

CITY OF ST. HELENS PLANNING DEPARTMENT ACTIVITY REPORT



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

Date: 3.30.2021

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—PREAPPLICATIONS MEETINGS

Conducted a pre-application meeting for a potential drive through restaurant for the remaining commercial lot of the Matzen Subdivision (where the old mobile home park used to be) by Legacy and Grocery Outlet (under construction). This is a known fast-food chain, but one not currently (or previously) in St. Helens or Scappoose. Hint, it is a chicken place.

Attended a Columbia County pre-application meeting for a proposal to divide property with several existing dwellings within St. Helens' Urban Growth Area. The property is along Bachelor Flat Road, a bit west of Ross Road and about half is within the Urban Growth Boundary and the other half out.

PLANNING ADMINISTRATION—MISC.

Continue to work on the code amendments, largely related to HB2001. Following the Planning Commission hearing this month, various documents were updated based on the Commission's hearing and technicalities of law as discussed with DLCD and the Fair Housing Council of Oregon in preparation for the public hearing with the Council on April 7, 2021. The proposes text amendment and summary by chapter documents have been updated on the 2021 Development Code Amendments web page:

<https://www.sthelensoregon.gov/planning/page/2021-development-code-amendments>

Assisted our Engineering Department with their Sewer master planning efforts. Latest involvement has been growth assumptions. Like most plans, these have a 20-year outlook.

Prepared legal descriptions and maps for Oregon Department of Revenue preliminary review for the first two annexations of 2021. Public hearings to be scheduled later this year.

Completed the required biannual harassment training; online class this time due to COVID-19.

DEVELOPMENT CODE ENFORCEMENT

Last month (maybe late January) some fill was placed next to a home close to downtown to expand parking for the home. However, the lot with the fill is separate from the home lot and not zoned residential, it is zoned Riverfront District. Have been in contact with the owner and how to resolve the issue. Finally, sent correspondence on the matter on March 25, 2021.

PLANNING COMMISSION (& *acting* HISTORIC LANDMARKS COMMISSION)

March 9, 2021 meeting (outcome): The public hearing was closed for the first public hearing of the night—a 2-parcel land partition on Belton Road—but the record was left open for additional written testimony. Deliberations on this matter scheduled for the April meeting.

The other public hearing was for the 2021 code amendments, which the Commission recommends approval to the Council with some minor changes and recommendations as to parking flexibility options.

April 13, 2021 meeting (upcoming): Deliberations will continue for the Belton Road partition public hearing that occurs at the March 9, 2021 meeting. There will be two additional public hearings: one for an annexation of property along Kavanagh Avenue proposed to be developed as an RV park and a second for a yard reduction Variance along the 100 block of S. 1st Street.

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

Annual software maintenance for the Planning and Engineering Departments.

ST. HELENS INDUSTRIAL BUSINESS PARK PROPERTY

Later this week, both Associate Planner Dimsho and I are scheduled to talk with PGE's planner about a potential new substation and the recently adopted parcelization plan for the site. We've kept PGE aware of the parcelization plan and even dedicated a parcel for the substation. Will know more about their concerns soon.

MILLARD ROAD PROPERTY

Associate Planner Dimsho and I have been working with the City Administrator on a Request for Proposal for developers for the Millard Road property. Anticipate seeking Council approval at one of the April meetings.

DALTON LAKE

The city continues to pursue purchase. We must use an ODOT approved appraiser as part of the process. The **attached** summary was requested by the appraiser as part of that effort. This is good information for you as we look ahead at acquisition and eventual annexation.

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



CITY OF ST. HELENS PLANNING DEPARTMENT

MEMORANDUM

TO: John Walsh, City Administrator
FROM: Jacob A. Graichen, AICP, City Planner
RE: ODOT Surplus - Dalton Lake Property - #: PM205A-001
DATE: March 11, 2021

The property is outside of city limits, but with the St. Helens Urban Growth Boundary and adjacent to St. Helens' municipal boundary on three sides (west, south, and east). It is eligible for annexation to St. Helens.

According to the Columbia County Web Maps <http://65.122.151.216/geomoose2/> it is currently zoned Columbia County's Primary Forest PF-80. Upon annexation, the city's zoning would apply.

The St. Helens Comprehensive Plan designates the property as Urban Open Space, UOS. This is the only property within the St. Helens Urban Growth Area with this designation.

Per SHMC 19.12.120(2)(c):

Upon annexation to the city, zone Dalton Lake as open space. "Open space" is not a current zoning district and may need to be created in conjunction with annexation.

Chapter 17.44 SHMC identifies several categories of sensitive lands. Per SHMC 17.44.010(1)(h):

(1) Sensitive lands are lands potentially unsuitable for development because of their location within:

(h) Open space/open space design review areas shown on the comprehensive plan map.

Thus, the City has planned this property as a sensitive land open space. In addition to the open space designation, the site has other sensitive lands thereon, including:

- The site abuts the Columbia River with 75' upland protection zone* required per Chapter 17.40 SHMC.
- Wetland D-16, otherwise known as Dalton Lake, makes up the majority of this site and includes a 75' upland protection zone* required per Chapter 17.40 SHMC.
- The City's wetland inventory also identified Wetland D-17 between the Columbia River and Dalton Lake. Like Dalton Lake itself, D-17 includes a 75' upland protection zone*.
- A majority of the site is included in an "area of special flood hazard" more commonly referred to as the 100 year floodplain as identified on FEMA FIRM Panel 41009C0345D.

* In St. Helens, upland protection zones are protected like wetland or riparian areas.

Given substantial sensitive land constraints as described, the highest and best uses of this property are limited. Generally, nature park with limited development such as trails and low impact amenities (trails, benches, bird watching blinds), and/or nature conservancy are anticipated.

The site also provides a nonvehicular link between St. Helens and Columbia City to the north and an alternate route for emergency response as all of St. Helens' railroad crossings are at grade, whereas Columbia City has a crossing with a road overpass, which could be valuable if a train event blocks all St. Helens railroad crossings which would create a wall dividing the St. Helens in half.

St. Helens Local Wetland Inventory Map

Information shown on this map is of a generalized nature. In all cases, actual field conditions determine wetland boundaries. There may be unmapped wetlands subject to regulation.

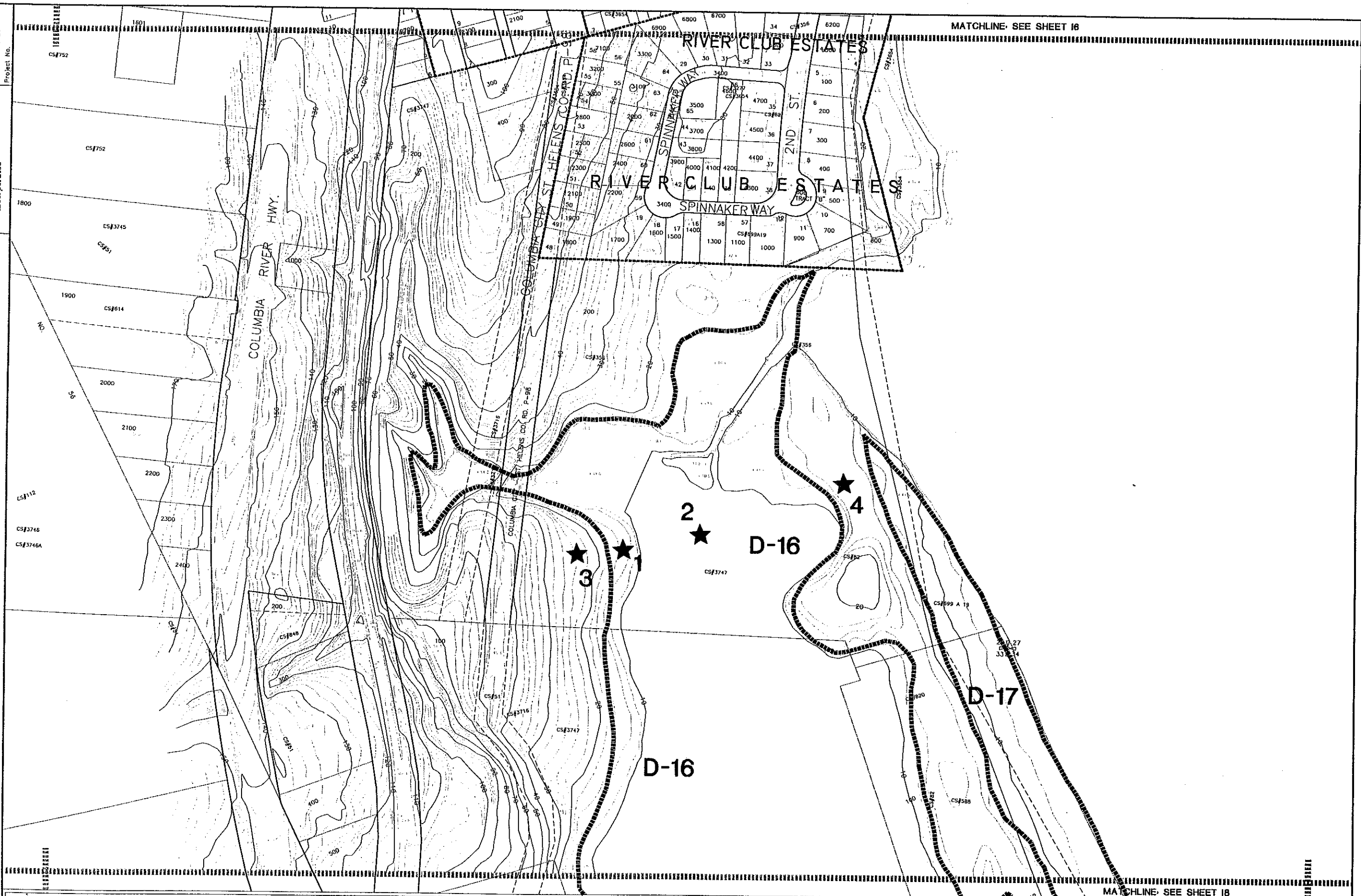
City of St. Helens
City Hall
265 Strand St.
St. Helens, OR 97051

Current LWI Mapping
Completed 11/11/97

Consultants:
otak
PALSA, L.L.C.
Engineering
Science & Policy
Incorporated

17

Sheet No.
L7813.L01
Project No.



LEGEND



Wetland Boundary

Data Point

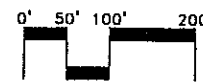
Wetland/Upland Mosaic

OD
AW
(4)

Off-Site Determination

Artificial Wetland

Wetland Code



St. Helens Local Wetland Inventory Map

City of St. Helens
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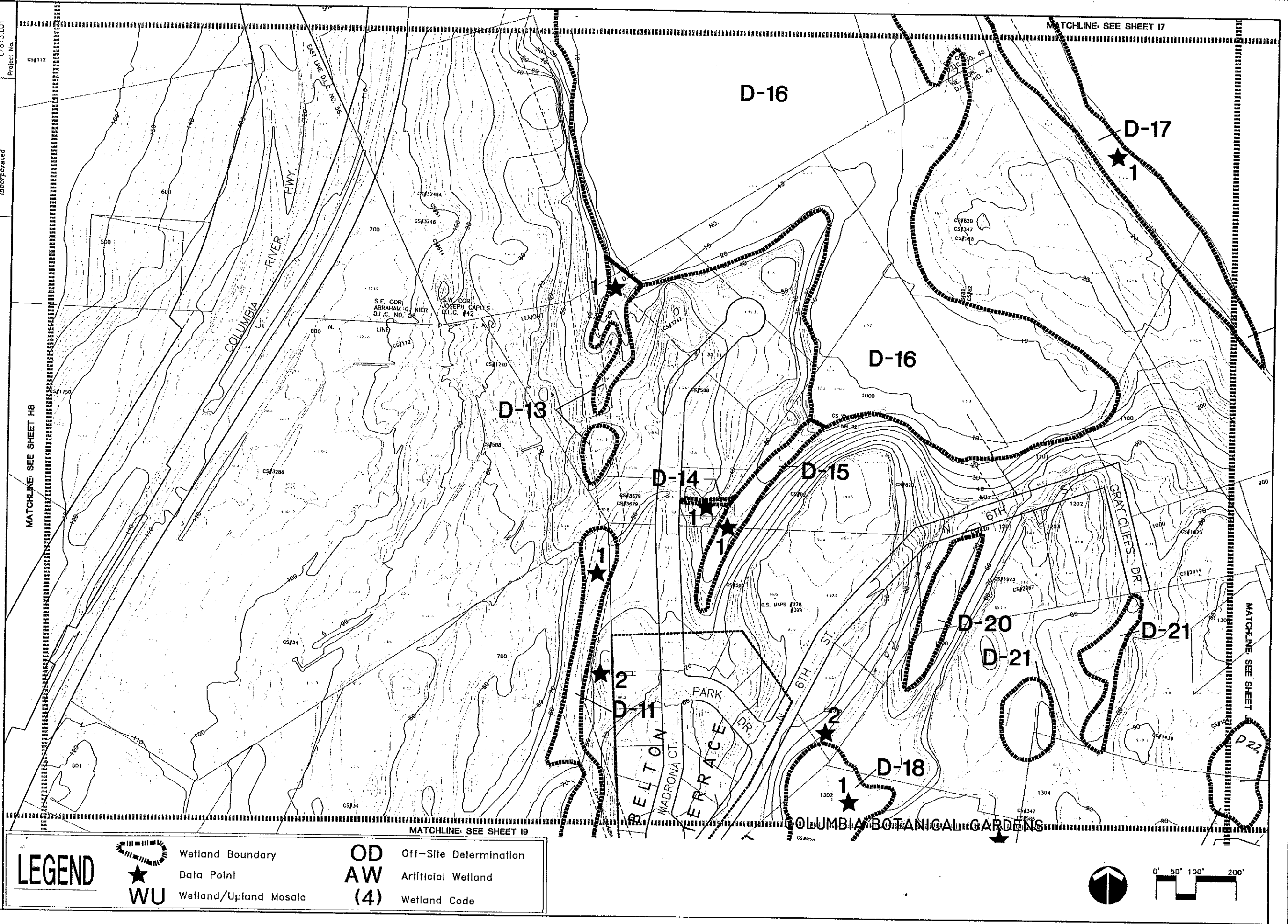
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18

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From: [Jennifer Dimsho](#)
To: [Jacob Graichen](#)
Subject: March Planning Department Report
Date: Friday, March 26, 2021 10:59:14 AM

Here are my additions to the March Planning Department Report.

GRANTS

1. **OPRD - Local Government Grant – Campbell Park Improvements** (\$187k) includes replacement of four existing tennis courts and two basketball courts with two tennis flex courts and one flex sport court, adds a picnic viewing area, improves natural stormwater facilities, expands parking, and improves ADA access. Grant deadline is October 2021. Soil conditions are requiring a different approach to ensure that the concrete pad will not settle. Sue is working with a Geotech and a contractor to apply a concrete amendment to the stabilize the soil. Anticipated retention area will be planted in October after SBWC native plant sale on October 9.
2. **CDBG- Columbia Pacific Food Bank Project** – Selected contractor for \$1.6 million bid. Contract documents signed on 01/04/21. Construction to begin by JH Kelly to begin in March. Received 1-year time extension and budget modification to accommodate the overage of the estimated construction cost. Received mechanical/plumbing permits. Processed first contract payment to JH Kelly. Project to be completed by December 2021.
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. New schedule has bidding of the project in January 2022, with construction occurring Summer 2022.
4. **Business Oregon – Infrastructure Finance Authority** – Application for a low-interest loan to fund the streets, utilities, and Riverwalk on the Riverfront property. Resolution to apply approved by Council on 3/17. Submitted a full application in early March for board approval in June 2021.
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. 2nd Meeting on 2/2 to discuss grant timeline and scope of work. Continued tracking all in-kind contributions from the City on this effort.
6. **OPRD – Local Government Grant Program** – 500k request submitted back in May 2020 for Riverwalk construction. Our project was recommended for approval for 338k! Less than 30% of the projects were successful and our project was right at the cut off line, which is why we were awarded less than our request. Grant agreements are being drafted by the state to be presented to Council for authorization as soon as they are complete.

MISC

7. **Bennett Building** (Water Department/ UB) – Site visit/measurements on 01/08/21 for Phase I work which includes all new window replacement designed by Arciform and fabricated/installed by Versatile Wood Products. Selected black high gloss paint color for

- the wooden windows. Received building Permit. Windows anticipated to be delivered and installed late April/early May.
8. **Riverwalk Design/Engineering Consulting Services** - Contract negotiation authorized by Council on 1/20/21. Contract negotiation meetings with Mayer Reed to finalize scope and budget on 1/21, 2/5, 2/11, 2/18, and 2/24. Contract approved by City Council on 3/3. Reviewed press releases for Riverwalk and Streets projects which went out consecutively. Project work to be kicked off in April.
 9. **Millard Road City-Owned Property Request for Proposals** - Working with EcoNorthwest to prepare a scope of work for them to assist drafting an RFP and assist with solicitation of developers who want to submit a development proposal for the property. Kicked off project on 2/12. Council reviewed introductory presentation to the project, provided input regarding goals to EcoNW on 3/3. Review and compiled City comments to draft RFP on 3/26. Anticipated releasing RFP in April after Council approves final draft.
 10. **Waterfront Video Project** – Provided guidance/support to producer who will assist in creating a waterfront redevelopment video for the City of St. Helens to use to narrate the story for the public and to solicit interest from developers.
 11. **Urban Renewal Agency** – Prepared for URA Budget adoption meetings (4/27) and the 1st URA meeting in 2021 (5/5).
 12. **Job Description for New Title** – Preparing/reviewing new title and job description for Associate Planner – Community Development Project Manager

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