



Oregon
Theodore R. Kulongoski, Governor

Department of Land Conservation and Development

635 Capitol Street, Suite 150

Salem, OR 97301-2540

(503) 373-0050

Fax (503) 378-5518

www.lcd.state.or.us



NOTICE OF ADOPTED AMENDMENT

10/29/2012

TO: Subscribers to Notice of Adopted Plan
or Land Use Regulation Amendments

FROM: Plan Amendment Program Specialist

SUBJECT: City of St. Helens Plan Amendment
DLCD File Number 001-12

The Department of Land Conservation and Development (DLCD) received the attached notice of adoption. Due to the size of amended material submitted, a complete copy has not been attached. A Copy of the adopted plan amendment is available for review at the DLCD office in Salem and the local government office.

Appeal Procedures*

DLCD ACKNOWLEDGMENT or DEADLINE TO APPEAL: Tuesday, November 13, 2012

This amendment was submitted to DLCD for review prior to adoption pursuant to ORS 197.830(2)(b) only persons who participated in the local government proceedings leading to adoption of the amendment are eligible to appeal this decision to the Land Use Board of Appeals (LUBA).

If you wish to appeal, you must file a notice of intent to appeal with the Land Use Board of Appeals (LUBA) no later than 21 days from the date the decision was mailed to you by the local government. If you have questions, check with the local government to determine the appeal deadline. Copies of the notice of intent to appeal must be served upon the local government and others who received written notice of the final decision from the local government. The notice of intent to appeal must be served and filed in the form and manner prescribed by LUBA, (OAR Chapter 661, Division 10). Please call LUBA at 503-373-1265, if you have questions about appeal procedures.

***NOTE:** The Acknowledgment or Appeal Deadline is based upon the date the decision was mailed by local government. A decision may have been mailed to you on a different date than it was mailed to DLCD. As a result, your appeal deadline may be earlier than the above date specified. NO LUBA Notification to the jurisdiction of an appeal by the deadline, this Plan Amendment is acknowledged.

Cc: Jacob Graichen, City of St. Helens
Gordon Howard, DLCD Urban Planning Specialist
Anne Debbaut, DLCD Regional Representative

<paa> YA



FORM 2

DLCD

Notice of Adoption

This Form 2 must be mailed to DLCD within **5-Working Days after the Final Ordinance is signed** by the public Official Designated by the jurisdiction and all other requirements of ORS 197.615 and OAR 660-018-000

☐ In person ☐ electronic ☐ mailed

DATE STAMP

DEPT OF

OCT 23 2012

LAND CONSERVATION AND DEVELOPMENT

For Office Use Only

Jurisdiction: **City of St. Helens**

Local file number: **ZA.1.12**

Date of Adoption: **10/17/2012**

Date Mailed: **10/22/2012**

Was a Notice of Proposed Amendment (Form 1) mailed to DLCD? ☒ Yes ☐ No Date: 5/30/2012

☐ Comprehensive Plan Text Amendment

☐ Comprehensive Plan Map Amendment

☒ Land Use Regulation Amendment

☐ Zoning Map Amendment

☐ New Land Use Regulation

☐ Other:

Summarize the adopted amendment. Do not use technical terms. Do not write "See Attached".

This proposal amends the text of St. Helens Development Code. The amendments primarily address design standards of the City's Olde Towne area and sign regulations, but also some miscellaneous housekeeping. In addition to text amendments, this would also adopt a separate Architectural Design Guidelines document.

Does the Adoption differ from proposal? Yes, Please explain below:

Some changes occurred. For example a permitted use was added to the Highway Commerical zone (a use already allowed, just codified now) and language was added to comply with HB 3361 regarding mailboxes and ADA access. Some minor provisions regarding accessory structures was added.

Plan Map Changed from:

to:

Zone Map Changed from:

to:

Location:

Acres Involved:

Specify Density: Previous:

New:

Applicable statewide planning goals:

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
☒	☒	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

Was an Exception Adopted? ☐ YES ☒ NO

Did DLCD receive a Notice of Proposed Amendment...

35-days prior to first evidentiary hearing?

☒ Yes ☐ No

If no, do the statewide planning goals apply?

☐ Yes ☐ No

If no, did Emergency Circumstances require immediate adoption?

☐ Yes ☐ No

DLCD file No. 001-12 (19361) [17215]

Please list all affected State or Federal Agencies, Local Governments or Special Districts:

None.

Local Contact: **Jacob Graichen, AICP, City Planner** Phone: (503) 366-8204 Extension:
Address: **PO Box 278** Fax Number: **503-397-4016**
City: **St. Helens** Zip: **97051-** E-mail Address: **jacobg@ci.st-helens.or.us**

ADOPTION SUBMITTAL REQUIREMENTS

This Form 2 must be received by DLCD no later than 5 working days after the ordinance has been signed by the public official designated by the jurisdiction to sign the approved ordinance(s)

per ORS [197.615](#) and OAR Chapter 660, Division 18

1. This Form 2 must be submitted by local jurisdictions only (not by applicant).
2. When submitting the adopted amendment, please print a completed copy of Form 2 on light **green paper if available**.
3. Send this Form 2 and one complete paper copy (documents and maps) of the adopted amendment to the address below.
4. Submittal of this Notice of Adoption must include the final signed ordinance(s), all supporting finding(s), exhibit(s) and any other supplementary information ([ORS 197.615](#)).
5. Deadline to appeals to LUBA is calculated **twenty-one (21) days** from the receipt (postmark date) by DLCD of the adoption ([ORS 197.830 to 197.845](#)).
6. In addition to sending the Form 2 - Notice of Adoption to DLCD, please also remember to notify persons who participated in the local hearing and requested notice of the final decision. ([ORS 197.615](#)).
7. Submit **one complete paper copy** via United States Postal Service, Common Carrier or Hand Carried to the DLCD Salem Office and stamped with the incoming date stamp.
8. Please mail the adopted amendment packet to:

**ATTENTION: PLAN AMENDMENT SPECIALIST
DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT
635 CAPITOL STREET NE, SUITE 150
SALEM, OREGON 97301-2540**

9. **Need More Copies?** Please print forms on **8½ -1/2x11 green paper only if available**. If you have any questions or would like assistance, please contact your DLCD regional representative or contact the DLCD Salem Office at (503) 373-0050 x238 or e-mail plan.amendments@state.or.us.

City of St. Helens
ORDINANCE NO. 3164

**AN ORDINANCE ADOPTING ARCHITECTURAL DESIGN GUIDELINES FOR OLDE
TOWNE ST. HELENS AND AMENDING THE ST. HELENS MUNICIPAL CODE
CHAPTERS 17.16, 17.32, 17.64, 17.68, 17.72, 17.88, 17.96, 17.120, 17.124,
17.148, 17.152, AND 18.12**

WHEREAS, pursuant to SHMC 17.20.020(1)(c) the Planning Director initiated a legislative change to adopt Architectural Design Guidelines for Olde Towne St. Helens and both related and unrelated text amendments to the Community Development Code (St. Helens Municipal Code Title 17) and Engineering Standards Manual (St. Helens Municipal Code Title 18); and

WHEREAS, pursuant to the SHMC and Oregon Revised Statutes, the City has provided notice to: the Oregon Department of Land Conservation and Development on May 30, 2012, potentially affected property owners listed in the Columbia County Tax Assessor records on June 20, 2012, and the local newspaper of record on June 20, 2012; and

WHEREAS, the St. Helens Planning Commission did hold a duly noticed public hearing on July 10, 2012 and, following deliberation, made a recommendation of approval to the City Council; and

WHEREAS, the St. Helens City Council conducted a public hearing on September 19, 2012 and having the responsibility to approve, approve with modifications, or deny an application for a legislative change, has deliberated and found that based on the information in the record and the applicable criteria in the SHMC that the proposed addendum be approved.

NOW, THEREFORE, THE CITY OF ST. HELENS DOES ORDAIN AS FOLLOWS:

Section 1. The above recitations are true and correct and are incorporated herein by reference.

Section 2. The City hereby adopts the Architectural Design Guidelines for Olde Towne St. Helens, attached hereto as **Attachment "A"** and made part of this reference.

Section 3. The City of St. Helens Community Development Code and Engineering Standards Manual are hereby amended, attached hereto as **Attachment "B"** and made part of this reference.

Section 4. In support of the adoption and amendments described herein, the Council hereby adopts the Findings of Fact and Conclusions of Law, attached hereto as **Attachment "C"** and made part of this reference.

Section 5. If any section, provision, clause, sentence, or paragraph of this Ordinance or the application thereof to any person or circumstances shall be held invalid, such invalidity shall not affect the other sections, provisions, clauses or paragraphs of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

Section 6. Provisions of this Ordinance shall be incorporated in the St. Helens Municipal Code and the word "ordinance" may be changed to "code," "article," "section," or another word, and the sections of this Ordinance may be renumbered, or re-lettered, provided however that Whereas clauses and boilerplate provisions need not be codified.

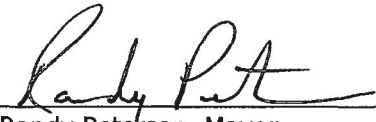
Section 7. The effective date of this Ordinance shall be 30 days after approval, in accordance with the City Charter and other applicable laws.

Read the first time: October 3, 2012
Read the second time: October 17, 2012

APPROVED AND ADOPTED this 17th day of October, 2012, by the following vote:

Ayes: Morten, Locke, Conn, Peterson

Nays: None


Randy Peterson, Mayor

ATTEST:


Kathy Payne, City Recorder

**CITY OF ST. HELENS PLANNING DEPARTMENT
FINDINGS OF FACT AND CONCLUSIONS OF LAW
St. Helens Municipal Code Amendments ZA.1.12**

APPLICANT: City of St. Helens

PROPOSAL: Amendments to Development Code including the adoption of Olde Towne Architectural Design Guidelines (also includes amendments to the Engineering Standards Manual that are related to some Development Code amendments)

The 120-day rule (ORS 227.178) for final action for this land use decision is n/a.

PUBLIC HEARING & NOTICE

Hearing dates are as follows:

July 10, 2012 before the Planning Commission

September 19, 2012 before the City Council

Notice of this proposal was sent to Olde Towne St. Helens, OTSH zoning district property owners on June 20, 2012 via first class mail. Notice was sent to agencies by mail or e-mail on the same date. Notice was published in the The Chronicle on the same date as well. Notice was sent to the Oregon Department of Land Conservation and Development on May 30, 2012.

APPLICABLE CRITERIA, ANALYSIS & FINDINGS

SHMC 17.20.120(1) – Standards for Legislative Decision

The recommendation by the commission and the decision by the council shall be based on consideration of the following factors:

(a) The statewide planning goals and guidelines adopted under ORS Chapter 197, including compliance with the Transportation Planning Rule, as described in SHMC 17.08.060;

(b) Any federal or state statutes or guidelines found applicable;

(c) The applicable comprehensive plan policies, procedures, appendices and maps; and

(d) The applicable provisions of the implementing ordinances.

(a) Discussion:

The statewide planning goals that technically apply or are related to this proposal are Goal 1 and Goal 2.

Statewide Planning Goal 1: Citizen Involvement.

Goal 1 requires the development of a citizen involvement program that is widespread, allows two-way communication, provides for citizen involvement through all planning phases, and is understandable, responsive, and funded.

Generally, Goal 1 is satisfied when a local government follows the public involvement procedures set out in the statutes and in its acknowledged comprehensive plan and land use regulations.

The City's Development Code is consistent with State law with regards to notification requirements. Pursuant to SHMC 17.20.080 at least one public hearing before the Planning Commission and City Council is required. Legal notice in a newspaper of general circulation is required too. The City has met these requirements and notified DLCD of the proposal.

The most significant (non-housekeeping) aspects of this proposal have been publicly vetted as summarized below:

Sign regulation amendments

- Following concerns from the City Council, staff reported the situation to the Council at an August 2011 work session. At that time, the Council directed staff to amend the code as appropriate. This was open to the public.
- The City Planning Commission had formal workshops regarding this at their September 13, 2011, October 11, 2011 and February 14, 2012 meetings. These were all open to the public.
- The City Council conducted a public forum regarding this on May 2, 2012. Letters were mailed on April 13, 2012 to all non-home occupation businesses notifying them of this forum.

Olde Towne Architectural Design Guidelines

- The City acquired the assistance of four Portland State University Masters of Urban and Regional Planning (PSU MURP) students to help draft the guidelines in January 2011.
- The Planning Commission and Historic Landmarks Commission had a joint work session on February 8, 2011 to discuss the initial concept.
- Starting in March, 2011 the PSU MURP students created a website for education and outreach efforts. They mailed post cards and did other outreach for survey purposes (e.g. having a call in number) starting this month too.
- The PSU MURP students conducted open houses for review by the public at the Plantation House Restaurant (298 S. 1st Street) on March 31, 2011 and April 2, 2011.
- The PSU MURP students conducted a workshop in the City Council Chambers on April 21, 2011 for additional public input.
- The City Council held a public forum for the PSU MURP students to discuss their final findings on May 4, 2011.
- The Historic Landmarks Commission reviewed the PSU MURP student's final draft (for the purposes of their school responsibilities) at their September 16, 2011 meeting, with their final approval—following modifications by staff—at their April 19, 2012 meeting. They were all open to the public.

Given the public vetting for the plan, scheduled public hearings, and notice provided, Goal 1 is satisfied.

Statewide Planning Goal 2: Land Use Planning.

This goal requires that a land use planning process and policy framework be established as a basis for all decisions and actions relating to the use of land. All local governments and state agencies involved in the land use action must coordinate with each other. City, county, state and federal agency and special districts plans and actions related to land use must be consistent with the comprehensive plans of cities and counties and regional plans adopted under Oregon Revised Statutes (ORS) Chapter 268.

The City and State (i.e. DLCD) coordinated with regard to the adoption of this proposal. Following mailed notice to DLCD (noted above), DLCD contact City staff (by telephone) indicated there was no concerns from them.

There are no known federal or regional documents that apply to this proposal.

Comprehensive Plan consistency is addressed further below.

Given the inclusion of local, state, regional and federal documents, laws, participation and opportunity for feedback as applicable, Goal 2 is satisfied.

(b) Discussion

There are no known federal or state statutes or guidelines found directly applicable, except with regards to proposed sign regulation and its relation for the constitutional right of free speech. As the proposed sign regulations do not attempt to regulate content, that right is preserved.

(c) Discussion

Applicable Comprehensive Plan aspects are:

- *SHMC 19.08.020(3)(f) – Develop the local tourist and recreation sectors of the economy.*

The Olde Towne is a unique asset for the community. In addition to having the majority of properties identified as historic resources (designated landmarks per Chapter 17.36 SHMC) this is the oldest part of town with many of the City's oldest building still intact. This provides an historic sense of place which can be exploited for tourism and similar purposes. The Architectural Design Guidelines are intended to help maintain the unique character of Olde Towne.

- *SHMC 19.08.040(3)(e) – Regulate signs and sign lighting to avoid distractions for motorists.*

Some of the proposal addresses sign regulations. This is in reaction to ongoing sign pollution concerns, which is particularly evident along the City's arterial and collector classified streets. Excessive signage is a distraction for motorists.

- *SHMC 19.08.060(3)(q) – Develop protection programs for the following St. Helens significant resources: wetlands, riparian corridors, wildlife habitats, groundwater resources, natural areas, wilderness areas, mineral and aggregate resources, energy sources, and cultural areas.*

The keywords for the purpose of this proposal are “cultural areas.” This pertains to the Olde Towne. The Architectural Design Guidelines are intended to help maintain the unique character of Olde Towne to help protect this cultural area which is a significant asset to the City.

(d) Discussion

Per SHMC 17.32.170: *...The OTSH zone also allows for the establishment of special design and aesthetic standards for development, consistent with a community plan for redevelopment, preservation, and conservation....*

The standards of this chapter that addresses the purpose excerpt of the OTSH zone above includes review of architectural change or new construction by the Historic Landmarks Commission. The criterion for which the Commission is to review proposals is:

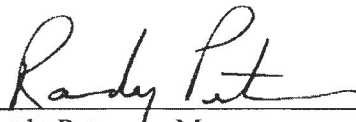
“...fit in with their overall perception as to the character of other buildings and structures in the OTSH zone.”

The proposed Architectural Design Guidelines, having been publicly vetted as already described, meets the intent of a *community plan* much more than the *perception* of a committee as the implementation ordinance as currently written.

Finding: The proposed adoption and amendments meet and/or are not contrary to the applicable local, state, regional and federal laws, policies, plans, etc.

CONCLUSION & DECISION

Based upon the facts and findings herein, the City Council approves this proposal.



Randy Petersen, Mayor

10/17/12

Date

Added text is underlined and italicized.

Deleted text is ~~stricken~~.

CHAPTER 17.16 GENERAL AND LAND USE DEFENITIONS

17.16.010 General and land use definitions.

Words used in this Development Code have their normal dictionary meaning unless they are listed below. Words listed below have the specific meaning stated, unless the context clearly indicates another meaning.

The definition of words with specific meaning in the Development Code are as follows:

“Deck” means a nonenclosed platform (excluding above-grade entry walkways) constructed on the ground (as per ~~the applicable Uniform~~ Building Code as administered by the Building Official) and attached to the main building.

“Modular home” means a dwelling unit fabricated in an off-site manufacturing facility for installation or assembly at the building site, able to meet the ~~applicable State of Oregon Uniform~~ Building Code as administered by the Building Official.

CHAPTER 17.32 ZONES AND USES

17.32.100 Highway Commercial – HC

(2) Uses Permitted Outright. In an HC zone, the following uses are permitted outright subject to the provisions of this code and in particular the chapter on site development review (Chapter 17.96 SHMC):

(l) Offices catering to motorists (e.g., insurance claims).

~~(m) Personal and business services such as barber shops, beauty shops, tailors, laundries, printing, and locksmiths.~~

~~(n)~~ (n) Parking lot.

~~(o)~~ (o) Plumbing, HVAC, electrical and paint sales and service.

~~(p)~~ (p) Produce stands.

~~(q)~~ (q) Public facility, minor.

~~(r)~~ (r) Retail sales establishments, specifically catering to motorists, including drive-in.

~~(s)~~ (s) Retail sales of large equipment items and repair and maintenance concerns that conduct business completely within an enclosed building except for outdoor storage.

~~(t)~~ (t) Shopping plaza (permitted businesses only).

~~(u)~~ (u) Small equipment rentals, sales and repair.

~~(v)~~ (v) Theaters, except drive-ins.

~~(w)~~ (w) Tire shops within an enclosed building.

17.32.170 Olde Towne St. Helens – OTSH

(7) Architectural Character Review.

(a) In the OTSH zone, permanent exterior architectural changes to buildings (including new construction and signs) and freestanding signs, that are not designated landmarks or historic resources of statewide significance as defined and otherwise governed by Chapter 17.36 SHMC, shall comply with the Architectural Design Guidelines, attached to Ordinance 3164 as Attachment A, except:

(i) For ordinary maintenance not requiring a building permit.

(ii) Painting of buildings except when painting previously unpainted masonry or stone.

(ab) The historic landmarks commission as established by Chapter 17.36 SHMC shall advise the approving authority on the character of permanent exterior architectural changes to all buildings within the OTSH zone that are not designated landmarks or historic resources of statewide significance as defined and otherwise governed by Chapter 17.36 SHMC.

(bc) The historic landmarks commission shall make a recommendation to the approving authority as to whether the commission believes any proposed permanent exterior architectural changes to buildings, including new construction, per subsection (7)(a) and *(b)* of this section ~~fit in with their overall perception as to the character of the other buildings and structures in the OTSH zone~~ *comply with the Architectural Design Guidelines*. Such recommendation shall be prior to any such applicable decision being made, including but not limited to limited land use decisions of the planning commission or director, and other authorizations of the director such as building permit approval.

CHAPTER 17.64 ADDITIONAL YARD SETBACK REQUIREMENTS AND EXCEPTIONS

17.64.020 Additional setback from centerline required.

(2) Where the street is not partially or fully improved, the measurement shall be made at right angles from the centerline or general extension of the street right-of-way:

(a) Arterial Streets. The required setback distance for buildings on arterial streets is the setback distance required by the zoning district plus the following distances measured from the centerline of the street:

Major Arterial TSP Street Classification	Additional Centerline Setback Requirement
Highway 30 Major Arterial	50 feet
Minor Arterials	Additional Centerline Setback Requirement 30 feet

Achilles Road/Ross Road	30 feet
Bachelor Flat Road	
Columbia Boulevard	
Deer Island Road	
Gable Road	
Millard Road	
North 6th Street	
Old Portland Road	
Pittsburg Road	
South Vernonia Road	
St. Helens Street	
Summit View Drive	
Sykes Road	

(b) Collector Streets. The required setback distance for buildings on ~~the following~~ collector streets as classified by the Transportation System Plan is the setback distance required by the zoning district plus 25 feet measured from the centerline of the street.

Including the following:

Sunset Boulevard	South 18th Street
North Vernonia Road	South 15th Street
Hankey Road	South 12th Street
Highway 30 Frontage Road	South 7th/8th Street
North Morse Road/Firlok Park Street	South 4th Street
Matzen Street	South 1st Street
McNulty Way	Kaster Road
Industrial Way	Wyeth Street
Milton Way	West Street
Railroad Avenue	Oregon Street
Port Avenue	North 11th/12th Street
Plymouth Street	North 15th/16th Street

17.64.030 No yard required – Structure not on property line.

In zoning districts where a side yard or a rear yard setback is not required, a structure which is not to be built on the property line shall be set back from the property line by a distance in

accordance with the applicable Uniform Building Code (as administered by the Building Official) requirements.

CHAPTER 17.68 BUILDING HEIGHT LIMITATIONS – EXCEPTIONS

17.68.020 Building height exceptions.

Any building located in an industrial zone may be built to a maximum height of 75 feet, provided:

- (1) The total floor area of the building does not exceed one and one-half the area of the site;
- (2) The yard dimensions in each case are equal to at least ~~one-half of the building height of the principal structure; and~~ the following:

(a) Half of the building height from any abutting residential (e.g. R10, R7, R5, AR or MHR) or mixed use (e.g. MU, OTSH or HBD) zoning district;

(b) As necessary to comply with the provisions of Chapter 17.72 SHMC; and

(c) Pursuant to Chapter 17.64 SHMC.

~~(3) The structure is not abutting a residential zoning district.~~

CHAPTER 17.72 LANDSCAPING AND SCREENING

17.72.110 Screening – Special provisions.

(3) Screening of Swimming Pools. All swimming pools shall be enclosed as required by the applicable Uniform Building Code as administered by the Building Official.

CHAPTER 17.88 SIGNS

17.88.015 Definitions.

For the purposes of this chapter, unless the context indicates otherwise: words in the present tense include the future; the singular number includes the plural and the plural number includes the singular; undefined words have their ordinary accepted meaning; and the following words and phrases mean:

“Public sign” means a sign constructed or placed within the public right-of-way by or with the approval of the governmental agency having authority over, control of, or ownership of the right-of-way or a sign constructed or placed by a public utility on or adjacent to a pole, pipe, or distribution facility of the utility and within the public right-of-way.

“A-frame sign” means a double faced sign typically composed of two boards, being hinged at the top such that it will remain upright when placed on the ground, also known as A-board sign or sandwich board sign. For the purpose of this chapter, A-frame signs are either temporary signs or portable signs.

17.88.040 Exemptions from requirement for permit.

The following signs are allowed in all sign districts without a permit. Use of these signs does not affect the amount or type of signage otherwise allowed by this chapter. The painting, repainting, cleaning, maintenance and repair of an existing sign shall not require a permit, unless a substantial structural alteration is made. The changing of a sign copy or message shall not require a permit. All signs listed in this section are subject to all other applicable requirements of this code.

(18) Public signs.

(19) Use of banner signs in residential sign district per SHMC 17.88.055(1)(f)(i) and (ii) and in commercial/industrial sign districts per SHMC 17.88.060(1)(g)(i), may be allowed without a permit and do not contribute to the maximum time banner signs are allowed, within the following time periods:

(a) President's Day (February): 14 days prior to 1 day after;

(b) Easter (April): 14 days prior to 1 day after;

(c) Memorial Day (May): 14 days prior to 1 day after;

(d) July 4th (July): 14 days prior to 1 day after;

(e) Labor Day (September): 14 days prior to 1 day after;

(f) November: all of November; and

(g) December: all of December to January 1st.

17.88.045 Temporary signs.

(4) Temporary signs for community events (authorized by a Temporary Use Permit per Chapter 17.116 or acknowledged by the City Council) shall be allowed without the issuance of permits and shall not affect the amount or type of signage otherwise allowed by this chapter; provided, that said signs comply with the following:

(a) Signs shall only be placed on property where the community event is taking place, including rights-of-way subject to street closure for the purpose of the community event, except additional signs may be placed in rights of way for the exclusive purpose of identifying the community event and/or directing people to the community event provided such signage complies with SHMC 17.88.045(5)(a)(ii)(A), (C), (D), (E) and (G); and

~~(b) Signs shall be placed/orientated such that they are not intended to be visible from rights-of-way not subject to street closure for the purpose of the community event or other properties; and~~

~~(e)~~ Signs shall be allowed two weeks before and for the duration of the community event only. Signs shall be removed no more than 72 hours after the event.

(5) No temporary signs or banners shall be allowed in the public right-of-way or on public property, except for those listed in this subsection or pursuant to subsection (4) of this section.

(a) The following temporary signs shall be permitted in the right-of-way without issuance of a permit and shall not affect the amount or type of signage otherwise allowed by this chapter. No temporary sign in the right-of-way shall interrupt the normal flow of vehicle, pedestrian or bicycle traffic and shall provide a minimum of five feet of clear passage for pedestrians on a

sidewalk where a sidewalk exists. No temporary sign shall extend into a vision clearance area. Temporary signs allowed in the right-of-way shall include:

(i) Signs owned or erected by a governmental entity.

(ii) Portable Signs (such as A-frame signs) on public sidewalks in all along the street frontage(s) of uses in commercial zones and or adjacent to legally established commercial uses in other zoning districts which comply with the following standards:

(A) ~~Any temporary sign is placed on the sidewalk within the first three feet behind the curb. If a sidewalk and/or curb exists, temporary sign(s) shall be placed behind the sidewalk or curb.~~

(B) Any temporary sign is present only during the business hours of the responsible enterprise.

(C) Any temporary sign placed elsewhere than directly adjacent to the primary use shall be placed only with the ~~written~~ consent of the property owner of the adjacent property. ~~No more than two temporary signs shall be placed in the public right-of-way adjacent to any property frontage on a single street.~~

(D) No sign can interfere with ADA requirements or normal pedestrian or vehicle use of a right-of-way.

(E) Any lights incorporated with the temporary sign shall be prohibited.

(F) Only one sign shall be allowed per principal use.

(G) A-frame signs shall not exceed six square feet in area and four feet in height.

17.88.055 Residential sign district.

In addition to the temporary and permanent signage allowed without permits, the following signage is allowed subject to the requirements of this chapter:

(1) Permitted Sign Types, Number and Area. Signs within the residential sign district are limited as follows and require issuance of permits under SHMC 17.88.130:

(f) Banner Signs.

(i) For multidwelling residential developments, one banner sign shall be permitted for each development. The banner sign shall be limited to a display period of a maximum of 30 continuous days twice for each calendar year. Sign area shall not exceed 50 square feet.

(ii) For conforming commercial uses in residential districts, one banner sign shall be permitted for each principal use. The banner sign shall be limited to a display period of a maximum of 30 continuous days twice during the calendar year. Sign area shall not exceed 50 square feet.

(iii) For temporary uses, ~~One b~~Banner signs shall be permitted for each authorized temporary use. The banner sign shall be allowed for the same duration as the permitted temporary use. Maximum sign area shall not exceed 50 square feet for the sum of all banner signs.

17.88.060 Commercial/industrial sign district.

In addition to the temporary and permanent signage allowed without permits, the following signage is allowed subject to the requirements of this chapter:

(1) Permitted Sign Types, Number, and Area. Signs within the commercial/industrial sign district are limited as follows and require the issuance of permits under SHMC 17.88.130:

(g) Banner and Balloon Signs.

(i) Principal Use. One banner sign or one balloon sign shall be permitted for each principal use and shall be limited to a display period of a maximum of up to 30 continuous days ~~10 continuous days once during the calendar year or 10 days accumulative~~ with no more than two periods per calendar year. Maximum banner area shall not exceed 50 square feet. ~~Maximum diameter of a balloon shall not exceed 20 feet and for a bunch no more than 30 feet total. The~~ largest dimension of a balloon sign shall not exceed 20 feet and such sign shall be adequately tethered so as to: not extend into the airspace above any public right-of-way or any other property, not constitute a safety hazard, or be in conflict with any other provision of this chapter.

(ii) Temporary Use. ~~One~~ Banner signs shall be permitted for an authorized temporary use and shall be allowed for the same duration as the permitted temporary use. Maximum sign area shall not exceed 50 square feet for the a sum of all banner signs.

17.88.070 Architectural Design Review.

Signs within the OTSH zoning district are subject to SHMC 17.32.170 (7).

17.88.120 Construction and maintenance standards.

(1) All permanent signs shall be constructed and erected in accordance with the requirements of the applicable Uniform Building Code as administered by the Building Official.

17.88.135 Adjustments.

(1) Adjustments to the ~~numeric~~ standards of this chapter ~~shall be allowed only in compliance with this section.~~ are possible pursuant to Chapter 17.108 SHMC, except, adjustments shall be reviewed by the Planning Commission. ~~Adjustments may be requested to allow relocation of a sign, on the subject property, reducing the height of a sign, or enlarging the area of a sign. Adjustments allowing the use of prohibited signs, or allowing signage other than that specifically allowed by this code, are not permitted.~~

(2) ~~Requests for adjustments shall be filed with the city, on a form provided by the planning department, and accompanied by a fee as approved by the city council. The request shall include the information required for a sign permit, as specified in this chapter, the specific standard from which the adjustment is requested, and the numeric amount of the adjustment, and written responses to the following approval criteria:~~ The approval criteria per Chapter 17.108 shall apply, in addition to the following:

(a) ~~Compliance with the applicable standard would create an unnecessary hardship due to physical conditions of the property (topography, lot size or shape, or other circumstances over which the applicant has no control) which are not present on other properties in the same vicinity or sign district, and the adjustment is necessary to permit signage comparable with other properties in the same sign district in the vicinity.~~ Any reference to zoning district shall be substituted with sign districts per SHMC 17.88.050;

(b) The ~~hardship does~~ requested adjustment shall not result from actions of the applicant, owner(s) or previous owner(s), or from personal circumstances of the applicant, owner(s) or previous owner(s), such as physical condition, age or financial situation; and

(c) Approval of the adjustment will not adversely affect the function or appearance of the development and use of the subject property and surrounding properties; and will not impose limitations on other properties and signage in the area including signage that would be allowed on adjacent properties.

(3) The planning commission shall conduct a public hearing on the request for adjustment. The commission shall approve, approve with conditions, or deny the adjustment, based upon the evidence at the hearing. The commission may impose such conditions as are deemed necessary to mitigate any adverse impacts which may result from approving the adjustment. The hearing shall be conducted under the procedures used by the commission for a quasi-judicial land use hearing.

~~(4) The commission shall issue its decision in writing explaining the reasons why the adjustment was approved or denied. The decision shall be mailed to the address of the applicant on the application by regular mail. The decision of the commission shall be appealable per this code.~~

CHAPTER 17.96 SITE DEVELOPMENT REVIEW

17.96.070 Major modification to approved plans or existing development.

(2) The director shall determine that a major modification(s) will result if one or more of the following changes are proposed. There will be:

(d) A change in the type of commercial or industrial structures as defined by the applicable ~~Uniform~~ Building Code as administered by the Building Official;

CHAPTER 17.120 HOME OCCUPATIONS

17.120.040 General approval criteria and standards.

All home occupations except those that have proven nonconforming status shall observe the following criteria in addition to the standards established for Type I and Type II uses described in SHMC 17.120.050.

(5) A home occupation shall not make necessary a change in the applicable ~~Uniform~~ Building Code (as administered by the Building Official) use classification of a dwelling unit. Any accessory building that is used must meet the applicable ~~Uniform~~ Building Code requirements and be in conformance with Chapter 17.124 SHMC;

CHAPTER 17.124 ACCESSORY STRUCTURES

17.124.030 Applicability of provision.

(3) Multiple accessory structures that individually fall within the parameters of SHMC 17.124.030(1)(a) but are within 36 inches from each other as measured from any portion of each structure shall be considered one structure for the purpose of this section;

17.124.070 Approval criteria.

(2) Nondimensional Approval Criteria.

(b) If an application proposed for an accessory structure meets the following criteria, the director shall approve the application proposal:

(vi) All accessory structures shall be built in accordance with the applicable ~~Uniform~~ Building Code as administered by the Building Official;

CHAPTER 17.148 PLANNED DEVELOPMENT

17.148.080 Applicability of the base zone provisions.

(1) The provisions of the base zone are applicable as follows:

(d) Structure Setback Provisions.

(ii) The side yard setback provisions shall not apply except that all detached structures shall meet the applicable ~~Uniform~~ Building Code (as administered by the Building Official) requirements for fire walls; and

CHAPTER 17.152 STREET AND UTILITY IMPROVEMENT STANDARDS

17.152.030 Streets.

(22) Mailboxes. Joint mailbox facilities shall be provided in all residential developments, with each joint mailbox serving at least two dwelling units or as required by the Postmaster.

(a) Joint mailbox structures shall be placed adjacent to roadway curbs;

(b) Proposed locations of joint mailboxes shall be designated on a copy of the preliminary plat or development plan, and shall be approved by the city engineer/U.S. Post Office prior to final plan approval; ~~and~~

(c) Plans for the joint mailbox structures to be used shall be submitted for approval by the city engineer/U.S. Post Office prior to final approval; and

(d) There shall be at least one accessible route from the principal use(s) to the respective joint mailbox which:

(i) As located on private property, shall comply with SHMC 17.84.050 and the applicable Building Code as administered by the Building Official; and

(ii) As located within a public right-of-way or public street, shall comply with SHMC 18.12.110 or as required by the City Engineer.

CHAPTER 18.12 STREETS

18.12.110 Sidewalks and Clustered Mailboxes.

(1) The location of neighborhood mailboxes, or clustered mailboxes, must be determined before installation of the sidewalk. Where clustered mailboxes or other objects larger than single mailboxes are within a sidewalk, the walk shall be widened to provide clearance equal to the required sidewalk width in accordance with the standard details.

(2) In no case shall the sidewalk clear space be smaller than 36 inches.

(3) Ramps, landings, changes in level, and protruding objects along the accessible route to the clustered mailbox shall comply with the applicable ANSI standards.

(4) Edge protection along an accessible route to the clustered mailbox shall be in accordance with the applicable ANSI standards.

(5) At least one turning space shall be provided at the front of each clustered mailbox unit. The turning space shall conform to the applicable ANSI standards and shall be either be:

(a) A circular space having a 72-inch (1829 mm) minimum diameter; or

(b) A T-shaped space within a 72 inch (1829 mm) minimum square, with arms and base 48 inches minimum (1219 mm) in width. Each arm of the T shall be clear of obstructions 24 inches (610 mm) minimum in each direction, and the base shall be clear of obstructions 36 inches (914 mm) minimum.

(6) The sidewalk clear space and turning space may overlap.



ARCHITECTURAL DESIGN GUIDELINES

FOR THE CONSERVATION OF TRADITIONAL DESIGN IN OLDE TOWNE, ST. HELENS

ABRIDGED VERSION FOR ADOPTION | PORTLAND STATE UNIVERSITY | FORMWORKS PLANNING GROUP | 2012 | ORDINANCE 3164



XXXXXXXXXXXXXXXXXXXX

Front cover photograph showing south side of St. Helens
downtown waterfront (c. 1950); from City of St. Helens
Collection.

ARCHITECTURAL DESIGN GUIDELINES

FOR THE CONSERVATION OF TRADITIONAL DESIGN IN OLDE TOWNE, ST. HELENS

A Portland State University and City of St. Helens collaboration

This version abridged for adoption considerations

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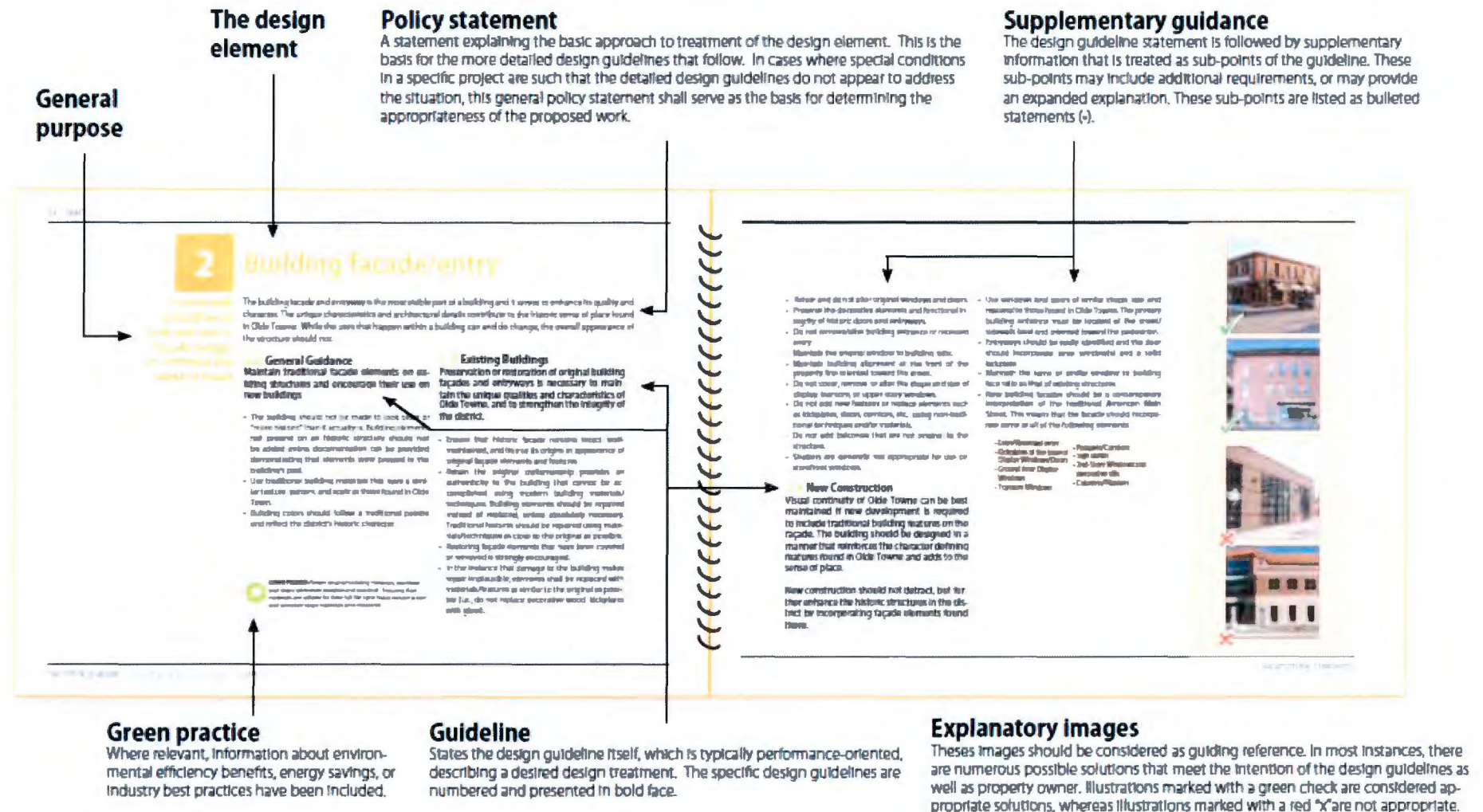
Photos and Graphics

City of St. Helens Collection
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Victor Sanders

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HOW THE GUIDELINES ARE ORGANIZED



INTRODUCTION

Olde Towne St. Helens, a historic riverfront center of commerce, has a diversity of buildings styles. Enough historic buildings built in the 19th century and the early 20th century remain that the City's original downtown character is largely intact. The prevailing style in the area is best defined as Commercial Vernacular. However, the Olde Towne also includes Gregorian Revival, Simplified Classical, and Neoclassical Revival styles.

The buildings of Olde Towne St. Helens resemble those of the Railroad and Industrial Growth Era found in many cities in the United States. Following the devastating fire of the early 1900s, buildings were rebuilt in the Progressive Era utilizing stone, brick, and poured in place concrete. The character of Olde Towne is greatly influenced by these two periods, which fall within those identified by the State Historic Preservation Office, as outlined by the National Trust for Historic Preservation:

- **1866-1883: Railroad and Industrial Growth**
- **1884-1913: Progressive Era**
- **1914-1940: The Motor Age**
- **1941-1967: War and Post-War Era**

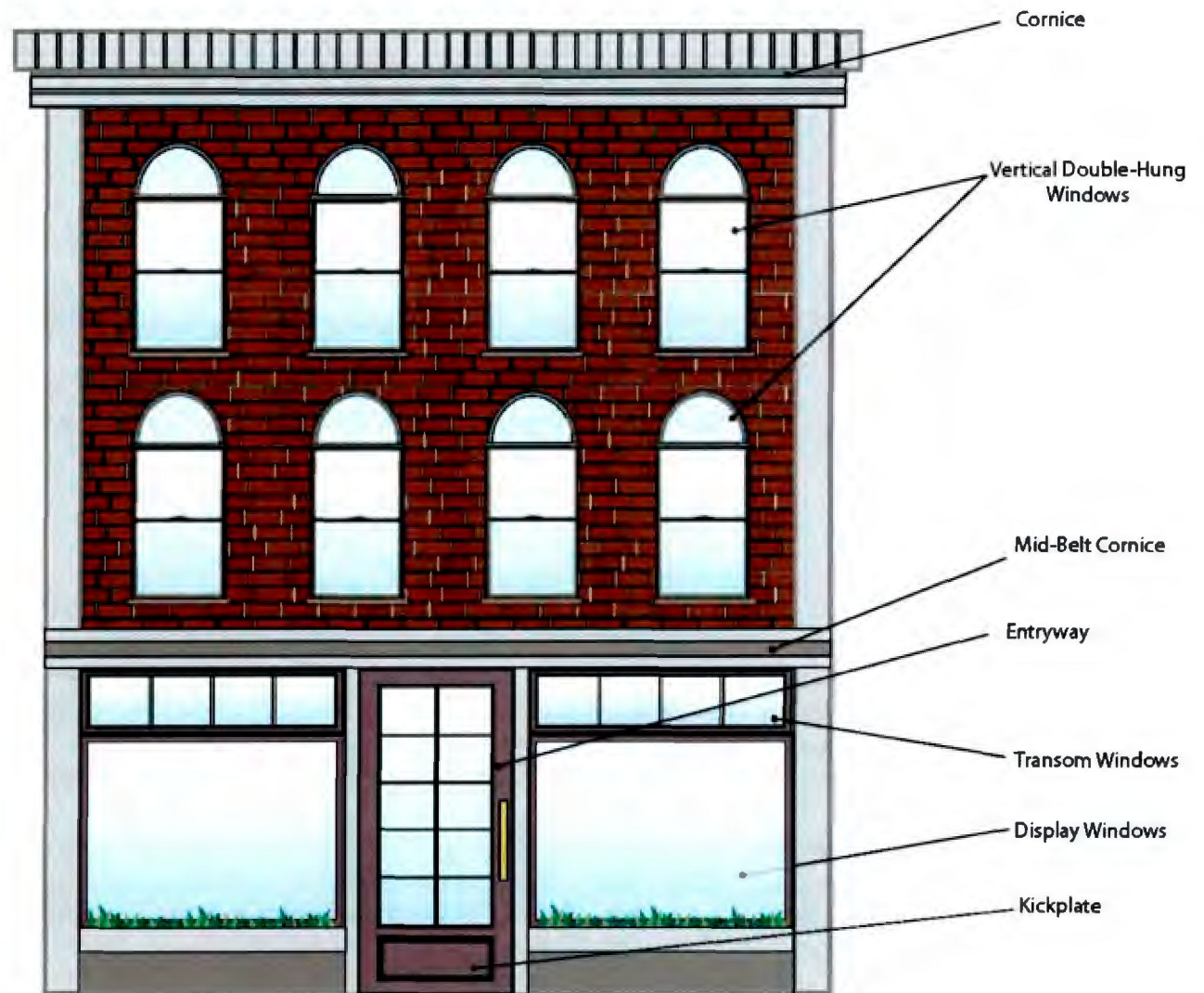
Ground floor spaces were built for retail business function, providing large window openings for maximum visibility. Most commercial buildings were 1-3 stories with the upper stories devoted to office, residential or other supporting activities.

These guidelines are intended to preserve character-defining features of the area. The identified character defining features include, but are not limited to:

- **Façade materials and entryways**
- **Proportion and building massing**
- **Vertically aligned upper-story windows**
- **Large first-floor storefront windows**
- **Awnings**
- **Storefront alignment and orientation**
- **Similar building size and width**

While it's not the intent to recreate or mimic a historic structure for new construction or building additions, these design guidelines encourage use of historically significant building designs and features of the existing building stock. The guidelines provide recommendations for compatible and complementary new building design.

Buildings in Olde Towne are predominantly Commercial Vernacular style, with the features illustrated here. Ground floor spaces were built to serve a retail business function and were outfitted with large display windows and prominent entryways for maximum visibility. Most of these commercial buildings are 1-3 stories. Traditionally, upper stories were used as office space, residential units, or other supporting activities. Note the symmetry in design, window-to-wall ratio, and prominent mid-belt.



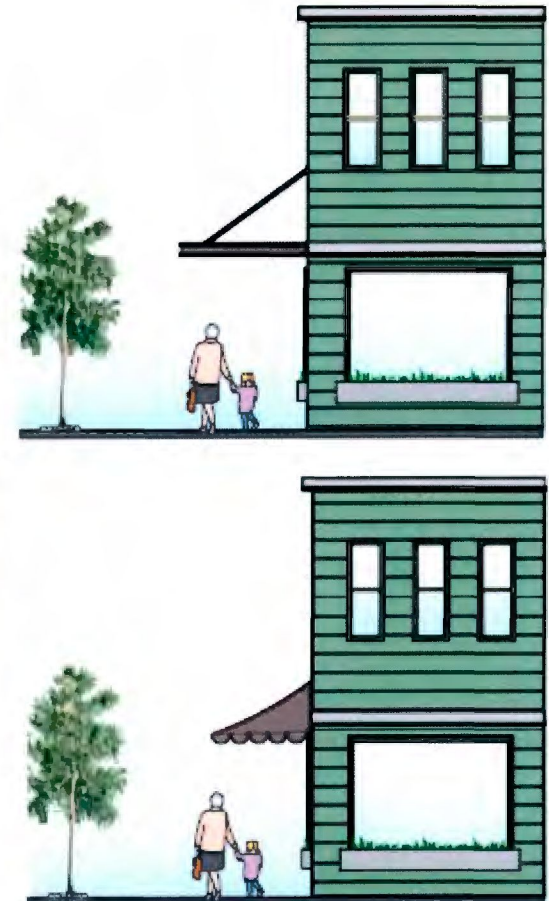
1. AWNINGS & CANOPIES

Encourage the continued use of historically appropriate awnings and canopies.

Awnings and canopies have historically been located on many buildings in Olde Towne, and their continued use and reintroduction is important in creating a pedestrian friendly environment. Awnings and canopies provide shade in the summer and encourage outdoor dining and window-shopping. In the cooler months, awnings provide pedestrians with a protected area in which to move about the district. They are an important character-defining feature of Olde Towne.



◆ Awnings help moderate temperatures inside buildings by providing shade during summer months. During winter months, it is best to remove or retract awnings to provide solar heat gain and day lighting. Operable awnings and canopies are encouraged to allow for response to changing climate conditions.



1.2 GENERAL GUIDANCE

Awnings and canopies should complement neighboring features and reflect the historic use of awnings and canopies within Olde Towne.

- Awning height should match that of neighboring historic structures.
- Awnings are appropriate only below the mid-belt cornice.
- Appropriate support mechanisms include wall-mounted brackets, posts and chains.
- Install awnings and canopies in ways that minimize damage to historic building fabric and so they can be removed in the future without negative effects.

1.3 EXISTING BUILDINGS

Original awnings should be maintained; removed original awnings can be replaced.

- Fixed metal canopies are encouraged where historic evidence demonstrates that a canopy once existed. Canvas awnings should not be used in lieu of metal awnings where metal awnings once existed.
- Replacing awnings on historic structures should be done with care to the character-defining features of the façade. Awnings should accentuate features of the structure, and fit within its overall character. Do not

place awnings so that they cover or damage historic details or eliminate windows.

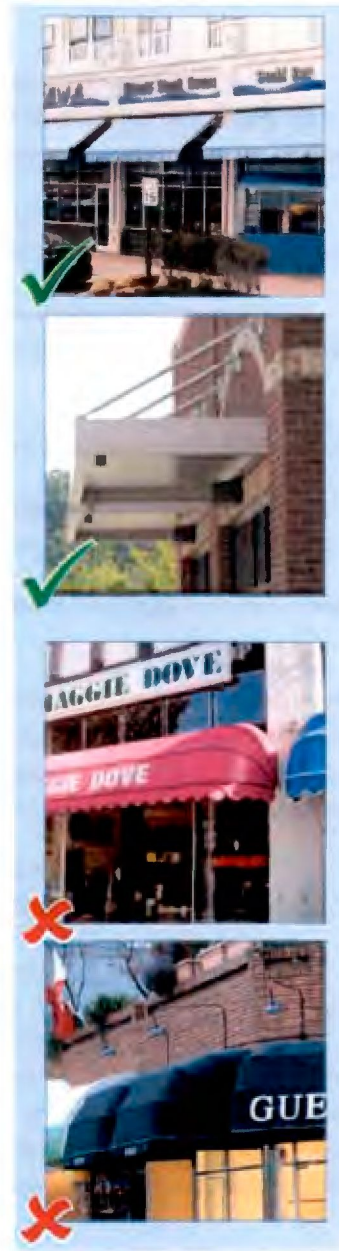
If constructing a new awning on a structure where none existed historically, attempt to match the design, style, material and height of other district awnings (see additional guidelines in New Construction as well).

- New awnings should be mounted to highlight features that may be found above the storefront and should not hide character-defining features.
- A new awning should not be constructed if doing so will disrupt the form and style of the structure.

1.4 NEW CONSTRUCTION

New commercial buildings may integrate an awning to project over the sidewalk, providing shade and protection for pedestrians.

- Simple hanger-rod suspended metal canopies are preferred; retractable canvas awnings are also acceptable.
- Awnings should be rectangular or straight in shape, not arched.
- Solid colors are preferred; striped designs are acceptable on canvas awnings.
- Awnings should ideally span the length of the building face. At a minimum, awnings should project over the primary entrance to a structure.



2. BUILDING FAÇADE/ENTRY

Encourage a traditional look and feel in façade design to continue the sense of place.

The building façade and entryway is the most visible part of a building and it serves to enhance a structure's quality and character. The unique characteristics and architectural details of a façade contribute to the historic sense of place found in Olde Towne. While the uses that happen within a building can and do change, the overall appearance of the structure should not.



Retain original building materials, windows and doors whenever possible and practical. Ensuring that materials are utilized for their full life cycle helps reduce waste and conserve virgin materials and resources.

2.2 GENERAL GUIDANCE

Maintain traditional façade elements on existing structures and encourage their use on new buildings.

- The building should not be made to look older or “more historic” than it actually is. Building elements not present on an historic structure should not be added unless documentation can be provided demonstrating that elements were present in the building’s past.
- Use traditional building materials that have a similar texture, pattern, and scale as those found in Olde Towne.
- Building colors should follow a traditional palette and reflect the district’s historic character.
- Maintain the original window-to-building ratio found historically.

2.3 EXISTING BUILDINGS

Preservation or restoration of original building façades and entryways is necessary to maintain the unique qualities and characteristics of Olde Towne, and to strengthen the integrity of the district.

- Ensure that the historic façade remains intact, well-maintained, and true to its origins in appearance of original façade elements and features.

- Retaining the original craftsmanship provides an authenticity to the building that cannot be accomplished using modern building materials/ techniques. Building elements should be repaired instead of replaced, unless absolutely necessary. Traditional features should be repaired using materials/techniques as close to the original as possible.
- Restoring façade elements that have been covered or removed is strongly encouraged.
- In the instance that damage to the building makes repair implausible, elements shall be replaced with materials/features as similar to the original as possible (i.e., do not replace decorative wood kickplates with glass).
- Retain and do not alter original windows and doors.
- Preserve the decorative elements and functional integrity of historic doors and entryways.
- Do not remove/alter building entrance or recessed entry.
- Maintain building alignment at the front of the property line oriented toward the street.
- Do not cover, remove, or alter the shape and size of display, transom, or upper-story windows.
- Do not add new features or replace elements such as kickplates, doors, cornices, etc. using non- traditional techniques and/or materials.

- Do not add balconies that are not original to the structure.
- Shutters are generally not appropriate for use on storefront windows.

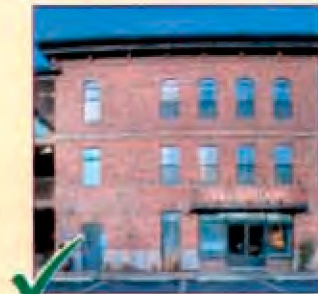
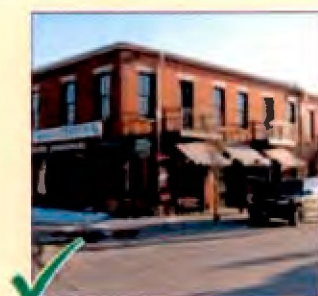
2.4 NEW CONSTRUCTION

Visual continuity of Olde Towne can be best maintained if new development includes traditional building features on the façade. The building should be designed in a manner that reinforces the character-defining features found in Olde Towne and adds to the sense of place.

New construction should not detract, but further enhance the historic structures in the district by incorporating façade elements found there.

- Use windows and doors of similar shape, size, and material to those found in Olde Towne. The primary building entrance must be located at the street/ sidewalk level and oriented toward the pedestrian.
- Entryways should be easily identified and the door should incorporate large window(s) and a solid kickplate.
- New building façades should be a contemporary interpretation of the traditional Commercial Vernacular. This means that the façade should incorporate some or all of the following elements:

- Entry/Recessed Entry
- Kickplates at the Base of Display Windows/Doors
- Ground Floor Display Windows
- Transom Windows
- Parapets/Cornices
- Sign Bands
- Second-Story Windows and Decorative Sills
- Columns/Pilasters



3. BUILDING LIGHTING

Lighting should be well designed and purposeful.

Lighting for commercial storefronts can have a dramatic impact on the appearance of a building at night, and can create a more interesting and inviting environment, encouraging commercial and social activities after business hours. Care should be taken in lighting installation so as not to overwhelm the façade. New lighting should be subtle and well placed to illuminate entries and signage.

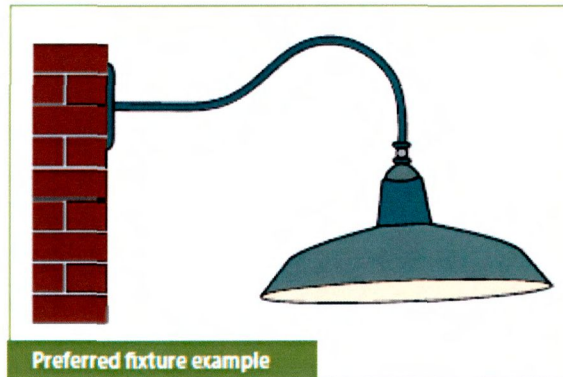


Utilize appropriately hued, high efficiency lighting to reduce energy demand. Properly positioned lighting can help eliminate light pollution, reduce energy costs, and provide a safer environment.

3.2 GENERAL GUIDANCE

Incorporate appropriate lighting to improve the pedestrian environment and help foster a comfortable and safe place to shop and stroll.

- Install partially- or fully-shielded light fixtures that only emit light downwards (do not emit light upwards or sideways) to mitigate the impacts of exterior light pollution.
- When adding lighting, only add fixtures that are appropriate to the building and complementary of the district.



3.3 EXISTING BUILDINGS

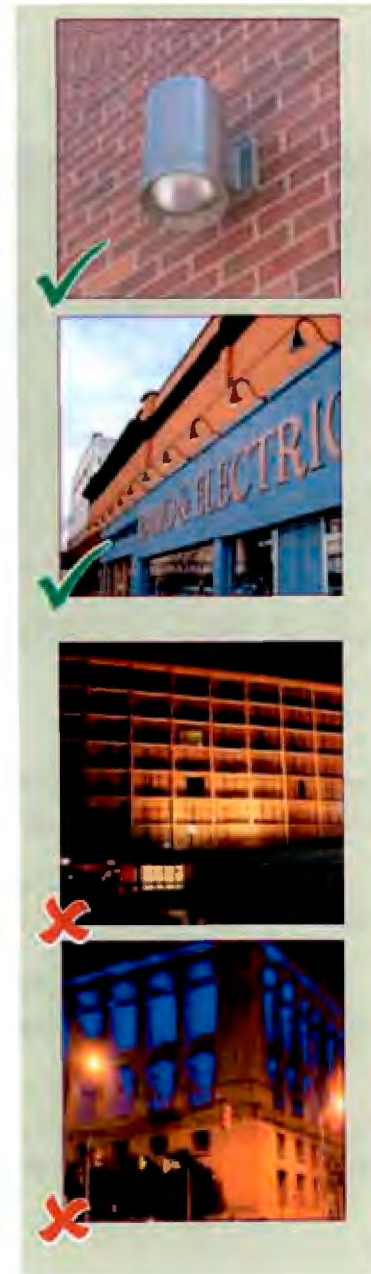
Where historic building lighting is present, strong measures should be taken to maintain durability of the existing lighting units. Where lighting is added, care should be taken to minimize negative impacts to the building façade.

- Original lighting fixtures should be retained and repaired whenever possible.
- When adding lighting, only add lighting where appropriate and needed to illuminate building features or signage. Do not over-light. When adding lighting only, add fixtures that are appropriate to the building and complementary of the district.

3.4 NEW CONSTRUCTION

New commercial or mixed-use buildings should incorporate lighting features appropriate to the character of Olde Towne.

- New lighting fixtures should have simple designs that do not draw attention away from the façade, or should draw on period lighting style to complement façade details.



4. SIGNAGE

Signage that creates visual delight is preferred.

Commercial signs in Olde Towne should identify businesses, promote merchandise or service within, attract customers, provide direction and information, and in some cases create visual delight and architectural interest. Poor quality commercial signage creates an uninviting image and suggests lack of consideration for the historic character of the retail storefronts.

NOTE: The following is meant as a supplement to the city's Sign Code. Sign permits, obtained through the Planning Department, are required pursuant to the St. Helens Development Code.

When considering materials for signage, prioritize those that are locally harvested and/or extracted, contain recycled materials, rapidly renewable materials or Forest Stewardship Council (FSC) certified wood.

4.2 GENERAL GUIDANCE

Signs should complement the historic and cultural significance of the area and be sensitive to existing architectural patterns and features found in Olde Towne.

- Signs should not obscure important architectural details.
- Signs should align with other signs on the block to create a pattern of horizontal and vertical façade features.
- Signs should be positioned to emphasize special shapes or details of the façade, draw attention to the shop entrance, or emphasize a display window.
- Buildings should use signs that are appropriately scaled, durable, and consistent with other signage in Olde Towne. Signs should be good neighbors within a block.
- Wall signs should be well positioned and appropriately sized within architectural features, such as the panels above storefronts on the primary or secondary building front, on the transom, or flanking doorways.
- Projecting signs should be positioned along the first floor level of the façade. Projecting signs may take on their own special shape, or create their own symbol within the overall façade design.

- Awnings may have building or business names or street address on the apron, but may not function as signs with extensive text areas.

Murals shall not become a predominating visual element of the streetscape.

- Murals must create and/or promote a similar character or feel to the Olde Towne district.
- Wall murals and other artwork of noncommercial nature should be sympathetic to historical context.



The Strand looking south c. 1913

4.3 EXISTING BUILDINGS

Signs should be maintained; signs that are historically represented in photographs may be replaced given compliance with other sign regulation. Murals can be maintained or recreated based on evidence, or created to honor building history.

- Honor historic uses of the structure by investing in mural refurbishment or depicting historically accurate ads, commercial displays, or logos previously displayed on the building.

4.4 NEW CONSTRUCTION

Sign materials should be durable and easy to maintain.

- Appropriate sign materials include painted or carved wood; carved wooden letters; epoxy letters; galvanized sheet metal; slate, marble, or sandstone; gold leaf; gilt, painted, stained, or sandblasted glass; clear and colored acrylic; neon; or stained glass.
- Lighting external to the sign surface with illumination directed toward the sign is preferred. Internally lit signs are generally discouraged.
- Light level should not overpower the façade or other signs on the street.

- The light source should be shielded from pedestrian view.

- Neon is acceptable, though can be restricted in size, if it does not obscure architectural detail or overly illuminate display windows. Neon lights should have an authentic, period or hand crafted look, and should not flash or otherwise vary in display.

- Lettering styles should be proportioned, simple, and easy to read. In most instances, a simple typeface is preferred over a faddish or overly ornate type style.

- As a general rule, the letterforms should occupy no more than 75% of the total sign panel.

4.5 FREESTANDING SIGNS

The standards herein shall apply to freestanding signs as applicable.

- As an independent feature, a freestanding sign should incorporate architectural features of the building it serves or otherwise complement the historic and cultural significance of the area and be sensitive to architectural patterns and features of Olde Towne.

- If freestanding sign will serve an existing building that is not compatible with the architectural patterns and features of Olde Towne, it should not reflect those incompatible features, but be compatible on its own.



5. MAINTENANCE

Protect important character defining features.

Modern use of historic structures inherently comes into some measure of conflict with the desire to preserve them. Therefore, everyone involved in the operations and maintenance of historic structures should be aware of a structure's significant and character-defining features, past treatments, and how maintenance can be applied to best preserve the structure. Considerable attention should be given to the exterior appearance and upkeep of commercial storefronts in the Olde Towne District. Maintaining high quality building façades can help attract visitors and promote the area in general.



Cleaning compounds can harm vegetation and contaminate groundwater and the nearby Columbia River, degrading the river ecology. Clean only as often as needed to maintain building and site appearance and safety, and use water and cleaning products efficiently to ensure that chemicals do not run into the sewer system. Use biodegradable and low-impact cleaning products whenever possible; look for reputable environmental labels on products, such as Green Seal.

The repair, maintenance and preservation of historic structures often require specialized sets of skills and knowledge about the proper methods and treatment of materials and details of construction. The availability of individuals who have the expertise is far less today than when the structure was erected. However, it is strongly recommended that the owner of a historic structure seek out those individuals.

5.2 GENERAL GUIDANCE

Prior to beginning an alteration or addition project, evaluate what cleaning or alteration may be necessary to the existing materials.

- Assess the condition of all elements of the structure. Identify areas of deterioration or other problems and prioritize treatments for both corrective and preventive maintenance.

Ongoing maintenance of all exterior components should promote the visual appearance of the district.

- Scrape off old or loose paint and use wood filler where wood is damaged. Replace only places that are damaged rather than replacing entire wood frames. Prime and paint raw wood and ensure compatible colors. When painting, the surface should be gently cleaned and appropriate primer used. Caulking and good outdoor paint should be used. Match new mortar with the original mortar in color, composition, profile and depth.
- Replace an entire masonry feature that is too deteriorated to repair. Use the remaining physical evidence to guide the new work, and match new to old.
- When installing new roofing, it is advisable to remove previous roof layers. There should be no more than three layers of roofing material to prevent structural damage.

Utilize low impact site and exterior hardscape maintenance techniques whenever possible.

- Chemical and cleaning applications can cause environmental damage and pollute natural water sources. Whenever possible, natural, biodegradable cleaning agents should be used.

- Use the gentlest means possible and the gentlest products possible in cleaning historic materials so as not to damage an underlying finish or substrate.

- Test all cleaning products and methods in the least noticeable location. Evaluate the results to see how effective the products and methods are. Visually inspect for adverse effects or damage resulting from the cleaning.

- Never sandblast brick or stone surfaces using dry or wet grit or other abrasives including walnut casings, seashells or glass pellets. These methods of cleaning permanently destroy the surface of the material, may harm the mortar, and speed up deterioration.

When restoration of a building is not feasible and the building is not in use, proper management steps of unoccupied buildings should be taken so that the building can be restored for another use in the future.

Proper “mothballing” techniques include:

Documentation

1—Document the architectural and historical significance of the building.

2—Prepare a condition assessment of the building.

Stabilization

1—Structurally stabilize the building, based on a professional condition assessment.

2—Exterminate or control pests, including termites and rodents.

3—Protect the exterior from moisture penetration.

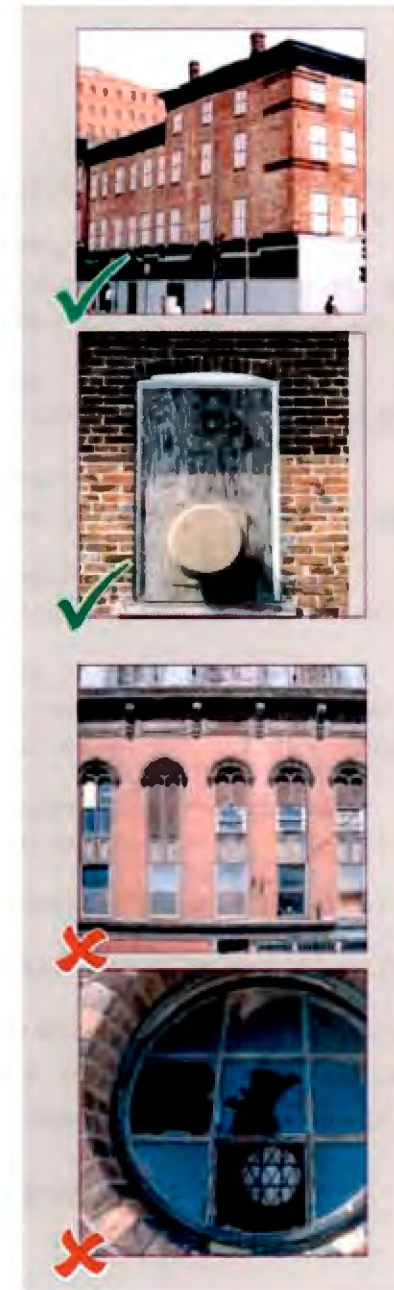
Mothballing

1—Secure the building and its component features to reduce vandalism or break-ins.

2—Provide adequate ventilation to the interior.

3—Secure or modify utilities and mechanical systems.

4—Develop and implement maintenance and monitoring plan for protection.



6. MATERIAL & BUILDING COLORS

A traditional pallet of colors and materials are preferred.

Building materials of new structures and additions or alterations should contribute to the visual continuity of the district. The materials should appear similar to those seen traditionally to establish a sense of visual continuity.

Buildings consume a large portion of Earth's natural resources, including 40% of raw stone, gravel, and sand and 25% of virgin wood. Choosing more sustainable building materials can mitigate negative environmental impacts and conserve virgin materials and resources. Utilize salvaged building materials, look for products with recycled content, containing rapidly renewable materials, Forest Stewardship Council (FSC) certified wood, and/or locally harvested or extracted components.

6.2 GENERAL GUIDANCE

Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize the historic district should be preserved.

- Match brick and mortar in color, profile and texture to that of the original building or to another neighboring historic building.
- Where possible, use materials indigenous to the region and/or manufactured or supplied locally.



6.3 EXISTING BUILDINGS

During rehabilitation of buildings, replace materials with similar material types to maintain original appearance of the structure.

- Brick that has not been painted should not be painted.
- Match stone coursing, finish and joints to original.
- Maintain historical architectural detailing at window heads, cornices, belt course, and corners.
- Generally, the use of plastic, bright-unfinished metal, unpainted wood, and false stone is inappropriate and discouraged.
- Retain and preserve original wall and siding materials when possible and appropriate.
- Avoid removing siding that is in good condition or that can be repaired in place.
- Remove only the siding that is deteriorated and must be replaced.
- To preserve the character, defining-features of the historic façade materials do not cover or obscure the original façade.
- If the original material has been covered, uncover it, if feasible.

6.4 NEW CONSTRUCTION

To maintain visual consistency, building materials used on the exterior of buildings should be traditional materials that are more durable.

- Alternative materials to the traditional stone or brick should appear similar in scale, proportion, texture and finish to those used traditionally. Durability should be considered when alternative materials are reviewed.
- Do not use bricks that are larger than the standard size.
- Stone should be limited to colors and types similar to those found in Olde Towne buildings (basalt or similar for face stone, rubble stack okay for non- frontage building faces). Use existing stonework as an example.

Use building materials and construction practices that evoke a sense of permanence and are compatible with St. Helens' historic buildings.

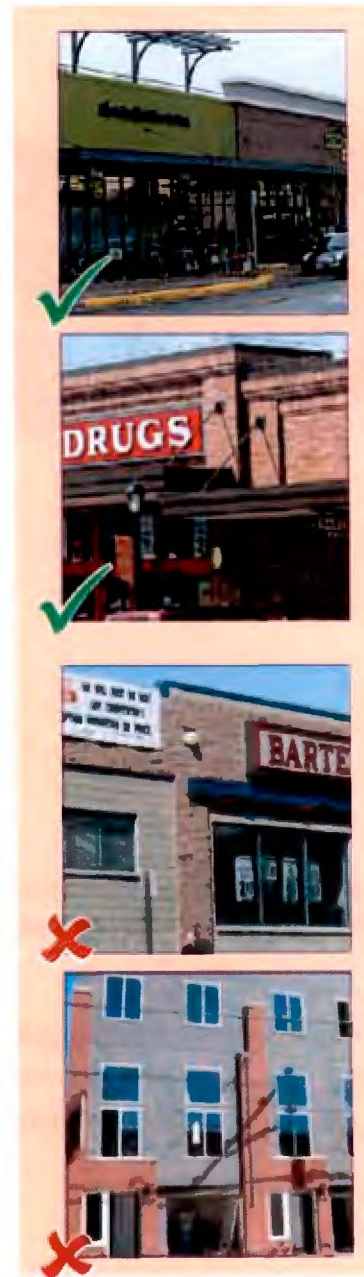
- Incorporate one of the following building materials, found on traditional American Main Street commercial storefronts, into the design of the ground floor (street facing) facades:



- T-111 or similar sheet materials
- Stucco clad foam (EFIS)
- Vinyl siding
- Log construction

Prohibited materials

- Generally, the use of plastic, bright-unfinished metal, unpainted wood, and false stone is inappropriate and discouraged.
- Concrete and wood siding should be painted using a palette of earth tone or muted colors. Bright, neon- like colors are strongly discouraged. Paint color choice is the owner's decision, but painting a structure to be a good neighbor on the block is encouraged.



7. R O O F

Reduce the visual impact of rooftop activities.

Reducing the visual impact of mechanical equipment and rooftop activities is a simple way to enhance the District. Doing so ensures that the rhythm and pedestrian scale features of the district are maintained.



The use of non-reflective roofing surfaces contributes to the heat island effect by absorbing the sun's warmth, which then radiates into the surroundings. There are significant negative impacts associated with the resulting increase in ambient temperatures, from increased cooling loads to disruption of wildlife. When conducting roof replacement or repair consider roofs with high solar reflectance index (SRI) or a vegetated roof system.

7.2 GENERAL GUIDANCE

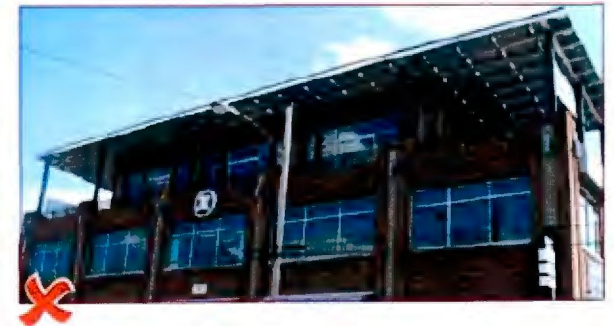
Minimize the visual impact of mechanical systems and equipment by locating these as far away from the façade as possible.

- Locate mechanical penthouses, photovoltaic panels, and other utility service boxes and devices in the rear or sides of the building. If on the rooftop area, locate at the rear or area furthest from the primary public way.
- Attempt to place utility connections away from the façade.
- Mechanical systems that cannot feasibly be placed as far out of view as possible should be screened from view using integrated architectural features, such as parapet walls on the roof or flush mounted service cabinets on the façade or sides of the building.



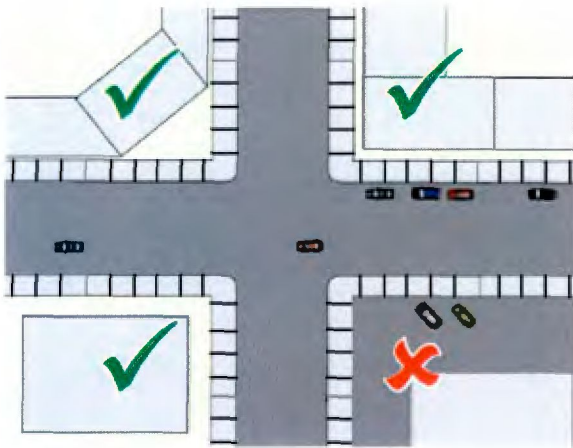
Rooftop decks and other accessible areas on the roof should be set back from the edges of the roof so they may not be easily seen from the street.

- Rooftop decks and other associated activities on the roof should be designed to be as low profile as possible.



8. SETBACK, ORIENTATION & BULK

Create a pedestrian corridor that is visually interesting and inviting.



• New construction in Olde Towne will achieve maximum compatibility if built with little to no setback from the sidewalk. This illustration shows acceptable building design in Olde Towne. Note that the building with a large setback allowing for a parking lot is not an acceptable design.



Many buildings are historically aligned for efficient sun and wind exposure. Solar-oriented buildings with longer axis on geographic east-west have significant energy savings and increased occupant comfort due to maximized southern solar exposure.

Historic Olde Towne was developed with the pedestrian in mind. Businesses were built to the front of the property line facing the street and large ground-floor windows displayed the goods and services that could be found inside. The conspicuous location of these display windows served to draw the would-be customer into the grocery, restaurant, barber, etc., while modern commercial districts are oriented toward the car driver (e.g., the Highway 30 business corridor). Because Olde Towne is focused on facilitating a positive pedestrian experience that encourages visitors to spend time in the district and frequent many destinations, it is important to ensure that buildings continue to be built to the property line.

Buildings at the property line create a corridor of visual interest for the pedestrian that encourages movement along the street. Where this line ends (buildings are setback from the street) or where the building face is blank and unwelcoming, movement ceases.

8.2 EXISTING BUILDINGS

This guideline does not generally concern rehabilitation of existing buildings, though care should be taken to honor historic uses, entrances, and overall building scale when dealing with existing buildings.

8.3 NEW CONSTRUCTION

Buildings should be oriented toward the street and at the front of the existing property line, though some exceptions may be made (as deemed appropriate by the Historic Landmarks Commission).

- Orientation of the building and building entrance should be toward the street/sidewalk.
- The primary building entrance should be located at the street/sidewalk level.
- Always design front façades with a strong sense of entry.
- A traditional building size, form, and street setback oriented toward pedestrian scale should be used.

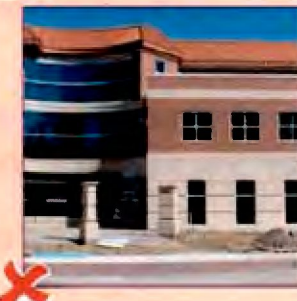
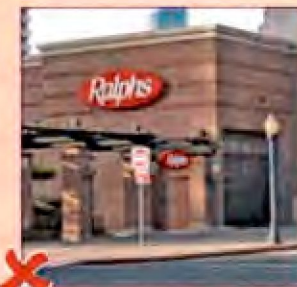
Buildings should be similar in height, bulk, and scale and should relate to adjacent structures and the street.

- Break up uninteresting boxlike forms into smaller, varied masses like those of most buildings from the historic period.
- New buildings should be designed with a mix of wall areas with door and window elements in the façade like those found on the district's historic buildings. Also consider the width-to-height ratio of bays in the façade. The placement of openings with respect to the façade's overall composition, symmetry, or balanced asymmetry should be carefully imitated.

- Relate the roof forms of the new buildings to those found in the area. Duplication of the existing or traditional roof shapes and materials on new construction is one way of making new structures more visually compatible.
- Avoid new construction that greatly varies from traditional area building heights (too high or too low).



◀ The identity of Olde Towne is strengthened by the collective symmetry displayed along the blocks of the district. While each building has an individual identity and interpretive design, each adheres to the bulk and setback traditions of the historic Commercial Vernacular style. This should be continued in all new construction.



9. WINDOWS

Convey a traditional design with large and tall windows.

The proportions of window and door openings are important visual characteristics of commercial buildings. Whenever possible, the original size, division and shape, and materials should be retained, restored, or duplicated. Windows are an important element in creating a pedestrian-friendly streetscape, as well as providing adequate daylighting and ventilation to a structure. Additionally, windows are among the most conspicuous element in historic and contributing structures of Olde Towne. They provide both function (daylighting, ventilation, and views), as well as form, which is fundamental to a building's appearance and heritage value.



Consider conducting an energy audit that includes the evaluation of window performance. Whenever possible and practical, make best use of original windows and take careful steps to ensure good condition and adequate repair of original windows to increase performance. Consider systems such as storm windows, weather-stripping, insulated coverings, curtains and awning to increase performance.

9.2 GENERAL GUIDANCE

The Olde Towne tradition of large storefront windows must be continued by appropriately maintaining existing windows and maximizing the window-to-wall ratio of ground-floor façades in new construction and/or additions.

- Storefront and ground-floor windows should be designed to provide excellent visual connections between the sidewalk and commercial space.
- The use of opaque and false windows is inappropriate.
- Windows and their respective elements should complement the historic styles and colors of the district and neighboring structures.
- Do not attempt to create a false historical appearance through the selection of windows that may simply appear to have an antiquated style or design.

9.3 EXISTING BUILDINGS

Original windows are to be maintained; original windows which are covered should be uncovered.

- When replacing or repairing windows, do not use substitute materials that neither convey the same appearance nor are physically compatible.
- Transom windows should be preserved; if previously covered, they should be restored.
- Do not cover or obscure historical windows, particularly on upper levels. Where structural rehabilitation requires covering of windows, fill the window cut with complementing building materials.
- Install interior storm windows where original windows are character-defining or when exterior storm windows would obstruct or alter original trim or other character-defining features.
- Introducing or changing the location or size of windows is not appropriate.

Extensively deteriorated or missing windows should be entirely replaced with surviving prototypes.

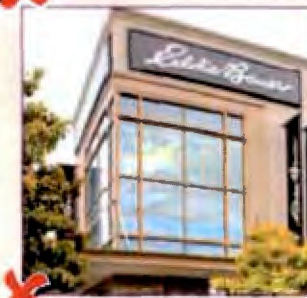
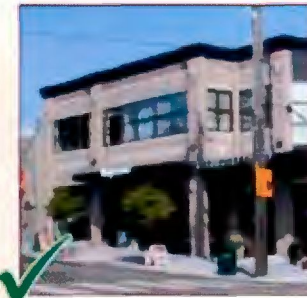
- If no surviving replacement windows exist to replace missing or damaged windows, an overall window rehabilitation or replacement program should be considered as a strategy to increase energy efficiency and enhance the building's character.
- Archival photographs should be used to match original window styles of the building.
- Testing proposed window replacements should be undertaken. See guidelines for New Construction (below) if window replacement occurs.

9.4 NEW CONSTRUCTION

Storefront windows and upper-floor windows should incorporate appropriate traditional design that enhances the character-defining features of the district and neighboring historic resources.

- Buildings must incorporate upper-story windows which face the street, are transparent, and have a traditional design.
- Upper-story windows with a vertical emphasis are preferred; windows which are twice as tall vertically as they are wide represent a more traditional design.

- Upper-story windows should be symmetrically placed with one another as well as with the overall building façade.
- Aligning upper-story windows with those of neighboring buildings is preferred.
- Storefront and ground-floor windows must be designed to provide excellent visual connections between the sidewalk and commercial space.
- Storefront windows should be symmetrically placed within the overall building face, with a recommended window-to-wall ratio similar to neighboring and existing district buildings.
- Transom windows should be used in storefront designs; use of etched glass or stained glass is appropriate for these types of windows.
- Historically considerate window kickplates, sash and sill colors and materials should be utilized.



HISTORIC PHOTOS OF OLDE TOWNE ST. HELENS

The following pages include various photos to provide examples to aid in use of this document



ABOVE & LEFT: Looking west from the Courthouse Tower. The Courthouse Plaza is visible in the lower left corner of both photos. The above photo is before 1913 while the left photo is c. 1917.

Historic photos continued



ABOVE & LEFT: Two perspectives looking south along S. 1st Street at the intersection of S. 1st Street and St. Helens Street (c. 1930).

Historic photos continued



ABOVE: (Top) The Strand looking south (the intersection of The Strand and Cowlitz Street is near the center of that photo). (Center) Old John Gum School. On either side are pictures from a bluff (the County Courthouse visible on the right). All photos c. 1913.

Historic photos continued

RIGHT: The Strand looking north. The intersection of The Strand and Cowlitz Street is near the center of the photo (c. 1915).



LEFT: The intersection of The Strand and Cowlitz Street looking east with the Columbia River in background (c. probably 1910s or 1920s).

Historic photos continued



ABOVE & LEFT: Two perspectives looking north along S. 1st Street at (left) or near (above) the intersection of S. 1st and Cowlitz Streets (c. 1924).

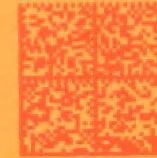
Historic photos continued

RIGHT: The intersection of Cowlitz and S. 1st Streets looking east along Cowlitz Street (c. probably 1910s).



LEFT: The Strand looking north. This photo taken south of the Cowlitz Street and Strand intersection, probably close to the southerly extent of The Strand (c. 1877).





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