

CITY OF ST. HELENS PLANNING DEPARTMENT ACTIVITY REPORT



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

Date: 02.21.2023

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.

ASSOCIATE PLANNER/PROJECT MANAGER—*In addition to routine tasks, the Associate Planner/Community Development Project Manager has been working on: **See attached.***

PLANNING ADMINISTRATION—MISC.

Prepared memoranda for the City Council and Planning Commission to aid in its efforts regarding HB 3115, including prep for the March 8th joint meeting.

Prepared memoranda for the Planning Commission to aid in its future efforts regarding architectural standards.

Prepared legal descriptions for the first annexation application received in 2023. This will be #3 of the total annexations subject to Planning Commission/City Council review this spring.

Met with the Broadleaf Arbor (Gable Road apartments) folks about their phased occupancy plans. They hope to get occupancy for their community building this month, and the first apartment building in March. Others to follow, with the senior building (the big "L shaped one) last around October. Street improvements along Gable Road anticipated mid-year. Planning will be involved in the inspections for these over the next several months.

Needing to change a street name in the Riverfront District as part of the waterfront development efforts, I prepared to start that discussion with the Council and Planning Commission in March. The last time we did something like this was back in 2009 for the street off Sykes Road behind the bowling alley after ODOT transferred that to the city.

PLANNING COMMISSION (& *acting* HISTORIC LANDMARKS COMMISSION)

February 16, 2023 meeting (outcome): *As the Historic Landmarks Commission*, the commission reviewed and made recommendations to staff regarding proposed changes to the former Dockside restaurant that was recently purchased by Crooked Creek Brewery.

The Commission and Council Gunderson had a good discussion about teamwork and potential vision sharing. The Commission determined that it should have a retreat like the Council does every year, in part, to help foster team building and overall goals for the city. We talked about doing this sometime the week of March 20-24th.

The Commission reviewed and made recommendations on the 10/11/12th Street bluff property for proposed ROW vacation, dedication and zoning considerations.

They talked a bit about HB3115, but did not engage in any other proactive items.

March 14, 2023 meeting (upcoming): The Commission will hold two public hearings, one for a Conditional Use Permit/Sensitive Lands Permit to allow the 1810 Old Portland Road building to be a public facility (adding offices the old rec center building, initially for non-represented SHPD staff), and the other for a Conditional Use Permit/Variations for a commercial/residential mixed use development at the corner of Columbia Boulevard and N. 6th Street (i.e., the old car wash site).

I suspect the Commission will discuss its architectural standards proactive item and maybe consideration of some other proactive items, time permitting.

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

Quarterly data updates this month. Happy that the Firlok Park Boulevard alignment along the south side of the high school better reflects reality after survey and dedication efforts from the SHHS remodel project—you need to be a planner or cartographer to get excited about stuff like this!

From: [Jennifer Dimsho](#)
To: [Jacob Graichen](#)
Subject: February Department Report
Date: Friday, February 17, 2023 4:16:54 PM

Here are my additions to the February Planning Department Report.

GRANTS

1. **Safe Routes to School - Columbia Blvd. Sidewalk Project** – Culvert project (County) will be a separate project than the sidewalks project. Construction to begin June 2023. County working through acquiring construction/slope easements for affected property owners.
2. **Business Oregon – Infrastructure Finance Authority** – Loan Contract documents finalized for streets/utilities construction and Riverwalk project not covered by OPRD grants. Will submit first reimbursement once design work is complete for Riverwalk project.
3. **Riverwalk Project (OPRD Grants x2)** – 90% design received. 90% cost estimates received on 1/23. PC recommended approval of stage/pavilion with conditions on 1/10. 90% comment review TAC meeting is on 1/25. Working with Wauna Credit Union contact to confirm signage and then will issue sign permit. Coordinated meeting with Building Official to discuss all permits required and their review time frames. Coordinated internal meeting with the Engineering Dept. to discuss project and construction management roles & responsibilities between departments and contractors.
4. **Community Development Block Grants (CDBG)** – Scheduled our required Public Hearing to apply to the CDBG program for sanitary sewer capacity upgrades. CDBG funding request will be for \$2.5 million to fund purely design/engineering and permitting/environmental review. I will be assisting the Engineering Dept with this grant application, which opened on 2/1 and closes 4/30.
5. **Certified Local Government Historic Preservation Grant Program** – Submitted our application for 15k to fund the pass-through grant program, as discussed during the Jan PC meeting. Awards will come in April.
6. **DLCD Technical Assistance Program** – Grant cycle will likely open in August and closes in October. DLCD Regional Rep thinks our Economic Opportunities Analysis update will be a great candidate for funding. Coordinated a meeting with the Scappoose Planning Director to discuss their EOA update. Compiled resources to assist with scoping our EOA update and writing our grant application this summer.
7. **Veterans Memorial Grant Program** - In partnership with the local VFW, the City is preparing a grant application to fund a flag/monument expansion at the McCormick Park veterans memorial. Coordinated meetings with LCE, the VFW, and Councilor Sundeen to determine scope/budget/timeline for an application to the program. Attended a program webinar on 2/16 to learn about the grant application and eligible project costs, etc. Grant is due March 31.
8. **Oregon Mainstreet Grant Review** – Invited to participate on Mainstreet Alliance's Grant Program review committee which met on 2/8. Scored 3 applicants and selected our top candidate to move forward with an application for funding.

PROJECTS & MISC

9. **Riverfront Streets/Utilities Project** – Construction contract granted to Moore Excavation.

Attending weekly check-ins to stay in tune with project schedule and any construction delays/issues. NW Natural will be extending facilities on the site to serve future development. Confirmed with PUD and NW Natural the areas where a potential 0' setback may occur on the site to ensure no future utility conflicts.

10. **1st/Strand Undergrounding Utilities** – Engineering Dept working with electrical engineer directly to scope the project. Scope of work/PSA on Council's 3/15 agenda for approval.
11. **1st Street & St. Helens St. Gateway Arch**– Worked with 2 local firms to prepare scopes to design a gateway arch/entry just south of the intersection of St. Helens Street on S. 1st Street. Introduced the project at the 2/15 Council meeting. Electrical is being run to the location of future posts for the archway as part of the Streets & Utilities project. Council will be asked to select which firm we should work with for design at their 3/1 meeting.
12. **St. Helens Industrial Business Park (SHIBP) Public Infrastructure Design** – 30% design for Phase I infrastructure & permitting/grading work for Phase II with Mackenzie. Mackenzie revised footprint to accommodate feedback from Cascades regarding use of the existing mill buildings. PGE said no further reduction in size is possible for the sub-station, so we are moving forward with design as presented. Planning for grading work for Phase II is kicking off this month as well.
13. **Utility Billing/Bennett Building cornice** – Installation complete - the color selected looks great with the new windows and Pacific Stainless did a great job with Fabrication. Thanks to PW staff for successful install!
14. **US Census Boundary & Annexation Survey** – Submitted our 2022 annexation parcels and their corresponding supporting documentation/ordinances and a few other boundary corrections to the Census.
15. **Safety Committee** – Representing City Hall/UB. Conducted my first quarterly safety inspections in January. Attending monthly meetings.
16. **Warrior Rock Lighthouse Replica** - Councilor Sundeen expressed interest in renovating the warrior rock lighthouse replica using in-house staff for work. Assisting with this process of implementation/coordination with NOAA, County, City, Riverwalk Project, etc.

Jenny Dimsho, AICP

Associate Planner / Community Development Project Manager

City of St. Helens

(503) 366-8207

jdimsho@sthelensoregon.gov