

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



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

**Date:** 08.25.2020

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.**

The **attached article** about health and land use is a rare instance I include an article with this report. Given the pandemic, it is of heightened interest.

Associate Planner Dimsho and I finished the application form and information sheet for parklets. We adopted the law way back in 2015. Due to COVID-19 and potential closure of indoor dining, we put this on the top of the list (actually, it elevated in importance a few months ago, but it was hard to find time for this until July). **See attached parklet information.**

Property on the north side of town (just south of the Crestwood Manufactured Home Park) was logged in recent history. It also resulted in some City regulated wetland protection zone impacts, mentioned in a previous report, and impacts to other wetlands. There is an enforcement case with Oregon DSL. The property owner has a civil penalty to pay and needs to submit a joint (Oregon DSL & US Army Corps of Engineers) permit for proposed development and the unauthorized impacts by September 30, 2020. I anticipate a Subdivision application for the Planning Commission sometime in the future.

The City is undertaking updates to its Sanitary and Stormwater Master Plans. The Engineering Department is the managing department. However, they still need Planning's help. In late July, we provide various information to help with growth assumptions and such. I **attached my memo** to Engineering about the data provided if you are curious.

We had a little bit of clean up to do for our Riverfront Connector Plan efforts. We adopted the plan last August in 2019. We received some positive comments from the ODOT TGM Grant Manager; **see attached email.**

Inspections at the St. Helens Place apartments continue. This is the complex along Matzen, McBride and Brayden Streets. I have ok'd 11 of the 18 buildings now. They are still behind on their bike parking due to supplier issues. We also had to work out some new street tree details along McBride. Many trees intended to be preserved ended up being removed due to poor health, so we need to make sure more new ones are planted in this area than shown on the approved plans. They anticipate completion by Thanksgiving.

Finals inspections for the new St. Helens Middle School and Plymouth High School (formerly known as the Columbia County Educational Campus or CCEC) occurred late this month. The land use permits were submitted for this in August of 2017, so it has been three years! They have a few loose ends to complete for Planning Department sign-off.

The property on the NW corner of the US30/Pittsburg Road intersection finally got final approval from ODOT for the frontage improvements along US30. This property is in the County. A proposal from many years ago required the improvements. Those were completed to allow a proposed property line adjustment. This has been going on for over two years now. The applicant has talked about a used car sales lot at that location. More to come in the future as we continue to work with the County on this.

## **DEVELOPMENT CODE ENFORCEMENT**

We received complaints from residents along McBride Street for slamming doors in the wind on apartment building in process. The issue was quiet for a while, but we received another complaint. We work with the site folks much on this one, so its easy to pass the word, and usually something is done (for a while at least). Luckily, project is forecast to be done by Thanksgiving.

We received fence/lean-to issue on the 200 block of S. 4<sup>th</sup> Street back in February. Associate Planner Dimsho primarily dealt with the person with the violation, while I dealt with the complainant. Took some time, but the issue has been resolved, with much thanks to the efforts of Dimsho.

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

August 11, 2020 meeting (upcoming): The Commission recommended approval of the Zoning and Comprehensive Plan Map change for the City's Millard Road property. The council will see this in early September.

*As the Historic Landmarks Commission*, they approved a Historic Resource Review for new entry doors to the old courthouse.

The Commission also made recommendations for a couple of disabled person ramps at intersections at S. 4<sup>th</sup> Street and St. Helens Street, and S. 1<sup>st</sup> Street and Plaza Square. This is a project our Engineering Department is doing. Basically, it is a question of whether bulb-outs for the sidewalk should be implemented now or later as part of a larger project. Commission found that not implementing the City's adopted street plans was acceptable for continuity and cost reasons. The Commission recommended moving storm and sewer outlets to where they would be in the future with the bulb-outs. Speaking with City Engineering after the Commission meeting, that would be a cost impact and moving storm inlets closer to the center of street puts them above the low point and thus, non-functional for proper storm water management.

September 8, 2020 meeting (upcoming): No public hearings scheduled. We will talk about term expirations for two commissioners and the City Council meeting policies adopted on August 19, 2020 and how that affects the Commission.

## **ST. HELENS INDUSTRIAL BUSINESS PARK PROPERTY**

Analysis for placement of the future police station, etc. on the property continues. We got some topography data to help with feasibility given the floodplain area in the vicinity of the police station site. Looks possible to avoid the 500-year floodplain, but another access will still be necessary since the Kaster Road (S. 8<sup>th</sup> Street) / Old Portland Road intersection is within the floodplain. The police station is a “critical facility” in floodplain management world and held to a higher regulatory standard. I am concerned about this second access as I fear it will result in development surprises and unanticipated costs. I hope I am wrong.

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

# TOOLS FOR THE TRADE

KNOWLEDGE YOU CAN PUT TO WORK

Legal Lessons | Engagement | COVID-19 Resources | Planners Library

During the Spanish Flu epidemic, New York City saw fewer deaths than other major cities, due in part to its groundbreaking land-use laws.

## LEGAL LESSONS

### MAXIMUM OCCUPANCY

From the first zoning code to the coronavirus outbreak, land-use regulations remain inextricably linked with public health. *By Chelsea Marx*

**L**AND-USE REGULATIONS have long been rooted in the resilience of cities, particularly when it comes to community health threats like pandemics. Starting with the first zoning ordinance in the U.S., which developed partly as a response to infectious disease, land-use regulations continue to influence public health—for both good and bad.



## Managing infectious disease

In the 19th century, the Industrial Revolution led to explosive urban growth that transformed American life in nearly every way. With a surge of new jobs in cities, people moved from farms to urban areas in droves; New York City alone ballooned from 60,515 people in 1800 to 3,437,202 in 1900. Without land-use regulations, coal, steel, and manufacturing factories operated next to overcrowded residential areas, resulting in poor sanitation and heavy pollution—prime ingredients for the spread of disease. Cholera, tuberculosis, typhoid, and other infectious diseases became the leading causes of death in the U.S., leading to roughly one-third of all deaths.

By the turn of the 20th century, local and state governments were beginning to explore regulatory measures to improve public health, starting with construction and maintenance requirements on housing units. In 1916, New York City enacted the first zoning ordinance in the U.S. to segregate industrial and residential uses and establish design standards that ensured natural light and air could reach the sidewalk. During the Spanish Flu outbreak in 1918, New York experienced relatively low death rates compared to major cities like Boston and Philadelphia, which historians attribute in part to the city's strong public health infrastructure.

Soon after, the U.S. Department of Commerce promulgated the Standard State Zoning Enabling Act, a model law for U.S. states to enable local governments to adopt their own zoning regulations. In 1926, the Supreme Court determined in *Village of Euclid v. Ambler Realty Co.* that zoning was a reasonable exercise of the states' power to protect public welfare.

Subsequent deaths from infectious disease in America rapidly declined because of advancements in medicine and an assortment of public health improvements, including improved sanitation

infrastructure aided by land-use and building regulations. Post-*Euclid*, a variety of government policies, including zoning, promoted the rise of the suburbs and the continued segregation of metropolitan areas into distinct areas for residential, retail, office, and industrial uses.

COVID-19 further highlights the dire consequences of antiquated, discriminatory land-use regulations.

## Adverse impacts

According to the Centers for Disease Control, chronic heart and respiratory diseases are now among the primary causes of death in America, largely credited to factors like vehicle dependence and a lack of physical activity due to post-World War II planning and design practices

that promoted low-density development and land-use segregation.

Additionally, local land-use regulations and zoning codes have been used as tools to perpetuate classism and racial segregation, resulting in the disproportionate siting of locally undesirable land uses like landfills and polluting factories in low-income and minority neighborhoods. Systemic discrimination in the development and enforcement of zoning and environmental protection laws have contributed to a disproportionate number of food deserts, nearby noxious facilities, and little green space and few outdoor recreational opportunities.

Environmental justice scholars and advocates identify these neighborhood disparities as a major factor in inequitable health outcomes for minorities. Along with lending practices and inadequate health care and other municipal services, land-use regulations have left minority and low-income communities more vulnerable to asthma, obesity, diabetes, and other chronic health conditions. As the “father of environmental justice” Robert Bullard observes, “Zip code is the most potent predictor of an individual's health and well-being.”

Amid the COVID-19 pandemic, that fact has become all the more evident. By

mid-April, the CDC found that Black people accounted for 33 percent of those hospitalized with COVID-19—but only 13 percent of the U.S. population. At the same time, data from major metropolitan areas like New York City, Chicago, and Milwaukee showed that Black and Latinx residents were dying at double the rate of white people. Experts, including Surgeon General Jerome Adams, have attributed these outcomes to neighborhood and health inequities.

## A healthier future

While land-use regulations contribute to chronic health problems and inequities, they could also combat these ills. Planning's recent movement toward sustainable development and smart growth principles—mixed land uses, walkable neighborhoods, and transit-oriented development—has placed a renewed emphasis on public health, which could help communities become more resilient to sudden threats like pandemics.

COVID-19 further highlights the dire consequences of antiquated and discriminatory land-use regulations—and provides an opportunity for communities to evaluate the public health ramifications of their built environment. Many state and local governments have repurposed empty venues and hotels into makeshift hospitals and housing for vulnerable populations. And given that plans to “reopen the economy” rely heavily on widespread testing infrastructure and continued social distancing, local officials will need to identify any changes to land-use regulations that can address demands like restricted occupancy.

While the full impacts of the pandemic remain to be seen, land-use decisions will be central to the ways we begin to form our new “normal.”

*Chelsea Marx is an attorney in the Real Estate Practice Group at Otten Johnson Robinson Neff + Ragonetti PC in Denver. She received the 2019 Rocky Mountain Land Use Institute/Sturm College of Law Student Award for academic achievement and community service in the sustainable development field. This column was adapted with permission from an article that originally appeared on [ottenjohnson.com](http://ottenjohnson.com).*

# City of St. Helens

265 Strand Street  
St. Helens, Oregon  
97051

A **temporary parklet** is use of a city street (street parking or curb extension excluding passageways areas) for a dedicated limited time use such as a public use, social interaction, and passive or active recreation. Typical use is for outdoor seating for a restaurant, but use is not limited to that. The City of St. Helens requires a Temporary Parklet Permit to use street parking or curb extension excluding passageways.

A **Temporary Parklet Permit** does not allow use of public passageways such as sidewalks. **Public Passageway Permits** may allow use of the sidewalk area, such as sidewalk seating, and are addressed separately from Temporary Parklet Permits. If you have questions about the Public Passageway Permit, please contact the city. Typically, Public Passageway Permits are simpler than Temporary Parklet Permits.



The Temporary Parklet Permit allows potential use of the public right-of-way. For most eligible businesses, this is the abutting street parking area.

The purpose of this illustration is to show the general area parklets may be allowed, not specific locations for parklets, which can only be determined through the Temporary Parklet Application process in compliance with city standards.

The main point is parklets are not allowed on sidewalks or in travel lanes.

To obtain a Temporary Parklet Permit please read the information in this document and contact the city. There is an application form, fee, and a variety of information the city needs to approve Temporary Parklet Permits.





The parklet to the left is for a public use.



The parklets to the right and below are outdoor seating examples for businesses.

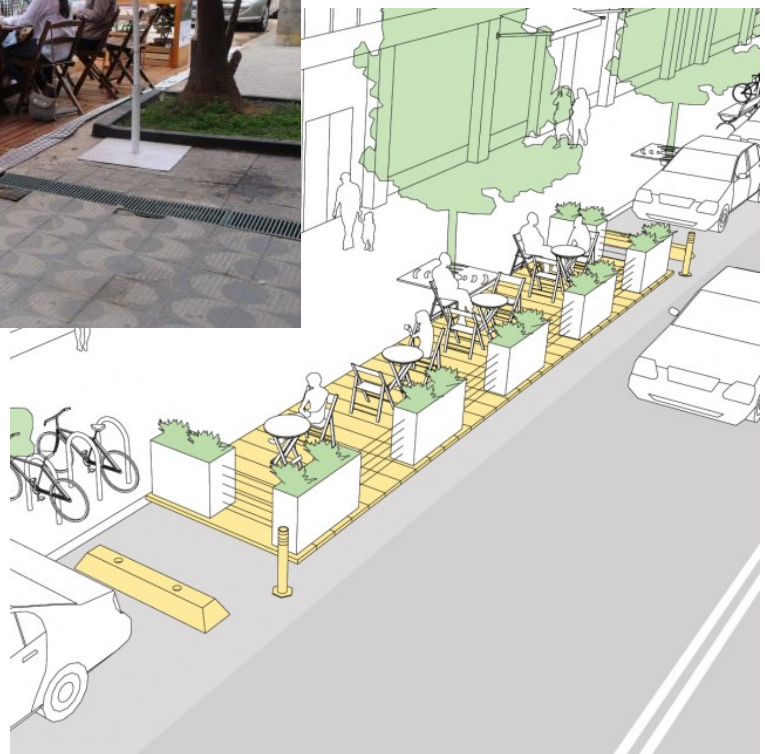


Illustration of typical parklet.

In the City of St. Helens parklet standards can be found in Section 18.12.190 of the St. Helens Municipal Code. The code can be found online: <https://www.codepublishing.com/OR/StHelens/>

Once an application is submitted to the city, various city departments review it to see if it complies with the standards. If approved, Temporary Parklet Permits are good for six months and can be renewed.

**Your first step?** You need to make sure the location for your proposed parklet meets the *location criteria*:

1. Temporary parklets shall only be allowed along nonresidential uses. Temporary parklets along and/or associated with residential uses are prohibited.
2. Temporary parklets are not permitted on streets where parking lanes become tow-away zones during morning or afternoon hours, in front of fire hydrants, in active bus zones, across driveways, or over manholes or public utility valves or covers.
3. The proposed site should be located at least one standard-size parking space in from a corner. Otherwise, a protected bollard, curb extension, or other similar feature as approved by the city must be present if located at the corner.
4. The proposed site should be located on a street with a speed limit of 25 MPH or less. Locations on streets with higher speeds will be considered on a case-by-case basis.
5. The street grade shall be less than five percent.

**Step two.** If the location meets the *location criteria* you can consider preparing a *detailed design document and plans packet*. This packet must include:

1. Parklet location and context plan
2. Detailed site plan
3. Elevations
4. Sections (profile drawings)
5. Renderings and perspectives (optional)
6. A completed right-of-way encroachment permit application form (additional fee may apply)
8. Community support documentation. **The applicant shall provide written support of the proposed temporary parklet from adjacent businesses and/or property owners.** Preferably, you can get written support from both, but only one is required for the application.
9. Temporary Parklet Permit form
10. Temporary Parklet Permit fee



Please note these drawings are conceptual. If the application is approved, final construction drawings, as applicable, will be required.

You are recommended to use a design professional for assistance. There are many standards that apply to the design of the proposed parklet that the city needs to review to approve a permit. A design professional may help you navigate these standards more easily. **The standards can be found in Section 18.12.190(3) of the St. Helens Municipal Code.**

**Step three.** Once your application is complete, submit it to the city. If there is something missing, the city will contact you. An incomplete application will delay processing.

**Step four.** City processes and reviews the permit. In addition to reviewing the plans and other materials provided, business and property owners within the immediate vicinity of the proposed temporary parklet will be notified and will have the opportunity to submit comments within 14 days.

These comments will be considered in the city's evaluation of the application. City recommends reaching out to potentially affected business and property owners before submitting an application to the city to help avoid surprises.

**Step five.** If the application is approved, you will need to provide finalized construction drawings for city review. Once those plans are reviewed and approved, the city will schedule a preconstruction site visit.

**Step six.** You need to provide at least \$2,000,000 in liability insurance naming the city as additional insured and any final permits or authorizations are provided to the city.

**Step seven.** You construct and enjoy your parklet. You must notify the city within 48 hours of completing construction to schedule a post-construction site inspection.

### **Things to remember:**

- The parklet must be installed within 90-days of permit issuance, otherwise, the permit becomes void.
- The parklet facility must be swept daily and debris removed from under and around the platform, as applicable, a minimum of once a week.
- Temporary Parklet Permits can be revoked if being conducted contrary to city standards or are unsafe.
- Temporary Parklet Permits are valid for up to six months. Extensions are possible in increments not to exceed six months.
- If a temporary parklet permit becomes void due to revocation, expiration or otherwise, the related improvement shall be immediately removed, and the location restored to its original condition.



## CITY OF ST. HELENS PLANNING DEPARTMENT

# MEMORANDUM

**TO:** Sharon Darroux, Engineering Project Manager  
**FROM:** Jacob A. Graichen, AICP, City Planner  
**RE:** Planning data and information for the City's Sanitary and Stormwater Master Plan update efforts  
**DATE:** July 29, 2020

I have included the following based on the general categories listed, as requested by Keller Associates:

### City's current population growth projections

- 2019 PSU Prelim Population Estimate. PDF format. This is the most recent annual report we get from PSU.

This website, <https://www.pdx.edu/prc/population-reports-estimates>, has information too.

- PSU Columbia\_Report\_2017\_Final (2017-2067 forecast). PDF format. This is the most recent completed Countywide forecast and includes St. Helens.

### Existing/future land use

- Housing Needs Analysis (Attachment A). PDF format. This is attachment A to adoption Ordinance No. 3244 (August 2019). It includes residential buildable lands inventory and other information that may be useful, especially since it is only a year old.
- BLI-HNA (2019) Data. File. Shapfile and related GIS data from the Housing Needs Analysis effort. May be useful.

### Anticipated development densities

- CSH Zoning. GIS shapefile. Any property within city limits is zoned as shown by this shapefile.

Zoning is a key factor for density as it controls maximum densities. Density allowed and other zoning standards can be found in the City's municipal code, which is available online:

<https://www.codepublishing.com/OR/StHelens/>

Zoning can be found in Chapter 17.32.

- CSH Cmpln (in). GIS shapefile. This is the Comprehensive Plan designation of the properties within city limits. The City has a separate zoning and comprehensive plan map. Comprehensive Plan designations determine zoning. Since the zoning shapefile is also provided, this may not be as relevant.

Comprehensive Plan designations can be found in Chapter 19.12 of the St. Helens Municipal Code.

- CSH Cmpln (out). GIS shapefile. This is the Comprehensive Plan designation of the properties within St. Helens urban growth boundary, but outside city limits. This is important for density assumptions as when annexed, the city determines the zoning based on the designation.

Zoning determined density. Note in some cases, there are multiple zoning options, which makes assumptions tougher.

Comprehensive Plan designations can be found in Chapter 19.12 of the St. Helens Municipal Code.

- Cmp Pln Qik Rfr (notes as of 07292020). PDF format. This is a reference table I created back in 2008 with notes based on changes since then. It is a quick reference for what zonings are possible based on the underlying Comprehensive Plan designation. This may help with density calculations for properties outside of city limits but within the urban growth boundary.

### **Anticipated growth areas**

- Fig7-07 Roadway Plan. PDF format. Figure 7-7 is from the City's Transportation Systems Plan (adopted in 2011) and shows proposed collectors. These are substantial road connections that do not exist but are planned to, generally.
- SHIBP Parcelization Report-2020-07-22. PDF format. This is less than a month old at the time of this memo. It is the parcelation plan for the Boise mill site that the City purchased. Sanitary sewer infrastructure is needed in this area and is lacking due to the Mill's unique direct connection to the municipal treatment lagoon, something DEQ will not allow for new uses. This is a targeted industrial growth area for the city.
- 20591-ST HELENS-PARCELIZATION PLAN-2020-07-22. PDF format. This is a better version of the parcel plan page itself within the SHIBP Parcelization Report-2020-07-22 noted above.
- City Limits (area). GIS shapefile. Self-explanatory.
- CSH UGB. GIS shapefile. This is the City of St. Helens Urban Growth Boundary. It hasn't changed much since originally adopted. I think it was only expanded once since its original adoption. It's the only one I've found in the last 13 years. That expansion was around 1990 and this shapefile includes that.

If the consultants need the finding from the UGB expansion report, we could provide what we have, but being from 1990, I don't know how valuable it would be.

- Final Framework Plan (no appendices). PDF format. This is the adopted in 2016 for industrial (former will) property the city purchased and has since rezoned. This is a targeted non-industrial growth area for the city.
- 6019 20180815 Graystone Land Use Plans. PDF format. This is a subdivision (78 residential lots and 2 commercial lots) that is in process but not platted yet.
- 2019.11.05 – TwinberryGrovePreappMaps. PDF format. This is a potential subdivision. City staff had met and discussed development with the property owners, though, we do not have any application to divide the property to date.
- Clark NE 8th - PreApp Plan Submitted 7-26-19. PDF format. This is a potential subdivision. They have done some land clearing which turned into a wetlands impact violation with the State. City staff had met and discussed development with the property owners, though, we do not have any application to divide the property to date.



## Jacob Graichen

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**From:** DUNCAN Michael W <Michael.W.DUNCAN@odot.state.or.us>  
**Sent:** Thursday, August 13, 2020 11:21 AM  
**To:** Jacob Graichen; Jennifer Dimsho  
**Subject:** RE: [Email from external sender] St. Helens TGM Closeout Requirement; Riverfront Connector Plan Closeout Letter

Thanks Jacob!

It was a pleasure working with you, Jenny, and all the other city staff on this. It was one of those projects where both local staff and the consultant team were top notch. That and the community and local leadership were highly engaged. Really a great project. Glad the TGM program could help!

Stay well.

Best,  
Michael

Michael W. Duncan | Senior Region Planner, TGM Grant Manager  
Transportation and Growth Management Program  
Oregon Department of Transportation, Region 2  
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**From:** Jacob Graichen <jacob@ci.st-helens.or.us>  
**Sent:** Thursday, August 13, 2020 10:05 AM  
**To:** DUNCAN Michael W <Michael.W.DUNCAN@odot.state.or.us>; Jennifer Dimsho <jdimsho@ci.st-helens.or.us>  
**Subject:** RE: [Email from external sender] St. Helens TGM Closeout Requirement; Riverfront Connector Plan Closeout Letter

Michael,

Yeah, I thought I did a final letter too. Honestly, with all the development in town, it was a terrible time for long range planning. But we got through it.

See attached final letter. Thank you for your help with this. This plan is very important for this City.

jacob

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**From:** DUNCAN Michael W <[Michael.W.DUNCAN@odot.state.or.us](mailto:Michael.W.DUNCAN@odot.state.or.us)>  
**Sent:** Tuesday, July 7, 2020 1:44 PM  
**To:** Jennifer Dimsho <[jdimsho@ci.st-helens.or.us](mailto:jdimsho@ci.st-helens.or.us)>  
**Cc:** Jacob Graichen <[jacob@ci.st-helens.or.us](mailto:jacob@ci.st-helens.or.us)>  
**Subject:** [Email from external sender] St. Helens TGM Closeout Requirement; Riverfront Connector Plan Closeout Letter

Hi Jenny

**From:** [Jennifer Dimsho](#)  
**To:** [Jacob Graichen](#)  
**Subject:** August Planning Department Report  
**Date:** Tuesday, August 25, 2020 8:55:48 AM

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Here are my additions to the August Planning Department Report

## GRANTS

1. **DLCD 2019-2021 Technical Assistance Program** – Grant contract with DLCD authorized to prepare a *Boise White Paper Industrial Site Master Plan* which will include a parcelization framework and an infrastructure finance planning for the former mill site. Received final Parcelization Plan! Kicked off Infrastructure Funding Plan with EcoNW. Working on summarizing available revenues sources and potential revenue sources.
2. **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. Assisted Sue in publishing our Invitation to Bid and Contract Document for the courts on 8/13! Bid closes on 9/3. Public Works has begun demolition of the old courts and the fence removal. They will begin piping stormwater ditch and preparing for parking lot improvements.
3. **Oregon Community Foundation – Nike Impact Fund – 5th Street Trail Project** – This project has been completed thanks to Public Works and the Columbia River Youth Corps! We surveyed one property corner close to the trail and PW will construct some type of permanent barrier. PW to install trail signage.
4. **EPA – CWA Grant Program** – Project to be closed out by September 2020. South 80 follow up sent to DEQ. 50 Plaza Square report complete. Final Public Meeting scheduled for September 16 at 6 pm before City Council. Final project to be completed by September 2020.
5. **CDBG- Columbia Pacific Food Bank Project** – Construction documents complete. Building Permit application submitted week of 3/24. Bid documents reviewed by State and legal counsel. Planned bid period is for July because of pandemic and building permit comments. Building Permit comments are being addressed by Lower Columbia. Private sewer easement needed from abutting property owner. Legal counsel provided a template, Jacob to assist with a legal description/exhibit for the easement.
6. **Safe Routes to School - Columbia Blvd. Sidewalk Project** – Kicked off engineering with David Evans. Survey/topo complete. Construction timeline provided by David Evans.
7. **Business Oregon – Infrastructure Finance Authority** – Worked with John Walsh, Sue Nelson, and Matt Brown (for cost estimations) to prepare an Project Intake Form and required attachments to apply for a low-interest loan to cover initial public investments (water, sewer, streets, public access) on the Riverfront District development site. We will be invited for a full application in September/October with final review/approval by the board expected in December 2020.
8. **Scappoose Bay Watershed Council (SBWC) Oregon Watershed Enhancement Board (OWEB) Grant** – SBWC submitted a grant through OWEB's small grants program on behalf

of the City to do pay for a crew to do invasive ivy and blackberry removal and purchase native plants for the 5<sup>th</sup> Street Trail and Nob Hill Nature Park. We provided a letter of support and grant review. The City will contribute in-kind project management, and Friends of Nob Hill Nature Park will contribute in-kind labor planting, watering, and mulching new plants. Thanks to the SBWC Coordinator, Dana Pricher, for working on this for us!

## **MISC**

9. Millard Road entry sign RoW application submitted to ODOT/ODOT rail to approve the location. ODOT looking at alternative locations. Ramsay Signs provided a cost estimate.
10. Scheduled URA meeting for 9/2 to discuss a major amendment to amend the boundary in order to kickstart agency revenues. Worked with consultants to prepare boundary amendment documents and a timeline for completing the boundary amendment.
11. Working on soliciting architectural/design services with historic preservation expertise for the Bennet Building (Water/Court Department).
12. Working with the Wellness Committee on a City-wide volunteer program to repair surplus Police Department bicycles for a community bicycle and helmet giveaway. Parks & Trails Commission dedicated funds to kickstart the program at their 8/10 meeting. Received approved from City Council to move forward at their 8/19 meeting.
13. Solicited sample Request for Qualifications from variance landscape architecture firms to assist staff in preparation for a Riverwalk Phase I RFQ. Met with 3 different firms to discuss project scope. 2 more firms requested introductions to the project – will schedule discussions with them in September.
14. Attended final Municode training, which is the new public meetings agenda/packet generator software that will replace Granicus.
15. Updated the City's website with all new land use applications for the new City's URL change to [www.sthelensoregon.gov](http://www.sthelensoregon.gov).
16. Facilitated inter-Department review of the City's first parklet application.
17. Participated in a small documentary filming on Oregon brownfields being created by MFA for the next Brownfields Conference.

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