



City of Warrenton City Commission Meeting Agenda

Thursday October 9, 2025 – 6:00 PM
City Hall, 225 S. Main Warrenton, OR 97146

The meeting will be broadcast via Zoom at the following link

<https://us02web.zoom.us/j/89424483614?pwd=aQEMoaWvubiH6xmWNVHpQtix5LWV8a.1>

Meeting ID: 894 2448 3614 | Passcode: 12345 | Dial-in Number: 253-215-8782

Below are the methods to provide public comment and/or public testimony on a public hearing:

1. In-person: Complete a comment card and submit to the Secretary prior to the start of the meeting.
2. Via Zoom: Register with the Secretary, at planning@warrentonoregon.us no later than 3pm the day of the meeting. Please ensure that your zoom name matches the name registered to comment.
3. Written comments: Submit via e-mail to the Secretary, at planning@warrentonoregon.us, no later than 3:00 p.m. the day of the meeting.

Public Comment: To provide public comment, participants should register prior to the meeting. All remarks will be addressed to the whole Commission and limited to 3 minutes per person. The Commission reserves the right to delay any action, if required, until such time as they are fully informed on a matter. Once your public comment is submitted it becomes part of permanent public record.

1. Call to Order & Pledge of Allegiance

2. Attendance

3. Approval of Minutes

- A. Planning Commission Meeting Minutes 2025.09.11

4. Public Comment

5. Public Hearings

- A. **SUB-25-1** Development of a 12 lot Subdivision at Taxlot 81020AA00400 and 81020AA00738
- B. **V-25-1** Variance to allow construction of Detached Single-Family Residences along the East Side of SW Kalmia Ave
- C. **SDR-25-5** Development of gear sheds with rental housing units above on Taxlots 81021AS01400, 1500, 1600, 1700, 1800 and 1900
- D. **CUP-25-4** Development of gear sheds with housing above on Taxlots 81021AS01400, 1500, 1600, 1700, 1800 and 1900
- E. **ORD-25-1** Ordinance to rename NE Iredale Avenue

6. Business Items

7. Discussion Items

- A. Sign Code Revisions

8. Good of the Order

9. Adjournment

Next Regular Meeting: November 13, 2025



City of Warrenton Planning Commission

Meeting Minutes

City Hall, 225 S. Main Warrenton, OR 97146

Thursday, September 11, 2025

City Commission meeting called to order at 6:00 pm and Pledge of Allegiance

Attendance

Commission Members	Present	Excused
Tony Faletti	X	
Dan Heath	X	
Mike Moha	X	
Karin Hopper	X	
Chris Hayward	X	
Colin Atkinson	X	
Nicole Bian	X	

Staff Members Present

Planning Director Jeffrey Adams	Planning Commission Secretary Judith Stich
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Approval of Minutes

- A. Planning Commission Special Minutes and Planning Commission Regular Minutes
07.03.2025 and 07.10.2025

Motion:	Move to approve both July meetings				
Moved:	Faletti				
Seconded:	Hopper	Aye	Nays	Absent	Recused
Vote:	Faletti	X			
	Heath	X			
	Moha	X			
	Hopper	X			
	Hayward	X			
	Atkinson	X			
	Bian	X			
Passed:	7/0				

Public Comment – None

Public Hearings

- A. CUP-25-3

Chair Moha started the hearing. The Commissioners declared their impartiality, no one in the audience challenged their claims. Planning Director Jeffrey Adams gave the staff report. Mr. Adams mentioned that the third bedroom in the unit would be permanently removed and this change in bedrooms would be recorded with the County Assessors' office and due to that recommended approval.

The applicant briefly spoke about the removal of the bedroom being necessary to move forward with his permit. There were no questions for the applicant from the Commissioners. Chair Moha then opened the public testimony. There was none, and so Chair Moha closed the public testimony and asked the Commissioners to deliberate amongst themselves. It was briefly mentioned by the Commissioners that the issues they had prior had been resolved.

Motion:	Based on the findings and conclusions of the September 11, 2025 Staff Report, I move to approve CUP-25-3 subject to the conditions of approval included in the Staff Report.				
Moved:	Hopper				
Seconded:	Hayward	Aye	Nays	Absent	Recused
Vote:	Faletti	X			
	Heath	X			
	Moha	X			
	Hopper	X			
	Hayward	X			
	Atkinson	X			
	Bian	X			
Passed:	7/0				

B. CUP-24-10

Chair Moha opened the public hearing. The Commissioners declared their impartiality, no one in the audience challenged their claims. Planning Director Jeffrey Adams gave the staff report recommending approval. Mr. Adams mentioned that there were added comments that had been sent in prior to the meeting starting that had been supplemented to the Commissioners.

The applicant was present to speak. The attorney for the applicant spoke first, Garrett Stephenson. Mr. Stephenson spoke about the project, its history and its need to find another site to use. It was also mentioned that the new site that had been chosen was a single site that was owned by DSL. The Director of the Port of Astoria, Will Isom, spoke next. Mr. Isom made mention of working with the City and the State to bring forth an application that would gain staff recommendation for approval. There were a couple of questions from the Commissioners, both Mr. Stephenson and Mr. Isom answered these questions.

There were many members of the community present to give testimony in approval of the project. The sign-up sheet did not have enough room for all wishing to speak to approval that the rest of the neutral and denial spaces were used as approval space. There was no one to speak in neutrality or against this agenda item. After the public testimony was closed, the Commissioners deliberated

among themselves. The Commissioners all agreed that there was nothing further to be said on the matter due to the thoroughness of the applicant.

Motion:	Based on the findings and conclusions of the September 11, 2025 Staff Report I move to approve the CUP-24-10 for the proposed mitigation including required excavation work in conjunction with the same.				
Moved:	Hopper				
Seconded:	Bian	Aye	Nays	Absent	Recused
Vote:	Faletti	X			
	Heath	X			
	Moha	X			
	Hopper	X			
	Hayward	X			
	Atkinson	X			
	Bian	X			
Passed:	7/0				

C. RZ-25-1

Chair Moha opened the public hearing. The Commissioners declared their impartiality, no one in the audience challenged their claims. Planning Director Jeffrey Adams gave the staff report recommending moving this forward this to the City Commission. There were no questions of staff and so Chair Moha invited the applicant to speak.

The applicant, Adam Neahring, spoke to his overall project of building more houses at the end of NW/SW Kalmia Avenue. Mr. Neahring mentioned that he needed a zone change to develop his project. A member of the community stepped up to give public testimony in favor of the rezone. There was a question from a Commissioner to which Mr. Neahring spoke to.

Motion:	Based on the findings and conclusions of the September 11 Staff Report, I move to recommend the rezoning of the Neahring/Kalmia Avenue parcels from R-10 Residential Growth Management(R-10 RGM) and Medium Density Residential (RM) to Medium Density Residential (RM), as described in RZ-25-1 and forward to the City Commission for the proposed public hearing with a recommendation to adopt.				
Moved:	Heath				
Seconded:	Faletti	Aye	Nays	Absent	Recused
Vote:	Faletti	X			
	Heath	X			
	Moha	X			
	Hopper	X			
	Hayward	X			
	Atkinson	X			
	Bian	X			
Passed:	7/0				

D. SUB-25-1 and V-25-1

Jeffrey Adams gave the Staff Report but because this was the same applicant, he did skip over the parts that were already spoken to in the previous hearing. Mr. Adams mentioned the conditions that the applicant would have to overcome for the development to take place. Mr. Adams also mentioned the requirements that would be made of the applicant for development approval. There were some questions from the Commissioners regarding the length of the road where the turnaround would be and they asked about the need for an emergency access road due to said length of the road.

A comment from the public was made as well and it was said by Mr. Adams that the commenter had requested for record to be held open for additional testimony for 7 days. There was one more question to staff by the commission and then the applicant was asked to speak. The applicant spoke about the issues stated by the Staff Report. Due to the additional testimony request the Commissioners decided to carry this hearing over to the next scheduled Planning Commission and leave the written public testimony portion open for 7 days.

Motion:	Holding the record open for 7 days and continuing the hearing until October 9.				
Moved:	Hayward				
Seconded:	Faletti	Aye	Nays	Absent	Recused
Vote:	Faletti	X			
	Heath	X			
	Moha	X			
	Hopper	X			
	Hayward	X			
	Atkinson	X			
	Bian	X			
Passed:	7/0				

Business Items - None

Discussion Items - None

Good of the Order - None

Adjournment

There being no further business, Chair Moha adjourned the meeting at 7:41 pm.

Approved:

Attest:

Mike Moha, Chair

Judith Stich, Secretary



City of Warrenton

Planning Department

225 S Main Avenue ■ P.O. Box 250 ■ Warrenton, OR 97146

Phone: 503.861.0920 Fax: 503.861.2351

STAFF REPORT

TO: City of Warrenton Planning Commission
FROM: Jeffrey B. Adams, Planning Director
DATE: ~~September 11~~ October 9, 2025
SUBJ: Neahring – Kalmia Drive

- Rezone RZ-25-1
- ***Subdivision SUB-25-1***
- ***Variance V-25-1***

BACKGROUND

Adam Neahring has applied for a Rezone from Residential Growth Management (RGM) to Medium Density Residential (RM), a 12 lot Subdivision to be completed in two phases, and a Variance to allow construction of Detached Single-Family Residences along the East Side of SW Kalmia Ave. The subject properties are owned by Adam Neahring and are identified as Tax Lots 81020AA00400 and 81020AA00738.

PUBLIC PROCESS, PROCEDURES & PUBLIC NOTICE

The revised Subdivision and Variance applications were submitted on August 18, 2025 and was deemed complete on September 4, 2025. A notice of the public hearing was sent to adjacent property owners on August 22, 2025 and published notice in The Astorian on August 28, 2025. A request was made that the record be held open for additional testimony for 7 days. Due to the additional testimony request the Commissioners voted to carry this hearing over to the next scheduled Planning Commission and leave the written public testimony portion open for 7 days until September 18, 2025.

Staff subsequently received comments (See attachment "A") on September 18, 2025; all public comment was closed on September 18, 2025.

BACKGROUND

On August 11, 2016 the Planning Commission voted to deny SDR 16-4 and VAR 16-1 Gramson Duplexes SW Kalmia Avenue Extension, due to street width issues.

On December 8, 2016 The Warrenton Planning Commission approved Gil Gramson Preliminary Plat Application SUB-16-1 for an 11-lot subdivision; and Variance VAR 16-5 to exceed the 200 foot standard for a dead end street. Staff concluded that The application

for the variance to exceed the dead end road length standard has been satisfied.

On April 25, 2019 the Planning Commisison approved the Gil Gramson Clear Lake Subdivision SUB 19-1, with a condition that “A secondary access at the existing gravel road shall be stubbed for future connection to Ridge Road. A 20 ft wide section of pavement shall be installed up to the property line for emergency turnaround. A non-remonstrance agreement shall be recorded for each lot to allow the formation of a local improvement district to finance the connection of a city street to TSP standards. In addition, the developer shall secure a 20-ft-wide driveable surface public access for emergency access only to Ridge Road.”

SUMMARY

It is the opinion of Staff that the previous plats as listed above were properly noticed, with sufficient public participation, and all relevant issues were reasonably considered in a legal and lawful manner by the Planning Commisison.

Furthermore, it is also clear that in previous hearings related to this area provision of a secondary point of access was discussed and considered mandatory for any future subdivision.

CODE PROVISIONS, APPLICANT RESPONSES, AND FINDINGS

Applicable Warrenton Municipal Code (WMC) chapters for this application include:

WMC 16.32.020, 16.32.040 and 16.32.050 – Medium-Density Residential District

WMC 16.112 – GM zone development standards

WMC 16.120 – Design Standards: Access & Circulation

WMC 16.124 – Design Standards: Landscaping, Street Trees, Fences, and Walls

WMC 16.128 – Design Standards: Vehicle & Bicycle Parking

WMC 16.136 – Public Facilities Standards

WMC 16.140 – Stormwater & Surface Water Management Standards

WMC 16.152 – Grading and Excavation Standards

WMC 16.212 – Site Design Review Application & Review Procedures

WMC 16.216 – Subdivision Preliminary Plat Review

WMC 16.272 – Variance criteria

Chapter 16.32 – Medium-Density Residential District

16.32.020 Permitted Uses

APPLICANT RESPONSE: None provided.

STAFF FINDING: The proposed use would be allowed if RZ-25-1 is approved. ***This criterion may be met.***

16.32.040 Development Standards

(A)(1). Density Provisions. Minimum lot area for single-family detached dwelling or duplex: 5,000 square feet.

APPLICANT RESPONSE: Current Tax Lot Size: 0.928 Acres & 0.487 Acres = 1.415 Total Acres; Proposed Lot Sizes:

Number of Lots: 12 Lots

Average Lot Size: 5,280 sq. ft.

Smallest Lot: 5,000 sq. ft.

Largest Lot: 5,534 sq. ft.

STAFF FINDING: Minimum density is eight dwelling units per acre. Calculation: 1.415 acres/12 Lots = 8.48 lots per acre. The proposed use would be allowed if RZ-25-1 is approved. ***This criterion may be met.***

16.32.050 Other Applicable Standards

C. All uses shall comply with **access** . . . standards in **Chapter 16.120** . . . except as may be permitted by conditional use or variance.

§ 16.120.020 Vehicular Access and Circulation.

B. Applicability. This chapter shall apply to all transportation facilities and improvements (e.g., public and private streets, driveways, multi-use paths, etc.) within the City and to all properties that abut these facilities.

J. Street Connectivity and Formation of Blocks Required. In order to promote efficient vehicular and pedestrian circulation throughout the City, land divisions and large site developments shall produce complete blocks bounded by a connecting network of public and/or private streets, in accordance with the following standards:

1. Block Length and Perimeter. The maximum block length shall not exceed 600 feet between street corner lines in Residential . . . zones, . . . unless it is adjacent to an arterial street or unless the topography or the location of adjoining streets justifies an exception.

Subdivision has no through connectivity; Block length exceeds 600 feet (1,487.4 feet).

2. Street Standards. Public and private streets shall conform to the standards of Chapter 16.136, Public Facilities Standards; *Section 16.120.030*, Pedestrian Circulation; applicable Americans With Disabilities Act (ADA) design standards; City construction standards for streets; and other applicable Development Code sections.

§ 16.136.020 Transportation Standards.

A. Development Standards. No development shall occur unless the lot or parcel abuts a public or private street, other than an alley, for at least 25 feet and is in conformance with the provisions of Chapter 16.120, Access and Circulation, and the following standards are met:

1. Streets within or adjacent to a development shall be improved in accordance with the Comprehensive Plan, Transportation System Plan, and the provisions of this chapter;

Kalmia Avenue is already developed; however, applicant shall be required to do the following: Widen the current Kalmia street to accommodate on-street parking on both sides of the street as well as emergency vehicle access; complete a fire turn-around at the north end of Kalmia; provide a secondary fire/emergency access easement.

2. Development of new streets (public or private), and additional street width or improvements planned as a portion of an existing street, shall be improved in accordance with this section, and public streets shall be dedicated to the applicable City, County or State jurisdiction;

Kalmia Avenue is already developed; however, applicant shall be required to do the following: Widen the current Kalmia street to accommodate on-street parking on both sides of the street as well as emergency vehicle access; complete a fire turn-around at the north end of Kalmia; provide a secondary fire/emergency access easement.

B. Variances. Variances to the transportation design standards in this section may be granted by means of a Class 2 variance, as governed by Chapter 16.272, Variances. A variance may be granted under this provision only if a required improvement is not feasible due to topographic constraints or constraints posed by sensitive lands (see Chapter 16.156).

Applicant has submitted a Variance application for this subdivision.

D. Creation of Access Easements. The City may approve an access easement established by deed when the easement is necessary to provide for access and circulation in conformance with Chapter 16.120, Access and Circulation. Access easements shall be created and maintained in accordance with the Uniform Fire Code, as amended.

Applicant shall be required to provide a secondary fire/emergency access easement.

I. Street Alignment and Connections.

3. All local and collector streets which abut a development site shall be extended within the site to provide through circulation unless prevented by environmental or topographical constraints, existing development patterns or compliance with other standards in this Code. This exception applies when it is not possible to redesign or reconfigure the street pattern to provide required extensions. Land is considered topographically constrained if the slope is greater than 15% for a distance of 250 feet or more. *In the case of environmental or topographical constraints, the mere presence of a constraint is not sufficient to show that a street connection is not possible. The applicant must show why the environmental or topographic constraint precludes some reasonable street connection.*

*Applicant has not shown why the environmental or topographic constraint precludes some reasonable street connection. **This requirement may be met.***

M. Cul-de-Sacs. A dead-end street shall be no more than 200 feet long, shall not provide access to greater than 18 dwelling units, and shall only be used when environmental or topographical constraints, existing development patterns, or compliance with other standards in this Code preclude street extension and through circulation.

*The Kalmia Avenue cul-de-sac extends approximately 1,487.4 feet, and contains over 18 dwelling units. A secondary access shall be required. **This requirement has not been met.***

1. All cul-de-sacs shall terminate with a circular turnaround. Circular turnarounds shall have a radius of no less than 40 feet from center to edge of pavement except that turnarounds that contain a landscaped island or parking bay in their center shall have a minimum radius of 45 feet. When an island or parking bay is provided, there shall be a fire apparatus lane of at least 20 feet in width; and

2. The length of the cul-de-sac shall be measured along the centerline of the roadway from the near side of the intersecting street to the farthest point of the cul-de-sac.

*Applicant has submitted a Lot Line Adjustment application for the required cul-de-sac. **This requirement may be met.***

See Section 16.120.020 for fire access and parking area turnaround requirements based on Uniform Fire Code standards, as amended.

Chapter 16.208 Administration of Land Use and Development Permits

16.208.050 Type III Procedure (Quasi-Judicial)

APPLICANT RESPONSE: None provided.

STAFF FINDING: A pre-application conference was held on May 6, 2025; application materials were submitted on August 16, 2025. A hearing shall be held before the Planning Commission for the purpose of making a subdivision determination based on consideration of the following factors:

Chapter 16.216 Land Division and Lot Line Adjustments

16.216.050 Approval Criteria—Preliminary Plat.

A. General Approval Criteria. The City may approve, approve with conditions or deny a preliminary plat based on the following approval criteria:

1. Partition and Subdivision.

a. The proposed preliminary plat complies with all of the applicable Development Code sections and other applicable City ordinances and regulations. At a minimum, the provisions of this chapter, and the applicable sections of Division 2 (Land Use Districts)

and Division 3 (Design Standards) shall apply. Where a variance is necessary to receive preliminary plat approval, the application shall also comply with the relevant sections of Chapter 16.272, Variances.

[see above; conditions required]

b. Housing Density. The subdivision meets the City's housing density standards of the applicable zoning district (Division 2).

Meets this criterion.

2. Subdivision Only.

a. The proposed plat name is not already recorded for another subdivision, and satisfies the provisions of ORS Chapter 92;

Names "Kalmia North" and "Kalmia South" do not appear to be taken in Clatsop County.

b. The proposed streets, roads, sidewalks, bicycle lanes, pathways, utilities, and surface water management facilities meet City design standards and are laid out so as to conform or transition to the plats of subdivisions and maps of major partitions already approved for adjoining property as to width, general direction and in all other respects. A statement that all proposed public improvements will be built to City construction standards and proposed dedications are identified on the preliminary plat; and

The street, utilities, and surface water management facilities are generally in place; however, in addition to adding curb, gutter, and sidewalk along the east side of Kalmia, applicant shall be required to do the following: Widen the current Kalmia street to accommodate on-street parking on both sides of the street as well as emergency vehicle access; complete a fire turn-around at the north end of Kalmia; provide a secondary fire/emergency access easement.

c. All proposed private common areas and improvements are identified on the preliminary plat.

No private common areas and improvements are being proposed for this subdivision.

d. Block and Lot Standards. All proposed blocks (i.e., one or more lots bound by public streets), lots and parcels conform to the specific requirements below:

i. All lots shall comply with the lot area, setback (existing structures), and dimensional requirements of the applicable land use district (Division 2), and the standards of Figure 16.120.020.J, Street Connectivity and Formation of Blocks.

As noted above, subdivision has no through connectivity; Block length exceeds 600 feet.

ii. Each lot shall conform to the standards of Chapter 16.120, Access and Circulation.

Each lot shall front on a dedicated public street; this criterion is met.

B. Conditions of Approval. The City may attach such conditions as are necessary to carry out provisions of this Code, and other applicable ordinances and regulations, and may require reserve strips be granted to the City for the purpose of controlling access to adjoining undeveloped properties. See also Chapter 16.136 (Public Facilities Standards).

See proposed conditions as set forth below

§ 16.216.060 Variances Authorized.

Adjustments to the standards of this chapter shall be processed in accordance with Chapter 16.272, Variances. Applications for variances shall be submitted at the same time an application for a land division is submitted.

A Variance Application was submitted in conjunction with this Subdivision Application.

Chapter 16.272 VARIANCES

§ 16.272.010 Purpose.

The purpose of a variance is to provide relief when a strict application of the zoning requirements would impose unnecessary hardships resulting from the size, shape, or dimensions of a site or the location of existing structures thereon; or from geographic, topographic, or other factors listed below. Reasonable conditions may be imposed in connection with a variance as deemed necessary to protect the best interests of the surrounding property or neighborhood, and otherwise secure the purpose and requirements of this chapter. Guarantees and evidence may be required that such conditions will be met.

§ 16.272.020 Criteria.

Variances to a quantitative requirement of this Code may be granted only if, on the basis of the written application, investigation, and evidence submitted by the applicant, findings of fact are made by the zoning administrator (for Class 1 applications) or Planning Commission (for Class 2 applications) that satisfy the criteria of subsections A through F of this section. Prior variances allowed in the neighborhood shall not be considered by the granting authority in reaching its decision. A determination of whether the standards set forth in this section are satisfied necessarily involves the balancing of competing and conflicting interests. Each request shall be considered on its own merits.

A. The hardship was not created by the person requesting the variance;

The hardship includes geographic and environmental constraints which limit access to the location; Applicant did not create the 1,487-foot long cul-de-sac.

B. The request is necessary to make reasonable use of the property. There will be an unreasonable economic impact upon the person requesting the variance if the request is denied;

The request is necessary due to WMC 16.136.020(M), which limits the length of Cul-de-Sacs to no more than 200 feet long, and limits the number of dwellings to 18 dwelling units; the site is already developed with full City street and infrastructure, however both the length and number of dwelling units has been exceeded.

Conditions *may* include the following:

1. A rezone shall be required for this subdivision [application for rezone submitted]

2. Applicant shall widen the current Kalmia street to accommodate on-street parking as well as emergency vehicle access on both sides of the street; [this is a health, safety, and welfare requirement]
3. Applicant shall complete a fire turn-around at the north end of Kalmia; [Applicant has submitted an application for a lot line adjustment for a fire turn-around]
4. Applicant shall provide a secondary fire/emergency road and access easement built to City standard and sufficient to accommodate any and all City emergency response vehicles [would require acquisition of an access easement by Applicant across private properties; health, safety, and welfare requirement].

The Planning Commission must decide whether a secondary access road built to City standard and sufficient to accommodate any and all City emergency response vehicles would be sufficient to mitigate the health, safety, and welfare risk of an extended length cul-de-sac with over 18 dwelling units.

C. The request will not substantially be injurious to the neighborhood in which the property is located. The variance will not result in physical impacts, such as visual, noise, traffic or increased potential for drainage, erosion and landslide hazards, beyond those impacts that would typically occur with development in the subject zone;

The 1,487-foot long cul-de-sac with no secondary access presents a serious health, safety, and welfare risk to all current and future residents residing north of SW 2nd Street on the Kalmia Avenue cul-de-sac. The Planning Commission must decide whether a secondary access road built to City standard and sufficient to accommodate any and all City emergency response vehicles would be sufficient to mitigate the health, safety, and welfare risk of an extended length cul-de-sac with over 18 dwelling units.

D. The request is not in conflict with the Comprehensive Plan;

The Comprehensive Plan references the City's 2019 Transportation System Plan (TSP). Page 43, Volume I of the TSP reads as follows:

Local street connectivity is required by the state Transportation Planning Rule (OAR 660-012) and is important for Warrenton's continued development. Providing adequate connectivity can reduce the need for wider roads, traffic signals, and turn lanes. Increased connectivity can reduce a city's overall vehicle miles traveled (VMT), balance the traffic load on major facilities, encourage citizens to seek out other travel modes, and reduce emergency vehicle response times. While improvement to local street connectivity is easier to implement in newly developed areas, retrofitting existing areas to provide greater connectivity should also be attempted.

Warrenton's existing street connectivity is constrained by natural features such as wetlands, . . . and by undeveloped areas of future development. The proposed Local Street Connectivity Plan . . . identifies approximate locations where new local street connections should be installed as areas continue to develop.

The Warrenton Municipal Code regulates proposed development in residential zones to ensure good transportation system connectivity is provided.

E. The request is not in conflict with the Development Code. No variance may be granted which will result in a use not permitted in the applicable zone or which will increase the allowable residential density in any zone with the exception of individual lot size reduction; and

The request conflicts with WMC 16.136.020(M) Transportation Standards.

M. Cul-de-Sacs. A dead-end street shall be no more than 200 feet long, shall not provide access to greater than 18 dwelling units, and shall only be used when environmental or topographical constraints, existing development patterns, or compliance with other standards in this Code preclude street extension and through circulation.

The Planning Commission must decide whether a secondary access road built to City standard and sufficient to accommodate any and all City emergency response vehicles would be sufficient to mitigate the health, safety, and welfare risk of an extended length cul-de-sac with over 18 dwelling units.

F. Physical circumstance(s) related to the property involved preclude conformance with the standard to be varied.

Physical constraints include topography and significant wetlands identified in the Warrenton Local Wetland Inventory. However, there is an unpaved road from the proposed cul-de-sac circle to Ridge Road. An access easement, along with some road improvements remains a possibility for fire/first responder access.

The Planning Commission must decide whether a secondary access road built to City standard and sufficient to accommodate any and all City emergency response vehicles would be sufficient to mitigate the health, safety, and welfare risk of an extended length cul-de-sac with over 18 dwelling units.

§ 16.272.030 Classification of Variances.

A. Class 1 variances include minor variances that are small changes from the applicable Code requirements and which will have little or no effect on adjacent property or users. Administrative approval by the zoning administrator for Class 1 variances may be granted using a Type II procedure. Class 1 variances are limited to:

1. Location of structures in relation to required yards.
2. Variances from minimum lot width and depth.
3. Variances from other quantitative standards by 20% or less.

B. Class 2 variances include variances that are significant changes from the applicable Code requirements and have the potential for creating impacts on adjacent property or users. A Class 2 variance shall be granted by the Planning

Commission using a Type III procedure. Class 2 variances include, but are not limited to:

1. Variances from quantitative standards by more than that allowed under a Class 1 variance.

2. Variances from other quantitative Code provisions except use restrictions.

C. The Zoning Administrator shall decide the classification of any variance application.

D. If the Planning Official believes that substantial issues are involved in a Class 1 variance application, the application may be reviewed using Class 2 procedures and a public hearing before the Planning Commission may be scheduled in accordance with the procedures specified in Chapter 16.208.

CONCLUSIONS AND RECOMMENDATION

The applicant has demonstrated that the proposed subdivision may be able to satisfy the subdivision criteria with certain conditions as per below. Accordingly, staff recommends approval of the request with the following conditions:

1. *Detailed construction drawings for the proposed grading, road, drainage and utility facilities shall be submitted to the City for review by the Public Works Department prior to approval for construction of project improvements.*
2. *Construction documents shall meet all requirements of federal, state and local standards, codes, ordinances, guidelines and other legal requirements.*
3. *Prior to approval of construction plans, the developer will waive any and all rights to remonstrate against the formation of a Local Improvement District (LID) for the purpose of making sanitary sewer, storm sewer, water or street improvements that benefit the property and assessing the cost to the benefited properties pursuant to the City's regulations in effect at the time of such improvement.*
4. *A final Stormwater Report is required to be submitted with the final construction documents. Design should also address energy dissipation at the outfall.*
5. *The developer shall agree to make all necessary offsite stormwater improvements if downstream deficiencies are created by the development of this property. A rezone shall be required as a prerequisite for approval of this subdivision*
6. *All necessary sewer improvements will be reviewed and approved by Oregon Department of Environmental Quality and paid for by the developer.*
7. *The developer shall prepare and submit a design for erosion control associated with site construction. Demonstrate compliance with Oregon Department of Environmental Quality 1200 C Stormwater General Permit requirements. Provisions shall be made to minimize tracking of sediment onto public streets and for the flow of site soils into drainage ways.*
8. *The developer shall dedicate a 10-foot utility easement along Kalmia Avenue to City of Warrenton.*
9. *The project contractor shall secure a permit for work in the public right of way in accordance with Warrenton Municipal Code.*

10. The developer shall provide as-built drawings and certification by a registered engineer in accordance with adopted criteria for all improvements, prior to acceptance by the City.
11. Since this is a dead end street all of the homes will be required to be within 200 feet of a fire hydrant. Depending on size, the dwelling units will require a minimum verified (by the contractor) 1000gpm fire flow based on ordinary construction and a maximum size of 3,600 square feet. If Fire flows cannot be met a sprinkler system may be required.
12. The developer shall widen the current Kalmia street to City of Warrenton standard to accommodate on-street parking on the east side of the street and to provide for emergency vehicle access;
13. The developer shall complete a fire turn-around at the north end of Kalmia;
14. The developer shall provide a secondary fire/emergency access road and easement which shall connect to the northern end of Kalmia Avenue, and which road shall be built and maintained to City standard, and which shall be sufficient to accommodate all City emergency response vehicles; the road and easement shall be attached to all subject properties and shall be recorded with the Clatsop County Recorder's Office.
15. The developer shall complete a Final Plat for the subdivision within two years of approval. A one-year extension may be granted by the City Planning Commisison through a Type III permitting process.

RECOMMENDED MOTIONS

"Based on the findings and conclusions of the September 11, 2025, staff report, I move to approve SUB-25-1 and V-25-1 Kalmia North and Kalmia South Subdivisions and Variance, subject to the conditions of approval included in the staff report."

Or

"Based on the findings and conclusions of the September 11, 2025, staff report, I move to deny SUB-25-1 and V-25-1."

ATTACHMENTS

1. Application
2. Maps
3. Affidavit of Public Notice
4. Police Chief's Comments
5. Public Comment Submittal
6. Public Works & Police Comment Emails



City Of Warrenton
Planning Department
Subdivision
WMC 16.216

OFFICE USE	FEE See Fee Schedule
	File# SUB - _____ - _____
	Date Received _____
	Receipt# _____

Subdivisions are plats which divide land into four or more parcels within a calendar year. A property owner or designated representative may initiate a request for a subdivision by filing an application with the Planning Department. In addition, the applicant shall provide any related plans, drawings, and/or information needed to provide background for the request.

Property

Address: Vacant Land East Side of Existing City Street - SW Kalmia Ave

Tax Lot (s): 81020AA00400 & 81020AA00738

Zone: RM Flood Zone: N/A Wetlands: N/A

Phased Development: Yes / No Planned Unit Development (PUD): Yes / No

Applicant

Name (s): Adam Neahring

Phone: 503-440-4423 E-Mail Address: aneahring@bergerson-const.com

Mailing Address: 101 SW Juniper Ave, Warrenton, OR 97146

Applicant Signature(s): _____ Date: 8/18/2025

Property Owner (if different from applicant)

Name (s): Same as Applicant

Phone: _____ E-mail Address: _____

Mailing Address: _____

Owner's Signature: _____ Date: _____

I am a record owner of property (person(s) whose name is on the most recently-recorded deed), or contract purchaser with written permission from the record owner and am providing my signature as written authorization for the applicant to submit this application.

Project Description

Current Tax Lot Size: 0.928 Acres & 0.487 Acres = 1.415 Total Acres

Proposed Lot Sizes:

Number of lots: 12 Lots
Average lot size: 5,280 SF
Smallest lot size: 5,000 SF
Largest lot size: 5,534 SF

Subdivision Criteria

Please provide written responses to each of the criteria below that clearly explain how your proposal meets each item. Attach a separate piece of paper if needed. Be as specific as possible. "Yes" and "No" responses are not sufficient.

WMC 16.216.050

1. The proposed preliminary plat complies with all of the applicable Development Code sections and other applicable City ordinances and regulations. At a minimum, the provisions of this chapter, and the applicable sections of Division 2 (Land Use Districts) and Division 3 (Design Standards) shall apply. Where a variance is necessary to receive preliminary plat approval, the application shall also comply with the relevant sections of Chapter 16.272, Variances.

The proposed Preliminary Plat complies with all applicable Development Code sections and other applicable ordinances and regulations. No variance

2. Housing Density. The subdivision meets the City's housing density standards of the applicable zoning district (Division 2).

The applicable Zoning District is RM. The proposed Subdivision meets the RM housing density standards.

3. The proposed plat name is not already recorded for another subdivision and satisfies the provisions of ORS Chapter 92.

The proposed plat name has been verified with Clatsop County and is not already recorded for another subdivision.

Tax Lot 81020AA00400 is Subdivision Kalmia Southeast & Tax Lot 81020AA00738 is Subdivision Kalmia Northeast.

4. The proposed streets, roads, sidewalks, bicycle lanes, pathways, utilities, and surface water management facilities meet City design standards and are laid out so as to conform or transition to the plats of subdivisions and maps of major partitions already approved for adjoining property as to width, general direction and in all other respects. A statement that

all proposed public improvements will be built to City construction standards and proposed dedications are identified on the preliminary plat.

All public improvements identified on the Preliminary Plat will be built to City of Warrenton Construction Standards.

5. All proposed private common areas and improvements are identified on the preliminary plat.

No private common areas or improvements will be constructed with the proposed Subdivision.

6. All lots shall comply with the lot area, setback (existing structures), and dimensional requirements of the applicable land use district (Division 2), and the standards of Figure 16.120.020.J, Street Connectivity and Formation of Blocks.

All proposed Lots will have direct access to existing City Street SW Kalmia Ave. All proposed lots comply with lot area, setbacks, and dimensional requirements.

7. Each lot shall conform to the standards of Chapter 16.120, Access and Circulation.

All proposed lots will have access off of existing SW Kalmia Ave. Existing Access & Circulation will be Utilized, no new roads will be constructed.

8. Landscape or other screening may be required to maintain privacy for abutting uses. Applies only in commercial and industrial zoning districts.

Does not Apply to this Residential Application

9. In conformance with the Uniform Fire Code, as amended, a minimum 20-foot width fire apparatus access drive shall be provided to serve all portions of a building that are located more than 150 feet from a public right-of-way or approved access drive.

The proposed Subdivision is in compliance with the UFC. All proposed Residences will be within 150ft of the Existing Public Right-of-Way, SW Kalmia Ave.

10. Where a common drive is to be provided to serve more than one lot, a reciprocal easement which will ensure access and maintenance rights shall be recorded with the approved subdivision or partition plat.

All Lots will be served by the existing SW Kalmia Ave. No Access or Maintenance Rights will be required or recorded.

Preliminary Plat Submittal Checklist

Applicants shall submit all of the following items on a site plan along with the application form. The site plan shall contain the following information:

- ☐ Date, north arrow, and scale of drawing.
 - ☐ Location of the development sufficient to define its location in the City, boundaries, and a legal description of the site.
 - ☐ Names, addresses and telephone numbers of the owners, designer, and engineer or surveyor if any, and the date of the survey
 - ☐ Identify the drawing as a preliminary plat.
 - ☐ Streets. Location, name, present condition (i.e., paved, gravel, unimproved, etc.), and width of all streets, alleys and rights-of-way on and abutting the site.
 - ☐ Easements. Width, location and purpose of all existing easements of record on and abutting the site.
 - ☐ Utilities. Location and identity of all utilities on and abutting the site. If water mains and sewers are not on or abutting the site, indicate the direction and distance to the nearest ones.
 - ☐ Ground elevations shown by contour lines at five-foot vertical intervals for ground slopes exceeding 10% and at two-foot intervals for ground slopes of less than 10%. Such ground elevations shall be related to some established bench mark or other datum approved by the County Surveyor. This requirement may be waived for partitions when grades, on average, are less than two percent.
 - ☐ The location and elevation of the closest benchmark(s) within or adjacent to the site (i.e., for surveying purposes).
 - ☐ Potential natural hazard areas, including floodplain, landslide areas, and areas having a high erosion potential.
 - ☐ Wetland areas, streams, wildlife habitat, and other areas identified by the City or natural resource regulatory agencies as requiring protection. See also Chapter 16.156 and relevant portions of the Comprehensive Plan.
 - ☐ Site features, including existing structures, pavement, drainage ways, canals and ditches.
 - ☐ Designated historic and cultural resources on the site and adjacent parcels or lots.
 - ☐ North arrow, scale, name and address of owner.
 - ☐ Name and address of surveyor or engineer.
 - ☐ Other information, as deemed appropriate by the Community Development Director.
- The City may require studies or exhibits prepared by qualified professionals to address specific site features and code requirements.

- Public and private streets, tracts, driveways, open space and park land; location, names, right-of-way dimensions, approximate radius of street curves; and approximate finished street center line grades. All streets and tracts which are being held for private use and all reservations and restrictions relating to such private tracts shall be identified.
- Easements. Location, width and purpose of all easements.
- Lots and private tracts (e.g., private open space, common area, or street): approximate dimensions, area calculation (e.g., in square feet), and identification numbers for all lots and tracts.
- Proposed uses of the property, including all areas proposed to be dedicated to the public or reserved as open space for the purpose of surface water management, recreation, or other use.
- Proposed improvements, as required by Division 3 (Design Standards), and timing of improvements (e.g., in the case of streets, sidewalks, street trees, utilities, etc.).
- The proposed source of domestic water.
- The proposed method of sewage disposal and method of surface water drainage (shall comply with Chapter 16.140). Water quality treatment areas, if required.
- The approximate location and identity of other utilities, including the locations of street lighting fixtures.
- Proposed railroad crossing or modifications to an existing crossing, if any, and evidence of contact with Oregon Department of Transportation related to proposed railroad crossing(s).
- Changes to navigable streams, shorelines or other water courses. Provision or closure of public access to these areas shall be shown on the preliminary plat, as applicable.
- Identification of the base flood elevation. Evidence of contact with the Federal Emergency Management Agency to initiate a floodplain map amendment shall be required when development is proposed to modify a designated 100-year flood plain.
- Evidence of contact with Oregon Department of Transportation (ODOT) for any development requiring access to a highway under the state's jurisdiction.
- For proposals that would alter land within 25 feet of a mapped wetland, a jurisdictional delineation of the wetland boundary concurred with by the appropriate resource agency with jurisdiction.

This application will not be officially accepted until department staff have determined that the application is completely filled out, signed, the application fee has been paid, and the submittal requirements have been met.



City Of Warrenton
Planning Department
Variance
WMC 16.272

OFFICE USE

FEE Class 1 \$500 Class 2 \$1,000

File# V - _____ - _____

Date Received _____

Receipt# _____

The purpose of a variance is to provide relief when a strict application of the zoning requirements would impose unnecessary hardships resulting from the size, shape, or dimensions of a site or the location of existing structures thereon; or from geographic, topographic, or other factors listed below. A property owner or designated representative may initiate a request for a variance by filing an application with the Planning Department. In addition, the applicant shall provide any related plans, drawings, and/or information needed to provide background for the request.

Property

Address: Vacant Land East of SW Kalmia Ave., Warrenton, OR 97146

Tax Lot (s): 81020AA00400, 81020AA00738 & 81020AA02100.

Zone: RGM Flood Zone: N/A Wetlands: N/A

Applicant

Name (s): Adam Neahring

Phone: 503-440-4423 E-Mail Address: adamneahring@gmail.com

Mailing Address: 101 SW Juniper Ave, Warrenton, OR 97146

Applicant Signature(s): Adam Neahring Digitally signed by Adam Neahring
DN: cn=Adam Neahring, email=adamneahring@gmail.com, o=Bergerson Construction, Inc.,
Reason: I am approving this document
Date: 2023.08.16 15:19:29-07'00' Date: 8/16/2025

Property Owner (if different from applicant)

Name (s): Same as Applicant

Phone: _____ E-mail Address: _____

Mailing Address: _____

Owner's Signature: _____ Date: _____

I am a record owner of property (person(s) whose name is on the most recently-recorded deed), or contract purchaser with written permission from the record owner and am providing my signature as written authorization for the applicant to submit this application.

Description of Variance Request

Requesting that the City Planning Department allow development of Tax Lots 400, 738 & 2100 located along the East Side of existing City Street SW Kalmia Ave.

Due to Environmental & Topographical constraints of the surrounding properties, SW Kalmia Ave. was not constructed per WMC 16.136.

A variance to WMC 16.136.020(M) is being requested in order to allow construction of Detached Single Family Residences along the East Side of SW Kalmia Ave.

As discussed during the Pre-App meeting, the existing City Roadway & Utility Infrastructure along SW Kalmia Ave. will accommodate these additional Residences.

The Existing Environmental & Topographical constraints prohibits street extension & through circulation requiring a Variance to WMC 16.136.020(M).

Variance Criteria

Please provide written responses to each of the criteria below that clearly explain how your proposal meets each item. Attach a separate piece of paper if needed. Be as specific as possible. "Yes" and "No" responses are not sufficient.

WMC 16.272.020

1. The hardship was not created by the person requesting the variance.

Existing Environmental and Topographical Constraints of the surrounding properties have created the hardship.

2. The request is necessary to make reasonable use of the property. There will be an unreasonable economic impact upon the person requesting the variance if the request is denied.

The subject Properties can only be accessed directly from SW Kalmia Ave. Due to the lakes and wetlands that surround this peninsula of land, this variance request is necessary in order to make reasonable use of the property.

3. The request will not substantially be injurious to the neighborhood in which the property is located. The variance will not result in physical impacts, such as visual, noise, traffic or increased potential for drainage, erosion and landslide hazards, beyond those impacts that would typically occur with development in the subject zone.

The construction of the proposed Single Family Residences along the East Side of SW Kalmia Ave following Variance Approval will not substantially injure the Juniper Neighborhood. The proposed development will not create any un-typical impacts in the subject zone.

4. The request is not in conflict with the Comprehensive Plan.

The subject properties are located within the Cities RGM Zone and are not in conflict with the Comprehensive Plan. The proposed Variance allows the subject properties to be developed in Compliance with the Comprehensive Plan.

5. The request is not in conflict with the Development Code. No variance may be granted which will result in a use not permitted in the applicable zone or which will increase the allowable residential density in any zone with the exception of individual lot size reduction.

The Subject Properties are located within the RGM Zone and the Variance is not in conflict with the Development Code. The proposed use of the Subject properties is permitted in the applicable zone.

6. Physical circumstance(s) related to the property involved preclude conformance with the standard to be varied.

The subject properties are surrounded by Lakes and Wetlands which create the Environmental and Topographical constraints that preclude conformance with WMC 16.136.

Submittal Checklist

Applicants shall submit all of the following items on a site plan along with the application form. The site plan shall contain the following information:

- ☐ The proposed development site, including boundaries, dimensions, and gross area drawn to scale.
- ☐ Natural land features identified which are proposed to be removed or modified by the development, including modifications to existing drainage patterns, if any.
- ☐ The location and dimensions of all proposed public and private streets, drives, rights-of-way, and easements, if any
- ☐ The location and dimensions of all existing and proposed structures, utilities, pavement and other improvements on the site. Setback dimensions for all existing and proposed buildings shall be provided on the site plan.
- ☐ The location and dimensions of entrances and exits to the site for vehicular, pedestrian, and bicycle access, if being modified by the application.
- ☐ The location and dimensions of all parking and vehicle circulation areas (show striping for parking stalls and wheel stops, as applicable), and proposed paving materials.
- ☐ Pedestrian and bicycle circulation areas, including sidewalks, internal pathways, pathway connections to adjacent properties, and any bicycle lanes or trails.
- ☐ Loading and service areas for waste disposal, loading and delivery, if any
- ☐ Outdoor recreation spaces, common areas, plazas, outdoor seating, street furniture, and similar improvements.
- ☐ Location, type, and height of outdoor lighting.
- ☐ Locations, sizes, and types of signs (shall comply with Chapter 16.144).

- The Planning Department may require studies or exhibits prepared by qualified professionals to address specific site features (e.g., traffic, noise, environmental features, site drainage, natural hazards, etc.).
- The applicant's entire tax lot and the surrounding property to a distance sufficient to determine the location of the development in the City, and the relationship between the proposed development site and adjacent property and development. The property boundaries, dimensions and gross area shall be identified.
- Identification of slopes greater than 10%.
- Any areas identified as located in a designated floodplain and/or floodway, if any
- Depict any wetland and riparian areas, streams and/or wildlife habitat areas, if any.
- Site features such as pavement, areas having unique views, and drainage ways, canals and ditches, if any.
- Any designated historic and cultural resources areas on the site and/or adjacent parcels or lots.
- North arrow, scale, names and addresses of all property owners.
- Name and address of applicant, project designer, engineer, architect, surveyor, and/or planner, if applicable.
- Letter or narrative report documenting compliance with the applicable approval criteria including the conditional use criteria, zoning development standards, and applicable design standards. Please see the Planning Staff for applicable design standards.

This application will not be officially accepted until department staff have determined that the application is completely filled out, signed, the application fee has been paid, and the submittal requirements have been met.

Overview Map

Item: Kalmia Drive Rezone; Subdivision, Variance
Applicant: Adam Neahring
File # RZ-25-1; SUB-25-1; V-25-1



Legend

Road Names

Road Names

Parcel Lines

- Parcel Lines
- SUB-25-1 Neahring Kalmia Parcels



Vicinity Map

Item: Kalmia Drive Rezone; Subdivision, Variance
Applicant: Adam Neahrng
File # RZ-25-1; SUB-25-1; V-25-1



Legend

Road Names

Road Names

Parcel Lines

- Parcel Lines
- SUB-25-1 Neahrng Kalmia Parcels



Zoning Map

Item: Kalmia Drive Rezone; Subdivision, Variance
Applicant: Adam Neahrng
File # RZ-25-1; SUB-25-1; V-25-1





Legend



Road Names

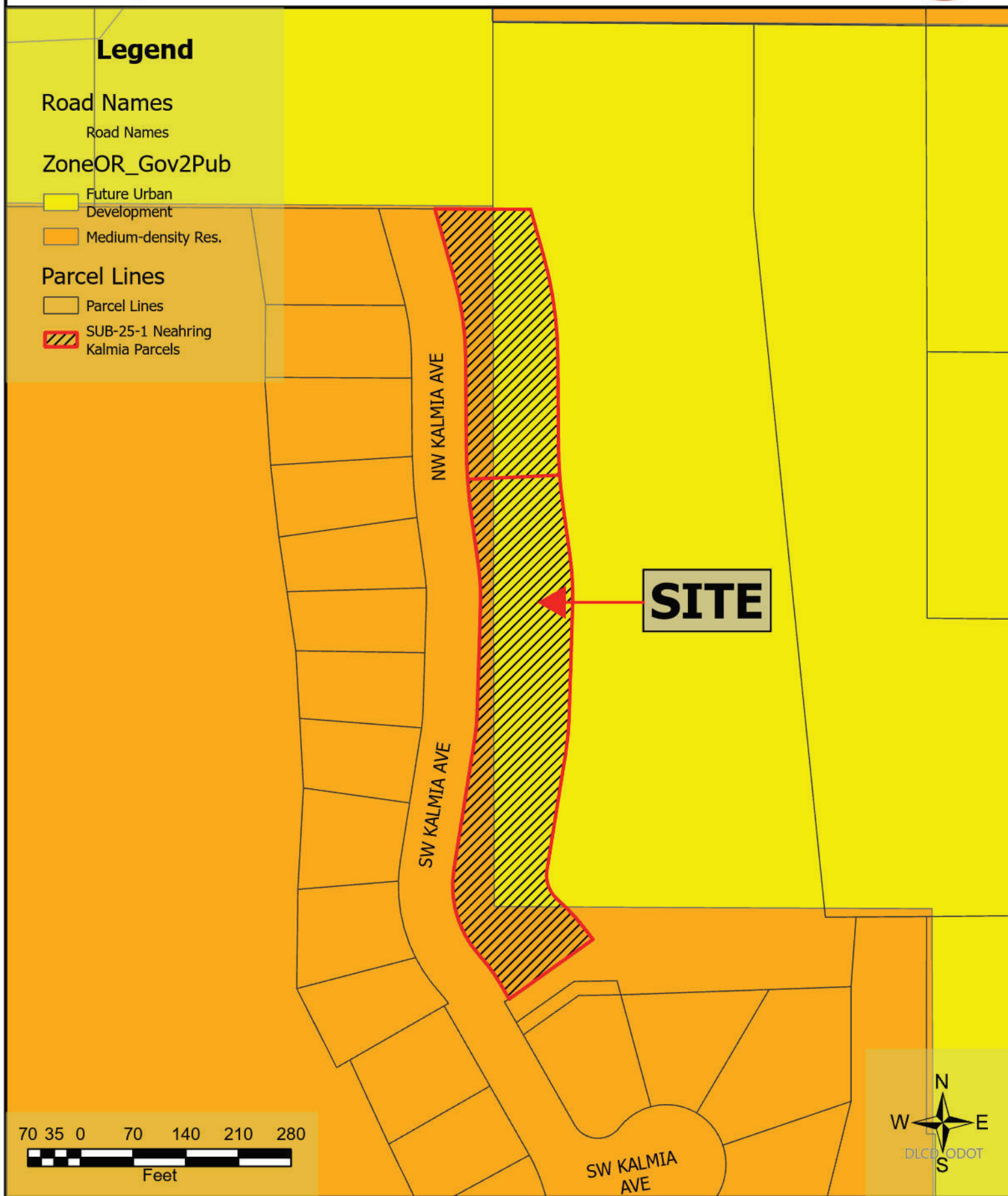
Road Names

ZoneOR_Gov2Pub

-  Future Urban Development
-  Medium-density Res.

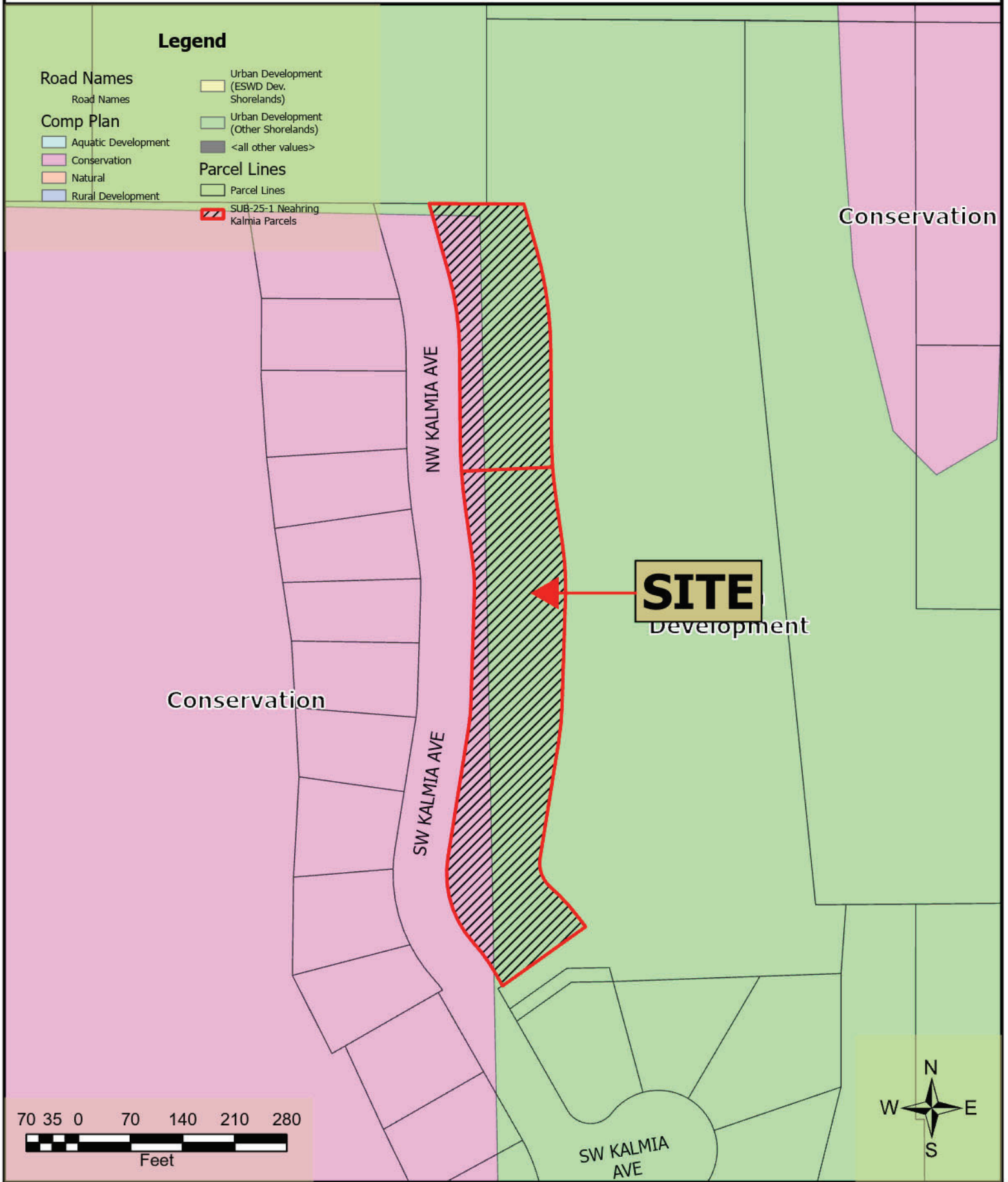
Parcel Lines

-  Parcel Lines
-  SUB-25-1 Neahrng Kalmia Parcels



Comp Plan

Item: Kalmia Drive Rezone; Subdivision, Variance
Applicant: Adam Neahring
File # RZ-25-1; SUB-25-1; V-25-1



LWI Map

Item: Kalmia Drive Rezone; Subdivision, Variance
Applicant: Adam Neahrng
File # RZ-25-1; SUB-25-1; V-25-1



Legend

Road Names

Road Names

LWI Wetlands

Yes

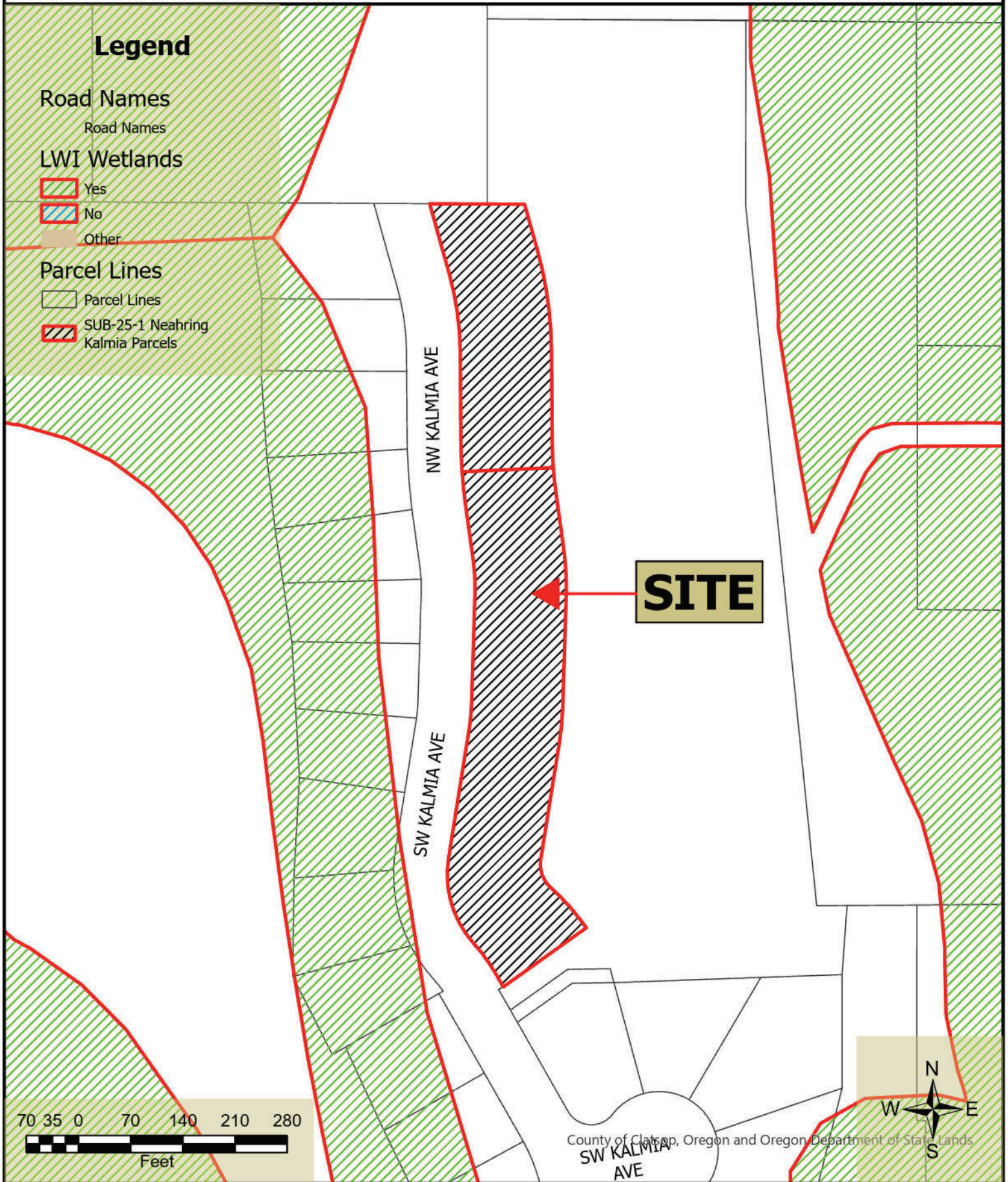
No

Other

Parcel Lines

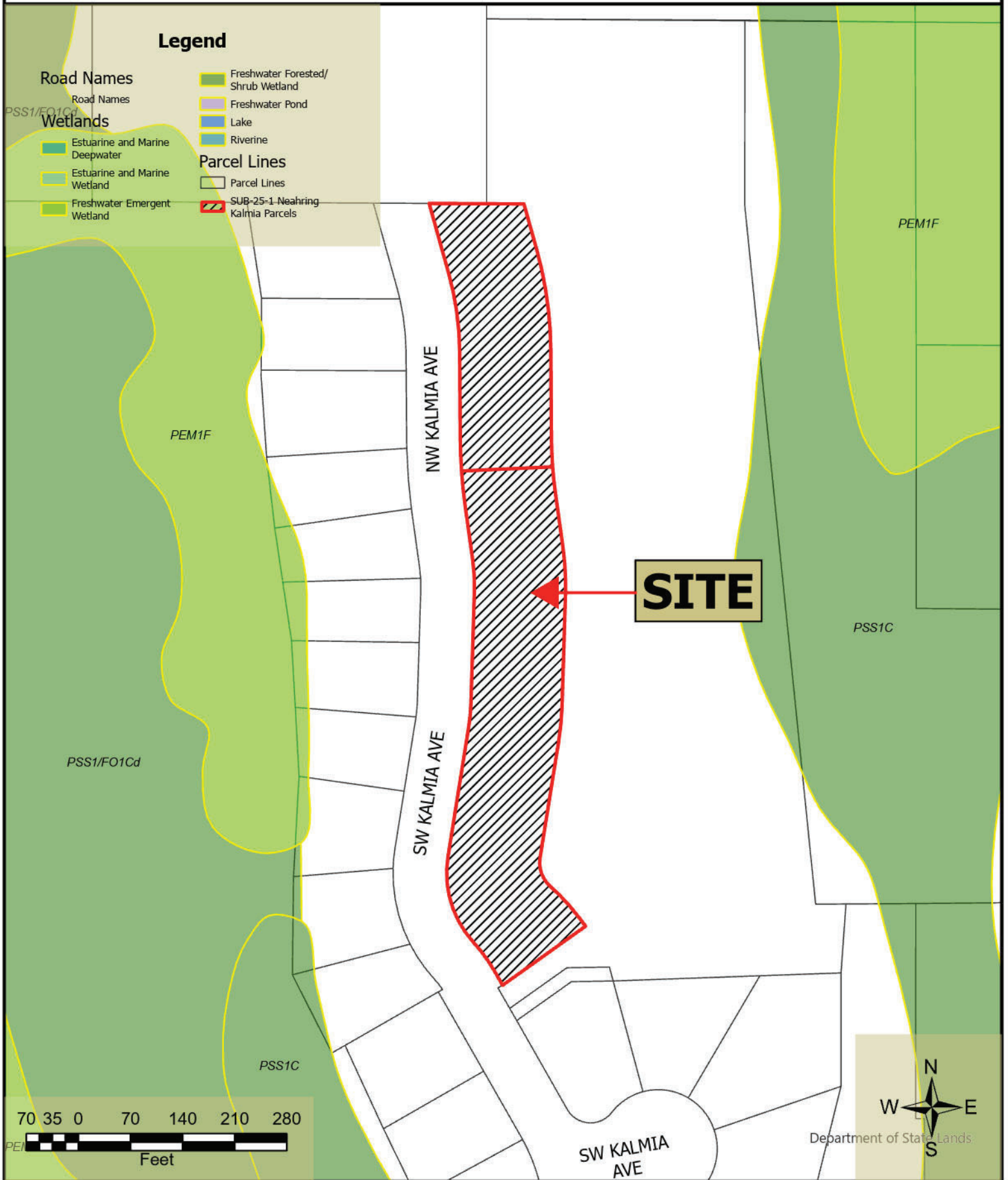
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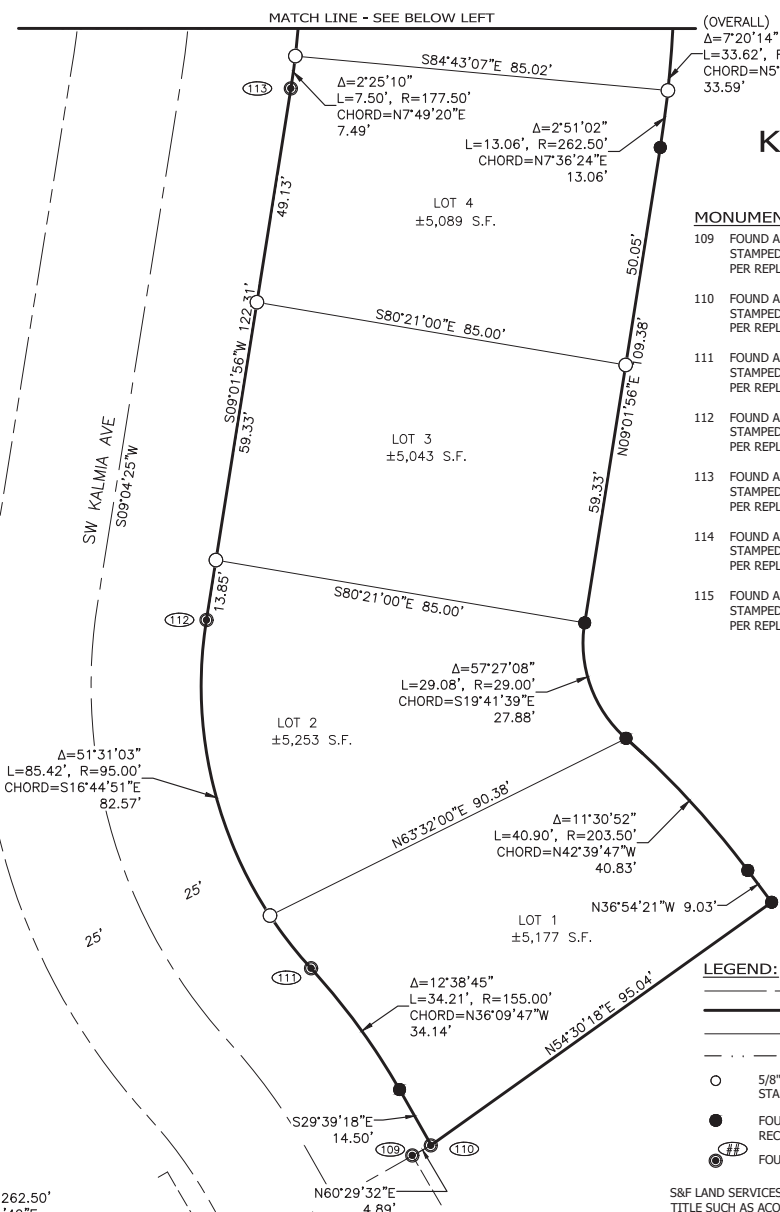
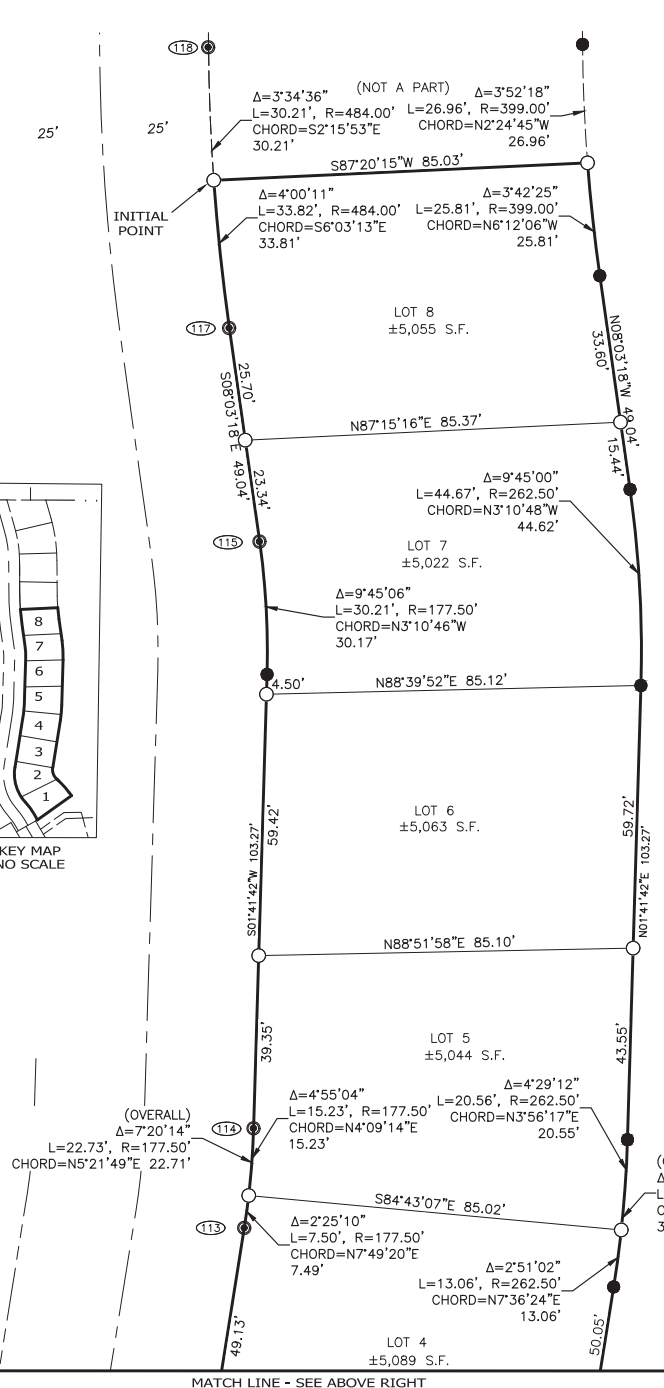
SUB-25-1 Neahrng
Kalmia Parcels



NWI Map

Item: Kalmia Drive Rezone; Subdivision, Variance
 Applicant: Adam Neahrng
 File # RZ-25-1; SUB-25-1; V-25-1

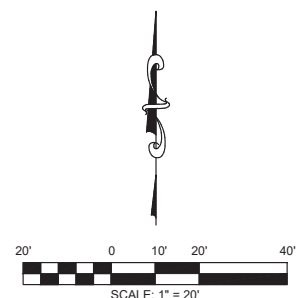




TENTATIVE PLAT
KALMIA SOUTHEAST
SUBDIVISION

MONUMENT TABLE:

- 109 FOUND A 5/8" REBAR WITH A YELLOW PLASTIC CAP, DOWN 0.1'
STAMPED "CKI OR LS 2829 WA LS 40519"
PER REPLAT OF TRACT "A" GIL GRAMSON PARK.
- 110 FOUND A 5/8" REBAR WITH A YELLOW PLASTIC CAP, DOWN 0.1'
STAMPED "CKI OR LS 2829 WA LS 40519"
PER REPLAT OF TRACT "A" GIL GRAMSON PARK.
- 111 FOUND A 5/8" REBAR WITH A YELLOW PLASTIC CAP, DOWN 0.1'
STAMPED "CKI OR LS 2829 WA LS 40519"
PER REPLAT OF TRACT "A" GIL GRAMSON PARK.
- 112 FOUND A 5/8" REBAR WITH A YELLOW PLASTIC CAP, DOWN 0.1'
STAMPED "CKI OR LS 2829 WA LS 40519"
PER REPLAT OF TRACT "A" GIL GRAMSON PARK.
- 113 FOUND A 5/8" REBAR WITH A YELLOW PLASTIC CAP, DOWN 0.1'
STAMPED "CKI OR LS 2829 WA LS 40519"
PER REPLAT OF TRACT "A" GIL GRAMSON PARK.
- 114 FOUND A 5/8" REBAR WITH A YELLOW PLASTIC CAP, DOWN 0.1'
STAMPED "CKI OR LS 2829 WA LS 40519"
PER REPLAT OF TRACT "A" GIL GRAMSON PARK.
- 115 FOUND A 5/8" REBAR WITH A YELLOW PLASTIC CAP, DOWN 0.1'
STAMPED "CKI OR LS 2829 WA LS 40519"
PER REPLAT OF TRACT "A" GIL GRAMSON PARK.



LEGEND:

- _____ RIGHT OF WAY
 _____ BOUNDARY LINE
 _____ LOT/PARCEL LINE
 _____ SECTION LINE
 ○ 5/8" x 30" REBAR WITH YELLOW PLASTIC CAP
 STAMPED "S&F LAND SERVICES" SET ON _____
 ● FOUND MONUMENT PER PROPERTY LINE ADJUSTMENT
 RECORD OF SURVEY RECORDED AS _____
 (E) FOUND MONUMENT AS NOTED ON THE TABLE

S&F LAND SERVICES MAKES NO WARRANTIES AS TO MATTERS OF UNWRITTEN TITLE SUCH AS ACQUIESCENCE, ESTOPPEL, ADVERSE POSSESSION, ETC.

S&F Land Services

Land Surveying & Remote Sensing

812 AVENUE F
SEASIDE, OR 97138
(503) 738-3425

EMAIL: INFO@SELANDS.COM

WWW.SELANDS.CO

DATE	
------	--

FIELD

MB/CC

DRAWN	CHECKED
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EDL	EDL
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KALMIA SOUTHEAST
SUBDIVISION

A PORTION OF THE NE ONE QUARTER OF
SECTION 20, T.8N., R.10W., W.M.
CITY OF WARRENTON, CLATSOP COUNTY
OREGON

REGISTERED
PROFESSIONAL
LAND SURVEYOR

TENTATIVE

OREGON
JULY 12, 2005
ERIC D. LYNCH
56544 PLS

RENEWS 12/31/2026

TENTATIVE PLAT
KALMIA SOUTHEAST SUBDIVISION

SURVEYOR'S CERTIFICATE

I, ERIC D. LYNCH CERTIFY THAT IN ACCORDANCE WITH O.R.S. 92.060, I HAVE CORRECTLY SURVEYED AND MARKED WITH PROPER MONUMENTS THE LANDS REPRESENTED ON THE ANNEXED MAP OF "KALMIA SOUTHEAST", BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

A TRACT OF LAND LOCATED IN THE NORTHEAST 1/4 OF SECTION 20, TOWNSHIP 8 NORTH, RANGE 10 WEST, WILLAMETTE MERIDIAN, CITY OF WARRENTON, CLATSOP COUNTY, OREGON, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF TRACT "B" OF THE PLAT OF "KALMIA NORTH", RECORDED AS INSTRUMENT NO. 201805343, CLATSOP COUNTY PLAT RECORDS; THENCE ALONG THE EASTERLY RIGHT OF WAY LINE OF SW KALMIA AVENUE THE FOLLOWING FOUR COURSES: SOUTH 15°46'55" EAST, 67.85 FEET TO A POINT OF CURVATURE; THENCE ALONG THE ARC OF A 275.00 FOOT RADIUS CURVE, CONCAVE TO THE SOUTHWEST, THROUGH A CENTRAL ANGLE OF 15°18'19" (THE CHORD BEARS SOUTH 08°07'45" WEST, 73.24 FEET) AN ARC DISTANCE OF 73.46 FEET; THENCE SOUTH 00°28'35" EAST, 81.05 FEET TO A POINT OF CURVATURE; THENCE ALONG THE ARC OF A 484.00 FOOT RADIUS CURVE CONCAVE TO THE EAST, THROUGH A CENTRAL ANGLE OF 03°34'36" (THE CHORD BEARS SOUTH 02°15'53" EAST, 30.21 FEET) AN ARC DISTANCE OF 30.21 FEET TO A POINT OF CURVATURE TO THE INITIAL POINT AND A 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "S&F LAND SERVICES" BEING THE **POINT OF BEGINNING**;

THENCE CONTINUING ALONG THE EASTERLY RIGHT OF WAY LINE OF SW KALMIA AVENUE THE FOLLOWING NINE COURSES: ALONG THE ARC OF A 484.00 FOOT RADIUS CURVE CONCAVE TO THE EAST, THROUGH A CENTRAL ANGLE OF 04°00'11" (THE CHORD BEARS SOUTH 06°03'13" EAST, 33.81 FEET) AN ARC DISTANCE OF 33.82 FEET; THENCE SOUTH 08°03'18" EAST, 49.04 FEET TO A POINT OF CURVATURE; THENCE ALONG THE ARC OF A 177.50 FOOT RADIUS CURVE CONCAVE TO THE WEST, THROUGH A CENTRAL ANGLE OF 09°45'06" (THE CHORD BEARS SOUTH 03°10'46" EAST, 30.17 FEET) AN ARC DISTANCE OF 30.21 FEET; THENCE SOUTH 01°41'42" WEST, 103.27 FEET TO A POINT OF CURVATURE; THENCE ALONG THE ARC OF A 177.50 FOOT RADIUS CURVE CONCAVE TO THE NORTHWEST, THROUGH A CENTRAL ANGLE OF 07°20'14" (THE CHORD BEARS SOUTH 05°21'49" WEST, 22.71 FEET) AN ARC DISTANCE OF 22.73 FEET; THENCE SOUTH 09°01'56" WEST, 122.31 FEET TO A POINT OF CURVATURE; THENCE ALONG THE ARC OF A 95.00 FOOT RADIUS CURVE CONCAVE TO THE NORTHEAST, THROUGH A CENTRAL ANGLE OF 51°31'03" (THE CHORD BEARS SOUTH 16°44'51" EAST, 82.57 FEET) AN ARC DISTANCE OF 85.42 FEET TO A POINT OF REVERSE CURVATURE; THENCE ALONG THE ARC OF A 155.00 FOOT RADIUS CURVE CONCAVE TO THE SOUTHWEST, THROUGH A CENTRAL ANGLE OF 12°38'45" (THE CHORD BEARS SOUTH 36°09'47" EAST, 34.14 FEET) AN ARC DISTANCE OF 34.21 FEET; THENCE SOUTH 29°39'18" EAST, 14.50 FEET; THENCE LEAVING SAID EASTERLY RIGHT OF WAY LINE, NORTH 54°30'18" EAST, 95.04 FEET; THENCE NORTH 36°54'21" WEST, 9.03 FEET TO A POINT OF CURVATURE; THENCE ALONG THE ARC OF A 203.50 FOOT RADIUS CURVE CONCAVE TO THE SOUTHWEST, THROUGH A CENTRAL ANGLE OF 11°30'52" (THE CHORD BEARS NORTH 42°39'47" WEST, 40.83 FEET) AN ARC DISTANCE OF 40.90 FEET TO A POINT OF REVERSE CURVATURE; THENCE ALONG THE ARC OF A 29.00 FOOT RADIUS CURVE CONCAVE TO THE NORTHEAST, THROUGH A CENTRAL ANGLE OF 57°27'08" (THE CHORD BEARS NORTH 19°41'39" WEST, 27.88 FEET) AN ARC DISTANCE OF 29.08 FEET; THENCE PARALLEL WITH AND 85.00 FEET EASTERLY OF SAID RIGHT OF WAY LINE THE FOLLOWING SIX COURSES: THENCE NORTH 09°01'56" EAST, 109.38 FEET TO A POINT OF CURVATURE; THENCE ALONG THE ARC OF A 262.50 FOOT RADIUS CURVE CONCAVE TO THE NORTHWEST, THROUGH A CENTRAL ANGLE OF 07°20'14" (THE CHORD BEARS NORTH 05°21'49" EAST, 33.59 FEET) AN ARC DISTANCE OF 33.62 FEET; THENCE NORTH 01°41'42" EAST, 103.27 FEET TO A POINT OF CURVATURE; THENCE ALONG THE ARC OF A 262.50 FOOT RADIUS CURVE CONCAVE TO THE WEST, THROUGH A CENTRAL ANGLE OF 09°45'00" (THE CHORD BEARS NORTH 03°10'48" WEST, 44.62 FEET) AN ARC DISTANCE OF 44.67 FEET; THENCE NORTH 08°03'18" WEST, 49.04 FEET TO A POINT OF CURVATURE; THENCE ALONG THE ARC OF A 399.00 FOOT RADIUS CURVE CONCAVE TO THE EAST, THROUGH A CENTRAL ANGLE OF 03°42'25" (THE CHORD BEARS NORTH 06°12'06" WEST, 25.81 FEET) AN ARC DISTANCE OF 25.81 FEET; THENCE SOUTH 87°20'15" WEST, 85.03 FEET TO THE **POINT OF BEGINNING**.

CONTAINS 40,443 SQUARE FEET OR 0.928 ACRES, MORE OR LESS.

ERIC D. LYNCH, RPLS 56544

DECLARATION

KNOW ALL PEOPLE BY THESE PRESENTS THAT _____ IS THE OWNER OF THE LAND REPRESENTED ON THE ANNEXED MAP AND MORE PARTICULARLY DESCRIBED IN THE ACCOMPANYING SURVEYOR'S CERTIFICATE, AND HAS CAUSED THE SAME TO BE SUBDIVIDED AND SURVEYED INTO LOTS AS SHOWN ON THE ANNEXED MAP IN ACCORDANCE WITH THE PROVISIONS OF O.R.S. CHAPTER 92.

LLC?
NAME
TITLE

ACKNOWLEDGMENT

STATE OF OREGON >
> S.S.
COUNTY OF >

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON _____, 20__.

BY: _____

NOTARY PUBLIC - SIGNATURE

NOTARY PUBLIC - PRINTED NAME

MY COMMISSION NO. _____

MY COMMISSION EXPIRES ON THE _____ DAY OF _____, 20__.

NARRATIVE

HE PURPOSE OF THIS SURVEY, PERFORMED AT THE REQUEST OF THE OWNER IS TO SUBDIVIDE THAT TRACT OF LAND DESCRIBED IN INSTRUMENT NO. 202501307, CLATSOP COUNTY DEED RECORDS AND MONUMENT THE NEW LOT CORNERS AS SHOWN HEREON.

THE BOUNDARY IS PER S&F LAND SERVICES PREVIOUS PROPERTY LINE ADJUSTMENT SURVEY, RECORDED AS COUNTY SURVEY NO. _____.

PURPOSE:

THE PURPOSE OF THIS SURVEY, PERFORMED AT THE REQUEST OF THE OWNER, IS TO SUBDIVIDE THAT TRACT OF LAND DESCRIBED IN INSTRUMENT NO. _____, CLATSOP COUNTY DEED RECORDS AND MONUMENT THE NEW LOT CORNERS IN ACCORDANCE WITH O.R.S. 92.

BASIS OF BEARINGS:

THE BASIS OF BEARINGS WAS DERIVED FROM GPS OBSERVATIONS ON ESTABLISHED CONTROL POINTS AND FOUND MONUMENTS USING THE OREGON STATE PLANE COORDINATE SYSTEM, NORTH 3601(NAD83)(2011), WITH A RESULTANT BEARING OF SOUTH 00°03'57" EAST BETWEEN FOUND MONUMENTS #125 AND #126, AS SHOWN HEREON.

REFERENCES:

PLAT OF "GIL GRAMSON PARK" - INSTRUMENT NO. 201405453

PLAT OF "KALMIA NORTH" - INSTRUMENT NO. 201805343

COUNTY SURVEY - B 12555

APPROVALS

CITY OF WARRENTON FILE NO. SUB-25-__

APPROVED THIS __ DAY OF _____, 2025

CITY OF WARRENTON PLANNING DIRECTOR

APPROVED THIS __ DAY OF _____, 2025

CLATSOP COUNTY SURVEYOR

ALL TAXES, FEES, ASSESSMENTS OR OTHER CHARGES AS PROVIDED BY ORS 92.095 HAVE BEEN PAID AS OF:

_____, 2025.

CLATSOP COUNTY ASSESSOR AND TAX COLLECTOR

APPROVED THIS __ DAY OF _____, 2025

CHAIR, CLATSOP COUNTY BOARD OF COMMISSIONERS

I DO HEREBY CERTIFY THAT THIS IS A FULL, COMPLETE, AND TRUE COPY OF THE SUBDIVISION PLAT AS REFERENCED HEREON.

BY:

CLATSOP COUNTY CLERK

I DO HEREBY CERTIFY THAT THIS IS A FULL, COMPLETE, AND TRUE COPY OF THE SUBDIVISION PLAT AS REFERENCED HEREON.

ERIC D. LYNCH, RPLS 56544

PLAT NOTES:

THE ANNEXED KALMIA SOUTHEAST SUBDIVISION IS SUBJECT TO THE FOLLOWING MATTERS:

1. COVENANTS, CONDITIONS, AND RESTRICTIONS FOR KALMIA NORTHEAST PER

INSTRUMENT NUMBER _____, CLATSOP COUNTY RECORDS.

2. CONDITIONS IMPOSED BY THE CITY OF WARRENTON IN NOTICE ORDER KALMIA NORTHEAST SUB-25-____.

CERTIFICATE OF COUNTY CLERK

STATE OF OREGON >
> S.S.
COUNTY OF CLATSOP >

I DO HEREBY CERTIFY THAT THIS SUBDIVISION PLAT WAS RECEIVED

FOR RECORD ON _____, 2025, AT _____ O'CLOCK __ .M.

AND RECORDED AS INSTRUMENT NO. 2025 _____, CLATSOP COUNTY RECORDS.

BY: _____
CLATSOP COUNTY CLERK

S&F LAND SERVICES MAKES NO WARRANTIES AS TO MATTERS OF UNWRITTEN TITLE SUCH AS ACQUIESCENCE, ESTOPPEL, ADVERSE POSSESSION, ETC.

S&F Land Services

Land Surveying & Remote Sensing

812 AVENUE F
SEASIDE, OR 97138
(503) 738-3425

WWW.SFLANDS.COM

DATE 15, 2025 JOB NO. 24-G761-01

FIELD MB/CC

EMAIL: INFO@SFLANDS.COM

DRAWN EDL

CHECKED EDL

KALMIA SOUTHEAST
SUBDIVISION

A PORTION OF THE NE ONE QUARTER OF
SECTION 20, T.8N., R.10W., W.M.
CITY OF WARRENTON, CLATSOP COUNTY
OREGON

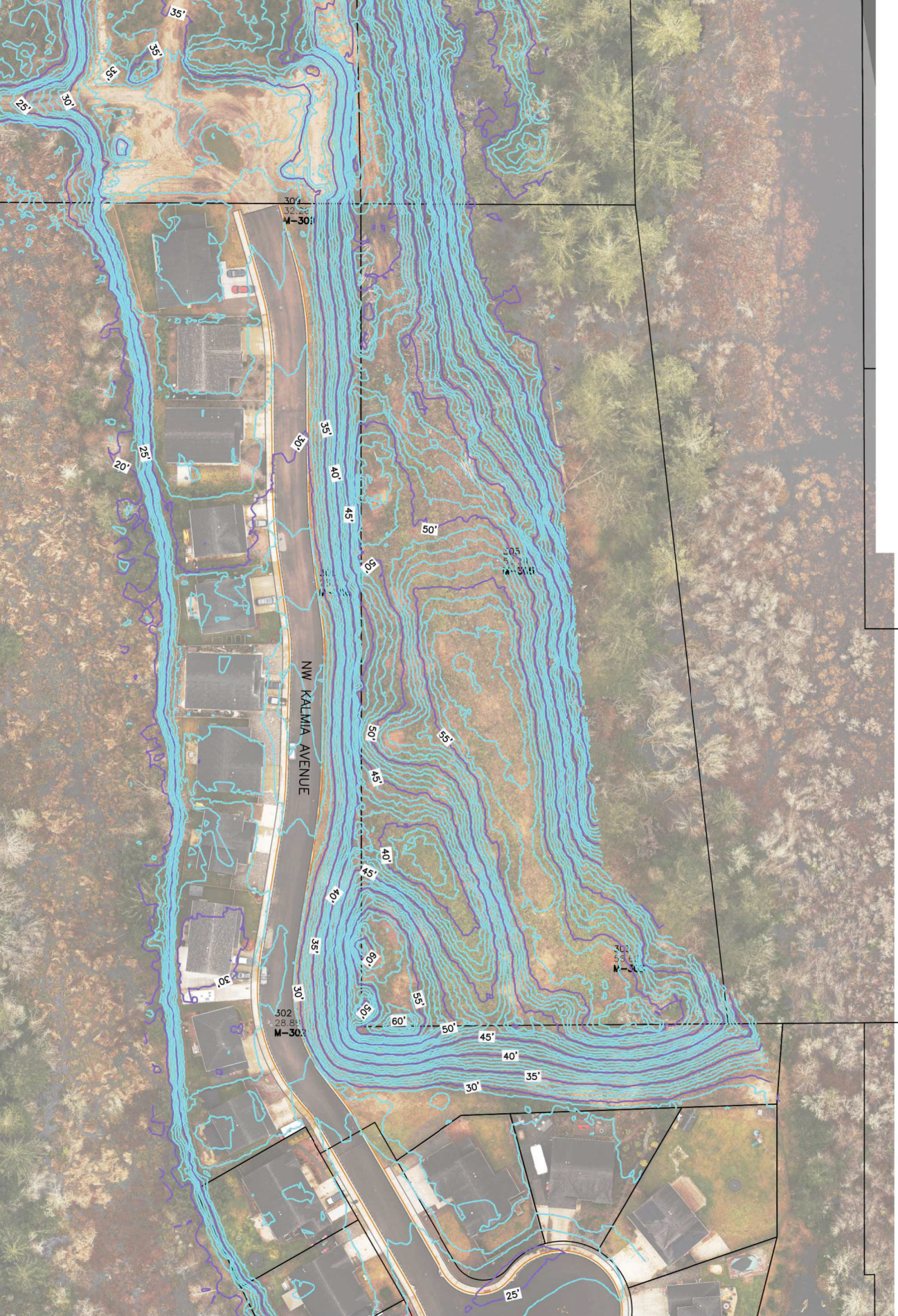
REGISTERED
PROFESSIONAL
LAND SURVEYOR

TENTATIVE

OREGON
JULY 12, 2005
ERIC D. LYNCH
56544 PLS

RENEWES 12/31/2026

TOPOGRAPHIC MAP



Verification on Oath or Affirmation for Mailed Land-Use Hearing Notices

(WMC 16.208.060.C.2.c.i)

State of OREGON

County of CLATSOP

Signed and affirmed before me on August 29, 2025 by Judith Stich that on August 22, 2025, a notice of an upcoming public hearing with the Planning Commission was mailed to the persons who must receive notice as required by the Warrenton Municipal Code.



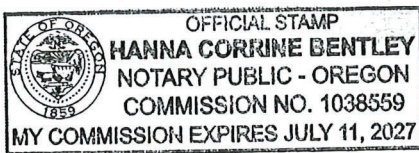
Judith Stich, Planning Technician



Hanna Bentley

Notary Public – State of Oregon

Official Stamp



Document Description

This certificate is attached to a Notice of Public Hearing (SUB-25-1, RZ-25-1, V-25-1), dated September 11, 2025.

Re: V-25-1, SUB-25-1, RZ-25-1

From Mathew Workman <mworkman@warrentonoregon.us>

Date Tue 9/2/2025 13:44

To Judith Stich <jstich@warrentonoregon.us>; Esther Moberg <emoberg@warrentonoregon.us>; Fire Chief <firechief@warrentonoregon.us>; Public Works <publicworks@warrentonoregon.us>; Building Clerk <building@warrentonoregon.us>; ESTES Brett * DLCD <brett.estes@dlcd.oregon.gov>

Judith,

I reviewed this application, and here are the police comments:

- Unless there is a plan to widen the existing roadway, parking should remain prohibited on the east side of the roadway due to how narrow the street is and how difficult it would be to get a fire, garbage, or other large vehicle through if vehicles were parked on both sides.
- There should be another ingress/egress route for this area. A cul-de-sac at the end of Kalmia would only allow for one ingress/egress at SW 2nd St. to the end of the roadway or approximately 1/4 mile. This is not good for safety if there is a need to evacuate the current residences during a disaster or event, and even worse when the additional 12 lots are developed.

That is all of the comments I have currently.

Chief Workman

Mathew J. Workman, Chief of Police
Warrenton Police Department
225 S. Main Ave. / P.O. Box 250
Warrenton, OR 97146
503-861-2235 (Office)
503-861-2863 (Fax)
503-791-9995 (Work Cell)
Facebook: "Warrenton Police Department"
X / Twitter: "WarrentonPD"
<http://www.warrentonoregon.us/police>

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From: Judith Stich <jstich@warrentonoregon.us>

Sent: Monday, August 25, 2025 10:40 AM

To: Esther Moberg <emoberg@warrentonoregon.us>; Mathew Workman <mworkman@warrentonoregon.us>; Fire Chief <firechief@warrentonoregon.us>; Public Works <publicworks@warrentonoregon.us>; Building Clerk <building@warrentonoregon.us>; ESTES Brett * DLCD <brett.estes@dlcd.oregon.gov>

Subject: V-25-1, SUB-25-1, RZ-25-1

Good Afternoon Everyone,

We have received a Subdivision and Rezone application on Taxlot 81020AA00400, 81020AA00738, and 81020ASA02100 in Warrenton. This will be a consolidated review regarding a subdivision where the land will be subdivided into 12 parcels and is requesting a variance due to topographical restraints. Currently the property is in a growth management zone; the applicant is proposing the change to R-M, Medium Density Residential. Public notices have been mailed, and the public hearing will take place on Thursday, September 11, 2025. The Planning Department is requesting that if you have any comments on this application, they be provided to us no later than noon on Thursday, September 4, 2025.

The application files can be viewed online here: [Applications Pending Approval | City of Warrenton Oregon](#)



Judith Stich

Planning Technician

jstich@warrentonoregon.us

Office : 503.861.0920

Direct : 971.286.2025

Fax : 503.861.2351

P.O. Box 250 | 225 S Main

Warrenton OR, 97146

warrentonoregon.us | [facebook.com](https://www.facebook.com/warrentonoregon)



"Making a difference through excellence of service"

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To: City of Warrenton Planning Commission

Re: Public Hearing of September 11, 2025 for RZ-25-1, SUB-25-1, V-25-1

Subject: Additional evidence for the record held open for seven days

Date: September 18, 2025

The public records request for staff reports and findings for the approval of three land divisions that extended SW Kalmia Ave. 1,483 feet and provided access for 31 dwellings, namely Partition Plat 2012-04, Gil Gramson Park Subdivision, and Kalmia North Subdivision, was not received within the seven-day period; but should be presented, if found in City records, to the City Commission in a de novo hearing.

Please enter the following evidence into the record. Findings for approval should have referenced these WMC provisions:

1. The extended SW Kalmia Avenue is not a nonconforming use or structure if any of the extensions is demonstrated to have not been lawfully created. WMC 16.276.010 limits the designation of a non-conforming use or structure to a “lawful existing structure or use at the time this Code became effective”...

16.276.010 *Nonconforming Uses or Structures.*

A nonconforming use or structure was a lawful existing structure or use at the time this Code became effective, but which does not conform to some or all of the requirements of this Code. [emphasis added]

Therefore, the road may not be continued, expanded, extended, altered, or replaced under 16.276.010 Subsections A, B, C, or E.

2. WMC requirements bind successors-in-interest.

§ 16.08.020 *Compliance and Scope.*

B. *Obligation by Successor. The requirements of this Code apply to the owner(s) of record, persons undertaking the development or the use of land, and to those persons' successors in interest.*

3. Code violations are prohibited.

§ 16.16.020 *Violation of Code Prohibited.*

No person shall erect, construct, alter, maintain or use any building or structure or shall use, divide or transfer any land in violation of this Code or any amendment thereto. [emphasis added]

Will Caplinger

24F No. 7 Ln 15, Zili Rd.

Tamsui District, New Taipei City 251

Taiwan

Jeffrey Adams

From: Kevin Gorman
Sent: Friday, September 26, 2025 8:02 AM
To: Jeffrey Adams
Cc: Brian Alsbury; Mathew Workman; Rock Haglund Jr.; Brian Crouter
Subject: Fw: Neahring - Kalmia SUB-25-1; V-25-1 | Secondary Fire/Emergency Access Easement

Hi Jeff,

Please see the responses from Public Works in **red**:

1. The existing Haul Road of discussion has been used by full Truck and Pups hauling sand and aggregates along with full Log Trucks hauling logs from the Kalmia Development Area over the years since early 70's. The axle loading that has been on this haul road is greater than the emergency vehicles that the City would use. Would the existing average 12ft wide roadway be acceptable for emergency vehicle use as a secondary access road to Kalmia Ave.? If not, what is the Min. Road Width that would be acceptable from the Fire Department and Police Department as a secondary emergency access road? Would the existing 12ft average width travel surface be acceptable if the area around the roadway is clear / open enough for safe travel? **This is acceptable to PW if PD/FD agree.**
 1. Anything wider than 12ft would likely require substantial fill of the wetlands, the permitting and associated costs could make this potential route unfeasible.
2. Please confirm that a 3" Minus or Similar Crushed Rock Surfacing is acceptable for the final travel surface. **This is acceptable to PW.**
3. Please confirm that only the property owners of the access road will have the Emergency City of Warrenton Easement recorded on their Property Deed. **Yes, otherwise future development/owners may remove the emergency access.**
4. Please confirm that the City would be responsible for the periodic maintenance of the emergency access road. This would include periodic mowing and broken branches or tree debris removal from storms. **No, it would be the responsibility of the private property owners/primary users to perform maintenance.**
5. Please confirm that this Easement would be for City Fire and Emergency Vehicles only, no public vehicle access or pedestrian access will be allowed over the private properties. **All city vehicles (or those doing business on behalf of the city) should have access to use the road as they may be needed to support emergency operations. No public access.**
6. It is assumed that the City Departments would furnish locks to be installed on the access gates. **Correct.**

Thank you,

Kevin Gorman

Public Works Director
 City of Warrenton
 Cell: 503-298-9306

From: Jeffrey Adams <jadams@warrentonoregon.us>
Sent: Monday, September 22, 2025 8:04 PM

To: Mathew Workman <mworkman@warrentonoregon.us>; Brian Alsbury <balsbury@warrentonoregon.us>

Cc: Kevin Gorman <kgorman@warrentonoregon.us>

Subject: Re: Neahring - Kalmia SUB-25-1; V-25-1 | Secondary Fire/Emergency Access Easement

Thanks Chief!

Jeff

Sent from my Verizon, Samsung Galaxy smartphone

Get [Outlook for Android](#)

From: Mathew Workman <mworkman@warrentonoregon.us>

Sent: Monday, September 22, 2025 4:38:41 PM

To: Jeffrey Adams <jadams@warrentonoregon.us>; Brian Alsbury <balsbury@warrentonoregon.us>

Cc: Kevin Gorman <kgorman@warrentonoregon.us>

Subject: Re: Neahring - Kalmia SUB-25-1; V-25-1 | Secondary Fire/Emergency Access Easement

Jeff,

Most all of these questions **do not apply** to the Police as we do not have any vehicles that would be of concern to the specifications, or the questions are outside of my scope for an answer (easements, etc.). Here are my comments on the one question.

- It is assumed that the City Departments would furnish locks to be installed on the access gates. **Yes, I believe that this is the arrangement that the City has with other gates and access points in the city.**

FYI, many of the questions about maintenance, etc. should have Public Works making comments as they would be the ones doing it. I have cc'd Kevin on this reply, so he is pulled into the thread and is aware of this discussion.

Chief Workman

Mathew J. Workman, Chief of Police

Warrenton Police Department

225 S. Main Ave. / P.O. Box 250

Warrenton, OR 97146

503-861-2235 (Office)

503-861-2863 (Fax)

503-791-9995 (Work Cell)

Facebook: "Warrenton Police Department"

X / Twitter: "WarrentonPD"

<http://www.warrentonoregon.us/police>

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From: Jeffrey Adams <jadams@warrentonoregon.us>
Sent: Monday, September 22, 2025 4:26 PM
To: Brian Alsbury <balsbury@warrentonoregon.us>; Mathew Workman <mworkman@warrentonoregon.us>
Subject: Fw: Neahring - Kalmia SUB-25-1; V-25-1 | Secondary Fire/Emergency Access Easement

Re: Kalmia Ave / Neahring Subdivision

Hey Chiefs Brian & Matthew--

Please send me any comments on Mr. Neahring's questions below on or before this Thursday, if possible, in preparation for next Thursday's Planning commission meeting:

Thank you in advance for your consideration,

Jeff

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: Adam Neahring <aneahring@bergerson-const.com>
Sent: Monday, September 22, 2025 4:14:03 PM
To: Jeffrey Adams <jadams@warrentonoregon.us>
Cc: Judith Stich <jstich@warrentonoregon.us>; Mathew Workman <mworkman@warrentonoregon.us>; Fire Chief <firechief@warrentonoregon.us>
Subject: Neahring - Kalmia SUB-25-1; V-25-1 | Secondary Fire/Emergency Access Easement

Jeff,

I've started some brief communication with the Property Owners of the existing Haul Road that runs from the North End of Kalmia Ave out to Ridge Road. In efforts to better determine the feasibility of obtaining an easement for the City to use this existing haul road as a secondary access in the event of emergencies at the North end of Kalmia Ave, additional clarification on a few items is needed to better communicate with the property owners.

If you could coordinate with Chief Alsbury and Chief Workman and provide some clarification on the following items, it would be greatly appreciated. I would also like to schedule a site visit with them to walk the haul road as well to determine if this access route would be considered acceptable before requesting the formal easement from the owners. Let me know if I should coordinate with them directly on this or if you can setup a meeting.

1. The existing Haul Road of discussion has been used by full Truck and Pups hauling sand and aggregates along with full Log Trucks hauling logs from the Kalmia Development Area over the years since early 70's. The axle loading that has been on this haul road is greater than the emergency vehicles that the City would use. Would the existing average 12ft wide roadway be acceptable for emergency vehicle use as a secondary access road to Kalmia Ave.? If not, what is the Min. Road Width that would be acceptable from the Fire Department and Police Department as a secondary emergency access road? Would the existing 12ft average width travel surface be acceptable if the area around the roadway is clear / open enough for safe travel?
 1. Anything wider than 12ft would likely require substantial fill of the wetlands, the permitting and associated costs could make this potential route unfeasible.
2. Please confirm that a 3" Minus or Similar Crushed Rock Surfacing is acceptable for the final travel surface.

3. Please confirm that only the property owners of the access road will have the Emergency City of Warrenton Easement recorded on their Property Deed.
4. Please confirm that the City would be responsible for the periodic maintenance of the emergency access road. This would include periodic mowing and broken branches or tree debris removal from storms.
5. Please confirm that this Easement would be for City Fire and Emergency Vehicles only, no public vehicle access or pedestrian access will be allowed over the private properties.
6. It is assumed that the City Departments would furnish locks to be installed on the access gates.

Thank you,

1. Detailed construction drawings for the proposed grading, road, drainage and utility facilities shall be submitted to the City for review by the Public Works Department prior to approval for construction of project improvements.
2. Construction documents shall meet all requirements of federal, state and local standards, codes, ordinances, guidelines and other legal requirements.
3. Prior to approval of construction plans, the developer will waive any and all rights to remonstrate against the formation of a Local Improvement District (LID) for the purpose of making sanitary sewer, storm sewer, water or street improvements that benefit the property and assessing the cost to the benefited properties pursuant to the City's regulations in effect at the time of such improvement.
4. A final Stormwater Report is required to be submitted with the final construction documents. Design should also address energy dissipation at the outfall.
5. The developer shall agree to make all necessary offsite stormwater improvements if downstream deficiencies are created by the development of this property. A rezone shall be required as a prerequisite for approval of this subdivision.
6. All necessary sewer improvements will be reviewed and approved by Oregon Department of Environmental Quality and paid for by the developer.
7. The developer shall prepare and submit a design for erosion control associated with site construction. Demonstrate compliance with Oregon Department of Environmental Quality 1200 C Stormwater General Permit requirements. Provisions shall be made to minimize tracking of sediment onto public streets and for the flow of site soils into drainage ways.
8. The developer shall dedicate a 10-foot utility easement along Kalmia Avenue to City of Warrenton.
9. The project contractor shall secure a permit for work in the public right of way in accordance with Warrenton Municipal Code.
10. The developer shall provide as-built drawings and certification by a registered engineer in accordance with adopted criteria for all improvements, prior to acceptance by the City.
11. Since this is a dead end street all of the homes will be required to be within 200 feet of a fire hydrant. Depending on size, the dwelling units will require a minimum verified (by the contractor) 1000gpm fire flow based on ordinary construction and a maximum size of 3,600 square feet. If Fire flows cannot be met a sprinkler system may be required.
12. The developer shall widen the current Kalmia street to City of Warrenton standard to accommodate on-street parking on the east side of the street and to provide for emergency vehicle access;
13. The developer shall complete a fire turn-around at the north end of Kalmia;
14. The developer shall provide a secondary fire/emergency access easement to the northern end of Kalmia Avenue; the easement shall be attached to all subject properties and shall be recorded with the Clatsop County Recorder's Office.
15. The developer shall complete a Final Plat for the subdivision within two years of approval. A one-year extension may be granted by the City Planning Commission through a Type III permitting process.

Adam Neahring

Lead Estimator/Project Manager



Bergerson Construction, Inc.

Marine & Heavy Civil Construction

PO Box 387 · 300 Railroad Ave, Suite 200

Astoria, OR 97103

(503) 325-7130 · CCB# 63328

aneahring@bergerson-const.com

www.bergerson-const.com

[Facebook](#) | [LinkedIn](#) | [Instagram](#)



City of Warrenton

Planning Department

225 S Main Avenue ■ P.O. Box 250 ■ Warrenton, OR 97146

Phone: 503.861.0920 Fax: 503.861.2351

STAFF REPORT

TO: The Warrenton Planning Commission
FROM: Jeffrey Adams, Planning Director
DATE: October 9, 2025
SUBJ: Conditional Use Permit CUP-25-4 and SDR-25-5

BACKGROUND

Michelle Dieffenbac of Rickenbach Construction Inc. acting on behalf of Starlight One LLC., has applied for a conditional use permit to Develop a 2 story building that houses two fisherman's gear shed areas on the ground level and 11 long- and short-term rental housing units on the upper level, on Tax parcels 81021AD01400 through 81021AD01900, located east of NE Skipanon Drive, between NE Harbor Place and NE Harbor Court in Warrenton OR. The parcels are zoned RC (Recreational-Commercial Zone) and are currently vacant. Extended parking would be located on Parcel 81021AD00600, west of the site across NE Skipanon Drive, and which is zoned C-1 (General Commercial District).

PUBLIC PROCESS, PROCEDURES & PUBLIC NOTICE

The application was submitted August 18, 2025, and was deemed complete September 16, 2025. Notice of the public hearing was sent to adjacent property owners September 19, 2025, and published in The Astorian on September 25, 2025.

CODE PROVISIONS, APPLICANT RESPONSES, AND FINDINGS

Applicable Warrenton Municipal Code (WMC) chapters for this application include:

8.24.030 Homestay Lodging [& Vacation Rental Dwelling] Safety regulations

16.56.030 Conditional Uses.

*G. Multifamily dwelling and multifamily housing developments subject to standards of Chapter **16.188**.*

K. Residences as an accessory use to another permitted use, and occupied by the owner or operator of the primary use.

*M. Vacation rental dwelling subject to the safety regulations in Section **8.24.030**.*

16.56.040 Development Standards

16.116 Design Standards

- 16.188** Multifamily Housing Design Standards
- 16.208** Administration of Land Use and Development Permits
 - 16.208.050 Type III Procedure (Quasi-Judicial)*
- 16.212.040** Site Design Review
- 16.220** Conditional Use Permits

FINDINGS

8.24.030 - Safety regulations.

A. All homestay lodging businesses shall comply with the following regulations:

- 1. Apply for a homestay lodging permit.*
- 2. Comply with Chapter 3.04 Transient Room Tax and Chapter 5.04 Business License Fee.*
- 3. Install carbon monoxide (CO) and smoke detector devices in each bedroom for rent.*
- 4. Post a tsunami evacuation map in a visible location.*
- 5. A NOAA weather radio with alert capabilities, shall be permanently displayed in a visible location.*
- 6. All electrical outlets in a kitchen or bathroom accessible to guests will be rated GFCI and have faceplates installed.*
- 7. Circuit breaker box will be properly labeled.*
- 8. Any bedroom for short-term rental will have emergency egress.*
- 9. All handrails shall comply with state building code.*
- 10. Address numbers shall be visible from the street.*
- 11. Garbage and recycling service is required.*
- 12. Provide one off-street parking space per guest bedroom. The approved off-street parking space must remain available for renters. A parking diagram of the approved parking spaces must be provided to renters and be available in a prominent location within the dwelling. Parking stalls shall meet the minimum standards of Section 16.128.030.*
- 13. A permit will not be issued until all outstanding code violations on record or any visible violations are recorded upon on-site inspection.*
- 14. All of the above are required prior to issuance of a homestay lodging permit and verified through an on-site inspection.*
- 15. Homeowners are required to maintain a complaint registry and report problems to the Community Development Director.*
- 16. Separate cooking facilities such as stoves, range tops, ovens, hotplates, or other similar equipment (but excluding microwave ovens) may not be provided.*

17. 24-Hour Representative. The vacation rental owner and designated representative's name, physical address, email address and phone number must be provided to the City upon permit application and renewal. The information shall be kept current at all times. The owner or representative shall be available by phone (24 hours a day, seven days a week) to ensure a response to complaints regarding emergencies and the condition, operation, or conduct of the occupants. A 24-hour representative must be able to physically respond to the vacation rental site within 30 minutes, and if requested they must respond. If there is a change in the designated representative the property owner must submit to the City the name of the new representative.

Applicant Response: None given.

Staff Finding: These standards shall be required as part of the conditions of the Conditional Use Permit; This criterion may be met with conditions as proposed below.

16.56.030 Conditional Uses.

G. Multifamily dwelling and multifamily housing developments subject to standards of Chapter 16.188 (see 16.188 below).

K. Residences as an accessory use to another permitted use, and occupied by the owner or operator of the primary use.

M. Vacation rental dwelling subject to the safety regulations in Section 8.24.030. (See 8.24.030 above)

Applicant Response: The second floor is designed to have 11 short and/or long-term housing units. These units would be used by the tenants of the gear shed and other people coming to the area for recreational or commercial fishing. Housing in an R-C zone requires a conditional use permit. The applicable housing safety standards will be followed.

Staff Finding: These criterion may be met with conditions as provided below.

16.56.040 Development Standards

The following standards are applicable in the R-C zone:

A. No use will be allowed in the R-C zone unless it meets one or more of the following criteria:

- 1. The use is water-dependent, which means that it can only be carried out on, in, or adjacent to water and the location or access is needed for water-borne transportation, recreation, a source of water, or marine research/education.*
- 2. The use provides goods and/or services directly associated with water-dependent uses; and, if not located near the water, would experience a public loss of quality in the goods and services offered.*
- 3. The use can demonstrate that it provides a needed service for users of the marinas.*
- 4. The use is an accessory use important to the operations of the principal use.*

5. The use is a temporary use meeting the requirements of Section 16.240.010.

Applicant Response: Housing provides a needed service for the people working and recreating on the fishing boats.

Staff Finding: This criterion is met.

B. Yards. The minimum yard depth for portions of the property abutting a public right-of-way or noncommercial district is 15 feet.

Applicant Response: Yard setback of 15' on the three street sides is provided. A utility easement for the storm drain will be provided at the east end of the site

Staff Finding: This criterion is met.

C. Lot Coverage. Buildings shall cover not more than 75% of the lot area.

Applicant Response: The building as designed covers 5,562 square feet of a 14,500 square foot lot, approximately 32 percent coverage.

Staff Finding: This criterion is met.

D. Landscaped Open Area. A minimum of five percent of the total lot area will be maintained as landscaped open area.

Applicant Response: The multifamily housing use requires 20 percent of the lot to be open space which has been provided.

Staff Finding: This criterion is met.

E. Building Heights. No building shall exceed a height of 40 feet above grade.

Applicant Response: The building height is approximately 33' to the top of the roof, below the 40' maximum height limit.

Staff Finding: This criterion is met.

F. All uses shall satisfy applicable aquatic and shoreland standards in Chapter 16.160. Where the proposal involves several uses the standards applicable to each use shall be satisfied (e.g., dredge, fill, shoreline stabilization, piling installation or other activities in conjunction with an aquaculture facility shall be subject to the respective standards for these activities).

Applicant Response: The proposed use of a gear shed and second floor housing complies with and supports the Aquatic Area Development Standards. The site being developed is semi-adjacent to the water but there are streets and developed land between the site and the edge of the river.

Staff Finding: This criterion is met.

G. Uses that are not water-dependent shall not preclude or conflict with existing or probable future water-dependent use on the site or in the vicinity.

Applicant Response: The addition of housing units above the gear shed does not preclude or conflict with water-dependent uses on the site.

Staff Finding: This criterion is met.

H. All uses shall comply with access requirements, signs standards, parking and loading standards in Chapter 16.144.

Applicant Response: The signage proposed complies with the standards.

Staff Finding: This criterion may be met with conditions as proposed below.

I. Conditional uses shall meet the requirements in Chapter 16.220.

Applicant Response: This project meets the requirements for Conditional Use, and an application has been submitted.

Staff Finding: This criterion is met.

J. Large-scale developments shall satisfy requirements in Chapter 16.192.

Applicant Response: This project is considered a large-scale development due to the 11 housing units on the second floor. A soils report has been provided by a registered geotechnical engineer. A stormwater management plan has been prepared and submitted for this project which addresses the utility issues. The design of 11 housing units under 600 square feet each does not create any additional demand on the local school system. A landscape plan has been submitted with this application and complies with the standards.

Staff Finding: This criterion is met.

K. Multifamily dwellings and multifamily housing developments shall meet the development standards of Section 16.40.040 and Chapter 16.188.

Applicant Response: This project meets the development standards in regard to density and setback requirements. The maximum length of the building is 155 feet. The common open area of 3,500 square feet has been provided. The trash receptacles are designed to be screened with a 6-foot-tall solid fence.

Staff Finding: This criterion is met.

L. Attached single-family dwellings shall comply with development standards of Section 16.40.040 and design standards of Chapter 16.184.

Applicant Response: The housing proposed for this site is not considered single-family attached, duplex, or triplex in nature.

Staff Finding: This criterion is met.

M. All development shall comply with the wetland and riparian area protection standards of Chapter 16.156.

Applicant Response: The site does not have any wetland or riparian areas.

Staff Finding: This criterion is met.

N. All other applicable Code requirements shall be satisfied.

Applicant Response: We believe all applicable Code requirements are satisfied with the design proposed.

Staff Finding: This criterion is met.

O. Standards for approval of non-water-dependent uses:

1. Non-water-dependent uses shall be constructed at the same time as or after the water-dependent use of the site is established, and must be carried out together with the water-dependent use.

2. The ratio of the square footage of ground-level indoor floor space plus outdoor acreage distributed between the non-water-dependent uses and the water-dependent uses at the site shall not exceed one to three (non-water-dependent to water-dependent).

3. Such non-water-dependent uses shall not interfere with the conduct of the water-dependent use.

Applicant Response: The ground level use of gear storage is water-dependent use.

Staff Finding: This criterion is met.

P. Standards for Approval of a Temporary Use. Temporary non-water-dependent uses that involve minimal capital investment and no permanent structures may be allowed. The intent of allowing such uses is to avoid posing a significant economic obstacle to attracting water-dependent uses. Tools for implementing this approach include "vacate" clauses in leases on public lands, as well as requiring "vacate" clauses for land use approvals involving leasing of private lands.

Applicant Response: The proposed development of the site does not require temporary use.

Staff Finding: This criterion is met.

Q. The City of Warrenton shall provide the park host RV site, within the Hammond and Warrenton Marinas, connections to utilities (City water and sewer, and electricity). Length of stay per host shall not exceed six months in a calendar year, and shall be in a State-licensed RV.

Applicant Response: The proposed development does not require a park host or overnight camping.

Staff Finding: This criterion is met.

R. DMD site shall comply with:

1. Prior to undertaking disposal, the dredging project proponent shall consult with the Army Corps and Oregon DSL to determine if the disposal site contains wetlands that are regulated under permit programs administered by those agencies. If the site contains regulated wetlands, the dredging project proponent shall either alter the disposal site boundaries to avoid the wetlands and leave an acceptable protective buffer, or obtain the necessary Corps and DSL permits to fill the wetlands.

2. The dredging project proponent shall coordinate site preparation and disposal plans with Coast Guard and Fort Stevens State Park representatives.

Applicant Response: The proposed development does not require any dredging, major soil removal or relocation.

Staff Finding: This criterion is met.

Chapter 16.116 Design Standards

Applicant Response: *The following Design Standards apply to this project and have been addressed in the submitted documents and narrative above. 16.120 Access and Circulation*

16.124 Landscape, Street Trees, Fences and Walls

16.128 Vehicle and Bicycle Parking

16.140 Stormwater and Surface Water management

16.144 Signs

16.152 Grading, Excavating, and Erosion Control Plans

16.188 Multifamily Housing Design Standards

16.192 Large-Scale Developments

Staff Finding: This criterion is met.

Chapter 16.188 - MULTIFAMILY HOUSING DESIGN STANDARDS

§ 16.188.010 Applicability.

Multifamily housing developments shall comply with the standards of this chapter. Multifamily housing means housing that provides four or more dwelling units on a single legal lot and sharing common walls, floor/ceilings, courtyard, playground, parking area, or other communal amenity. Condominiums are considered multifamily housing developments.

Applicant Response: The following Design Standards apply to this project and have been addressed in the submitted documents and narrative above.

Staff Finding: Submitted site plans meet these standards; This criterion is met.

§ 16.188.030 Design Standards.

A. Building Mass Supplemental Standard. The maximum width or length of a multiple-family building shall not exceed 200 feet (from end-wall to end-wall).

Applicant Response: The following Design Standards apply to this project and have been addressed in the submitted documents and narrative above.

Staff Finding: Submitted site plans meet these standards; This criterion is met.

B. Common Open Space Standard. Inclusive of required setback yards, a minimum of 20% of the site area shall be designated and permanently reserved as useable common open space in all multiple-family developments. The site area is defined as the lot or parcel on which the development is planned, after subtracting any required dedication of street right-of-way and other land for public purposes (e.g., public park or school grounds, etc.). Sensitive lands (e.g., wetlands, riparian areas, and riparian setback areas/corridors) and historic buildings or landmarks open to the public and designated by the Comprehensive Plan may be counted towards meeting common open space requirements.

Applicant Response: The following Design Standards apply to this project and have been addressed in the submitted documents and narrative above.

Staff Finding: Submitted site plans meet these standards; This criterion is met.

C. Trash Receptacles. Trash receptacles shall be oriented away from adjacent residences and shall be screened with an evergreen hedge or solid fence or wall of not less than six feet.

Applicant Response: The following Design Standards apply to this project and have been addressed in the submitted documents and narrative above.

Staff Finding: Submitted site plans meet these standards; This criterion is met.

Chapter 16.208 Administration of Land Use and Development Permits

16.208.050 Type III Procedure (Quasi-Judicial)

Applicant Response: None provided.

Staff Finding: Application has been processed in accordance with WMC 16.208.050. This criterion is met.

Chapter 16.212.040 Site Design Review.

A. Application Review Procedure.

1. Site Design Review—Determination of Type II and Type III Applications. Applications for site design review shall be subject to Type II or Type III review, based on the following criteria:

a. Residential developments with between five and nine dwelling units shall be reviewed as a Type II application, except when development review is allowed under Section 16.212.020. Residential developments with greater than nine units shall be reviewed as a Type III application.

Applicant Response: None provided.

Staff Finding: The proposed Gear Shed with upper Vacation Rental comprises 11 residential units and thus falls under the Type III review process. The application is being reviewed under the Type III review process. This criterion is met.

C. Review Criteria. The Community Development Director shall make written findings with respect to all of the following criteria when approving, approving with conditions, or denying an application:

1. The application is complete, as determined in accordance with Chapter 16.208 and subsection B of this section.

Applicant Response: We have reviewed the codes and requirements and believe we have addressed all the issues as best to our ability at this time during the design process. We will develop the site and building so that it complies with all the required standards.

Staff Finding: Submittal was deemed complete. This criterion is met.

2. The application complies with all of the applicable provisions of the underlying land use district (Division 2), including building and yard setbacks, lot area and dimensions, density and floor area, lot coverage, building height, building orientation, architecture, and other special standards as may be required for certain land uses.

Applicant Response: The site layout and building design complies with all the provision required for the RC Zone. The parking stall count is 3 spaces shy of meeting the requirements for the 11 housing units on the second floor. This has been mitigated by proving 3 parking spaces on an

adjacent parcel, directly across Skipanon Drive on a parcel under the same ownership. An easement will be developed and recorded for this requirement on the adjacent property.

Staff Finding: The parking stall count is 3 spaces shy of meeting the requirements for the 11 housing units on the second floor. Applicant will be required to mitigate by providing 3 parking spaces on an adjacent parcel, directly across Skipanon Drive on a parcel under the same ownership. Applicant will be required to acquire and record an easement on the adjacent property. This criterion may be met with conditions.

3. The applicant shall be required to upgrade any existing development that does not comply with the applicable land use district standards, in conformance with Chapter 16.276, Nonconforming Uses and Development.

Applicant Response: The site has had previous development but this has all been removed. There are some sidewalks along the perimeter of the site. These will be replaced or repaired as required for the new development. The existing water line is located in SE Skipanon Dr. There is a 4" water line down Harbor Pl which, if needed, will be sized according to the water needed for fire and domestic. The storm drain runs through the middle of the site and will be relocated to the east property line.

Staff Finding: The submitted plan set is sufficient to address these items. This criterion is met.

4. The application complies with the applicable design standards contained in Division 3.

Applicant Response: The site layout and building design complies with all the provisions required in Division 3. This includes Multifamily Housing for the units on the second floor. A landscape design is included for review which complies with the design standards.

Staff Finding: **Staff Finding:** The submitted plan set is sufficient to address these items. This criterion is met.

Chapter 16.220 Conditional Use Permits

Applicant is requesting a Conditional Use Permit which comprises three uses, as follows:

1. Multifamily dwelling and multifamily housing developments subject to standards of Chapter **16.188** (see 16.188 above):
2. Residences as an accessory use to another permitted use, and occupied by the owner or operator of the primary use
3. Vacation rental dwelling subject to the safety regulations in Section **8.24.030** (See 8.24.030 above):

16.220.030 Review Criteria

1. The proposed use is in conformance with the Comprehensive Plan.

Applicant Response: This proposed use is in conformance with the Comprehensive Plan. Property is close to the marina, supports the fishing industry, and provides both long term and short-term housing needs within the City of Warrenton.

Staff Finding: The Comprehensive Plan designates the site as an Urban Development Area, which are described as “Areas with a combination of physical, biological and social/ economic characteristics which make them necessary and suited for residential, commercial, industrial, public or semi-public uses are appropriately classified for urban development. Such areas are either adequately served by public facilities and services for urban development or have the potential for being adequately served during the next twenty years. There are two types of urban development areas, as follows:

(b) Other Urban Shorelands: Other urban shorelands are more desirable for other uses or are suitable for a wider range of uses. They are located in one of the following zoning districts: High Density Residential, Medium Density Residential, Intermediate Density Residential, General Commercial, *Recreation Commercial*, Urban Recreation/ Resort, or General Industrial.

The current site is zoned *Recreation Commercial*, and as such, fits into category (b), suitable for a wider range of uses. This criterion is met.

2. *The location, size and design, and operating characteristics of the proposed use are such that the development will be compatible with, and have a minimal impact on surrounding properties.*

Applicant Response: The surrounding properties are developed with fishing support buildings, storage units, a large and small housing complex, a city park, and some undeveloped land. The buildings existing in the area are similar, both industrial and residential, ranging in various sizes. The addition of the gear sheds and 11 living units will add a small amount of traffic and use to this area of town which currently has a small demand on the City infrastructure already existing.

Staff Finding: The site is zoned *Recreation Commercial*, is surrounded by a mix of commercial and multi-family development and is suitable for a wider range of uses. This criterion is met.

3. *The use will not generate excessive traffic, when compared to traffic generated by uses permitted outright, and adjacent streets have the capacity to accommodate the traffic generated.*

Applicant Response: The traffic generated by the proposed building and functions will not add any additional traffic that would be generated by an allowed use. The parking lot will be located on NE Harbor Place (north of site) which has an existing width of 60.' To the south is NE Harbor Court with a 35' existing width. This street will receive very little increased use as the only additional access is two exit drive aisle from each gear shed area. Currently there are storage doors off the sidewalk along the south of this street.

Staff Finding: The site is located near North Main Avenue and East Harbor Drive, both arterial streets and part of the Oregon Department of Transportation (ODOT) Highway system. The proposed use would not generate more traffic than other allowable uses on the site. This criterion is met.

4. Public facilities and services are adequate to accommodate the proposed use.

Applicant Response: The existing utilities located to the west in SE Skipanon Dr. are adequate for this proposed development. The pedestrian development along the edges of the site will be provided with this proposed development.

Staff Finding: Full street right-of-way improvements and utilities installation will be required, and are proposed on the submitted plan set, as part of site development. This criterion may be met with conditions as proposed.

5. The site's physical characteristics, in term of topography, soils and other pertinent considerations are, are appropriate for the use.

Applicant Response: The site is relatively flat and will accommodate the two-story building and parking lot. The on-site soil conditions are conducive to the development of a two-story lightweight building.

Staff Finding: The site lies outside floodplains and wetlands and does not contain hydric soils. This criterion is met.

6. The site has an adequate area to accommodate the proposed use. The site layout has been designed to provide for the building, parking, landscaping, driveway, on-site circulation, public areas, loading areas, storage facilities, setbacks, buffers, and utilities which are required by City ordinances.

Applicant Response: The site has been designed to accommodate all the items listed above. Three additional parking stalls which it will not accommodate will be located across SE Skipanon Drive on parcel 81021AD00600, with an address of 45 NE Skipanon Drive. The parcel is owned by the same owner. Necessary provisions will be made to allocate and record the required parking on this lot for use by 45 NE Harbor Place. The gear shed will be used primarily during the day while the parking for housing will be most used during the evening and nights.

Staff Finding: This criterion is met.

7. The use is appropriate at the proposed location. Several factors which should be considered in determining whether or not the use is appropriate include: accessibility for users (such as customers and employees); availability of similar existing uses; availability of other appropriately zoned sites; and the desirability of other suitably zoned sites for the intended use.

Applicant Response: The gear shed usage on the ground floor is an outright use. The housing on the second floor requires conditional use. The intent is the housing would provide support to those leasing the gear shed and others involved in the fishing industry. All cities currently have housing shortages. These units are small and will facilitate their use for the tourists and boat owners that are involved in the adjacent Marina and within the local finishing industry.

Staff Finding: *Criterion:*

1. *Accessibility for users (such as customers and employees);*
The site is conveniently located near the corner of two state highways and will be developed per the submitted plan set.
2. *Availability of similar existing uses;*
The site is surrounded by commercial and multi-family uses, many related to the fishing industry.
3. *Availability of other appropriately zoned sites;*
There are very few suitable, vacant Recreational-Commercial Zoned sites in the City.
4. *the desirability of other suitably zoned sites for the intended use;*
There are very few suitable, vacant Recreational-Commercial Zoned sites in the City.

This criterion is met.

CONCLUSIONS AND RECOMMENDATION

The applicant has demonstrated that the proposed Gear Shed and upper-level residential vacation rental satisfies the conditional use permit criteria to be in the RC Recreational-Commercial zoning district *with conditions as stated below*. Accordingly, staff recommends approval of the Conditional Use Permit and Site Design Review requests with the following conditions:

1. The structure shall be developed in substantial conformance with the submitted plans.
2. All landscaping and screening shall be designed and installed so as to not visually block driveways and street access.
3. Applicant shall comply with all requirements of WMC 8.24.030 - Safety regulations
4. Applicant shall provide recorded owner agreement(s)/easement(s) for all necessary off-site parking.
5. Street parking may be restricted as necessary to accommodate large vehicle ingress and egress to the site.
6. Street paving width shall be designed to accommodate large vehicle ingress and egress to the site.
7. The site and use shall comply with all applicable provisions of Chapter 8.24 Homestay Lodging Standards while being used as a vacation rental.
8. Applicant shall submit a complete Short-Term Rental (Vacation Rental) application within 180 days of the approval of CUP-25-4, and prior to rental occupancy.
9. All tenants shall be advised by the property owner(s) that the Warrenton Police Department will strictly enforce violations of city code, disturbances, or disorderly conduct, and owners will be notified of all issues.
10. Development shall comply with all Federal, state, and local laws and regulations as applicable.

11. The Conditional Use Permit shall expire if a building permit has not been obtained and substantial progress made on the development within two (2) years of the date of issuance.

RECOMMENDED MOTION

“Based on the findings and conclusions of the October 9, 2025 staff report, I move to approve CUP-25-4 and SDR-25-5 subject to the conditions of approval included in the staff report.”

ATTACHMENTS

1. Application materials
2. Maps
3. Police Chief’s Comment



City Of Warrenton
Planning Department
Conditional Use Permit
WMC 16.220

OFFICE USE

FEE \$1,000

File# CUP - _____ - _____

Date Received _____

Receipt# _____

The purpose of the conditional use process is to allow, when desirable, uses that would not be appropriate throughout a zoning district or without restrictions in that district, but would be beneficial to the City if their number, area, location, design, and relation to the surrounding property are controlled. A property owner or designated representative may initiate a request for a conditional use by filing an application with the Planning Department according to the requirements of Section 16.208.050. In addition, the applicant shall provide any related plans, drawings, and/or information needed to provide background for the request.

Property

Address: 45 NE Harbor Ct.

Tax Lot (s): 81021AS01400 through 80102AD1900

Zone: RC Flood Zone: No Wetlands: No

Applicant

Name (s): Rickenbach Construction Inc., contact Michelle Dieffenbach

Phone: 503-325-3749 E-Mail Address: michelle@rcibuilds.com

Mailing Address: 37734 Eagle Lane, Astoria, OR 97103

Applicant Signature(s): Signed by:
Michelle Dieffenbach
C3C3BC8657834B5... Date: 8/18/2025 | 12:50 PM PDT

Property Owner (if different from applicant)

Name (s): Starlight One LLC., contact Andrew Bornstein

Phone: 360-739-0378 E-mail Address: _____

Mailing Address: PO Box 188, Bellingham, WA 98227-0188

Owner's Signature: Signed by:
Andrew Bornstein
981157C096E0462... Date: 8/18/2025 | 9:55 AM PDT

I am a record owner of property (person(s) whose name is on the most recently-recorded deed), or contract purchaser with written permission from the record owner and am providing my signature as written authorization for the applicant to submit this application.

Conditional Use Permit
 7.2024

Description of Proposed Land Use

Develop the 5 adjoining lots with a single 2 story building that houses two fisherman's gear shed areas and 11 long and short time rental housing units, each under 500 square feet on the second floor. Twelve parking stalls are proposed for the same lot with 3 additional stalls on an adjacent lot owner by the same entity.

Conditional Use Permit Review Criteria

Please provide written responses to each of the criteria below that clearly explain how your proposal meets each item. Attach a separate piece of paper if needed. Be as specific as possible. "Yes" and "No" responses are not sufficient.

WMC 16.220.030

1. The proposed use is in conformance with the Comprehensive Plan.

This proposed use is in conformance with the Comprehensive Plan. Property is close to the marina, supports the fishing industry, and provides both long term and short term housing needs within the City of Warrenton.

2. The location, size and design, and operating characteristics of the proposed use are such that the development will be compatible with, and have a minimal impact on surrounding properties.

The surrounding properties are developed with fishing support buildings, storage units, a large and small housing complex, a city park, and some undeveloped land. The buildings existing in the area are similar, both industrial and residential ranging in various sizes. The addition of the gear sheds and 11 living units will add a small amount of traffic and use to this area of town which currently has a small demand on the City infrastructure already existing.

3. The use will not generate excessive traffic, when compared to traffic generated by uses permitted outright, and adjacent streets have the capacity to accommodate the traffic generated.

The traffic generated by the proposed building and functions will not add any additional traffic that would be generated by an allowed use. The parking lot will be located on NE Harbor Place (north of site) which has an existing width of 60'. To the south is NE Harbor Court with a 35' existing width. This street will receive very little increased use as the only additional access is two exit drive aisle from each gear shed area. Currently there are storage doors off the sidewalk along the south of this street.

4. Public facilities and services are adequate to accommodate the proposed use.

The existing utilities located to the west in SE Skipanon Dr. are adequate for this proposed development. The pedestrian development along the edges of the site will be provided with this proposed development.

5. The site's physical characteristics, in term of topography, soils and other pertinent considerations are, are appropriate for the use.

The site is relatively flat and will accommodate the two story building and parking lot. The on site soil conditions are conducive to the development of a two story light weight building.

6. The site has an adequate area to accommodate the proposed use. The site layout has been designed to provide for the building, parking, landscaping, driveway, on-site circulation, public areas, loading areas, storage facilities, setbacks, buffers, and utilities which are required by City ordinances.

The site has been designed to accommodate all the items listed above. Three additional parking stalls which it will not accommodate will be located across SE Skipanon Drive on parcel 81021AD00600, with an address of 45 NE Skipanaon Drive. The parcel is owned by the same owner. Necessary provisions will be made to allocate and record the required parking on this lot for use by 45 NE Harbor Place. The gear shed will be used primarily during the day while the parking for housing will be most used during the evening and nights.

7. The use is appropriate at the proposed location. Several factors which should be considered in determining whether or not the use is appropriate include: accessibility for users (such as customers and employees); availability of similar existing uses; availability of other appropriately zoned sites; and the desirability of other suitably zoned sites for the intended use.

The gear shed usage on the ground floor is an outright use. The housing on the second floor requires conditional use. The intent is the housing would provide support to those leasing the gear shed and others involved in the fishing industry. All cities currently have housing shortages. These units are small and will facilitate their use for the tourists and boat owners that are involved in the adjacent Marina and within the local finishing industry.

Submittal Checklist

Applicants shall submit all of the following items on a site plan along with the application form. The site plan shall contain the following information:

- ☒ The proposed development site, including boundaries, dimensions, and gross area drawn to scale.
- ☒ Natural land features identified which are proposed to be removed or modified by the development, including modifications to existing drainage patterns, if any.
- ☒ The location and dimensions of all proposed public and private streets, drives, rights-of-way, and easements, if any
- ☒ The location and dimensions of all existing and proposed structures, utilities, pavement and other improvements on the site. Setback dimensions for all existing and proposed buildings shall be provided on the site plan.
- ☒ The location and dimensions of entrances and exits to the site for vehicular, pedestrian, and bicycle access, if being modified by the application.
- ☒ The location and dimensions of all parking and vehicle circulation areas (show striping for parking stalls and wheel stops, as applicable), and proposed paving materials.
- ☒ Pedestrian and bicycle circulation areas, including sidewalks, internal pathways, pathway connections to adjacent properties, and any bicycle lanes or trails.
- ☒ Loading and service areas for waste disposal, loading and delivery, if any
- ☐ Outdoor recreation spaces, common areas, plazas, outdoor seating, street furniture, and similar improvements.

- ☒ Location, type, and height of outdoor lighting.
- ☒ Locations, sizes, and types of signs (shall comply with Chapter 16.144).
- ☐ The Planning Department may require studies or exhibits prepared by qualified professionals to address specific site features (e.g., traffic, noise, environmental features, site drainage, natural hazards, etc.).
- ☒ The applicant's entire tax lot and the surrounding property to a distance sufficient to determine the location of the development in the City, and the relationship between the proposed development site and adjacent property and development. The property boundaries, dimensions and gross area shall be identified.
- ☒ Identification of slopes greater than 10%.
- ☒ Any areas identified as located in a designated floodplain and/or floodway, if any
- ☒ Depict any wetland and riparian areas, streams and/or wildlife habitat areas, if any.
- ☒ Site features such as pavement, areas having unique views, and drainage ways, canals and ditches, if any.
- ☒ Any designated historic and cultural resources areas on the site and/or adjacent parcels or lots.
- ☒ North arrow, scale, names and addresses of all property owners.
- ☒ Name and address of applicant, project designer, engineer, architect, surveyor, and/or planner, if applicable.
- ☒ Letter or narrative report documenting compliance with the applicable approval criteria including the conditional use criteria, zoning development standards, and applicable design standards. Please see the Planning Staff for applicable design standards.

This application will not be officially accepted until department staff have determined that the application is completely filled out, signed, the application fee has been paid, and the submittal requirements have been met.



18 August 2025

City of Warrenton

Narrative for documenting compliance with applicable criteria for Site Design Review and Conditional Use Permit

Project: Gear Shed & 2nd floor lodging, 45 NE Harbor Court, Warrenton, OR 97146

Chapter 16.56 – Recreational/Commercial (R-C) District

.020 Permit Use – The first floor gear shed occupancy is water related recreational or commercial. This area is designed to be two separate occupants for storage and maintenance of fishing gear, equipment, and a boat.

.030 The second floor is designed to have 11 short and/or long-term housing units. These units would be used by the tenants of the gear shed and other people coming to the area for recreational or commercial fishing. Housing in an R-C zone requires a conditional use permit. The applicable housing safety standards will be followed.

.040 Development Standards

A.1. Housing provides a needed service for the people working and recreating on the fishing boats.

B. Yard setback of 15' on the three street sides is provided. A utility easement for the storm drain will be provided at the east end of the site

C. The building as designed covers 5,562 square feet of a 14,500 square foot lot, approximately 32 percent coverage.

D. The multifamily housing use requires 20 percent of the lot to be open space which has been provided.

E. The building height is approximately 33' to the top of the roof, below the 40' maximum height limit.

F. The proposed use of a gear shed and second floor housing complies with and supports the Aquatic Area Development Standards. The site being developed is simi-adjacent to the water but there are streets and developed land between the site and the edge of the river.

G. The addition of housing units above the gear shed does not preclude or conflict with water-dependent uses on the site.

H. The signage proposed complies with the standards.

I. This project meets the requirements for Conditional Use and an application has been submitted.

J. This project is considered a large-scale development due to the 11 housing units on the second floor. A soils report has been provided by a registered geotechnical engineer. A stormwater management plan has been prepared and submitted for this project which addresses the utility issues. The design of 11 housing units under 600 square feet each does not create any additional demand on the local school system. A landscape plan has been submitted with this application and complies with the standards.

K. This project meets the development standards in regard to density and setback requirements. The maximum length of the building is 155 feet. The common open area of 3,500 square feet has been provided. The trash receptacles are designed to be screened with a 6 foot tall solid fence.

L. The housing proposed for this site is not considered single-family attached, duplex, or triplex in nature.

M. The site does not have any wetland or riparian areas.



- N. We believe all applicable Code requirements are satisfied with the design proposed.
- O. The ground level use of gear storage is water-dependent use.
- P. The proposed development of the site does not require temporary use.
- Q. The proposed development does not require a park host or overnight camping.
- R. The proposed development does not require any dredging, major soil removal or relocation.

Chapter 16.116 Design Standards

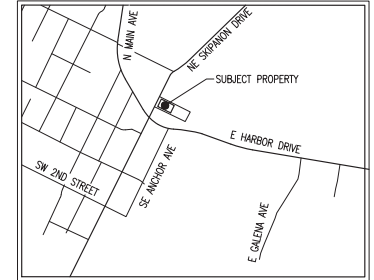
The following Design Standards apply to this project and have been addressed in the submitted documents and narrative above.

- 16.120 Access and Circulation
- 16.124 Landscape, Street Trees, Fences and Walls
- 16.128 Vehicle and Bicycle Parking
- 16.140 Stormwater and Surface Water management
- 16.144 Signs
- 16.152 Grading, Excavating, and Erosion Control Plans
- 16.188 Multifamily Housing Design Standards
- 16.192 Large-Scale Developments

GEAR STORAGE BUILDING

RICKENBACH CONSTRUCTION

WARRENTON, OREGON



VICINITY MAP
SCALE: NTS



PROJECT TEAM

ENGINEER & DESIGNER

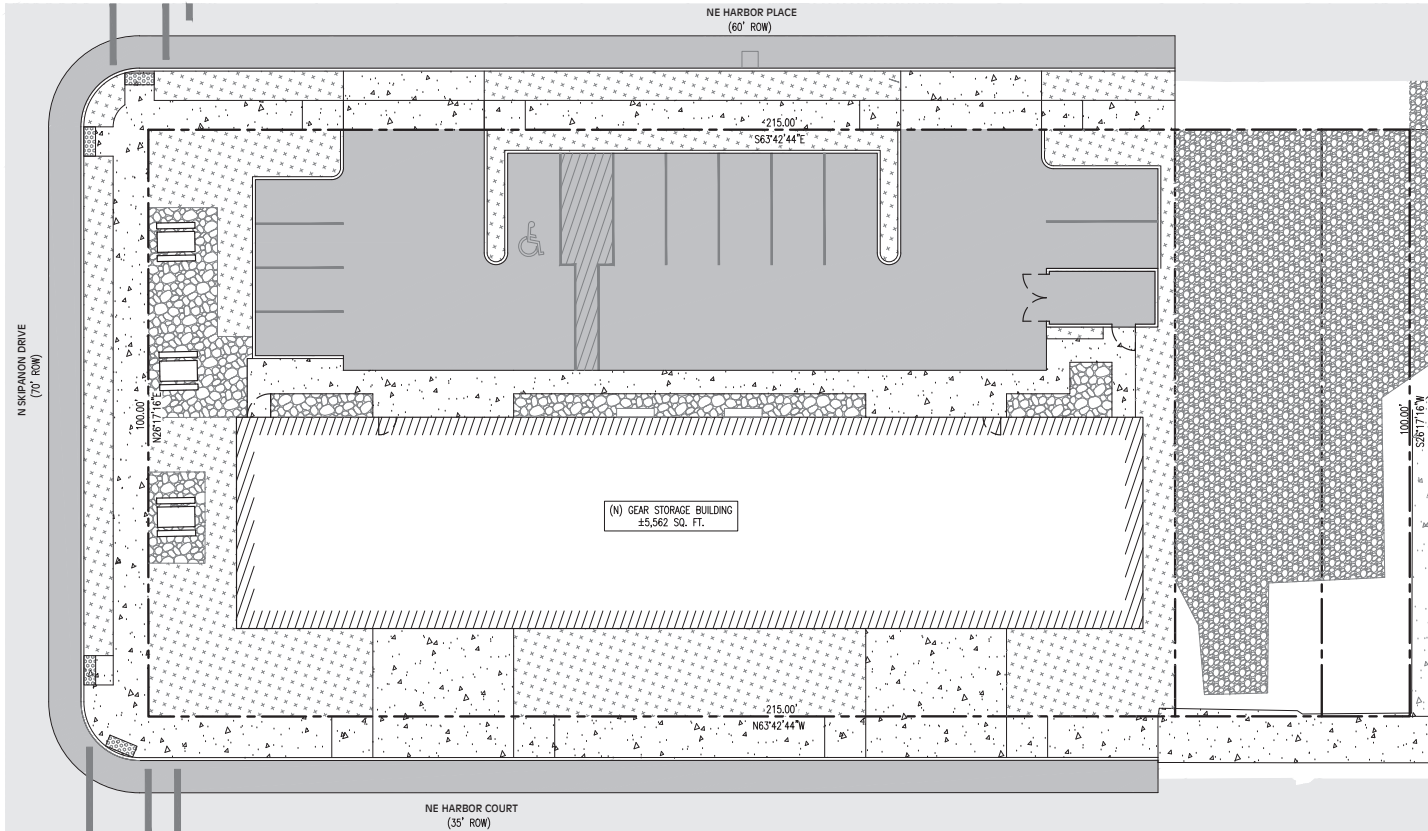
LOWER COLUMBIA ENGINEERING
58640 MANULITY WAY
ST. HELENS, OR 97051
PHONE: (503) 366-0399
ENGINEER: CHASE BERG
EMAIL: chase@lowercolumbiaengr.com

OWNER

OWNER NAME: STARLIGHT ONE, LLC.
OWNER ADDRESS: PO BOX 188
BELLINGHAM, WA 98227
CONTACT: ANDREW BORNSTEIN

CONTRACTOR

CLIENT NAME: RICKENBACH CONSTRUCTION, INC.
CLIENT ADDRESS: 37734 EAGLE LANE
ASTORIA, OR 97103
PHONE: (503) 325-3749
CONTACT: MICHELLE DIEFFENBACH
EMAIL: michelle@rcbuilds.com



PLOT PLAN
SCALE: 1" = 10'



DRAWING INDEX

SHEET	DESCRIPTION
GENERAL	
C-1	COVER SHEET
CIVIL	
C-1	EXISTING CONDITIONS PLAN
C-2	EROSION AND SEDIMENT CONTROL PLAN
C-3	PRELIMINARY SITE PLAN
C-4	GRADING AND UTILITY PLAN
C-5	LANDSCAPING PLAN
C-6	ILLUMINATION PLAN

PROJECT INFORMATION

ZONING: RC
PROPOSED USE: COMMERCIAL AND RESIDENTIAL
IMPERVIOUS AREA: 16,385 SQUARE FEET
PERVIOUS AREA: 5,159 SQUARE FEET
VERTICAL DATUM: NAVD88

UTILITY LOCATES

(48 HOUR NOTICE PRIOR TO EXCAVATION)

OREGON LAW REQUIRES YOU TO FOLLOW THE RULES ADOPTED BY THE OREGON UTILITY NOTIFICATION CENTER. THOSE RULES ARE SET FORTH IN OAR 952-001-0010 THROUGH 952-001-0090. YOU MAY OBTAIN COPIES OF THE RULES FROM THE CENTER BY CALLING 503 246 1987

ONE CALL SYSTEM.....1 800 332 2344



Know what's below.
Call before you dig.

MASTER LEGEND

(E) EXISTING	(E) GRAVEL	STM	(N) STORM LINE
(N) NEW	PROPERTY LINE	H2O	(N) WATER LINE
(E) ASPHALT	ADJACENT PROPERTY LINE	SAN	(N) SANITARY LINE
(N) ASPHALT	(N) EASEMENT	⊙	(E) SANITARY MANHOLE
(E) SIDEWALK	(N) MAJOR CONTOUR	⊙	(E) STORM MANHOLE
(N) SIDEWALK	(N) MINOR CONTOUR	⊙	(E) CATCH BASIN
(N) LANDSCAPING	(E) MAJOR CONTOUR	⊙	(N) CATCH BASIN
	(E) MINOR CONTOUR	⊙	(N) STORM MANHOLE
	(E) STORM LINE	⊙	(N) SANITARY MANHOLE
	(E) WATER LINE	⊙	(N) WATER METER
	(E) SANITARY LINE	⊙	
	(N) LANDSCAPING ROCK	⊙	

REV.	REVISION RECORD	DATE



St. Helens, Oregon
(503) 366-0399

PROJ. NO. 3656 COVER SHEET

DWG. BY CAB NE HARBOR COURT

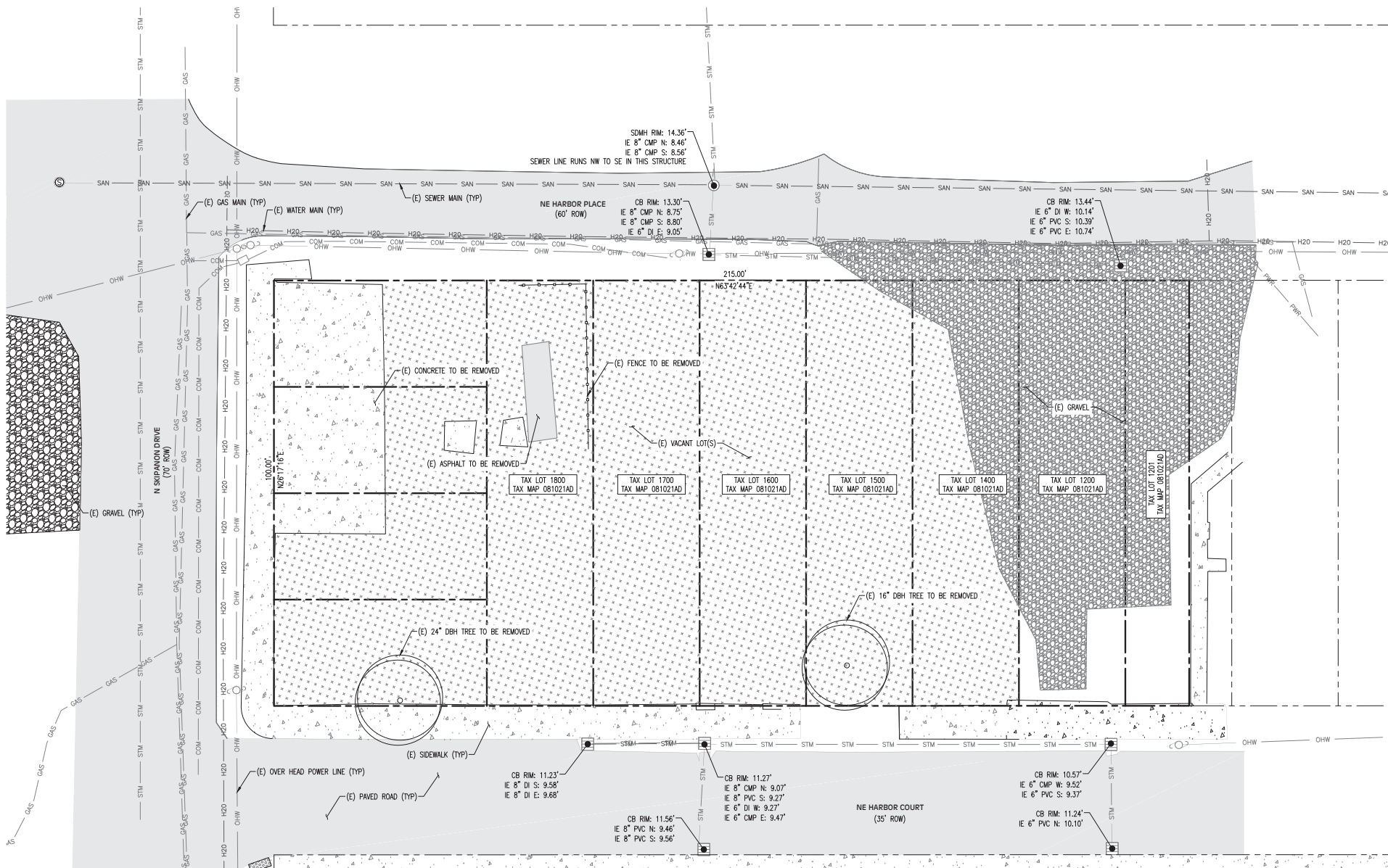
APPR. BY RICKENBACH CONSTRUCTION INC.

FILE D-3656-G-1

DATE 12/18/2024

SHEET
G-1

DATE: 04/07/2025
PRELIMINARY
NOT
FOR CONSTRUCTION



NOTE
 EXISTING UTILITIES AND ELEVATIONS ARE BASED
 ON SURVEY PROVIDED BY S&F LAND SERVICES
 DATED 02/07/2025

EXISTING CONDITIONS PLAN
 SCALE: 1" = 10'



DATE: 04/07/2025
 PRELIMINARY
 NOT
 FOR CONSTRUCTION

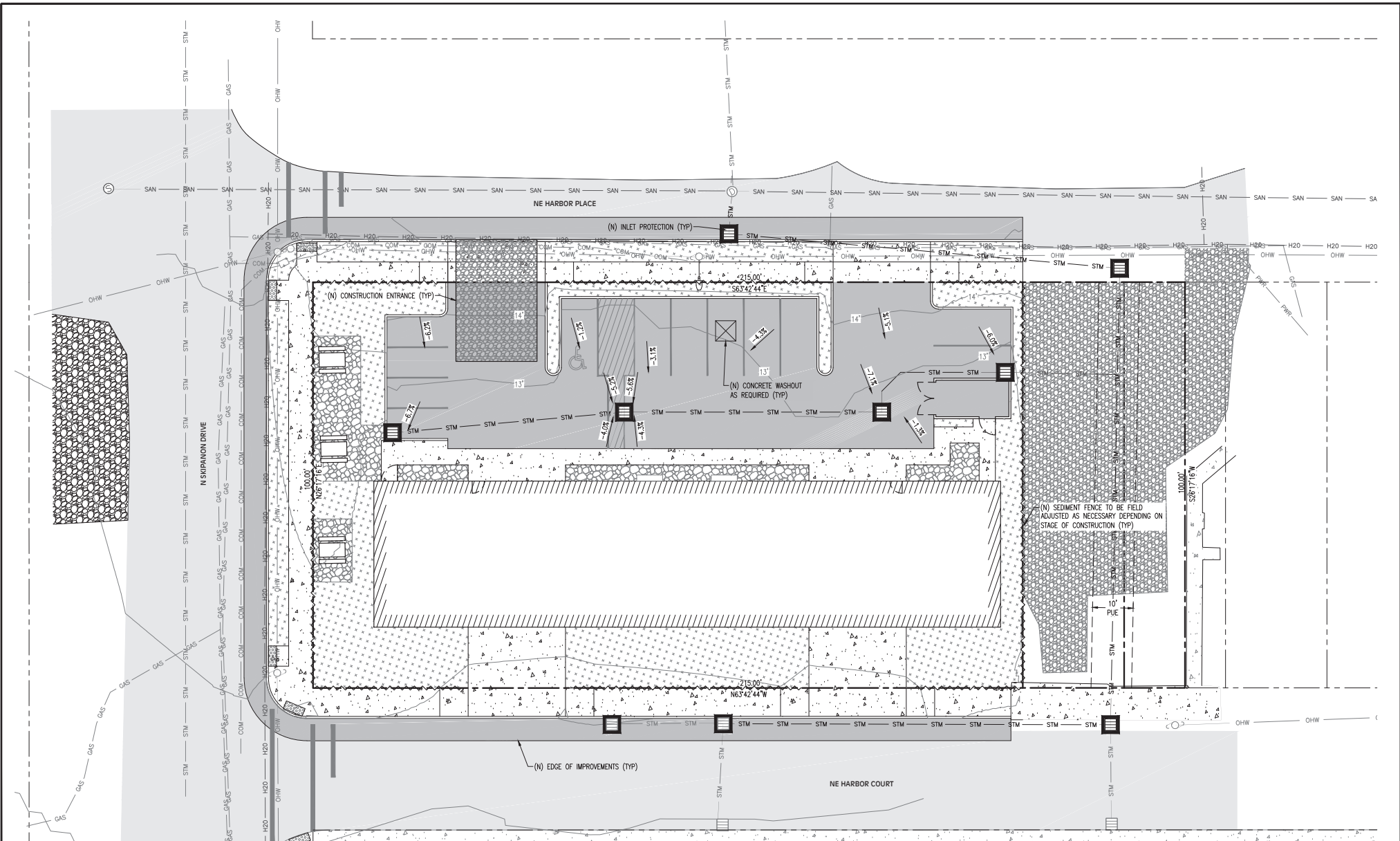
REV.	REVISION RECORD	DATE



St. Helens, Oregon
 (503) 366-0300

PROJ. NO.	3656	EXISTING CONDITIONS PLAN
DWG. BY	CAB	NE HARBOR COURT
APPR. BY	RICKENBACH CONSTRUCTION INC.	SHEET
FILE	D-3656-C-1	DATE 12/18/2024

C-1



EROSION AND SEDIMENT CONTROL PLAN

SCALE: 1" = 10'



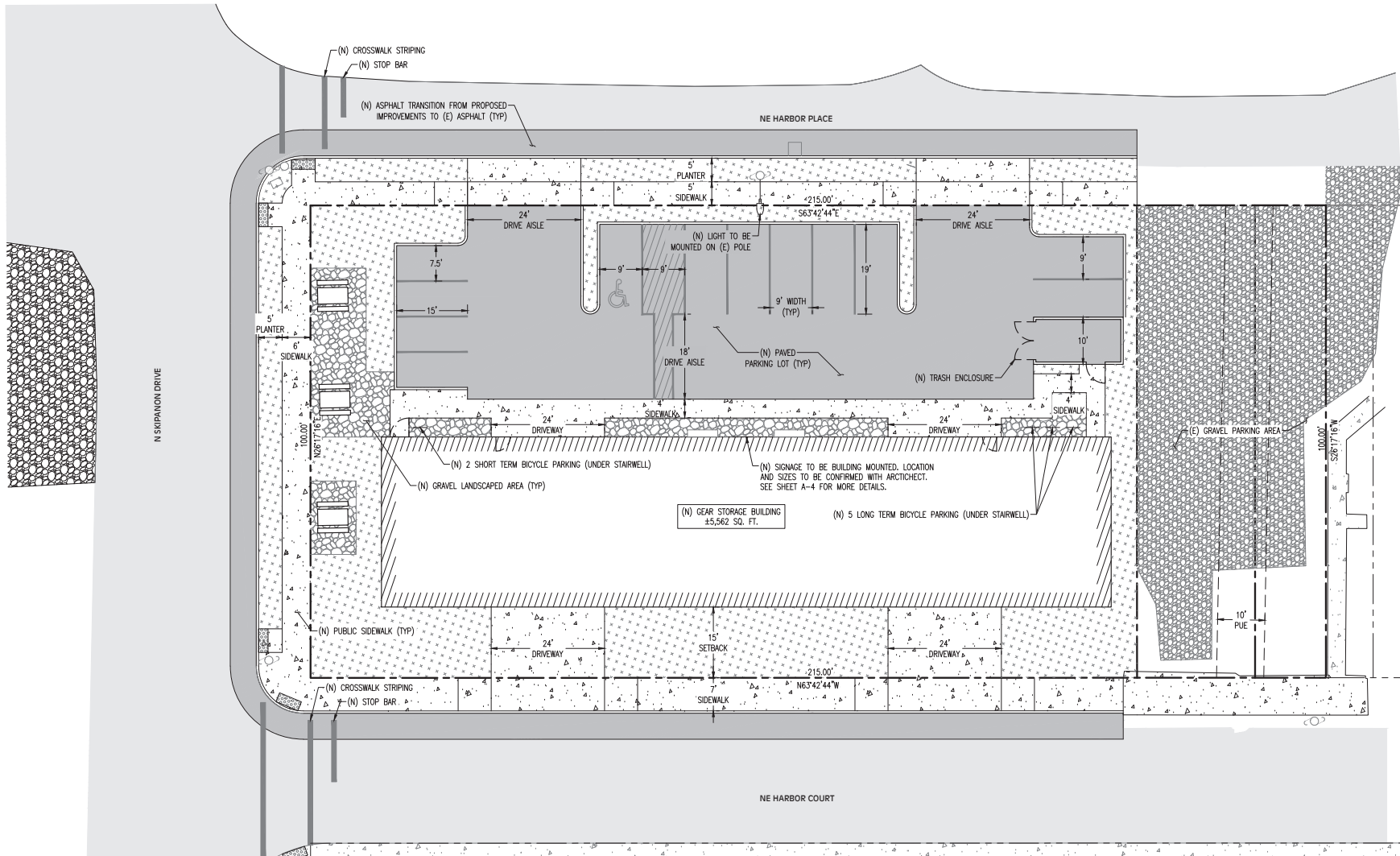
DATE: 04/07/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE



PROJ. NO.	3656	EROSION AND SEDIMENT CONTROL PLAN
DWG. BY	CAB	NE HARBOR COURT
APPR. BY	RICKENBACH CONSTRUCTION INC.	SHEET
FILE	D-3656-C-2	DATE 12/18/2024

C-2



PRELIMINARY SITE PLAN
SCALE: 1" = 10'



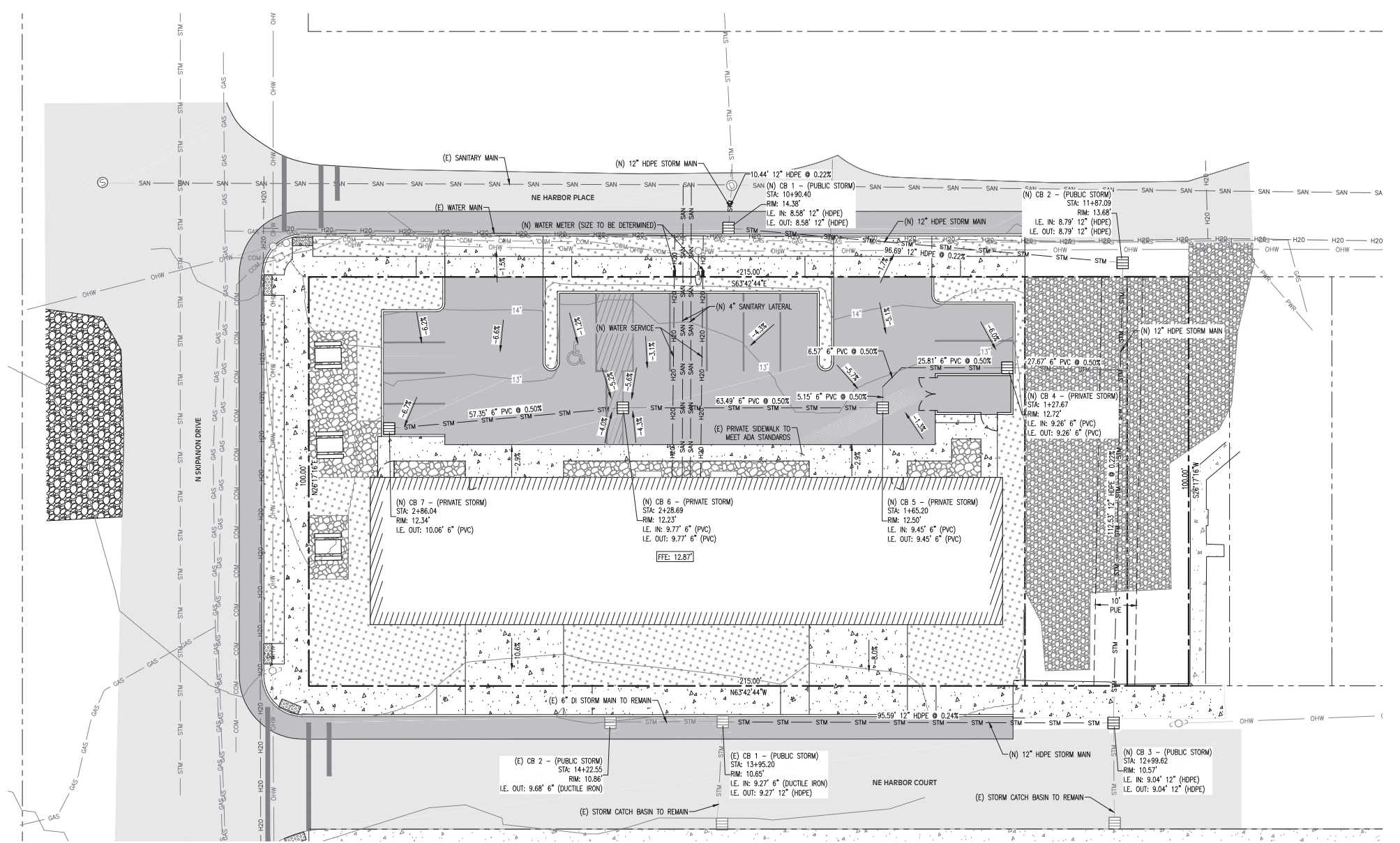
DATE: 04/07/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE



PROJ. NO.	3656	PRELIMINARY SITE PLAN
DWG. BY	CAB	NE HARBOR COURT
APPR. BY	RICKENBACH CONSTRUCTION INC.	SHEET
FILE	D-3656-C-3	DATE 12/18/2024

C-3



GRADING AND UTILITY PLAN
SCALE: 1" = 10'



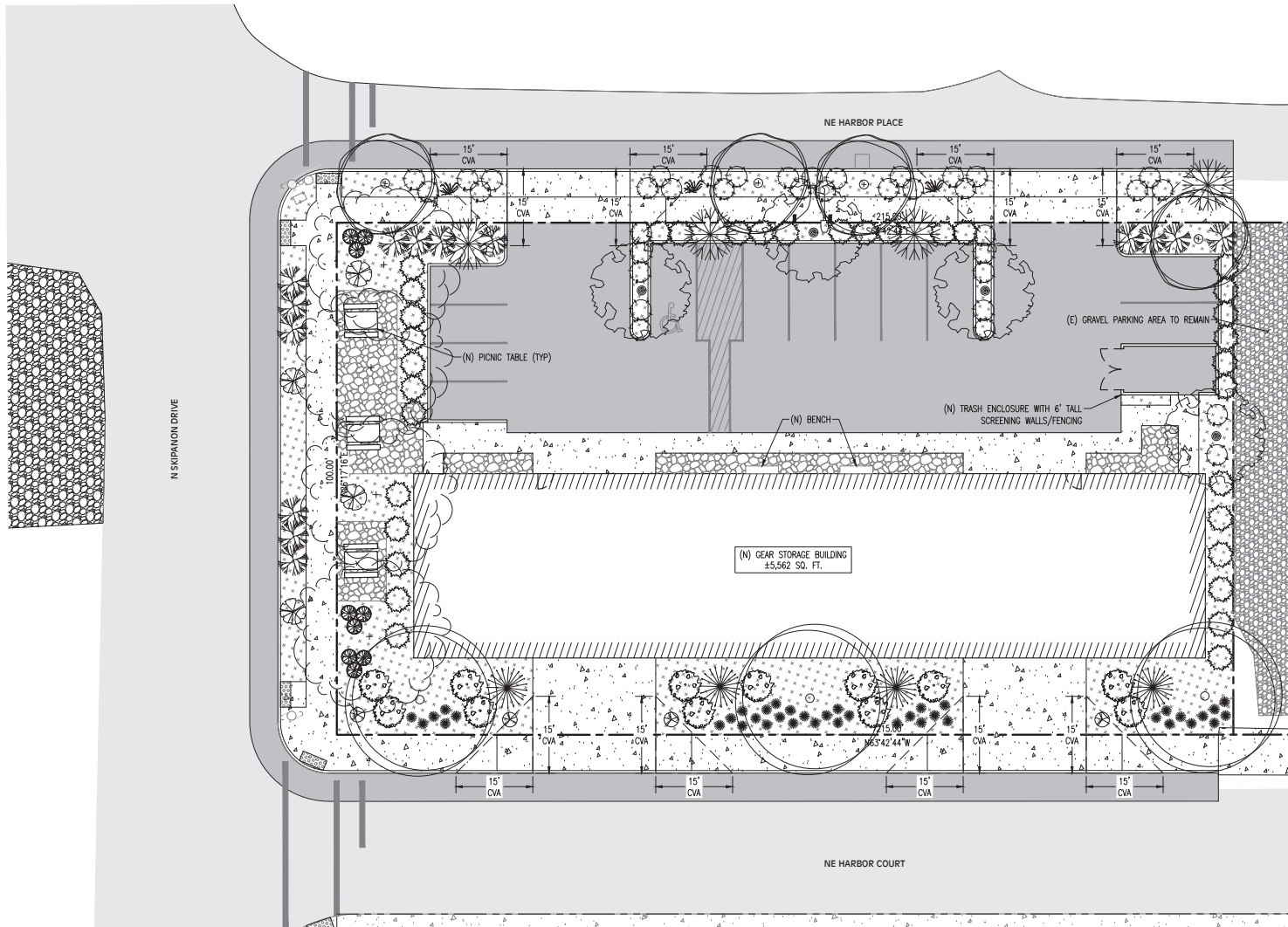
DATE: 04/07/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE



PROJ. NO.	3656	GRADING AND UTILITY PLAN
DWG. BY	CAB	NE HARBOR COURT
APPR. BY	RICKENBACH CONSTRUCTION INC.	SHEET
FILE	D-3656-C-4	DATE 12/18/2024

C-4



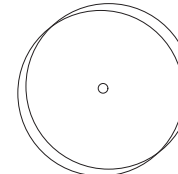
LANDSCAPING LEGEND



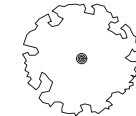
(N) GROUNDCOVER KINNIKINNICK
PLANTED AT 18" O.C.



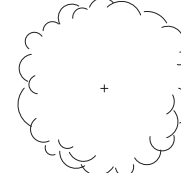
(N) GRAVEL GROUND COVER



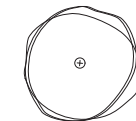
GINKGO 'AUTUMN GOLD'
40' H x 30' W



HARLEQUIN GLORY BOWER
20' H x 20' W



EASTERN REDBUD
'FOREST PANSY'
30' H x 30' W



CASCARA TREE
20' H x 20' W



RED FLOWERING CURRANT
8' H x 8' W



ESCALLONIA 'GOLD BRIAN'
4' H x 5' W



CALIFORNIA LILAC
8' H x 8' W



MANZANITA 'SUNSET'
4' H x 6' W



ROSEMARY 'ARP'
4' H x 5' W



TALL OREGON GRAPE
5' H x 5' W



CREeping OREGON GRAPE
3' H x 4' W



JERUSALEM SAGE 'NANA'
2' H x 2' W



ROCKROSE 'MERRIT WOOD
CREAM' 2' H x 3' W

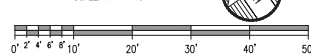


OREGON IRIS
2' H x 2' W



BRONZE SEDGE
2' H x 2' W

LANDSCAPING PLAN SCALE: 1" = 10'



DATE: 04/07/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE




PROJ. NO.	3656	LANDSCAPING PLAN
DWG. BY	CAB	NE HARBOR COURT
APPR. BY	RICKENBACH CONSTRUCTION INC.	SHEET
FILE	D-3656-C-5	DATE 12/18/2024


C-5

CONTRACTOR TO PROVIDE FOOTCANDLE (fc) LEVELS AND SHIELDING AS RECOMMENDED BY (I.E.S.) ILLUMINATING ENGINEERING SOCIETY, AND AS SHOWN IN OREGON ENERGY TRUST'S LATEST "FOOTCANDLE LIGHTING GUIDE" TO ILLUMINATE AND ASSURE SAFETY AT WALKWAYS, EXTERIOR ACTIVITY AREAS (DELIVERY AND LOADING), PARKING, MAIN ENTRANCE, AND ALL OTHER EXTERIOR ENTRANCES AND EXITS. ASSURE NO GLARE INTO PUBLIC RIGHT-OF-WAYS OR NEAR BY RESIDENCES.


PROVIDE CUT OFF SHIELDS AT EACH LIGHT FIXTURE AS REQUIRED TO COMPLY WITH I.E.S. STANDARDS.


LIGHTING FIXTURE LEGEND

 LUMARK PRV PREVAIL SERIES AREA LUMINAIRE
SINGLE HEAD MOUNTED ON NEW UTILITY POLE AT 20' AGL

 WAC LIGHTING COMPANY - MODERN FORMS
SUSPENSE MODEL WS-W1911 AT 8' ABOVE
FINISH FLOOR TO CENTERLINE OF FIXTURE

LEGEND

 AREA OF AT LEAST 1-FOOTCANDLE

 AREA OF AT LEAST 0.1-FOOTCANDLE

INSPIRATION DRIVE

NE HARBOR PLACE

(N) STREET LIGHT TO BE
MOUNTED ON (E) POLE

(N) GEAR STORAGE BUILDING
±5,562 SQ. FT.

NE HARBOR COURT

ILLUMINATION PLAN

SCALE: 1" = 10'



DATE: 04/07/2025
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE



PROJ. NO.	3656	ILLUMINATION PLAN
DWG. BY	CAB	NE HARBOR COURT
APPR. BY	RICKENBACH CONSTRUCTION INC.	SHEET
FILE	D-3656-C-6	DATE 12/18/2024

C-6

The site plan illustrates the proposed landscaping and parking areas for NE Harbor Place and NE Harbor Court. The plan includes the following features and annotations:

- Streets:** NE Harbor Place (top) and NE Harbor Court (bottom).
- Landscaping:**
 - Small street trees (required by City) along NE Harbor Place.
 - Min. 3-foot tall evergreen screening hedge (required by City) along NE Harbor Place.
 - Graveled area with picnic benches along NE Harbor Place.
 - Proposed small trees to meet requirement for trees to partially shade parking plot along NE Harbor Place.
 - Evergreen hedgerow along NE Harbor Place.
 - Proposed trees to qualify as street trees (no parking strip means they will be located on private property) along NE Harbor Court.
 - Landscaped areas to be filled in with low-maintenance, drought-tolerant shrubs and groundcover along NE Harbor Court.
- Parking:**
 - Potential additional gravelled area with picnic benches along NE Harbor Place.
 - Gravelled area with picnic benches along NE Harbor Place.
 - Gravelled area with picnic benches along NE Harbor Court.
 - (E) GRAVEL PARKING AREA along NE Harbor Court.
- Other Features:**
 - (N) GEAR STORAGE BUILDING ±5,562 SQ. FT. located between NE Harbor Place and NE Harbor Court.
 - Gravelled area with picnic benches along NE Harbor Place.
 - Gravelled area with picnic benches along NE Harbor Court.

SCALE: 1" = 10'



DATE: Value
PRELIMINARY
NOT
FOR CONSTRUCTION

REV.	REVISION RECORD	DATE



St. Helens, Oregon
(503) 366-0399

PROJ. NO.	3656	LANDSCAPING PLAN	SHEET C-4
DWG. BY	CAB	NE HARBOR COURT	
APPR. BY		RICKENBACH CONSTRUCTION INC.	
FILE	D-3656-C-4	DATE 12/18/2024	

C-4



NEW BUILDING
45 NE HARBOR CT.
WARRENTON, OR 97146
PHONE: 360-739-0378

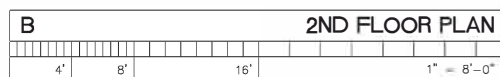
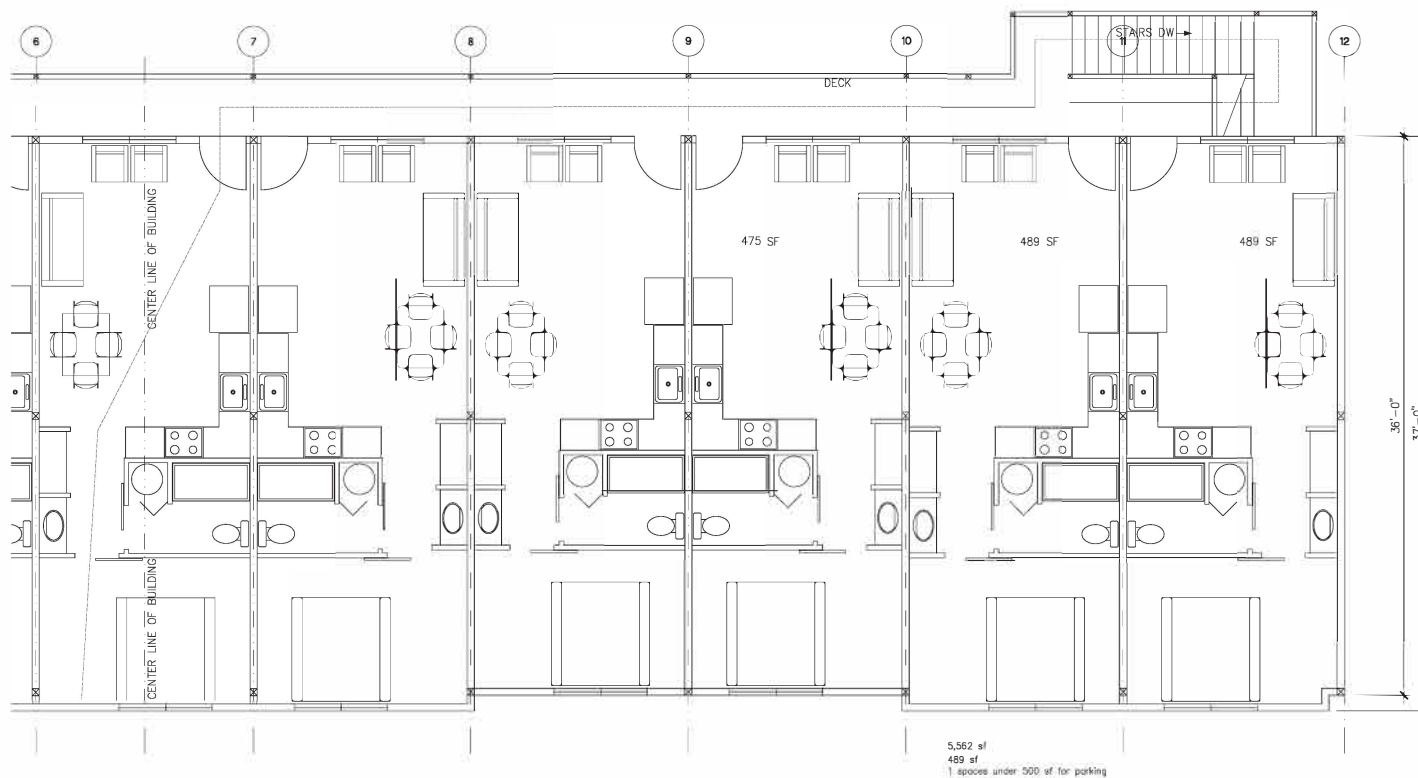
STARLIGHT ONE LLC
PO BOX 188
BELLINGHAM, WA 98227
CONTACT: ANDREW BORNSTEIN

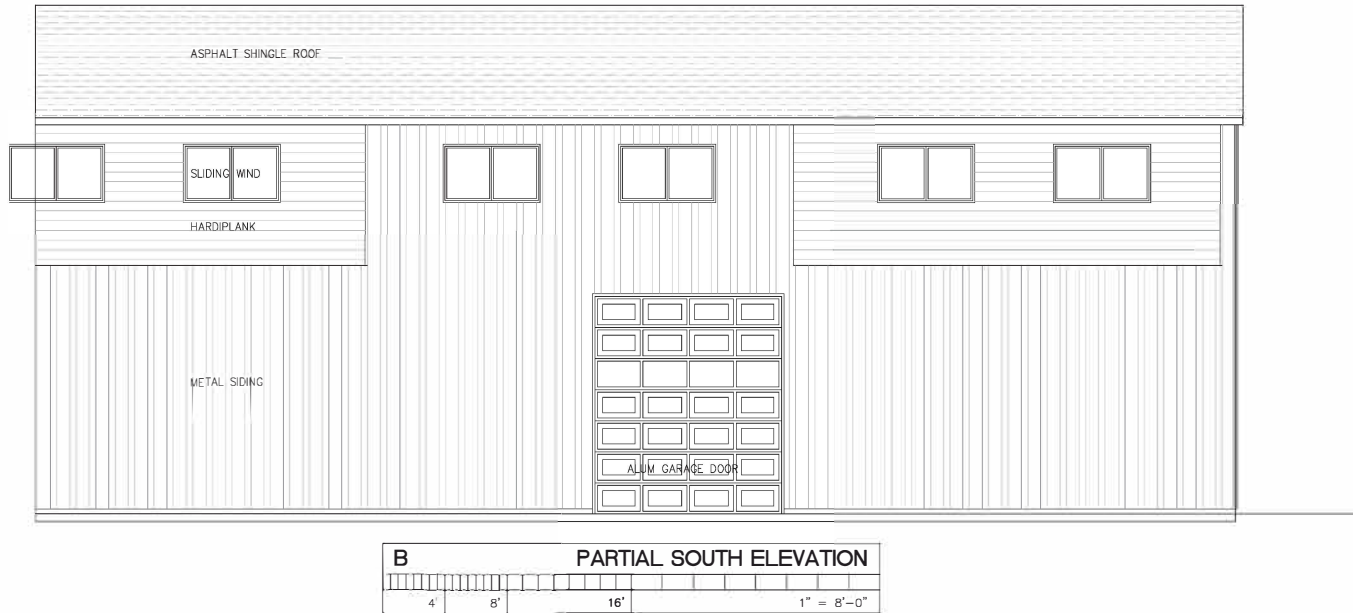
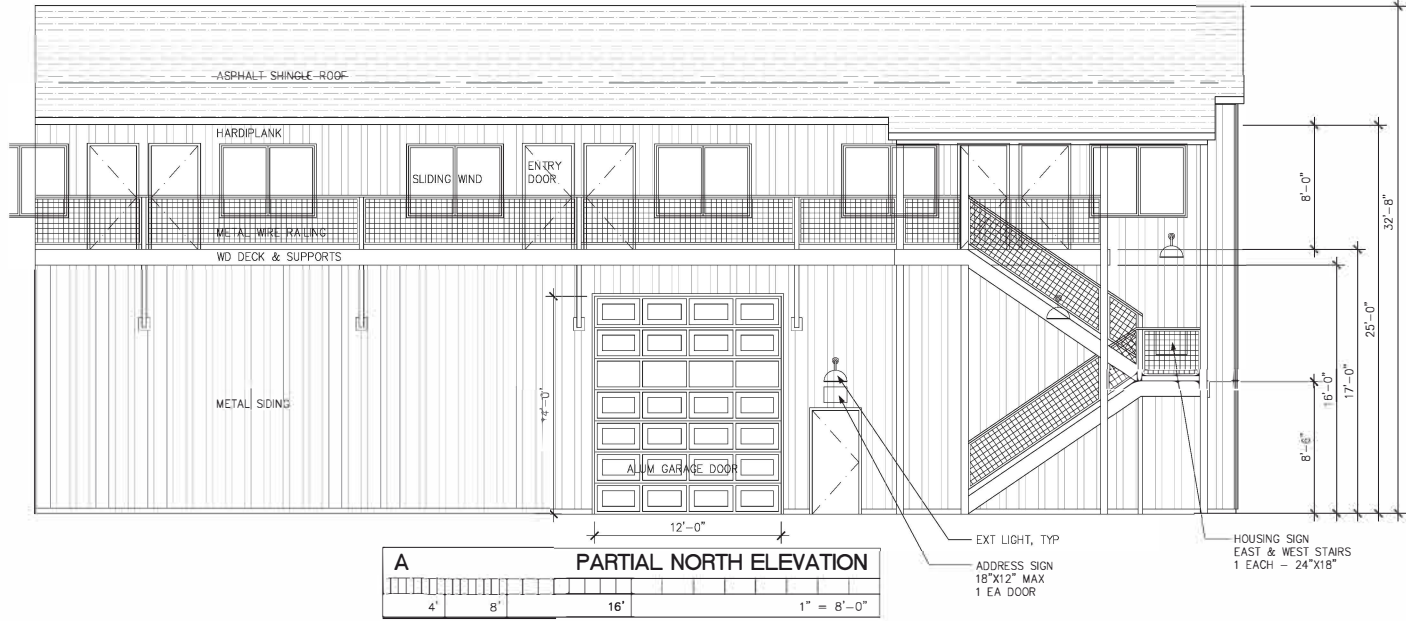
PRE-LIMINARY
DATE:
8-18-25
DATE REVISED

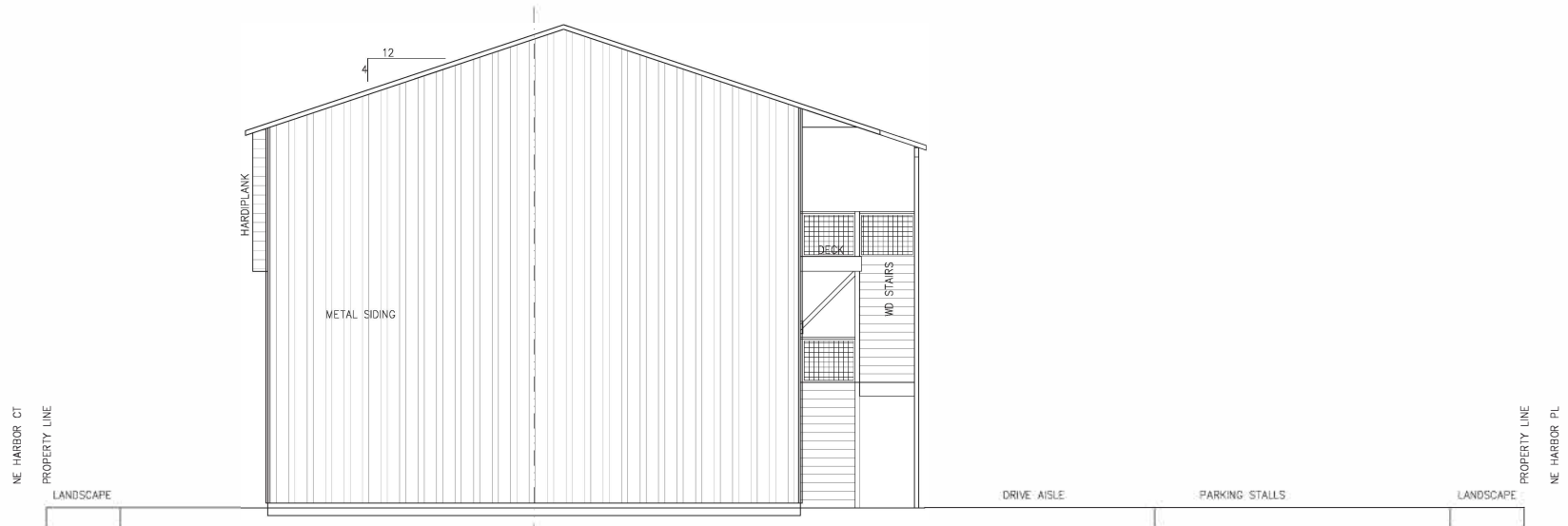
DRAWN BY:
MRD
FILE NAME:

SHEET:

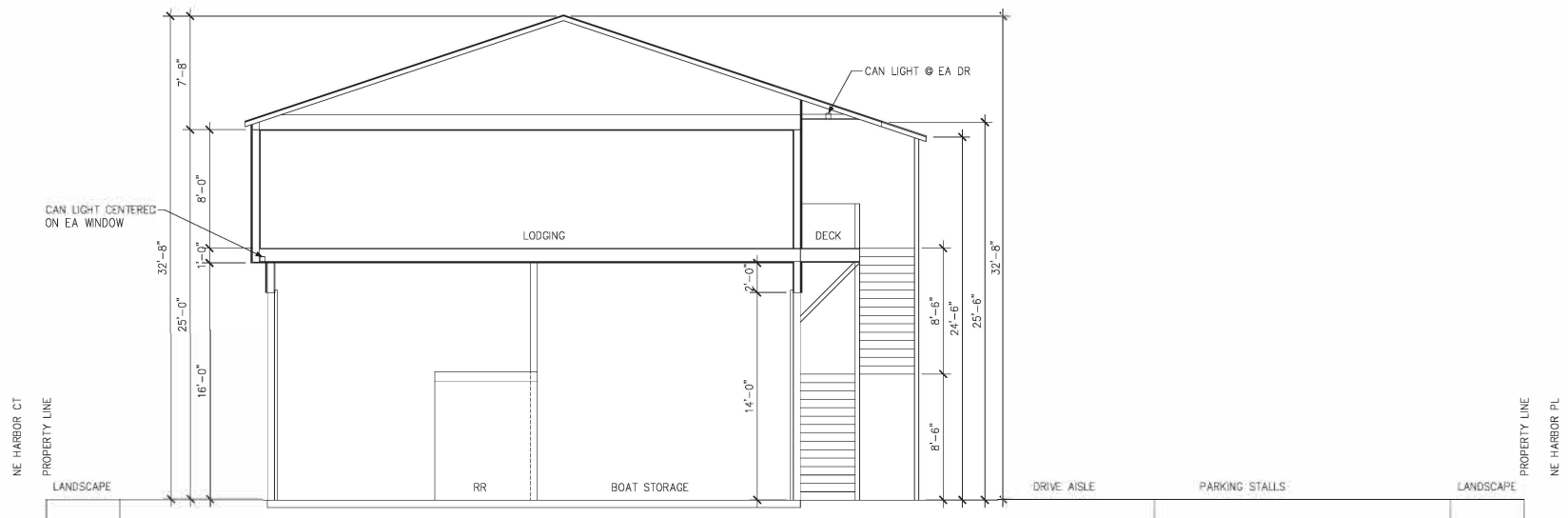
A-2







A **EAST ELEVATION**



B **N/S SECTION**

Overview Map

Item: Gear Shed w/Residential Rental Above
Applicant: Rickenbach Construction/Starlight One
File # CUP-25-4



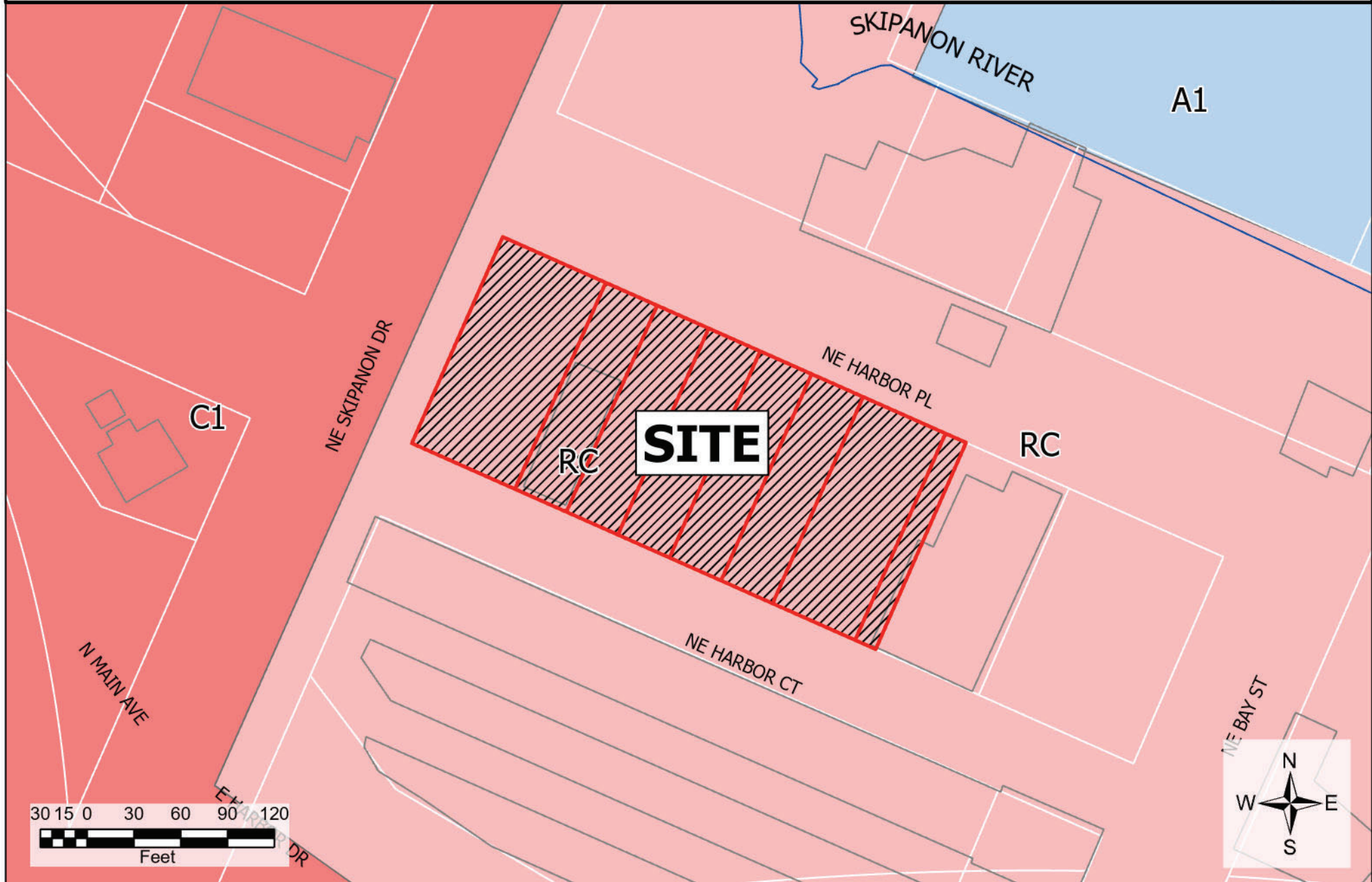
Vicinity Map

Item: Gear Shed w/Residential Rental Above
Applicant: Rickenbach Construction/Starlight One
File # CUP-25-4



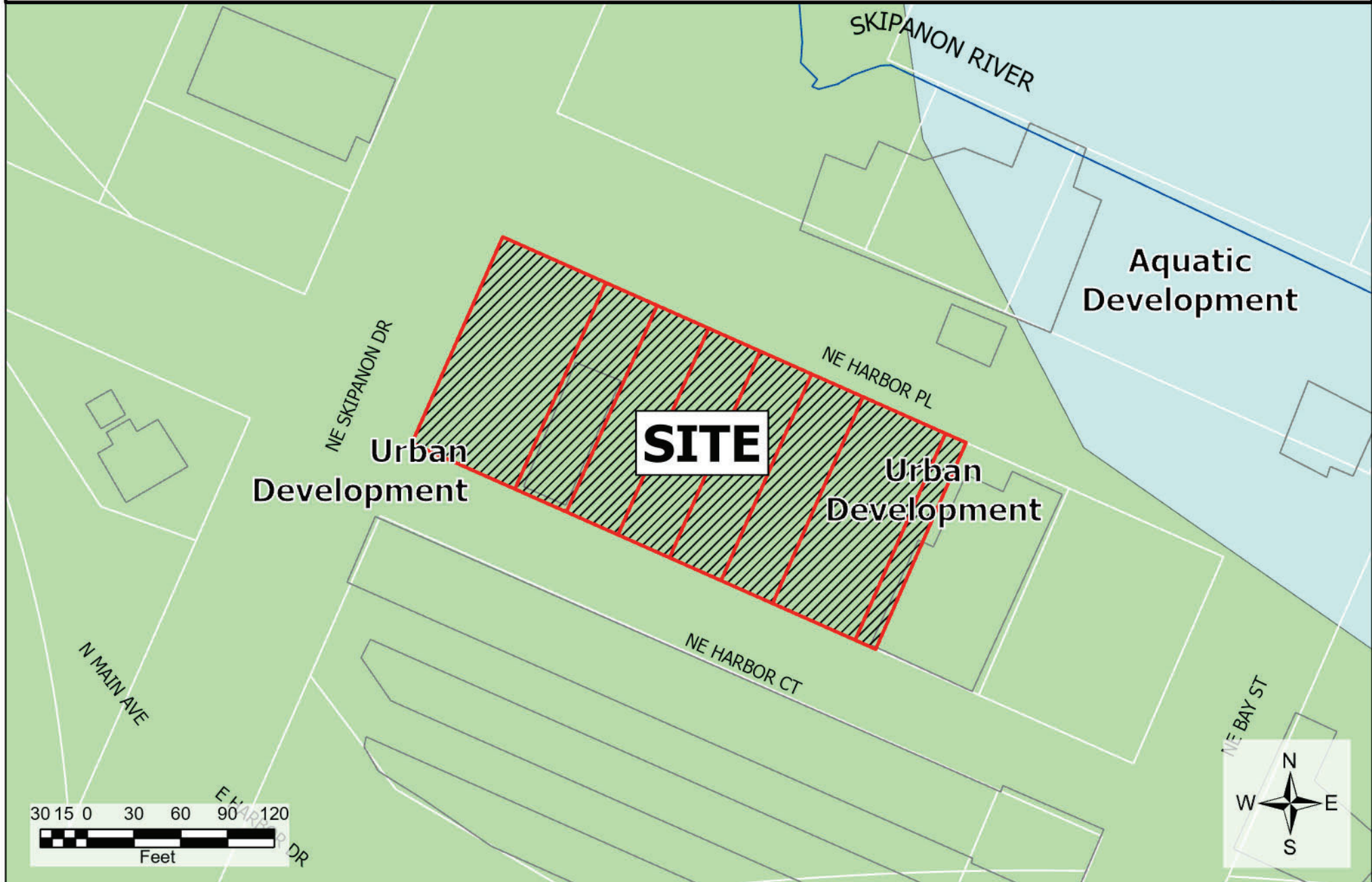
Zoning Map

Item: Gear Shed w/Residential Rental Above
Applicant: Rickenbach Construction/Starlight One
File # CUP-25-4



Comp Plan

Item: Gear Shed w/Residential Rental Above
Applicant: Rickenbach Construction/Starlight One
File # CUP-25-4



Re: SDR-25-5|CUP-25-4

From Mathew Workman <mworkman@warrentonoregon.us>

Date Sun 9/21/2025 11:47

To Judith Stich <jstich@warrentonoregon.us>; Esther Moberg <emoberg@warrentonoregon.us>; Fire Chief <firechief@warrentonoregon.us>; Public Works <publicworks@warrentonoregon.us>; Building Clerk <building@warrentonoregon.us>; ESTES Brett * DLCD <brett.estes@dlcd.oregon.gov>

Judith & Everyone,

I have reviewed the application files and made the following comments.

- the Landscaping Legend shows a handicapped parking stall with an adjacent van access area in the northeast corner of the parking lot, but the Plot Plan (G1) shows a handicapped parking stall and van access area in the middle of the parking lot. **This will need to be clarified as to which one is accurate or if it is both.**
- I assume the flow into and out of the gear storage area will be north to south (from NE Harbor Place into the parking lot, and then out to NE Harbor Court). I believe it may be difficult to turn from NE Harbor Court into the building, given the very narrow width of the street. **I would caution about the height and type of landscaping along the building on the NE Harbor Court side, as entering the street could create vision issues.**
- There may be a need for the city to restrict street parking on either side of the driveways since I foresee **possible turn radius issues for large vehicles or vehicles pulling trailers entering and exiting the location, especially if there are vehicles parking on the street.**
- It looks like there should be adequate parking on the site with the gravel area for parking.

These are my comments at this time.

Chief Workman

Mathew J. Workman, Chief of Police
Warrenton Police Department
225 S. Main Ave. / P.O. Box 250
Warrenton, OR 97146
503-861-2235 (Office)
503-861-2863 (Fax)
503-791-9995 (Work Cell)
Facebook: "Warrenton Police Department"
X / Twitter: "WarrentonPD"
<http://www.warrentonoregon.us/police>

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From: Judith Stich <jstich@warrentonoregon.us>

Sent: Friday, September 19, 2025 9:49 AM

To: Esther Moberg <emoberg@warrentonoregon.us>; Mathew Workman <mworkman@warrentonoregon.us>; Fire Chief <firechief@warrentonoregon.us>; Public Works <publicworks@warrentonoregon.us>; Building Clerk <building@warrentonoregon.us>; ESTES Brett * DLCD <brett.estes@dlcd.oregon.gov>

Subject: SDR-25-5|CUP-25-4

Good Afternoon Everyone,

We have received a Conditional Use Permit application to establish a vacation rental in the C-MU zone on Taxlots 81021AS01400, 81021AS01500, 81021AS01600, 81021AS01700, 81021AS01800 and 81021AS01900 in Hammond. Public notices have been mailed, and the decision will be on or shortly thereafter Thursday, October 9, 2025. The Planning Department is requesting that if you have any comments on this application, they be provided to us no later than noon on Monday, September 29, 2025.

The application files can be viewed online here: [Applications Pending Approval | City of Warrenton Oregon](#)



Judith Stich

Planning Technician

jstich@warrentonoregon.us

Office : 503.861.0920

Direct : 971.286.2025

Fax : 503.861.2351

P.O. Box 250 | 225 S Main

Warrenton OR, 97146

warrentonoregon.us | [facebook.com](https://www.facebook.com)



“Making a difference through excellence of service”

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Jeffrey Adams

From: Michelle Dieffenbach <michelle@rcibuilds.com>
Sent: Wednesday, October 1, 2025 2:14 PM
To: Jeffrey Adams
Cc: Jared Rickenbach; Andy Bornstein
Subject: Re: CUP-25-4 Rickenbach 45 NE Harbor Ct

Jeffery,

Thanks for contacting me about your questions below. I would be glad to clarify these items

1. The tax parcel "S" is a typo. It should read "801021AD011400 though 81021AD1900".
2. The tax parcels 8101021AD1200 and 8101021AD1201 are parcels that are not part of the proposed project. The sediment fence and extent of work is West of the property line between 81021AD1400 and 81021AD1200. These parcels are only shown for reference. The parcel that will have the additional parking is located across SE Skipanaon Drive to the West on parcel 081021AD00600 with an address of 45 NE Skipanaon Drive as noted in Review Criteria #6. This parcel is not shown on the civil or architectural site plans. The parcel previously had a building with parking spaces, but the building has been removed from the site. There is an existing paved area on the north east half of the site that can be stripped and marked as the 3 additional stalls for this building. If needed I can prepare a site plan showing the location of these parking stalls. If this information can be submitted during the building permit process and noted as a condition of occupancy or building permit, we would appreciate it. I have attached a clip below showing an aerial photo, outlined in cyan, with the previous building and parking shown. As I mentioned above the building was destroyed in a fire. Please see the second insert below with the general location of the proposed parking stalls.



Please contact me if you need additional information or have questions.

Thanks,

Michelle Dieffenbach
Rickenbach Construction Inc.
CCB #59660
503-325-3749

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This e-mail message and any attachments have been scanned for viruses and are believed to be free of any virus or other defect that might affect any computer system into which it is received and opened. However, it is the responsibility of the recipient to ensure this.

From: Jeffrey Adams <jadams@warrentonoregon.us>
Sent: Tuesday, September 30, 2025 3:27 PM
To: Michelle Dieffenbach <michelle@rcibuilds.com>
Subject: CUP-25-4 Rickenbach 45 NE Harbor Ct

You don't often get email from jadams@warrentonoregon.us. [Learn why this is important](#)

Dear Ms. Dieffenbach—

A couple clarifications on you Conditional Use Permit application CUP-25-4:

1. Your application for a Conditional Use Permit (see attached *CUP-25-4 Rickenbach 45 NE Harbor Ct Application*) lists Tax parcels “81021A**S**01400 through 81021AD01900” as subject to the Conditional Use Permit request; unless the parcel description has changed without our knowledge, I believe you are referring to Tax parcels 81021A**D**01400 through 81021AD01900, as follows:

No.	Tax Lot
1	81021AD01400
2	81021AD01500
3	81021AD01600
4	81021AD01700
5	81021AD01800
6	81021AD01900

2. Based on your site plan (attached *CUP-25-4 Rickenbach 45 NE Harbor Ct Plot Plan*, p. 2), Tax Parcels 81021AD01200 and 81021AD01201 appear to be part of the project as well; however
 1. Tax Parcel 81021AD01201 appears to be under a different ownership (if this is so, owner consent is required on the Conditional Use Permit application).

2. It appears you are planning on providing extended parking on these two lots; if so, we would require
 - i. Full development plans for the extended parking lot (not gravel), and
 - ii. an owner agreement for parking attached to Tax Parcel 81021AD01201

Please let me know if I am mistaken; any clarification would be greatly appreciated.

Thank you in advance for your consideration,

Jeffrey B. Adams

Planning Director

jadams@warrentonoregon.us

Office : 503.861.0920

Direct : 971.286.2022

Fax : 503.861.2351

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Warrenton OR, 97146

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Planning Commission Agenda Memo

Meeting Date: 9 September 2025
From: Jeffrey B. Adams, Planning Director
Subject: Renaming NE Iredale Avenue to NE Isobar Avenue

Summary:

On August 12, 2025 the Warrenton City Commission considered a proposal to rename NE Iredale Avenue. Per ORS 227.120 cities are required to hold a public hearing with the Planning Commission in order to recommend a street name amendment, as follows:

ORS 227.120 - Procedure and approval for renaming streets

Within six miles of the limits of any city, *the [planning] commission, if there is one, or if no such commission legally exists, then the city engineer, shall recommend to the city council [commission] the renaming of any existing street, highway or road, other than a county road or state highway, if in the judgment of the commission, or if no such commission legally exists, then in the judgment of the city engineer, such renaming is in the best interest of the city and the six mile area.*

Upon receiving such recommendation the council [City Commission] shall afford persons particularly interested, and the general public, an opportunity to be heard, at a time and place to be specified in a notice of hearing published in a newspaper of general circulation within the municipality and the six mile area not less than once within the week prior to the week within which the hearing is to be held. After such opportunity for hearing has been afforded, the city council [commission] by ordinance shall rename the street or highway in accordance with the recommendation or by resolution shall reject the recommendation.

As such, the Iredale Ave Name Amendment Ordinance must follow a Type IV process; a minimum of two hearings, one before the Planning Commission and one before the City Commission.

Warrenton Municipal Code (WMC) § 12.24.040(D)(1) specifies that the City is to avoid duplicating street names in the City. Currently there are three streets sharing the Iredale name, as follows:

- Iredale Street in the Hammond Area
- Peter Iredale Road in the Fort Stevens Area which extends to the Peter Iredale shipwreck
- NE Iredale Avenue in the Harbor Drive/Skipanon River Area

In order to avoid confusion and assist first responders locating properties along the street, Staff proposes the name NE Iredale Avenue located in the Harbor Drive/Skipanon River Area be amended.

The only property currently addressed from NE Iredale Avenue is a Warrenton City-owned parcel, which is developed with storage units; as such, no other changes of address will be necessary with this street name amendment.

Adjacent property owners to NE Iredale Avenue in the Harbor Drive/Skipanon River Area are as follows:

Parcel Number	Owner Name	Parcel Address	Street	City
81022BD01500	HRRUS LLC	888 NE 1st Ct		Warrenton
81022BD02100	Kalander Family Living Trust			

81022BD04200	Kalander John R		
81022BD04900	Kalander John R		
81022BD02100	Kalander John R		
81022BD07000	Stallsworth Julie T		
81022BD04100	Thompson Barbara L		
81022BD05000	Thompson Harbor Drive Rentals LLC	925 E Harbor Dr	Warrenton
81022BD01300	Warrenton City Of		
81022BD02600	Warrenton City Of		
81022BD02700	Warrenton City Of		
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Per Warrenton Municipal Code (WMC) § 12.24.040(A)(2), all proposed streets between Highway 101 and Main Avenue shall have a "nautical" name" (see also WMC § 16.216.020(J)).

While it is not specified in code, streets parallel to and east of Main Avenue are generally arranged alphabetically. We are looking to replace the name of the street in the "I" position— "Iredale"—with another nautical term that begin with the letter "I." The Commission considered names including "Intrepid," "Isabella," "Iceberg," and "Isobar," and tentatively agreed upon *NE Isobar Avenue*.

Recommendation/Suggested Motion:

Staff recommends that the Planning Commission send a recommendation for approval to the City Commission for Ordinance 1297.

"I move to recommend the City Commission approve Ordinance 1297 renaming NE Iredale Avenue in the City of Warrenton."

Alternative:

None recommended

Fiscal Impact:

N/A

Attachments:

DRAFT Ordinance 1297



Planning Commission Agenda Memo

Meeting Date: 9 September 2025
From: Jeffrey B. Adams, Planning Director
Subject: Renaming NE Iredale Avenue to NE Isobar Avenue

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Recommendation/Suggested Motion:

Staff recommends that the Planning Commission send a recommendation for approval to the City Commission for Ordinance 1297.

"I move to recommend the City Commission approve Ordinance 1297 renaming NE Iredale Avenue in the City of Warrenton."

Alternative:

None recommended

Fiscal Impact:

N/A

Attachments:

DRAFT Ordinance 1297

Ordinance No. 1297
Introduced by All Commissioners

AN ORDINANCE RENAMING NE IREDALE AVENUE IN THE CITY OF WARRENTON

WHEREAS, Warrenton Municipal Code (WMC) § 12.24.040(D)(1) specifies that the City is to avoid duplicating street names in the City; and

WHEREAS, there are currently three streets sharing the Iredale name; and

WHEREAS, in 1890 the plat for New Astoria was approved in the Hammond Oregon area, which included a north-south “Harrietta Street” crossing Pacific Avenue; Harrietta Street was subsequently changed in a civil survey (CS AA 6299) to “Iredale Street” on or around February 3, 1978; and

WHEREAS, Fort Stevens was decommissioned in 1947; the land around Fort Stevens was acquired from Clatsop County and the U.S. Army Corps of Engineers by Oregon State Parks between 1955 and 1974 and was gradually transformed into a state park; Peter Iredale Road itself was constructed as a short access road within Fort Stevens State Park, leading directly to the beach where the Peter Iredale shipwreck rests; Peter Iredale Road appears on USGS topographic maps from the 1980s onward, but not on earlier maps from the 1950s, suggesting it was built sometime between; and

WHEREAS, In 1897 East Warrenton First Extension was platted, with a north-south “Arthur Street” traversing the Astoria and South Coast Railway (A&SCR) line; the railroad line has since been abandoned and NE Harbor Drive was established as an arterial street; Arthur Street was renamed NE and SE Iredale Avenues on a 1999 survey; SE Iredale Avenue remains undeveloped; NE Iredale Avenue serves a City of Warrenton-owned mini-storage and a privately owned warehouse; and

WHEREAS, The City of Warrenton property is the only one containing a NE Iredale Avenue address (60 NE Iredale Ave, Warrenton, OR 97146); and

WHEREAS, Oregon Revised Statutes Section 227.120 authorizes a municipality to rename a public street after a public hearing; and

WHEREAS, at their 9 September 2025 public meeting, the Warrenton City Commission held a hearing to review the current NE Iredale Avenue street name; and

WHEREAS, the Warrenton City Commission believes that NE Iredale Avenue has the potential to cause confusion with future developments; and

WHEREAS, the only affected property owner for a NE Iredale Avenue street name change is the City of Warrenton, as only the City of Warrenton has an existing structure addressed to and impacted by the proposed street name change; and

NOW, THEREFORE, the city of Warrenton ordains as follows:

Section 1. NE Iredale Avenue is hereby renamed NE Isobar Avenue (See Attachment B).

Section 2. Effective Date. This ordinance takes effect upon the county receipt of this ordinance.

ADOPTED by the City Commission of the City of Warrenton, Oregon this ____ day of _____ 2025.

First Reading:

Second Reading:

APPROVED:

Henry A. Balensifer, Mayor

ATTEST:

Dawne Shaw, City Recorder

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Introduced by All Commissioners

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First Reading:

Second Reading:

APPROVED:

Henry A. Balensifer, Mayor

ATTEST:

Dawne Shaw, City Recorder

Existing Name

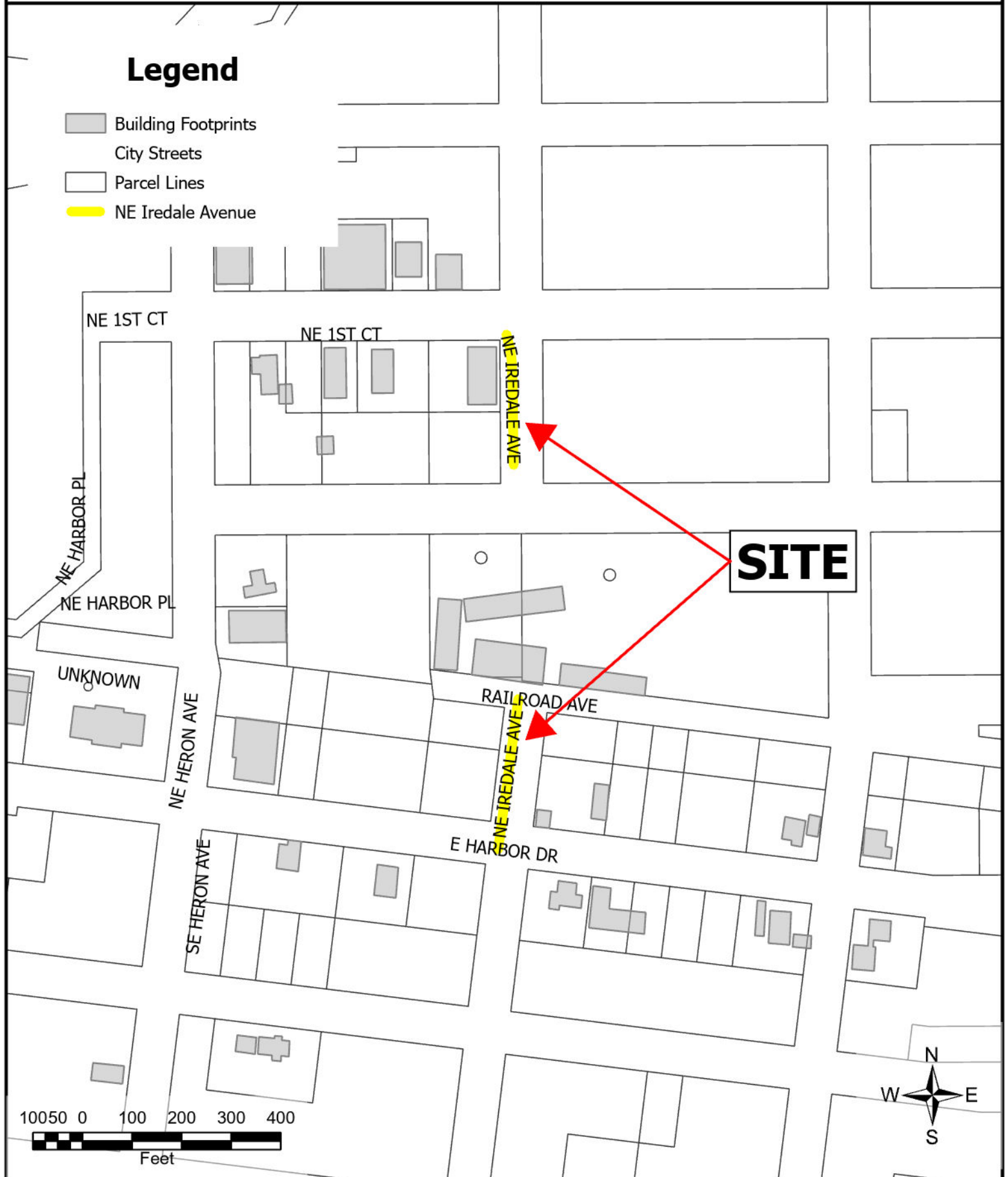
Item: NE Iredale Avenue Rename
Applicant: City of Warrenton
File # Ordinance

EXHIBIT "A"



Legend

- Building Footprints
- City Streets
- Parcel Lines
- NE Iredale Avenue



Proposed Name

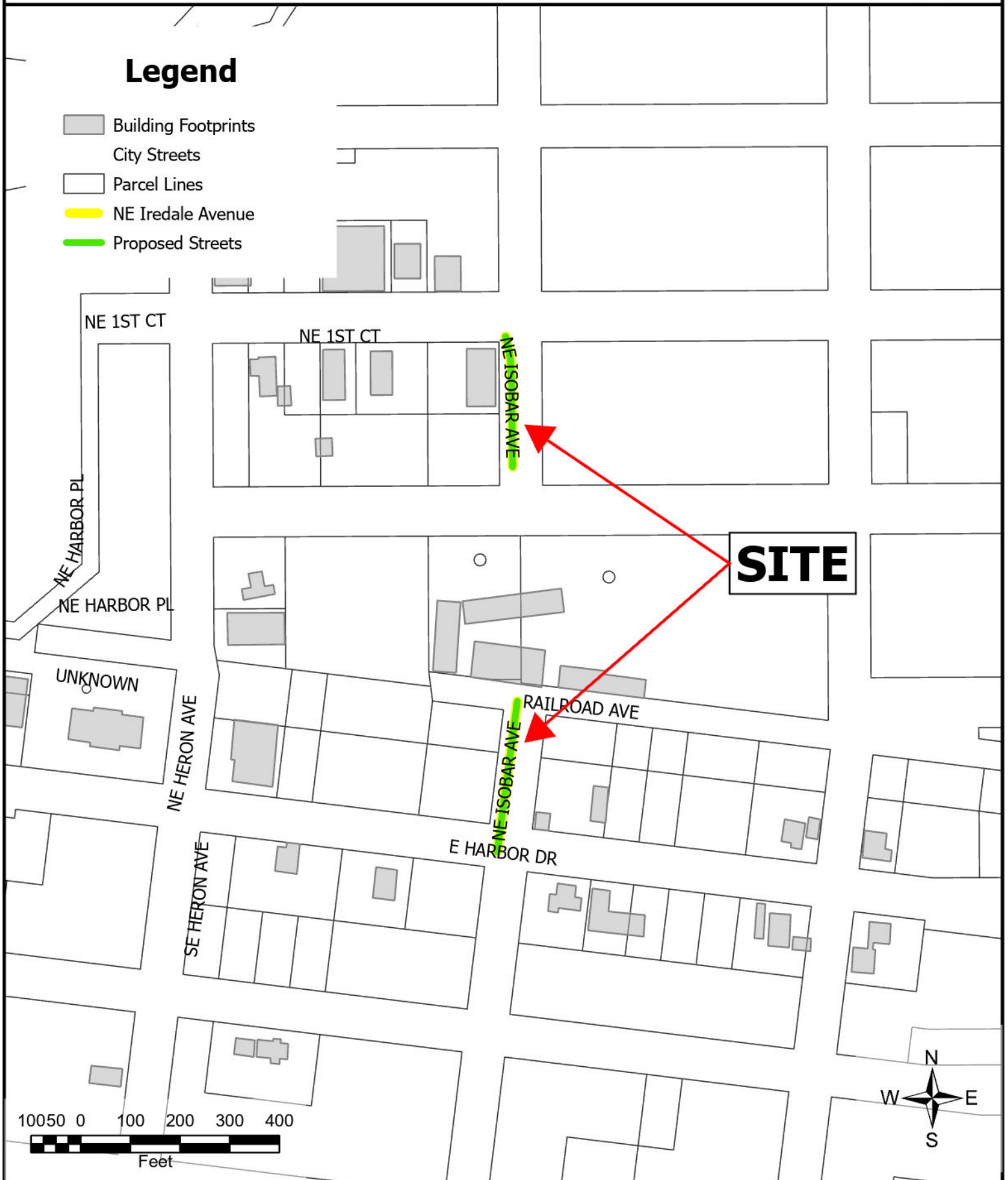
Item: NE Iredale Avenue Rename
Applicant: City of Warrenton
File # Ordinance

EXHIBIT "B"



Legend

- Building Footprints
- City Streets
- Parcel Lines
- NE Iredale Avenue
- Proposed Streets





City of Warrenton

Planning Department

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Phone: 503.861.0920 Fax: 503.861.2351

STAFF REPORT

TO: Warrenton Planning Commission
FROM: Jeffrey B. Adams, Planning Director
DATE: October 9, 2025
SUBJ: Sign Regulations – Update Process, Discussion

In January of 2023, the Mayor appointed a task force charged with reviewing the current city regulation on signs. The current code is significantly outdated and does not address many changes that have occurred in the city over the past 25 years. The task force met through the spring of 2023 and developed a series of recommendations for an updated sign code. A copy of their recommendations is included in this packet.

The next logical step is for the Planning Commission to review the recommendations and direct staff to prepare a code amendment that incorporates the report into a new set of regulations. Staff is proposing the following process:

October, 2025: Review Sign Task Force Report. Develop process for new code amendment. Review general findings and agree to adoption procedure.

November 2025: Review Definitions and Residential Sign District Draft

TBD 2026: Review Draft District Maps and Downtown Commercial District Requirements

TBD 2026: Review Highway Commercial District Requirements

TBD 2026: Review Industrial/Open Space District Requirements

TBD 2026: First Public Hearing on Draft Regulations

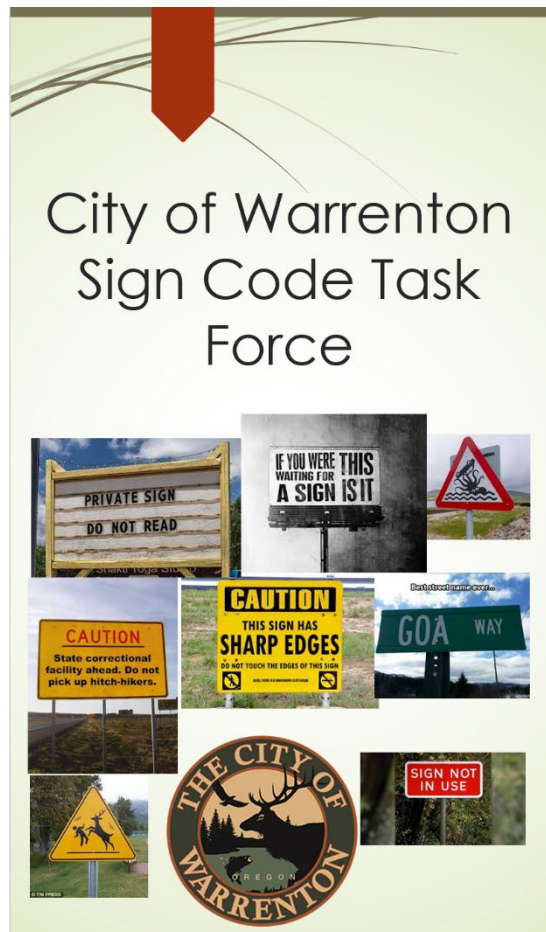
TBD 2026: Planning Commission Recommendation to City Commission

TBD 2026: City Commission First Reading

TBD 2026: City Commission Second Reading

Discussion Items:

1. Moving Sign Code to New Chapter of the Warrenton Development Code
2. Establishing Sign Code Districts
3. Public Involvement Process.



Preliminary Report to the Warrenton City Commission

Prepared by the Warrenton Sign Code Task Force

Project History

The City of Warrenton Development Code includes several sections that reference the regulation of signs. Most of the restrictions are outlined in Section 16.144. The listing of all current sign regulations can be found in Appendix A. These sign regulations have not been significantly updated since the initial adoption of the first City of Warrenton zoning ordinance in 1980 and the current development code in 2002. However, the character of the Warrenton community has changed dramatically since that time.

The population of the City of Warrenton has increased by over 3000 people since 1990 or about a 93% increase. The city has supported the development of a regional commercial retail center at the intersection of SE Ensign Lane and Highway 101. The area serves as a regional retail center for the north Oregon coast. New residential neighborhoods have expanded the range and types of housing available within the city. Change continues...

In January of 2023, Mayor Henry Balensifer appointed a Sign Code Task Force. In it, he cited the lack of clarity within regulations and the uneven interpretation resulting from the ambiguous language.

“The sign code in Warrenton is unfair to off-site businesses, and is incongruous—or at least antinomic—with the design standards purpose statement found in WMC 16.116.010. In other cases, the sign code is cumbersome to enforce. New sign design standards are needed.”

Henry Balensifer – Sign Standards Task Force Statement

The challenges related to the current sign regulations are three-fold.

- The regulations are very broad and terms are undefined. This creates issues for staff by creating confusion on terms and the potential for changing interpretations with changing staff.
- For the development community and landowners it is difficult to plan for sign costs with the lack of clarity.
- Staff also finds it difficult to create fair and even-handed interpretations of the code resulting in a large number of signs that do not meet the code as it stands today.

The Warrenton Sign Task Force began meeting in January 2023 and met monthly through the completion of this report. In January, the Task Force reviewed the following:

- The tasking statement,
- Baseline definitions,
- Current code requirements (or the lack thereof),
- Sample code requirements from similar cities in Oregon, and

They also set a schedule for future meetings. The committee agreed to look at other communities with similar development patterns, including 1) Brookings, Oregon, 2) McMinnville, Oregon, and 3) Port Townsend, Washington. The task force learned about sign regulations, definitions, and sign types. In March a draft report was presented and modifications made prior to review by other affected groups. Comments received during the process will be incorporated into the final report.

Committee Membership

The following community members and interested parties were appointed to the Warrenton Sign Code Task Force:

Jessica Sollaccio, Task Force Chair and Warrenton Planning Commissioner

Christy Coulombe, Saltaire Coastal Homes and Warrenton Urban Renewal Advisory Board

Camille Bone, RTG Property Management/Youngs Bay Plaza

Kevin Leahy, Clatsop Economic Development Resources

David Reid, Astoria-Warrenton Chamber of Commerce

Staff: Jay Blake, Warrenton Planning Director

Meetings were held at Warrenton City Hall on

- January 30, 2023
- February 27, 2023
- March 27, 2023
- June 26, 2023

Copies of the draft report were mailed to interested parties in May. The list included all Warrenton members of the Astoria Chamber of Commerce, Port of Astoria and Camp Rilea.

Project Recommendations:

Sign Code General Recommendations:

- The Warrenton Sign Code should be written in a manner that is easy to understand and easily accessible to the general public.
- The Warrenton Sign Code should support the goals and policies found in the Warrenton Comprehensive Plan, and Urban Renewal Plans for the downtown neighborhoods.
- Signs types that are regulated or exempt from regulations should be clearly defined.

- The following signs should not require permits:
 - Temporary Signs,
 - Signs that are not visible from the public right-of-way, or
 - Signs that advertise within a facility and are not designed to be seen from off-site locations.

Sign Code Location:

- The Warrenton sign code should be moved from the Development Code to a stand-alone section of the Warrenton Municipal and be independent of State review.

Sign Code Provisions

- Because visibility and traffic patterns, different areas within the city should have different sign standards. The Warrenton Sign Code should establish sign districts, including
 - Residential,
 - Downtown Commercial,
 - Highway Commercial,
 - Industrial, and
 - Special Districts.
- The following signs should be exempt from regulation:
 - Garage Sale Signs,
 - Real Estate Signs,
 - Incidental/Directional Signs,
 - Window Signs,
 - Public Signs,
 - Seasonal Decorations,
 - Governmental Flags,
 - Public Service (Entrance/Rest Room) Signs,
 - Historical Monument Signs,
 - Political Signs,
 - Signs not visible from rights-of-way,
 - Signs within an athletic field,
 - Hand-held signs,
 - Drive-up Menu Board,
 - Public Art.

- Billboards and temporary changeable reader board signs should not be allowed within the city.

Downtown Commercial / Mixed Use Neighborhoods:

- The City of Warrenton should establish sign design standards for both the Downtown Warrenton and Historic Hammond neighborhoods. These standards should be driven by business and property owners from the respective areas.
- Sign sizes and heights in the downtown districts and mixed-use neighborhoods should reflect a more pedestrian oriented design, reflecting slower traffic speeds, and pedestrian-oriented development.
- The city should authorize the use of temporary sandwich board signs in the downtown commercial and mixed-use districts ensuring that the signs are removed during non-business hours and do not block or create an accessibility hazard on the sidewalks.

Downtown Commercial /Mixed Use Sign Types:



1 - Directional Pylon Signs



2 - Monument (Area) Signs



3 - Wall Signs (Based on Façade Size)



4 - Projecting Signs (Based on Façade Size)



5 - Public Signs

Sandwich Board Signs

- Restricted by sidewalk width for Americans with Disability Act compliance
- Not left out over night or during non-business hours



6 - Sandwich Board Signs

Highway Commercial District Signs:

- Highway Commercial sign sizes and heights in the highway commercial districts should reflect the higher traffic speeds and auto-oriented development patterns.
- Highway Commercial wall sign size regulations should be based on a percentage of the building façade sizes for wall-attached commercial signs.
- Separate size and height restrictions should be set for detached pylon or commercial center signs based on front footage of the property.
- The City should require a sign master plan for connected commercial developments.
- Traffic control, public safety, parking or other incidental signs should not be considered as part of the overall commercial signage plan.

Highway Commercial Sign Types:

7 - Monument Signs



8 - Wall Signs (Based on Façade Size)



10 - Changing Message/Reader Board Signs



9 - Pylon Signs (Based on Front Footage)



11 - Directional Sign

Residential Districts:

- Residential signs should not detract from the residential character of the neighborhood. Where mixed use developments are proposed, the Planning Commission should review the sign plans for the development.
- The City should allow temporary signs for garage/yard sales, real estate sales, during the political season. Temporary signs should not cause traffic or safety concerns.

Temporary Signs



12 - Garage Sale



13 - Real Estate (On-site and provisions for allowing off-site real estate signage)



14 - Political Signs



15 - Home Occupation Signs



16 - Directional Signs

Industrial (non-aquatic) Districts

- Industrial signs should provide clear direction for deliveries and heavy traffic.
- Where feasible an area/monument signs should be developed to direct heavy industrial traffic.

Industrial Districts Sign Types:



17 - Monument / Area Signs



19 - Pylon Signs (Based on Front Footage)



18 - Wall Signs (Based on Façade Size)



20 - Changing Message/Reader Board Signs



21 - Directional Signs

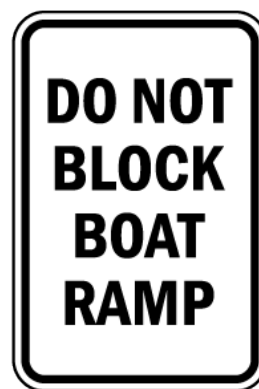
Special Districts:

- Special Districts include the following zoning districts
 - Open Space Institutional (OSI)
 - Recreational Commercial
 - Aquatic Development
 - Aquatic Conservation
 - Shoreland Overlay District
- Sign restrictions should reflect the goals and policies of the underlying zoning classification. Sign size, lighting and location limitations should be based on surrounding uses and land use zones.

Special District Sign Types:



22 - Monument/Area Signs



23 - Public Signs



24 - Wall Signs (Based on Façade Size)

Off-Site Advertising Signs:

- The City of Warrenton does not want to allow the proliferation of large billboard type advertising signs along the major transportation corridors within the city. The City prefers small off-site directional signs for local businesses. These signs should be considered by conditional use permit by the Planning Commission.
- Off-site advertising signs should be located in Highway Commercial or Industrial sign districts and not in Residential sign districts
- Typical billboard signs range in size from 72 sf to 672 sf. These signs are distracting to the natural beauty of the area and should not be allowed.



25 - Allowed



26 - Not Allowed (Based on size restrictions)

Table 1 - Sign Types by District

Sign Types	Sign District				
	Residential	Downtown Commercial	Highway Commercial	Industrial	Special Districts
Billboards	Not Allowed	Not Allowed	Not Allowed	Not Allowed	Not Allowed
Changing Message Boards	Not Allowed	Allowed	Allowed	Allowed	Not Allowed
Directional Signs	Allowed	Allowed	Allowed	Allowed	Allowed
Home Occupation Sign	Allowed	Allowed	Not Allowed	Not Allowed	Not Allowed
Monument Sign	Allowed	Allowed	Allowed	Allowed	Allowed
Off-Site Sign	Not Allowed	Allowed	Allowed	Allowed	Not Allowed
Projecting Sign	Not Allowed	Allowed	Allowed	Allowed	Allowed
Pylon Sign	Not Allowed	Allowed	Allowed	Allowed	Not Allowed
Public Signs	Allowed	Allowed	Allowed	Allowed	Allowed
Temporary Signs	Allowed	Allowed	Allowed	Allowed	Allowed
Wall Sign	Allowed	Allowed	Allowed	Allowed	Allowed

TASK FORCE CREATION STATEMENT

Statement No. 4
January 6, 2023

Name

Signage and Marketing Standards Task Force

Issue Introduction

The Warrenton Municipal Code regarding onsite and offsite signage has long been the bane of staff and constituents alike. Contemporary examples are Skipanon Brand and The Human Bean.

Skipanon Brand Seafood Cannery was located off Galena Ave (technically 3rd St), behind a levy and across the Skipanon River. The only way a person could see where the cannery and retail shop was located was either with a very high and very large onsite sign — which likely would not be seen anyway — or a smaller, offsite sign at the intersection of Galena and Harbor Ave. Both options violated the city code (size restrictions for onsite sign and prohibition on offsite sign).

The Human Bean started in the North Coast Retail Center, but was quickly blocked from view by the Wauna Federal Credit Union and Taco Bell buildings. They asked for a sign variance, but since WMC 16.144.020 (I) outright prohibits off-premise signs, their request was denied. While The Human Bean has been successful despite the challenges, other businesses may not have been able to overcome the lack of exposure.

In other cases, there has also been a lack of enforcement of sign safety requirements. An example is the sign on wheels placed in the shoulder of the road near the Sandridge Construction building across from City Hall. It is not secured against wind pushing it into the drive lane, risking possible damage to persons and vehicles. There are also signs for permanent woodlots that do not meet standards for wind shear, and unsecured garage sale signs are frequently placed in the public right-of-way or traffic islands. Sandwich boards on sidewalks have created obstacles for wheelchair users.

Problem Statement

The sign code in Warrenton is unfair to businesses that need offsite signage and is incongruous with the design standards purpose statement found in WMC 16.116.010. In other cases, the sign code is cumbersome to enforce. New sign design standards are needed, and a clearer, faster enforcement process should be considered.

Task Mandate

To review WMC 16.144 “SIGNS” and prepare a recommendation for amendments, updates or a completely new sign code to adopt. The task force shall address these tasks in order of importance:

1. Review the text of WMC 16.144.
2. Review other codes relevant to signage that warrant consideration.

3. Review WMC 16.192.080 “LARGE SCALE DEVELOPMENTS”, WMC 16.240.030 “HOME OFFICE PERMITS”, WMC 16.224.040 F. “DEVELOPMENT STANDARDS”, WMC 16.240.020 “HOME OCCUPATION PERMITS”.
4. Determine the levels of enforcement required to ensure fair implementation and application of code changes, and whether enforcement is realistic to attain. Identify where enforcement codes should be placed within the Warrenton Municipal Code.

Questions to consider to begin discussions (not all inclusive):

1. What regulations do other cities have that work? What regulations do other cities have that should be avoided?
2. Should signage codes in the modern HWY 101 corridor, or any other corridor/neighborhood, be different from those in the historical downtown and residential districts that have slower speed limits?
 - Consult the City’s Vision Plan, Urban Renewal Plan, and Downtown & Marina Master Plan (2010) for more input on this question.
 - Will the suggested code alterations infringe on future plans for an orderly revitalization of the Hammond District?
3. Should businesses be able to display temporary flags and inflatable signs in a permanent manner?
4. Sandwich boards and other portable/temporary signage: What is an appropriate use for them onsite and offsite? Should they be allowed in public rights-of-way with or without a permit, or even allowed at all? If so, how long? Is that enforceable?

Specific Requirements

The task force shall keep its discussions focused on signage. Topics that arise that may be related to, but not directly pertinent to, signage may be noted in the final report for the Planning Commission or City Commission to consider later if the task force feels it merits future attention.

Changes that require long-term enforcement burdens greater than what is currently in place must be justified with either a proposed source of revenue to resource that burden, or an explanation of how to improve/reduce resources necessary to take enforcement (e.g. move enforcement of items under a different part of the code so it is not a land use action).

Before issuing its final report, the task force shall consult the USCG Air Station Astoria Air Operations Officer and Camp Rilea Training Site Manager to ensure any recommended restrictions or absence of restrictions related to the signage characteristics (e.g. lighting pointing up or flashing that could impair night vision systems or confuse navigation) do not impede nor inhibit training or rescue efforts in or near the City. The result of these consultations shall be included in the final report.

Procedural Rules

The task force should convene no less than once a month, but should consider meeting as frequently as staff is able to support and the majority of its membership available.

The task force may seek out and invite persons to attend, provide input at or submit comments to its meetings, but as a task force it is not required to hold public comment periods. There will be plenty of time for that during traditionally publicized Planning and City Commission hearings.

No person except those appointed in this statement have standing to vote or decide issues before the task force.

Membership & Appointment

Authority to Appoint

Chapter V §19 of the Warrenton City Charter; City Commission Rules Chapter 3 §M 2.C.i.

Charter and Appointments:

Under the authority vested under the Warrenton City Charter, and as authorized by the City Commission Rules, I hereby charter the Signage and Marketing Standards Task Force and appoint the following voting members to it:

- Jessica Sollaccio, Planning Commissioner
- Christy Coulombe, Urban Renewal Advisory Board Member & Realtor
- Camille Bone, Property Manager—Atlas Properties
- Kevin Leahy, Executive Director—CEDR
- David Reid, Executive Director—Astoria-Warrenton Area Chamber of Commerce

Appointed Chairperson

Planning Commissioner Jessica Sollaccio has completed City of Warrenton chairpersons training and will serve as presiding officer.

Required Attendees

The task force shall not meet officially unless the presiding officer is present and a city staff member is present.

Supporting Staff

City Planner Jay Blake shall act as the staff support for this task force. His involvement is approved by the City Manager.

Expected Outcome

The outcome should be in the form of recommendations to the City Commission. If accepted, it will be forwarded to the Planning Commission for rulemaking. The recommendation should include, in no particular order:

- List of members
- Summary of work
- Specific changes proposed and whether each was supported by consensus or vote
- Any maps or visual aids if the changes are specific to certain areas in the city
- A brief on issues or topics that were discussed but not acted on or supported

- The results of consultation with USCG and OR Military Dept/Camp Rilea
- List of names of individuals and/or businesses that provided additional testimony, or were consulted about their experiences. Testimony and/or narratives are not required to be included.
- Conclusion with anticipated impacts of the new sign code
- Any concluding recommendations related to the work of the task force, including post implementation metrics and evaluation ideas.

Deadline

This task force is to complete its work and issue a recommendation to the Mayor, copying the City Recorder, by June 21, 2023.

Sunset

Dissolution of this task force will occur automatically on June 27, 2023.



Henry A. Balensifer III, Mayor