



**WATER SUPPLY:**        Private well. Is the well installed?        Yes        No  
No water needed.        Community system. Name \_\_\_\_\_

**METHOD OF SEWAGE DISPOSAL:**        Community Sewer. Name \_\_\_\_\_  
       Not applicable.  
Vault toilet. No sewer or septic needed.        Septic System.  
If Septic, does the subject property already have a system?        Yes        No  
If no, is the property approved for a Septic System?        Yes        No

**ELECTRICITY SUPPLIER:** N/A

**CONTIGUOUS PROPERTY:** List all other properties you own which have boundary lines touching this property:

<u>Tax Account No.</u>	<u>Acres</u>	<u>Co-owners (if any)</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>

**ACCESS CONSULTATION:** The applicant has consulted with the local Rural Fire Protection District regarding emergency apparatus access.

Fire Official's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**CERTIFICATION:**  
I hereby certify that all of the above statements, and all other documents submitted, are accurate and true to the best of my belief and knowledge.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

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Planning Department Use Only

Date Rec'd. 9/23/24 Hearing Date: \_\_\_\_\_  
Receipt No. 40537-10/8/24 Or: Administrative \_\_\_\_\_

Zoning: PF-80 Staff Member: DLS jms

Previous Land Use Actions: PRE 24-03

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### CONDITIONAL USE PERMIT FACT SHEET

Please attach extra pages if necessary.

1. **New Uses:** What new uses will occur on the property if this Conditional Use Permit is approved? Describe your project.

Trail staging area improvements - addition of 16' x 16' picnic shelter, approximately 10,000 SF paved area lot with 18 standard parking spaces and one ADA space, a 9' x 16' vault toilet, bicycle parking, bicycle repair station, trailhead and historical information signage, two vegetated stormwater swales, and landscaping area along the perimeter including native trees and shrubs.

2. **Suitability:** Why is the property suitable for this use (considering lot size, shape and location, access and roads, natural features and topography, existing improvements, etc.)?

The trail staging area occupies a relatively small site within a public easement at the periphery of privately-owned forest land. Adjacent to the Crown-Zellerbach Trail, the site is relatively level, outside the floodplain, and not within any riparian buffer areas.

3. **Compatibility:** How will the use be compatible with surrounding uses?

Located at the perimeter of forest land and adjacent to the City of Vernonia's Urban Growth Boundary, proposed improvements will not impede or increase the cost of forestry activities in surrounding areas. The parking lot will be screened by vegetation from nearby residential uses. As a day use area, the use will not contribute any nuisances such as nighttime glare or noise from generators.

4. Impact: What impact will the proposed use have on existing public facilities, or on your neighbors' use of their land? Why?

No connections to existing public facilities are proposed. Stormwater will be managed on-site by vegetated swales (see Exhibit A - Stormwater Report). The site will be accessible from the existing E. Knott St. right-of-way. As the site has already been in use as a trail staging area, there is no change of use proposed that would significantly alter the character of the area or impact neighbor's uses of their land. A Traffic Impact Study conducted by Lancaster Mobley found that peak hour and daily trips generated by the use would not rise to the level that would require a full Traffic Impact Analysis (see Exhibit F - Traffic Impact Statement). Note that trip estimates in the TIS are for total usage, not net new trips.

5. Hazards: Does the proposed use create any hazardous conditions such as fire hazards, traffic hazards, slope stability hazards or use any poisonous materials? Please describe them.

No hazardous conditions will be created by the proposed use. In conformance with fire siting standards a 30-foot fuel-free fire break will be maintained around both structures. The Vernonia Rural Fire Protection District found that access and water for the proposed use adequate (see Exhibit D - Fire District Letter). A geotechnical analysis performed by Rapid Soil Solutions found no hazards related to slope stability (see Exhibit B - Geotechnical Report). A Traffic Impact Study (TIS) was conducted by Traffic Impact Study (TIS) was conducted by Lancaster Mobley (see Exhibit F - Traffic Impact Study). The TIS included a sight-distance of E. Knott St. and OR-47 (located approximately 3,250 feet west of the site) as requested by the City of Vernonia.

The TIS did not identify any traffic hazards related to the proposal, and did not recommend any safety mitigation measures.  
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### CONDITIONAL USE PERMIT APPLICATION

**PROPOSED USE:** Trail staging area and picnic shelter

**APPLICANT** Riley Baker, Columbia County Park Dept. & Brett Kahr, Lower Columbia Engineering

Riley Baker: 230 Strand St., St. Helens, OR 97051 Riley.Baker@columbiacountyor.gov (971) 328-2537

Brett Kahr: 58640 McNulty Way, St. Helens, OR 97051 brett@lowercolumbiaengr.com (503) 366-0399

Are you the \_\_\_\_\_ property owner? \_\_\_ owner's agent?

**PROPERTY OWNER:** \_\_\_\_\_ same as above, OR:  Applicant and Applicant's Agent

Name: Holce Logging Co. Inc.

Mailing Address: PO Box 127, Vernonia, OR 97064

<u>Vernonia</u>	<u>OR</u>	<u>97064</u>
City	State	Zip Code

Phone No.: Office 503.429.6783 Home (cell) 503.791.3501

**PROPERTY ADDRESS** (if assigned): N/A

_____	_____	_____
City	State	Zip Code

**TAX MAP NO.:** 4403-00-00100 Acres: 106.5 Zoning: PF-80

\_\_\_\_\_ Acres: \_\_\_\_\_ Zoning: \_\_\_\_\_

\_\_\_\_\_ Acres: \_\_\_\_\_ Zoning: \_\_\_\_\_

**PRESENT USES:** (farm pasture, forest, residential, etc.)

<u>Use:</u>	<u>Approx. Acres</u>
<u>Trail staging area</u>	<u>0.4</u>
<u>Recreational Trail</u>	<u>1.8</u>
<u>Forestry</u>	<u>104.4</u>
<b>Total acres (must agree with above):</b>	<u>106.5</u>

File No. CU \_\_\_\_\_

**WATER SUPPLY:** \_\_\_\_\_ Private well. Is the well installed? \_\_\_\_ Yes \_\_\_\_ No  
No water needed. \_\_\_\_\_ Community system. Name \_\_\_\_\_

**METHOD OF SEWAGE DISPOSAL:** \_\_\_\_\_ Community Sewer. Name \_\_\_\_\_  
Vault toilet. No sewer or septic needed. \_\_\_\_\_ Not applicable.  
\_\_\_\_\_ Septic System.  
If Septic, does the subject property already have a system? \_\_\_\_ Yes \_\_\_\_ No  
If no, is the property approved for a Septic System? \_\_\_\_ Yes \_\_\_\_ No

**ELECTRICITY SUPPLIER:** N/A \_\_\_\_\_

**CONTIGUOUS PROPERTY:** List all other properties you own which have boundary lines touching this property:

<u>Tax Account No.</u>	<u>Acres</u>	<u>Co-owners (if any)</u>
_____	_____	_____
_____	_____	_____

**ACCESS CONSULTATION:** The applicant has consulted with the local Rural Fire Protection District regarding emergency apparatus access.

Fire Official's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**CERTIFICATION:**

I hereby certify that all of the above statements, and all other documents submitted, are accurate and true to the best of my belief and knowledge.

Date: 7/18/2009 Signature: *Randall E. Hiler, Pres.*

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Planning Department Use Only

Date Rec'd. \_\_\_\_\_ Hearing Date: \_\_\_\_\_

Or: Administrative \_\_\_\_\_

Receipt No. \_\_\_\_\_

Zoning: \_\_\_\_\_ Staff Member: \_\_\_\_\_

Previous Land Use Actions: \_\_\_\_\_

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**PROPOSED USES:**

Trail staging area improvements - addition of 16' x 16' picnic shelter, approximately 10,000 SF paved area lot with 18  
standard parking spaces and one ADA space, a 9' x 16' vault toilet, bicycle parking, bicycle repair station, trailhead and historical  
information signage, two vegetated stormwater swales, and landscaping along the perimeter including native trees and shrubs.

**WATER SUPPLY:**  Private well. Is the well installed?  Yes  No  
 No water supply needed  Community system. Name \_\_\_\_\_

**METHOD OF SEWAGE DISPOSAL:**  Community Sewer. Name \_\_\_\_\_  
 Vault toilet. No sewer or septic.  Not applicable.  
 Septic System.  
If Septic, does the subject property already have a system?  Yes  No  
If no, is the property approved for a Septic System?  Yes  No

**CONTIGUOUS PROPERTY:** List all other properties you own which have boundary lines touching this property:

<u>Tax Account No.</u>	<u>Acres</u>	<u>Co-owners (if any)</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

**CERTIFICATION:**

I hereby certify that all of the above statements, and all other documents submitted, are accurate and true to the best of my knowledge and belief.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**NOTE:** Please attach an accurate and detailed plot plan, including property lines, existing and proposed structures, location of septic tank and drainfield, farm - forest areas, large natural features (cliffs, streams, etc.).

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Planning Department Use Only

Date Rec'd. 9/23/24 Hearing Date: 11/6/25  
Or: Administrative \_\_\_\_\_

Receipt No. 405374 10/8/24 Stormwater & Erosion Control Fees \_\_\_\_\_

Zoning: df-80 Staff Member: [Signature]

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## COLUMBIA COUNTY PLANNING COMMISSION

Monday, January 6, 2025 at 6:30 PM

### **CU 25-01 and DR 25-01:**

Columbia County and Lower Columbia Engineering have applied for a Conditional Use Permit (CU 25-01) and Site Design Review (DR 25-01) for the following trail staging area improvements: 16' x 16' picnic shelter, paved parking area, vault toilet, bicycle parking and repair station, signage, stormwater swales, and landscaping. The subject property associated with map/taxlot 4403-00-00100 is zoned PF-80 and is approximately 106.5 acres.

### **RECOMMENDATION:**

Staff recommends that the Planning Commission open and immediately **CONTINUE** the hearing for CU 25-01 and DR 25-01, submitted by Columbia County and Lower Columbia Engineering, to the Planning Commission meeting on February 3, 2025, to allow additional time for the applicant to address design related concerns.

### **REASON FOR CONTINUANCE:**

The applicant will need additional time to address comments submitted by the City of Vernonia.

### **PROPOSED MOTION:**

*"I move to continue the hearing for CU 25-01 and DR 25-01 to the Planning Commission meeting on February 3, 2025, to allow the applicant to address comments submitted by the City of Vernonia".*

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### **DSU 25-01 and DR 25-04**

Columbia County Sports LLC has applied for a Determination of Similar Use Application (DSU 25-01) to allow a temporary frisbee golf course, wedding/event venue, putting course, golf simulators, driving range, indoor/outdoor sports, golf course, practice greens, club house and restaurant, and a Site Design Review Application (DR 25-04) for a temporary frisbee golf course and associated operations. The subject property associated with map/taxlot 4213-D0-00103 is zoned CS-R and is approximately 77 acres.

### **RECOMMENDATION:**

Staff recommends that the Planning Commission open and immediately **CONTINUE** the hearing for DSU 25-01 and DR 25-04, submitted by Columbia County Sports LLC, to the Planning Commission meeting on February 3, 2025, to allow additional time for the applicant to submit required materials.

### **REASON FOR CONTINUANCE:**

The following information is required to complete the review:

- **Trip Generation Memo:** Necessary to determine whether the proposal will trigger the applicant to conduct and submit a Transportation Impact Analysis (TIA).
- **Fire Marshal Letter:** Per CCZO Section 1026.2, the applicant is required to submit a letter from the local fire marshal regarding the necessary setbacks for fire safety.

**PROPOSED MOTION:**

*"I move to continue the hearing for DSU 25-01 and DR 25-04 to the Planning Commission meeting on February 3, 2025, to allow the applicant to submit the required Trip Generation Memo and Fire Marshal Letter regarding minimum setbacks".*

**COLUMBIA COUNTY  
LAND DEVELOPMENT SERVICES**

COURTHOUSE  
ST. HELENS, OREGON 97051  
PHONE (503) 397-1501



**WAIVER OF 120 AND 150 DAY RULE**

The undersigned hereby waives the requirement in ORS 215.427(1) that Columbia County must take final action on the application described below within 120 days (*inside urban growth boundary*) or 150 days (*all other applications*) of the application being deemed complete.

File Number: CU 25-01 and DR 25-01

Applicant Name(s) *please print*: Riley Baker, Chase Berg

Date Application Deemed Complete: 11/07/2024

Tax Account Number: 23870

Purpose: Improvement of Holce Trailhead site

Signed:  Date Signed: 01/06/2025  
Applicant Signature

Signed: \_\_\_\_\_ Date Signed: \_\_\_\_\_  
Applicant Signature

Signed: \_\_\_\_\_ Date Signed: \_\_\_\_\_  
Applicant Signature

ORS 215.427 provides that, outside Urban Growth Boundaries (UGBs), the governing body of a county or its designate shall take final action on an application for a permit, limited land use decision or zone change, including resolution of all appeals, within 150 days after the application is deemed complete. Land use decisions within UGBs must be completed, including resolution of all appeals, within 120 days.

RECEIVED  
JAN 06 2025  
Land Development Services

**COLUMBIA COUNTY  
LAND DEVELOPMENT SERVICES**

COURTHOUSE  
ST. HELENS, OREGON 97051  
PHONE (503) 397-1501

RECEIVED  
JAN 06 2025  
Land Development Services

**WAIVER OF 120 AND 150 DAY RULE**

The undersigned hereby waives the requirement in ORS 215.427(1) that Columbia County must take final action on the application described below within 120 days (*inside urban growth boundary*) or 150 days (*all other applications*) of the application being deemed complete.

File Number: Pre 24-03

Applicant Name(s) *please print*: Columbia County Parks

Date Application Deemed Complete: \_\_\_\_\_

Tax Account Number: 4403-00-0200

Purpose: holce trailhead improvements

Signed:  Date Signed: 1-6-25  
Applicant Signature

Signed: \_\_\_\_\_ Date Signed: \_\_\_\_\_  
Applicant Signature

Signed: \_\_\_\_\_ Date Signed: \_\_\_\_\_  
Applicant Signature

ORS 215.427 provides that, outside Urban Growth Boundaries (UGBs), the governing body of a county or its designate shall take final action on an application for a permit, limited land use decision or zone change, including resolution of all appeals, within 150 days after the application is deemed complete. Land use decisions within UGBs must be completed, including resolution of all appeals, within 120 days.

## Deborah Jacob

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**From:** Erin O'Connell  
**Sent:** Tuesday, December 3, 2024 11:18 AM  
**To:** Planning Department.UserGroup  
**Subject:** Re: Agency Comments Request- Holce Trailhead

Sanitation Comments:

The applicant will be required to obtain a Commercial septic system permit for the installation of the Vault Toilet. Construction standards, the site plan, and all applicable requirements will be reviewed at that time. Review and issuance of the septic permit will be required before any associated building permits for the project can be issued.

Erin O'Connell  
Environmental Services Specialist  
Columbia County Land Development Services  
503-397-7222

*Service ~ Engagement ~ Connection ~ Innovation*

**Please note: Land Development Services has moved to a new location at 445 Port Avenue, St. Helens 503-397-1501 and email, [onsite@columbiacountyor.gov](mailto:onsite@columbiacountyor.gov)**

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**From:** Amy Herzog <Amy.Herzog@columbiacountyor.gov>  
**Sent:** Monday, November 25, 2024 10:00 AM  
**To:** sborst@vernonia-or.gov <sborst@vernonia-or.gov>; West Oregon Electric (kelliem@westoregon.org) <kelliem@westoregon.org>; dc4502@yahoo.com <dc4502@yahoo.com>; SCIPIONI Ariana R ODFW <Ariana.R.Scipioni@odfw.oregon.gov>; jenna.s.marmon@opr.oregon.gov <jenna.s.marmon@opr.oregon.gov>; Watermaster District 18 NW Region (watermaster@washingtoncountyor.gov) <watermaster@washingtoncountyor.gov>; Don VanDomelen <Don.VanDomelen@columbiacountyor.gov>; PublicWorks.UserGroup <publicworks@columbiacountyor.gov>; ePermits - On-Site <onsite@columbiacountyor.gov>; info@columbiacountyoregon.com <info@columbiacountyoregon.com>  
**Cc:** Planning Department.UserGroup <planning@columbiacountyor.gov>  
**Subject:** Agency Comments Request- Holce Trailhead

Good morning,

Please see the attached application packet for a Design Review and Conditional Use Permit for Holce Trailhead. We would like to get your feedback/comments for this proposal. Please email back your comments to [planning@columbiacountyor.gov](mailto:planning@columbiacountyor.gov)

Thank you

**Amy Herzog**



REFERRAL AND ACKNOWLEDGMENT



Today's Date 11/25/24  
File # CU 25-01/ DR 25-01  
Owner/Applicant: Holce Logging Co. Inc  
Map/Taxlot: 4403-00-00100  
Site Address: N/A  
Zone: Primary Forest (PF-80)  
Size: 106.5 Acres

NOTICE IS HEREBY GIVEN that that Columbia County and Lower Columbia Engineering have applied for a Conditional Use Permit (CU 25-01) and Site Design Review (DR 25-01) for the following trail staging area improvements: 16' x 16' picnic shelter, paved parking area, vault toilet, bicycle parking and repair station, signage, stormwater swales, and landscaping. The subject property associated with map/taxlot 4403-00-00100 is zoned PF-80 and is approximately 106.5 acres.

Hearing Date: January 6, 2025 Please Return By: December 9, 2024 Planner: Jack Niedermeyer

SAID PUBLIC HEARING will be held before the Columbia County Planning Commission on January 6, 2025, starting at 6:30 p.m. at John Gumm Building & Civic Center Auditorium located at 251 St Helens Street, St Helens, OR 97051. Please join my meeting from your computer, tablet or smartphone. <https://meet.goto.com/880602597> You can also dial in using your phone. Access Code: 880-602-597 United States (Toll Free): 1 866 899 4679

The enclosed application 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 Planning Commission 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 staff report. Please comment below.

- We have reviewed the enclosed application and have no objection to its approval as submitted.
- Please see attached letter or notes below for our comments.
- We are considering the proposal further and will have comments to you by \_\_\_\_\_.
- Our board must meet to consider this; we will return their comments to you by \_\_\_\_\_.
- Please contact our office so we may discuss this.
- We recommend denial of the application, for the reasons below:

COMMENTS: They will be required to obtain all Building, Electrical, and Plumbing Permits

Signed: [Signature]

Printed Name: Don Van Dornen

Title: Building official

Date: 11-25-24