



City of Warrenton Planning Commission
Regular Meeting Agenda
Thursday, March 12, 2026 – 6:00 PM
City Hall, 225 S. Main, Warrenton, OR 97146

The meeting will be broadcast via Zoom at the following link

<https://us02web.zoom.us/j/89424483614?pwd=aQEMoaWvviH6xmWNVHpQtix5LWv8a.1>

Meeting ID: 894 2448 3614 | **Passcode:** 12345 | **Dial-in Number:** 719-359-4580

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

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

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

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Minutes**
 - A. Planning Commission Minutes 02.12.2026
4. **Reports**
5. **Public Comment**
6. **Public Hearings**
 - A. V-25-2
 - B. CUP-26-1
7. **Business Items**
8. **Discussion Items**
9. **Good of the Order**
10. **Adjournment**

Warrenton City Hall is accessible to the disabled. An interpreter for the hearing impaired may be requested under the terms of ORS 192.630 by contacting Hanna Bentley, City Recorder, at 503-861-0823 at least 48 hours in advance of the meeting so appropriate assistance can be provided.



City of Warrenton Planning Commission

Meeting Minutes

City Hall, 225 S. Main Warrenton, OR 97146

Thursday, February 12, 2026

City Commission meeting called to order at 6:01 pm and Pledge of Allegiance

Attendance

Commission Members	Present	Excused
Tony Faletti	X	
Dan Heath	X	
Brooke Terry	X	
Carla Gonzalez		X
David Burkhart	X	
Colin Atkinson		X
Nicole Bian	X	

Staff Members Present	
City Manager Esther Moberg	Planning Commission Secretary Judith Stich
Consulting Planner Heather Austin	

Approval of Minutes

- A. Planning Commission Special Minutes and Planning Commission Regular Minutes
01.08.2026

Motion:	To approve last month's minutes				
Moved:	Heath				
Seconded:	Terry	Aye	Nays	Absent	Recused
Vote:	Faletti	X			
	Heath	X			
	Terry	X			
	Gonzalez			X	
	Burkhart	X			
	Atkinson			X	
	Bian	X			
Passed:	5/0				

Reports – City Manager Esther Moberg gave an update regarding the hiring of an interim planner in the absence of a planning director and stated that she would have to leave before the end of the meeting. Ms. Moberg mentioned that the planner hired was Zach Pelz of AKS Engineering.

Public Comment – None

Public Hearings

A. DCR-24-6

Chair Tony Faletti opened the hearing. The staff report was presented by Heather Austin of 3J Consulting. Ms. Austin covered the project objectives and what zoning updates that would be made with the development code revision. She mentioned that the State of Oregon has revised their code and therefore the City of Warrenton needed to update theirs as well. Ms. Austin recommended forwarding the code revisions to the City Commission.

The Commission had a few clarification questions after the Staff Report was presented. Ms. Austin spoke to those questions and clarified the language in the code revisions. There was some confusion due to the packet having two versions of the code revisions. Ms. Austin and Ms. Moberg rectified the confusion by stating which version was the one that would be going forward to the City Commission and which was the draft version compiled prior to the joint session.

There were some questions regarding future development in existing neighborhoods and new developments being a possible burden on the current infrastructure. Ms. Moberg spoke about the water treatment plant being sufficient and the wastewater treatment plant where a new plant is on the horizon already due to the growth in the City. There were no more questions for the staff.

Chair Faletti asked for deliberation between the commissioners. There was a short discussion around the implementation of the State standards. Chair Faletti then asked for a motion.

Motion:	based on the findings and conclusions of the February 2, 2026 staff report I move to recommend approval of DCR-24-6 to the City Commission with the amendments to page 229 in the packet on table 16.128.040.A to remove the language required for four or more dwelling units as we discussed and on page 252 in the packet section 5.327 updating the words courtyard cottages to cottage clusters				
Moved:	Terry				
Seconded:	Heath	Aye	Nays	Absent	Recused
Vote:	Faletti	X			
	Heath	X			
	Terry	X			
	Gonzalez			X	
	Burkhart		X		
	Atkinson			X	
	Bian	X			
Passed:	5/0				

Business Items - None

Discussion Items - None

Good of the Order

- A. Ms. Stich mentioned that the Interim Planner Zach Pelz did try to attend the meeting but had technical issues attending virtually.

Adjournment

There being no further business, Chair Faletti adjourned the meeting at 6:41 pm.

Approved:

Attest:

Tony Faletti, Chair

Judith Stich, Secretary

DRAFT



City of Warrenton

Planning Department

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

Phone: 503.861.0920 Fax: 503.861.2351

STAFF REPORT

TO: The Warrenton Planning Commission
FROM: Garrett Phillips, AICP, Consulting Planner
DATE: March 4th, 2026
SUBJECT: V-25-02

BACKGROUND

April Cameron – Earthworx Excavation LLC applied for a Variance Permit to reduce the side setback for a proposed boat and fishing gear storage building from the required 50 foot setback to proposed 10 foot setback on tax lot 81015C000200, in the General Industrial I-1 Zone.

PUBLIC PROCESS, PROCEDURES & PUBLIC NOTICE

A variance application was submitted on October 16th, 2025, and deemed incomplete. Additional information was submitted on January 13th, and the application was deemed complete on February 5th, 2026. Notices were mailed to neighbors within 200 feet of the subject property on or before February 20th, and notice was published in the Daily Astorian on or before March 1.

CITY CODE PROVISIONS, APPLICANT RESPONSES, AND FINDINGS

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

- 16.60 General Industrial (I-1) District
- 16.208 Types Of Applications And Review Procedures
- 16.272 Variances

DIVISION 2 LAND USE DISTRICTS

Chapter 16.0 GENERAL INDUSTRIAL (I-1) DISTRICT

16.60.040 Development Standards

H. Setbacks. The minimum front, side and rear yard setbacks shall be 10 feet. When across a street from a non-industrial zone, the setback from the property line shall be 10 feet. When a property abuts a nonindustrial zone, the setback shall be as follows:

1. 50 feet for buildings and other structures more than 10 feet in height;
2. 30 feet for buildings and structures more than six feet high but not more than 10 feet high; and
3. 10 feet for structures no more than six feet high (except fences no more than six feet high may be on the property line).

...

STAFF FINDING: The adjacent zone to the southwest is Recreation-Commercial R-C Zone (non industrial), so the required southwest side setback is 50 feet. The proposed setback is 10 feet, so a variance is required.

J. Building Height. The maximum building height shall be 45 feet, except that it may be lower under either of the following circumstances:

1. Within 100 feet of a non-industrial zone, where the maximum building height shall be the same as the maximum building height in that zone.
2. Within the Airport Hazard Overlay Zone, where the maximum building height is described by the Airport Hazard Overlay Zone.

STAFF FINDING: The maximum building height in the adjacent Recreation-Commercial (R-C) zone is 40 feet. The application did not propose a building height for the purpose of constraining the variance. Therefore, the variance decision is for a building setback of ten feet, for a building length of 50 feet on the southwest side, to the maximum height allowed, which is 40 feet.

DIVISION 4 ADMINISTRATION AND PROCEDURES

Chapter 16.204 TYPES OF APPLICATIONS AND REVIEW PROCEDURES

16.208.050 Type III Procedure (Administrative).

STAFF FINDING: The City provided the required notices as described in the introduction to this report. The Planning Commission Hearing is scheduled for March 12, 2026. This criterion is met.

Chapter 16.272 VARIANCES

16.272.010 Purpose

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

16.272.020 Criteria

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

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

APPLICANT RESPONSE: "The hardship is the result of the location of existing driveways/streets surrounding the property"

STAFF FINDING: Staff did not identify any land division, lot line adjustments, or development undertaken by the present owner that caused the present site constraints that give rise to the need for this variance.

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

APPLICANT RESPONSE: “The structure is to be rented to customers for storage. Substantially changing the parking layout or the engineered dimensions of the building, to meet the 50' setback, will make ingress/egress difficult and/or will reduce the amount of storage space.”

“The property is currently undeveloped and is adjacent to the location of the owner's current business, a commercial fishing gear shop. The proposed structure would either be used for the same purpose as the business on the adjoining lot, or would have to remain undeveloped. This intended use of the lot where we are requesting a variance therefore requires enough storage space for 40' long fishing boats. The proposed design of the building is the smallest possible dimensions (50' x 80') that can fit boats safely.

In addition to having to shrink the building, rotating the building to create a 50' setback would not change the direction of ingress/egress for all traffic, but it would make it difficult or impossible to fit a parking lot and the required landscaping while still allowing enough space for vehicles hauling boats to turn around safely (which would defeat the entire purpose of this proposed structure).”

STAFF FINDING: While some use of the property without this particular variance is probably feasible, uses that would commonly be feasible on a 100' x 100' lot with direct street access not requiring a fire apparatus access road are not feasible on this lot. There are unique constraints associated with this site that make development that could commonly be permitted on other lots in the base zone not feasible here.

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

APPLICANT RESPONSE: “There is still a plan to include a 4' wide vegetated strip on the entire South end of the property for drainage control (in addition to the 10' wide buffer strip of mature alders on the neighboring property). However, the site is also very flat and little drainage is expected. Despite our request to decrease the setback from 50 to 10 feet, the commercial fishing gear storage purpose for our building has a low impact on the neighborhood.”

STAFF FINDING: Staff have not identified injury to the neighborhood or physical impacts beyond those that would typically occur with development in the subject zone. The owner of the lot adjacent to the proposed 10' setback provided a written statement on January 13, 2026, stating among other supportive comments “I think the proposed structure will be compatible with my property, and with the surrounding neighborhood.” This criterion is met.

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

APPLICANT RESPONSE: “In terms of the Comprehensive Plan, we are proposing building in an industrial zone (designated for industrial uses including bulk storage), on property that abuts a residential commercial zone (which is meant for water dependent tourists and commercial activities). We are proposing light industrial use only for storage which could benefit the water based commercial activity of any current or future neighbors to the South of our proposed building.”

STAFF FINDING: Staff reviewed the Comprehensive Plan and did not identify policies related to the setback variance request.

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

APPLICANT RESPONSE: “This is not for residential or non-industrial use. Usage is for storage only (light industrial) for the same owner as the adjoining property to the East.”

STAFF FINDING: A condition of approval requires the applicant to obtain a Site Design Review Permit to determine whether a complete development proposal is in compliance with the Warrenton Development Code.

The variance application’s proposed use is “fishing gear and boat storage” This is a permitted use in the General Industrial (I-1) Zone, under WDC 16.60.020 Permitted Uses, “F. Storage and distribution services and facilities (i.e., truck terminals, warehouses and storage buildings and yards, contractor's establishments, lumber yards and sales) or similar uses.”

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

APPLICANT RESPONSE: “Vehicle ingress/egress is (as described in #2) limited to the East side of the property. All other edges of the property are adjoining private properties that are unaffiliated with the owners of this lot and their business. There are no other driveways or roadways adjoining the property except on the East side.

As proposed, there is space on this eastern property line for efficient vehicular/pedestrian circulation as well as a 70' length available for fire access and turnaround (using an “alternative hammerhead” configuration) perpendicular to the direction of ingress. (This is using the most compact standardized turnaround configuration available for Clatsop County.)

Because of the required 10' setbacks on all sides of the building to property lines, shrinking or rotating the building 90 degrees to create the 50' setback to the

south would leave inadequate space for fire apparatus to turn around. Additionally, this rotation of the building would shrink the width of available space for vehicle circulation and would make the parking lot unusable for vehicles hauling boats.”

STAFF FINDING: The property’s dimensions, combined with its distance from the public street and the configuration of private access through the adjoining property to the east are physical circumstances related to the property that preclude conformance with the standard to be varied.

16.272.030 Classification of Variances

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

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

B. Class 2 variances include variances that are significant changes from the applicable Code requirements and have the potential for creating impacts on adjacent property or users. A Class 2 variance shall be granted by the Planning Commission using a Type III procedure. Class 2 variances include, but are not limited to:

1. Variances from quantitative standards by more than that allowed under a Class 1 variance.
2. Variances from other quantitative Code provisions except use restrictions.

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

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

STAFF FINDING: While this variance is for “Location of structures in relation to required yards,” it is an 80% reduction from the required standard, so Staff classified this variance as Class 2, which requires this Type III Planning Commission decision.

CONCLUSIONS AND RECOMMENDATION

The findings in this report support approval of the variance with the following conditions:

- A Site Development Review permit is required.
- The scope of this variance decision is limited to confirmation that the proposed use is a permitted use in the base zone, and the setback variance. This decision does not constitute a Site Development Review permit and does not constitute approval of any development information incidentally provided or not provided on site plans and in application materials.
- Compliance with all other applicable requirements of the Warrenton Development Code (WDC) is required.
- Staff incidentally noted the following information on application site plans and in the application narrative that appears to be not compliant with WDC. This is not an exhaustive list of potential issues, and additional complete information included with an SDR application is required to determine compliance with WDC.
 - The site plan and narrative indicate that there will not be a ten foot wide buffer area available for vegetation on the southwest edge of the property. Other landscape details were not reviewed.
 - Parking stall dimensions indicated on the site plan do not meet the required dimensions. Other parking details were not reviewed.
 - There is not a recorded access easement ensuring legal access between the property and public street network.

RECOMMENDED MOTION

“Based on the findings and conclusions of the March 4th staff report, I move to approve V-25-2, subject to the conditions of approval included in the staff report.”

ATTACHMENTS

1. Application
2. Fire Chief Comments



City Of Warrenton
Planning Department
Variance
WMC 16.272

OFFICE USE	FEE Class 1 \$500 Class 2 \$1,000
	File# V - _____ - _____
	Date Received _____
	Receipt# _____

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

Property

Address: 425 NE Skipanon Dr., Warrenton, OR 97138

Tax Lot (s): 81015C000200

Zone: I1 "General Ind." Flood Zone: X (Min. Haz.) Wetlands: N/A

Applicant

Name (s): April Cameron - Earthworx Excavation, LLC

Phone: 971-320-0248 E-Mail Address: earthworxexcavationllc@gmail.com

Mailing Address: PO Box 1160, Seaside, OR 97138

Applicant Signature(s): *April Cameron* Date: 10/15/25

Property Owner (if different from applicant)

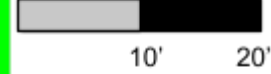
Name (s): Don Jester/Casey Wray/Fishing Star LLC

Phone: 360-269-4906 E-mail Address: caseywray@outlook.com

Mailing Address: PO Box 597, Astoria, OR 97103








Owner's Signature: *Casey Wray POA for Don Jester* Date: 10/15/25

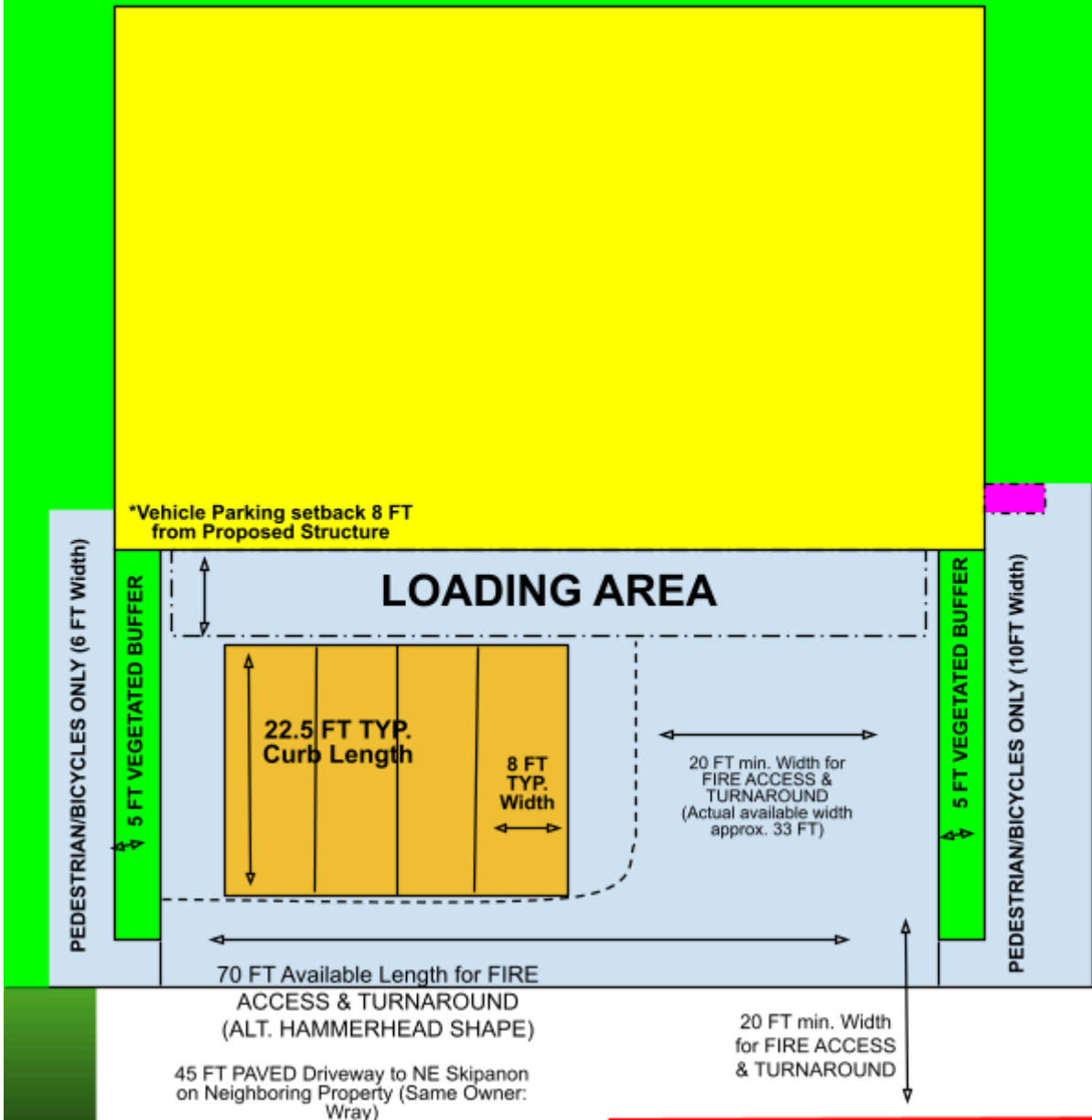
I am a record owner of property (person(s) whose name is on the most recently-recorded deed), or contract purchaser with written permission from the record owner and am providing my signature as written authorization for the applicant to submit this application.



PROPERTY OWNER(S):
DON JESTER/CASEY WRAY
FISHING STAR LLC
PO BOX 597
ASTORIA, OR 97103

CONTRACTOR:
APRIL CAMERON/MICHAEL SHAND
EARTHWORX EXCAVATION, LLC
PO BOX 1160
SEASIDE, OR 97138

-  = PROPOSED STRUCTURE
-  = EXISTING VEGETATION TO REMAIN IN PLACE
-  = EXISTING VEGETATION ON NEIGHBORING PROPERTY
-  = PROPOSED BICYCLE PARKING
-  = PROPOSED VEHICLE PARKING
-  = EXISTING STRUCTURE ON NEIGHBORING PROPERTY
-  = PROPOSED PAVEMENT (AC MIX)



RECORDING REQUESTED BY:



630 Bond St.
Astoria, OR 97103

GRANTOR'S NAME:

LJF Properties, a General Partnership

GRANTEE'S NAME:

Fishing Star, LLC, a Washington limited liability company

AFTER RECORDING RETURN TO:

Order No.: 360425001780-JH
Fishing Star, LLC, a Washington limited liability company
P.O. Box 597
Astoria, OR 97103

SEND TAX STATEMENTS TO:

Fishing Star, LLC, a Washington limited liability company
P.O. Box 597
Astoria, OR 97103

APN/Parcel ID(s): 29602
Tax/Map ID(s): 81015C000200
Vacant Land adjacent to 445 NE Skipanon Drive,
Warrenton, OR 97146-9696

SPACE ABOVE THIS LINE FOR RECORDER'S USE

STATUTORY WARRANTY DEED

LJF Properties, a General Partnership, Grantor, conveys and warrants to **Fishing Star, LLC, a Washington limited liability company**, Grantee, the following described real property, free and clear of encumbrances except as specifically set forth below, situated in the County of Clatsop, State of Oregon:

Beginning at the Southeasterly corner of Tract 6 of G. CLIFFORD BARLOW ADDITION, according to the duly recorded Plat thereof;
thence North 66° 07' West along the Southerly boundary line of said Tract 6 a distance of 100 feet;
thence North 23° 53' East along a line parallel to and with the said Easterly boundary line of said Tract 6 a distance of 100 feet;
thence South 66° 07' East along a line parallel to and with the said Southerly boundary line of said Tract 6 a distance of 100 feet to the Easterly boundary line of said Tract 6;
thence South 23° 53' West along said Easterly boundary line of said Tract 6 a distance of 100 feet to the point of beginning.

ALSO: A right of way 10 feet wide running Northerly along the Easterly boundary line of said Tract 6 from the Northerly boundary line of the above described and conveyed premises to Madison Street in the City of Warrenton, the said Easterly boundary line of said Tract 6 being the Easterly boundary line of said right of way.

All being situated in the City of Warrenton, County of Clatsop, State of Oregon.

THE TRUE AND ACTUAL CONSIDERATION FOR THIS CONVEYANCE IS SEVENTY-FIVE THOUSAND AND NO/100 DOLLARS (**\$75,000.00**). (See ORS 93.030).

Subject to:

SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF

Recording Instrument #202503764
Recorded By: Clatsop County Clerk
of Pages: 4 Fee: 102.00
Transaction date: 07/14/2025 12:13:46
Deputy: Hill



RECORDED BY TICOR 360425001780

STATUTORY WARRANTY DEED
(continued)

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

STATUTORY WARRANTY DEED
(continued)

IN WITNESS WHEREOF, the undersigned have executed this document on the date(s) set forth below.

Dated: 7-8-25

LJF Properties, a General Partnership

BY: [Signature]
David Lethin
Partner

BY: Don Jester by Casey M. Wray, AIF
Don Jester by Casey M. Wray, Attorney-in-fact
Partner

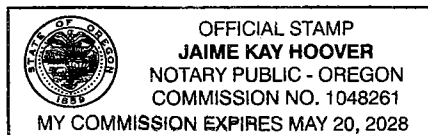
State of Oregon

County of Clatsop

This instrument was acknowledged before me on July 8, 2025 by David Lethin, Partner of LJF Properties, a General Partnership.

[Signature]
Notary Public - State of Oregon

My Commission Expires: 5-20-28



State of Oregon

County of Clatsop

This instrument was acknowledged before me on July 11, 2025 by Casey M. Wray as Attorney-in-fact for Don Jester, Partner of LJF Properties, a General Partnership.

[Signature]
Notary Public - State of Oregon

My Commission Expires: 5-20-28

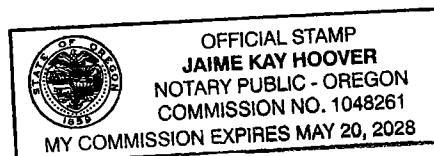


EXHIBIT "A"
Exceptions

Subject to:

1. Regulations, levies, liens, assessments, rights of way and easements of Diking District No. 1.
2. City lien in favor of the City of Warrenton.
3. Terms, provisions and conditions, including, but not limited to, maintenance provisions, and a covenant to share the costs of maintenance, contained in Bargain and Sale Deed

Recording Date: October 30, 1946
Recording No.: Book 189, Page 23

4. Declaration of Access and Utility Easement Agreement

Recording Date: July 29, 2024
Recording No.: 202404000



City Of Warrenton
Planning Department
Variance
WMC 16.272

OFFICE USE	FEE Class 1 \$500 Class 2 \$1,000
	File# V - _____ - _____
	Date Received _____
	Receipt# _____

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

Property

Address: _____
 Tax Lot (s): _____
 Zone: _____ Flood Zone: _____ Wetlands: _____

Applicant

Name (s): _____
 Phone: _____ E-Mail Address: _____
 Mailing Address: _____
 Applicant Signature(s): April Cameron Date: _____

Property Owner (if different from applicant)

Name (s): _____
 Phone: _____ E-mail Address: _____
 Mailing Address: _____
 Owner's Signature: _____ Date: _____

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

Description of Variance Request

Variance Criteria

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

WMC 16.272.020

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

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

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

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

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

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

Submittal Checklist

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

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

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

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

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

There is still a plan to include a 4' wide vegetated strip on the entire South end of the property for drainage control (in addition to the 10' wide buffer strip of mature alders on the neighboring property). However, the site is also very flat and little drainage is expected. Despite our request to decrease the setback from 50 to 10 feet, the commercial fishing gear storage purpose for our building has a low impact on the neighborhood.

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

In terms of the Comprehensive Plan, we are proposing building in an industrial zone (designated for industrial uses including bulk storage), on property that abuts a residential commercial zone (which is meant for water dependent tourists and commercial activities.) We are proposing light industrial use only for storage which could benefit the water based commercial activity of any current or future neighbors to the South of our proposed building.

STATEMENT FROM NEIGHBOR

To whom this may concern:

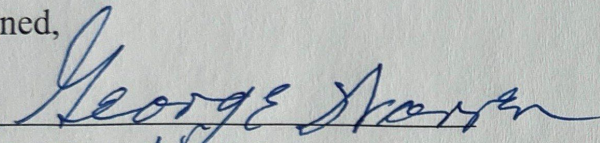
I am the owner of 223 NE Skipanon, and have had Fishing Star LLC as my neighbor for several years. I understand my property is in a Residential Commercial zone while Fishing Star LLC's lot at 425 NE Skipanon lies in an Industrial-1 zone.

I understand my neighbor is intending to build a 50'x80' storage structure for commercial fishing gear and boats on this lot. I have discussed this plan with my neighbor and their contractor, Earthworx Excavation LLC.

Although there is a 50' setback required that my neighbor is seeking to reduce to 10', I do not have any objections or issues with regards to impacts on my property from this variance. I think the proposed structure will be compatible with my property, and with the surrounding neighborhood.

Thank you.

Signed,


George Warren

Date: July 13, 2026



November 13th, 2025

April Cameron
Earthworx Excavation
PO Box 1160
Seaside, OR 97138
earthworxexcavationllc@gmail.com

Re: Completeness of Variance 25-2

Dear April Cameron,

Thank you for your submittal of a variance application for taxlot 81015C00200. [WMC 16.208.070](#) requires a completeness review of land use applications after acceptance. The application was accepted on October 16, 2025. However, the application cannot be deemed complete until the following items are received:

- Information to inform a decision on the following criteria at WDC 16.272.020:
 - (B) The request is necessary to make reasonable use of the property. There will be an unreasonable economic impact upon the person requesting the variance if the request is denied;
 - (F) Physical circumstance(s) related to the property involved preclude conformance with the standard to be varied.

You provided responses to those criteria in your application by noting safety, circulation, and storage capacity issues, but the application did not describe any details about those issues. For example, can the building be oriented differently on the lot? Can the building be smaller? If not, please describe in detail why not by identifying specific standards or best practices that are achieved by your proposal and that are not achieved by alternatives that would require a lesser variance or no variance.

Alternatively, under [WMC 16.208.070](#), you have the option to refuse to submit the requested information. For the refusal to be valid, the refusal shall be made in writing and received by our department no later than 14 days after the date at the top of this letter. If you choose this, the application shall be deemed complete on the 31st day after the application was accepted.

The City shall take final action on permit applications within 120 days from the date the application is deemed complete. This application will be processed with the Type III Quasi-judicial procedures as outlined in [WMC 16.208](#).

Please note that as the City conducts its review of the Development Code there may be a need to request additional information or data. Please feel free to reach out to us if you have any questions at 503-861-0920 or by email at planning@warrentonoregon.us. We look forward to working with you on this project.

Sincerely,

Judith Stich,
Planning Technician

Description of Variance Request

City Code 16.60.04(H) requires a 50 foot setback for buildings/structures over 10' high in an industrial zone when property abuts a non-industrial zone. We are requesting a 10' setback in this instance in order to properly construct a 50' x 80' x 16' structure with non-industrial property to the South and an adjoining driveway to the East of the property. This setback of 10' will allow maximum efficiency and safety for fire truck access/turning and separating pedestrian/bike circulation from vehicle circulation.

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

The hardship is the result of the location of existing driveways/streets surrounding the property.

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

The property is currently undeveloped and is adjacent to the location of the owner's current business, a commercial fishing gear shop. The proposed structure would either be used for the same purpose as the business on the adjoining lot, or would have to remain undeveloped. This intended use of the lot where we are requesting a variance therefore requires enough storage space for 40' long fishing boats. The proposed design of the building is the smallest possible dimensions (50' x 80') that can fit boats safely.

In addition to having to shrink the building, rotating the building to create a 50' setback would not change the direction of ingress/egress for all traffic but it would make it difficult or impossible to fit a parking lot and the required landscaping while still allowing enough space for vehicles hauling boats to turnaround safely (which would defeat the entire purpose of this proposed structure.)

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

There is still a plan to include a 4' wide vegetated strip on the entire South end of the property for drainage control (in addition to the 10' wide buffer strip of mature alders on the neighboring property). However, the site is also very flat and little drainage is expected. Despite our request to decrease the setback from 50 to 10 feet, the commercial fishing gear storage purpose for our building has a low impact on the neighborhood.

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

In terms of the Comprehensive Plan, we are proposing building in an industrial zone (designated for industrial uses including bulk storage), on property that abuts a residential commercial zone (which is meant for water dependent tourists and commercial activities.) We are proposing light industrial use only for storage which could benefit the water based commercial activity of any current or future neighbors to the South of our proposed building.

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

This is not for residential or non-industrial use. Usage is for storage only (light industrial) for the same owner as the adjoining property to the East.

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

Vehicle ingress/egress is (as described in #2) limited to the East side of the property. All other edges of the property are adjoining private properties that are unaffiliated with the owners of this lot and their business. There are no other driveways or roadways adjoining the property except on the East side.

As proposed, there is space on this Eastern property line for efficient vehicular/pedestrian circulation as well as a 70' length available for fire access and turnaround (using an "alternative hammerhead" configuration) perpendicular to the direction of ingress. (This is using the most compact standardized turnaround configuration available for Clatsop County.)

Because of the required 10' setbacks on all sides of the building to property lines, shrinking/rotating the building 90 degrees to create the 50' setback to the South would leave inadequate space for fire apparatuses to turn around. Additionally, this rotation of the building would shrink the width of available space for vehicle circulation and would make the parking lot unusable for vehicles hauling boats.



February 5th, 2026

April Cameron
Earthworx Excavation
PO Box 1160
Seaside, OR 97138
earthworxexcavationllc@gmail.com

Re: Completeness of Variance V-25-2

Dear April Cameron,

Thank you for your submittal of a variance application for taxlot 81015C00200. Warrenton Municipal Code 16.208.070 requires a completeness review of land use applications after acceptance. The required form was signed and submitted by the property owner with a site plan and the associated fee on October 16, 2025 and additional information to complete the application was submitted on January 13th, 2026. The application has been reviewed and deemed complete.

The next step will be the staff review, public comment period, and hearing. At least 20 days before the public hearing, notice will be mailed to surrounding property owners within 200'. Notice will also be published in a newspaper of general circulation in the City of Warrenton for publication not less than 10 days prior to the hearing. The decision will be mailed to the applicant and to anyone else who testified.

Please note that as the City conducts its review of the Warrenton Development Code, there may be a need to request additional information.

Please feel free to reach out to me if you have any questions by phone 503-861-0920 or email planning@warrentonoregon.us.

Sincerely,

Judith Stich
Planning Technician



City of Warrenton

Planning Department

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

Phone: 503.861.0920 Fax: 503.861.2351

STAFF REPORT

TO: The Warrenton Planning Commission
FROM: Garrett Phillips, AICP, Consulting Planner
DATE: March 5th, 2026
SUBJ: SDR-26-02 and CUP-26-01

BACKGROUND

Elizabeth Castro applied for a Site Design Review Permit and Conditional Use Permit to establish a six plex and a four plex dwelling and associated site improvements on tax lot 81021AB07101, in the General Commercial C-1 Zone. The site is zoned for commercial use and is not in the following overlays: flood hazard, wetland and riparian, coastal shorelands, geologic hazard.

PUBLIC PROCESS, PROCEDURES & PUBLIC NOTICE

The applicant has requested that the hearing be continued to the Planning Commission meeting of April 9th, and is providing the City with an extension to its 120 day decision deadline to accommodate the applicant's request, while ensuring that Planning Commission's decision and any appeals can be resolved within the decision deadline.

CONCLUSIONS AND RECOMMENDATION

Staff recommend that Planning Commission open the hearing, and continue the hearing to April 9th, waiting to hear Staff's presentation and applicant and public testimony until April 9th. Staff will provide a complete record of application materials and a staff report with draft findings for the continued hearing in response to new application information that staff have requested of the applicant.

RECOMMENDED MOTION

"Based on the applicant's request to, I move to continue the hearing for SDR-26-2 and CUP-26-1 to April 9th at 6pm."

ATTACHMENTS

1. Application Cover Forms.



City Of Warrenton
Planning Department
Conditional Use Permit
WMC 16.220

OFFICE USE	FEE \$1,000
	File# CUP - _____ - _____
	Date Received _____
	Receipt# _____

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

Property

Address: _____

Tax Lot (s): _____

Zone: _____ Flood Zone: _____ Wetlands: _____

Applicant

Name (s): _____

Phone: _____ E-Mail Address: _____

Mailing Address: _____

Applicant Signature(s): *Elizabeth Carter* Date: _____

Property Owner (if different from applicant)

Name (s): _____

Phone: _____ E-mail Address: _____

Mailing Address: _____

Owner's Signature: _____ Date: _____

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

Description of Proposed Land Use

Conditional Use Permit Review Criteria

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

WMC 16.220.030

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

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

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

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

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

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

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

Submittal Checklist

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

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

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

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



City Of Warrenton
Planning Department
Site Design Review
WMC 16.212

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

Site design review shall be required for all new developments and modifications of existing developments, except for regular maintenance, repair and replacement of materials, parking resurfacing, and similar maintenance and repair shall be exempt. A property owner or designated representative may initiate a request for site design review by filing an application with the Planning Department. In addition, the applicant shall provide any related plans, drawings, and/or information needed to provide background for the request.

Property

Address: 40 N. MAIN AVE

Tax Lot (s): 81021AB07101

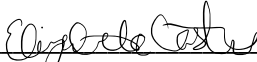
Zone: _____ Flood Zone: _____ Wetlands: _____

Applicant

Name (s): Elizabeth Castro

Phone: 503-440-4488 E-Mail Address: bandcnw@gmail.com

Mailing Address: 2103 SE Dolphon Ave, Warrenton OR 97146

Applicant Signature(s):  Date: 12/19/25

Property Owner (if different from applicant)

Name (s): _____

Phone: _____ E-mail Address: _____

Mailing Address: _____

Owner's Signature: _____ Date: _____

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

Project Description (Include Type of Business)

New apartment complex consisting of (1) 6-plex and (1) 4-plex.

Site Design Permit Extension Criteria

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

WMC 16.212.040

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

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

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

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

Submittal Checklist

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

- The proposed development site, including boundaries, dimensions, and gross area drawn to scale.
- Natural land features identified which are proposed to be removed or modified by the development, including modifications to existing drainage patterns, if any.
- The location and dimensions of all proposed public and private streets, drives, rights-of-way, and easements, if any
- The location and dimensions of all existing and proposed structures, utilities, pavement and other improvements on the site. Setback dimensions for all existing and proposed buildings shall be provided on the site plan.
- The location and dimensions of entrances and exits to the site for vehicular, pedestrian, and bicycle access, if being modified by the application.
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- The applicant's entire tax lot and the surrounding property to a distance sufficient to determine the location of the development in the City, and the relationship between the proposed development site and adjacent property and development. The property boundaries, dimensions and gross area shall be identified.
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- Any areas identified as located in a designated floodplain and/or floodway, if any
- Depict any wetland and riparian areas, streams and/or wildlife habitat areas, if any.
- Site features such as pavement, areas having unique views, and drainage ways, canals and ditches, if any.
- Any designated historic and cultural resources areas on the site and/or adjacent parcels or lots.
- North arrow, scale, names and addresses of all property owners.

■ Name and address of applicant, project designer, engineer, architect, surveyor, and/or planner, if applicable.

■ Letter or narrative report documenting compliance with the applicable approval criteria including the conditional use criteria, zoning development standards, and applicable design standards. Please see the Planning Staff for applicable design standards.

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