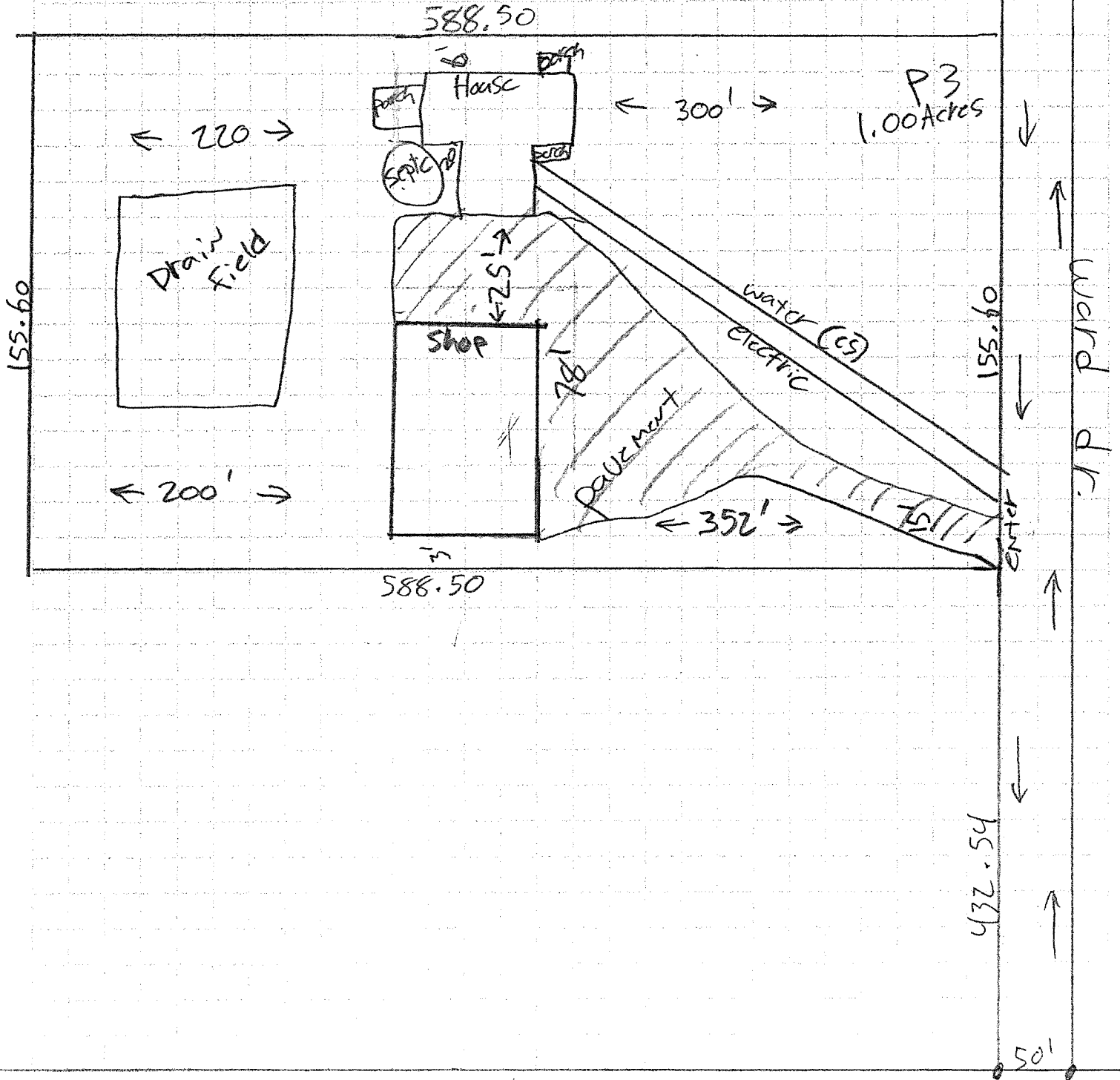
5. Hazards: Does the proposed use create any hazardous conditions or use any poisonous materials? Please describe them.

NO

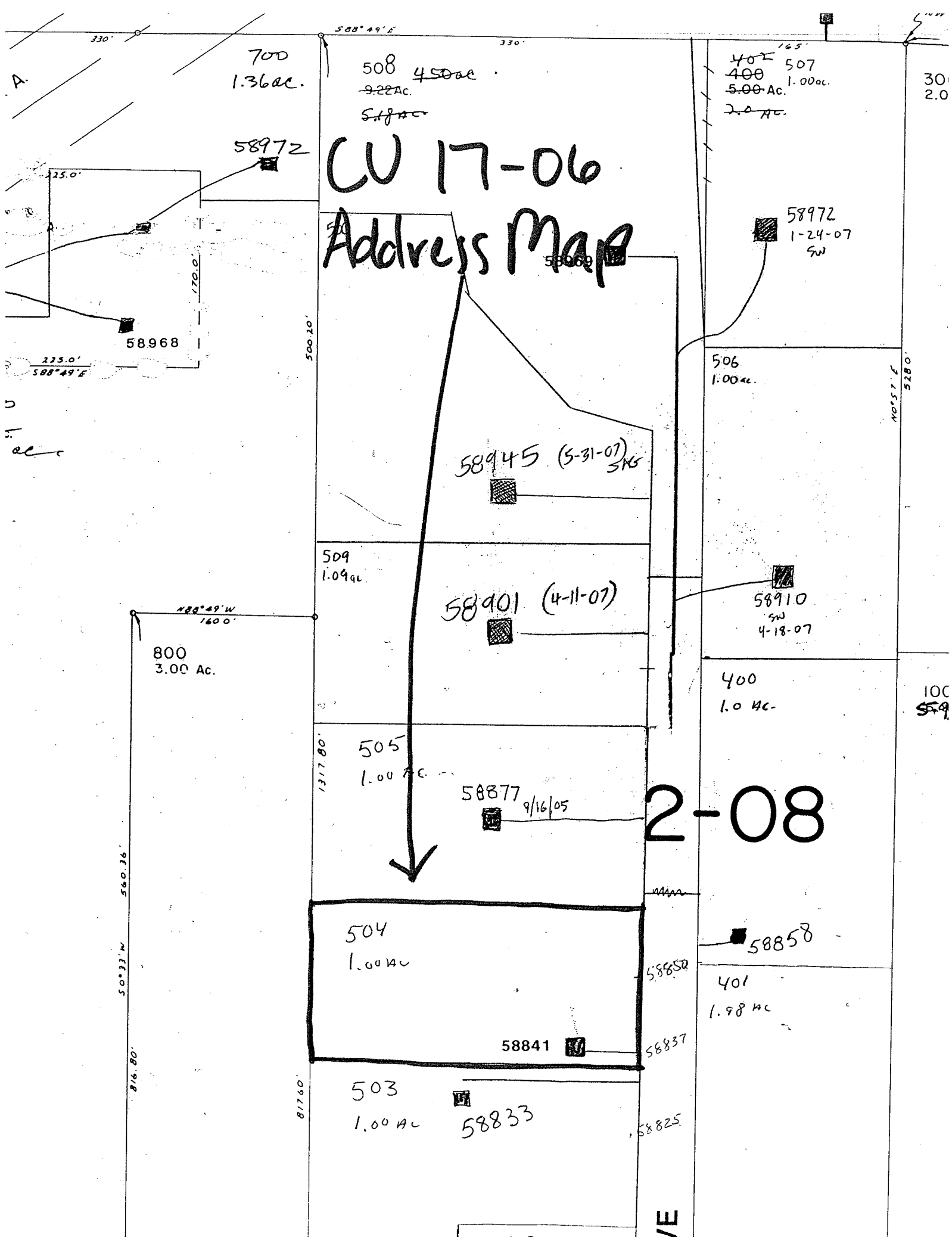
+++++



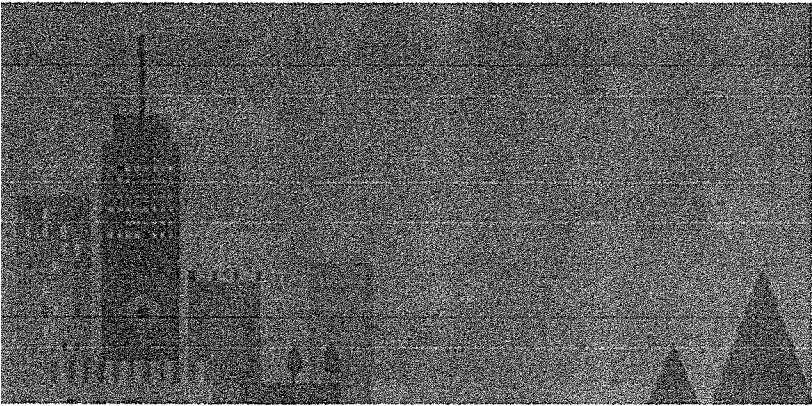
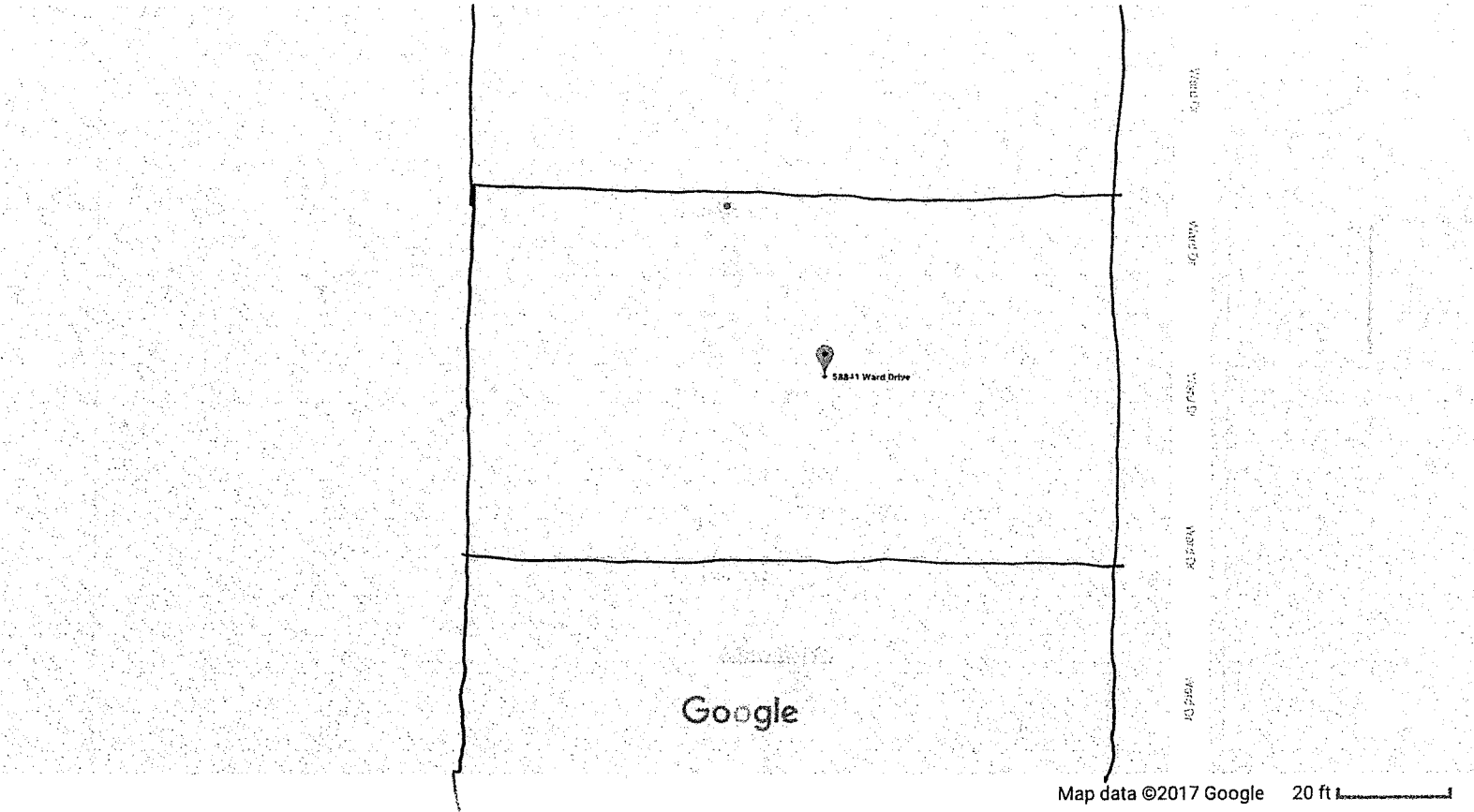
P2



gabie County Rd.



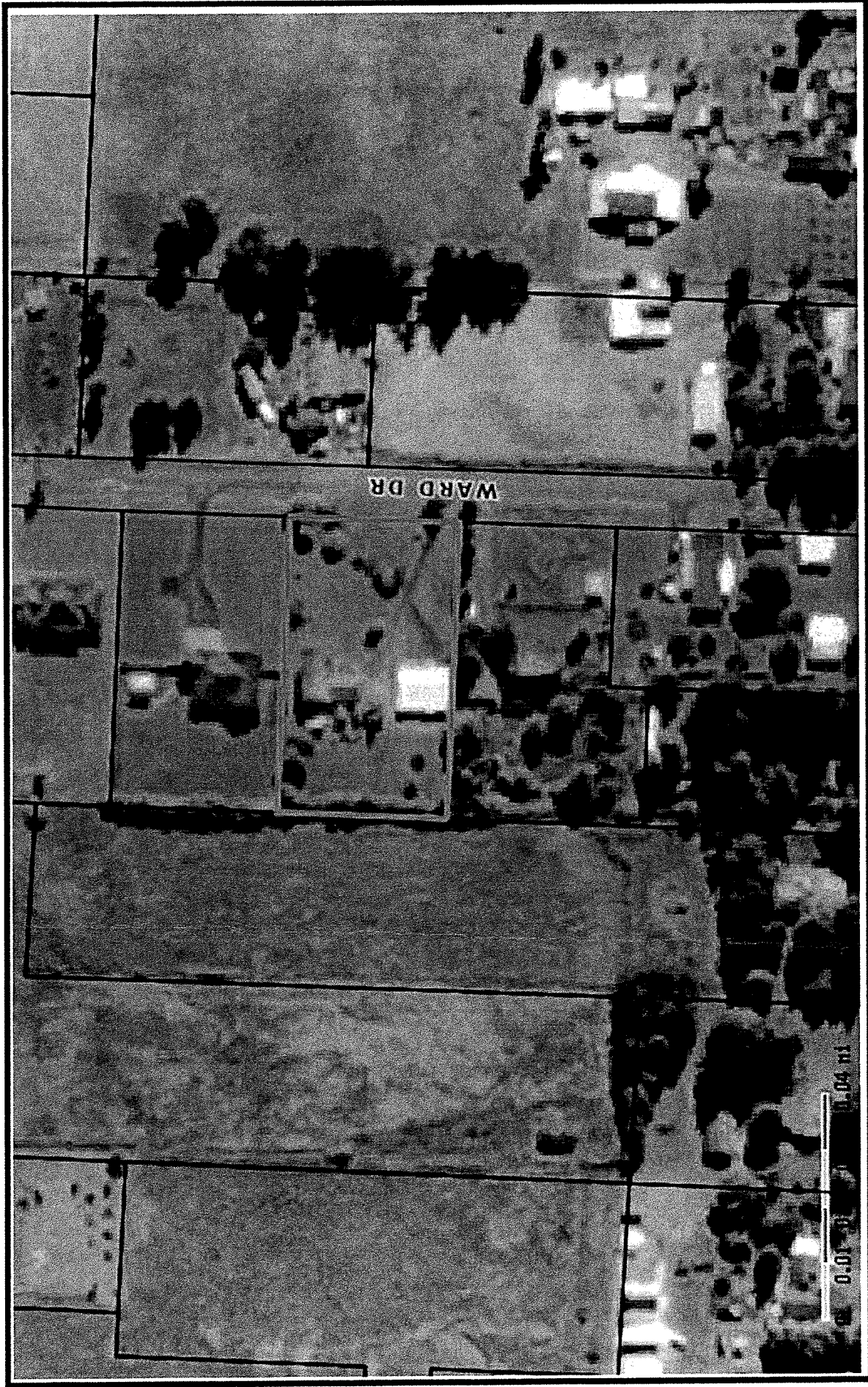




58841 Ward Dr  
St Helens, OR 97051



# CU 17-06 Aerial



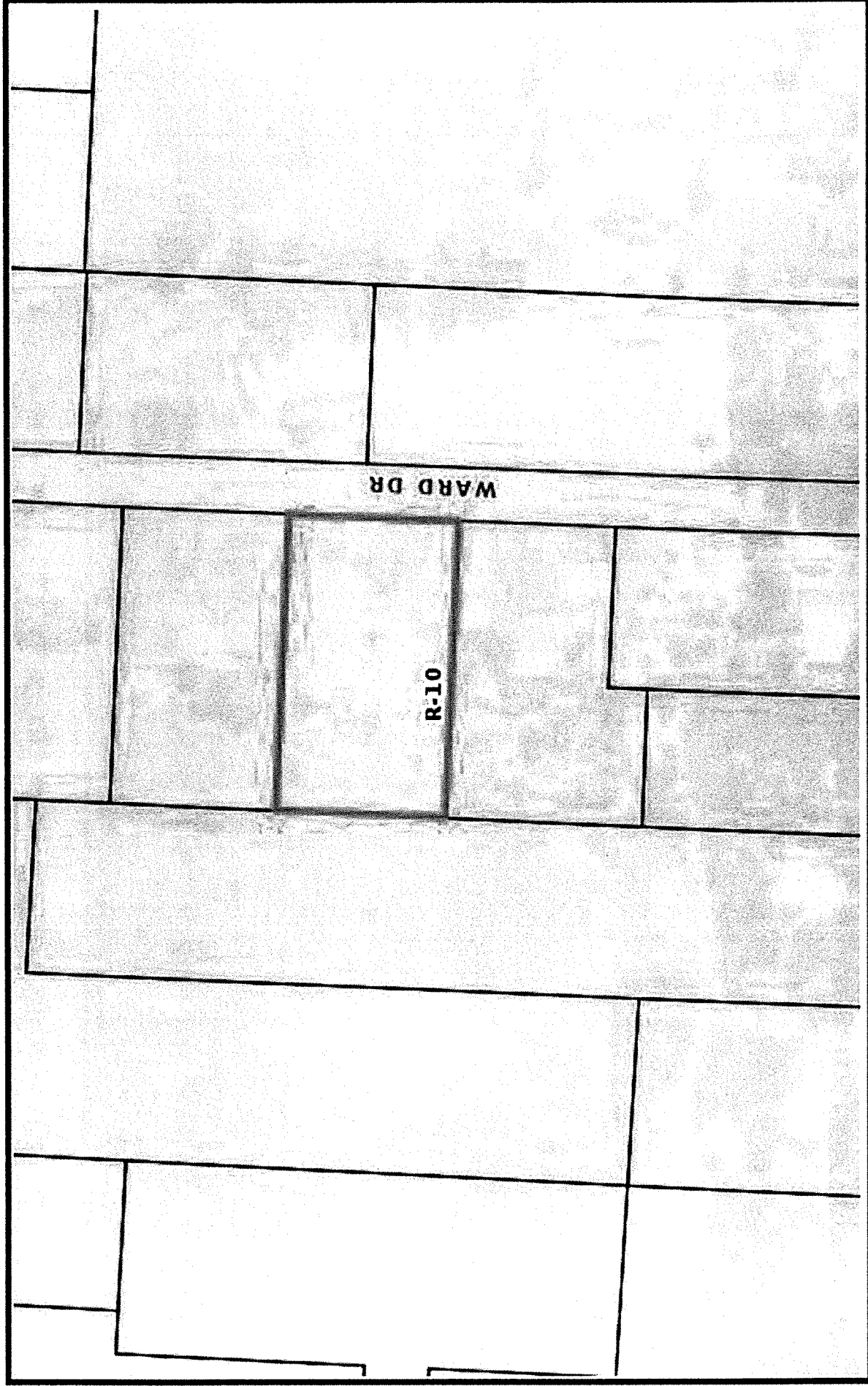
by Geoliforce

## Columbia County Web Maps

**Disclaimer:** This map was produced using Columbia County GIS data. The GIS data is maintained by the County to support its governmental activities and is subject to change without notice. This map should not be used for survey or engineering purposes. Columbia County assumes no responsibility with regard to the selection, performance or use of information on this map.



# CU 17-06 Zoning



Columbia County



## Columbia County Web Maps

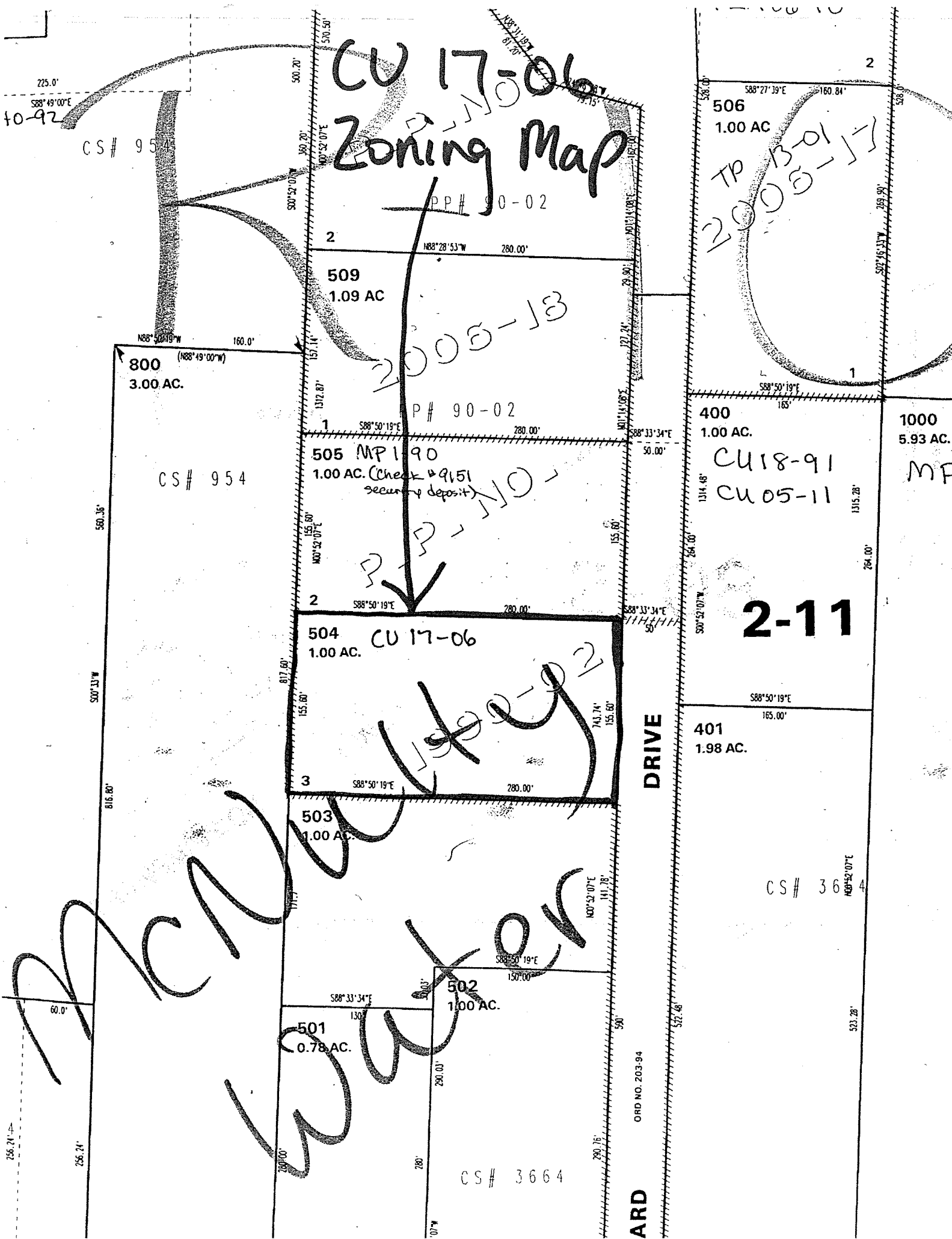
Geotitles

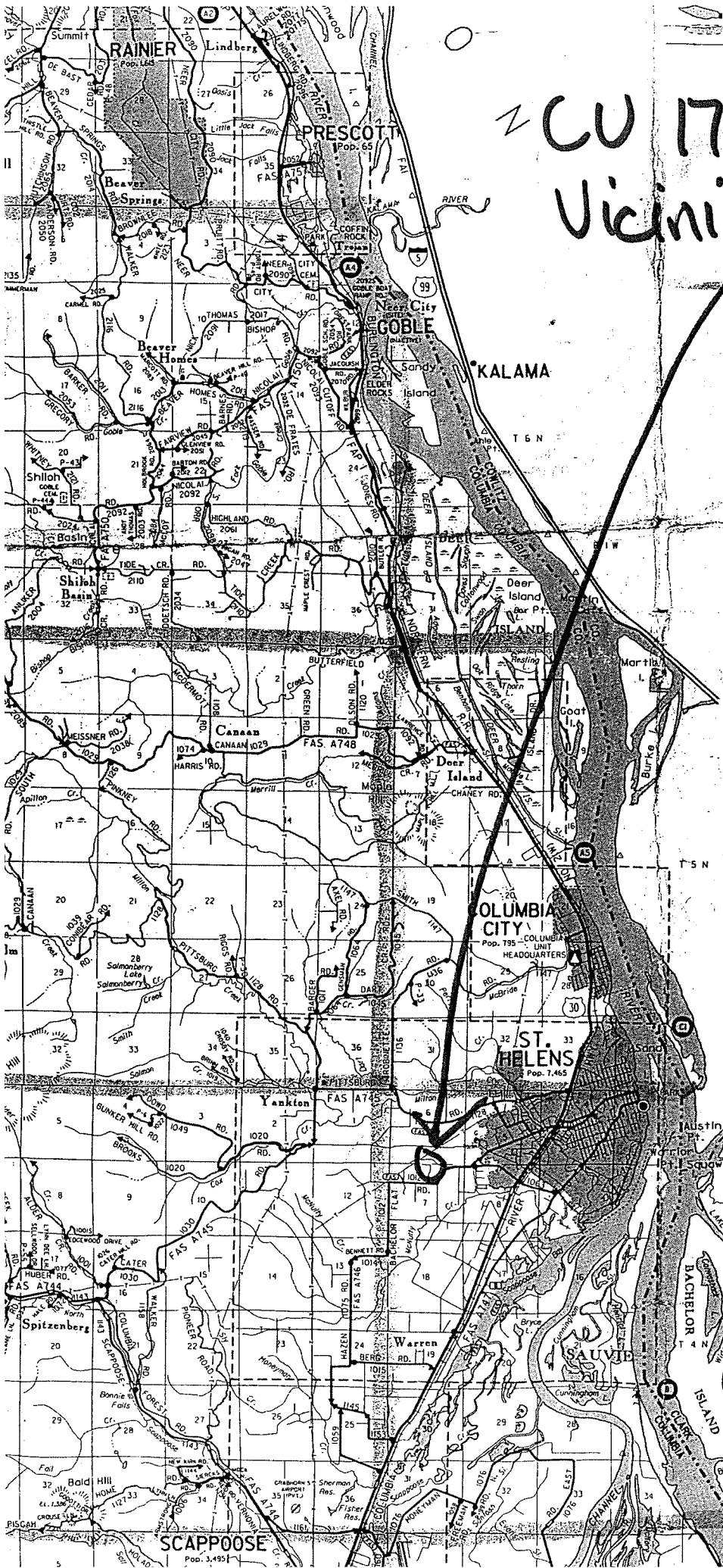
**Disclaimer:** This map was produced using Columbia County GIS data. The GIS data is maintained by the County to support its governmental activities and is subject to change without notice. This map should not be used for survey or engineering purposes. Columbia County assumes no responsibility with regard to the selection, performance or use of information on this map.

Printed 02/24/2017



# CU 17-06 Zoning Map

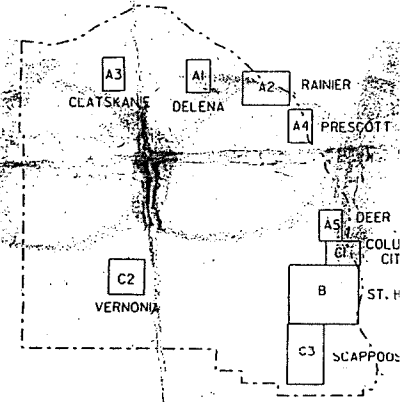




LAKE, POND, OR RESERVOIR WITH DAM  
INTERMITTENT LAKE OR POND  
IRRIGATION OR DRAINAGE DITCH  
TRIANGULATION STATION  
LOOKOUT-TRIANGULATION  
US FOREST SERVICE

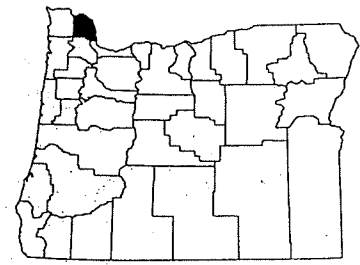
CU 17-06  
Vicinity Map

ARRANGEMENT OF SHEETS FOR COLUMBIA CO



Population of Columbia County 1986 Estimated

KEY TO COUNTIES

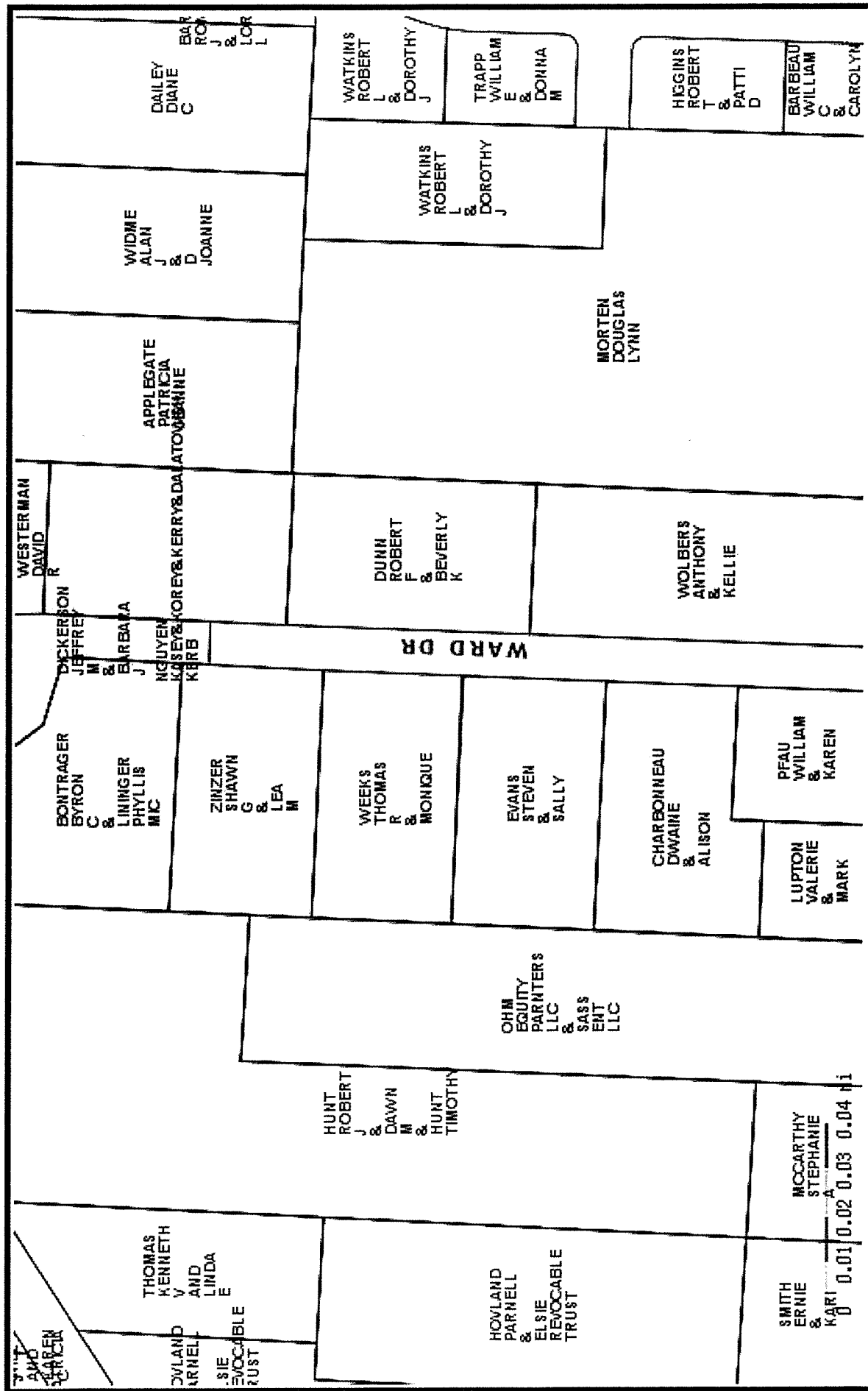


# ROAD INDEX MAP COLUMBIA CO OREGON

PREPARED BY THE  
OREGON DEPARTMENT OF TRANSPORTATION

IN COOPERATION WITH THE

# Ownership Map



Geofacore

## Columbia County Web Maps

Disclaimer: This map was produced using Columbia County GIS data. The GIS data is maintained by the County to support its governmental activities and is subject to change without notice. This map should not be used for survey or engineering purposes. Columbia County assumes no responsibility with regard to the selection, performance or use of information on this map.

Columbia County



Oregon