

CITY OF CLATSKANIE

Regular Meeting Agenda of the Clatskanie City Council
Clatskanie Council Chambers October 1st, 2025 @ 7:00 p.m.

1. Call meeting to order
2. Pledge of Allegiance
3. Public Comment
4. Consent Agenda:
Regular meeting minutes September 3rd, 2025
Action:
5. *Public Hearing: Agenda item 2025-31; Second Reading of Ordinance 713- Rezone of property on Swedetown Rd (Tax Lot 77409-C0-0100) from Multi-Family Residential (MFR) to Commercial (C-1) which amends the City's Comprehensive Plan Map.*
Discussion:
6. Manager Items:
7. Finance Manager Items:
8. Public Works Items:
9. Parks & Recreation:
10. Sheriff and Code Compliance items:
11. Council Items:
12. Mayor Items:
13. Adjourn

CITY OF CLATSKANIE

Regular Minutes of the Clatskanie City Council
City Council Chambers, September 3rd, 2025 @ 7:00 PM

Present: Mayor Robert Brajcich, Bob Emminger, Bruce Jolma, Jeff Horness, Amanda Owen, Heidi White, Russel Finney-Leggroan. **Absent:** none

Staff Present: Greg Hinkelman, City Manager, Danielle Cook, Senior Clerk, Mitch Warren, Public Works Director, Kelsey Seibel, City Attorney

1. Mayor Brajcich called the meeting to order at 7:00 PM and then lead the Pledge of Allegiance.

2. Public Comment:

Mayor called for public comment.

Shawn **Lenderman**, 17086 Hall Road, **Lenderman** asked about the Oren Tweet Community Service Award and why no one has been awarded one since 2014. **Hinkelman** explained the process of the Oren Tweet Community Service Award.

4. Consent Agenda:

Regular meeting minutes, September 3rd, 2025.

Action:

Mayor asked if there were any corrections or additions to the minutes. **Hinkelman** said that an internal change had been made, and it did not reflect the current minutes in front of the councilors. **Cook** explained it was the Water Treatment Plant (WTP) not the Wastewater Treatment Plant (WWTP) that had a new roof put on it. **Jolma** made a motion to accept the minutes as written. **Emminger** seconded. There was no discussion. **Mayor** called for a vote. The motion passed unanimously, no nay votes. **Emminger**, aye; **Jolma**, aye; **Horness**, Aye; **Owen**, aye; **White**, aye; **Finney-Leggroan**, aye.

5. Public Hearing: Agenda item 2025-28; First Reading of Ordinance 713- Rezone of property on Swedetown Rd (Tax Lot 77409-C0-0100) from Multi-Family Residential (MFR) to Commercial (C-1) which amends the City's Comprehensive Plan Map.

Discussion:

Mayor opened the public hearing. **Mayor** asked for public comment, there was none. **Mayor** asked for council comments: **Finney-Leggroan** asked how many additional RV pads this would add to the current RV Park. **Rissell**, who is the owner of the RV park, answered Finney-Leggroan's questions. **Hinkelman** explained that the City can handle the additional capacity. **Mayor** closed the public hearing.

6. Agenda Item 2025-29; Presentation by Greg Hinkelman: Sewer Plant Loan Rate Increase

Discussion:

Mayor recognized **Hinkelman**. **Hinkelman** gave a power point presentation on the history and status of WWTP. Further discussion was had.

7. Agenda Item 2025-30 - Resolution 2025-16: Regarding State Revolving Fund Loan for New Sewer Plant.

Discussion/Action:

Hinkelman continued with a power point presentation about the State Revolving Fund (SRF) and the impact it is going to have on rate payers which will equate to about \$120 a month once we start paying the loan back. Further discussion was had.

Mayor called for a motion. **Emminger** made a motion to approve Agenda Item 2025-30 for Resolution 2025-16, regarding the State Revolving Fund Loan. **Finney-Leggroan** seconded the motion. **Mayor** asked for further discussion from the council, there was none. **Mayor** called for a vote. **Owen voted;** aye, **Jolma voted;** aye, **Finney-Leggroan voted;** aye, **Horness voted;** aye, **Emminger voted;** aye, **White voted;** aye. Motion passed.

8. Manager Items:

Mayor recognized **Hinkelman**. **Hinkelman** announced that Kelsey will be moving onto another law firm and wished her well and thanked her for the time she spent with us. **Hinkelman** said that the council will most likely see Laura back in the seat at our meetings. **Seibel** thanked everyone for their well wishes. **Hinkelman** continued with the announcement of the hiring of a new Finance Manager/City Recorder – he explained the hiring processes and who was involved, **Hinkelman** went on and introduced Kierza Hammill who was in the audience, the council welcome Hammill to the City.

9. Finance Manager Items: **Mayor** recognized **Hinkelman** – we are still at the start of the fiscal year; everything still looks good.

10. Public Works Director Items: **Mayor** recognized **Mitch Warren**. **Warren** reported on several completed and upcoming projects: August was busy, we were understaffed – because of scheduled vacations, employee's out for schooling/recertifications. We replaced the sewer liner from Brant Street across Hwy 30 to Anchor Park, that was the commotion on Highway 30, everything went good with the project. Leak on Canyon Drive that was fixed – August was a meter read month. Dave True had put in an SCA Grant (Small City Allotment Grant) for \$250,000 and we received it. We will use it to replace and update ADA compliant sidewalks on Bryant Street

11. Park and Recreation: Cyndi **Warren** said it has been a good summer; pool season is done, we will be recertifying some lifeguard in the next few weeks, so you will see activity at the pool. **C. Warren** asked for additional signage on the Park Street Bridge that says "no jumping" – vandalism is on the rise; we had to replace Copes Park signage. Park & Rec. will be working on some tree removal soon. We have limited hours because of the age of the staff. **C. Warren** asked questions or comments, there were none.

12. Sheriff and Code Compliance Items:

Sargent Boswell was present and said he had nothing off hand he needed to report on, he was filling in to Lieutenant McQuiddy.

13. Council Items:

Mayor asked for counselor items.

Jolma thanked Hinkelman for all his work on getting funding for the WWTP. **Finney-Leggroan**, thanked Hinkelman for the presentation on the funding for the WWTP.

14. Mayor items:

Mayor echoed Councilors **Jolma** and **Finney-Leggroan** praises for his hard work on getting funding for the WWTP.

15. Recessed for Executive Session: 8:16 p.m.

Executive Session per ORS 192.660(2)(a); To consider the employment of a public officer, employee, staff member or individual agent

16. Adjourned Executive Session: 8:41 p.m.

17. Resumed Regular Meeting: 8:42 p.m.

18. Adjourned from Regular Meeting: 8:43 p.m.



City of Clatskanie

Council Agenda Items 2025-28

Meeting Date: September 3rd, 2025
Subject: Ordinance 713 Rezone of Property on Swedetown Road
Prepared By: Greg Hinkelman, City Manager

SUMMARY:

The owners of the property are the same folks who developed and own the Rivers Edge RV park. The subject property is adjacent to the RV park, and the owner wishes to expand the park into the property to create more RV pads. The current zoning, MFR does not allow RV parks, hence the zone the zone change to Commercial (c-1) which allows for RV parks.

The zone change proposal went before the Planning Commission at its July meeting with a recommendation to the City Council that it approve the zone change

RECOMMENDATION:

Approve Ordinance 713

**City of Clatskanie
Ordinance 713**

An Ordinance of the City of Clatskanie to Rezone Certain Property

From MFR (Multi Family) to C-1 (Commercial) and Amends the Comprehensive Plan Map

THE CITY OF CLATSKANIE:

FINDS, ADOPTS AND DETERMINES as follows:

1. Finds that the Clatskanie River RV LLC petitioned the City for a zone change from MFR (Multi-Family.) to C-1 (Commercial.) for tax account 7409-C0-01000, located adjacent to 1309 Swedetown Road ("subject property").
2. Exhibit "A" describes the portion of the tax lot to be zoned C-1.
3. Adopts the findings of the Planning Staff report file 2025-07
4. Adopts the recommendation of the Planning Commission dated July 30th, 2025.
5. Determines this zone change would be consistent and compatible with the current and projected land use for the subject property.

THE CITY OF CLATSKANIE ORDAINS AS FOLLOWS:

1. The subject property, located at tax account 7409-C0-01000 is rezoned from MFR (Multi-Family) to C-1 (Commercial)
2. The Comprehensive Plan designation for the subject property is changed from Multi-Family (MFR) to Commercial. (C-1).
3. Passed by the Council of the City of Clatskanie this 1st day of October 2025.

Attest: _____
Bob Brajcich, Mayor

Kierza Hammill, City Recorder

1st Reading: September 3, 2025

2nd Reading: October 1, 2025

<u>ROLL CALL ADOPTION</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Mayor: Robert Brajcich	[]	[]	[]	[]
Councilor Amanda Owen	[]	[]	[]	[]
Bob Emminger	[]	[]	[]	[]
Jeff Horness	[]	[]	[]	[]
Bruce Jolma	[]	[]	[]	[]
Russell Finney-Leggroan	[]	[]	[]	[]
Heidi White	[]	[]	[]	[]

Exhibit A

Red line shows approximate property lines





STAFF REPORT

To: City of Clatskanie Planning Commission
From: Keegan Gulick, Contract City Planner
Date: July 22, 2025
Subject: Zone Change from Multi-Family Residential (MFR) to Commercial (C-1).
(File: 2025-07)

Background

REQUEST: The applicant is requesting to rezone the property at SW Swedetown Road from MFR to C-1

APPLICATION TYPE: Zone Change

APPLICANT: Clatskanie River RV LLC
PO Box 1659
Hillsboro, OR 97123

OWNER: Same as above

ADDRESS: SW Swedetown Road
Clatskanie, OR 97016

TAX LOT: 7409-C0-01000

CURRENT ZONING: Multi-Family Residential (MFR)

PROPOSED ZONING: Commercial (C-1)

PUBLIC HEARING: July 30, 2025

EXHIBITS:

- Exhibit A - Application Narrative
- Exhibit B – Zoning Map
- Exhibit C – Public Hearing Notice

FIGURES:

- Figure 1 – Location Map
- Figure 2 – Zoning Map
- Figure 3 – Floodplain Map

Summary

The applicant is requesting a zone change from the Multi-Family Residential (MFR) to Commercial (C-1) zone. The property is currently vacant and contains a few trees and vegetation. The applicant is proposing the zone change from MFR to C-1 to allow the property to be developed with a Recreational Vehicle (RV) Park. The applicant has indicated the proposed future use of the property is to expand the existing RV Park located to the west of the subject site, but no development application has been submitted at this time. Future development at the site will require land use review.

The subject property is located at SW Swedetown Road (Tax lot: 7409-C0-01000) and does not have an official address. Along the south of the property is the Clatskanie River which also follows the boundaries of Clatskanie City limits. As a result, a large portion of the property is in the Special Flood Hazard Area (SFHA). The land to the south of the river is in Columbia County's jurisdiction and outside of the City's UGB. Land use to the south of the property across the river consists of detached residential on large properties. To the east of the subject property are several detached single-family homes located in the MFR zoning district. The existing RV Park is located to the west and is zoned C-1. To the north is the Columbia River Highway and SW Swedetown Road right-of-way. Further to the north are detached single-family dwellings in the MF 2.5 zone. The subject property currently derives access from SW Swedetown Road and no changes to the driveway are proposed with this application for a zone change.

Location Map

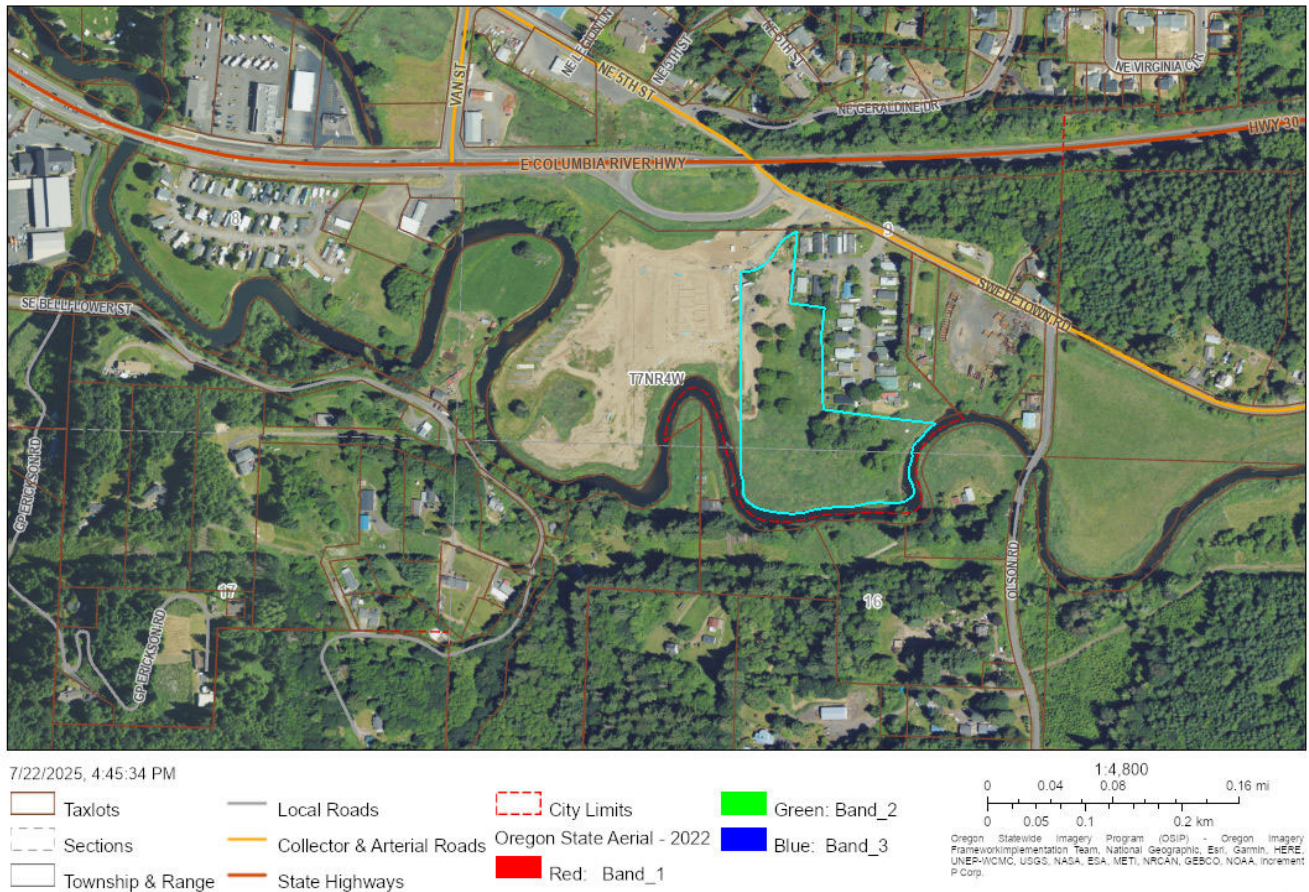


Figure 1. A map showing the subject property in blue and surrounding area. Source: Columbia County Web Map.

Zoning Map



Figure 2. A map showing the subject property's zoning and the surrounding properties. Source: Columbia County Web Map.

Clatskanie Review Criteria, Procedures, and Findings

The following sections of the staff report address the application's consistency with the relevant criteria from Title 9 of the City of Clatskanie City Code.

Chapter 3 Administration and Enforcement, Section 9-3-12: Quasi-Judicial Amendments to the Comprehensive Plan and Zoning Map:

Quasi-judicial amendments to the comprehensive plan or zoning map (generally small in size, single ownership or single interest in changing the zoning map) may be initiated by the city council, the planning commission, or by application of an owner of property or the owner's

authorized agent within the area for which the amendment is proposed. The applicant shall demonstrate that the comprehensive plan map or zoning map change request meets the following criteria:

A. The proposal conforms with the applicable provisions of the city's comprehensive plan;

FINDING: The Comprehensive Plan is a long-term planning document for the City that provides policy direction and a framework for decisions related to land use. The current land use of the property is vacant. However, the applicant has indicated that the proposed use would be to expand the existing RV Park, which is a permitted use in the C-1 zone and meets the intent of the Commercial designation. The RV Park will provide services and amenities for tourism and temporary stays in RVs. This can lead to more visitors in Clatskanie and boost economic activity. The designation of the subject property under the current Comprehensive Plan corresponds with the current zoning designation of MFR (Multi-Family Residential). Goal 9 of the Comprehensive Plan addresses economic development and the amount of developable commercial land within city limits. The goal of this section states, "Develop an industrial and commercial environment that will encourage a stable and diversified economy provide new and continuous employment opportunity and increase the city's tax base."

Regarding the need for future commercial development, the Comprehensive Plan says the following,

Opportunities for Future Commercial Growth:

Most of the 19 vacant, buildable acres of commercial land are located east of the CBD, along Highway 30. Although a significant amount of this land lies within the flood plain, the flat terrain would result in a low level of water being spread over a large area.

To provide sufficient opportunities for the future growth of commercial uses land outside the city limits, near the intersection of Highway 30 and Swedetown Road, has been included with the Urban Growth Boundary.

The proposed zone change is for land located just south of the intersection of Highway 30 and Swedetown Road which the Comprehensive Plan has identified as suitable for future commercial development. The subject property is contiguous to existing commercial land which is clustered along Highway 30. Most of the land around Highway 30 is zoned commercial. The C-1 zone allows a wide range of commercial uses from retail and restaurants to hotels and automotive shops. Some of these uses may not be compatible with the existing residential to the east of the property. However, Section 9-10-6 of the Zoning Code requires non-residential uses abutting a residential zone to maintain a minimum buffer of twenty feet (20') and a six

foot (6') high fence or sight obscuring hedge along the common property line. This will help mitigate the impacts of commercial uses on the adjacent residential properties. The proposal to rezone the parcel to commercial is consistent with the Comprehensive Plan.

Therefore, this standard is met.

B. The proposal complies with all applicable statutory and ordinance requirements and regulations;

FINDING: As described below, the application is consistent with all applicable requirements of the Clatskanie Zoning Code. The City has notified DLCD of the zone change and followed the noticing requirements of Section 9-3-7 (Public Hearings). A public hearing notice was sent, and PAPA notice was submitted to DLCD on June 24th, 2025 (DLCD file #: 003-25).

The application is also consistent with the following Statewide Planning Goals:

- Goal 1: Citizen Involvement. This goal calls for "the opportunity for citizens to be involved in all phases of the planning process." The City has followed the proper notification procedures for this application including mail and newspaper notices. A public hearing notice was sent, and PAPA notice was submitted to DLCD on June 24th, 2025 (DLCD file #: 003-25) An additional hearing following the Planning Commission's recommendation will be required for the City Council decision, which will offer another opportunity for citizen involvement.
 - Goal 2: Land Use Planning. This goal requires local governments in Oregon to have and follow a comprehensive land use plan and implementing regulations (Ex. Zoning Code). As demonstrated above, this application for a zone change is consistent with the goals and policies in City's Comprehensive Plan. The requested zone change is being processed consistent with procedures and regulations in the City's Code. . New development on the property will also be subject to the City Code.
 - Goal 9: Economic Development. This goal requires cities and counties to have enough land available to realize economic growth and development opportunities. By rezoning this property the City is providing more opportunities for commercial development and economic growth.
- C. There is a public need for the proposal and that this need will be served by changing the zoning of the property(ies) in question as compared with other available property;*

FINDING: Regarding the public need for the proposal, the applicant has indicated that the RV Park is intended to serve people vacationing and short-term residents such as workers temporarily in the area. Expanding the RV Park would also allow for additional tourism