

CITY OF ST. HELENS PLANNING DEPARTMENT ACTIVITY REPORT



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

Date: 12.29.2021

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—MISC.

Responded to a county referral for a two-parcel partition of property identified as 34965 Achilles Road—County File MP 22-03. **See attached.**

The 2-parcel Partition of 160 Belton Road has been recorded. Recording a partition plat is not always “report worthy,” but after the long arduous path this one took, definitively noteworthy. The improvements to Belton Road were completed as required.

The Planning Commission Interview Committee interviewed two candidates this month to fill a vacant position. This was done before the December 14th Planning Commission meeting so the Commission could concur.

As mentioned in last month's report I was hoping to start working on the Development Code amendments related to residential beyond duplexes around the Thanksgiving holiday, but that did not work out. The Christmas/New Years holiday season was also not an opportunity to start working on this as hoped, in part due to the new aerial photo/mapping data project I took over in light of the recent and abrupt retirement of the City Engineer. We'll see what winter brings...

Prepared presentation materials with the Associate Planner and in coordination with other staff for a presentation to the City Council and Urban Renewal Agency in early January. This is an overview of transportation planning and projects and their relatedness to Urban Renewal.

DEVELOPMENT CODE ENFORCEMENT

The issue at 264 N. Columbia River Highway continues to evolve since it first reporting in the July 2021 department report. Making headway. Had first conversation with landlord, which was productive. Gave tenant, as agreed by landlord, a soft deadline of February 1st. Tennent is exploring another location in town, which may facilitate resolving this issue with a happy ending for those involved.

Staring in the June 2021 department report, an unlawful structure case on the 400 Block of Greycliffs Drive has been discussed in these reports. This month, there was court mandate for compliance by December 2nd and then an allowed “delay” to December 9th, this time including contacting staff for onsite inspection. Compliance by the 2nd was the deal to not impose a violation. Failing to meet that including the additional time to the 9th, a bench trial has been set for January 13, 2022.

Building at 1771 Columbia Boulevard (the old PGE building if you've been in St. Helens a long time) had an issue with unlawful use as a dwelling and unlawful storage of various things in the parking lot (the lot not behind a fence). The owner was able to regain possession of the building (after hiring an attorney) this month and plans (per their legal counsel) to clean up the mess.

About a year ago ACSP / Ogrotech, the occupant/owner of the parcel carved out of the St. Helens Industrial Business Park site, installed small sheds as part of their strategy to obtain Marijuana Producer Licenses from OLCC. Despite informing them, including former Councilor Kieth Locke in person that land use permitting was necessary, they were installed without any approvals. Note that many of the buildings were placed atop the "South 80 Landfill" and included trenching into that area for electrical lines. I notified OLCC of this, this month, as recommended by the OLCC Marijuana Licensing Inspector around January of this year. ACSP was sent correspondence in February, which they have failed to act on since.



Left: the small plastic shed visible in this photo was used as a building to obtain Marijuana Producer Licensing from OLCC. There are about 10 of these for 10 separate licenses on this parcel. No land use permitting has been obtained despite notification of such requirements. Related concerns include but are not limited to potential public easement encroachment (city issue) and trenching into the "South 80 Landfill" (DEQ issue) as seen in this photo.

PLANNING COMMISSION (& acting [HISTORIC LANDMARKS COMMISSION](#))

December 14, 2021 meeting (outcome): The Commission held two public hearings. For one, they recommend approval to the Council for an annexation of property on the corner of US30 and First Street (by Les Schwab Tires). For the other, they approved a Variance and Accessory Structure Permit for a residential accessory structure at 2705 Columbia Boulevard that will be larger than the normal maximum size allowed.

The Commission discussed a long standing practice of having an "acceptance agenda" and a "planning director decisions" category on the agenda. The Commission receives a copy (electronically) of administrative decisions. For some unknown reason there was a category for "acceptance agenda" items like Site Development Review actions where the Commission would vote on their acceptance of the decision. The other category for "planning director decisions" is where other administrative decisions are listed on the agenda from the past month in case a

Commissioner wanted to talk about it/ask questions. Since the reason for doing this is long forgotten over time and with no written guidance or law that requires it, the Commission decided to simply have all administrative decisions under the “planning director decisions” category on the agenda. This still provides the information to them and continues the check-and-balance between staff and the Commission, but is a simpler more concise way. This will be a welcome change for 2022.

The Commission also acknowledged the Planning Commission Interview Committee’s recommendation for a candidate to fill a vacancy. Interviews were conducted in the early half of this month.

January 11, 2021 meeting (upcoming): The Commission will hold a public hearing for an annexation of a 12 acre vacant property between Pittsburg Road and Sykes Road. This property is larger than the average annexation and will likely be a residential subdivision in 2022 or later.

The Commission will also conduct their annual Chair/Vice Chair selection and annual summary review.

COUNCIL ACTIONS RELATED TO LAND USE

Closure of Marshall Street along US30 was mentioned in the August report. At that time, Council ok’d pursuit of the closure of Marshall Street at US30 as requested by a predominant property owner. Staff, Associate Planner/Project Manager Dimsho, has since worked with the Fire Marshall, City Engineering, ODOT, a contractor to make this happen. Council approved the contract at their Dec. 1 Regular Session. ODOT will reimburse the city for the proposed gate installation.

The City Council approved a beekeeping ordinance at their Dec. 1 Regular Session. This will change the current prohibition of beekeeping within city limits to allowing mason bees and, given certain standards are met, honeybee keeping. This is not a Development Code amendment and thus did not go through the Planning Commission.

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

Assisted the local mainstreet organization with property owner information within the mainstreet area to help them solicit projects for an upcoming round of Oregon Main Street Preservation Grants opening in January. The grants will provide up to \$200,000 in matching funds for downtown revitalization efforts in communities participating in the Oregon Main Street Network.

Data updates related to recent annexations.

The Request for Proposal deadline for new aerial photos and data was early this month. The Council approved the firm recommended by the selection committee at December 15, 2021 regular session. Next steps will be preparing the contract and bringing that to council for

approval and then coordinate with the firm to complete the work. Project is anticipated to be completed by midyear 2022.

ST. HELENS INDUSTRIAL BUSINESS PARK PROPERTY

We had a kickoff meeting this month with the consultant team for implementation of phase 1 for infrastructure.

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

COLUMBIA COUNTY
LAND DEVELOPMENT SERVICES
Planning Division
COURTHOUSE
ST. HELENS, OREGON 97051
Phone: (503) 397-1501 Fax: (503) 366-3902

October 29, 2021

REFERRAL AND ACKNOWLEDGMENT

Responding Agency: City of St. Helens

NOTICE IS HEREBY GIVEN that Chris Iverson on behalf of MCCI, LLC has submitted an application for a partition to divide a 2.99 acre parcel into an approximate 1.36 acre and 1.46 acre parcels. The property is located at 34985 Achilles Rd, identified by tax map number 4118-A0-04700 and is zoned Residential (R-10). MP 22-03

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

PLEASE RETURN BY: November 11, 2021

Planner: Deborah Jacob

RECEIVED

NOV 22 2021

CITY OF ST. HELENS

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 NOV. 24, 2021.

Signed: _____

Printed Name: JACOB

GRAICHEN

Title: _____

CITY PLANNER

Date: Nov. 24, 2021



CITY OF ST. HELENS PLANNING DEPARTMENT

MEMORANDUM

TO: Deborah Jacob, Planner, Columbia County
FROM: Jacob A. Graichen, AICP, City Planner 
RE: Columbia County file MP 22-03
DATE: November 24, 2021

Please include the following conditions:

1. Redevelopment/shadow plan required prior to the County's approval of the final plat. This shall be subject to city review and approval. This includes both the plat itself and accompanying legal documentation.
2. Approved redevelopment/shadow plan shall be recorded with the final plat and referenced on the final plat with a line to write the instrument number of the redevelopment/shadow plan.
3. Right-of-way dedication to achieve 30' from right-of-way centerline shall be required on the final plat.
4. No more than two driveway approaches shall be allowed along the public road (Achilles/Morse Road) that abuts the subject property. Shared access or elimination of the existing eastern access of proposed parcel 1 will be necessary.
5. If shared access is proposed, the appropriate easement and maintenance agreement are necessary and shall be incorporated into (or with) the final plat
6. If shared access is not proposed, the second (eastern) existing access shall be eliminated, prior to final approval/recording of the plat.

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

Zoning/Comprehensive Plan Designation:

The subject property has a St. Helens Comprehensive Plan designation of Rural Suburban Unincorporated Residential, RSUR. If annexed in the future, based on today's assumptions, the most likely zoning would be the City's R7 (7,000 s.f. lot size) or R10 zones (10,000 s.f. lot size).

A shadow plat or redevelopment plan is necessary to help ensure these densities are possible once utilities, sanitary sewer in particular, are available in the to-be-determined future. Generally, the

conceptual lots should be between 10,000 – 13,999 s.f. (the min. size for R10 and just under twice the size for R7) and lot dimensions to meet city specifications. Proposed streets to meet city specifications too (e.g., right-of-way widths). New buildings shall be required to fit within the future development plan's conceptual property lines. Document(s) to be recorded on the deeds of the lots/parcels at the same time as the final plat and be binding on all current and future owners.

Unless the “flagpole” portion of proposed parcel 2 will be a road on the redevelopment plat, this is not an efficient land division as neither the city's R7 or R10 zoned allow a lot dimension (width or length) as little as 50 feet. Also, an emergency vehicle turnaround is likely needed on the redevelopment plat due to the need for a road >150' in length; this will impact the building envelope of proposed parcel 2.

City Utilities:

Both City of St. Helens water and sanitary sewer are far away and not practically available.

Streets/Access:

The City's Transportation Systems Plan classifies this road as a Collector Street. This calls for a 60' wide public right-of-way. The current right-of-way width appears to be as narrow as 40 feet. Right-of-way dedication to achieve 30' from right-of-way centerline is necessary.

As a collector street, the city's access requirements are greater than normal. The city's collector street standards call for 100' spacing between driveways. In this case, the only way to maintain this is for the second driveway approach (on the east side next to the proposed property line) to be eliminated or for this to be shared with the driveway approach for access to proposed Parcel 2. A third driveway approach could not meet the 100' spacing and should not be allowed.

COLUMBIA COUNTY
LAND DEVELOPMENT SERVICES
Planning Division
COURTHOUSE
ST. HELENS, OREGON 97051
Phone: (503) 397-1501 Fax: (503) 366-3902

October 29, 2021

REFERRAL AND ACKNOWLEDGMENT

Responding Agency: City of St. Helens

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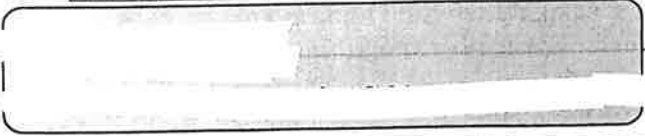
PLEASE RETURN BY: **November 11, 2021**

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:



Signed:

Printed Name:

Title:

Date:

COLUMBIA COUNTY
LAND DEVELOPMENT SERVICES

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

#1741 + #210
= (#1951)

192-21-000506 PLNG

PARTITION
General Information

File No. MP 22-03

APPLICANT: Name: MCCI, LLC, an Oregon limited liability Compnay, Chris Iverson

Mailing address: 36360 Smith Rd. Columbia City Or. 97018 PO Box 1112 St Hel

Phone No.: Office 503-397-0123 City 503 State 97018 Zip Code 97051

Are you the X property owner? cell owner's agent?

PROPERTY OWNER: X same as above, OR:

Name: _____

Mailing Address: _____
City State Zip Code

Phone No.: Office _____ Home _____

PROPERTY ADDRESS (if assigned): 34985 Achilles Rd

TAX ACCOUNT NO.: 17251 4118-AP-04700 Acres: 2.99 Zoning: R10

PROPOSED PARCEL SIZES (acres): 1.36 ± 1.46 ±

WATER SUPPLY: _____ Private well. Is the well installed? _____ Yes _____ No

X Community system. Name McNulty Water District

METHOD OF SEWAGE DISPOSAL: _____ Community Sewer. Name _____
_____ Not applicable.
X Septic System.

If Septic, does the subject property already have a system? X Yes X No

If no, is the property approved for a Septic System? X 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: Chris Iverson Date: 10/13/21
MCCI LLC

Planning Department Use Only

Date Rec'd. 10-14-21 Hearing Date: _____ or Admin. _____

Receipt No. 396598 Staff Member: GD

Previous Land Use Actions: PLA 9-94 Stormwater & Erosion Control Fees: \$210

Columbia County Land Development Services
STATEMENT OF WATER RIGHTS

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

Water is supplied to this property by McNulty Water District

Name (please print): Chris Iverson

Address: 36360 Smith Rd. Columbia City Or. 97018

Signed: Chris Iverson

Dated: 10-13-21

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): Chris Iverson

Address: 36360 Smith Rd. Columbia City Or. 97018

Signed: Chris Iverson

Dated: 10-13-21

Please do not write below this line. Thank you.

PROPOSED PARTITION PLAT
MCCI, LLC.
IN THE NE 1/4 OF SECTION 18 &
THE NW 1/4 OF SECTION 17,
T4N, R1W, W.M.,
COLUMBIA COUNTY, OREGON

PARCEL 2

1.46 Acres

PARCEL 1

1.36 Acres

PARCEL 2

60 Ft/In
DWG NO. 21-227 EXHIBIT MAP S2
JOB NO. 21-207
10-13-2021



60 Ft/In
DWG NO. 21-227 EXHIBIT MAP S2
JOB NO. 21-207
10-13-2021



K.L.S. SURVEYING INC.
1224 ALDER STREET
VERNONIA, OREGON 97064
(503) 429-6115

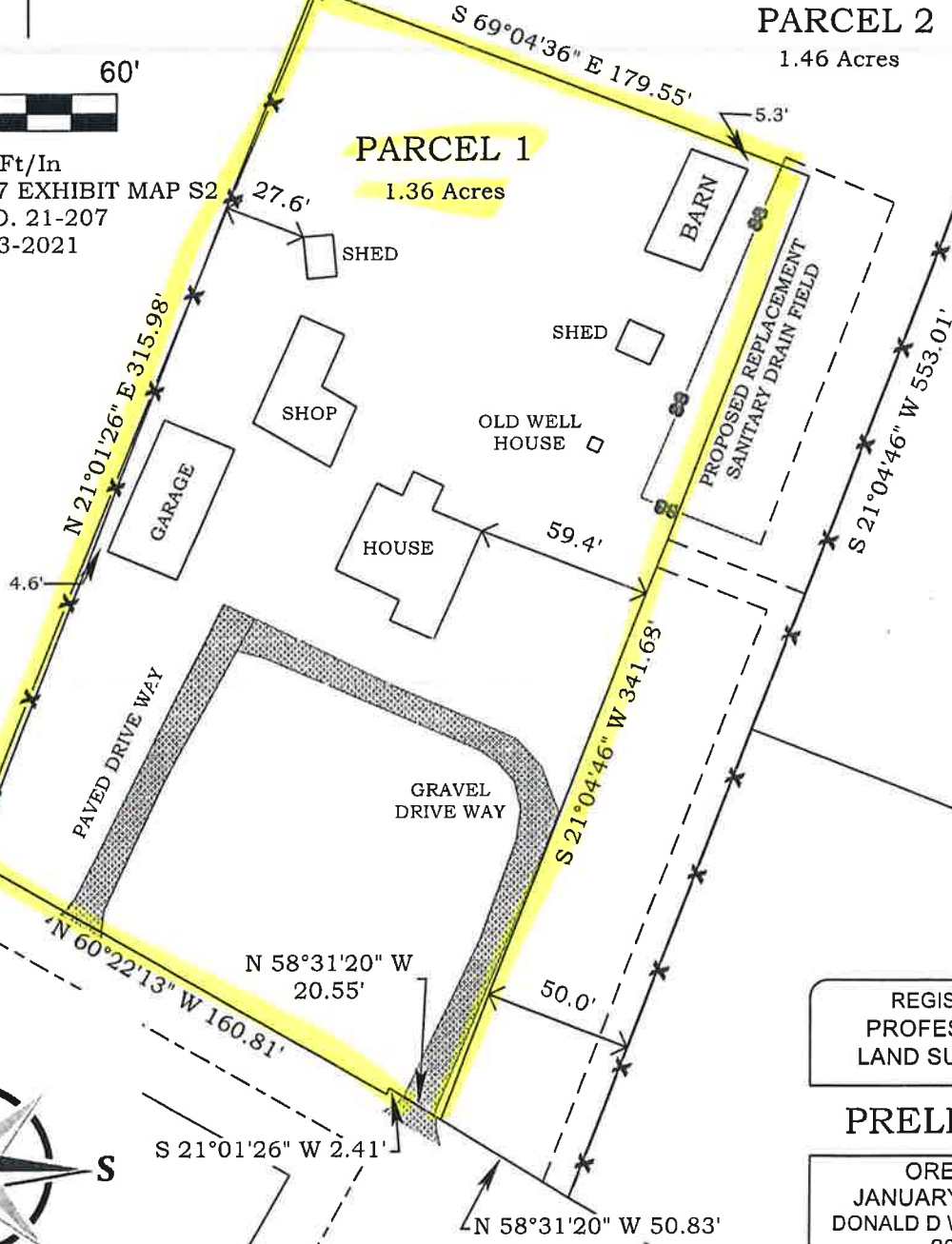
REGISTERED
PROFESSIONAL
LAND SURVEYOR

PRELIMINARY

OREGON
JANUARY 19, 1993
DONALD D WALLACE, JR
2601

RENEWS 6/30/22

ACHILLES ROAD



PROPOSED PARTITION PLAT
MCCI, LLC.
IN THE NE 1/4 OF SECTION 18 &
THE NW 1/4 OF SECTION 17,
T4N, R1W, W.M.,
COLUMBIA COUNTY, OREGON



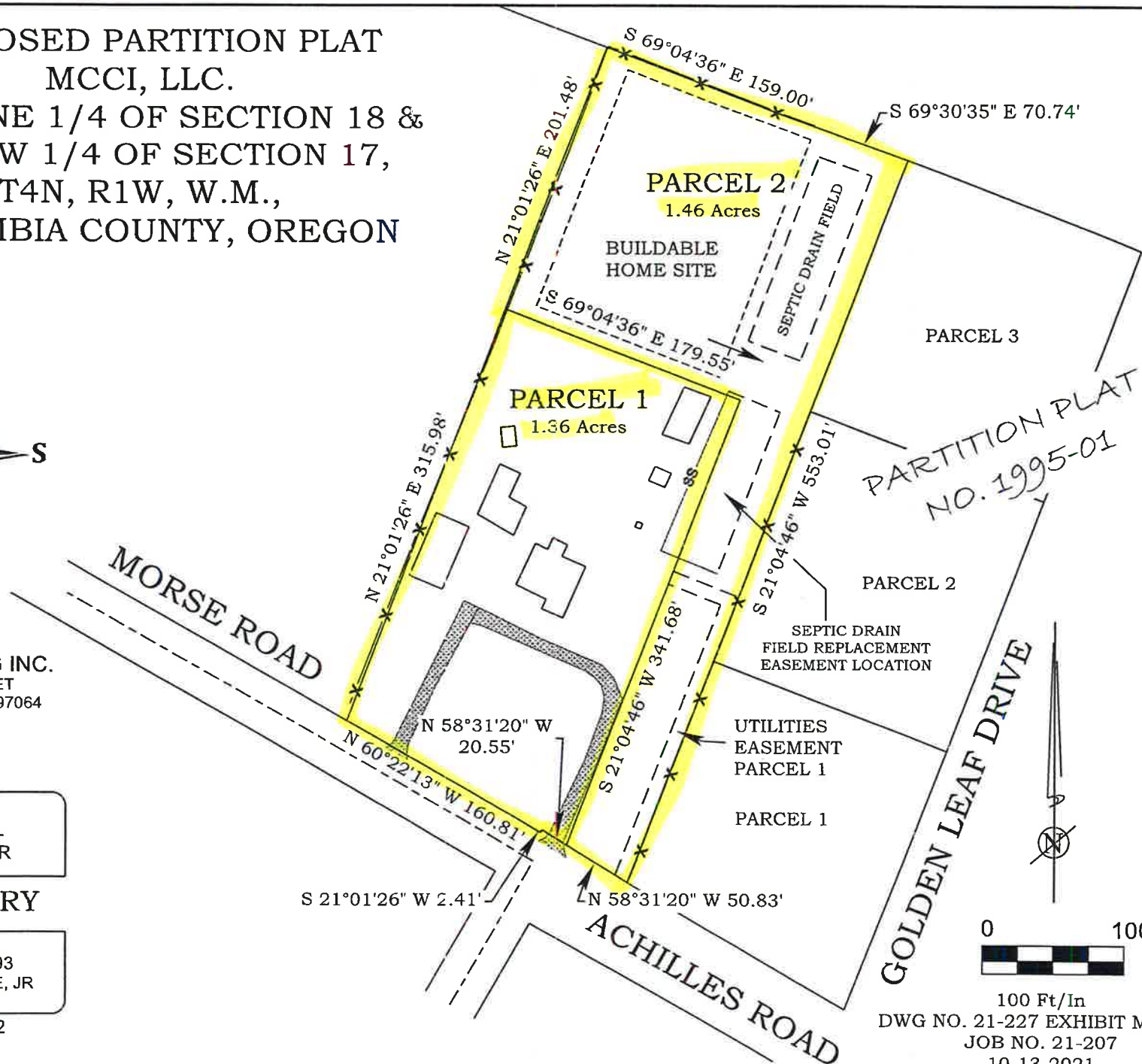
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REGISTERED
PROFESSIONAL
LAND SURVEYOR

PRELIMINARY

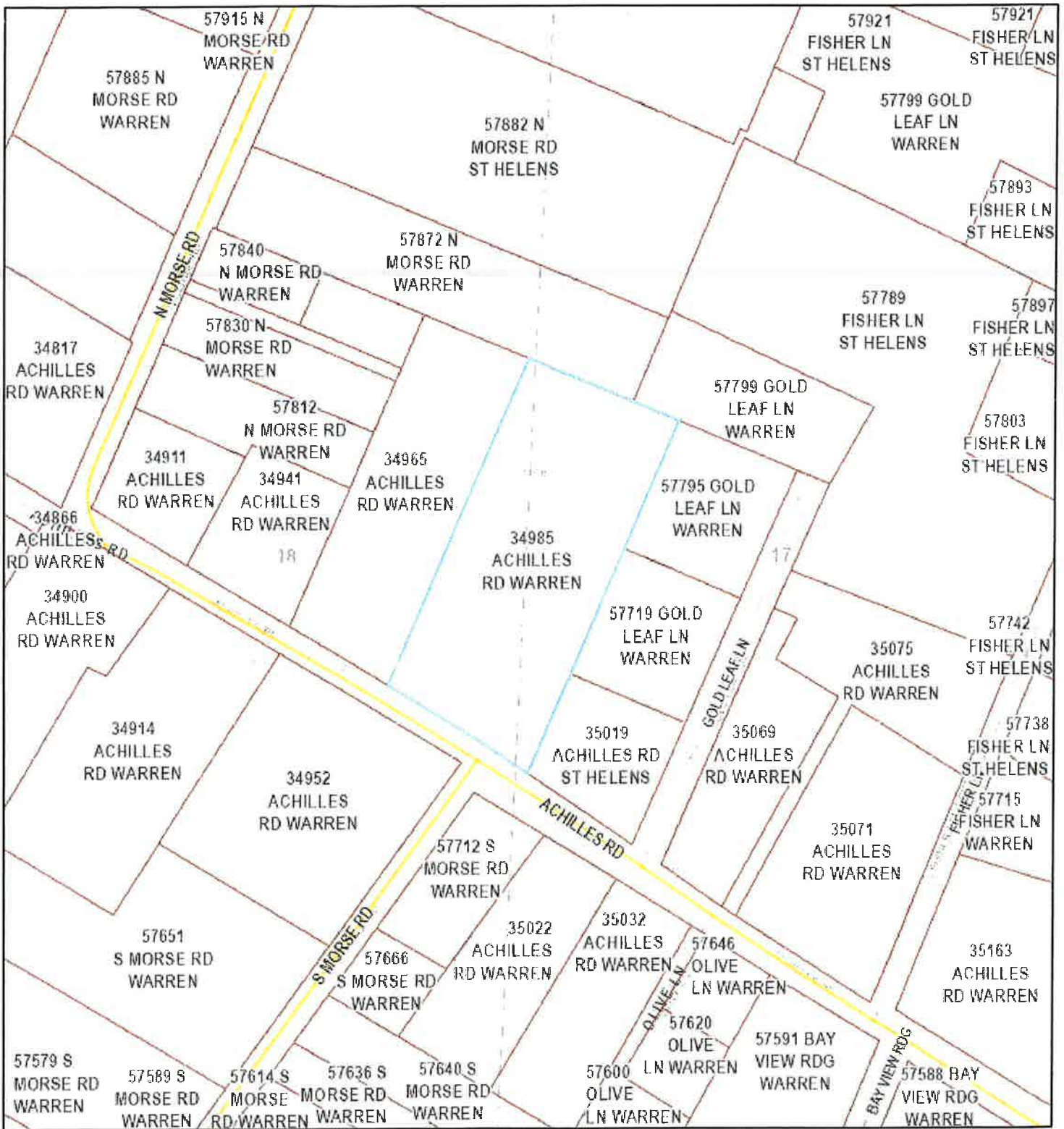
OREGON
JANUARY 19, 1993
DONALD D WALLACE, JR
2601

RENEWS 6/30/22



100 Ft/In
DWG NO. 21-227 EXHIBIT MAP S1
JOB NO. 21-207
10-13-2021

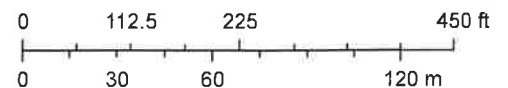
Columbia County Web Map



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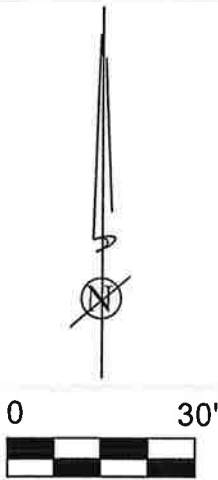
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- Override 1
- Township & Range
- Situs Address Labels
- Minor Roads
- Taxlots
- Arterial Roads
- Sections



Bureau of Land Management, State of Oregon, State of Oregon DOT, State of Oregon GEO, Esri Canada, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA

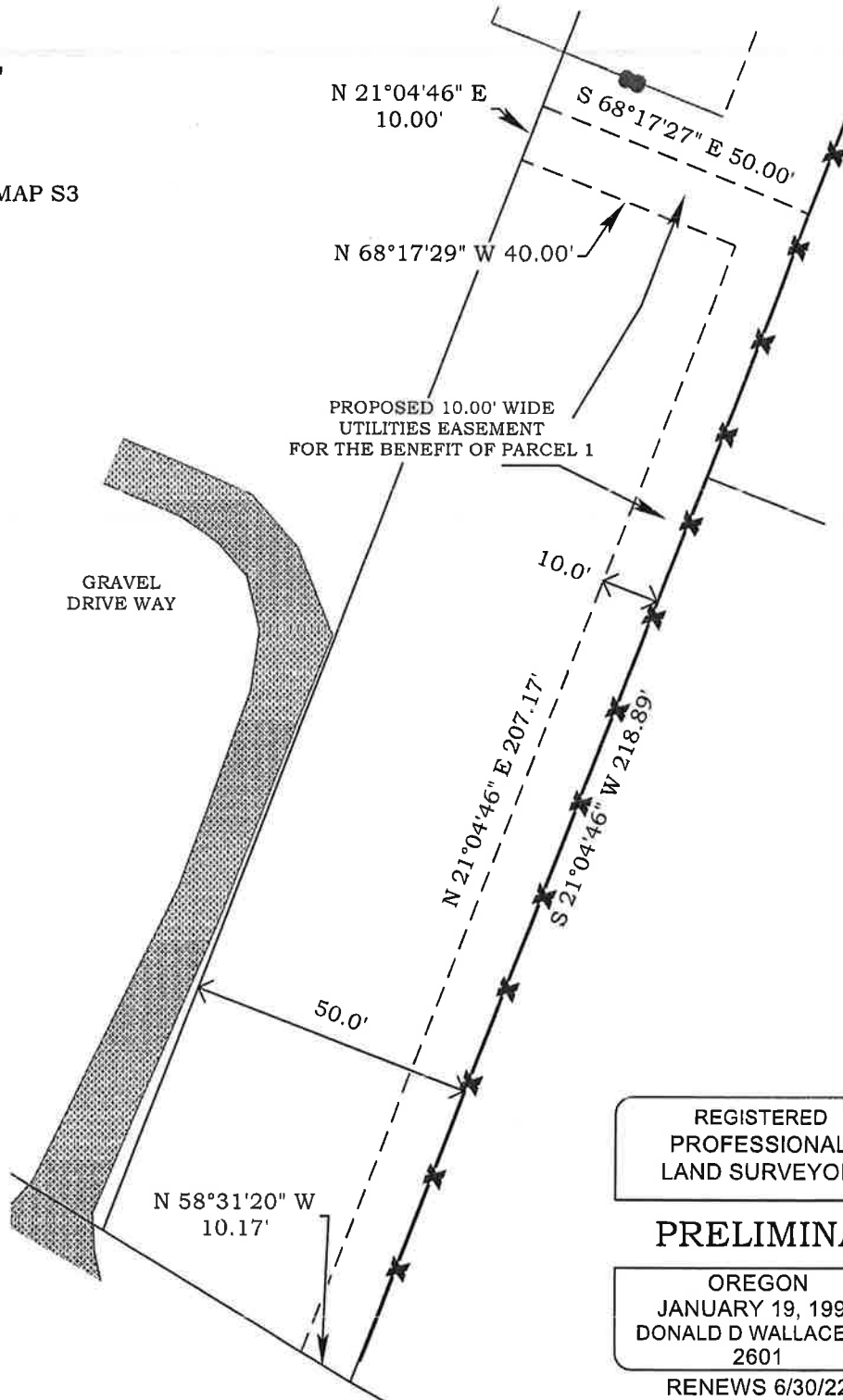
PROPOSED PARTITION PLAT
MCCI, LLC.
IN THE NE 1/4 OF SECTION 18 &
THE NW 1/4 OF SECTION 17,
T4N, R1W, W.M.,
COLUMBIA COUNTY, OREGON



30 Ft/In
DWG NO. 21-227 EXHIBIT MAP S3
JOB NO. 21-207
10-13-2021



K.L.S. SURVEYING INC.
1224 ALDER STREET
VERNONIA, OREGON 97064
(503) 429-6115



REGISTERED
PROFESSIONAL
LAND SURVEYOR

PRELIMINARY

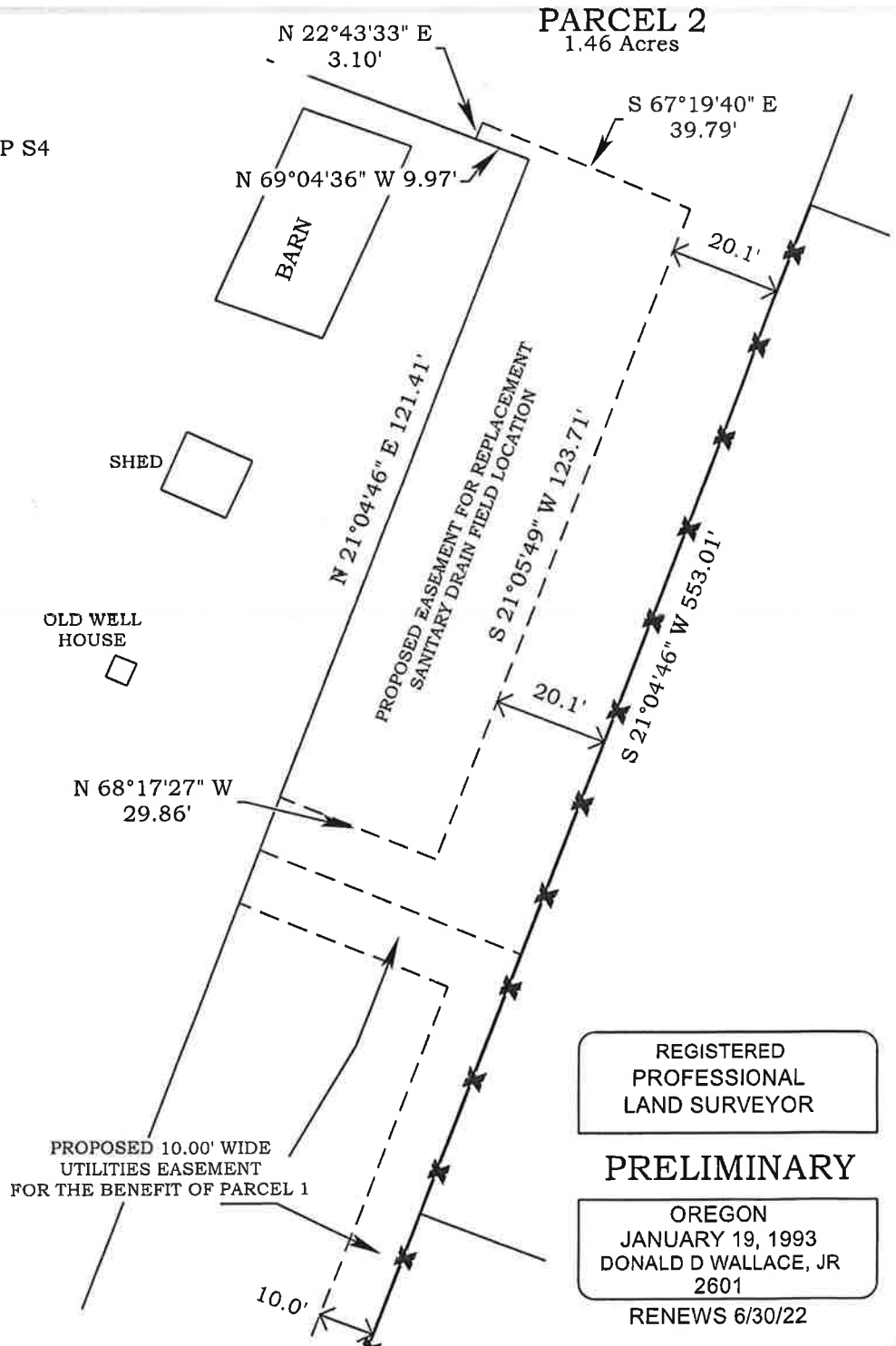
OREGON
JANUARY 19, 1993
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2601

RENEWES 6/30/22

PROPOSED PARTITION PLAT
MCCI, LLC.
IN THE NE 1/4 OF SECTION 18 &
THE NW 1/4 OF SECTION 17,
T4N, R1W, W.M.,
COLUMBIA COUNTY, OREGON



30 Ft/In
DWG NO. 21-227 EXHIBIT MAP S4
JOB NO. 21-207
10-13-2021



K.L.S. SURVEYING INC.
1224 ALDER STREET
VERNONIA, OREGON 97064
(503) 429-6115

REGISTERED
PROFESSIONAL
LAND SURVEYOR

PRELIMINARY

OREGON
JANUARY 19, 1993
DONALD D WALLACE, JR
2601

RENEWS 6/30/22



MP 22-03 R-10 Zoning & Aerial Map



Oregon Statewide Imagery Program (OSIP) - Oregon Imagery Framework
Implementation Team, Bureau of Land Management, State of Oregon, State of
Oregon DOT, State of Oregon GEC, Esri Canada, Esri, HERE, Garmin,
INCREMENT P, USGS, EPA, USDA

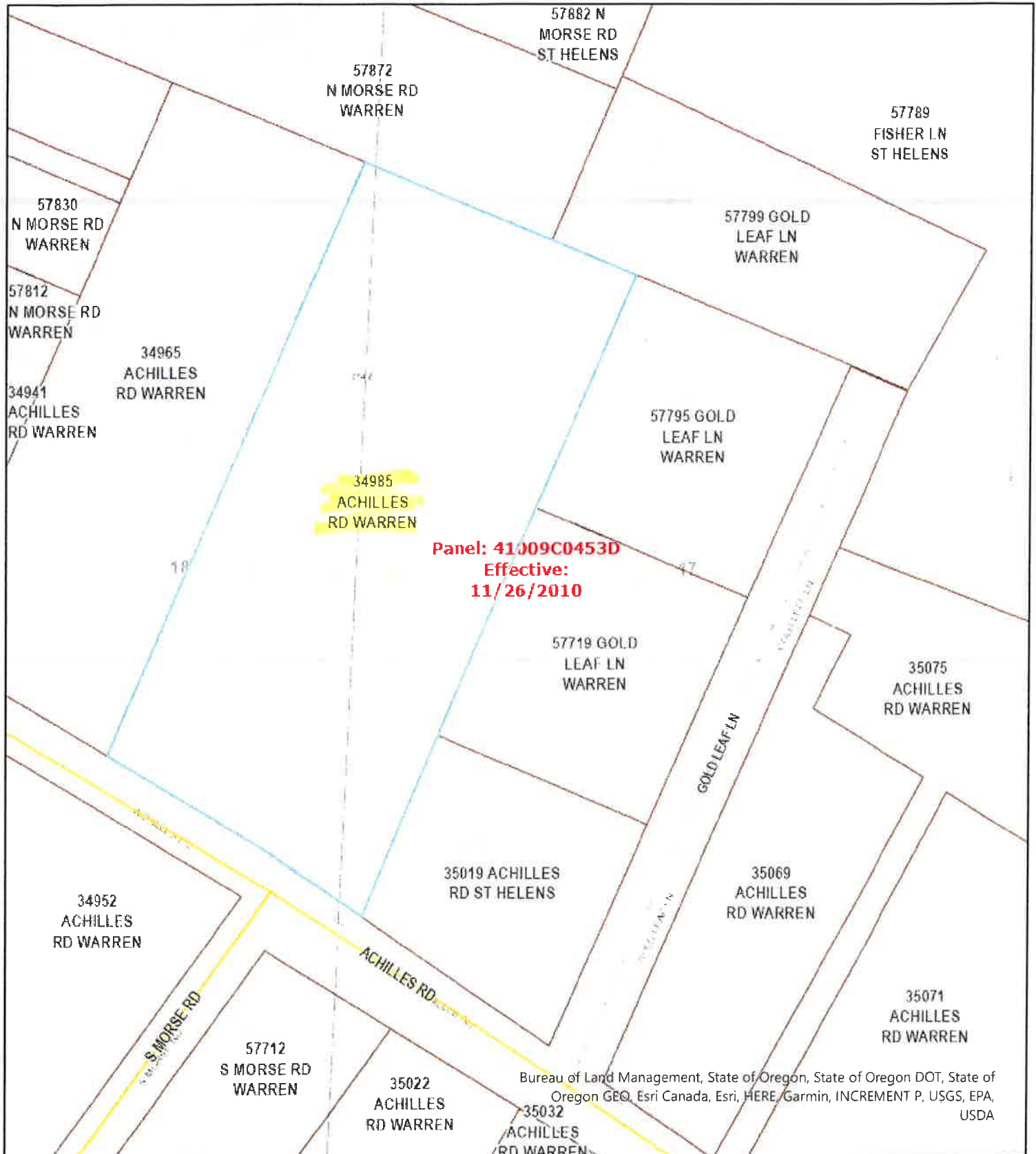
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10/15/2021 11:26 AM

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.



MP 22-03 34985 Achilles Road



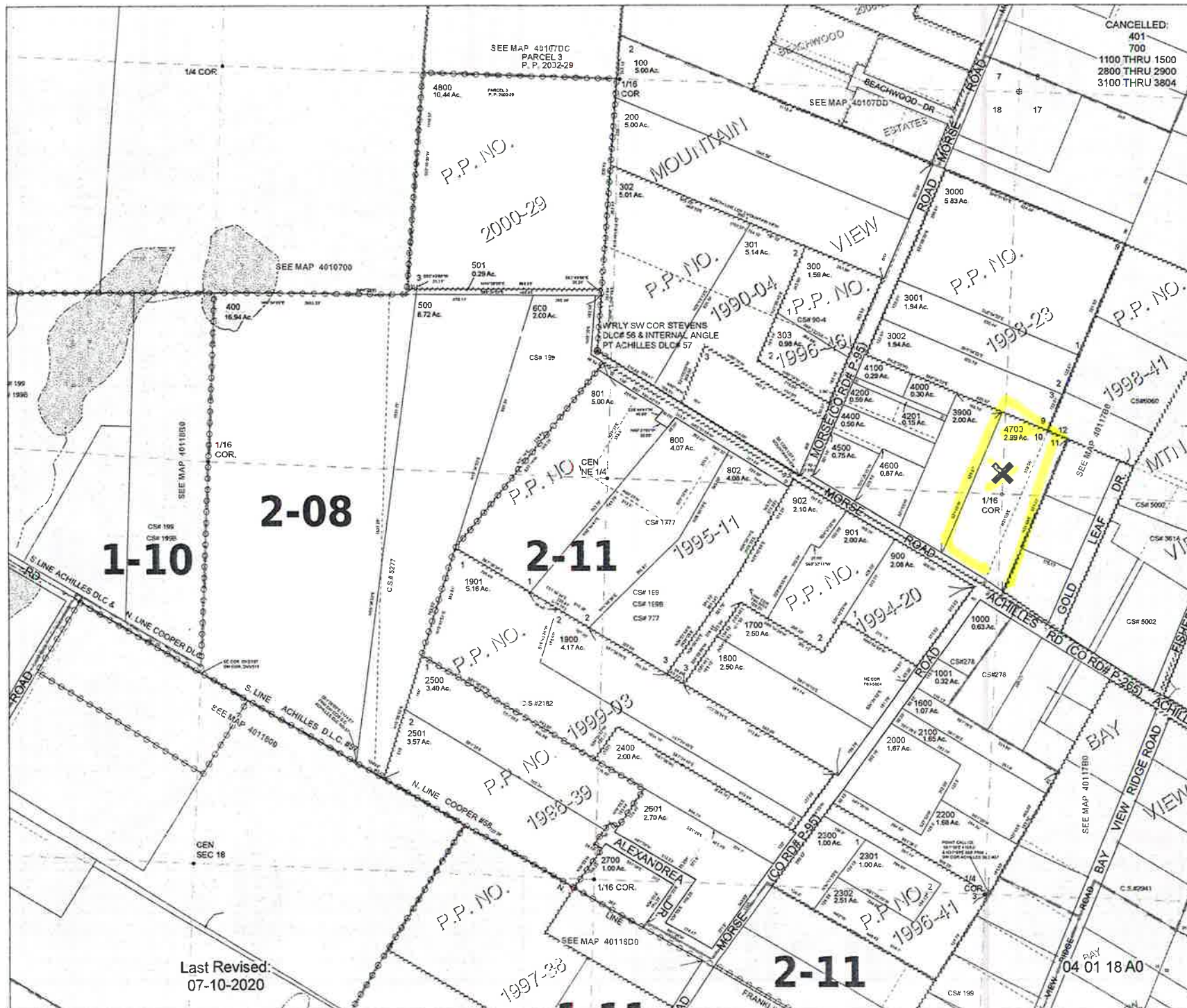
0 250 500 ft



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10/15/2021 11:42 AM

COLUMBIA COUNTY

$$1'' = 200'$$




34240 MILLARD ROAD
WARREN OR 97053

PO BOX 260
ST HELENS OR 97051

Office: 503-397-1301

Fax: 503-366-5616

www.mcultywater.com

8/27/19

Robert Harbison
34985 Achilles Road
Warren, Oregon 97053
Account #794

Subject: Tentative Approval for Waiver of McNulty Water System
Development Charge for 34985 Achilles Road Warren, OR 97053

Dear Mr. Harbison,

McNulty Water People's Utility District ("McNulty Water") has confirmed your property's eligibility for waiver of a System Development Charge ("SDC") for the property located at 34985 Achilles Road Warren, Oregon 97053. ("the Property"). In the event that a new metered water service from McNulty Water is requested for the Property in accordance with the terms outlined below, McNulty Water will waive the SDC that would otherwise be due under the then-current McNulty Water Rate Schedule.

The agreement to waive the SDC for a new metered water service will be honored under the following terms and conditions:

- 1. Waiver Period.** This SDC waiver will be valid for **two (2) years** from the date of your acceptance of this offer (the "Waiver Period"). If a new metered water service is requested for the Property during the Waiver Period, McNulty will waive the SDC due. If a new metered water service is requested for the Property at any date after the expiration of the waiver period, the then-existing property owner will be charged the SDC due.
- 2. Value of Waiver.** The current value of the SDC waiver is specified in McNulty Water's present Rate Schedule, Ordinance 18/19-03. The value of the SDC waiver may be higher or lower at the time a waiver is requested. The value of the waiver will be the amount of the SDC for a new metered water service at the time the waiver is requested, according to the then-current Rate Schedule.
- 3. Non-Transferrable.** Neither this agreement nor the SDC waiver is transferrable. The SDC waiver applies only to requests for new

metered water service at the Property at the address identified above.

4. **Legal Survey & Recording of Easement.** By accepting this agreement, you consent to McNulty Water's right to enter upon the Property to inspect and survey McNulty Water's easement area, and to identify potential sites for future water line and service hookups. You agree to execute, and coordinate with McNulty Water in the execution of, an easement to be recorded with Columbia County upon request by McNulty Water.
5. **Binding Agreement.** This agreement and the terms and conditions contained herein are binding upon McNulty Water and the owner(s) of the Property, their successors and assigns, and such parties agree to be bound.

If this agreement is acceptable to all owner(s) of the Property, please have each owner of the Property sign below indicating their consent. If this agreement is accepted, we will contact you regarding the time and date of the legal survey of the Property. You will have an opportunity to be present at the time of the survey.

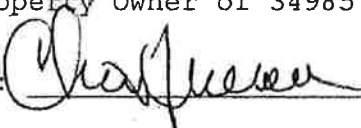
Thank you,

Dick Lager
President, McNulty Water PUD
m: 503-410-4028
Dick@McNultywater.com

By signing below, I accept and agree to be bound by the terms and conditions set forth in this letter.

Property Owner of 34985 Achilles Road Warren, Oregon 97053

By:

 ^{Member} MCCI LLC

Print Name:

Chris Iverson ^{Member} MCCI LLC

Date:

7-1-21



May 13, 2021

MCCI LLC
PO Box 1112
St. Helens, OR 97051

EVALUATION REPORT FOR AN ON-SITE SEWAGE DISPOSAL SYSTEM

Subject: 4N-1W-18-A0-04700 (proposed Parcel 1)
Receipt: 394951

Acreage: 2.99
File #: 192-21-000249-EVAL-01

I have made an evaluation of the property described above for a SEPTIC SYSTEM REPAIR of your sewage disposal system in the area you proposed for on-site sewage disposal. As a reminder, the old septic system must be abandoned according to Oregon Administrative Rules 340-71-185(2).

Note- This study was done with the intention of pursuing a property partition process; please ensure that subsequent partition application processes keep the identifications scheme assigned in this report consistent for record keeping purposes.

Based on the results of this study, sewage disposal appears feasible through the construction of a STANDARD SEWAGE DISPOSAL SYSTEM, as described in the attached site drawing and construction detail reports.

Before construction of a subsurface sewage disposal system can take place, A PERMIT MUST BE OBTAINED FROM COLUMBIA COUNTY LAND DEVELOPMENT SERVICES. Only the property owner or a licensed installer can construct a subsurface sewage disposal system or part thereof. A detailed, to-scale plot plan of the proposed development and list of construction materials must be submitted with the permit application.

Only a limited area of your property appears suitable for this type of system. Please refer to the enclosed diagram for specifics concerning dimensions and/or special conditions of the approved site.

Please note that this approval is site specific to the area tested and does not address the feasibility of locating the system elsewhere on the property. Should you wish to relocate the disposal system, a new evaluation (with appropriate fees as per OAR (340-071-0140)) will be required.

This study was done on Map/Tax Lot 4N-1W-18-A0-04700. The evaluation was performed with the intention of potentially subdividing the property. Should this activity take place, it may create the need to allow Subject Parcel 1 to place a drainfield off-site, therefore, a Metes & Bounds style easement will be required. The easement will have to be approved by this department and filed and recorded with the county clerk's office before a permit to construct the drainfield will be issued. Ensure that the easement is reviewed for accuracy prior to recording. Please make note of this requirement as it may delay the normal process of securing a septic construction permit and subsequently, all other permits.

This approval is limited to a dwelling of FOUR bedrooms maximum. The definition of "bedroom" means any room within a dwelling which is accepted as such by the local authorized building official.

This approval will remain valid until the system is installed and approved. Conditions on this property or adjacent properties are not to be changed in any manner conflicting with applicable State rules which would prohibit issuance of a permit. Partitioning or subdivision of this property, alteration of the natural conditions in the area of approval and/or water well development on this or adjacent properties may void this approval.

Technical rule changes which take place after the date of this report will not invalidate this approval, except that construction standards may be changed to meet codes applicable at the time of permit issuance.

The approval of this property and the conditions set forth in this letter in no way waive requirements as may be set by the zoning of the area. A permit to construct a system on this property will be subject to the review and approval of Columbia County Land Development Services.

You are cautioned not to place commercial, or other septic system cleaners or additives in your disposal system; doing so could increase the drainfield clogging potential, as well as kill the internal organisms necessary for proper operation. This warning is given with full knowledge of product statements to the contrary.

To prevent accidental injuries, this office recommends the test holes be filled.

If you have any questions, feel free to call.

Sincerely,

A handwritten signature in black ink, appearing to read "Erin O'Connell". The signature is fluid and cursive, with the first name "Erin" and last name "O'Connell" clearly distinguishable.

Erin O'Connell
Environmental Health Specialist

Cc: Richard Louie

STANDARD SYSTEM CONSTRUCTION DETAIL REPORT

(This is not a Construction Permit.)

May 12, 2021

Name: MCCI LLC

Subject: 4N-1W-18-A0-04700 (proposed Parcel 1)

Acreage: 2.99

Receipt: 394951

File #: 192-21-000249-EVAL-01

Your site has been found suitable for a STANDARD ON-SITE SEWAGE DISPOSAL SYSTEM. The following construction specifications shall apply.

Prior to the installation of the disposal system, a sewage disposal construction permit must be obtained from the department of Land Development Services. Included in this permit process is to be a to-scale plot plan of system placement and a complete materials inventory of proposed system components.

The septic tank shall have a minimum liquid capacity of 1000 gallons. A 1500 gallon 2-compartment tank is recommended. Garbage disposal use is not recommended.

For your proposed development, a minimum of 375 linear feet of disposal trench is required. Disposal trenches shall be constructed 2 feet wide on 10 foot minimum centers with no line exceeding 150 feet in length. The trenches and perforated pipe shall be installed within one inch of level and contoured to the natural ground surface. Installation shall take place in the area between Test Pit#2 and #3.

The drainfield shall be constructed in Equal distribution via a hydrosplitter with a maximum trench depth of 18 inches and a minimum trench depth of 18 inches. There must be at least 6 inches of backfill over the top of the drain media, measured from the ground surface.

An effluent pump will be a necessary component of this system in order to construct the drainfield in the approved area and at the correct depth. An electrical permit is required to insure correct installation of the pump, alarm & electrical components.

A minimum separation distance of 100 linear feet is to be maintained between the disposal area and any wells and/or surface waters such as creeks, bogs, lakes or ponds. The existing well noted on the attached field sheet will be required to be decommissioned prior to permit issuance with documentation from Oregon Water Resources Department.

A minimum separation distance of 50 linear feet is to be maintained between the disposal area and the Achilles Rd ditch.

A minimum separation distance of 50 linear feet is to be maintained between the disposal field and the cut bank located on the adjacent parcel directly to the east of Test Pit#2.

No part of the system shall be installed within the dirt access road to the back part of the property.

The disposal site must be protected from livestock, vehicular traffic and/or other damaging encroachments.

SITE EVALUATION FIELD WORKSHEET

Tax Reference 4N-1W-18-AO-04700 (Parcel 1) Evaluator E O'Connell
 Applicant MCCI LLC Date 5/16/21 Parcel Size 2.99

Soil Matrix Color and Mottling (Notation), % Coarse Fragments, Roots, Structure, Layer Limiting Effective Soil Depth, etc.

	Depth	Texture	
Pit 1	0-10"	SIL	10YR 3/2 3SBR Fr muf
	10-16"	SIL	10YR 3/3 3SBR Fr muf
	16-24"	SIL	10YR 4/3 2MSBR Fr muf (MS 10YR 9/2) (MS 10YR 4/5)
	24-34"	SIL	10YR 4/2-3 2M/CSBR Fr-d v-fuf (M 10YR 5/6)
	34-50"	SIL	10YR 4/2 depleted massive @ no roots RMFS
	ESD @ 34"		
Pit 2	0-12"		
	12-22"		Similar to TP#1
	22-36"		RMFS @ 22"
	36-48"		
	48-60"		
	ESD @ 48"		
Pit 3	0-11"		Similar to TP#1
	11-22"		
	22-36"		RMFS @ 22"
	36-48"		ESD @ 48"
	48-60"		
			REPAIR

Landscape Notes

Slope 2-4% Aspect E/SE Groundwater Type Temp @ 22"
 Other Site Notes _____

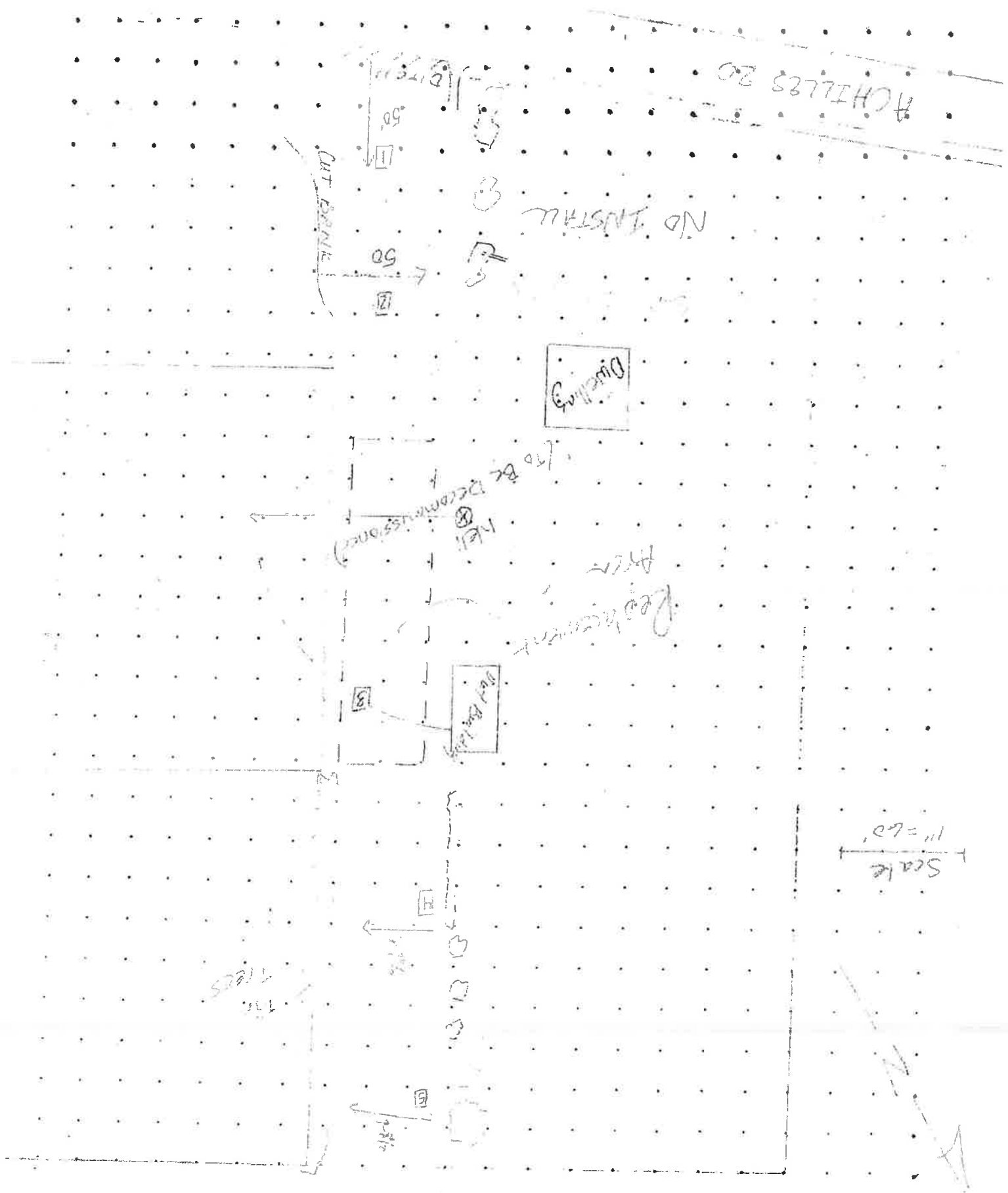
Weather Sunny

SYSTEM SPECIFICATIONS

Type System: _____ Design Flow 450 gpd Disposal Field Size _____ Linear Feet
 Initial _____ System Sizing _____/150 g. Max. Depth Absorption Facility (in) _____
 Replacement _____ System Sizing _____/150 g. Max. Depth Absorption Facility (in) _____

Special Conditions

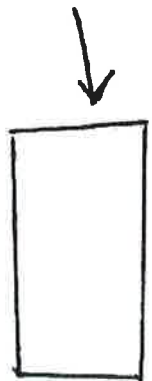
- * Maintain min 100' to any well
- * Install between TP#2 and #3
- * Existing well required to be decommissioned
- * Planting min 50' to Ditch & any cut bank > 30"



MCCI LLC

LOT 2

Drain field
Easment for
LOT 1



Utilities
Easment
for LOT 1

LOT 1

10' →

Achilles Rd



May 13, 2021

MCCI LLC
PO Box 1112
St. Helens, OR 97051

EVALUATION REPORT FOR AN ON-SITE SEWAGE DISPOSAL SYSTEM

Subject: 4N-1W-18-A0-04700 (proposed Parcel 2)
Receipt: 394950

Acreage: 2.99
File #: 192-21-000247-EVAL

I have made an evaluation of a proposed sewage disposal system construction site to support a single family residence on the above described property. Note- This study was done with the intention of pursuing a property partition process; please ensure that subsequent partition application processes keep the identifications scheme assigned in this report consistent for record keeping purposes.

Based on the results of this study, sewage disposal appears feasible through the construction of a STANDARD SEWAGE DISPOSAL SYSTEM, as described in the attached site drawing and construction detail reports.

Before construction of a subsurface sewage disposal system can take place, A PERMIT MUST BE PURCHASED FROM COLUMBIA COUNTY LAND DEVELOPMENT SERVICES. Only the property owner or a licensed installer can construct a subsurface sewage disposal system or part thereof. A detailed, to-scale plot plan of the proposed development and list of construction materials must be submitted with the permit application.

Only a limited area of your property appears suitable for this type of system. Please refer to the enclosed diagram for specifics concerning dimensions and/or special conditions of the approved site.

Please note that this approval is site specific to the area tested and does not address the feasibility of locating the system elsewhere on the property. Should you wish to relocate the disposal system, a new evaluation (with appropriate fees as per OAR (340-071-0140)) will be required.

This approval is limited to a dwelling of FOUR bedrooms maximum. The definition of "bedroom" means any room within a dwelling which is accepted as such by the local authorized building official.

This approval will remain valid until the system is installed and approved. Conditions on this property or adjacent properties are not to be changed in any manner conflicting with applicable State rules which would prohibit issuance of a permit. Partitioning or subdivision of this property, alteration of the natural conditions in the area of approval and/or water well development on this or adjacent properties may void this approval.

Technical rule changes which take place after the date of this report will not invalidate this approval, except that construction standards may be changed to meet codes applicable at the time of permit issuance.

The approval of this property and the conditions set forth in this letter in no way waive requirements as may be set by the zoning of the area. A permit to construct a system on this property will be subject to the review and approval of Columbia County Land Development Services.

You are cautioned not to place commercial, or other septic system cleaners or additives in your disposal system; doing so could increase the drainfield clogging potential, as well as kill the internal organisms necessary for proper operation. This warning is given with full knowledge of product statements to the contrary.

To prevent accidental injuries, this office recommends the test holes be filled.

If you have any questions, feel free to call.

Sincerely,

A handwritten signature in cursive script, reading "Erin O'Connell".

Erin O'Connell
Environmental Health Specialist

Cc: Richard Louie

STANDARD SYSTEM CONSTRUCTION DETAIL REPORT

(This is not a Construction Permit.)

May 12, 2021

Name: MCCI LLC

Subject: 4N-1W-18-A0-04700 (proposed Parcel 2)

Acreage: 2.99

Receipt: 394950

File #: 192-21-000247-EVAL

Your site has been found suitable for a STANDARD ON-SITE SEWAGE DISPOSAL SYSTEM. The following construction specifications shall apply.

Prior to the installation of the disposal system, a sewage disposal construction permit must be obtained from the department of Land Development Services. Included in this permit process is to be a to-scale plot plan of system placement and a complete materials inventory of proposed system components.

The septic tank shall have a minimum liquid capacity of 1000 gallons. A 1500 gallon 2-compartment tank is recommended. Garbage disposal use is not recommended.

For your proposed development, a minimum of 375 linear feet of disposal trench is required. Disposal trenches shall be constructed 2 feet wide on 10 foot minimum centers with no line exceeding 150 feet in length. The trenches and perforated pipe shall be installed within one inch of level and contoured to the natural ground surface.

The drainfield shall be constructed in Serial distribution with a maximum trench depth of 24 inches and a minimum trench depth of 24 inches. There must be at least 12 inches of backfill over the top of the drain media, measured from the ground surface.

A groundwater interceptor is required as part of this system. This interceptor must be constructed 12 inches wide by 50 inches deep with 38 inches of clean gravel placed over a 4 inch perforated pipe with filter fabric covering the gravel. A PVC sheet shall be placed against the lower sidewall trench area to eliminate infiltration of water. A minimum 10 foot setback must be maintained from the drainfield and be exhausted by a non-perforated line below and away from the entire system.

An effluent pump may be a necessary component of this system in order to construct the drainfield in the approved area and at the correct depth. An electrical permit is required to insure correct installation of the pump, alarm & electrical components.

For the above described system, adequate area must be available for the original, as well as a complete replacement system. The replacement system is to be constructed in the replacement area if the original system fails and cannot be repaired.

A minimum separation distance of 100 linear feet is to be maintained between the disposal area and any wells and/or surface waters such as creeks, bogs, lakes or ponds.

The disposal site must be protected from livestock, vehicular traffic and/or other damaging encroachments. This includes the mature fir trees planted along the Easterly property line; the roots can interfere with the installed system and should be considered.

SITE EVALUATION FIELD WORKSHEET

Tax Reference 4N-1W-18-AD-D4700 (Parcel 2) Evaluator E. Drinnell
 Applicant MCC1 LLC Date 9/6/21 Parcel Size 2.99

Soil Matrix Color and Mottling (Notation), % Coarse Fragments, Roots, Structure, Layer Limiting Effective Soil Depth, etc.

	Depth	Texture	
Pit 4	0-11"	SIL	10YR 3/2 3.56R Fr muf
	11-24"	SIL	10YR 3/3 3.55Bk Fr muf
	24-36"	SICL	10YR 4/3 2M5Bk Fr CVff (MS 10YR 3/2) MS 10YR 4-5/6
	36-46"	SICL	10YR 6/2-3 2M/5Bk Fr-d vff (M M/C 10YR 5/6)
	46-60"	SICL	10YR 4/2 depleted massive (F) no roots RMFs
	ESD 46"		
Pit 5	0-10"		
	10-21"		
	21-34"		Similar to TP #4
	34-48"		
	48-60"		
	ESD 48"		
Pit 6			

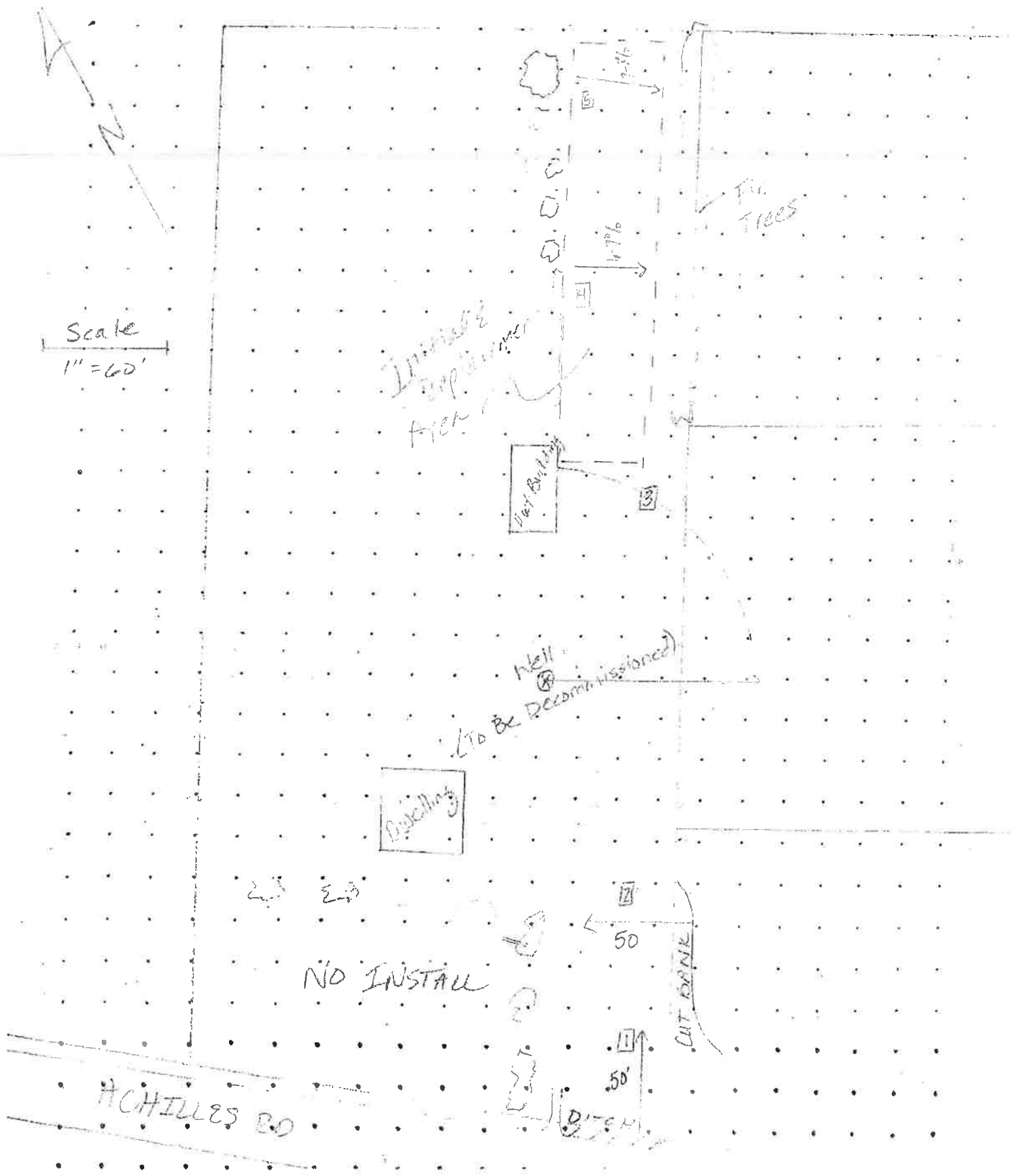
Landscape Notes _____
 Slope 10-8% Aspect E/SE Groundwater Type Temp @ 21"
 Other Site Notes _____

Weather _____

SYSTEM SPECIFICATIONS

Type System: _____ Design Flow 450 gpd Disposal Field Size 375' Linear Feet
 Initial Standard System Sizing 125 /150 g. Max. Depth Absorption Facility (in) 24"/21" Serial
 Replacement Standard System Sizing 125 /150 g. Max. Depth Absorption Facility (in) 24"/21" Serial
 Special Conditions * Maintain min 100' to any well
* GWT required - 30" depth, 38" media

Tax reference 4N-1W-18-A0-D4700 (Parcel 2) Evaluator: S. D. G. 11
Applicant: MCCT LLC Date: 5/16/21





KLS Surveying Inc.
1224 Alder Street
Vernonia, OR 97064

Phone: (503) 429-6115
Fax: (866) 297-1402
Email: dwallace_kls@msn.com

CONCEPTUAL STORM WATER

Storm water will infiltrate into ground and/or run-down hill. There will be no changes in the way that storm water will be treated due to this proposed partition.

Existing Conditions Plan

Arrows on the accompanying map show the direction of storm water flow off the site. The property slopes to the Southwest.

Soil types are defined on enclosed soil report.

Preliminary Development Plan

There is no proposed development at this time that will influence storm water run-off.

PROPOSED PARTITION PLAT
MCCI, LLC.
 IN THE NE 1/4 OF SECTION 18 &
 THE NW 1/4 OF SECTION 17,
 T4N, R1W, W.M.,
 COLUMBIA COUNTY, OREGON



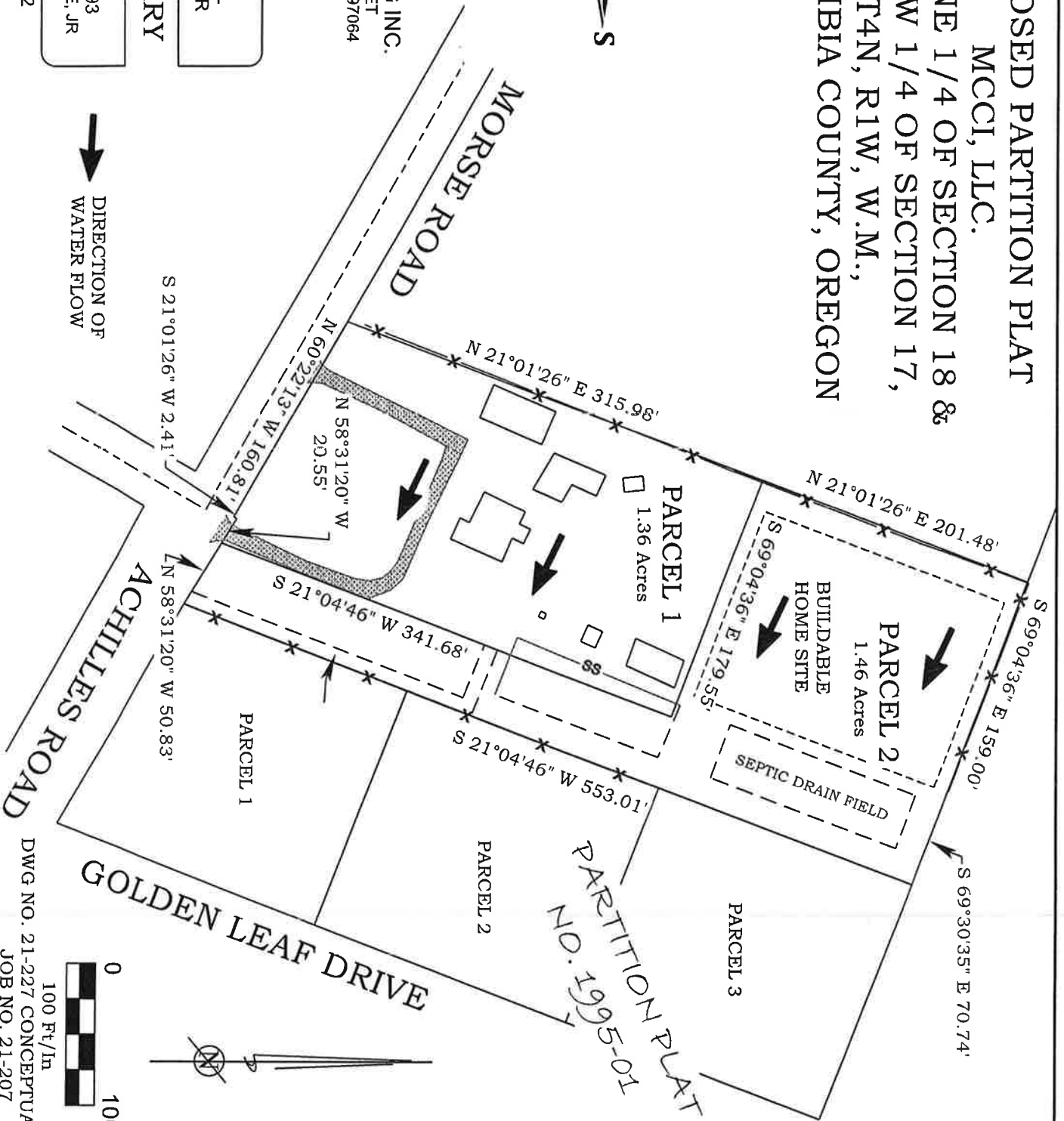
K.L.S. SURVEYING INC.
 1224 ALDER STREET
 VERNONIA, OREGON 97064
 (503) 429-6115

REGISTERED
 PROFESSIONAL
 LAND SURVEYOR

PRELIMINARY

OREGON
 JANUARY 19, 1993
 DONALD D WALLACE, JR
 2601

RENEWS 6/30/22



PARTITION PLAT
 NO. 1995-01



100 Ft/In

DWG NO. 21-227 CONCEPTUAL STORM
 JOB NO. 21-207
 10-13-2021

From: [Jennifer Dimsho](#)
To: [Jacob Graichen](#)
Subject: December Planning Department Report
Date: Wednesday, December 22, 2021 11:11:00 AM

Here are my additions to the December Planning Department Report.

GRANTS

1. **OPRD - Local Government Grant – Campbell Park Improvements** - 6-month grant extension granted for the COVID-19 related delay of court surfacing materials. New deadline is April 2022. Concrete pad poured. Waiting on dry weather for PW to finish grading of stormwater area (plants ordered and pick up, soil delivered). Fencing is up. Basketball hoops installed. Tennis net should go up this week. Surfacing materials installed.
2. **CDBG- Columbia Pacific Food Bank Project** – JH Kelly continuing \$1.6 million construction bid. Tracking all requests for information and submittals to ensure questions are answered. Received approval from state for ~16 Change Orders. Will need to submit a final budget amendment and timeline extension. Delay is mostly due to # of Change Orders and COVID-19 relayed lead times for construction materials. Deadline is Dec 31, 2021, but requested a 6-month time extension.
3. **Safe Routes to School - Columbia Blvd. Sidewalk Project** – Construction timeline provided by David Evans, who is working through design/engineering process. Worked through change to schedule to allow an additional year for bidding the project to allow the County to replace a culvert which collapsed in 2020 during a heavy rainstorm. County IGA and contract amendment to add culvert in scope was approved in December. New schedule has bidding of the project in March 2022, with construction occurring Summer 2022.
4. **Business Oregon – Infrastructure Finance Authority** – Application for a low-interest loan to fund streets, utilities, and a portion of the Riverwalk Project on the Riverfront property. Contracting is underway.
5. **Oregon Watershed Enhancement Board (OWEB)** – Awarded grant (approximately \$12k) to the Scappoose Bay Watershed Council in a partnership with the City for natural enhancements of the 5th Street trail and Nob Hill Nature Park. Continued tracking all in-kind contributions from the City on this effort. Assisting with property line dispute with an abutting property owner. Meeting on site with abutting property owner to discuss property lines.
6. **Certified Local Government – Historic Preservation Grant Program** – Letters went out to eligible property owners on 5/24 announcing that there is \$12k available with a 1 to 1 match requirement and a grant deadline of 7/26. Only 1 incomplete application received, so Plan B work plan is for the City's Court/Utility Billing exterior roof and cornice work. Worked with SHPO on work plan and began working through scope with contractors to begin soliciting direct bids. Site visit from 2 contractors so far. Notice to proceed from SHPO received on 11/1. Discussed bid proposal with Arciform on Dec 29.
7. **Technical Assistance Grant with the Oregon State Marine Board** - To assist with design and permitting of an in-water facility at Grey Cliffs Park. A more detailed contract with be drafted for review and approval by Council for the assistance. Meeting on 12/22 with

OSMB discussed design options for the non-motorized launch and fishing pier. Next steps will be to take options to the public for feedback, select a preferred alternative, and begin final design, and permitting process.

PROJECTS & MISC

8. **Riverwalk Design (OPRD Grants x2)** – Held 12/15 Open House at the Recreation Center to celebrate and educate the public of the 30% design level. Developed communications strategy for sharing designs presented at the Open House. Working through archeological survey based on tribal feedback. Reviewing 30 percent cost estimates for Phase I and Phase II to provide feedback in Jan at the next TAC meeting. Working on a plan to fund Columbia View Park improvements in tandem with Riverwalk Phase I. Preparing materials to go through land use process to expand the park south.
9. **Riverfront Streets/Utilities Design/Engineering** – Continued revising scope of the base construction bid to meet budget constraints. 90% design work anticipated to be complete in January.
10. **St. Helens Industrial Business Park (SHIBP) Public Infrastructure Design**– Work Order 1 approved (includes 30 % design for Phase I infrastructure). Kicked off project on 12/21. Consultant data needs for due diligence report to be sent. Schedule to be sent.
11. **Millard Road City-Owned RFP** - Council directed staff to work through terms with Atkins & Dame.
12. **Waterfront Video Project** – Attended regular meetings and reviewed draft videos with video production team.
13. **Urban Renewal Agency Presentation/Budget Adoption** – Organized speakers, presentation, and an agenda, presentation, and presenters for the upcoming 1/5 UR meeting. Topics will include UR basics, transportation planning overview, and funding options.

Jenny Dimsho, AICP

Associate Planner / Community Development Project Manager

City of St. Helens

(503) 366-8207

Please note new email address: jdimsho@sthelensoregon.gov