

BOARD OF COUNTY COMMISSIONERS FOR
COLUMBIA COUNTY, OREGON

AGENDA REQUEST FORM

DATE: March 25, 2025

REQUESTED MEETING DATE: April 2025 LENGTH OF TIME: 10 minutes

DEPARTMENT DEADLINE: 7/10/2025

NAME: Deborah S. Jacob, Senior Planner

DEPARTMENT: Land Development Services

REVIEW FOR LEGAL SUFFICIENCY OBTAINED: _____ YES _____ NO _____ NA

FINANCE REVIEW: _____ YES _____ NO _____ NA

PROJECT REQUEST FORM SUBMITTED: _____ YES _____ NO _____ NA

AGENDA REQUEST MADE TIMELY: _____ YES _____ NO (IF NO, DESCRIBE EMERGENCY, BELOW)

ITEM REQUEST WILL BE FOR (SELECT ALL THAT APPLY):

Information Only

Discussion/Action

Executive Session Under

Public Hearing

Report

ORS 192.660(2)()

Brief Description of Topic To Be Discussed:

Public Road naming Request (LDS File No. Road 37) submitted by Larry Gustafson, representing Karmels LLC, Ellis Karen D RLT and KDE LLC, for a new private road located off Nehalem Highway N near the intersection with Stoney Point Road.

Description of Attached Documents:

Road 37 Application Materials

Comments received from Agencies

Final Order for RDF 22-40

Description of Why Agenda Request Made Late (if applicable):

BOARD COMMUNICATION

FROM THE LAND DEVELOPMENT SERVICES DEPARTMENT

MEETING DATE: _____ **CONSENT AGENDA**

TO: BOARD OF COUNTY COMMISSIONERS

FROM: Deborah S. Jacob, Senior Planner, Land Development Services



SUBJECT: ROAD NAMING REQUEST - ROAD 37

Larry Gustafson, Karmels LLC, Ellis Karen D RLT and KDE LLC, Applicant and three Property Owners

New Private Road off Nehalem Highway North

DATE: March 25, 2025

SUMMARY:

Larry Gustafson, representing the three property owners, has submitted an application (ROAD 37) to name a new private road that is intended to serve three proposed forest dwellings authorized with the Land Development Services review and approval of RDF 22-40, RDF 22-39 and RDF 22-38. The new private road is located all three Primary Forest (PF-80) zoned properties associated with Tax Map ID Numbers 5426-00-00303, 5426-00-00304 and 5426-0000305/ Tax Account Numbers 441185, 441186 & 441187.

This road naming request is required in order for the property owners to satisfy Condition 7 (d) of RDF 22-40 (attached) prior to the issuance of any building permits.

On December 16, 2024 the applicant submitted a road naming request with the three options of, "Dairy Ridge Lane", "Dairy Ridge Drive", and "Dairy View Lane". Because the Official Named Roads in Columbia County already included "Dairy Lane" as an existing private road, County Planning Staff contacted the applicant and requested he submit three alternative names for this new private road that did not include "Dairy" to help ensure timely responses from emergency responders consistent with the Purpose of the Columbia County Rural Addressing Systems Ordinance.

On March 17, 2025, the applicant revised Road 37's Proposed Road Names to 'Countryside Drive', "Forest Ridge Lane" and "Starlight Lane" as his first, second and third preferences.

On March 21, 2025 Columbia County 911 Operations Manager Dannell Hooper recommended the applicant's third choice, Starlight Lane as the preferred new road name. On March 19, 2025, Scott Toenjes, Engineering Technician with the County Public Works Department commented that they have no objections to any of the three choices and stated the applicant

needs to check with ODOT on street name signage and stop sign requirements for new private roads off Nehalem Highway North. As of the date of this Board Communication, no other comments have been submitted to Land Development Services from the Vernonia Post Office, Vernonia Rural Fire District, the Columbia County Cartographer, or West Oregon Electric Co-op.

FINDING:

The submitted application for the naming of “ Starlight Lane” meets criteria set forth in Section VII, Road Names, of Ordinance 81-6 as amended; specifically 7.04 Naming of Private Roads and 7.05 Citizen Request for Road Names. Staff finds the applicant's third choice will help to ensure timely emergency responses to the affected properties.

RECOMMENDATION:

Based on the Summary and Finding. Staff recommends the Board of Commissioners approve the applicant’s third choice, “Starlight Lane” for the name of the new private road off Nehalem Highway North.

ATTACHMENTS:

1. Road 37 Application to Name a Road & Maps
2. Comments from Columbia 911 and County Public Works Department
3. Final Order for RDF 22-40

cc: Scott Toenjes, County Public Works Department
RDF 22-40, RDF 22-39 & RDF 22-38 LDS Planning Files

RECEIVED

DEC 16 2024

192-24-000286-PLNG

ROAD 37
5426-W-303
304
305

COLUMBIA COUNTY
LAND DEVELOPMENT SERVICES

Columbia County Courthouse ♦ St. Helens, Oregon 97051 ♦ (503) 397-1501 ♦ Fax: (503) 366-3902
Land Development Services

APPLICATION TO NAME / RENAME A ROAD

Applicant Name <i>Larry Gustafson</i>	Date of Application <i>12/16/24</i>	
Mailing Address <i>31455 Northwest Nonakowski Rd.</i>	Applicant Signature <i>Larry Gustafson</i>	<i>Karen Ellis (Owner)</i>
City, Zip <i>Buxton, OR 97109</i>	Phone Number <i>503-805-8135</i>	

Email: *larrygustafson1@hotmail.com* *Karmelsflowers@gmail.com*

Township, Range, Section(s): *T5N R4W Sec. 26 + 27*

General Location: *On the south side of Nehalem Hwy North (Hwy 47), 3 miles northeast of Vernonia, 150' southwest of Stoney Point Rd intersection.*

Current Road Name: (If any) *None*

Proposed Names: 1st Choice: *Dairy Ridge Lane* *Country Side Drive* *3/17/25*
 (Please list three) 2nd Choice: *Dairy Ridge Drive* *Forest Ridge Lane* *new*
 3rd Choice: *Dairy View Lane* *Starlight Lane* *road names*

Reason for Name Change: *New driveway established for 3 home sites.*

Affected Properties: (Attached additional page if necessary)

Owner Name (Print) <i>Karmel's LLC (Karen Ellis)</i>	Address <i>58176 Wilson Cutoff Rd. (Mailing Address) Vernonia, OR 97064</i>
Signature <i>Karen Ellis</i>	Tax Account # <i>Tax Lot # 303 RDF 22-40 5426-W-303</i>
Owner Name (Print) <i>Karen Ellis</i>	Address <i>Same</i>
Signature <i>Karen Ellis</i>	Tax Account # <i>Tax Lot # 304 RDF 22-39 5426-W-304</i>
Owner Name (Print) <i>KDE LLC (Karen Ellis)</i>	Address <i>Same</i>
Signature <i>Karen Ellis</i>	Tax Account # <i>Tax Lot # 305 RDF 22-38 5426-W-305</i>

Applicant: Please return completed application to Land Development Services.

For Office Use Only

Date Rec'd *12/16/24* Receipt # *405856* Check# *\$1343.12* Staff *Amy/Deb*

Deborah Jacob

From: larry gustafson <larrygustafson1@hotmail.com>
Sent: Monday, March 17, 2025 8:44 AM
To: Deborah Jacob
Subject: Corrected Road Name List for Karen Ellis

RONB 37



You don't often get email from larrygustafson1@hotmail.com. [Learn why this is important](#)

Good morning Deborah,

Over the weekend Karen decided to make changes to the road name list that I emailed to you on Friday afternoon (March 15th.).

So please disregard that list!

Here are Karen's revised/final choices:

1st Choice: Countryside Drive

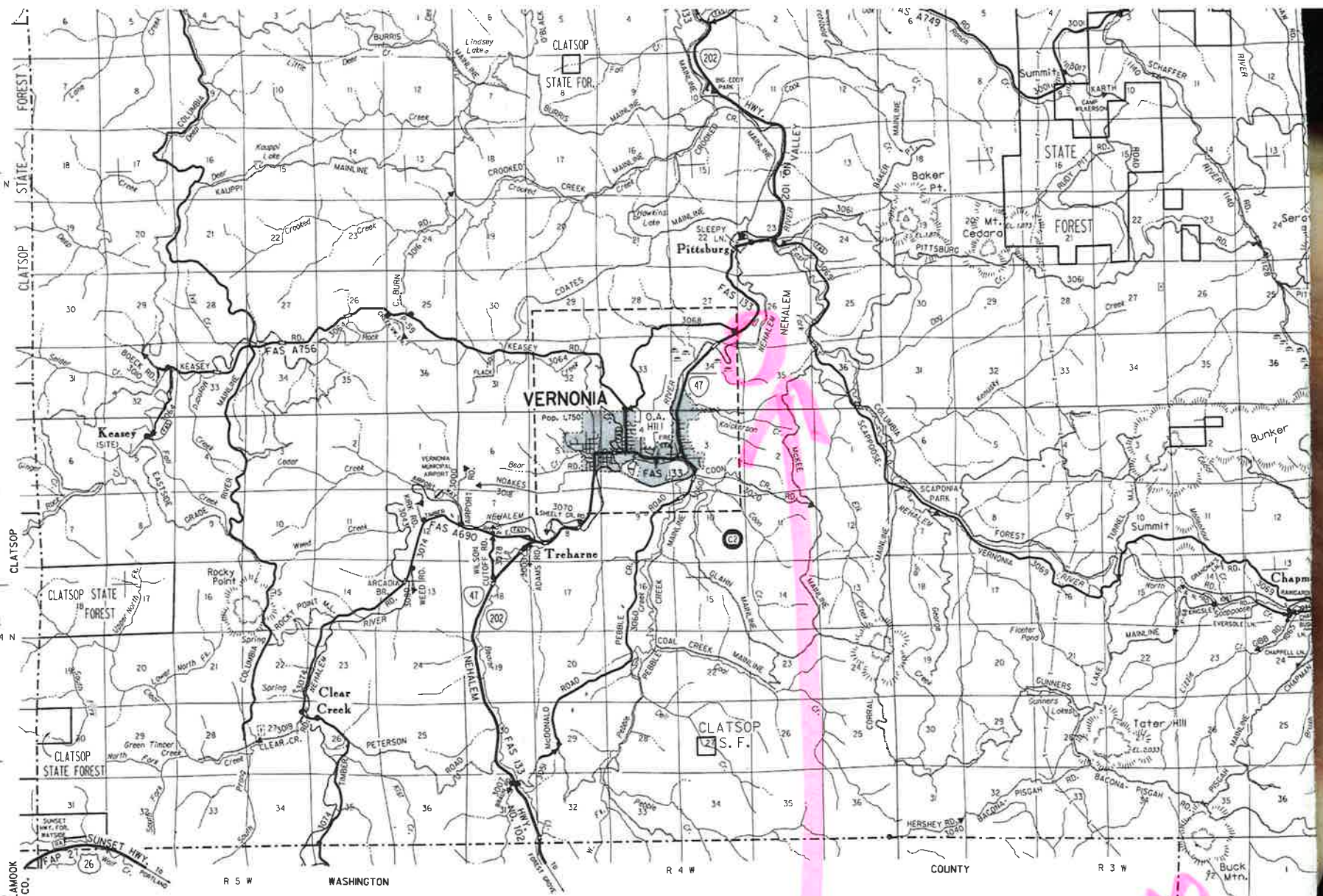
2nd Choice: Forest Ridge Lane

3rd Choice: Starlight Lane

I will also call you this morning to verify that you received Karen's revised choices.

Thank you,
Larry Gustafson

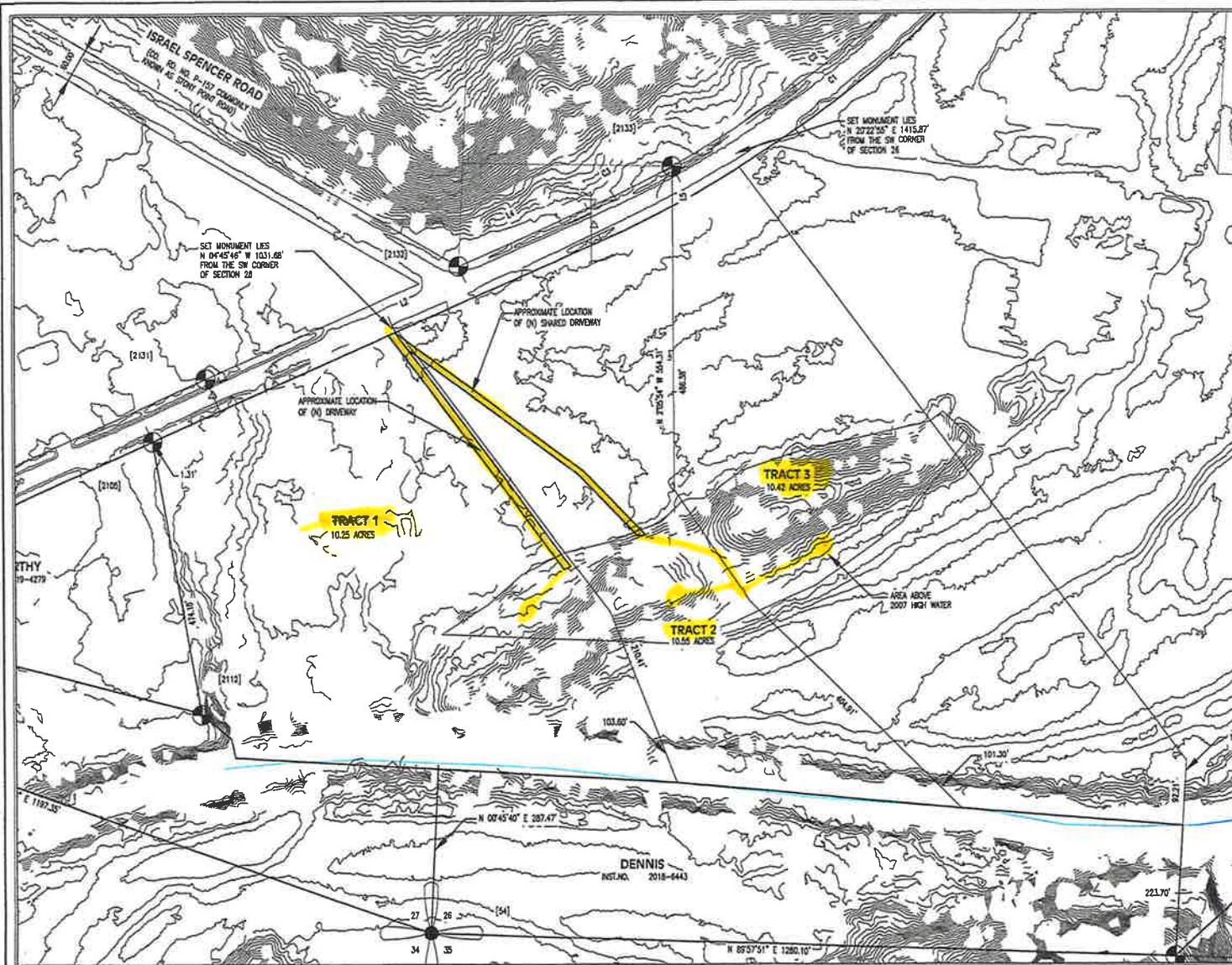
Cell #503-805-8135



VICINITY MAP
ROAD 37

WASHINGTON

T 3 N



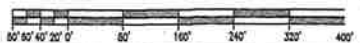
LEGEND

⊕ FOUND MONUMENT AS NOTED SET A 5/8" X 30" BRON ROD WITH A YELLOW PLASTIC CAP MARKED "ALS SURVEYING INC."

(X) POINT NO.

▭ (N) DRIVEWAY

PROPOSED CONDITIONS PLAN



DATE: 05/15/2020
 CONCEPT PLAN
 NOT FOR CONSTRUCTION

REV.	REVISION RECORD	DATE

Lower Columbia Engineering
 St. Helens, Oregon
 503.966.0290

PROJ. NO:	3235	DRIVEWAY DEVELOPMENT
ENGR. BY:	CLM	ELLIS BFE DETERMINATION
APPR. BY:	LARRY GUSTAFSON	
FILE:	D-3235-C-2	DATE: 05/15/21

SHEET **C-2**

Road 37 Aerial View



Oregon Statewide Imagery Program (OSIP) - Oregon Imagery Framework Implementation Team

12/16/2024 3:07 PM

Disclaimer: This map was produced using Columbia County GIS data. The GIS data is maintained by the County to support its governmental activities and is subject to change without notice. This map should not be used for survey or engineering purposes. Columbia County assumes no responsibility with regard to the selection, performance or use of information on this map



10/10/10
10/10/10
10/10/10

THIS SIDE FOR OFFICIAL USE ONLY

REFERRAL AND ACKNOWLEDGMENT

- To:
- City of _____ (If inside UGB)
 - Columbia 911
 - County Roadmaster
 - Fire District (Name: Vernonia)
 - Post Office (City: Vernonia)
 - Cartography
 - Electric Utility West Oregon

RECEIVED
MAR 21 2025
Land Development Services

Planner: Deb Jacob

Date Mailed: _____ Reply by: _____

This Application to Name/Rename a Road is being referred to you for your information and comment. Your recommendation and suggestions will be used by the County Planning Department and/or the Columbia County Board of Commissioners in arriving at a decision. Your prompt reply will help us to process this application and will ensure the inclusion of your recommendations in the decision making process. Please comment below.

1. ___ We have reviewed the enclosed application and have no objection to its approval as submitted. We recommend choice # _____.
2. Please see our comments below.
3. ___ We are considering the proposal further, and will have comments to you by _____.
4. ___ Our board must meet to consider this; we will return their comments to you by _____.
5. ___ Please contact our office so we may discuss this.
6. ___ We recommend denial of the application, for the reason(s) below:

COMMENTS: We recommend 3rd choice: Starlight Lane - YES

No. #1: Compound words always have ambiguity of 1 or 2 words

No. #3: Contains 2 ^{reserved} USPS street types in the road Name (Ridge, Lane)

Signed: Jannel A. Harper

Title: operations manager Date: 3/19/2025

Agency: Please return completed Referral and Acknowledgment to Land Development Services

RECEIVED
DEC 16 2024
Columbia County Courthouse
Land Development Services

192-24-000280-PLNG

ROAD 37
5426-W-303
304
305

COLUMBIA COUNTY
LAND DEVELOPMENT SERVICES

Columbia County Courthouse ♦ St. Helens, Oregon 97051 ♦ (503) 397-1501 ♦ Fax: (503) 366-3902

APPLICATION TO NAME / RENAME A ROAD

Applicant Name <i>Larry Gustafson</i>	Date of Application <i>12/16/24</i>
Mailing Address <i>31455 Northwest Nowakowski Rd.</i>	Applicant Signature <i>Larry Gustafson</i> <i>Karen Ellis (Owner)</i>
City, Zip <i>Buxton, OR 97109</i>	Phone Number <i>503-805-8135</i>

Email: *larrygustafson1@hotmail.com* *Karmelsflowers@gmail.com*

Township, Range, Section(s): *T5NR4W Sec. 26+27*

General Location: *On the south side of Nehalem Hwy North (Hwy 47), 3 miles northeast of Vernonia, 150' southwest of Stoney Point Rd intersection.*

Current Road Name: (if any) *None*

Proposed Names: 1st Choice: *~~Dairy Ridge Lane~~ Country Side Drive* *3/17/25*
 (Please list three) 2nd Choice: *~~Dairy Ridge Drive~~ Forest Ridge Lane* *Received*
 3rd Choice: *~~Dairy View Lane~~ Starlight Lane* *new road names*

Reason for Name Change: *New driveway established for 3 home sites.*

Affected Properties: (Attached additional page if necessary)

Owner Name (Print) <i>Karmel's LLC (Karen Ellis)</i>	Address <i>58176 Wilson Cutoff Rd. Vernonia, OR 97064</i> (Mailing Address)
Signature <i>Karen Ellis</i>	Tax Account # <i>Tax Lot # 303 RDF 22-40 5426-W-303</i>
Owner Name (Print) <i>Karen Ellis</i>	Address <i>Same</i>
Signature <i>Karen Ellis</i>	Tax Account # <i>Tax Lot # 304 RDF 22-39 5426-W-304</i>
Owner Name (Print) <i>KDE LLC (Karen Ellis)</i>	Address <i>Same</i>
Signature <i>Karen Ellis</i>	Tax Account # <i>Tax Lot # 305 RDF 22-38 5426-W-305</i>

Applicant: Please return completed application to Land Development Services.

For Office Use Only

Date Rec'd *12/16/24* Receipt # *405852* Check# *1343.12* Staff *Amy/Dab*

Deborah Jacob

From: Scott Toenjes
Sent: Wednesday, March 19, 2025 2:46 PM
To: Deborah Jacob
Cc: Grant DeJongh; Sara Smith
Subject: Road Naming Application, Karen Ellis, Road 37
Attachments: 1719_001.pdf



Hi Deb,

Here are the Public Works Departments comments for this road naming application:

1. The Public Works Department is okay with any of the three proposed choices.
2. Applicant should check with ODOT on street name signage and stop sign requirements.

Thank you.

Scott Toenjes | Engineering Technician | Columbia County Public Works
1054 Oregon Street, St Helens, OR 97051
503-366-3963 | F 503-397-7215 | scott.toenjes@columbiacountyor.gov

Service ~ Engagement ~ Connection ~ Innovation

My current schedule is Monday – Thursday. If you require immediate assistance on Friday, please call the Public Works office at 503-397-5090. For emergencies, call 911.

**BEFORE THE COLUMBIA COUNTY
DEPARTMENT OF LAND DEVELOPMENT SERVICES
ST. HELENS, OREGON**

SIGN-OFF COPY

In the matter of an application of)
Karmel's LLC to site a single-family)
dwelling in the Primary Forest (PF-)
80) Zone.)

Final Order RDF 22-40

This matter came before the Columbia County Department of Land Development Services for the application of Lower Columbia Engineering, for the property owner Karmel's LLC, to site a single family forest dwelling in the PF-80 Zone. The approximate 10.3-acre subject property is located off Nehalem Highway N and is located in current Tax Map Number 5426-00-00303 and Tax Account Number 441185.

The Template Test for the subject property dated June 23, 2021 (TT 21-67) confirmed there were 7 dwellings and 16 parcels established prior to 1/1/93 within a 160 acre template centered on the subject, verifying the property meets the minimum requirements of proposed forest dwellings identified in Section 506 of the Zoning Ordinance.

Notification of this request was sent to the Upper Nehalem CPAC, affected agencies and surrounding property owners. Those notified were given ten (10) days to submit comments or objections regarding the proposal or to request that the matter be referred to the Planning Commission for review at a public hearing. Receiving no request for a public hearing, Land Development Services staff has considered the application.

The Columbia County Planning Manager hereby adopts the findings, conclusions and conditions as stated in the staff report and incorporates them herein by this reference and **APPROVES** this application submitted for **RDF 22-40** subject to the following conditions:

CONDITIONS OF APPROVAL

1. **This Forest Dwelling Permit shall remain valid for four (4) years from the date of the final decision.** This permit shall become void, unless the proposal has commenced in conformance with all conditions and restrictions established herein within the four-year validity period. One 2-year extension may be granted by the Planning Director if requested in writing with the appropriate fee before the expiration date, given the applicant is not responsible for failure to develop.
2. This Forest Dwelling Permit allows a non-resource related dwelling on the subject property, which, in turn, enables the applicant(s) to apply for Building Permits (including septic) and other permits necessary for development. This Forest Dwelling Permit

addresses and allows this land use only and does not guarantee approval of any other permits necessary for the future development of the subject property.

3. Primary and secondary fuel-free fire breaks shall be established and maintained for the dwelling allowed by this Forest Dwelling Permit and all accessory structures pursuant to OAR 660-006-0035 and the March 1991 Recommended Fire Siting Standards for Dwellings & Structures & Fire Safety Design Standards for Roads, published by the Oregon Department of Forestry (or) Equivalent Fire Buffers approved by Columbia County Board Order No. 239-97.
4. The dwelling allowed by this Forest Dwelling Permit and all accessory structures shall: 1) have a fire retardant roof, 2) not be sited on a slope greater than 40 percent, and 3) have a spark arrester for any and all chimneys, fireplaces and pellet stoves.
5. The responsibility for protection from wildlife damage on the property shall be assumed by the dwelling's owner and/or occupant.
6. All site development shall be located at least 75' from the top of the bank of the Nehalem River. All development shall meet the applicable criteria listed in CCZO Section 1170.
7. The following shall be completed prior to issuance of any Building Permits:
 - a. The applicant shall submit a Septic Construction Permit to Land Development Services (LDS).
 - b. The applicant shall obtain an approved Floodplain Development Permit prior to any development within the identified flood hazard area.
 - c. The applicant shall provide to LDS documentation from Vernonia Rural Fire Protection District confirming that the property's access to Nehalem Highway N is adequate for temporary access by Fire Service equipment.
 - d. The applicant shall submit the Road Naming Request to Land Development Services in order to officially name the shared access off of Nehalem Highway N. Because this will be shared between the approvals of RDF's 22-38, 22-39, and 22-40, all affected property owners shall sign the application for the road naming request.
 - i. This request shall be accompanied the recorded easement on all affected properties as well as a road maintenance agreement pertaining to the ongoing maintenance of the private road.

- e. The applicant shall obtain approval from the Columbia County Public Works Department stating that the shared access off of Nehalem Highway N meets current Private Road Standards.
 - f. The applicant shall obtain a Road Access Permit from the Oregon Department of Transportation.
 - g. The applicant shall obtain and record a secondary firebreak easement on the adjacent property, tax lot 5426-00-00304. This easement and maintenance agreement shall be wide enough to fulfill the full 130' primary and secondary firebreak buffers around the proposed dwelling.
 - h. The applicant shall record a *Waiver of Remonstrance* against ongoing accepted forest and agricultural practices on adjacent properties and record this notarized document with the County Clerk. A copy of this recorded document shall be provided to Land Development Services.
 - i. The applicant shall file a *Timber Stocking Survey* with Land Development Services pursuant to the provisions in Section 507.4 of the Columbia County Zoning Ordinance.
 - j. The applicant shall file and record a well log with the State of Oregon Water Resources Department documenting the proposed forest dwelling is utilizing an approved domestic water supply per the provisions in OAR 660-006-0029(3). A copy of this recorded well log shall be submitted to Land Development Service (LDS).
8. All future site development on the tract shall be clustered together with the home site and shall be reviewed for consistency with the applicable provisions in Section 500, 1100, 1170 and 1190 of the Zoning Ordinance related to development of PF-80 zoned properties located within Peripheral Big Game Habitat.
9. Prior to Final Occupancy: Documentation shall be submitted to LDS confirming the subject property has final access approval from Vernonia Rural Fire Protection District.

COLUMBIA COUNTY LAND DEVELOPMENT SERVICES



 HAYDEN RICHARDSON, PLANNING MANAGER

3/14/22

 DATE