

### **Meeting Notice**

Please note that there will not be a 6:00 p.m. Newport Planning Commission work session meeting held prior to the regular 7:00 p.m. session on **Monday, August 10, 2015.** 



#### AGENDA & NOTICE OF PLANNING COMMISSION MEETING

The Planning Commission of the City of Newport will hold a meeting at **7:00 p.m. Monday, August 10, 2015**, at the Newport City Hall, Council Chambers, 169 SW Coast Hwy., Newport, OR 97365. A copy of the meeting agenda follows.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to Peggy Hawker, City Recorder, 541-574-0613.

The City of Newport Planning Commission reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the meeting.

#### NEWPORT PLANNING COMMISSION Monday, August 10, 2015, 7:00 p.m. AGENDA

- A. Roll Call.
- B. Approval of Minutes.
  - 1. Approval of the Planning Commission work session and regular session meeting minutes of June 22, 2015.
- C. Citizens/Public Comment.
  - 1. A Public Comment Roster is available immediately inside the Council Chambers. Anyone who would like to address the Planning Commission on any matter not on the agenda will be given the opportunity after signing the Roster. Each speaker should limit comments to three minutes. The normal disposition of these items will be at the next scheduled Planning Commission meeting.
- D. Consent Calendar.
- E. Action Items.
- F. Public Hearings.
  - 1. <u>File No. 4-CUP-15</u>. A request submitted by Mid-Coast Christian School (Greg Wood, authorized representative) (First Christian Church, property owner) for approval of a conditional use permit in order to operate a private elementary and secondary school within existing church buildings located at 809 SE 2<sup>nd</sup> Street, which is situated on a piece of property with the following multiple zoning designations: R-1/"Low Density Single-Family Residential," R-2/"Medium Density Single-Family Residential," and C-3/"Heavy Commercial" zoning districts.
  - 2. <u>File No. 4-Z-13</u>. Consideration of revisions to City of Newport Design Review land use regulations and the boundary of the Historic Nye Beach Design Review Overlay. Changes to land use regulations include new and updated design guidelines, clarifications to clear and objective standards, tighter thresholds for guideline review of large structures, updated illustrations, and consolidated procedures (NMC Chapter 14.30). Overlay boundary change removes some R-2 zoned property and adds R-4 land. The Commission will make a recommendation to the City Council on this matter.
- G. New Business.
- H. Unfinished Business.
  - 1. The Inn at Nye Beach. (Tokos)
  - 2. Community Vision. (Patrick)
  - 3. New North Side and McLean Point Urban Renewal Areas. (Croteau)
  - 4. <u>Local Improvement District (LID) Implementation</u>. (Franklin & Hardy)

J. Adjournment.	I.	Director Comments.
	J.	Adjournment.

#### **Draft MINUTES**

**City of Newport Planning Commission Work Session** Newport City Hall Conference Room A June 22, 2015 6:00 p.m.

Planning Commissioners Present: Jim Patrick, Rod Croteau, Lee Hardy, Mike Franklin, and Gary East.

**Planning Commissioners Absent:** Bob Berman and Bill Branigan (both excused).

PC Citizens Advisory Committee Members Present: Dustin Capri.

City Staff Present: Community Development Director (CDD) Derrick Tokos and Executive Assistant Wanda Haney.

Chair Patrick called the Planning Commission work session to order at 6:07 p.m. and turned the meeting over to CDD Tokos.

#### **Unfinished Business.**

Review draft Zoning Code Changes to NMC Chapter 14.30 incorporating updates to the Design Guidelines and Standards as recommended by the Nye Beach Design Review Ad Hoc Work Group. Tokos noted that a couple of Commissioners have been working on this with the ad hoc work group, which has made some revisions to the Nye Beach Design Review Guidelines and code. He noted that his cover memo highlighted the most significant changes. He said that one of the biggest is a compromise amongst the members of the work group; and that will subject a larger number of projects to review by the Planning Commission. The trigger has been reduced down to 65 feet long, and there are also some additional standards. Through the work with SERA Architects it's set up that even if a structure is less than 65 feet in length, if it's over 40 feet long and over two stories there are additional things required to break up the building mass. The guidelines were restructured with the help of SERA to make them more user-friendly. We took out the discretionary language, which we can't have in the standards. There are new guidelines to address solar impacts. The illustrations have been refreshed. Patrick thought we wrote that as shading public property. Tokos said in the guideline document actually under "commercial and multi-family" on page 8, it's guideline 9; and it's not quite that way. Under "approaches" the third story shall be stepped back. The first bullet speaks to commercial and multi-family. It states they shall be massed to avoid casting a direct shadow onto the public sidewalk. That would have dealt with the Inn at Nye Beach where the properties to the north would have triggered third-story setback. Hardy said if they moved it back 20 feet from the lot line they could avoid that. Patrick said we require it be built lot line to line. Tokos said for purposes of utilization of the available public resources the objective was to take advantage of the fairly dense area and create a walkable district if we can. It has been successful for the most part. You can't argue that it's not successful. Streets that are more congested slow cars down. People feel more comfortable getting out and walking. He said whether you agree philosophically or not, that's what was behind it. After talking with the ad hoc group and merchants we will clarify areas where there was concern in Nye Beach with how the standards were being applied. Patrick said that congestion works in your favor. Hardy said that congestion is dangerous. Tokos said there are different views on what is or isn't good development. With the Nye Beach area that is what they were shooting for. Emergency providers have to respond and adjust as they do in areas like downtown Portland.

Capri asked, solar shading what time of the year. Tokos said that's further down where it says it shall be assessed for the following times. Tokos said it will be relatively low, which it was intended to do. Croteau said you could do solstice to solstice. Patrick thought that's what we had originally. Tokos said he can contact SERA and ask why they selected this specific timeframe. Capri wondered if you take the nearest street and put in two stories is that going to cast across the street. He noted that it says you can't block the sidewalk across the street. Franklin said it depends on the elevation too. Tokos said it's across the bordering street, which means you have an existing street section. The ad hoc group looked at a few examples and didn't get a sense that this was an overly difficult thing. Patrick said they did a study with Archway Place. He doesn't know the dates they had, but it was hitting the front of the sidewalk. The road bed was covered but not the sidewalk. He thought it was spring. They didn't say anything about February 28th. Franklin said High Street is a good example. The diagram shown at the end of the second packet speaking about solar shading show it as flat to flat (Illustration 12), which is similar to Archway Place and Illingworth. It needs to be comparing flat elevations or flat grade. You can't make a blanket statement. Tokos said again the objective was to address the concern by the public to new projects going in that effectively reduce solar access on their property. Capri said and also a wind tunnel. Tokos said if a development eliminates almost all solar, that's an impact on your property. That review will be by the Planning Commission and is discretionary on the Commission's part. The intent is that it doesn't excessively shade neighboring properties. The Commission will have to make a judgement call. He said people can use one or more of these to get there. If they can't hit bullet one, they can hit others and make their case. Capri thought it is smart and necessary to review plans.

Tokos noted that the overlay boundary was revised, and he will have a legal description prepared before this goes into code adoption. He assumed the Commission was okay with what the boundary looks like. Tokos cleaned up the review procedures. Capri said on page 9 of the code, he has a concern with the 20-foot garage setback. He said that most lots are between 30 and 40 feet, and the house has to be within 5 feet in the front. If you have a 20-foot setback you end up with a narrow house. Tokos said the concern the work group had about the present approach is that it has allowed a developer to have an inadequate garage setback. You need 20 feet to get the car off the sidewalk. Patrick had mentioned San Francisco; and Tokos said San Francisco is either 20 feet or zero; but you don't want 10 feet. If you are setting up a 10-foot pad, you have plenty of room to take the back of a pickup over the sidewalk and into the road; and pedestrians end up walking in the street. It becomes an enforcement issue for the City. Capri said it's extremely hard to lay out a floor plan. Patrick said you could make the garage forward and make it two-cars deep. Patrick wondered if you couldn't make an exception that if the garage is two-cars deep they could come out to zero. He said we would have to see if that would fly. We changed from 10 feet because that wasn't working. We never really discussed a zero option. Talking about a house he was designing, Capri said the lot's now 29.7 feet and you lose 5 feet. You need at least 12 feet to get a driveway. Because it's Nye Beach, you have to have stairs and room for an entry. You end up with 20-foot sliver. Work in the stairs, and you have a long hallway before you get back to the house. Tokos said he could tweak the code to say that the driveway depth has to be at least 20 feet. That's consistent with what the ad hoc committee talked about. If there's a driveway outside a garage, you have to be 20 feet back. If a garage is subject to the general setback, it would be 10 feet. We have to get it up to zero. Patrick said you need 5 feet at the rest of the building. Tokos said he will put some thought to that. He knows what the Commission conceptually wants. Capri asked about the lot he has been working with that is 29.7 feet wide and the standard that the minimum width is 30 feet. Tokos said it's okay as long as it was a legal lot that was there prior. He said that's the existing standard. We have lot coverage to allow for some green space. Capri said because the lot is 29.7 by 60 or 70, it ends up being 1700 square feet not taking into account setbacks; that's just on the 64%. Tokos said unless Capri got a provision to put parking underneath it below grade. He said that lot coverage standards weren't adjusted as part of this process. That's why we have adjustments and variance provisions for those that have something unique on their property so they can't meet the same standards as others.

Capri noted that on page 10 of the code, it talks about if you get an on-street credit, it must be completely abutting. You are requiring off-street parking space, which requires a driveway. What if it's a 30-foot lot and a driveway is 12 to 15 feet and there's no legal on-street parking space directly in front? He asked if it doesn't require on-street parking to get a credit against the off-street parking requirement. If you can't get that, you don't get that credit? Patrick said he thought that was for commercial. Tokos said for residential it is just one. If you can accommodate on-street in front of your house, you don't have to have off-street but it has to be entirely in front of your property. Franklin asked if it doesn't have to be marked but just in front of your property. Tokos said in a lot of cases it is marked. Hardy said it also has to be accessible to the public. Patrick thought that as Nye Beach is filled and more developed, they will have to take the parking committee and do something; maybe some streets parking with permits and some open to the public. That's where you're going to end up. Right now it's working, but he can see in the future it may not.

Tokos said he will tweak the code to say that if it's surface driveway parking, it has to be 20 feet; for a garage, you can pull it up to a zero lot line and accommodate a vehicle that way. The work group's concern with 10-foot pads was vehicles blocking the sidewalks.

Tokos said we have a glossary of terms and the guidelines themselves. This will go through the hearings process to be updated. Capri said it's a lot better than it was before. Tokos said we stayed out of the introduction in the Guidelines. It is pointed out in the Comprehensive Plan. Hardy asked what the definition is of a working-class neighborhood. Tokos said he stayed out of defining that because it's whatever an individual's definition is for that. Tokos thought in the Design Guidelines, the intent and approach language is helpful. He hoped the Commissioners agreed. Patrick said there was a lot of push for stuff that didn't meet this. One member was pushing for corrugated metal buildings. He said he did point out that they are allowed to use that as an accent; but you can't make the main part of the building look like that. Tokos said that board and batten was added, and the definition was tweaked to make it clear that it doesn't include plywood or pressboard. So plywood and pressboard definitions got added as well.

Tokos said with the ad hoc work group, it was 50/50 with the different perspectives. There were strong feelings with half of the group to get a zoning sublayer that would limit development in what they conveyed as the core area in a much more substantial manner. At the end of the day they were satisfied that this covered enough ground that they were comfortable. There is a little more clarity and standards about what they need to meet. In the design standards the biggest thing on the residential side is that it got broken up and is not just one laundry list; particularly element B. There are a few more items required; they can't get away with just doing nothing. Capri said in the prior version, it's hard to get it to fit in Nye Beach really well. When he was looking through the first time, he had a hard time finding things to check of. He said it's better on a case-by-case basis. Patrick asked Capri if he ran the house he just designed through this; and Capri said he did, and he got it. Patrick said that tells him that we're getting closer to what we're supposed to have.

Tokos said the Guidelines did get some work. Capri said that architectural standards are difficult to write.

Croteau said on the solar access, he thought we should go with the two solstices; winter and summer. Everything else will be in between. Those are your two extremes; the two extreme pictures of the year. Tokos said he can ask SERA why they went with the ones they did and why not solstices if that is helpful. Croteau thought that would be helpful.

Capri asked about "C' regarding roofs on page 13. He wondered if it's applied to just gable or hipped as well. Franklin said he would think just gable; and Tokos said just gable. Capri said a slope of 5:12 or 12:12 would limit height to two stories. To get three stories, you would have to go with 3:12 to keep it under 35 feet. Tokos said multi-family coming in under 35 feet is coming in under guideline review. Residential has roof elements 1(A) on page 9. Capri asked if you can have a hipped roof out right, and the slope doesn't matter; and Tokos confirmed that. Patrick asked if the Fire Department is happy with a 2.5-foot setback on the side and a 1-foot roof overhang. He was under the impression that the 5-foot setback had to do with ladder access. Tokos thought we addressed fire access. As long as they have access to one side of the structure that is all they care about.

Tokos asked if it was the general consensus that this is in good enough shape to initiate the update process; and there was. He noted that it will need to be noticed. We have to get this to DLCD 40-45 days before we are looking at a hearing. We will see if we have R-4 folks who push back getting added in on the north side. Those in R-2 that we took out won't care he doesn't think. It would be hard to apply it in R-2; it's wasn't really set up for R-2.

**B.** Adjournment. For the upcoming regular session, Tokos had provided the Commissioners with a final order and findings for the hearing and a new memo from City Engineer Tim Gross. Tokos wanted to make sure they had the materials and had time to read through it and talk about it. He explained that Gross' line in the sand is that he wants 24 feet of clear travel area; two 12-foot travel lanes for any street section done. He mentions the ladder truck and other equipment having a difficult time navigating narrow streets in Wilder Phase 1. Tokos explained that there are two options for the Commission to consider. Under Option A the Commissioners can accept Gross' evidence as expert and can make a finding that the street layout will place greater demand on public services than other authorized uses. Under Option B the Commissioners can go with Wilder and your reasoning is what is proposed is consistent with what was already approved in the Kit of Parts. There was some discussion, and the work session was adjourned at 6:50 p.m. for the Commissioners to review the materials before the regular session.

Respectfully submitted,	
Wanda Haney	
Executive Assistant	

## Draft MINUTES City of Newport Planning Commission Regular Session Newport City Hall Council Chambers Monday, June 22, 2015

Commissioners Present: Jim Patrick, Lee Hardy, Rod Croteau, Mike Franklin, and Gary East.

**Commissioners Absent:** Bob Berman and Bill Branigan (both excused).

<u>City Staff Present</u>: Community Development Director (CDD) Derrick Tokos, Public Works Director/City Engineer Tim Gross, and Executive Assistant Wanda Haney.

**A.** Roll Call: Chair Patrick called the meeting to order in the City Hall Council Chambers at 7:00 p.m. On roll call, Hardy, Croteau, Patrick, Franklin, and East were present; Berman and Branigan were absent but excused.

#### B. Approval of Minutes.

1. Approval of the Planning Commission regular session meeting minutes of June 8, 2015.

**MOTION** was made by Commissioner Croteau, seconded by Commissioner Franklin, to approve the Planning Commission regular session meeting minutes of June 8, 2015, as presented. The motion carried unanimously in a voice vote.

- C. <u>Citizen/Public Comment</u>. No public comment.
- **D.** <u>Consent Calendar.</u> Nothing on the Consent Calendar.
- **E.** Action Items. No items requiring action to be taken.
- F. Public Hearings.
- **1.** Continuance of File No. 2-PD-15 / 3-PD-15 / 1-SUB-15. A request submitted by Bonnie Serkin of Landwaves, Inc. (Elizabeth Decker of JET Planning, authorized representative) for approval of major amendments to the approved Preliminary Development Plan, Final Development Plan, and Tentative Plat for Phase 1 of Wilder. The Planning Commisson held a public hearing on this matter on Tuesday, May 26, 2015, and Monday, June 8, 2015.

At 7:02 p.m. Patrick read the summary of the file from the agenda and noted that this was a continuance of the hearing for File No. 2-PD-15/3-PD-15/1-SUB-15 from June 8th. He noted that because this was a continued hearing, he didn't need to read the statement of rights and relevance again. He said that he would be opening the hearing to the public for testimony again and asked for the staff report. Tokos explained that he wanted to briefly touch on the additional information the Commission had just received since the original hearing. He noted that City Engineer Gross was attending the meeting. The Commissioners had received Gross' memo dated June 3<sup>rd</sup> prior to the June 8<sup>th</sup> hearing; that's now Staff Report Attachment "F." The applicant responded with a number of letters and a revised set of plans; Attachments "G," "H," and "I." City Engineer Gross had prepared a memo, which Tokos received Friday that is Attachment "J." Tokos pulled together findings and a final order, which the Commissioners received just prior to this meeting. He wasn't going to review this in its entirety; much of this is consistent with the staff report the Commission received at the initial hearing outlining how the applicant has satisfied the criteria. Tokos said he would focus on the points of disagreement, which have been narrowed down substantially at this point. He drew the Commissioners' attention to page 11 that gets at the one criterion that "the planned development will be compatible with the area surrounding the project site and with no greater demand on public facilities and services than other authorized uses for the land." There are other standards that this is interwoven into that he wouldn't get into, but are referenced here because he didn't want to reiterate this in multiple locations. He said the Commission effectively has two options here. He said he would touch on Gross' memo, but noted that Gross was present to answer any questions and hopefully the Commission would take advantage of that. Tokos thought basically the push points at this juncture are that our

Public Works Department and our Fire Department are looking for streets that are wider than what are proposed, at least with a few of the street sections; namely SE 43<sup>rd</sup> Circle and SE 42<sup>nd</sup> Place, which are Phases 3 and 4, and Fleming Street, which is in the Phase 2 package. They are looking for 24 feet of unobstructed street area, basically two 12foot drive aisles, as a minimum standard that should be applied here to ensure that all of the Fire Department's equipment and the Public Works Department's equipment can access these streets. Gross points out that for utility purposes, he doesn't want to have utilities in an area where he can't reasonably access them. That's the concern there. Alleys are fine per that testimony provided the utilities aren't in the alleys if they're narrower than 24 feet in width, and the lots that abut the alley can be accessed from other streets for fire suppression purposes. Gross had had a concern with respect to a dog-leg intersection proposed on 44th. That concern has been addressed at this point since that street will not be a through street; instead 46th will serve that purpose. Tokos thought the Commission has two different options here to address the Public Works Department's and Fire Department's concerns. You can certainly accept the City Engineer's testimony as expert testimony that you can rely upon to put together a finding that more or less mirrors what Tokos put in here as Option 'A' that gets at street sections narrower than 24 feet in width are problematic because they place undue burden on emergency and utility service providers because they can't adequately access those streets given the size of their equipment. He said the Commission could certainly find that it's feasible for the applicant to satisfy that and provide the City with a revised set of drawings that show that. They have sufficient area in their planned development to meet that, but it would require some design adjustments. You can make a feasibility finding that that's not going to substantially impact the design as presented.

Tokos explained that Option 'B' would be to accept where the applicant is at right now. Your rationale there would lean more on the Kit of Parts that was previously approved by the City in 2009 because the street sections he just referenced that the applicant is proposing are consistent with what was approved in 2009. The difference here is that the City has acquired a ladder truck for example after that the original planned development was approved. The ladder truck was needed by the City because we do have taller buildings. Typically a ladder truck is needed for buildings that are over 35 feet in height because you can't reasonably access them with your conventional equipment. Wilder development is not proposing structures of that height; they cannot do that under the height restrictions that are imposed outside of the commercial area. But the commercial area does have wider street sections. In the Option 'B' route the Commission's reasoning would be that what the applicant is proposing to do now at these locations is no different than what was approved by the City and found to be acceptable in 2009. Tokos said there's a little bit more language in there; but that's it in a nutshell. That is where the two options takes the Commission.

Tokos touched on the conditions of approval. The first condition just pulls in prior approvals just to make it clear that this action doesn't invalidate prior conditions of approval that the Commission imposed with prior decisions. The second condition gets at that for trail improvements on Tract G and H, which are in Phases 3 and 4, the developer will be responsible for installing those concurrent with the platting of those phases. There's findings in there as to why that is appropriate and necessary. The third condition gets at accessory dwelling units and basically pulls over the same limitations that were imposed in 2010 when accessory dwelling units were provided as an option in Wilder. They've asked that that be extended to Phase 2D, Phase 3, and Phase 4. That's what that provision speaks to. The fourth condition gets at the wetland in Phase 4. The City Engineer has noted that while we've made a lot of progress in working through this issue with Wilder, the tract as depicted might not be adequate. It may need to be linear and possibly wider. That type of issue can be addressed as part of the final plat. That's how that condition is drafted; should the applicant elect not to mitigate or eliminate that and instead use the wetland as part of the storm drainage conveyance system, that the wetland and the associated storm drainage infrastructure will be placed into a tract that would be under City ownership for purposes of maintaining that storm drainage infrastructure in a wetland area, and that that configuration of that tract needs to be approved by the City Engineer prior to the final plat being recorded. The fifth condition deals with SE 45th Street and SE Geneva Street, which are listed as green alley concepts. Tokos believes that Gross talked to Serkin and Emery about doing them as urban alleys, and that they were amenable to that. That is what condition 5 is driving at. It's just a different street section. Green alleys have a planting strip down the middle, and Gross doesn't want to deal with that on a maintenance basis because they're a little more problematic. Condition 6 ensures 24 feet of clear area within the rights-of-way for SE 45th Street, SE Geneva Street, and SE Fleming St. Number 7 gets at the developer obtaining a letter from the City Engineer confirming that off-site water, sewer, storm drainage, and street services are adequate to serve the planned development. The subdivision code goes into what those specific elements need to be. That subdivision code standard is clearly targeted to not what is in the development but the capacity of the infrastructure that comes up to the proposed development and whether that's adequate to handle the increased demand that's going to be placed on it. The eighth condition, which is typical of any conventional subdivision, is they'll have to get their infrastructure in place in a condition that is acceptable to the City

Public Works Department before final plat is recorded for a particular phase. Similarly, condition 9 talks about the public improvements. It does note though that they may take advantage of the agreements to the extent they are allowed in our subdivision code, and there are specific provisions that speak to how those are to be structured and are to work. Number 10 is a prior condition he carried forward just for ease of administration that gets at the three-story building heights in the R-3 zone within the Village Center and how that's to be addressed. Condition 11 gets at the approval timeline for the subdivision plat and when the phasing needs to occur. The last one is a condition for Option 'A' and the request the City Engineer made. If the Planning Commission wants to go with Option 'A', you would look at imposing a condition that more or less aligns with what Tokos outlined here. Tokos did put together this set of findings and final order fairly quickly, so there may be some cross-references that need to be cleaned up; but he thought it was a pretty good starting point to launch this conversation.

Proponents: Bonnie Serkin, COO for Landwayes, Inc., 2712 SE 20th Ave., Portland, who is the master developer of Wilder came forward to testify. She assured everyone that public safety is at the top of their list of very important things. They have no intention of designing anything that interferes with public safety. She said that she appreciated Gross going over his memo with her on Friday afternoon. It was very helpful to get his perspective. With that, Serkin turned the testimony over to Elizabeth Decker of JET Planning, their land use consultant, to go into further detail. Decker thanked the Commission for having them back and taking the time to look at this development. She said that they are looking forward to getting under construction shortly. She explained that as the Commission knows, Wilder is a neo-traditional new urbanist neighborhood with a mix of uses and residential types; and the street and utility concepts form a framework for this type of neighborhood and were developed and approved in the original Kit of Parts actually dating all the way back to 2007. It was in that 2009 approval that they came and worked with the Commission to get the development approved using the Kit of Parts subject to further review with the Fire Department. She said there was a pretty similar conversation then. Safety was the priority then; and it is now. They worked with the Fire Department through final plat on final design construction to make sure those cross sections from Kit of Parts when transferred to the real world actually worked. They got the Fire Department's approval and built Phase 1. It is on the ground and almost all of the homes are constructed now. They are looking to take that same design, same concepts that worked so well, and bring them over into Phases 2, 3, and 4 to maintain the new urbanist, village-like character in Wilder. They wish to continue working with the Fire Department through this to make sure that those streets provide safe emergency access. They appreciate all the work that Tokos, Gross, and Murphy have put into working with them on the revised design over the last couple of months. She said if you look through the memos, they have made several revisions based on the discussions that they've already had; in particular the memo from Gross on June 3<sup>rd</sup>. They have made numerous changes; the length of the parking stalls, enlarging the cul-de-sac in 42<sup>nd</sup> Place, modifying the turning radii, providing public utility easements, adjusting the Fleming Street intersection, widening 46th and Ellis Streets, changing the pavement types from the green alley to a hard surface for the urban alley, privatizing some access driveways, and modifying the Harborton turnaround. So she thinks they really have a lot of these issues nailed down. They appreciate the discussion and getting that all hammered out. Again, the central issue is just getting that balance between safe fire access and maintaining that small-scale relatable streets where the house on one side makes a connection with the house on the other side; and they're not "paving paradise to put up a parking lot," which is what they're trying to avoid. They feel like they achieved that balance successfully in Phase 1 and are looking to continue those themes through the further phases. They believe they have met all the documented concerns about roadways for fire access. The concerns stated by the Fire Chief really focused around the turning radius, especially on those narrower streets; the alleys. They have a 20-foot width; but as the Fire Chief stated in the minutes from the previous meeting, the focus is really on turning into those. The design radius for that hook-and-ladder truck that's been acquired since their previous approvals is 30 feet. So they have revised all the corners into the narrow streets to meet that 30-foot turning radius. She said, as Tokos had mentioned, that truck might not even be needed in the single-family phases of Wilder because there won't be any development more than one or two stories. Fire code requires a 20-foot wide fire lane for those vehicles to access; and they have provided that throughout all of the proposed streets and alleys. That allows enough room to deploy the outriggers or the stabilizers that you see in some of the photos. In addition, they understand that firefighters need to move around the trucks so they have provided an additional 4 feet outside that 20 feet on either side of the alleys that will be a clear space with a public utility easement that will give them some extra maneuvering room and will allow them to deploy their hoses and other equipment.

Decker said that they also understand that Gross has some additional concerns about access for utility maintenance. They believe they can make the design meet the fire code as well as also satisfy maintenance concerns with some of those similar design techniques. Again, designing those corners for the 30-foot turning radius should give access for the same scale of vehicles, and those 4-foot wide public utility easements really take it from a 20-foot alley to 28 feet

worth of room to work with. Again, their design is consistent with Phase 1 and their previously-received approvals; and they are hoping to just extend it down the road. Just similar to previous approvals, as Tokos had mentioned one of the conditions of approval is that it be consistent with conditions from previous approvals, and one of those is a condition to work with the Fire Department through final plat to make sure through the design and construction process as they finalize street sections that they maintain that safe access. They would still be bound by that condition and would certainly work in good faith with the Fire Department to fulfill it. The process and the dialog worked successfully in Phase 1. They came up with some minor modifications. They had designed the turning radius of the alleys to the dimensions that the Fire Department had specified, but it wasn't working; so they made a modification to cut the corners and add some alternate surfacing so they could travel outside of the paved right-of-way, which gave them much more flexibility of getting into those alleys. They will work on similar adjustments through the final design and construction with these phases as well. As part of that ongoing adjustment, their one request for consideration is that along with the flexibility to modify the street sections in response to the Fire Department comments, also allow them some similar flexibility in the final development plan to make some minor adjustments to lot sizes, potentially the number of lots just a small amount if the turning radius or other widths require it and the residential type that may result from those adjustments. For example, if they did move to a wider street, it might make it more feasible for cottage product rather than a detached single-family small craftsman. They just ask for some flexibility to use the residential types already approved in the Kit of Parts, but just change some out as needed if there are different lotting patterns or street widths as a result of their discussions with the Fire Department during final plat.

Opponents or Interested Parties: City Engineer/Public Works Director Tim Gross thanked the Commission for an opportunity to talk about his and the Fire Department's concern about the Wilder subdivision. He thought that it was worth noting that there have been several references to the first phase of Wilder and some of the approvals that were done at that time. He said it seems pretty clear to both the Fire Department and the Public Works Department that the first phase of Wilder doesn't work very well. They've gone and run some turning movements with Public Works' vehicles and staging of emergency vehicles within the first phase of Wilder. It's important to remember that it's one thing to get a truck onto a street, but it's another thing entirely to actually be able to use that vehicle once it's on the street. He said the intent of the pictures he supplied with his last memo was to try to illustrate that point. He said there's one that proves his point pretty well. On the second page there's a photo of a small blue car next to our ladder truck; and the ladder truck was set up on a 22-foot wide street from edge of concrete gutter to edge of concrete gutter. The outriggers on that truck extend from gutter to gutter. The front of that small car was practically touching the garage door, and the back of the car is over the curb line slightly. One of the challenges with the streets as narrow as they are and this setback as close to the street as it is, it provides very little control of what takes place outside the street or sometimes is in the street right-of-way by people who are trying to park their cars in their own driveways. Gross said one of the considerations of the Fire Department is that they will not place a vehicle in an area where a wall could fall on it. He noted that here you're looking at the back of the garages, but if you look at one of the photos on the woonerf where you can see the fronts of the homes, there we have a standard engine. The house actually overshadows the road so much that they couldn't set up in front of the building at all. The Fire Department actually has to approach the house from both directions. They're not able to pass by each other. They're having to back out of that street because they're not able to pass one vehicle by another. You can see how far out the outriggers come. They're not able to move their hoses around the truck. They're not even able to open the doors of the truck and get around it. They're not able to stage for the fire. They mentioned the extra clear space that a utility easement would provide, but that's not actually true. Utility easements are allowed for fire hydrants, utility boxes, transformers, street lights; obstructions are what take place in utility easements. We're not allowed to build structures there; but there are certainly mailboxes or other things that provide obstructions to either vehicles moving or trying to pass through that region. He said if you talk to the Fire Department, they say that if they have a fire they will make their way through. If there were bushes and trees and that sort of thing, they literally would push those over; but that's not what they want to do because that doesn't really help with their response time. Gross said that the Fire Department is completely in agreement with him that a 20-foot wide street absolutely doesn't work. A 22-foot wide street they could probably make work if they had to; but is that really what we're trying to do to our public safety group? A 24-foot wide street is really the minimum necessary to even be able to pass two vehicles by each other. The outside mirror to outside mirror on these trucks is somewhere between 10 and 10-and-a-half feet. Even to pass one vehicle by another and keep the wheels on the roadway, you need a 24-foot wide street to be able to do that. That's similar to the City's jetter truck. Public Works use the ladder truck as their design vehicle because it does have the largest turning radius. But it is not the largest turning radius of any vehicle in our city. In a typical city street, they use what they call a WB62, which is actually a semi-tractor/trailer. People take deliveries, they have their dishwasher or furniture delivered, the garbage truck goes down the street, the school bus goes down the street; a lot of these vehicles are pretty equivalent

in width. They are going to be passing by one another or passing by a vehicle that is parked on the side of the road. Gross noted that there was some discussion about the purpose of the ladder truck. The City was required to get the ladder truck for us to be able to build structures that were taller. The Fire Department doesn't only bring the ladder truck out when there's a tall structure fire; they use that particular piece of equipment for suppression. When you have buildings that are built very close together like in Wilder, or in a townhouse subdivision, or in one instance the City's water treatment plant where they used this truck in this exact same fashion, they use it for suppression on the buildings on either side of the fire to keep it from spreading.

Gross said the Public Works Department has spent a great deal of time working and talking with the Fire Department reviewing the Wilder subdivision, reviewing the standards in general to ensure that they are able to provide the public safety needs of our community. He said it's slightly mind-boggling that he is arguing for a 24-foot-wide street because he probably wouldn't let a 24-foot-wide street go in any other subdivision. That's the absolute minimum that you have to have to be able to function safely; not just with your emergency responders, but also with your Public Works equipment. We have a sewer jetter truck, and the turning radius is only slightly smaller than that of the ladder truck. It was the design vehicle until the Fire Department replaced their old ladder truck with the current one they have. This jetter vehicle is very wide, and it's used to clean sewers so it ends up having to set up essentially in the middle of the street in order to do so. In this particular development any street that they're on is essentially closed when they're doing maintenance on their utilities. He said if you take a look at an emergency response, typically what you'll have is at least one squad car, an ambulance, and a fire engine. That fire engine is the Fire Department's typical response vehicle. You'll see that all over town because when a firefighter is out and about, they drive that truck because that's the first vehicle that goes on a call. You have three vehicles that go down that road. When one of those vehicles is on that road, the other two vehicles can't pass it by anymore because the 20-foot wide road isn't wide enough to allow that to take place. So one of those vehicles is backing down the road, which is similar to what would take place if they had their jetter truck set up in the road. A 24-foot road would allow you to get those vehicles by each other. Gross' comments in his memo were exactly that; it's necessary to have a 24-foot wide road to allow one emergency vehicle to pass by the other. That allows you the flexibility to be able to get your equipment to where you need it set up. Otherwise, if the fire engine gets there first but the ladder truck needs to set up someplace else, he either has to back down the street turn around and come back in from the other direction or pass by the fire engine. Gross said those are primarily his main points on this. These streets are not sufficient to provide two of the core functions of why a city exits at all. Cities are there to provide public safety and to provide utilities on a large scale. He said that right now we're struggling to provide those two basic functions because the desire for livable communities is offsetting the need to provide public services. He thinks there can be a happy marriage of both. We're not asking for 36-foot wide streets; we're asking them to widen the streets out to 24 feet. Gross thinks they can still meet their goals by doing that, and then the City has a much easier time providing essential city services that we need to provide on a daily basis. He said it's only a matter of time before one of these streets ends up getting dug up by one of our utility crews because of a water line break, a gas line, or any one of those things. He said you can take a look at any one of our streets, and they're all patched. We had heavy equipment out there doing that. It's necessary for them to have a little bit of room to do that without having to close the entire street in order to get that done.

Rebuttal: Serkin returned she said to provide some further comments more so than rebuttal. She said that she knows there has been a change in staff since they received these approvals. She said that any jurisdiction that has traditional neighborhood development goes through this same discussion about how to get this balance. She said last time this happened; not at this hearing stage because they spent a lot of time before with people in the City explaining how it works. She said that all jurisdictions that deal with this have a way of working it out. Serkin believes that we can work it out and that we can make it as safe as it ought to be, as functional as it needs to be for the City's purposes, by just mirroring what we did the last time; deal with the Fire Department and make it work and be safe. She said one thing she promised Gross in their conversation last Friday was that she would pull together case studies on what happens in other jurisdictions and how they come to resolution and make it work for everyone. She apologized for not doing that sooner, but there are lots of ways to do this in the future. Serkin just asked that the Commission mirror this time what they had in the approval before; and they'll build it safely and functionally.

Patrick closed the public hearing at 7:35 p.m. for deliberation. Patrick wondered if the Commission wanted to make a decision now. East thought we still needed some discussion. Patrick said this is the time for discussion, but he was trying to decide if the Commission wanted to make a decision now or continue the hearing again. Hardy said maybe the Commission should ask what it means to work it out with the Fire Department later. Croteau suggested having discussion before deciding if we need to continue this again. He said that he's in full agreement with the concerns

that Gross expresses in his memo. We can hardly ignore public safety. He said that Gross raises good and valid points that have to be addressed. On the other hand, he's a little uncomfortable with sort of changing rules after a prior approval. In effect if we change the rules, it means withdrawal of the approval that's been made. He thought the issue is of sufficient merit though that he wants to hear how this can be resolved before an up or down vote. He would like to see this given more time. He said if the applicant believes they can assuage Gross' concern, he would like to give them time to do that before saying this is something we need to do. Certainly going forward, he thought the Commission has to take all of these considerations into account and set standards for going forward for sure. But what do we do about what has already been approved? That's where he has difficulty; a rule change that has in effect made it so any approval can be withdrawn at a later date. That's a difficult thing for him to accept. He doesn't want to axe it if there's a way to work this out between the parties before the Commission has to come to that firm decision. Franklin completely agreed with that, and that's where he stands as well. Hardy thought Croteau's comments were very well stated; we need to see how things will be worked out. Patrick said he hates to give a blanket approval. We have this set of Kit Parts that the Commission approved once before, and he was around for that; but on the other hand, we have evidence that it's not working. He thought the Commission needs to do some hashing out about what would be appropriate going forward. He tends to think there is a compromise in there someplace. He said the applicant has done a lot of stuff. He's glad to see the turn radius. He had no problem with them having flexibility on what they put where; that's not a big concern. They need to make the lots work; and he would be happy to do that. He does think they need to work things out. Patrick also would like to hear from Fire Chief Murphy that he signs off on it too. East said it's reasonable to get more information and make sure everybody's going to be happy with the modifications.

Testimony was reopened for Serkin to make additional comments. She noted that there are still further approvals that they need to get before they can go on. The last time the way it was resolved was that the Planning Commission gave this level of approval and then they resolved the other issues like the ones Gross is bringing up tonight before they went to final plat. They couldn't get to final plat without getting those approved. She asked the Commission to consider that they can approve this the same way tonight. She said that there are builders who are ready to start building. It's a tough summer out there because interest rates are going up. She thinks that the integrity of Wilder as a whole, which is going to continue decades from now, is very important. She can also see that their builders are getting edgy. That's something they haven't experienced before because the last time they were going through this there was a recession and no one was edgy about anything other than how to get through it. It took them a year last time to do this sort of thing with case studies and explanations of how this comes together and how to make it work. Even if it takes a month to do that, she's afraid their builders missed part of the summer. She asked if there's any way to get this resolved tonight through the Planning Commission level, and then they will take it to the next step and do what needs to be done for public safety and efficiency like they did the last time.

Gross said that although the Wilder subdivision is obviously passionate to Serkin, it's something that the City will be maintaining for perpetuity. Which means if Gross works here for 50 years, he will still be working with Wilder. He said for any decision we make tonight we have to take into consideration how we will be operating our city long into the future. He hates making a decision that is short-sided or isn't taking into consideration the ability to provide public safety for somebody who lives on one of their streets 25 years from now. He'd hate to go make a decision without making sure we can provide the city services that we are obligated to provide. He said it's been his experience in the last several months that, especially in Wilder, they are moving a little bit faster than the City can respond in approving their construction documents, and the builders are literally sitting on site waiting for him to review those designs and hand them over. That's not the proper way to handle an investment in our community that's going to be here a very long time. He's not saying not to make a decision, but we need to be very careful in our consideration of that decision and not rush it through. Gross noted that there were a couple of options that were provided by Tokos for the Commission to make a decision tonight. They were a little black and white one way or another. So he doesn't know how the Commission gets around that particular topic and still make a decision tonight.

Tokos said he didn't see what the Commission is gaining by continuing. He doesn't know that the Commission will end up with a different outcome than one of the two options that are listed. He said that the Commission has adequate factual basis and defensible findings to go either direction. Kicking the can down the road for further discussion with the Fire Department isn't going to lead to a different result. You can pull in the Fire Code, but the Fire Code's not going to lead to different results. He said the Commission really has a fundamental choice here. Do you want to require in this case that some of these street sections need to be wider based on the testimony Gross has provided; or do you believe that the street sections are adequate as designed right now as the applicant has proposed. He thinks they're both defensible, they're both reasonable, and you're not compromising. You're putting together defensible

findings in either case. Tokos' recommendation was for the Commission to talk it through and come up with a direction they wanted to go with. Then the final plat gets tailored accordingly.

Gross noted that Chief Murphy has been privy to these conversations. He is in agreement with the memos that Gross provided. He understands and has provided Gross with documentation about his frustrations with constraints on fire response times. It's not Gross' perspective that the public streets need to be wider; it's the Public Works Department and the City Fire Department that the streets need to be 24-feet wide. He said that's the response of those two departments within the City.

Decker wanted to clarify what Tokos had said in terms of black and white options. They are distinct options, but she wanted to point out that Option B does provide some flexibility because they are still bound by that condition that they get final Fire Department approval. If they need to modify the streets, they will still do that. It's not that the plan you see tonight is going to be written in stone and they're going to build that way. They don't plan to show up at Gross' office and say the Planning Commission said yes so we are building this way. They are planning on saying this is where they got at Planning Commission, now let's work through the final issues. How can we get the turning radius right? How can we make sure you have access to the manholes you need? How can we work with Chief Murphy? Is there a particular area here? How can we make sure we get the access right to make sure you can get your vehicles past? She said one thing they could do is provide periodic no-parking areas or some queueing space to allow vehicles to pass better. All of those things they can work out prior to final plat. Even though they are black and white, one option gives a lot more flexibility as they move toward final plat. Versus Option 'A', which is pretty well defined; and they wouldn't have as much ability to adjust and compromise with that option.

East asked the applicants if they could do the 24-foot width without having to go into building redesign on those areas they want to start construction on now. Serkin said on Phase 2B and possibly 3, those can be done without doing violence to the design. Decker said some of the other phases they would have to take another look at because they may be more difficult. Those were the two that they want to get off the ground first; 2B was already designed with 24-foot width. Serkin said that 2D could also be done.

Patrick closed the hearing again at 7:45 p.m. for further deliberation. Hardy wondered if you stick with the requirement that the streets be 24-feet wide and just say how that creates an inflexible situation with regard to their plans. Tokos said if the Commission goes with Option 'A' you would be indicating that they need to revise the design of the street sections to accommodate two 12-foot unobstructed travel lanes. Option 'B' doesn't require two 12-foot unobstructed travel lanes. Hardy said they indicated that they would work with Public Works and the Fire Department to accommodate their concerns. Tokos said there's a difference between the two because Option 'B' does not require that they provide two 12-foot unobstructed travel lanes; Option 'A' does. Croteau said he didn't see a compromise here. If it's 24 feet, it's 24 feet. It can't be 23 feet or 23-and-a-half. He said what really troubles him is changing the rules for something that has been approved previously. When new technologies come around he guesses we'll have to face that. This is an issue of public safety; and that's one he can't ignore. He has to go with the issue that has highest priority, which would be Option 'A'. East thought we should go with Option B if that accelerates their schedule and as long as we see that the areas they will develop will accommodate a 24-foot section. Before final plat is done they demonstrate that those 24-foot sections are actually installed. As they said, they could modify those in the next two phases. So it sounds like they are willing to meet the requirements at least for the short term. He would say as long as they are willing. He doesn't mind giving them the flexibility in going with the Kit of Parts as long as before final plat is approved that Gross and the Fire Department have given their blessing on all of it. Then we stick basically with the original approvals and let them move forward. Franklin agreed with that. He would add to also allow, if Public Works asks or they come to an agreement that a certain section has to go to 24 feet, that they are able to rezone or re-modify the usage of the lots. Patrick said he sees what they're saying about allowing them to modify uses but the problem is that you're going to end up with two 12-foot wide travel lanes. He's taking what Gross is talking about, and as far as being able to get your equipment on the road beds and doing what you need to do, you're going to need those 12-foot lanes. That doesn't mean you have to have them elsewhere, but from what he's hearing it sounds like that's hard and fast. You're going to need that 24-foot width to do what you need to do. Being able to weave in and out isn't going to help solve the problem. If you start thinking about how you're going to set that truck up and move around it. They already have a sewer truck that's almost as big as the ladder truck. He's thinking that we're building for the future. We're going to have these same issues showing up again and again. One of the one-time compromises that comes back to bite us is the subdivision up above Jeffries Court where there's a left hand turn that misses a transite pipe that's in the ground; it's just a nightmare. We have had testimony about how bad it is

safety-wise there. It was a compromise we made to get by one time. Patrick's looking to the future saying if that is what they need, that is what they are going to have to have. It would be easier to design for certainty than leave it up in the air and try to get somewhere else later on. He was originally in agreement with East and Franklin, but the more he thinks about it, that is what it's going to take. We might as well bite the bullet and just do it now rather than putting it off because he has a feeling that we're going to end up three months from now at final plat and there will be 12-foot wide travel lanes and 24-foot wide streets. Croteau said we're going to be setting a precedent either way; if you retract a former approval and we go along with that, you are setting a course for doing this over and over. Patrick said the other telling point is that it doesn't work with the existing stuff you have right now. Granted, they've made design compromises to make it better. But still if you look at that truck set up in that narrow width street. The telling point for him was when Gross said they're using the ladder truck for fire suppression. Those places are really close together. If you're going to need a fire-suppression truck, that's a place you are going to need it. He was thinking you were only going to need it on commercial stuff. If they're that tight together, you may need that ladder truck up there to keep a fire from spreading.

Franklin asked Gross if most subdivisions in the city currently meet the 24-foot street width. Gross said they have been requiring 24-foot wide streets everywhere. When the Coho/Brant Master Plan came about they wanted narrower streets, and we went through the same process. He said that we weren't able to navigate our equipment, turn from one street to another, or safely get equipment by each other. So the Coho/Brant neighborhood instead of 20-foot wide streets has 24-foot wide streets. Gross noted that today he got a letter from the Nye Beach Condo Association for Alpine, which is 20 feet from curb to curb. They have photos of people parking on the street and blocking the road. The Public Works Department is proposing to make that road one-way with parking on one side, which allows you to get a fire vehicle by and marking the other side of the street as a fire lane. That was a request by people on that street that recognize the street with its current width just does not work. The City knows that, but that street was probably put in in the 1930s he would guess. Gross said, so anywhere we've gone and developed new streets, we've required at least a 24-foot minimum to be able to meet our equipment needs. He said that there are streets that are narrower in town, and we deal with those; but they were put in eons ago.

Patrick said he is looking to solve the problems down the road. Hardy asked why the Commission couldn't approve their plan subject to the immediate change to 24-foot width streets. Tokos said the Commission has Option A that would do that. If the Commission goes with that option, then he would modify the document consistent with that. His sense is that the Commission wouldn't want to see that again because it's a fairly targeted change; taking out Option B and going with Option A and the Option A condition. He said the Commission may want to add to that that the Kit of Parts sections that are at issue should be revised to 24 feet with two-way travel lanes so we don't have an inconsistency in the approved package for Wilder. He didn't think of that when he was drafting up the final order; but that's not a reach if that is where the Commission is ending up. Patrick said that and maybe also something on the turning radius. They've already modified some of the turn radii. Tokos said he didn't know if the Kit of Parts gets into that stuff. He would have to take a look. He doesn't recall it delving into that; that can be handled elsewhere. These are just the street cross-sections that are in the Kit of Parts. Gross asked if the final plat doesn't yet have to be approved. Tokos said the final plat has to be submitted. We would have an opportunity to look at that stuff on the final plat. Gross clarified that the turning radius stuff gets picked off at a later point. Tokos agreed that could be handled at that point in time.

At 7:56 p.m., Patrick opened the hearing again for further testimony. Decker said that if the Commission feels that Option 'A' is the direction they would like to go, Landwaves would request the flexibility to adjust lot sizes and the residential types to be added in as a condition of approval as Commissioner Franklin had mention, which would give them a way to respond to it as they redesign. They still do feel that they could meet safety and maintenance access concerns with Option 'B' if the Commission chose that option. It's just that if the Commission chooses Option 'A', they would like some flexibility so they can make this design work for the long-term. Tokos said that was his intention in drafting the conditions. That makes perfect sense. They would have to do that to put in the 24-foot sections. Patrick closed the hearing again at 7:58 p.m.

**MOTION** was made by Commissioner Croteau, seconded by Commissioner Hardy, to approve this action using Option 'A' with a condition that the applicant is given the flexibility to adjust what needs to be adjusted, and that the rest of the documentation including the Kit of Parts gets changed to bring everything into consistency. The motion carried in a 3 to 2 vote with Commissioners Hardy, Croteau, and Patrick in favor; and Commissioners Franklin and East opposed to using Option 'A'.

#### G. New Business.

- 1. Tokos noted that the City Council will hold a Town Hall meeting on the Bay Front on June 29<sup>th</sup>, and the Commissioners are welcomed to attend. He noted that it's a pretty hardy agenda with a number of speakers. For the City, Gross and Tokos will speak. Andrew Bornstein will talk about fish processing. Steve Wyatt of the Historical Society, which is hosting the event, will speak about the Historical Society changes. Bob Ward with the group that worked on the sea lion docks will speak. There's a number of items on the agenda.
- 2. Tokos noted that the kick-off meeting for Urban Renewal is set for June 29<sup>th</sup>.
- 3. Tokos said that the LID kick-off meeting is targeted to be sometime during the week of July 6<sup>th</sup>.
- **H.** <u>Unfinished Business</u>. Tokos had just covered unfinished business.
- **I. Director Comments.** No further comments.
- **J. Adjournment.** Having no further business to discuss, the meeting adjourned at 8:00 p.m.

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Wanda Haney Executive Assistant BEFORE THE PLANNING COMMISSION OF THE CITY OF NEWPORT, COUNTY OF LINCOLN, STATE OF OREGON

IN THE MATTER OF PLANNING COMMISSION	)		
FILE #4-CUP-15, APPLICATION FOR A	í	FINAL	
CONDITIONAL USE PERMIT AS SUBMITTED	Ś	ORDER	
BY MID-COAST CHRISTIAN SCHOOL (GREG	Ś		
WOOD, AUTHORIZED REPRESENTATIVE)	í		
(FIRST CHRISTIAN CHURCH, PROPERTY OWNER)	Ś		
	,		

**ORDER APPROVING A CONDITIONAL USE PERMIT** per Chapter 14.03.050(E)(5)/"Residential Uses" and 14.03.070(16)(a)/"Commercial and Industrial Uses" of the Newport Municipal Code (NMC) in order to operate a private elementary and secondary school within existing church buildings located at 809 SE 2<sup>nd</sup> Street, which is situated on a piece of property with the following multiple zoning designations: R-1/"Low Density Single-Family Residential," R-2/"Medium Density Single-Family Residential," and C-3/"Heavy Commercial" zoning districts.

#### WHEREAS:

- 1.) The Planning Commission has duly accepted the application filed consistent with the Newport Municipal Code; and
- 2.) The Planning Commission has duly held a public hearing on the request, with a public hearing a matter of record of the Planning Commission on August 10, 2015; and
- 3.) At the public hearing on said application, the Planning Commission received testimony and evidence; and
- At the conclusion of said public hearing, after consideration and discussion, upon a motion duly seconded, the Planning Commission APPROVED the request.

**THEREFORE, LET IT BE RESOLVED** by the City of Newport Planning Commission that the attached findings of fact and conclusions (Exhibit "A") support the approval of the requested conditional use permit with the following condition(s):

1. Approval of this land use permit is based on the submitted written narrative, and plans listed as attachments to this report. No work shall occur under this permit other than that which is specified within these documents. It shall be the responsibility of the property owner to comply with these documents and the limitations of approval described herein.

BASED UPON THE ABOVE, the Planning Commission determines that the request for a Conditional Use Permit to operate an elementary and secondary school within existing church buildings at 809 SE 2<sup>nd</sup> Street is in conformance with the provisions of the Comprehensive Plan and the Zoning Ordinance of the City of Newport, and the request is therefore granted.

Accepted and approved this 10<sup>th</sup> day of August, 2015.

James Patrick, Chair Newport Planning Commission

Attest:

Derrick I. Tokos, AICP Community Development Director

#### EXHIBIT "A"

Case File No. 4-CUP-15

#### FINDINGS OF FACT

- 1. Mid-Coast Christian School (Greg Wood, authorized representative) (First Christian Church, property owner) submitted an application on July 17, 2015, for approval of a Conditional Use Permit, per Chapter 14.03.050(E)(5)/ "Residential Uses" and 14.03.070(16)(a)/"Commercial and Industrial Uses" of the Newport Municipal Code, in order to operate a private elementary and secondary school located on a piece of property with the following multiple zoning designations: R-1/"Low Density Single-Family Residential," R-2/"Medium Density Single-Family Residential," and C-3/"Heavy Commercial" zoning districts.
- 2. The subject property is located at 809 SE 2<sup>nd</sup> Street (Lincoln County Assessor's Map 11-11-09-BB, Tax Lot 3800 and Tax Map 11-11-08-AA, Tax Lot 6700). The parcel is approximately 2.51 acres per Lincoln County Tax Assessor records.
- 3. Staff reports the following facts in connection with the application:
  - a. Plan Designation: Low Density Residential and Commercial.
  - b. <u>Zone Designation</u>: R-1/"Low Density Single-Family Residential," R-2/"Medium Density Single-Family Residential," and C-3/"Heavy Commercial".
  - c. <u>Surrounding Land Uses:</u> Uses include other single-family residential uses, commercial uses, and public uses.
  - d. Topography and Vegetation: The site is landscaped.
  - e. Existing Structures: A church building and a modular building.
  - f. Utilities: All are available to the site.
  - g. <u>Development Constraints:</u> None known.
  - h. Past Land Use Actions: None known.
- 4. Upon acceptance of the application, the Community Development (Planning) Department mailed notice of the proposed action on July 20, 2015, to affected property owners required to receive such notice by the Newport Zoning Ordinance, and to various city departments, agencies, and public utilities. The notice referenced the criteria by which the application was to be assessed. The notice required that written comments on the application be submitted by 5:00 p.m., August 10, 2015, or be submitted in person at the hearing. The notice was also published in the Newport News-Times on July 31, 2015. No written comments were received prior to the hearing.
- 5. A public hearing was held on August 10, 2015. At the hearing, the Planning Commission received the staff report and heard testimony from the public. The minutes of the August 10, 2015, hearing are hereby incorporated by reference. The Planning Staff Report with Attachments is hereby incorporated by reference into the findings. The Planning Staff Report Attachments included the following:

Attachment "A" – Mid-Coast Conditional Use Permit application findings

Attachment "A-1" – Aerial Photograph of Property

Attachment "A-2" - Photographs of Property

Attachment "B" - Public Hearing Notice

Attachment "C" – Assessment Printouts of the Property

Attachment "D" - Assessment Map of the Property

Attachment "E" – Zoning Map of the Area

Attachment "F" - Public Facilities Map of the Area

Attachment "G" - 7/17/15 Email from Building Official Joseph Lease

- 6. Pursuant to Chapter 14.03.050(E)(5)/"Residential Uses" and 14.03.070(16)(a)/"Commercial and Industrial Uses" of the Newport Municipal Code (NMC), elementary and secondary schools require a conditional use permit to be located in an R-1/"Low Density Single-Family Residential," R-2/Medium Density Single-Family Residential," and C-3/"Heavy Commercial" zoning districts. The property on which the school is located contains these multiple zoning designations.
- 7. The applicant explains that the school is a private non-profit Christian school that runs from approximately September 1<sup>st</sup> through June 15<sup>th</sup> every year. The daily hours of operation are from 8:00 a.m. until 3:00 p.m. with office hours beginning at 7:30 a.m. and ending at 4:00 p.m. These hours do not conflict with the regular operation of the church. The school is hoping to be at this site until enrollment reaches about 60 students in grades K-12. The school will be using the existing buildings, parking, and playground.
- 8. The applicable criteria for the conditional use request are found in NMC Section 14.34.050:
  - a. The public facilities can adequately accommodate the proposed use.
  - b. The request complies with the requirements of the underlying zone or overlay zone.
  - c. The proposed use does not have an adverse impact greater than existing uses on nearby properties; or impacts can be ameliorated through imposition of conditions of approval.
  - d. A proposed building or building modification is consistent with the overall development character of the neighborhood with regard to building size and height, considering both existing buildings and potential buildings allowable as uses permitted outright.

#### CONCLUSIONS

Regarding the applicable criteria for the conditional use request, the following conclusions can be made:

- A. <u>Criterion #1</u>. The public facilities can adequately accommodate the proposed use.
- 1. Public facilities are defined in the Zoning Ordinance as sanitary sewer, water, streets, and electricity. All public facilities are available and serve the existing church facilities.

- 2. Photographs provided by the applicant and an aerial image of the property illustrate that the school obtains access off of SE 2<sup>nd</sup> Street (Attachments "A-1" and "A-2"). The street is paved with sidewalks. A map of available public facilities (Attachment "F") shows that water (blue), sewer (green), and electrical (red) services are available from SE Moore Drive and SE 2<sup>nd</sup> Street. Storm drainage is collected along the streets and a neighboring, natural drainage immediately west of the property. This constitutes substantial evidence that the Commission can rely upon to find that public facilities are sufficient to support the use.
- 3. Given the above, the Planning Commission concludes that the public facilities can adequately accommodate the use of the church for an elementary and secondary school.
- B. <u>Criterion #2</u>. The request complies with the requirements of the underlying zone or overlay zone.
- 1. This criterion addresses special requirements of the underlying or overlay zone beyond the standard zoning ordinance requirements. The subject property is located on a parcel with multiple zoning designations; R-1, R-2, and C-3 (Attachment "E"). A private school is allowed in each of these zones following the issuance of a Conditional Use Permit.
- 2. Chapter 14.14 of the Newport Municipal Code (NMC) lists the City's parking, loading and access requirements, and NMC Chapter 14.19 sets out the City's landscaping requirements. These requirements were addressed when the church use was established on the property. With regards to the parking requirements, NMC 14.14.030(33) notes that off-street parking for elementary/middle school uses must be provided at a ratio of 1.6 spaces per classroom and NMC 14.14.030(34) indicates 4.5 spaces per classroom is required for high school uses. Church uses must provide 1 parking space for every 8 occupants that the main assembly area can accommodate (NMC 14.14.030(39)). That calculation assumes 15 square feet of assembly room area for each occupant. The aerial photograph (Attachment "A-1") illustrates that the church property provides approximately 57 off-street parking spaces. It is reasonable for the Commission to find that this image shows that available parking exceeds the amount of spaces required to accommodate the number of rooms needed for a school of 60 students provided that, as noted by the applicant, the school operates when church services are not held.
- 3. City landscaping standards require plantings along the perimeter of a site. They were met when the church was constructed and it is reasonable for the Commission to find that the landscaping that is currently in place, as illustrated on the aerial photograph, is sufficient to meet city requirements.
- 4. Given the above, the Planning Commissions concludes that this criterion is satisfied.
- C. <u>Criterion #3</u>. The proposed use does not have an adverse impact greater than existing uses on nearby properties; or impacts can be ameliorated through imposition of conditions of approval.
- 1. This criterion relates to the issue of whether or not the proposed use has potential "adverse impacts" greater than existing uses and whether conditions may be attached to ameliorate those "adverse impacts." Impacts are defined in the Zoning Ordinance as the effect of nuisances such as dust, smoke, noise, glare, vibration, safety, and odors on a neighborhood.

- 2. The applicant explains that this request has no adverse impact greater than what the property is originally intended. The school will be using existing buildings, and there is sufficient parking. There is an existing playground set to the opposite side of the property from the general flow of traffic. There is a natural buffer from the high-traffic streets.
- 3. It is relevant to note that the subject parking lot and adjacent on-street parking areas are heavily used when sporting events are held at the Yaquina View sports fields. The proposed school will operate from 7:30 am to 4:00 pm, Monday through Friday. Like church services, events at the softball fields will occur outside of school hours. While there may be traffic congestion during periods of time when the school is closing and events are starting, it should not be so severe that public safety will be jeopardized.
- 4. Given the above, it is reasonable for the Planning Commission to find that this criterion has been satisfied.
- D. <u>Criterion #4</u>. A proposed building or building modification is consistent with the overall development character of the neighborhood with regard to building size and height, considering both existing buildings and potential buildings allowable as uses permitted outright.
- 1. The applicant notes that the school will use the existing buildings. This is a change in occupancy that, as noted by the Newport Building Official, trigger safety improvements that must be completed before a school can operate at this location (Attachment "G"). Required modifications include the removal of deadbolts from classroom exit doors, installation of panic hardware at the main exit from the auxiliary building, installation of illuminated exit signs, and the replacement of deteriorated handrail along the steps at the front entrance of the same building. The applicant has also indicated that they will be installing a sign, the type and size of which is regulated under NMC Chapter 10.10.
- 2. Given the above, the Planning Commission concludes that building modifications of this nature are minor enough that they will not detract from the overall development character of the neighborhood.

#### OVERALL CONCLUSION

Based on the application material, the Planning Staff Report, and other evidence and testimony in the record, the Planning Commission concludes that the above findings of fact and conclusions demonstrate compliance with the criteria for a conditional use permit found in Section 14.34.050 of the Newport Municipal Code (NMC); and, therefore, the requested conditional use permit to operate an elementary and secondary school within existing church buildings can satisfy the approval criteria for a conditional use and is hereby approved with the imposition of the following condition of approval:

1. Approval of this land use permit is based on the submitted written narrative, and plans listed as attachments to this report. No work shall occur under this permit other than that which is specified within these documents. It shall be the responsibility of the property owner to comply with these documents and the limitations of approval described herein.

Case File: #4-CUP-14 Date Filed: July 17, 2015

Hearing Date: August 10, 2015/Planning Commission

#### PLANNING STAFF REPORT

#### Case File No. 4-CUP-15

- A. <u>APPLICANT:</u> Mid-Coast Christian School (Greg Wood, authorized representative) (First Christian Church, property owner).
- B. **REQUEST:** Approval per Chapter 14.03.050(E)(5)/"Residential Uses" and 14.03.070(16)(a)/"Commercial and Industrial Uses" of the Newport Municipal Code (NMC) for a conditional use permit in order to operate a private elementary and secondary school located on a piece of property with the following multiple zoning designations: R-1/"Low Density Single-Family Residential," R-2/"Medium Density Single-Family Residential," and C-3/"Heavy Commercial" zoning districts.
- C. **LOCATION:** 809 SE 2<sup>nd</sup> Street.
- D. <u>LEGAL DESCRIPTION:</u> Lincoln County Assessor's Tax Map 11-11-09-BB, Tax Lot 3800 and Tax Map 11-11-08-AA, Tax Lot 6700).
- E. LOT SIZE: Approximately 2.51 acres per Lincoln County Tax Assessor records.

#### F. **STAFF REPORT**

#### 1. **REPORT OF FACT**

- a. Plan Designation: Low Density Residential and Commercial.
- b. **Zone Designation:** R-1/"Low Density Single-Family Residential," R-2/ "Medium Density Single-Family Residential," and C-3/"Heavy Commercial".
- c. <u>Surrounding Land Uses:</u> Uses include other single-family residential uses, commercial uses, and public structures.
- d. Topography and Vegetation: The site is landscaped.
- e. **Existing Structures:** A church building and a modular building.
- f. <u>Utilities:</u> All are available to the site.
- g. **Development Constraints:** None known.
- h. Past Land Use Actions: None known.
- i. Notification: Notification to surrounding property owners and to city

departments/public agencies was mailed on July 20, 2015; and the notice of public hearing was published in the Newport News-Times on July 31, 2015.

#### j. Attachments:

Attachment "A" – Mid-Coast Conditional Use Permit application findings

Attachment "A-1" – Aerial Photograph of Property

Attachment "A-2" – Photographs of Property

Attachment "B" - Public Hearing Notice

Attachment "C" – Assessment Printouts of the Property

Attachment "D" – Assessment Map of the Property

Attachment "E" - Zoning Map of the Area

Attachment "F" – Public Facilities Map of the Area

Attachment "G" – 7/17/15 Email from Building Official Joseph Lease

2. Explanation of the Request: Pursuant to Chapter 14.03.050(E)(5)/"Residential Uses" and 14.03.070(16)(a)/"Commercial and Industrial Uses" of the Newport Municipal Code (NMC), elementary and secondary schools require a conditional use permit to be located in an R-1/"Low Density Single-Family Residential," R-2/Medium Density Single-Family Residential," and C-3/ "Heavy Commercial" zoning districts. The property on which the school is located contains these multiple zoning designations,

The applicant explains that the school is a private non-profit Christian school that runs from approximately September 1<sup>st</sup> through June 15<sup>th</sup> every year. The daily hours of operation are from 8:00 a.m. until 3:00 p.m. with office hours beginning at 7:30 a.m. and ending at 4:00 p.m. These hours do not conflict with the regular operation of the church. The school is hoping to be at this site until enrollment reaches about 60 students in grades K-12. The school will be using the existing buildings, parking, and playground.

#### 3. Evaluation of the Request:

a. <u>Comments:</u> All surrounding property owners and affected city departments and public utilities were notified on July 20, 2015. The notice was published in the Newport News-Times on July 31, 2015. No comments have been received in response to these notices.

#### b. <u>Conditional Use Criteria (NMC Chapter 14.34.050)</u>:

- (1) The public facilities can adequately accommodate the proposed use.
- (2) The request complies with the requirements of the underlying zone or overlay zone.

- (3) The proposed use does not have an adverse impact greater than existing uses on nearby properties; or impacts can be ameliorated through imposition of conditions of approval.
- (4) A proposed building or building modification is consistent with the overall development character of the neighborhood with regard to building size and height, considering both existing buildings and potential buildings allowable as uses permitted outright.

#### c. Staff Analysis:

In order to grant the permit, the Planning Commission must find that the applicant's proposal meets the following criteria.

(1) The public facilities can adequately accommodate the proposed use.

Public facilities are defined in the Zoning Ordinance as sanitary sewer, water, streets and electricity. All public facilities are available and serve the existing church facilities.

Photographs provided by the applicant and an aerial image of the property illustrate that the school obtains access off of SE 2<sup>nd</sup> Street (Attachments "A-1" and "A-2"). The street is paved with sidewalks. A map of available public facilities (Attachment "F") shows that water (blue), sewer (green), and electrical (red) services are available from SE Moore Drive and SE 2<sup>nd</sup> Street. Storm drainage is collected along the streets and a neighboring, natural drainage immediately west of the property. This constitutes substantial evidence that the Commission can rely upon to find that public facilities are sufficient to support the use.

Given the above, it is reasonable for the Planning Commission to find that the public facilities can adequately accommodate the use of the church for an elementary and secondary school.

(2) The request complies with the requirements of the underlying zone or overlay zone.

This criterion addresses special requirements of the underlying or overlay zone beyond the standard zoning ordinance requirements. The subject property is located on a parcel with multiple zoning designations; R-1, R-2, and C-3 (Attachment "E"). A private school is allowed in each of these zones following the issuance of a Conditional Use Permit.

Chapter 14.14 of the Newport Municipal Code (NMC) lists the City's parking, loading and access requirements, and NMC Chapter 14.19 sets out the City's landscaping requirements. These requirements were addressed

when the church use was established on the property. With regards to the parking requirements, NMC 14.14.030(33) notes that off-street parking for elementary/middle school uses must be provided at a ratio of 1.6 spaces per classroom and NMC 14.14.030(34) indicates 4.5 spaces per classroom is required for high school uses. Church uses must provide 1 parking space for every 8 occupants that the main assembly area can accommodate (NMC 14.14.030(39)). That calculation assumes 15 square feet of assembly room area for each occupant. The aerial photograph (Attachment "A-1") illustrates that the church property provides approximately 57 off-street parking spaces. It is reasonable for the Commission to find that this image shows that available parking exceeds the amount of spaces required to accommodate the number of rooms needed for a school of 60 students provided that, as noted by the applicant, the school operates when church services are not held.

City landscaping standards require plantings along the perimeter of a site. They were met when the church was constructed and it is reasonable for the Commission to find that the landscaping that is currently in place, as illustrated on the aerial photograph, is sufficient to meet city requirements.

Given the above, it is reasonable for the Planning Commission to conclude that this criterion has been satisfied.

(3) The proposed use does not have an adverse impact greater than existing uses on nearby properties; or impacts can be ameliorated through imposition of conditions of approval.

This criterion relates to the issue of whether or not the proposed use has potential "adverse impacts" greater than existing uses and whether conditions may be attached to ameliorate those "adverse impacts." Impacts are defined in the Zoning Ordinance as the effect of nuisances such as dust, smoke, noise, glare, vibration, safety, and odors on a neighborhood.

The applicant explains that this request has no adverse impact greater than what the property is originally intended. The school will be using existing buildings, and there is sufficient parking. There is an existing playground set to the opposite side of the property from the general flow of traffic. There is a natural buffer from the high-traffic streets.

It is relevant to note that the subject parking lot and adjacent on-street parking areas are heavily used when sporting events are held at the Yaquina View sports fields. The proposed school will operate from 7:30 am to 4:00 pm, Monday through Friday. Like church services, events at the softball fields will occur outside of school hours. While there may be traffic congestion during periods of time when the school is closing and events are starting, it should not be so severe that public safety will be jeopardized.

Given the above, it is reasonable for the Planning Commission to find that this criterion has been satisfied.

(4) A proposed building or building modification is consistent with the overall development character of the neighborhood with regard to building size and height, considering both existing buildings and potential buildings allowable as uses permitted outright.

The applicant notes that the school will use the existing buildings. This is a change in occupancy that, as noted by the Newport Building Official, trigger safety improvements that must be completed before a school can operate at this location (Attachment "G"). Required modifications include the removal of deadbolts from classroom exit doors, installation of panic hardware at the main exit from the auxiliary building, installation of illuminated exit signs, and the replacement of deteriorated handrail along the steps at the front entrance of the same building. The applicant has also indicated that they will be installing a sign, the type and size of which is regulated under NMC Chapter 10.10. It is reasonable for the Planning Commission to find that building modifications of this nature are minor enough that they will not detract from the overall development character of the neighborhood.

- 4. <u>Conclusion:</u> If the Planning Commission finds that the applicant has met the criteria established in the Zoning Ordinance for granting a conditional use permit, then the Commission should approve the request. The Commission can attach reasonable conditions that are necessary to carry out the purposes of the Zoning Ordinance and the Comprehensive Plan. If the Commission finds that the request does not comply with the criteria, then the Commission should deny the application.
- G. <u>STAFF RECOMMENDATION</u>: As outlined in this report, this application to operate an elementary and secondary school within existing church buildings can satisfy the approval criteria for a conditional use subject to the following conditions:
  - 1. Approval of this land use permit is based on the submitted written narrative, and plans listed as attachments to this report. No work shall occur under this permit other than that which is specified within these documents. It shall be the responsibility of the property owner to comply with these documents and the limitations of approval described herein.

Derrick I. Tokos AICP

Community Development Director

City of Newport

July 29, 2015

ATTACHMENT "A"
File No. 4-CUP-15
Mid-Coast Conditional Use Permit
application findings

#### Conditional Use Permit application

#3) The sign plan is to have a sign approximately 4'X8' – either of plywood or vinyl - that will be attached to the building with appropriate fasteners.

#7)

- A. School will be operated from 8:0 am until 3:00 pm with office hours beginning at 7:30 and ending at 4:00 pm. These hours do not conflict with the regular operation of the church.
- B. This request fits within the current zoning of this property
- C. This request has no adverse impact greater than what the property is originally intended. The school will be using existing builds and there is sufficient parking. There is an existing playground set to the opposite side of the property from general flow of traffic. There is a natural buffer from the high traffic streets ( John Moore and Highway 20).
- D. The school will be using existing buildings.

#8) The school is a private non-profit Christian school that runs from approximately Sept 1 through June 15 every year. The daily hours are from 7:30 – 4 every week day. The school is hoping to be at this site until the enrollment reaches about 60 students in grades K-12.

## Newport Christian (







Lincoln County government use only. Use for any other purpose is entirely at the risk of the user. This product is for inf prepared for, or be suitable for legal, engineering, or surveying purposes. Users should review the primary information:

File No. 4-CUP-15
Aerial Photograph of the Property











ATTACHMENT "A-2" File No. 4-CUP-15 Photographs of the Property

#### CITY OF NEWPORT PUBLIC NOTICE!

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of Newport, Oregon, will hold a public hearing to consider the following Conditional Use Permit request:

#### File No. 4-CUP-15:

Applicants & Owners: Mid-Coast Christian School, 1811 Arcadia, Toledo, OR 97365 (Greg Wood, 511 NE 11th, Newport, OR 97365, authorized representative) (First Christian Church, 809 SE 2<sup>nd</sup> St, Newport, OR 97365, property owner).

Request: Approval of a request per Chapter 14.03.050(E)(5)/"Residential Uses" and 14.03.070(16)(a)/"Commercial and Industrial Uses" to operate a private school located on a piece of property with the following multiple zoning designations: R-1/"Low Density Single-Family Residential", R-2/"Medium Density Multi-Family Residential", and C-3/"Heavy Commercial" zoning districts.

Location/Subject Property: 809 SE 2<sup>nd</sup> Street (Assessor's Map 11-11-09-BB, Tax Lot 3800 and 11-11-08-AA, Tax Lot 6700).

Applicable Criteria: NMC Chapter 14.34.050: (1) The public facilities can adequately accommodate the proposed use; 2) the request complies with the requirements of the underlying zone or overlay zone; 3) the proposed use does not have an adverse impact greater than existing uses on nearby properties, or impacts can be ameliorated through imposition of conditions of approval; and 4) a proposed building or building modification is consistent with the overall development character of the area with regard to building size and height, considering both existing buildings and potential buildings allowable as uses permitted outright.

<u>Testimony</u>: Testimony and evidence must be directed toward the criteria described above or other criteria in the Comprehensive Plan and its implementing ordinances which the person believes to apply to the decision. Failure to raise an issue with sufficient specificity to afford the city and the parties an opportunity to respond to that issue precludes an appeal (including to the Land Use Board of Appeals) based on that issue. Submit testimony in written or oral form. Oral testimony and written testimony will be taken during the course of the public hearing. Letters sent to the Community Development (Planning) Department (address below under "Reports/Application Material") must be received by 5:00 p.m. the day of the hearing to be included as part of the hearing or must be personally presented during testimony at the public hearing. The hearing will include a report by staff, testimony (both oral and written) from the applicant and those in favor or opposed to the application, rebuttal by the applicant, and questions and deliberation by the Planning Commission. Pursuant to ORS 197.763 (6), any person prior to the conclusion of the initial public hearing may request a continuance of the public hearing or that the record be left open for at least seven days to present additional evidence, arguments, or testimony regarding the application.

Reports/Application Material: The staff report may be reviewed or a copy purchased for reasonable cost at the Newport Community Development (Planning) Department, City Hall, 169 SW Coast Hwy, Newport, Oregon, 97365, seven days prior to the hearing. The application materials (including the application and all documents and evidence submitted in support of the application), the applicable criteria, and other file material are available for inspection at no cost; or copies may be purchased for reasonable cost at this address.

Contact: Derrick Tokos, Community Development Director, (541) 574-0626 (address above in "Reports/Application Material").

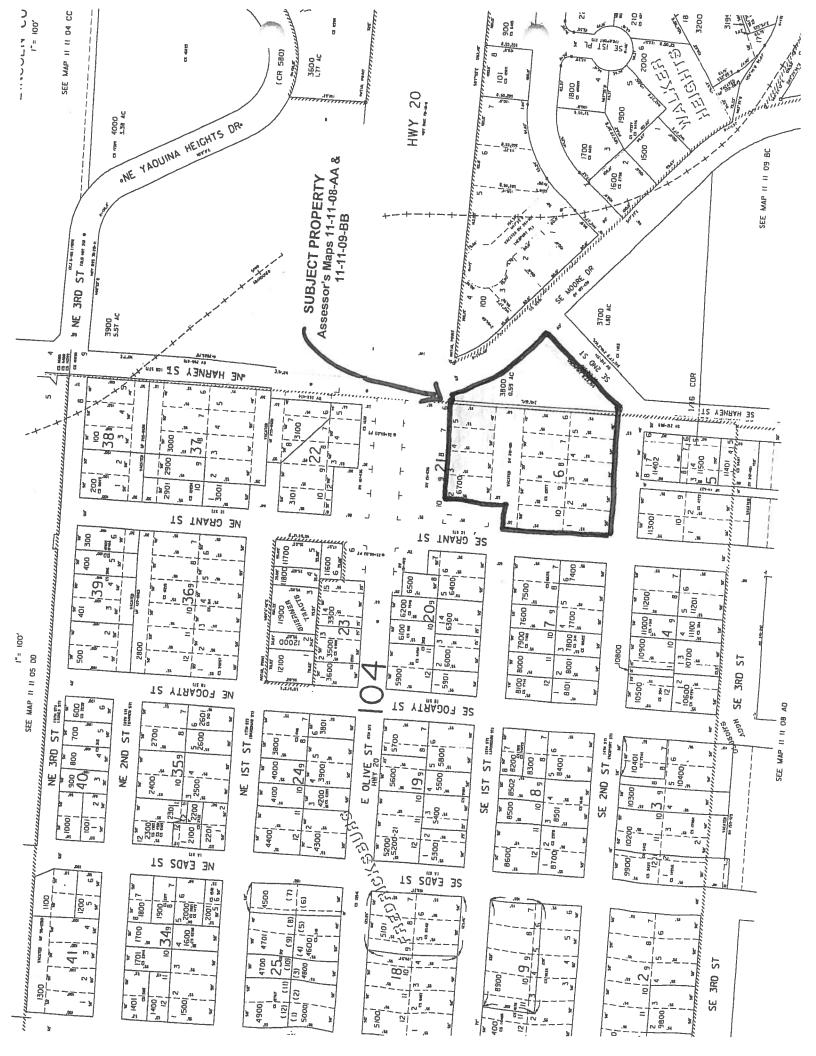
Monday, August 10, 2015; 7:00 p.m.; City Hall Council Chambers (address above in Time/Place of Hearing: "Reports/Application Material").

MAILED:

July 20, 2015.

PUBLISHED: July 31, 2015/News-Times.

<sup>&</sup>lt;sup>1</sup> Notice of this action is being sent to the following: (1) Affected property owners within 200 feet of the subject property according to Lincoln County tax records; (2) affected public utilities within Lincoln County; and (3) affected city departments.



#### Lincoln County Property Report

Account # & Pro	pp. Info	Account Details		Owner & Address			
Account #:	R392343	Neighborhood:		Owner and	FIRST CHRISTIAN CHURCH		
Map Taxlot: 11-11-09-BB-03800-00		NEM6		Mailing Address:	809 SE 2ND NEWPORT, OR 97365		
Тах Мар:	11s11w09BB	Property Class:	911	Site Address(es):	809 SE 2ND ST		
Web Map:	View Map			3/cc / (dd/ c33(c3).	009 3L 2ND 31		
Info:	TWNSHP 11, RNG 11, ACRES 0.59, DV212-0298						
Tax Code:	104						
Acres:	0.59						

Improvements	Value History	Value History				
No Inventory	Total Yearlmp.Land Market	Total Assessed				
	20140 146,900146,900	0				
	20130 146,900146,900	0				
	20120 146,900146,900	0				
	20110 176,660176,660	0				
	20100 180,860180,860	0				
e.	20090 143,170143,170	0				
	Sales History					
	No Sales Data					

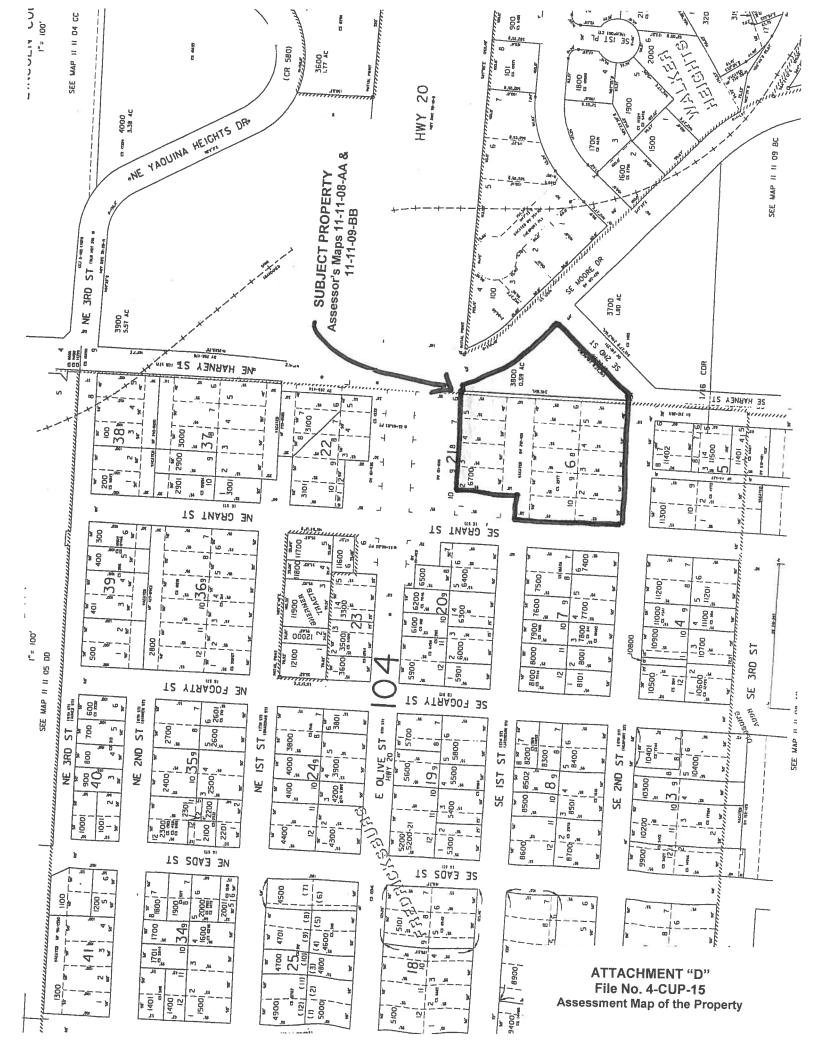
Land		<b>Related Accounts</b>	Disclaimer
Description	Market Acres Value		This report was produced using the Lincoln County assessment information.
DEV RES	0.50.400.000	_	This information is maintained by the county
HOMESITE	0.59 138,900		to support its
SITE DEVELOPMENT	8,000		governmental activities. The County is not responsible for errors, omissions, misuse or
Today's Date: 07/	/28/2015		misinterpretation. Tax data exported 10/2014.

#### Lincoln County Property Report

Account # & Pro	pp. Info	Account Details		Owner & Address			
Account #:	R501143	Neighborhood:		Owner and	FIRST CHRISTIAN CHURCH		
Map Taxlot:	11-11-08-AA-06700-00	N416		Mailing Address:	809 SE 2ND ST NEWPORT, OR 97365		
Тах Мар:	11s11w08AA	Property Class:	911	Site Address(es):	809 SE 2ND ST		
Web Map:	View Map						
Info:	FREDRICKSBURG, BLOCK 6, LOT 1-10,BLK 21 LTS 2-5 & PTN VAC ST, DV212- 0401						
Tax Code:	104						
Acres:							

Improvements							Value Histo	ory		
Description Area Yr Built Found Heat Plumb BDMS V			S Value	Vondlenn	Total		Total			
MAIN AREA	12800 sq ft	1967	CONC	ВВ	B4	\$701,460	Yearlmp.	Land	Market	Assessed
				_			2014701,46	0614,010	1,315,470	0
Foundation Co	ode List Hea	iting/AC C	ode List	Plun	nbing Code Lis	t	2013585,84	0513,010	1,098,850	0
							2012659,07	0614,010	1,273,080	0
							2011659,07	0681,340	1,340,410	0
							2010817,09	0680,840	1,497,930	0
							2009558,86	01,068,02	01,626,880	0
							Sales Histo	ry		
							No Sales Da	ata		

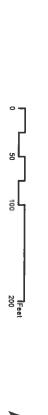
Land				Related Accounts	Disclaimer
Description	Acre	Market Special Use es Value Value		*****	This report was produced using the Lincoln County assessment information.
COMMERCIAL DEV SITE	1.92	606,010			This information is maintained by the county
COMMERCIAL SITE DEVELOPMENT		8,000			to support its governmental activities. The County is not responsible for errors,
					omissions, misuse or misinterpretation. <b>Tax data exported 10/2014.</b>
Today's Date: 07/27/201	5				



City of Newport
Community Development Department
188 SW Doast Highway Phone: 1.541.574,0529
Newport, OR 97385 Fax: 1.541.574,0544

809 SE 2nd Street
Zoning Map

Mape Taken July 2013
4-Inch, 4-band Digital Orthophotos
David Smith & Associates, Inc. Portland, OR







# 809 SE 2nd Street Public Facilities mage Taken July 2013 4-lecth, 4-band Digital Orthophotes David Smith & Associates, Inc. Portland, OR

7Feet 200

City of Newport Community Development Department 148 SW Coast Highway Phones:1541,574,0828 Newport, OR 87388

#### **Derrick Tokos**

**ATTACHMENT "G"** File No. 4-CUP-15 7/17/15 Email from Building Official Joseph Lease

From:

Joseph Lease

Sent:

Friday, July 17, 2015 5:11 PM

To:

'gwood@mccschool.us'

Cc:

Derrick Tokos; Victor Mettle; Chris Rampley; Wanda Haney

Subject:

School at 809 SE 2nd Street

#### Hello Greg,

You have inquired about reestablishing the K-12 school at the existing church school building located at 809 SE 2nd Street. I have researched the City's records and found the auxillary school building on the church site was constructed to be a school in 1996. During our walk-thru on July 15, 2015, I noted the following deficiencies:

- 1. Exit doors must be capable of being unlatched by only one operation or motion. The exit doors serving the classrooms and the main exit have secondary locking mechanisms (i.e. deadbolts) in addition to the locksets. These deadbolts will need to be removed. (OSSC 1008.1.9.5)
- 2. Panic hardware is required on the main exit because the occupant load exceeds 50 persons. (OSSC 1008.1.10)
- 3. Illuminated exit signs are required per OSSC 1011.1.
- 4. The steps at the front entrance are deteriorated and the handrail is missing. (OSSC 1009.15)

You have requested that a separate address be provided for the building since it will be used separately from the existing Church. Therefore we can assign 809 A SE 2<sup>nd</sup> as the address. Please see Wanda Haney to process the requisite address notifications.

Also, please review the Planning requirements for the CUP with Victor Mettle and contact Chris Rampley for a fire inspection.

Thank You,

Joseph Lease, Building Official Community Development Department 169 SW Coast Highway Newport, Oregon 97365 i.lease@newportoregon.gov (541) 574-0627

### PLANNING STAFF REPORT File No. 4-Z-13

- I. <u>Applicant</u>: City of Newport (City Council initiated amendments).
- II. **Proposal:** Amendments to the boundary of the Historic Nye Beach Design Review Overlay boundary and land use regulations. Changes to land use regulations include new and updated design guidelines, clarifications to clear and objective standards, tighter thresholds for guideline review of large structures, updated illustrations and consolidated procedures.
- III. Findings Required: This is a legislative action and there are no applicable criteria.

#### IV. Planning Staff Memorandum Attachments:

Attachment "A"	Map and legal description of the overlay boundary
Attachment "B"	Map showing where changes are being made to the overlay boundary
Attachment "C"	Amended Design Review land use regulations (Chapter 14.30 of the
	Newport Municipal Code), dated 8/10/15
Attachment "D"	Amended Design Review Guidelines, dated 7/29/15
Attachment "E"	Amended Design Review Glossary and Illustrations, dated 7/29/15
Attachment "F"	Notice of the 8/10/15 public hearing
Attachment "G"	Minutes from 12/16/13 City Council meeting initiating the code
	amendment process

- V. <u>Notification</u>: The Department of Land Conservation & Development was mailed notification of the proposed amendments on June 26, 2015. Applicable city departments, public agencies, and affected businesses/property owners within the adjusted Historic Nye Beach Design Review Overlay were notified of the Planning Commission hearing on July 20, 2015. Notification of the Planning Commission hearing was published in the Newport News-Times on July 31, 2015.
- VI. <u>Comments</u>: As of July 30, 2015, no written comments were received from any of the affected parties.
- VII. <u>Discussion of the Proposal</u>: In 2003 the City of Newport created the Nye Beach Design Review Overlay in its present form. The Overlay put in place architectural design requirements and flexible development standards for new construction or areas of redevelopment (Ordinance No. 1865). Its purpose is to ensure continued livability through a focus on how the built environment shapes the character of the community. The standards are further intended to:
  - Preserve the beautiful natural setting and the orientation of development and public improvements in order to strengthen their relationship to that setting;

- Enhance new and redeveloping architectural and landscape resources to preserve and strengthen the historic, scenic and/or identified neighborhood character and function of each setting;
- Improve the vehicular and pedestrian networks in order to improve safety, efficiency, continuity, and relationships connecting Newport neighborhoods;
- Strengthen Newport's economic vitality by improving its desirability through improved appearance, function, and efficiency;
- Improve the built environment to strengthen the visual appearance and attractiveness of developed areas; and
- Implement the goals and objectives of the adopted neighborhood plans.

Ordinance No. 1865 required that the City Council hold a public hearing within 10-years to consider whether or not changes needed to be made to the Nye Beach Design Review Overlay boundaries, guidelines, and standards. That hearing was held on December 16, 2013. Advance notice of the hearing was provided to property owners and affected businesses within the Overlay. After taking public testimony, the City Council elected to initiate changes to the Nye Beach Design Review Overlay to address a range of issues, including but not limited to building width, building mass, setbacks, maintaining village character, building height, building size, zoning, and boundaries. The Council further directed that the Planning Commission develop the necessary recommended amendments.

Considering the scope of the project, the Planning Commission elected to form an ad-hoc work group of interested citizens to assist it in reviewing and updating the Nye Beach Design Review Overlay. That work group, which primarily consisted of affected business/property owners, met 10 times between March of 2014 and June of 2015 to develop the recommended revisions. Additionally, the City retained the services of SERA Architecture to help identify strategies for refreshing the design review guidelines and standards. The Planning Commission was updated as the ad hoc work group completed its task and met on June 22, 2015 to consider the group's recommendation before asking staff to schedule a public hearing. Key changes to the guidelines and standards include:

- Design review under the guidelines will be required for a greater number of projects. Currently, a review under the guidelines by the Planning Commission is required for structures over 100-feet in length and 35-feet in height. The 100-foot threshold is proposed to be reduced to 65-feet.
- Design guidelines have been updated. SERA Architecture assisted the work group to clarify the intent of each guideline and to identify approaches a developer can take to satisfy them. This will provide developers, decision makers, and the public with a better understanding of the design elements a project must possess in order for it to be approved.

- New guideline developed to address solar impacts. Development subject to the design guidelines will need to take steps to avoid excessively shading neighboring properties.
- Design standards have been revised to ensure that they are clear and objective. SERA Architecture assisted the work group in identifying discretionary language and redrafting it so that it is explicit about what is required. This will help developers, staff, and the public to better understand the design elements that can be used to secure an approval. Projects must incorporate a larger number of design elements. Larger buildings must also satisfy new standards to ensure they visually align with the scale of existing development in Nye Beach.
- <u>Illustrations have been refreshed</u>. New illustrations have been prepared and existing illustrations refreshed to more clearly identify desired design elements.
- <u>Definitions and review procedures have been consolidated</u>. Some of the definitions have been revised to align with "like type" definitions elsewhere in the Municipal Code. The definition for substantial improvement is more permissive, allowing structural renovations up to 50% of the market value before design review is triggered. The threshold for review of accessory structures is reduced to align it with building code standards that stipulate when a building permit is required.

Attachment "B" to this staff report illustrates where changes are proposed to the boundary of the design review overlay. R-2 zoned property is being removed as is a small amount of C-2 zoned property next to The Whaler Motel. A small amount of R-4 zoned property will be added at the north end of the overlay. In sum, the changes impact approximately 9 acres of property.

VIII. <u>Conclusion and Recommendation</u>: The Planning Commission should review the proposed amendments and make a recommendation to the City Council as to whether or not the changes are necessary and further the general welfare of the community. The Commission recommendation can include suggested changes to the proposed amendments.

Derrick I. Tokos, AICP

Community Development Director

City of Newport

July 30, 2015

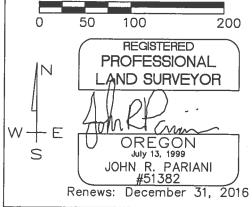
File No. 4-Z-13

Map and Legal Description Design Review Overlay

### Exhibit A

Historic Nye Beach District





Historic Nye Beach District Sketch

## Pariani Land Surveying

136 West Main Street Eagle Point, Oregon 541-890-1131

Date:	Scale:	Job No.:	Sheet:
 July 8, 2015	1" = 100'	2012-095	1 of 1

#### Historic Nye Beach District Legal Description -

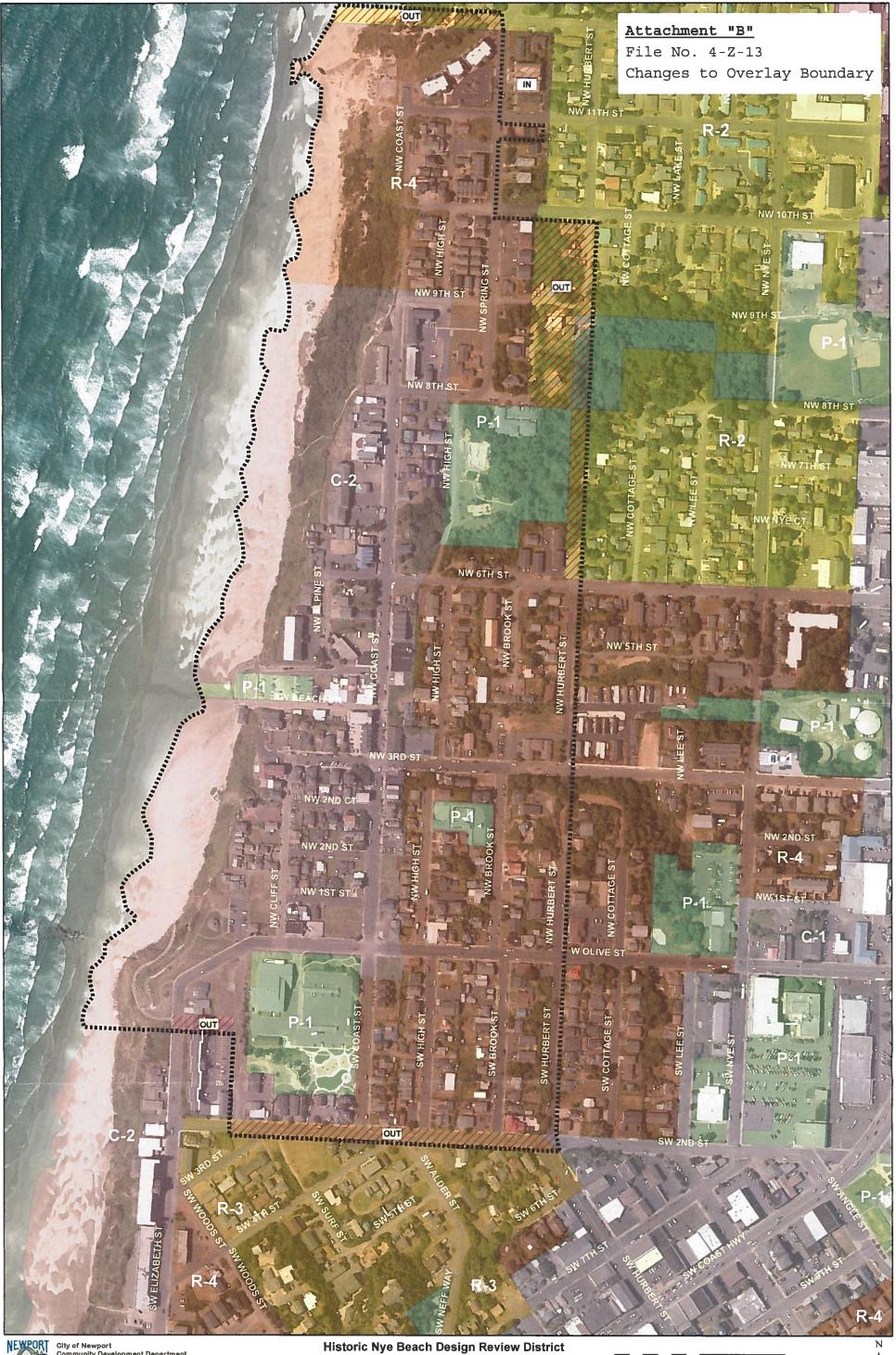
Beginning at the northeasterly corner of SW Hurbert Street and SW 2<sup>nd</sup> Street; thence westerly along the north line of SW 2nd Street to the west line of SW Dolphin Street, said point also being the southeast corner of Lot 1, Block B, Barlow Blocks Addition to the City of Newport; thence north along the west line of SW Dolphin Street to 10 feet beyond the north line of Lot 7, said Barlow Blocks Addition; thence westerly, 10 feet north of and parallel with said north line of Lot 7 to the Pacific Ocean; Thence northerly along the Pacific Ocean to the south line of NW 12th Street; thence east along the south line of NW 12th Street to the east line of alley between NW 12th Street and NW Hurbert Street; thence south along the east line of said alley way to the north line of NW 10th Street; thence southwesterly to the southwest corner of the intersection of NW 10th Street and NW Brook Street; thence south along the west line of NW Brook Street to the south line of NW 8th Street; thence east along the south line of NW 8th Street to the west line of NW Hurbert Street; thence south along the west line of NW Hurbert Street to the north line of NW 6th Street; thence east to the northeast intersection of NW 6th Street and NW Hurbert Street; thence south along the east line of NW Hurbert Street and SW Hurbert Street to the north line of SW 2<sup>nd</sup> Street and the point of beginning.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

July 13, 1999

JOHN R. PARIANI

Renews: December 31, 2016



Amended Design Review Standards

#### CHAPTER 14.30 DESIGN REVIEW STANDARDS

14.30.010 Purpose. Design review districts may be adopted by the City of Newport in accordance with applicable procedures to ensure the continued livability of the community by implementing standards of design for both areas of new development and areas of redevelopment. Design review is an important exercise of the power of the City to regulate for the general welfare by focusing on how the built environment shapes the character of the community.

The Newport Comprehensive Plan identifies six potential urban design districts within the Newport Peninsula including the City Center District (and Highway 101 corridor), Waterfront District, Nye Beach District, Upland Residential District, East Olive District, and the Oceanfront Lodging/Residential District. Additionally, neighborhood plans may be adopted for other areas of Newport that include as an objective the implementation of design review to maintain and/or provide a flexible approach to development by offering two methods of design review from which an applicant can choose. One method of design review is under clear and objective design standards and procedures to allow development that is consistent with the standards to occur with certainty in a timely and cost effective manner. A second alternative method of design review is review under design guidelines, which are a more flexible process for proposals that creative/innovative and meet the identified guidelines of the applicable design review district.

It is further the purpose of these standards to:

- A. Preserve the beautiful natural setting and the orientation of development and public improvements in order to strengthen their relationship to that setting.
- B. Enhance new and redeveloping architectural and landscape resources to preserve and strengthen the historic, scenic and/or identified neighborhood character and function of each setting.
- C. Improve the vehicular and pedestrian networks in order to improve safety, efficiency, continuity, and relationships connecting Newport neighborhoods.
- D. Strengthen Newport's economic vitality by improving its desirability through improved appearance, function, and efficiency.

- E. Improve the built environment in order to strengthen the visual appearance and attractiveness of developed areas.
- F. Implement the goals and objectives of the adopted neighborhood plans.

Staff: No changes are proposed to the purpose section.

#### 14.30.020 <u>Definitions</u> (Deleted)

Staff: Defined terms will be consolidated into the Definitions chapter of the Zoning Ordinance (see language at the end of this document).

### 14.30.030 <u>Council Review of Design Review Districts</u> (Deleted)

Staff: The 10-year review requirement provided for in this section has been satisfied.

### 14.30.020 <u>Design Review Districts: Overlay Zones</u> <u>Established</u>. The following:

A. Historic Nye Beach Design Review District. The Historic Nye Beach Design Review District Overlay Zone shall be indicated on the Zoning Map of the City of Newport with the letters HNBO and is the area described as follows:

> Beginning at the northeasterly corner of SW Hurbert Street and SW 2nd Street; thence westerly along the north line of SW 2nd Street to the west line of SW Dolphin Street, said point also being the southeast corner of Lot 1, Block B, Barlow Blocks Addition to the City of Newport; thence north along the west line of SW Dolphin Street to 10 feet beyond the north line of Lot 7, said Barlow Blocks Addition; thence westerly, 10 feet north of and parallel with said north line of Lot 7 to the Pacific Ocean; Thence northerly along the Pacific Ocean to the south line of NW 12th Street; thence east along the south line of NW 12th Street to the east line of alley between NW 12th Street and NW Hurbert Street; thence south along the east line of said alley way to the north line of NW 10th Street; thence southwesterly to the southwest corner of the intersection of NW 10th Street and NW Brook Street; thence south

along the west line of NW Brook Street to the south line of NW 8th Street; thence east along the south line of NW 8th Street to the west line of NW Hurbert Street; thence south along the west line of NW Hurbert Street to the north line of NW 6th Street; thence east to the northeast intersection of NW 6th Street and NW Hurbert Street; thence south along the east line of NW Hurbert Street and SW Hurbert Street to the north line of SW 2nd Street and the point of beginning.

Staff: Previously Section 14.30.040. Only change is to the legal description of the overlay boundary. The new legal description is intended to incorporate the proposed boundary adjustments identified in Attachment B to the Planning Staff Report.

14.30.030 Adoption of Design Review: Guidelines and Standards. The document entitled "Newport Design Review: Guidelines and Standards" dated July 29, 2015, is hereby adopted by reference and made a part hereof. The guidelines and standards contained therein shall be the guidelines and standards applicable to the Historic Nye Beach Design Review District.

Staff: Previously Section 14.30.050. Only proposed change is to the adoption date, which will be that of the new guidelines.

14.30.040 <u>Design Review Required</u>. The following development activities in an established design review district are required to obtain a design review permit under the design standards in an identified design review district or, in the alternative, to apply for a design review permit and to obtain approval under the design guidelines for that design review district:

- A. New construction, substantial improvement, or relocation of one or more dwelling units.
- B. New construction, substantial improvement, or relocation of a commercial or public/institutional building.
- C. New construction, substantial improvement, or relocation of a residential accessory structure that contains more than 200 square feet of gross floor area and is not more than 10 feet in height.

- D. New construction, substantial improvement, or relocation of a commercial accessory structure that contains more than 120 square feet of gross floor area.
- E. An addition that increases the footprint of an existing building by more than 1,000 square feet.

Staff: Previously Section 14.30.070. Exemption provisions have been split out of this section and the thresholds for when design review is required have been adjusted. Substantial improvement is a defined term that is 50% of the fair market value of a structure. Reference to single family dwelling replaced with dwelling unit to pick-up attached residential and multi-family developments. Relocation provision is no longer limited to structures being brought into the district (i.e. it now applies to the relocation of structures within the district). Threshold for accessory structure review reduced to 120 square feet, which matches the threshold for when permits are required by the Building Code. Eliminated provision requiring review for additions to buildings or accessory structures that increase the gross floor area by more than 50% because it is redundant (i.e. such an expansion most likely constitutes a substantial improvement).

**14.30.050 Exemptions.** The following activities are exempt from the provisions of this chapter:

- A. Development activity that is subject to the provisions of Newport Municipal Code Chapter 14.23, Historic Buildings and Sites.
- B. Any project for improvement of a structure to comply with existing state or local health, sanitary, or safety code specifications that are solely necessary to assure safe living conditions.
- C. Development that does not involve the construction, substantial improvement, or relocation of a dwelling unit, commercial or public/institutional building, or accessory structure.

Staff: New section. The exemption for modifications to historic buildings currently exists in NMC 14.30.070. It has been relocated for clarity. Projects that are undertaken solely for sanitary or safety reasons are not included in the definition of "substantial improvement." The exemption for projects that

do not include buildings is currently in place because review is not triggered for those types of projects, it just isn't explicitly stated.

**14.30.060** Approval Authority. The following are the initial review authorities for a Design Review application:

- A. Community Development Director. For projects subject only to the design standards specified in the document entitled "Newport Design Review: Guidelines and Standards," dated July 29, 2015. The approval or denial of a Design Review application by the Community Development Director is a ministerial action performed concurrent with City review of a building permit.
- B. Planning Commission. For projects that require design review under the design guidelines contained in the document entitled "Newport Design Review: Guidelines and Standards," dated July 29, 2015, including the following:
  - New construction, substantial improvement, or relocation of a dwelling unit; commercial or public/institutional building; or accessory structure that is over 65 feet in length or 35 feet in height; or
  - 2. New construction, substantial improvement, or relocation of a dwelling unit; commercial or public/institutional building; or accessory structure that does not meet the design standards contained in the document entitled "Newport Design Review: Guidelines and Standards" dated July 29, 2015; or
  - 3. New construction, substantial improvement, or relocation of a dwelling unit; commercial or public/institutional building; or accessory structure that involves a conditional use, a variance, or any other type of land use permit for which a Type III Land Use Action decision process is required, pursuant to Chapter 14.52, Procedural Requirements.

Staff: Previously Section 14.30.080. Redrafted to include thresholds for Planning Commission review that are consistent with the analysis conducted by SERA Architects, and the general consensus reached by the Ad Hoc Work Group at its February 25, 2015 meeting. Language describing how an approval authority is to approach its decisions and an

applicant's appeal rights has been deleted as that is adequately covered in Chapter 14.52, Procedural Requirements. Language addressing how modifications can be made to an approved design has been broken out as a separate section (below).

#### 14.30.070 Application Submittal Requirements.

- A. For requests that are subject to Community Development Director review for compliance with design standards, an application for Design Review shall consist of the following:
  - 1. A completed and signed City of Newport Building Permit Application Form.
  - Building plans that conform to the submittal requirements for a building permit that include a site plan, floor plan, exterior architectural elevations, crosssection drawings, and construction specifications illustrating how the design standards have been met.
  - 3. A written checklist identifying the design elements used to comply with the design standards.
- B. For requests that are subject to Planning Commission review for compliance with design guidelines, an application for Design Review shall consist of the following:
  - 1. Submittal requirements for land use actions listed in Section 14.52.050.
  - Exterior elevations of all buildings on the site as they will appear after development. Such plans shall indicate the material, texture, shape, and other design features of the building(s), including all mechanical devices.
  - 3. A parking and circulation plan illustrating all parking areas, drive isles, stalls, and points of ingress/egress to the site.
  - 4. A landscape plan showing the location, type and variety, size and any other pertinent features of the proposed landscaping and plantings for projects that involve multiple-family (more than 2 units), commercial, and public/institutional development.

- A lighting plan identifying the location and type of all permanent area lights, including parking area lighting, along with details of the lighting fixtures that are to be installed.
- 6. A written set of proposed findings that explain how the project complies with the applicable design guidelines.
- 7. Any other information the applicant believes is relevant to establishing that the project complies with applicable design guidelines.
- C. All plans shall be drawn such that the dimensions can be verified with an engineers or architects scale.

Staff: Previously Section 14.30.090. Section has been redrafted for clarity. New submittal requirements added to ensure the Planning Commission has sufficient information to determine whether or not the design guidelines are met.

#### 14.30.080 Permitted Uses

In addition to uses permitted outright or conditionally in the underlying zoning district, the following uses are permitted within areas subject to design review.

- A. Historic Nye Beach Design Review District.
  - 1. Tourist Commercial (C-2) zoned property.
    - a. Up to five (5) multi-family dwelling units per lot or parcel are permitted outright provided they are located on a floor other than a floor at street grade.
    - b. A single-family residence is permitted outright if located on a floor other than a floor at street grade.
    - c. A single-family residence is permitted outright, including the street grade floor, within a dwelling constructed prior to January 1, 2004. Residential use at the street grade is limited to the footprint of the structure as it existed on this date.
    - d. Single family, duplex, triplex, fourplex and multifamily dwelling units, including at the street grade, are permitted outright on property located south of NW 2<sup>nd</sup> Court and north of NW 6<sup>th</sup> Street that front NW and SW Coast Street, NW and SW Cliff Street, and W. Olive Street.

- 2. High Density Multi-Family Residential (R-4) zoned property.
  - a. Uses permitted outright in the C-2 zone district that are not specified as a use permitted outright or conditionally in the R-4 zone district, are allowed subject to the issuance of a conditional use permit in accordance with the provisions of Chapter 14.34, Conditional Uses and subject to the limitation that the use not exceed a total of 1,000 square feet of gross floor area. This provision does not preclude an application for a use as a home occupation under Chapter 14.27, Home Occupations.

Staff: Previously a part of Section 14.30.060, Special Zoning Standards in Design Review Districts. Permitted uses are addressed separate from dimensional standards. Revisions clarify the allowance for residential use in the C-2 zone.

#### 14.30.090 Prohibited Uses

The following uses are prohibited within areas subject to Design Review.

- A. Historic Nye Beach Design Review District
  - 1. Any new or expanded outright permitted use in the C-2 zone district that exceeds 2,000 square feet of gross floor area. New or expanded uses in excess of 2,000 square feet of gross floor area may be permitted in accordance with the provisions of Chapter 14.34, Conditional Uses.
  - Recreational vehicle parks within the Tourist Commercial (C-2) and Public Structures (P-1) zoning districts.

Staff: Previously a part of Section 14.30.060, Special Zoning Standards in Design Review Districts. Language restricting uses that would otherwise be permitted has been pulled out for clarity. The Ad Hoc Work Group may want to revisit whether or not the 2,000 square foot limitation is appropriate considering the changes that are being made to the design guidelines and standards.

14.30.100 Special Zoning Standards in Design Review Districts. All zoning standards and requirements applicable

under Ordinance No. 1308 (as amended) in the subject zoning district shall apply, except that the following additional zoning standards are applicable for the design review district as applicable in the underlying zoning designation and shall be modified for each district as specified.

#### A. Historic Nye Beach Design Review District:

- 1. No drive through windows are allowed.
- 2. Commercial buildings with frontage on NW and SW Coast Street, W Olive Street, NW and SW Cliff Street, NW Beach Drive, and NW Third Street shall be set back from the property line fronting the street no more than 5 feet unless the development provides for a pedestrian oriented amenity (such as a courtyard, patio, or café with outdoor seating), compliance with the setback is precluded by topography or by easement, or a larger setback is authorized by the Planning Commission through the design review process.
- 3. Required yards and setbacks established in Chapter 14.11 (Required Yards and Setbacks) and Chapter 14.18 (Screening and Buffering between Residential and Non-Residential Zones) shall be reduced by 50%, except for Section 14.11.030, Garage Setback, which is to remain at 20-feet unless the garage is placed on the property line in which case there is no garage setback requirement.
- 4. The following adjustments to Chapter 14.12 (Minimum Size) and Chapter 14.13 (Density Limitations, Table "A") are allowed within the District.
  - a. The minimum lot area within both the R-4 and C-2 zones shall be 3,000 square feet.
  - b. The minimum lot width for the R-4 zone shall be 30 feet.
- 5. Residential use permitted on C-2 zoned property located south of NW 2<sup>nd</sup> Court and north of NW 6<sup>th</sup> Street that front NW and SW Coast Street, NW and/or SW Cliff Street, and W. Olive Street shall comply with the following additional requirements:

- a. The maximum density per residential unit is 1,250 square feet per unit.
- b. The maximum building height is 35 feet.
- c. The maximum lot coverage in structures is 64%. If the proposed residential use provides at least 1 offstreet parking space for each dwelling unit in a below-grade parking structure (for the purposes of this section below-grade is defined to mean that 50% or more of the perimeter of the building is below-grade) located directly below the residential portion of the structure, the maximum lot coverage allowed is 90%.
- d. The residential use provides at minimum 1 off-street parking space for each dwelling unit.
- e. At least one residential building per lot is set back from the property line abutting the street no more than 5 feet.
- 6. The following adjustments to the off-street parking requirements of Chapter 14.14 (Parking, Loading, and Access Requirements) are provided for uses within the District:
  - a. Commercial uses shall have the first 1,000 square feet of gross floor area exempted from the off-street parking calculation.
  - c. All uses within the District shall be allowed an onstreet parking credit that shall reduce the required number of off-street parking spaces by one offstreet parking space for every one on-street parking space abutting the property subject to the following limitations:

    - i. Each on-street parking space must be in compliance with the City of Newport standards for on-street parking spaces.
    - ii. Each on-street parking space to be credited must be completely abutting the subject property. Only whole spaces qualify for the onstreet parking credit.
    - iii. On-street parking spaces credited for a specific

use may not be used exclusively by that use, but shall be available for general public use at all times. No signs or actions limiting general public use of on-street parking spaces are allowed except as authorized by the City of Newport.

Previously Section 14.30.060. Section has been redrafted for clarity. Garage setback requirement returned to 20-feet and provision requiring a Conditional Use Permit for buildings with an exterior dimension of 100 feet or more has been deleted. Both of these changes were made as a result of discussions with the Ad Hoc Work Group. Language allowing B&B uses on any floor of a dwelling has been deleted because it is redundant (i.e. issue was addressed with VRD code update (Ord. No. 2032, effective 7/1/12). Remonstrance agreement requirement deleted because the issue was addressed with Chapter 14.44, Transportation Standards (Ord. No. 2045, effective 12/30/12). At the 6/22/15 Planning Commission work session, a request was made to allow garages to be constructed on the property line or 20-feet from the property line if the garage is setback from the property line. That language has been added.

#### 14.30.100 Procedural Requirements. (Deleted)

Staff: This section has been deleted because it is redundant. City has consolidated review procedures for all land use actions in Chapter 14.52, Procedural Requirements.

### 14.30.110 <u>Time Limit on Design Review Permit.</u> (Deleted)

Staff: This section has been deleted because it is redundant. Expiration dates for land use actions is addressed in Section 14.52.140.

14.30.110 <u>Modification of a Design Review Permit.</u> A modification of an approved design may be requested of the approving authority for any reason by an applicant. Applications for a modification shall be submitted and processed in the same manner as the original application.

- 1. If the requested modification is from an approval issued under design standards, the modification request shall be approved by the Community Development Director if the modification also meets the design standards.
- 2. If the modification does not meet the design standards or if the modification is from an approval issued under the

design guidelines, the modification shall be processed under the design review process for compliance with the applicable design guidelines. The Commission's authority is limited to a determination of whether or not the proposed modification is consistent with the applicable design review guidelines.

Staff: This subsection was previously part of NMC 14.30.080. The language has been streamlined, with no material changes.

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#### 14.01.020 **DEFINITIONS**

As used in this ordinance, the masculine includes the feminine and neuter, and the singular includes the plural. The following words and phrases, unless the context otherwise requires, shall mean:

\*\*\*

<u>Community Development Director</u>. The City of Newport Community Development Director/Planning Director or designate.

<u>Design Guidelines</u>. The discretionary design oriented approval criteria with which a project is required to be in compliance. The design guidelines are applicable for applications that do not meet the design standards.

<u>Design Review</u>. The process of applying design guidelines and/or design standards as applicable to a project.

<u>Design Standards</u>. Clear and objective design oriented approval criteria with which a project must demonstrate compliance. If a project does not meet the design standards, then the project is reviewed under the design guidelines.

<u>Footprint</u>. The total square footage of the area within the perimeter of the building as measured around the foundation of a building.

<u>Gross Floor Area</u>. The total area of a building measured by taking the outside dimensions of the building at each floor level intended for occupancy or storage.

<u>Substantial Improvement</u>. Any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds 50% of the market value of the structure either:

- A. before the improvement or repair is started; or
- B. if the structure has been damaged and is being restored, before the damage occurred. For the purposes of this definition, "substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure. The term does not, however, include either of the following:
  - Any project for improvement of a structure to comply with existing state or local health, sanitary, or safety code specifications that are solely necessary to assure safe living conditions; or
  - 2. Any alteration of a structure listed on the National Register of Historic Places or the State Inventory of Historic Places.

Staff: As previously noted, Section 14.30.020 has been deleted and definitions have been moved to 14.01.020. This is consistent with the Commission's objective of consolidating definitions in one chapter as sections of the code are updated. Definitions for "Design Guidelines" and "Design Standards" have been modified to clarify that the guidelines are discretionary whereas the standards are not. The definition for Gross Floor Area was revised to match the language used in the definition contained in the off-street parking section of the Zoning Ordinance (NMC 14.14.020). Both definitions were materially the same. The definition for "substantial reconstruction" was deleted and replaced with the definition "substantial improvement." The latter term is used in the City's floodplain and sign codes (NMC 14.20.20(28) and 10.10.120(C)). It allows a little more flexibility in terms of changes that can be made to a structure before it is subjected to design review, and is clearer in terms of its meaning.

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# NEWPORT DESIGN REVIEW: GUIDELINES AND STANDARDS

November 10, 2003 (Updated June 29, 2015)

City of Newport Ordinance No. \_\_\_\_\_



Cliff House 1913



Sylvia Beach Hotel (New Cliff House)

#### **NEWPORT DESIGN REVIEW**

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## DESIGN REVIEW DISTRICT # 1 HISTORIC NYE BEACH DESIGN REVIEW REQUIREMENTS

#### I. <u>INTRODUCTION:</u>

All new, substantially reconstructed, expanded, or relocated single-family, multiple-family, commercial, and public/institutional building developments unless specifically exempted within the Historic Nye Beach Design Review District Overlay Zone are to be reviewed for compliance with the design review requirements established for the zone. Design review is implemented through either of two methods:

- 1) design guidelines or
- 2) design standards.

The design guidelines are mandatory requirements of a general nature with which a proposed building must comply and applications are generally processed as a limited land use application requiring review after public notification. Alternatively, the design standards are mandatory requirements that are of a clear and objective nature and are reviewed in conjunction with an application for a building permit.

The purpose of providing design guidelines and design standards is to guide development consistent with the purposes of the Historic Nye Beach Design Review District as defined in Section 14.30.010 of the Newport Municipal Code (Ordinance No. 1308 (as amended)) and to provide clarity to the process so that development consistent with the design review requirements can move forward with certainty and efficiency.

While the design standards are not intended to discourage creativity and innovation in design, they are established to require incorporation of common elements and features deemed desirable by the community in the Nye Beach area. Freedom of expression in architectural design should be encouraged where it is compatible with the surrounding neighborhood and the character of Nye Beach.

Projects requiring more flexibility than provided by the design standards may utilize the design guidelines to demonstrate a project's consistency with both the general purposes of the guidelines and the character of the immediate neighborhood. Unless specifically exempted by the zoning ordinance, the design standards and guidelines are standards required in addition to the requirements of the base zone.

The Nye Beach District is one of the districts identified by the Newport Comprehensive Plan as suitable for design review. The Newport Comprehensive Plan describes the Nye Beach District in the Chapter titled "Newport Peninsula Urban Design Plan" as follows:

The Nye Beach District is significant for the collection of cohesive architectural resources and landscape elements which reflect a working-class neighborhood. The area consists of wood frame buildings, 1 to 2 1/2 stories in height, covered with gable and hip roofs, and clad with clapboard, shingle and/or fire retardant siding. The landscape character of the area is defined by rock walls, terraces, sidewalks, and small front lawns. There are some small scale commercial buildings within this residential neighborhood which relate directly in building materials, scale, and massing to the character of the area. (Some changes have occurred in the neighborhood, including building alterations such as retardant siding materials and infill of non-compatible buildings on once vacant properties.) The Nye Beach sub-area is most important as a cohesive neighborhood, defined by the character of the vernacular buildings and the building/site relationship.

One intent of design review as applied to development within the district is to maintain the cohesive architectural character of Nye Beach by incorporating common architectural design elements currently and historically found within the neighborhood without requiring strict adherence to a particular architectural style. A few of the architectural styles found currently and historically within the district which demonstrate its architectural character include the following (information on styles below from the Rosalind Clark/City of Albany, *Architecture Oregon Style*, Professional Book Center, Inc. Portland, OR (1983):

The **Bungalow** and **Craftsman** style prevalent in the 1900-1925 period and features gable or hipped roofs, exterior chimneys of cobblestone or rough brick, rectangular composition with horizontal earth hugging quality, double-hung windows with small panes in the upper sash, large windows often flanked by two smaller windows on front facade, dormer windows with gable, hipped, or shed roof, wood-frame construction, porches, verandas, sunrooms, and sleeping porches often supported by tapered porch posts (truncated obelisks).

The **Stick and Eastlake** style prevalent in the 1870-1900 period and features steeply pitched, multiple gable roofs (sometimes in combination with a hipped roof), verandas or porches, balconies featuring posts with diagonal braces, asymmetrical composition with vertical emphasis, one-over-one double-hung sash windows, bay windows, dormer windows, wood-frame construction with shiplap siding, matched siding with "stickwork" and paneling, decorative Eastlake elements such as rows of spindles and knobs, turned columns, latticework, circular perforations and cutouts, sunbursts, and curved brackets.

The Colonial and Georgian Style prevalent in the 1910-1935 period and features low pitched hipped, gable, or gambrel roofs, small chimney, bilateral symmetry, small paned rectangular windows often with shutters, dormer windows, fanlights and side lights with transoms, wood frame construction with six-inch or narrower weatherboard siding or shingles for the smaller Cape Cod cottages, decorative elements including columns in classical orders, pilasters, and broken and scrolled or swan's neck pediments.

This document entitled "Newport Design Review: Guidelines and Standards" and the design review requirements on the following pages have been adopted in Chapter 14.30 of the Newport Municipal Code (Ordinance No. 1308 (as amended)) as implementation tools for the ordinance. Conformance with the design review requirements is mandatory. Chapter 14.30 of the Municipal Code contains additional information on when design review is required and how to apply for design review. A copy of that section of the ordinance should accompany this document.

The design guidelines are intended to provide a general direction for development. The design standards are a method of implementing the broader design guidelines. The design guidelines must be consulted and an explanation of how the project meets the guidelines or why the guideline should not apply needs to be submitted when requesting design review under the design guidelines. For assistance in understanding the guidelines and standards, please consult the attached glossary and illustrations or contact the Community Development Department located at 169 SW Coast Highway, Newport, OR 97365 or (541) 514-0629.

II. DESIGN GUIDELINES: The following guidelines are mandatory for projects requiring design review in Design Review District# 1 (Historic Nye Beach Design Review District) and that do not qualify for review under the design standards. For commercial projects, including hotel/motel, which exceed the maximum dimensions to qualify for the Design Standards approach (i.e. 65-feet in length or 35-feet in height), it is generally expected that building massing and design *meet or exceed* the level of articulation called for in the Design Standards.

#### Design Guideline # 1: Contextually-Appropriate Design

**Intent:** For residential development, the architectural heritage of the Nye Beach area - as documented in historical photos and drawings or by photographs presented in support of the development - shall be maintained.

#### Approaches:

- New development should utilize roof types common to the district, such as steep pitched gable, multiple lower pitched gable, or hip.
- New development should include in the design common main facade elements (such as porches, verandas, sunrooms and/or other architectural/design features as identified in the design standards or as documented to exist within the design review district).
- Buildings shall feature variety in building shape, height, roof lines, setbacks, and design features consistent with the design guidelines.
- For multiple family development (greater than 2 units), trash collection areas shall be screened.

**Reference:** Illustrations #2, #3, #4, #5, and #7.

#### Design Guideline 2: Building Scale

**Intent**: Commercial building elements oriented towards a public or private street shall incorporate specific elements that contribute to the established scale of the district and support an active streetscape.

#### Approaches:

- Commercial buildings (excluding portions of a hotel/motel where guest rooms are on the ground floor) shall support retail visibility and appropriate district scale by utilizing banks of windows with multiple small windows (less than 20 square feet) and/or large windows with multiple panes along all sides abutting a public right-of-way.
- The contextual scale of new large commercial buildings over two stories shall be reduced by using horizontal or vertical divisions and stepped roof lines.
- Buildings greater than one story in height shall be designed with canopies, balconies, offsets in the building facade along each public right-of-way, or other architectural/design features that reduce the building's vertical emphasis.
- Buildings greater than 2 stories, and/or longer than forty feet (40') shall include two or more of the following elements to break down the scale of the building:
  - A significant offset (3' minimum depth, 8' minimum width) in the full building massing (Illustration # 10).
  - o A step-back (6' minimum) of floors above the second floor.

- Subdivision into a series of distinct building masses, articulated as separate structures.
- o Multiple ground floor entries at 30' maximum spacing.

Reference: Illustrations #6, # 7 and #8.

#### Design Guideline 3: Roof Design

Intent: Roofs should have similar configuration and character to historic styles in the district.

#### Approaches:

- Roof slopes on commercial projects shall be between 5:12 and 12:12 unless there is a flat roof with parapet.
- Mechanical equipment shall be screened and integrated into the roof design.
- Roof shapes shall be consistent with traditional styles found in the neighborhood.
- A standing seam is recommended for metal roofs.
- · Gable and hip roof forms are recommended.
- Parapet walls shall be integrated into the building.

Reference: Illustrations #2, #5, #6 and #7

#### Design Guideline 4: Commercial Buildings Define Continuous Street Edge

**Intent**: Support safe and "walkable" streets by creating a traditional town pattern of commercial buildings lining public streets. Create high visibility between commercial interiors and public ways.

#### Approaches:

- In commercial areas, commercial buildings shall abut the front property line. Allowable exceptions to the requirement to abut the front property line include areas where the existing buildings adjacent to the property are set back from the property line, where a pedestrian oriented feature such as a courtyard, patio, landscaped area with seating or outdoor cafe seating is included, or where severe topography or an easement precludes the building abutting the front property line.
- Commercial buildings shall abut a side yard property line where possible except to allow access for parking or fire egress, the side abuts a zoning district which requires a side vard, or a setback is required for ocean front lots.
- Separation between building walls at the street level shall be avoided except for
  pedestrian and parking access, or a pedestrian oriented feature such as a courtyard,
  patio, landscaped area with seating or outdoor cafe seating is included.
- Front and side yard setbacks, where they exist, shall be fully landscaped or shall provide a pedestrian oriented feature as described previously.
- On commercial, institutional, public, and multiple family residential (with three or more units) buildings, a primary entrance to the building shall face the frontage street. Entries from off-street parking lots shall not be made more prominent than the entrance from the street
- Trash collection areas shall be screened.

**Reference:** Illustrations # 5, # 6, # 7, and # 8.

#### Design Guideline 5: Consistency with Predominant Styles and Features

**Intent**: Buildings shall generally be compatible in design and appearance with other buildings in close proximity by including similar types of architectural features and materials.

#### Approaches:

- Proposed buildings shall include design features that are consistent with the design standards and are similar in nature to buildings in direct proximity to the site.
- Where the surrounding buildings predominately do not include architectural features
  found in the design standards, the proposed building subject to design review shall
  include architectural features that are common to the district as identified in the design
  standards or by findings documenting similar architectural features found within the
  design review district.
- Where the surrounding buildings predominately do not include architectural features found in the design standards or in the design review district, innovation and creativity in design may be allowed consistent with the design guidelines.
- In keeping with traditional styles, where a transition is made in the building's siding material, the transition should occur at an inside corner, rather than an outside corner.

Reference: Illustrations # 7, #8, and #11

#### Design Guideline 6: Parking Orientation and Building Form

**Intent**: For commercial and multiple family residential (greater than 2 dwelling units) projects, the building massing shall not be shaped by off-street parking. Building massing should generally take traditional forms that are observed in the district, the historical record of Nye Beach, or that can be demonstrated to be consistent with the dominant architectural styles of the district.

#### Approaches:

- On-site parking shall be at the rear or side of the building or below street grade underneath the building with access via alleys or interior streets unless, based on review of the project, the review authority determines that topography such as steep slopes precludes side or rear parking.
- Parking garages shall utilize similar architectural details as the main building.
- Shared parking facilities are allowed and are encouraged.
- Views of parking areas from adjacent residential and commercial uses shall be screened through the use of landscaping and/or fencing.
- Pedestrian paths shall be clearly defined. Textured pavings are preferred over painted stripes for defining walkways.

Reference: Illustrations #6 and #9.

#### **Design Guideline 7: Connected Pedestrian Network**

**Intent**: Maintain and reinforce the walking environment of Nye Beach with a network of public sidewalks and private paths.

#### Approaches:

- For commercial projects, provide pedestrian paths to create linkages between adjoining public and private spaces.
- Circulation routes shall be continuous and integrated into the larger pedestrian circulation network.
- Specialty paving is encouraged.

Reference: Illustrations #6 and #9.

#### Design Guideline 8: Exterior Lighting and Glare Avoidance

Intent: Provide a well-lit public environment, while minimizing the incidence of glare.

#### Approaches:

- Exterior permanent lighting for commercial projects shall be restrained by using lighting features that minimize the impact of lighting such as full-cut off fixtures, low wattage bulbs, and/or recessed or shielded lighting, such that no direct glare occurs onto public right-of-way or adjacent property.
- Where building-mounted lighting wall sconces, awning-mounted downlights, etc. is
  used to illuminate an adjacent public sidewalk, the lighting source itself should be
  recessed or screened to avoid uplight and glare. Targeted uplighting may be used to
  draw attention to a specific design element provided it is directed at that feature.
- Areas used extensively at night shall only be illuminated to the extent necessary for safety and security.
- On-site lighting shall be related to the site and retained on the site by directing the light downward, recessing the light, and/or shielding the light. Lighting fixtures shall complement the architectural character of the building.
- If landscape lighting is used, the landscape lighting shall be restrained by using lighting techniques (i.e. recessing the light, shielding the light, using low wattage bulbs) that minimize the impact of light.
- The use of light poles similar in appearance to the light poles installed as part of the Nye Beach Streetscape Project is acceptable for parking lot lighting and other lighting for which a light pole is used.

#### Design Guideline 9: Requirements for solar access:

Intent: Ensure new development projects do not excessively shade neighboring properties.

#### Approaches:

- Commercial and multi-family buildings shall be massed to avoid casting a direct shadow onto the public sidewalk across a bordering street.
- The third story on a commercial or multi-family building shall be stepped back to minimize shadowing of adjoining properties.
- Solar impacts shall be assessed for the following times
  - o Time of year: between February 21 and October 21
  - o Time of day: between 10:00 am and 2:00 pm
- Projects of greater than 2 stories shall submit a simple solar shading sketch that shows conformance with this standard.

Reference: Illustration #12.

#### III. DESIGN STANDARDS (For Design Review District #1: Historic Nye Beach):

#### A. SINGLE-FAMILY (SF) AND TWO-FAMILY (T) DWELLINGS:

All single-family and two-family dwellings subject to design review are required to either meet the design standards (SFT DS # 1-4) identified below or to apply for design review under the design guidelines.

#### Design Standards (DS):

SFT Design Standard #1. Requirement for roofs, main facade features, and other common design elements. All single-family and two-family dwellings subject to design review under the design standards are required to have at least one element from Element A (Roofs) and at least two elements from Element B (Main facade Features) on the main facade or as specified.

- A) <u>ELEMENT A.</u> Roofs (See Illustration # 2). All roof types shall contain eaves and rakes with a minimum 12-inch projection and be one of the following:
  - (1) Low-pitched (between 3:12 and 5:12) gable roofs) with two or more distinct (minimum of 10 foot width along the facade and 5 foot of depth with a separate roof line) low-pitched gable roof elements on the main dwelling. See Illustration # 4.
  - (2) High-pitched gable roofs between 6:12 and 12:12.
  - (3) Hipped roof(s).
  - (4) Gambrel roof(s).
  - (5) A combination of two or more of the above roofs where the proposed dwelling has multiple distinct roof lines of more than 10 feet (measured from eave to eave) for each roof line.
- B) <u>ELEMENT B. Main Facade Features (at least four features are required).</u> See Illustrations # 2, # 3, and # 4 for examples.

#### Porches and verandas:

- (1) A covered porch (open-walled) that is a minimum of 5 feet deep from the front wall of the dwelling to the enclosing porch rail and running at least 75% of the length of the main facade of the dwelling with an elevated porch floor at least 2 feet off the ground.
- (2) A veranda (covered porch or balcony) a minimum of 5 feet deep from the front wall of the dwelling running along the entire length of the main facade the dwelling.
- (3) A sun room (a room projecting from the main facade of the dwelling at least 8 feet for a length of at least 50% of the length of the main facade and with a separate roofline from the main roof) that contains at least 75% of the front facade surface (measured from 2 feet above the floor of the room to the top of the wall) of the room in windows.
- (4) Covered front entry porch that is a minimum of 5 feet deep from the front wall of the dwelling to the enclosing porch rail and a minimum of 5 feet wide.

- (5) Portico (at least 5 feet deep and with a length of at least 50% of the length of the main facade) with exposed rafters, exposed purlins or decorative brackets.
- (6) Columned porch with balustrade that is a minimum of 5 feet deep from the front wall of the building to the enclosing porch rail and extending at least 75 % of the length of the main facade.
- (7) Projecting porch a minimum of 5 feet deep and 10 feet wide supporting an uncovered second-story balcony (which is accessible from the interior living space of the dwelling) on columns with one or more decorative Eastlake elements such as rows of spindles and knobs, turned columns, lattice wall, circular perforations and cutouts, sunbursts, or curved brackets.
- (8) Projecting porch a minimum of 5 feet deep and 10 feet wide supporting a covered second-story balcony (which is accessible from the interior living space of the dwelling) where the covered second-story balcony contains at least one of the following items:
  - (A) A roof line separate and distinct from the main roof line by an offset of at least 2 feet.
  - (B) A mirimum of at least 3 exposed rafters, purlins or decorative brackets
- (9) A covered porch, veranda, or sunroom with a distinct roof from the main roof (with the same roof materials) projecting at least 5 feet from a side building wall for a length of at least 10 feet along the wall and that begins within 10 feet of the main facade wall.

See Illustration # 3 (bottom illustration).

#### **Roof Details**

- (10) Exposed rafters (a minimum of 10 rafter ends) on the main facade.

  See Illustration # 3.
- (11) A minimum of 3 exposed purlins on each side of the main roof that is exposed by a gable.
- (12) A minimum of 3 decorative brackets on each side of the main roof that is exposed by a gable. See Illustrations # 3 and # 4.
- (13) Dormer (see Illustration # 2) of at least 3 feet in width and 2 feet of depth (at least one point of the dormer must measure 2 feet out from the roof) with one of the following dormer roof types facing the direction of the main facade:
  - a) Gable roof.
  - b) Hipped roof.
  - c) Shed roof.
- (14) A cupola located along the main facade or at the corner of the main facade.

#### Siding/Chimney Elements

- (15) Horizontal weatherboard or clapboard siding composed of boards with a reveal of 3 to 6 inches, or vinyl or aluminum siding that is in a clapboard or weatherboard pattern where the boards in the pattern are 6 inches or less in width or have an exposure of 6 inches or less.
- (16) Shake, rake shake, cedar shingle, board-and-batten, or siding that simulates that shake or shingle appearance on all exterior walls.
- (17) A belt course (8 inch minimum width) running around the entire building and located along the top of the main floor windows that divides the building into two areas with horizontal/beveled siding below the belt course and shake/shingle siding above the belt course. Where more than one floor is proposed, the belt course may start at the top of the windows on the second floor or anywhere between the top of the main floor windows and the bottom of the second floor windows provided there exists at least 5 feet of wall from the top of the windows to the roof. If 5 feet of wall does not exist, the belt course may run along the base of the second story windows and the top of the main floor windows.

See Illustration # 3.

(18) A bay window or oriel window extending more than 2 feet from the building wall located along the main facade or at the corner of the main facade.

See Illustration # 5 (top illustration).

(19) Offset(s) in the building face of a minimum of 16 inches for a minimum of 10 feet on the main facade of the dwelling.

See Illustrations #1 and #2.

(20) Exterior (from grade to above the roof/eave line) chimney of either cobblestone or rough brick.

#### SFT Design Standard #2. Requirements for windows.

A) Large windows (20 square feet or more) along the main facade shall be bracketed on each side by smaller windows (no more than 20 percent of the large window surface area). The tops and bottoms of the bracketing windows shall be level with the top and bottom of the large window. If the large window is curved or arched on top, the bracketing windows may continue the line of the curve or arch. If the large window contains multiple smaller (4 or more) panes (or has the appearance of multiple panes), the large window may be unbracketed.

See Illustrations # 3 (bottom illustration) and # 5 (bottom illustration).

B) Windows shall have a <u>minimum</u> of at least 3 inches of trim around the window except for the portion of the window, if any, that is shuttered.

See illustration # 3 (bottom illustration).

#### <u>SFT Design Standard # 3</u>. Requirements for exterior finish material:

A) Plain concrete block, plain concrete, corrugated metal, plywood and sheet pressboard are not allowed as exterior finish material, except as secondary finishes if they cover no more than 10 percent of the surface area of each facade.

#### <u>SFT Design Standard # 4.</u> Requirements for main facade features (Element list B)

- A) Where the main facade feature is required to be covered/roofed, the roofing material of the main facade feature shall be roofed to match (with the same material or a material that in color and appearance matches the main roofing material) the main roofing material if the main facade feature roof is not a flat (no pitch) roof.
- B) Where the building contains an offset in the main facade, main facade feature depth may be measured from the interior main facade wall provided the interior wall length is at least 25% of the total main facade length and the main facade feature extends beyond the exterior main facade wall.

See illustration# 4 for an example.

#### B. MULTIPLE FAMILY (MF) DWELLINGS:

All multiple family dwellings (greater than 2 dwelling units) subject to design review are required to either meet the design standards (MF DS # 1-5) identified below or to apply for design review under the design guidelines. If the proposed multiple family dwelling is to consist of a series of more than 2 attached row houses or townhouse dwelling units where the proposed units do not share a common roof, the applicant may choose to follow the requirements of the single-family-family design review criteria for each of the proposed units as a substitute for Design Standards #1 (A)-(D) listed below.

#### Multiple-family (MF) Design Standards:

MF Design Standard # 1. All multiple-family dwellings (greater than 2 dwelling units) subject to design review under the design standards shall contain the following design features:

- A) The continuous horizontal distance as measured from end-wall to end-wall of individual buildings shall be less than 65 feet. Where multiple detached buildings are proposed, each building shall be separated by a minimum of 10 feet of landscaped area.
- B) The main front facade elevation of the building shall be divided into smaller areas or planes.

See Illustration # 5 (top two illustrations) and Illustration # 6.

When the front facade elevation is more than 500 square feet in area, the elevation must be divided into distinct planes of 500 square feet or less. For the purpose of this standard, areas of walls that are entirely separated from other wall areas by a

projection, such as the porch or a roof over a porch, are also individual building wall planes. This division can be done by:

- (1) A porch on the ground floor that is at least 4 feet wide or a balcony on a second floor that is at least 2 feet deep and is accessible from an interior room:
- (2) A bay window or oriel window that extends at least 2 feet;
- (3) Recessing a section of the facade by at least 2 feet for a length of at least 6 feet; and/or
- (4) Projecting a section of the facade by at least 2 feet for a length of at least 6 feet.
- The roof of the primary structure that is either a gable roof with a slope of 5:12 to 12:12 or a hipped roof. Where the structure contains a roof width of more than 50 feet along the main fll9ade, the roof shall be broken up into 25 foot or greater increments by dividing the roof frontage by 25 and creating approximately even increments (i.e. 80/25 = 3 increments of approximately 26 feet). Each roof increment shall incorporate an offset on each roof increment from the following list.

See Illustration #5 (top two illustrations) and #6 (bottom illustration).

Where an applicable roof offset can be combined with a front facade offset (as identified in (B) above) in one feature, the property owner is allowed to do so.

- (1) Cross gable with eaves overhanging on the front facade side.
- (2) A roof offset of at least 2 feet.
- (3) Distinct gable or hip roof for each increment
- D) Main entrance. For the purposes of this section, a main entrance is an entrance from outside the building that provides access to two or more dwelling units or to a dwelling unit and a common area.
  - (1) The location of a main entrance for each primary building must face the street. On comer lots the main entrance may face either of the streets or be oriented to the comer. If the building is designed with multiple main entrances, only one of the main entrances must meet this requirement.
  - (2) A front porch is required at all of the main entrances that face a street. If the porch projects out from the building, it must have a roof. If the roof of a required porch is developed as a deck or balcony, it may be flat. The covered area provided by the porch must be at least 63 square feet and a minimum of 9 feet wide.
  - (3) For attached individual houses/dwelling units, a covered balcony

on the same facade as the main entrance may be provided instead of a front porch. The covered portion of the balcony must be at least 48 square feet and a minimum of 8 feet wide. The floor of the covered balcony must be no more than 15 feet above grade, and must be accessible from the interior living space of the house.

- E) All street-facing elevations must have landscaping along their foundation. The landscaped area may be along the outer edge of a porch instead of the foundation. The landscaping provided in this section shall be counted as part of the landscaping required by Chapter 14.19 of the Newport Municipal Code (No. 1308, as amended). This landscaping requirement does not apply to portions of the building facade that provide access for pedestrians or vehicles to the building. The foundation landscaping must meet the following standards:
  - (1) The landscaped area must be at least 5 feet wide;
  - (2) There must be at least one three-gallon shrub for every 3 lineal feet of foundation; and
  - (3) A tree of at least 6 foot in height must be planted in the landscaped area for every 25 feet lineal feet of foundation.

See Illustration # 6.

F) The parking lot shall be located to the rear of the building's main facade.

See Illustration # 6.

An interior parking structure on a ground floor or lower floor can be utilized for off-street parking provided the access for the interior parking structure is from the side or rear of the building's main facade.

- G) Accessory structures such as storage buildings and garages shall be sided and roofed the same as the main structure. Roofs shall be a minimum of a 3:12 pitch with 12 inch eaves. No accessory structure located within 10 feet of a public right-of-way shall have a solid blank wall of more than 15 feet in length without providing for window(s) with a minimum of 10 square feet in area for every 15 feet in structure length located on the facade facing the public right-of-way.
- H) Recycling and trash collection areas if not located within the main building shall be located in an accessory structure or shall be screened by a sight- obscuring wood fence or evergreen hedge of at least 6 feet in height on at least 3 sides and all sides facing a public right-of-way.
- All permanent area lights including parking area lighting shall be full cut-off fixtures. Permanent exterior lights and landscaping lighting

- shall be recessed or shielded so that no light source is visible from a public right-of-way or adjacent property.
- J) Mechanical equipment located on a roof shall be screened.

#### MF Design Standard #2: Requirements for massing.

- A) Buildings greater than 2 stories, and/or longer than forty feet (40') shall include two or more of the following elements to break down the scale of the building:
  - (1) a significant offset (3' minimum depth, 8' minimum width) in the full building massing (*Illustration # 10*)
  - (2) a step-back (6' minimum) of floors above the second floor;
  - (3) subdivision into a series of distinct building masses, articulated as separate structures;
  - (4) multiple ground floor entries at 30' maximum spacing.

MF Design Standard #3. Requirements for windows on all multiple family buildings and accessory buildings with windows or requiring windows:

A) Large windows (20 square feet or more) along the main facade shall be bracketed on each side by smaller windows (no more than 20 percent of the large window surface area). The tops and bottoms of the bracketing windows shall be level with the top and bottom of the large window. If the large window is curved or arched on top, the bracketing windows may continue the line of the curve or arch. If the large window contains multiple smaller (4 or more) panes (or has the appearance of multiple panes), the large window may be unbracketed.

See Illustrations # 3 (bottom illustration) and # 5 (bottom illustration).

B) Windows shall have a minimum of at least 3 inches of trim around the window except for the portion of the window, if any, that is shuttered.

See Illustration # 3 (bottom illustration).

MF Design Standard #4. Requirements for exterior finish material on all multiple-family buildings:

A) Plain concrete block, plain concrete, corrugated metal, plywood and sheet pressboard are not allowed as exterior finish material, except as secondary finishes if they cover no more than 10 percent of the surface area of each facade.

MF Design Standard # 5. Requirements for main facade feature on all multiple family dwellings:

- A) Where the main facade feature is required to be covered/roofed, the roofing material of the main facade feature shall be roofed to match the main roofing material with the same material or a material that in color and appearance matches the main roofing material if the main facade feature roof is not a flat (no pitch) roof.
- B) Where the building contains an offset in the main facade, main facade feature depth may be measured from the interior main facade wall provided the interior wall length is at least 25% of the total main facade length and the main facade feature extends beyond the exterior main facade wall.

See Illustration # 4 for an example.

#### C. COMMERCIAL (C) AND PUBLIC/INSTITUTIONAL (PI) BUILDINGS:

All principle commercial and public/institutional buildings subject to design review are required to either meet the design standards (CPI DS #1-5 as applicable) identified below or to apply for design review under the design guidelines.

### Commercial and Public/Institutional (CPI) Design standards.

Commercial and public/institutional buildings shall meet the following standards:

<u>CPI Design Standard #1</u>. Requirements for commercial and public/institutional uses excluding hotel/motel uses:

- A) For the purpose of applying for design review under the design standards, the proposed building shall be no taller than 35 feet in height. Buildings taller than 35 feet in height must apply for design review under the design guidelines.
- B) For the purpose of applying for design review under the design standards, the proposed building shall have less than 65 feet of building footprint along the frontage street. Buildings with a footprint of 65 feet or more along the frontage street must apply for design review under the design guidelines.
- C) The proposed building meets the requirements of the Single-family and Two-family Design Standards including one of Element A (Roofs) and three of Element B (Main Facade Features), with the following additional requirement: for buildings with a street frontage of forty feet (40') or longer, porches or verandas fulfilling the Main Facade Features requirement shall have a minimum depth of eight feet (8'). Buildings may also choose from the following additional elements in meeting the Element B (Main Facade Feature) requirement:
  - (1) A canopy of at least 3 feet in depth running along a minimum of 75% of the entire main facade of the building between 8 feet and 12 feet above grade.
- D) Required off street parking is provided at the rear of the building, on one side of the building only (with the parking lot beginning no closer to the street than the front facade of the building), at a shared parking lot located within 200 feet of the building, or participation in the payment in lieu of parking program or a Council approved parking district.

- E) All permanent area lights including parking area lighting shall be full cut-off fixtures. Permanent exterior lights and landscaping lighting shall be recessed or shielded so that no light source is visible from a public right-of-way or adjacent property.
- F) Where the building has frontage on more than one public right-of-way, the second facade shall also contain a design feature of Element B (Main Facade Features) of the Single-family and Two-family Design Standards.
- G) For buildings greater than 2 stories, and/or longer than forty feet (40') shall include two or more of the following elements to break down the scale of the building:
  - (1) a significant offset (3' minimum depth, 8' minimum width) in the full building massing (*Illustration* # 10)
  - (2) a step-back (6' minimum) of floors above the second floor:
  - (3) subdivision into a series of distinct building masses, articulated as separate structures;
  - (4) multiple ground floor entries at 30' maximum spacing.

#### <u>CPI Design Standard #2</u>. Requirements for hotel and motel commercial uses:

- A) For the purpose of applying for design review under the design standards, the proposed building(s) shall be no taller than 35 feet in height. Buildings taller than 35 feet in height must apply for design review under the design guidelines.
- B) The building (s) shall meet the multiple family design standards 1(A) 1(J).
- C) If a separate building is proposed for an office and/or management dwelling unit, the building shall either meet 1) the requirements of (A) and (B) above as applicable or, 2) if the footprint is less than 1000 square feet, the requirements of the Single-family and Two Family Design Requirements.
- D) Required off street parking is provided at the rear of the building, on one side of the building only (with the parking lot beginning no closer to the street than the front facade of the building), or at a shared parking lot located within 200 feet of the building, or a Council approved parking district.
- E) For buildings greater than 2 stories, and/or longer than forty feet (40') shall include two or more of the following elements to break down the scale of the building:
  - (1) a significant offset (3' minimum depth, 8' minimum width) in the full building massing (*Illustration # 10*)
  - (2) a step-back (6' minimum) of floors above the second floor:
  - (3) subdivision into a series of distinct building masses, articulated as separate structures;
  - (4) multiple ground floor entries at 30' maximum spacing.

#### CPI Design Standard #3.

Requirements for entries and windows on all commercial and public/institutional buildings:

- A) The location of a main entrance for each primary building must face the street. On corner lots the main entrance may face either of the streets or be oriented to the corner. If the building is designed with multiple main entrances, only one of the main entrances must meet this requirement.
- B) Large windows (20 square feet or more) along the main facade shall be bracketed on each side by smaller windows (no more than 20 percent of the large window surface area). The tops and bottoms of the bracketing windows shall be level with the top and bottom of the large window. If the large window is curved or arched on top, the bracketing windows may continue the line of the curve or arch. If the large window contains multiple smaller (4 or more) panes (or has the appearance of multiple panes), the large window may be unbracketed. See Illustration # 7.
- C) Windows shall have a minimum of at least 3 inches of trim around the window except for the portion of the window, if any, that is shuttered. No windows on a ground floor level may be mirrored or reflective windows.
- <u>CPI Design Standard #4.</u> Requirements for exterior finish material on all commercial and public/institutional buildings: For the purposes of this Standard, the percentage of material coverage shall be calculated after excluding door, windows and louvers for mechanical equipment and ventilation.
- A) The following materials shall be the primary exterior finishes in the district, comprising a minimum of 70% of the exterior skin. Other materials are allowed as accents and contrasting surfaces, consistent with requirement B of this section.
  - Wooden shingles, with a six inch (6") exposure
  - Lap siding in wood or composite wood materials
- B) Plain concrete block, plain concrete, corrugated metal, plywood and sheet pressboard are not allowed as exterior finish material, except as secondary finishes if they cover no more than 10 percent of the surface area of each facade

#### CPI Design Standard #5. Requirements for main facade features:

- A. Where the main facade feature is required to be covered/roofed, the roofing material of the main facade feature shall be roofed to match (with the same material or a material that in color and appearance matches the main roofing material) the main roofing material if the roof is not aflat (no pitch) roof. The requirement to match roofing material does not apply if the roof is a flat (no pitch) roof or the roof is screened from view by a parapet wall.
- B. Where the building contains an offset in the main facade, main facade feature depth may be measured from the interior main facade wall provided the interior wall length is at least 25% of the total main facade length and the main facade feature extends beyond the exterior main facade. See Illustration# 4 for an example.

### D. ACCESSORY STRUCTURES (AS):

Accessory structures for which the design standards (AS DS # 1-3 as applicable) apply and the design standards are not elsewhere specified, must meet the following design standards or apply for design review under the design guidelines:

#### Accessory Structure (AS) Design Standards:

AS Design Standard #1. Roofs of accessory structures must be either

- A) Gable with a minimum of 3:12 pitch.
- B) Hip, or
- D) Gambrel.

AS Design Standard #2. Requirements for exterior finish materials on all accessory Structure facades:

- A) Plain concrete block, plain concrete, corrugated metal, plywood and sheet pressboard are not allowed as exterior finish material, except as secondary finishes if they cover no more than 10 percent of the surface area of each facade Composite boards manufactured from wood or other products, such as hardboard or hardiplank, may be used when the board product is 6 inches or less in width or has an exposure (reveal) of 6 inches or less.
- B) Where horizontal siding is used, it must be shiplap or clapboard siding composed of boards with a reveal of 3 to 6 inches, or vinyl or aluminum siding which is in a clapboard or shiplap pattern where the boards in the pattern are 6 inches or less in width.

#### AS Design Standard #3.

Where a proposed accessory structure is also proposed to be a dwelling unit, the structure must contain two design feature on the main facade from Element B (Main facade Features) of the Single-family Residential list above.

For the purposes of this section, the main facade of an accessory structure dwelling unit is the facade that is the same direction as the main facade of the principle building. In the case of a lot with frontage on more than one public right-of-way, an accessory structure dwelling unit located within 20 feet of a public right-of-way shall have the building wall closest to the right-of-way as the main facade.

If more than one main facade is possible because the property is bounded by multiple rights-of-way, the property owner shall pick the main facade from among the possible choices.

File No. 4-Z-13 Design Guidelines Glossary and Illustrations

### Newport Design Review Glossary and Illustrations

Many of the architectural/illustrations adapted from the City of Eugene Planning and Development Historic Preservation Program and from other sources.

### Architectural & Design Review Terms

<u>Arch.</u> A construction technique and structural member, usually (curved and made of masonry. Composed of individual wedge-shaped members that span an opening and support the weight above by resolving vertical pressure into horizontal or diagonal thrust.



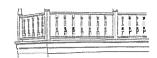
<u>Architrave</u>. The lowest part of an entablature, or the molded frame above a door or window opening.

Arch

Balcony. A platform projecting from the wall or window of a building, usually enclosed by a railing.

Baluster. Any of the small posts that support the upper rail of a railing, as in a staircase.

<u>Balustrade</u>. An entire railing system including a top rail and its balusters, and sometimes a bottom rail.



Balustrade

Bargeboard. See" vergeboard" definition.

<u>Bay window</u>. A projecting bay with windows that forms an extension to the interior floor space. On the outside, the bay should extend to ground level contrast to an oriel window, which projects from the wall plane above ground level.



**Bay Window** 



Oriel Window

<u>Belt course</u>. A horizontal ornamentation that often provided a division between siding styles. *See Illustration*# 3.

<u>Board-and-batten siding</u>. Vertical siding made up of alternating wide and thin boards (other than plywood or pressboard) where the thin boards cover the joints between the wide boards.

<u>Bracket</u>. A small projection, usually carved or decorated, that supports or appears to support a projecting eave or lintel.

<u>Capital</u>. The topmost member, usually decorated, of a column or pilaster.

<u>Casement window</u>. A window that is hinged on the side and opens in or out.

<u>Chimney pot</u>. A decorative masonry element placed at the top of a chimney, common on Queen Anne and Tudor Revival buildings.



**Bracket** 

<u>Clapboards</u>. Narrow, horizontal, overlapping wooden boards that form the outer skin of the walls of many wood-frame houses. In older houses, the exposure (the exposed area of each board not overlapped by another board) ranges from four to six inches.

<u>Column</u>. A vertical shaft or pillar usually circular in section that supports, or appears to support, a capital, load beam or architrave.

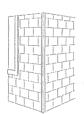
<u>Corbel</u>. A projection from a masonry wall, sometimes supporting a load and sometimes for decorative effect.

<u>Corbeled cap</u>. The termination of a brick chimney that projects outward in one or more courses.

<u>Corner board</u>. A board which is used as trim on the external corner of a wood-frame structure and against which the ends of the siding are fitted.

<u>Cornice</u>. The exterior trim of a structure at the meeting of the roof and wall; usually consists of bed molding, soffit, fascia, and crown molding. See Illustration# 8 (top illustration).

<u>Course</u>. In masonry, a layer of bricks or stones running horizontally in a wall. *See also "belt course."* 



Corbel

Corner board

<u>Cresting</u>. Decorative grillework or trim applied to the ridge crest of a roof. Common on Queen Anne style buildings.

<u>Cross gable</u>. A gable that is perpendicular to the main axis or ridge of a roof.

<u>Cupola</u>. A small, sometimes domed structure surmounting a roof. Found mainly on Italianate and Colonial Revival buildings.



Dentil molding. A molding composed of small rectangular blocks run in a row.

<u>Dormer</u>. A structure containing a vertical window (or windows) that projects through a pitched roof.

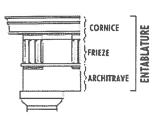
<u>Double-hung sash window</u>. A window with two or more sashes; it can be opened by sliding the bottom portion up or the top portion down, and is usually weighted within the frame to make lifting easier



Eave. The part of the roof that overhangs the wall of a building.

<u>Entablature</u>. Above columns and pilasters, a three-part horizontal section of a classical order, consisting of the cornice at the top, the frieze in the middle, and the architrave on the bottom.

Facade. The face or front of a building. See Illustration # 1.



Fanlight. A window, often semicircular, over a door, with radiating muntins suggesting a fan.

<u>Fascia board</u>. A flat board horizontally located at the top of an exterior wall, directly under the eaves.

<u>French door</u>. Two doors, composed of small panes of glass set within rectangularly arrayed muntins, mounted within the two individual frames. Usually such doors open onto an outside terrace or porch.

<u>Frieze</u>. The middle division of an entablature, below the cornice.

Gable. The vertical triangular portion of the end of a building having a double-sloping roof, usually with the base of the triangle sitting at the level of the eaves, and the apex at the ridge of the roof. The term sometimes refers to the entire end wall. See Illustration # 2.

<u>Gable roof</u>. A roof form having an inverted "V"-shaped roof at one or both ends.

<u>Gambrel roof</u>. A roof having two pitches on each side, typical of Dutch Colonial and Colonial Revival architecture.

<u>Gingerbread</u>. Highly decorative woodwork with cut out ornament, made with a jigsaw or scroll saw, prominent in Gothic Revival architecture. Gingerbread in the Gothic Revival style can be distinguished from the ornamentation in the Stick and Eastlake



Gable Roof

**Gambrel Roof** 

styles which featured characteristically curved brackets and rows of spindles and knobs thicker than the gingerbread woodwork and were created with the lathe, the chisel, and the gouge.

<u>Half-timbering</u>. In late medieval architecture, a type of construction in which the heavy timber framework is exposed, and the spaces between the timbers are filled with wattle-and daub, plaster, or brickwork. The effect of half timbering was imitated in Oregon in the 19th and 20th centuries by the Queen-Anne and Tudor Revival styles.

Hipped (hip) roof. A roof which slopes upward on all four sides.

<u>Hood molding</u>. A decorative molding over a window or door frame, commonly found on Italianate style buildings such as the Smeede Hotel in Eugene.



**Hip Roof** 

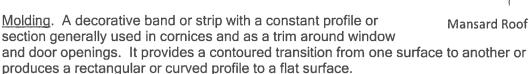
<u>Jerkinhead roof</u>. A gable roof truncated or clipped at the apex - also called a clipped gable roof. Common in Bungalows and Tudor Revival, and Arts and Crafts style buildings.

<u>Latticework</u>. A wood or metal screen composed of interlaces or crossed thin strips.

<u>Leaded glass</u>. Small panes of glass, either clear or colored, that are held in place by strips of lead.

Lintel. A horizontal beam over an opening in a wall that carries the weight of the structure above.

Mansard roof. A roof with two slopes, the lower slope being nearly vertical, often concave or convex in profile. Common to the Italianate and Queen Anne styles.



Mullion. The vertical member of a window or door that divides and supports panes or panels in a series.

Muntin. One of the members, vertical or horizontal, that divides and supports the panes of glass in a window.

Oriel window. A window bay that projects from the building beginning above the ground level. See "bay window" definition for illustration.

Palladian window. A window divided into three parts: a large arched central window, flanked by two smaller rectangular windows. These are found in Colonial Revival as well as Italianate buildings.

Parapet. A wall that extends above the roof line. Common in California Mission style buildings. See Illustration #7.

Pediment. A low triangular gable end, often found in classical architecture.

Pent roof. A small, sloping roof, the upper end of which butts against a wall of a house, usually above the first-floor windows.

Pilaster. An engaged pier or pillar, often with capital and base.

Pillar. A post or column-like support.

Pitch. The degree of slope or inclination of a roof.

Pent (Shed) Roof

<u>Plywood</u>. A structural material consisting of sheets of wood glued or cemented together with the grains of adjacent layers arranged at right angles or at a wide angle.

Pointed arch. Any arch with a point at its apex, common but not restricted to Gothic architecture. Tudor Revival buildings also frequently incorporate pointed arch motifs.

Portico. A porch or covered walkway consisting of a roof supported by columns.

Pressboard. A strong highly glazed composition board resembling vulcanized fiber.



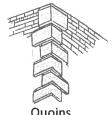


Palladian Window

Pediment



Quoins. Cornerstones of a building, rising the entire height of the wall, and distinguished from the main construction material by size, texture, or conspicuous joining. In masonry construction, they reinforce the corners; in wood construction, they do not bear any load, are made of wood, and imitate the effect of stone or brick.



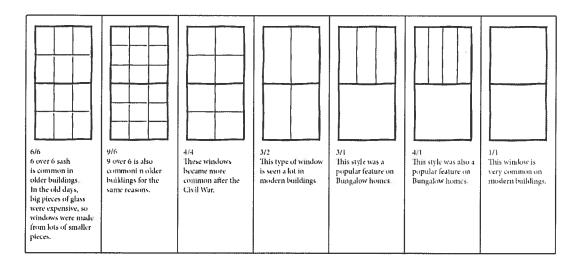
Rafters. The sloping wooden roof-frame members that extend from the ridge to the eaves and establish the pitch of the roof. In Craftsman and Bungalow style buildings the ends of these, called "rafter tails" are often left exposed rather than boxed in by a soffit. See "truss" for illustration.

<u>Ribbon window</u>. A continuous horizontal row, or band, of windows separated only by mullions. Used to some extent in Craftsman designs, but more common in Eugene on post-war modern buildings.

Round arch. A semicircular arch, often called a Roman arch.

<u>Rustication</u>. Masonry characterized by smooth or roughly textured block faces and strongly emphasized recessed joints.

<u>Sash</u>. Window framework that may be fixed or moveable. If moveable, it may slide, as in a double-hung window; or it may pivot, as in a casement window.



<u>Shiplap siding</u>. Wooden siding tapered along its upper edge where it is overlapped by the next higher courses of siding.

Side light. A framed window on either side of a door or window.

<u>Siding</u>. The narrow horizontal or vertical wooden boards that form the outer face of the walls in a traditional wood-frame building. Horizontal wooden siding types include shiplap and clapboard/weatherboard, while board-and-batten is the primary type of vertical siding. Shingles, whether of wood or composite material, are another siding type.

Sill. The lowest horizontal member in a frame or opening of a window or door, Also, the lowest horizontal member in a framed wall or partition.

Skirting. Siding or latticework applied below the watertable molding on a building.

Soffit. The underside of the eaves on a building, particularly the boards enclosing the eaves and covering rafter tails.

Stucco. A material, usually composed of cement, sand, and lime, applied to a surface to form a hard, uniform covering that may be either smooth or textured. Also, a fine plaster used in decoration and ornamentation of interior walls.

Surround. The molded trim around a door or window.

Swan's neck pediment. A pediment with an open apex; each side terminates in curves resembling a swan's neck. Found in Oregon mainly on Colonial Revival buildings.

Terra cotta. A red-brown fired but unglazed clay used for roof tiles and decorative wall covering. These roof tiles are common in California Mission style. Glazed terra cotta was frequently used for exterior decoration on commercial buildings of the early 20th Century.

Transom. Horizontal window opening above a door or window.

Truss. A framework of beams (like ribs) that support the roof (usually triangular).



Truss

Tongue and groove. A type of board milled to create a recessed groove along one long side and a corresponding flange along the other that lock together when two or more boards are placed side-byside. Tongue and groove boards were commonly used for flooring and siding.

Tudor arch. A four centered pointed arch, characteristic of Tudor style architecture in England in the 15th and 16th centuries.

Turret. A small, slender tower, usually corbeled from a corner of a building

Veranda. A covered porch or balcony, running alongside a house; the roof is often supported by columns.

Vergeboard. An ornamental board, sometimes jigsaw cut that serves as trim and is attached to the overhanging eaves of a gable roof; sometimes called a bargeboard.

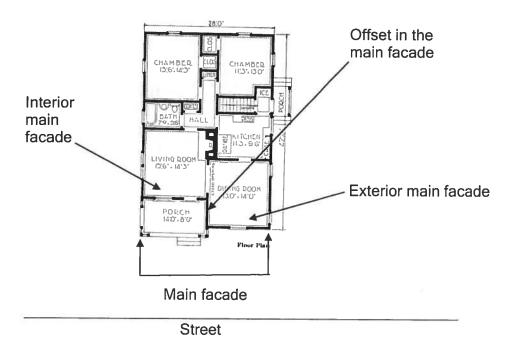
Water table. A projecting ledge, molding, or string course along the bottom side of a building, designed to throw off rainwater; it usually divides the foundation of a building from the first floor.



Vergeboard

Weatherboard siding, Siding, usually wooden, consisting of overlapping, narrow boards usually thicker at one edge; also called clapboard siding.

### ILLUSTRATION # 1 MAIN FACADE



The facade is the face or front of the building. The main facade is the building front that faces the street. The main facade includes the building between the two main outer walls. Where the main facade is divided into sections by an offset in the building, the wall of the main facade most distant from the street shall be considered the interior main facade wall. The main facade wall closest to the street shall be considered the exterior main facade wall. Required depth of main facade features such as porches shall be maintained for each portion of the main facade (including interior and exterior main facade walls) from which the feature projects (not including the offset wall). Where the building fronts on more than two streets, unless specified elsewhere to the contrary, the property owner shall pick one of the facades to be the main facade.

## ILLUSTRATION # 2 ROOF AND DORMER TYPES



Side gabled roof with front gabled roof dormer



Front gabled roof with hip roofed porch



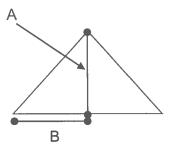
Multiple distinct low pitched gabled roofs (with clipped gables/jerkinhead roof)



Hip roof with hip roof dormer

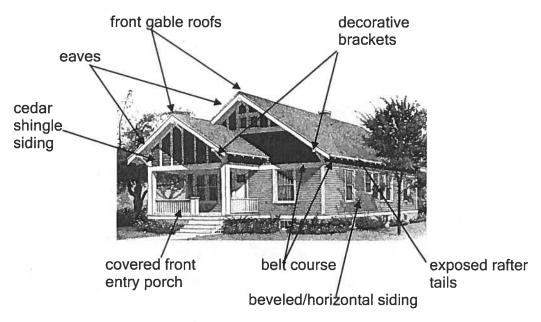


Gambrel roof with shed roof dormer

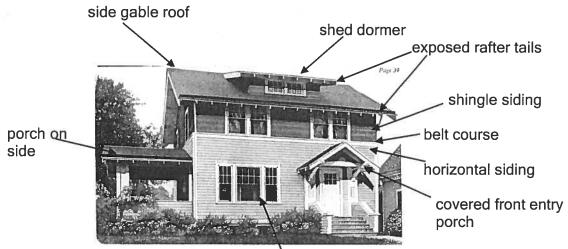


Roof slope is measured by ratio from vertical (A) to horizontal (B).

### ILLUSTRATION # 3 VARIOUS EXAMPLES OF FEATURES

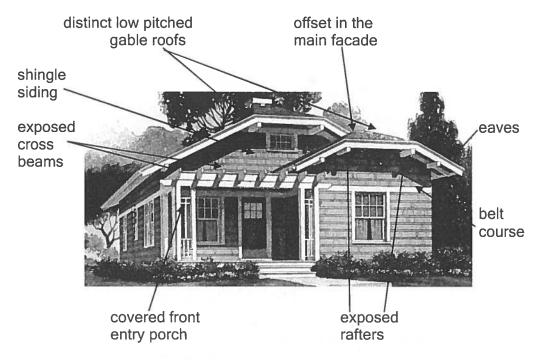


The house above illustrates a main gable roof with eaves and with a distinct gable roof above the front entry porch located on the main facade of the building. The belt course (white line that wraps around the house at the top of the windows) separates the contrasting siding with the beveled siding below and the cedar shingle siding above. The exposed rafter tails (the ends of the rafters under the eaves) and the decorative brackets are visible on both the main gable roof and the porch gable.

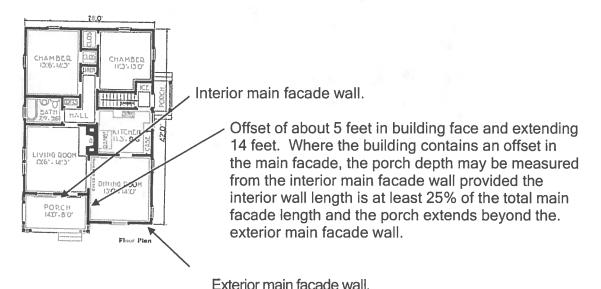


large front window area broken up by one larger window with two smaller bracketing windows, also with multiple panes in the upper sash

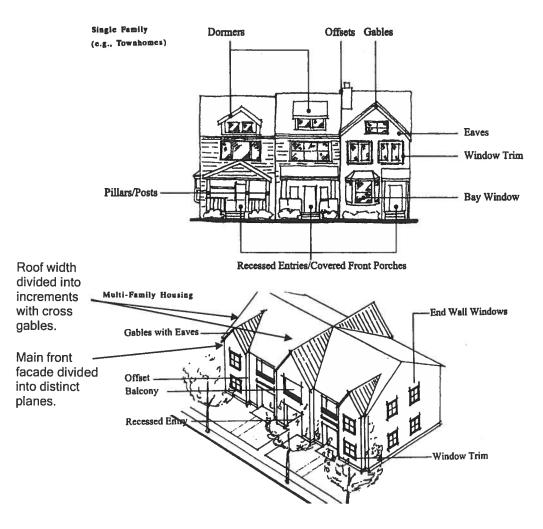
## ILLUSTRATION # 4 VARIOUS EXAMPLES OF FEATURES



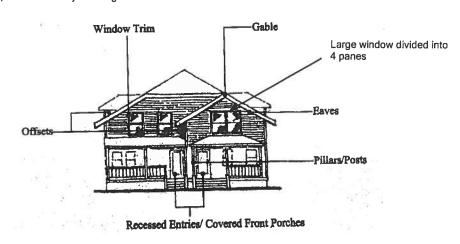
The house above illustrates a low pitched main gable roof with a distinct low pitched gable roof that extends over the portion of the building that extends out adjacent to the covered front entry porch. An offset in the main facade is created with the 6 foot extension of the building. The covered entry porch is located adjacent to the extension of the main building but is set a couple of feet forward of the building wall and features a flat roof with exposed cross beams. Exposed rafters/cross beams, a belt course, and shingle siding are other decorative features.



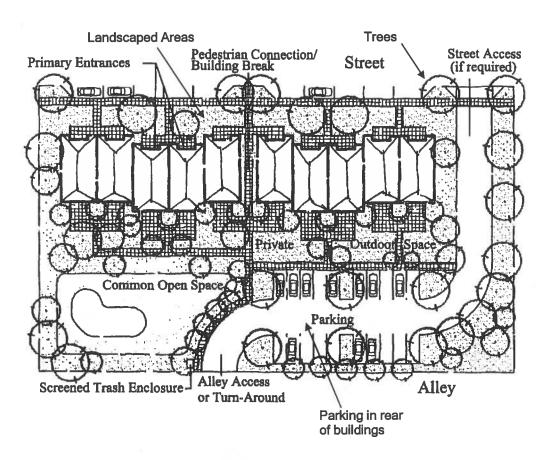
# ILLUSTRATION # 5 SINGLE FAMILY (TOWNHOUSE) AND MULTIPLE FAMILY DWELLINGS

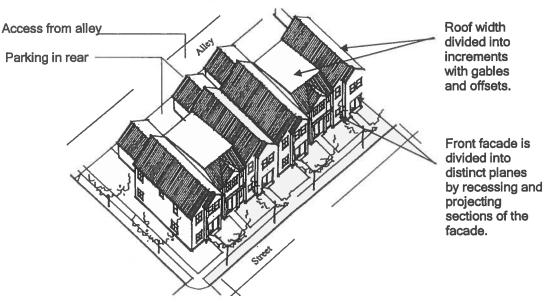


Duplex / Two family dwelling



### <u>ILLUSTRATION # 6</u> LARGE MULTIPLE FAMILY RESIDENTIAL OR HOTEL DEVELOPMENT

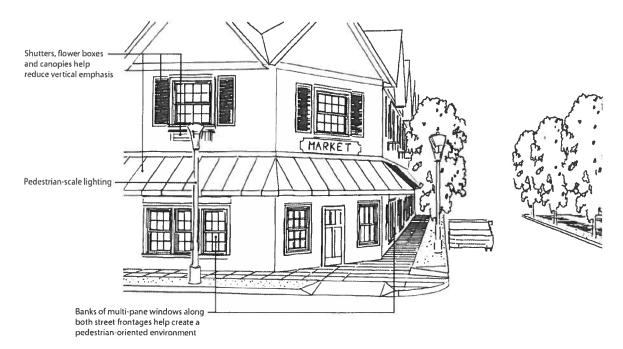




## ILLUSTRATION # 7 COMMERCIAL BUILDINGS

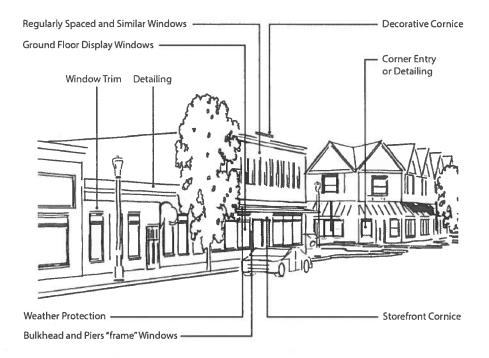


In the illustration above, banks of windows along the ground floor help create a pedestrian oriented environment. Buildings abut the property line such that no building is setback significantly from the other buildings. Buildings vary in size, shape, roof lines and design features but are architecturally compatible through the use of similar design elements such as the use and placement of a common window treatment on the second floor.



Banks of multi-pane windows along both street frontages help create a pedestrian-oriented environment.

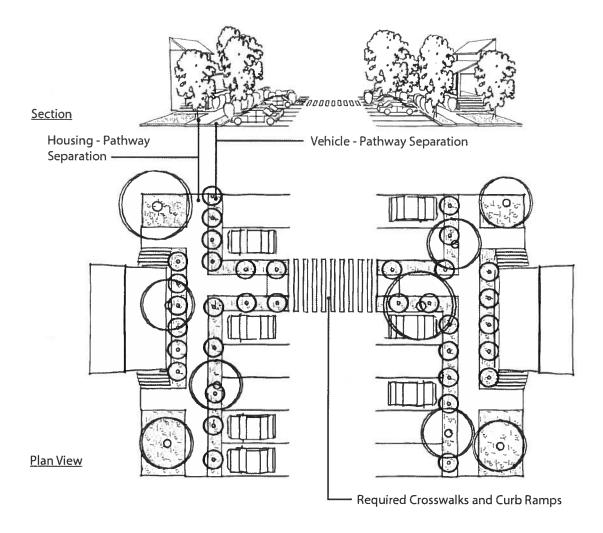
## ILLUSTRATION # 8 COMMERCIAL BUILDINGS



The intent of the Design Guidelines is to provide for variety in building shape, size, roof lines and design features - allowing architectural expression within a set of established design styles and types.



## ILLUSTRATION # 9 PARKING AND PEDESTRIAN LAYOUT

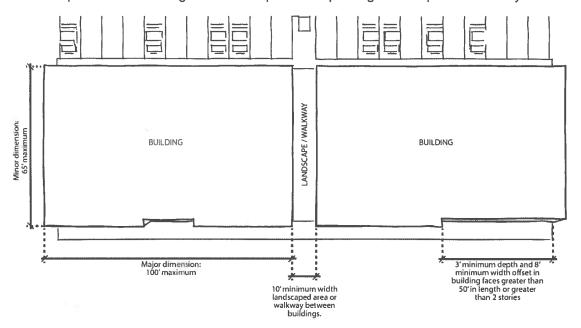


The illustration above shows an Interior parking lot. Note that the pedestrian pathways are separated from the vehicle travel areas. Where the pathway crosses the parking lot, a landscaped area extends from each side to mark the crossing areas. Additionally, the crossing area is clearly marked. Specialty pavers could also be used to mark the pedestrian crossing area. Trees provide screening for the parking lot. A short hedge (3-4 feet) around the parking lot in the landscaped area would provide additional screening and would further separate the pedestrian and vehicle areas. Breaks in the hedge along large parking lots could be provided to allow easier access to and from parked vehicles.

## ILLUSTRATION # 10 MASSING OF LARGER BUILDINGS

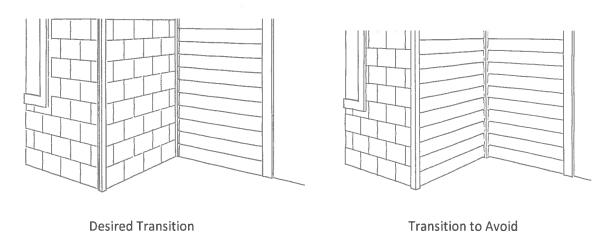
This illustration shows several massing requirements:

- Maximum frontage lengths in each direction
- Required offsets in buildings
- Separation of buildings for landscape and/or parking access/pedestrian ways



## ILLUSTRATION # 11 TRANSITION MATERIALS AT INSIDE CORNERS, RATHER THAN OUTSIDE

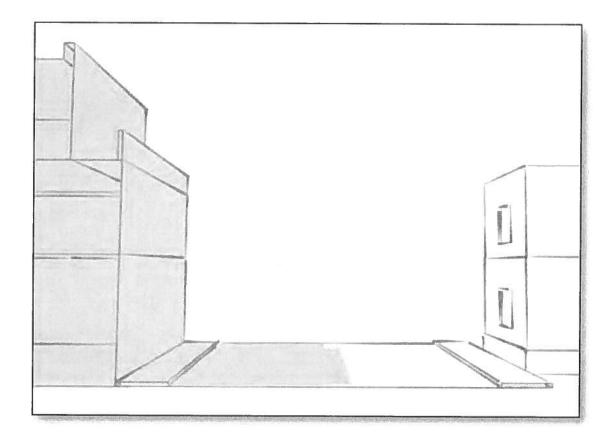
Where materials are changed on facades, the transition should be made at "inside" corners, as at left, rather than at "outside" corners, as at right. This design strategy is in keeping with the traditional styles found in the district, as they express volumes of rooms and bays, rather than wall planes.



Newport Design Review - Glossary and Illustrations

### ILLUSTRATION # 12 EXAMPLES OF SOLAR SHADING STUDY

Solar studies should show the massing of the proposed development, as well as the shading of adjacent public spaces -streets and plazas - that would be shaded at the times specified in the design standards.



#### CITY OF NEWPORT NOTICE OF A PUBLIC HEARING <sup>1</sup>

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of Newport, Oregon, will hold a public hearing on Monday, August 10, 2015, to review the following request for revisions to the City of Newport Design Review land use regulations and the boundary of the Historic Nye Beach Design Review Overlay and to make a recommendation to the City Council on this request. A public hearing before the City Council will be held at a later date and notice will be provided for the Council hearing.

#### File No. 4-Z-13

Applicants: City of Newport.

Request: Consideration of changes to Design Review land use regulations to include new and updated design guidelines, clarifications to clear and objective standards, tighter thresholds for guideline review of large structures, updated illustrations, and consolidated procedures (NMC Chapter 14.30). Changes to the boundary of the Historic Nye Beach Design Review Overlay remove R-2 zoned property and adds some R-4 zoned land.

Applicable Criteria: Pursuant to Newport Municipal Code (NMC) Section 14.36.010: Findings that the amendment to the Zoning Ordinance is required by public necessity and the general welfare of the community.

Testimony: Testimony and evidence must be directed toward the criteria described above or other criteria in the Newport Comprehensive Plan and its implementing ordinances that a person believes applies to the decision. Failure to raise an issue with sufficient specificity to afford the city and the parties an opportunity to respond to that issue precludes an appeal (including to the Land Use Board of Appeals) based on that issue. Testimony may be submitted in written or oral form. Oral and written testimony will be taken during the course of the public hearing. Letters to the Community Development (Planning) Department (address below in "Reports/Application Material") must be received by 5:00 p.m. the day of the hearing or must be submitted to the Planning Commission in person during the hearing. The hearing will include a report by staff, testimony (both oral and written) from the applicant, those in favor or opposed to the application, and questions and deliberation by the Planning Commission. Pursuant to ORS 197.763 (6), any person prior to the conclusion of the initial public hearing may request a continuance of the public hearing or that the record be left open for at least seven days to present additional evidence, arguments, or testimony regarding the application.

Reports/Application Materials: The staff report may be reviewed or purchased for reasonable cost at the Newport Community Development (Planning) Department, City Hall, 169 SW Coast Hwy., Newport, Oregon 97365, seven days prior to the hearing. The application materials, applicable criteria, and other file material are available for inspection at no cost or copies may be purchased for reasonable cost at this address.

<u>Contact</u>: Derrick Tokos, Community Development Director, (541) 574-0626; <u>d.tokos@newportoregon.gov</u> (mailing address above in "Reports/Application Materials").

<u>Time/Place of Planning Commission Hearing</u>: Monday, August 10, 2015; 7:00 p.m.; City Hall Council Chambers (address above in "Reports/Application Materials").

MAILED: July 20, 2015.

PUBLISHED: July 31, 2015/News-Times.

This notice is being sent to the applicant, the applicant's authorized agent (if any), affected property owners within 200 feet of the subject property (according to Lincoln County tax records), affected public/private utilities/agencies within Lincoln County, and affected city departments.

#### CITY OF NEWPORT NOTICE OF A PUBLIC HEARING

The Newport Planning Commission will hold a public hearing on Monday, August 10, 2015, at 7:00 p.m. in the City Hall Council Chambers to consider revisions to City of Newport Design Review land use regulations and the boundary of the Historic Nye Beach Design Review Overlay. Changes to land use regulations include new and updated design guidelines, clarifications to clear and objective standards, tighter thresholds for guideline review of large structures, updated illustrations, and consolidated procedures (Newport Municipal Code (NMC) 14.30). Changes to the boundary of the Historic Nye Beach Design Review Overlay remove R-2 zoned property and adds some R-4 zoned land. Pursuant to Newport Municipal Code (NMC) Section 14.36.010, the Commission must find that the change is required by public necessity and the general welfare of the community in order for it to make a recommendation to the City Council that the amendments be adopted. Testimony and evidence must be directed toward the request above or other criteria, including criteria within the Comprehensive Plan and its implementing ordinances, which the person believes to apply to the decision. Failure to raise an issue with sufficient specificity to afford the city and the parties an opportunity to respond to that issue precludes an appeal, including to the Land Use Board of Appeals, based on that issue. Testimony may be submitted in written or oral form. Oral testimony and written testimony will be taken during the course of the public hearing. The hearing may include a report by staff, testimony from the applicant and proponents, testimony from opponents, rebuttal by the applicant, and questions and deliberation by the Planning Commission. Written testimony sent to the Community Development (Planning) Department, City Hall, 169 SW Coast Hwy, Newport, OR 97365, must be received by 5:00 p.m. the day of the hearing to be included as part of the hearing or must be personally presented during testimony at the public hearing. The proposed code amendments, additional material for the amendments, and any other material in the file may be reviewed or a copy purchased at the Newport Community Development Department (address above). Contact Derrick Tokos, Community Development Director (541) 574-0626 (address above).

(FOR PUBLICATION ONCE ON FRIDAY, <u>JULY 31</u>, 2015)

ADAMS ABIGAIL J & MOORE RICHARD K 1161 MAPLE ST ARROYO GRANDE CA 93420	ADAMS E CAROL & ADAMS S BRIAN 427 NW 6TH ST NEWPORT OR 97365	ADAMS MICHAEL R TRUSTEE 1001 NW LOVEJOY ST #1308 PORTLAND OR 97209
AGNELLO MARK S TRUSTEE 158 NATIONAL ST SANTA CRUZ CA 95060	ALATRISTE MAX & MARTINEZ MINERVA 233 NE 9TH ST NEWPORT OR 97365	ALLEN ROBERT L & ALLEN SANDRA K PO BOX 281 NEWPORT OR 97365
ALLEN WILLIAM VYRLE II % CLIFTON TERESA I CONT 1232 SHOT POUCH RD BLODGETT OR 97326	AMAISMEIER LOUISE B 1201 HORN LN EUGENE OR 97404	AMARANDOS ANNA TRUSTEE & AMARANDOS MARK TRUSTEE 25292 ABILENE CT LAGUNA HILLS CA 92653
AMICK BOB TRUSTEE PO BOX 790 ROSEVILLE CA 95678	ANDEREGGEN DINO J 7720 SW MACADAM AVE APT #3 PORTLAND OR 97219	ANDERSON LAURA M 526 NW COAST ST APT G NEWPORT OR 97365
ANDERSON ROD TRUSTEE & ANDERSON CHARLOTTE TRUSTEE 1125 NW HURBERT ST NEWPORT OR 97365	ANTHONY EMILY R PO BOX 2377 NEWPORT OR 97365	ANTHONY KAY J TRUSTEE 138 WATERSTONE DR EUGENE OR 97404
ANTHONY ROGER D & ANTHONY LISA K 4224 SE LAMBERT ST PORTLAND OR 97206	ARCHWAY PŁACE CONDOMINIUM HOMEOWNERS ASSOCIATION 325 NW COAST ST NEWPORT OR 97365	ASSOC OF UNIT OWNERS OF COURTYARD COTTAGES CONDOTHE 713 NW HIGH ST NEWPORT OR 97365
ASSOC OF UNIT OWNERS OF THE KENNEDY BLDG CONDO THE 526 NW COAST ST NEWPORT OR 97365	BAHLER DAVID W 1910 MILLCREEK WAY SALT LAKE CITY UT 84106	BAILEY DAVID M JR 929 NW HURBERT ST NEWPORT OR 97365
BAILIE SAMUEL EDWARD TRUSTEE & BAILIE AVELYN LORRAINE TRUSTEE PO BOX 3189 MESQUITE NV 89024	BANK LEW & BANK NANCY 1030 NW JOHNSON #501 PORTLAND OR 97209	BARBERS MARK R & BARBERS MARIA B 935 NW SPRING ST NEWPORT OR 97365
BAYAT JOHN & BAYAT MAHNOOSH 310 NW COAST ST NEWPORT OR 97365	BEACHLAND ESTATES CONDOMINIUM ASSOCIATION OF UNIT OWNERS ATTN LINCOLN COUNTY 225 W OLIVE ST	BEARD DUANE G TRUSTEE & BEARD SHEIRY T TRUSTEE 3021 CONCOMLY RD S SALEM OR 97306

BEEMER DORIS K 2545 NE DOUGLAS ST **NEWPORT OR 97365** 

BEDLE ARDEN J &

BEDLE JANET A

2217 GRAND AVE

**EVERETT WA 98201** 

**NEWPORT OR 97365** 

BELL REGINALD MURRAY TRUSTEE & BELL MIRIAM SABER TRUSTEE 919 NW SPRING ST **NEWPORT OR 97365** 

BELLMORE TIMOTHY J & BELLMORE CAROL L 25 SW BROOK ST NEWPORT OR 97365 BENISON FRANK J 19 LINDENWOOD DR LITTLETON CO 80120 BENNETT STEVEN G & BENNETT MARIA J 2255 DAWNWOOD DR PHILOMATH OR 97370

BERMAN ELI &
OZ LINDA
5379 RUETTE DE MER
SAN DIEGO CA 92130

BJD DEVELOPMENT LLC PO BOX 830 NEWPORT OR 97365 BLAIR SHARON & HETH MICHELLE & WANKER MARK 258 NW COAST ST #D NEWPORT OR 97365

BLAKESLEE PROPERTIES LLC ATTN WILLIAM C BLAKESLEE 16004 SW TUALATIN SHERWOOD RD #437 SHERWOOD OR 97140 BLUE WHALE CONDOMINIUMS ASSOCIATION OF UNIT OWNERS 551 NW BROOK ST UNIT #4 NEWPORT OR 97365 BOEHLERT FAMILY TRUST THE & BOEHLERT GEORGE W TRUSTEE & BOEHLERT SUSAN L TRUSTEE 4108 LOGSDEN RD SILETZ OR 97380

BOLKEN LUTHER PO BOX 877 CORVALLIS OR 97339 BONNER MICHAEL B & BONNER FRANCES A 9196 SE WYNDHAM WAY HAPPY VALLEY OR 97266 BOOTHBY THOMAS R & BOOTHBY JOAN A PO BOX 2143 NEWPORT OR 97365

BORNE DONNEL & BORNE VICKIE L 477 NE SEWARD AVE BEND OR 97701 BOTTOMLY THERESE A & FRANCIS MICHAEL 5 3740 SW DOSCH RD PORTLAND OR 97201 BOWDLE KEITH S & BOWDLE SALLY J 2645 NW ZINFANDEL LOOP MCMINNVILLE OR 97128

BOWER THEA K & KUHLMAN BON 1120 NW SPRING ST UNIT G NEWPORT OR 97365 BOXER CHARLOTTE A 4627 N CONGRESS AVE PORTLAND OR 97217-3031 BOYD GREGORY M &
BOYD LIIZA S
PO BOX 2479
WILSONVILLE OR 97070

BRADLEY RAYMOND J 700 LAWRENCE ST EUGENE OR 97401 BRAMBLEY MICHAEL R & PHILLIPS BRAMBLEY ANITA C 330 ADAIR DR RICHLAND WA 99352 BRANNAMAN KAREN BERNICE PO BOX 72 NEWPORT OR 97365

BREADEN BARBARA L & BREADEN RONALD P 2155 DEVOS ST EUGENE OR 97402 BRENIZER DOUGLAS E & BRENIZER SHAWN 925 SCEPTER CT NE SALEM OR 97301

BRESNAN PATRICK S & BRESNAN ELIZABETH F 12338 FIRST FORK RD LOS GATOS CA 95033

BRIGGS LINDA R 751 NW 1ST ST NEWPORT OR 97365 BRIGGS THOMAS A & BRIGGS CATHERINE M 1502 SE BYBEE BLVD PORTLAND OR 97202 BROKKEN DONNA F TRUSTEE 2895 SW FAIRMONT DR CORVALLIS OR 97333

BROOK STREET APTMENTS LLC 7435 SW SURFLAND ST SOUTH BEACH OR 97366 BROOKVIEW CONDOMINIUMS ASSOCIATION OF UNIT OWNERS 326 SW 12TH ST NEWPORT OR 97365 BROWN BONNIE JEAN 1806 NE CRESTVIEW PL NEWPORT OR 97365

BRUSSELBACK LAWRENCE J & ENGLER WENDY C 715 NW 3RD ST NEWPORT OR 97365	BURKE KARA M 513 NW HURBERT ST NEWPORT OR 97365	BUROKER RUTH L 514 NW HIGH ST NEWPORT OR 97365
BUSH THOMAS W & BAUMBACH KAREN I 505 DEE DR JEROME ID 83338	BUUS LESLIE TRUSTEE & DARLING BUUS DAWN TRUSTEE 5202 WAINWRIGHT CT RIVERSIDE CA 92507	CABANAG TOMAS L & CABANAG KATHLEEN M & CABANAG CHRISTOPHER M ETAL 38 SW HIGH ST NEWPORT OR 97365
CALAVAN TED R & CALAVAN AMY R 1037 NW HURBERT ST NEWPORT OR 97365	CALKINS PAUL B & MARTIN CALKINS MARILYN 4754 WEST MENLO AVE FRESNO CA 93722	CAMPOLA RHONDA M 156 SW COAST ST NEWPORT OR 97365
CANAN PATRICK D & CANAN IRMA D 12705 SE RIVER RD APT 101 D PORTLAND OR 97222	CARD GREGORY C CARD LAURIE A PO BOX 51 SOUTH BEACH OR 97366	CARD GREGORY CHARLES & CARD LAURIE ANN 209 NW COAST ST NEWPORT OR 97365
CARMODY BONNIE & BRENDAN 261 SE VIEW DR NEWPORT OR 97365	CARMODY KEVIN 33 BAILEY AVE RIDGEFIELD CT 06877	CARNEY MICHAEL A TRUSTEE PO BOX 5391 EUGENE OR 97405
CARTER RICH TRUSTEE 4033 NW PRINCESS ST CORVALLIS OR 97330	CARVER BRENDA S 543 NW ALPINE ST NEWPORT OR 97365	CENTRAL LINCOLN PUD ATTN BRIAN BARTH MGR ACCT & FINANCE PO BOX 1126 NEWPORT OR 97365
CHADWICK DOUGLAS ALAN 334 NW HIGH ST NEWPORT OR 97365	CHAMBERLAIN BEVERLY 3548 N BROOKHAVEN LN TUCSON AZ 85712	CHAN DAVID K & CHENG LIANN 4402 NW SENECA CT CAMAS WA 98607
CHAPIN DONALD D & CHAPIN LINDA L 6715 OTTER CREST LOOP OTTER ROCK OR 97369	CHAPMAN LUCINDA PO BOX 206 NEWPORT OR 97365	CHAPMAN LUCINDA & MCNEELY CLAIRE 716 NW BEACH DR NEWPORT OR 97365
CHEN MEI DENG TRUSTEE 1130 NE 7TH DR NEWPORT OR 97365	CHENOWETH WILLIAM M 626 NW ALPINE ST NEWPORT OR 97365	CHIPMAN LAURA ATTN CHIPMAN VICTOR PO BOX 359 COTTAGE GROVE OR 97424

CHRISTIAN SCIENCE SOCIETY
430 NW 5TH ST 569 SW 2ND
NEWPORT OR 97365 NEWPORT OR 97365

CLARK HARRY R TRUSTEE & CLARK JOAN C TRUSTEE 820 NW COAST ST NEWPORT OR 97365

CLARK MIKE & CLARK MARI 749 SAN YSIDRO RD	CLARK PATRICK M PO BOX 1575 NEWPORT OR 97365	CLAYMAN BRUCE 922 NW COAST ST NEWPORT OR 97365
SANTA BARBARA CA 93108		
CLEARY KATHLEEN A	COAST HOUSE LLC	COASTAL CABANAS LLC
112 SE FOGARTY ST NEWPORT OR 97365	ATTN ROBERT JACKSON 198 S EVERGREEN AVE	PO BOX 800 SOUTH BEACH OR 97366
NEWFORT ON 97363	STAYTON OR 97383	300111 BEACH OR 37300
COASTAL DEVELOPMENT LLC	COLE THOMAS J &	COLLINS JANA D &
922 NW COAST ST	COLE FAITH A	COLLINS BARRY H
NEWPORT OR 97365	PO BOX 705 NEWPORT OR 97365	915 KRENTZ YUBA CITY CA 95993
CONNET RICHARD L TRUSTEE &	COOLEN MICHAEL &	COOPER MARK E &
CONNET MARILYN A TRUSTEE 34635 KNOX BUTTE RD E	REITMEIER COOLEN SANDRA 1825 NW LANCE WAY	COOPER NANCI L 1119 OLALLA RD
ALBANY OR 97322	CORVALLIS OR 97330	TOLEDO OR 97391
COPLEY C SIMONE	CORNELIUS JANET L &	COWDEN FAMILY TRUST &
2000 NE 84TH AVE PORTLAND OR 97220	CORNELIUS KEVIN 34309 IRIS CIRCLE	COWDEN JR & EM COTRUSTEES & ADAMS DIXIE L
	PHILOMATH OR 97370	PO BOX 237 NEWPORT OR 97365
CREIGHTON JAMES A III PO BOX 891	CROWE JOHN R JR TR & CROWE PATRICIA L TR	DANSKIN RICHARD M TRUSTEE & DANSKIN LORRAINE M TRUSTEE
WINTHROP WA 98862	PO BOX 1557 NEWPORT OR 97365	3143 WINSLOW WAY NW SALEM OR 97304
DAVIDEON DIO S ESIDEI	DEFILIPPIS FRANKLIN K &	DEGARIMORE MICHAEL &
DAVIDSON RIO S FEIBEL 123 NW HURBERT ST	DEFILIPPIS FRANKLIN K &  DEFILIPPIS SHERRI L	DEGARIMORE VIICHAEL & DEGARIMORE ORIETTA
NEWPORT OR 97365	PO BOX 46	PO BOX 48
	SEAL ROCK OR 97376	SILETZ OR 97380
**UNDELIVERABLE** DEVENPORT WILLIAM B &	DITLEFSEN MICHAEL & JENNE JANIE M TRUSTEE	**UNDELIVERABLE**  DOBSON KAREN J
DEVENPORT TARA L	1055 HIGHLAND AVE NE	3447 LINCOLN DR NE
750 NW 3RD ST NEWPORT OR 97365	SALEM OR 97301	RENTON WA 98056
DONOVAN JOHN M & STREET REBECCA K	DOOLING PATRICK B JR & DOOLING MARY ANNE	DUBICK JOANNE H & DUBICK MICHAEL
115 W 4TH ST	6400 SW CORBETT AV	PO BOX 838
THE DALLES OR 97058	PORTLAND OR 97239	CRESWELL OR 97426
DUNNINGTON DAN A &	DUVALL HUBERT &	DUVALL WALTER S &

**DUVALL MARY THERESA** 

3436 SW LONG AVE

**CORVALLIS OR 97333** 

DUVALL CAROL T

328 NW COAST ST

NEWPORT OR 97365

DUNNINGTON CHRISTINE M

2140 NORWOOD ST

EUGENE OR 97401

EDER ROBERT L &
EDER MICHELE LONGO
PO BOX 721
NEWPORT OR 97365

EDWARDS BEACH PROPERTIES LLC 4937 SW ROSEBERRY ST CORVALLIS OR 97333 ERDMANN JAMES L & ERDMANN ADELIA A PO BOX 470 AUMSVILLE OR 97325

EVANS DON P &
EVANS BARBARA M
15716 SW PETREL CT
TIGARD OR 97007

FAGAN VERNON R SR TRUSTEE &
SNOOK FAGAN VERLA TRUSTEE
13821 W SPRINGDALE DR
SUN CITY WEST AZ 85375

FAIR JEANETTE L 25151 PLEASANT VIEW DR PHILOMATH OR 97370

FARLEY ISAAC & FARLEY EVELYN J 33745 NE SUNNYVIEW DR ALBANY OR 97322

FERBER FAMILY TRUST &
FERBER NORMAN L TRUSTEE &
FERBER MARY MEGOWAN TRUSTEE
5726 NE BIG CREEK RD
NEWPORT OR 97365

FEUERBACHER JAY A 131 NE 56TH ST NEWPORT OR 97365

FILBIN GWENITH M TRUSTEE PO BOX 307 DURFUR OR 97021

FINNELL OTTO F &
FINNELL BECKY
17500 S STEINER RD
BEAVERCREEK OR 97004

FITTS DOUGLAS E TRUSTEE & FITTS VERNA L TRUSTEE 392 NW 3RD ST SP #1 NEWPORT OR 97365

FLORETTA ANN R 2669 TERRACE VIEW DR EUGENE OR 97405 FORD CANDACE S 9566 LOGSDEN RD SILETZ OR 97380-9602 FORSYTH KAREN JAY TRUSTEE PO BOX 1821 NEWPORT OR 97365

FORTUNE MICHAEL A TR & FORTUNE LINDA TR 7635 NW MCDONALD CIRCLE CORVALLIS OR 97330

FOSTER CARL W COTRUSTEE & FOSTER VICTORIA S COTRUSTEE 4324 SE 178TH PL VANCOUVER WA 98683 FOWLES RAYMOND & FOWLES JO ANN 169 RAINBOW DR #6975 LIVINGSTON TX 77399

FRANKLIN FRANCIS P & FRANKLIN CHERI L PO BOX 1913 NEWPORT OR 97365 FRANKLIN THOMAS W & FRANKLIN ELIZABETH J 742 NW BEACH DR NEWPORT OR 97365 FUCHS DONALD C &
FUCHS NADINE
11003 PRESTWICK CT
WILSONVILLE OR 97070

FUITEN WEST PARTNERSHIP 5475 NE DAWSON CRK DR HILLSBORO OR 97124 FUNRUE DONALD K TRUSTEE & FUNRUE RUTH E TRUSTEE 3296 SW BINFORD AVE GRESHAM OR 97080 GALLO H MATTHEW & LEBARON LINDA M 146 SW BROOK ST NEWPORT OR 97365

GARCIA HECTOR H 916 NW HIGH ST NEWPORT OR 97365 GARDNER L LEE TRUSTEE 425 NW BROOK ST #6 NEWPORT OR 97365 GAZAK CHARLOTTE E 929 11TH ST UNIT 101 BELLINGHAM WA 98225

GEARIN NANCY LOUISE % GEARIN MARY L LIFE ESTATE (FOR GARAGE) PO BOX 831 NEWPORT OR 97365

GENTZKOW EILEEN M 1632 SUNRISE CIR NW SALEM OR 97304 GEORGE MICHAEL R 2417 TONGASS AVE STE 111-178 KETCHIKAN AK 99901

GEORGE ROMALD A R	GERDING THOMAS D 9	CERNANERI E T P CTEVE TTECC 9
GEORGE RONALD A &	GERDING THOMAS P &	GERMANERI E T & STEVE TTEES &
TAKACS PATRICIA A	GERDING DEBORAH K	GERMANERI NATHANIEL &
301 SUNSET DR	24065 EVERGREEN RD	GERMANERI ALISON
ENCINITAS CA 92024	PHILOMATH OR 97370	920 SW 5TH ST
		CORVALLIS OR 97333
GESIK JOHN ELMER REV LIV TR &	GETTING BRIAN J	GIFFORD WILLIAM B &
GESIK JOHN ELMER TRUSTEE &	711 NW HIGH ST	LEE AMEY Y
GESIK ELDORA LOU TRUSTEE	NEWPORT OR 97365	3080 NW DEER RUN ST
155 SW DOLPHIN ST		CORVALLIS OR 97330
NEWPORT OR 97365		
GRAMOLL KURT &	GREENE SEAN M &	GUILLAND GARY P &
GRAMOLL JUNKO	GREENE LEIAH J	GUILLAND DENISE M
3816 WELLINGTON PL	2300 NW BROADWAY	3809 122ND AVE E
NORMAN OK 73072	ALBANY OR 97321	EDGEWOOD WA 98372
GIAIDED DADBADA	CHRISTI DODIALE S	HAAS WILLIAM F &
GUNDER BARBARA	GURWELL ROBIN L &	
6497 MAHALO DR SE	GURWELL PAUL 115 SW COAST ST	HAAS EILEEN DALY
SALEM OR 97317		64764 OLD BEND-REDMOND HWY
	NEWPORT OR 97365	BEND OR 97701
HAEG BARBARA L	HALCYON HOTELS LLC	HALL DAVID WALTER TRUSTEE &
186 W FLORIDA CIR	ATTN MCCORMACK WINTHROP	HALL MARGARET RUTH TRUSTEE
WORLEY ID 83876	2601 NW THURMAN ST	8310 COUNTERPANE LN
WORLET ID 03070		
	PORTLAND OR 97210	JUNEAU AK 99801
HALVORSON KAREN L &	HAO WEI &	HARLAND STEPHEN &
NYQUIST MAT	LI HONGLI	HARLAND ANDERINE
1030 NW SPRING ST	2713 243RD PL SW	4790 FIR DELL DR SE
NEWPORT OR 97365	BRIER WA 98036	SALEM OR 97302
NEWFORT OR 97303	BRIER WA 90030	SALEINI ON 37302
HARMAN RHONDA G &	HARMS ERIC HELGE &	HARRINGTON JAMES L JR &
DEVEREAUX CATHERINE M	HARMS SANDRA VIVIAN	HARRINGTON TERRI A
2505 NE DOUGLAS	204 S BROADWAY	494 GRIFFIN RD
NEWPORT OR 97365	YREKA CA 96097	GRANTS PASS OR 97527
		<del></del>
HARSHFIELD JAMES R &	HARUDA FRED DAVID TRUSTEE	HAY WILLIAM G &
SIMPSON PAMELA JO	4109 ESPANA ST	HALLMARK INNS & RESORTS INC
634 NW 10TH ST	LOS CRUCIS NM 88011	PO BOX 1747
NEWPORT OR 97365		LAKE OSWEGO OR 97035
HEATH KENNETH D &	HENDERSON BARBARA JEAN	HENDRICKS JUDITH J
HEATH MARTHA A	505 NW 10TH ST	325 NW COAST ST
615 NW SPYGLASS CT	NEWPORT OR 97365	UNIT A
ALBANY OR 97321		NEWPORT OR 97365
HEBBOID IOAN I S	UEDTEL DARENT TIPLIETEE	UCMUTE MATINICIALO TOMOTES
HERROLD JOAN L & HERROLD TRACY K	HERTEL ROBERT T TRUSTEE PO BOX 1888	HEWITT KATHLEEN'S TRUSTEE
HERROLD TRACT K	PO BOX 1888	30 HEMLOCK PLACE

MT VERNON WA 98273

DEPOE BAY OR 97341

40896 ELK RIDGE LN

STAYTON OR 97383

HIGH ROAD CONDOMINIUMS ASSOCIATION OF UNIT OWNERS 634 NW 10TH NEWPORT OR 97365

HIGLEY KATHRYN A & REESE STEVEN R 2898 NW SILKTASSEL DR CORVALLIS OR 97330 HILDEBRAND RICHARD L 114 NW HIGH ST NEWPORT OR 97365

HOFFSTADT PAUL F TRUSTEE 1225 NE THOUSAND OAKS DR CORVALLIS OR 97330 HOGAN FRANK A & HOGAN JUDY A TRUSTEES 42 QUIET HILLS RD POMONA CA 91766 HOLCOMBE ALAN & HASS HOLCOMBE ALEITA 2022 NW MYRTLEWOOD WAY CORVALLIS OR 97330

HOLEN H J TRUST THE & HOLEN H J TRUSTEE PO BOX 29 NEWPORT OR 97365 HOLLEN ROBERT E PO BOX 1438 NEWPORT OR 97365 HOLTGRIEVE DONALD G TRUSTEE & HARDWICK SUSAN W TRUSTEE 3615 GLEN OAK DR EUGENE OR 97405

HORNE DELMA I 1100 SE LINN ST PORTLAND OR 97202 HORNING ROBERT W TRUSTEE &
HORNING SUZANNE R W TRUSTEE
8701 ESTERO BLVD
#708
FT MYERS BEACH FL 33931

HOUSING AUTHORITY OF LINCOLN COUNTY PO BOX 1470 NEWPORT OR 97365

HUGHES COLLEEN C LVG TRUST &
HUGHES COLLEEN C TRUSTEE
269 LINNAEUS AVE
COOKEVILLE TN 38501

HUNT DONALD J 546 NW COAST ST NEWPORT OR 97365

HUTCHINSON GEORGE TRUSTEE 1840 NW DIVISION ST CORVALLIS OR 97330

HYDE JARED & EAGER ELLEN 502 NW BROOK ST NEWPORT OR 97365 ICNAVA ENTERPRISES LLC ATTN ISMAEL NAVA GUILLERMO CHANDA NAVA 253 NE 53RD ST NEWPORT OR 97365

INMAN DORIS &
DAHLE TIMOTHY
PO BOX 45
DALLESPORT WA 98617

INNIS WILLIAM E & INNIS JEANNE S
1517 COURT ST NE
SALEM OR 97301

JACK FRED W TRUSTEE & JACK HELENE TRUSTEE PO BOX 50039 EUGENE OR 97405 JAMTGAARD GORDON E & JAMTGAARD SHARON R PO BOX 172 NEWPORT OR 97365

JMB PROPERTIES NEWPORT LLC 1755 GARLAND LN BOULDER CO 80304

JOHNSEN CARLA A TRUSTEE 1015 NE LAUREL CT NEWPORT OR 97365 JOHNSON EDWARD A TRUSTEE & JOHNSON CAROL A TRUSTEE 1655 FERGUSON DR NW ALBANY OR 97321

JOHNSON J A & L G TRUST &
JOHNSON JEROME A TRUSTEE &
JOHNSON LUCILLE G TRUSTEE
PO BOX 1114
NEWPORT OR 97365

JOLING MICHAEL R & PATRICK JOLING PATRICIA S PO BOX 1711 NEWPORT OR 97365 JONES DAVID M &
REDMOND MICHELE S
6825 BOLAND WAY
OTTER ROCK OR 97369

JONES JOHN B 2140 LOS ANGELES AVE BERKELEY CA 94707 JORGENSEN PAUL D & JORGENSEN KAREN L 4284 AVALON EUGENE OR 97402 JOSEPH KATHLEEN B PO BOX 1326 NEWPORT OR 97365 K/H INVESTMENTS LLC PO BOX 608 APPLE VALLEY CA 92307 KALBERG RAY H & M P TRUSTEES % NORTHWEST FLORICULTURE INC CONT 10499 CHAMPOEG RD NE AURORA OR 97002 KAPLAN JAN &
CANNING PATRICIA
PO BOX 329
GOLD BEACH OR 97444

KEARSLEY STEVEN N &
KEARSLEY NORMA JEAN
PO BOX 215
PHILOMATH OR 97370

KELLER RODNEY & KELLER BARBARA 2056 CHASE LOOP SW ALBANY OR 97321 KELLEY GARY P 1120 NW SPRING ST UNIT C NEWPORT OR 97365

KELLEY SUE ANN PO BOX 1466 NEWPORT OR 97365 KEMP CHARLES D &
KEMP JANE K
1999 FARMER DR
EL CENTRO CA 92243

KENT MICHAEL LAWRENCE & KENT CINDY LOU 3608 NW TWINBERRY PL CORVALLIS OR 97330

KIEHLBAUCH ELLEN K (TOD) 504 NW BROOK ST NEWPORT OR 97365 KIGER CONSTANCE L E & KIGER JOHN R 18 NORTHWOOD DR ATHENS OH 45701 \*\*UNDELIVERABLE\*\*
KISS RICHARD J &
KISS MARICELA
30421 SIERRA MADRE DR
TEMECULA CA 92591

KJELLSEN PEGGY PO BOX 704 NEWPORT OR 97365 LACKNER WILLIAM TRUSTEE PO BOX 746 NEWPORT OR 97365 LAFERLA BRIANNA N 425 NW BROOK ST #1 NEWPORT OR 97365

LAMB JEAN 215 NW HIGH ST NEWPORT OR 97365 LARSEN SHARMAN A TRUSTEE & LARSEN JERRY K TRUSTEE 15255 SE RIVER FOREST DR MILWAUKIE OR 97267 LEBRUN JAN G 520 SW 2ND ST NEWPORT OR 97365

LEE JAMES PHILLIP &
ROELL JOANNA ELISABETH TTEES
3135 NE 17TH AVE
PORTLAND OR 97212

LEE PATRICIA A 6765 SW MOLALLA BEND RD WILSONVILLE OR 97070 LEHRMAN MARCUS & GEORGE JODY L 232 NW COAST ST NEWPORT OR 97365

LEON ROBERT A &
LEON NANCY E

10125 SW ARBORCREST WAY
PORTLAND OR 97225

LEONARD NANCY E TRUSTEE &
LEHNER URBAN C TRUSTEE
2229 SETTLERS VALLEY WAY
LOST RIVER WV 26810

LEUTHOLD CAROLINE E ATTN LEMASTERS & DANIELS 601 RIVERSIDE AVE STE 700 SPOKANE WA 99201

LIEDTKE SUSAN E 433 NW HURBERT ST NEWPORT OR 97365 LIEN BRAD A & LIEN DIANE C 16980 SW NEUGEBAUER RD HILLSBORO OR 97123 LIGHTHOUSE LODGES CONDOMINIUM ASSOCIATION OF UNIT OWNERS 757 NW COAST ST NEWPORT OR 97365

LIL MACS LLC ATTN ALEMA J MCCREA 1040 SE 78TH PORTLAND OR 97215 LIM PHILIP & LIM DELIA 32-14855 100 AVE SURREY CANADA V3R 2W1 LIMBRUNNER LOUIS 631 SE 1ST ST NEWPORT OR 97365

LINCOLN COUNTY LINCOLN COUNTY LINCOLN COUNTY HOUSING 225 W OLIVE ST ATTN PROPERTY MANAGEMENT **AUTHORITY NEWPORT OR 97365** 880 NE 7TH ST **1039 NW NYE NEWPORT OR 97365 NEWPORT OR 97365** LINGHAM JUDITH M LITT SANDRA S TRUSTEE LITTLE MAUREEN & PO BOX 28 7438 SE MADISON GOFF DANIEL L **NEWPORT OR 97365** PORTLAND OR 97215 PO BOX 8 **SEAL ROCK OR 97376** LLEWELLYN ROBERT I & LOMBARD JANELLE M LONG PATRICK O & **LLEWELLYN MARTHA MARY** PO BOX 938 LONG SUSAN J 1821 MOONSHINE PARK RD **PORTLAND OR 97207** 33201 SE PEORIA RD **LOGSDEN OR 97357 CORVALLIS OR 97333** LOPARDO ROBERTO LOVAS STEPHEN E & **LUM PATRICK TRUSTEE &** 1040 57TH ST LOVAS SONJA S LUM YU YE TRUSTEE & **BROOKLYN NY 11219** 105 SW HURBERT ST **LUM BRIAN NEWPORT OR 97365** 4050 WYCOMBE DR **SACRAMENTO CA 95864** LUTZ DORA L LYLES PATSY ANN (TOD) LYNCH JON 3429 MOCK ORANGE CT 55 SW COAST ST 169 SE VIEW DR **SALEM OR 97302 NEWPORT OR 97365 NEWPORT OR 97365** LYONS RICHARD B & M & J LIVING TRUST & MAEIR JOHN C LYONS ELIZABETH N LIMBRUNNER MARY MALINDA TTEE 112 NW BROOK ST 22235 10TH AVE S **631 SE 1ST ST NEWPORT OR 97365** DES MOINES WA 98198 **NEWPORT OR 97365** MALLINSON MAXWELL WILLIAM MARKO KATHARINE M **MARTHALLER TERRENCE F TRSTEE &** 53 SW HIGH ST PO BOX 2161 MARTHALLER KAREN SUE TRUSTEE **NEWPORT OR 97365 NEWPORT OR 97365 2801 SE SWAIN MILWAUKIE OR 97267** MARTIN TIMOTHY F & MATEAM PARTNERSHIP **MATHEWSON ROBERT C &** MARTIN DIANA R ATTN FORD SALLY M MATHEWSON BETH H & 13-3347 LUANA ST 267 NW CLIFF JONES DAVID M **PAHOA HI 96778 NEWPORT OR 97365** 6825 BOLAND WAY

MATNEY MARY OLIVE TRUSTEE 650 NE SHERWOOD WAY CORVALLIS OR 97330

MCDONNELL JOHN &
MCDONNELL SELINA GAIL TRUSTEES
41900 HORIZON VIEW AVE
CLOVERDALE OR 97112

MAY JAMES T TRUSTEE 1990 VAN BUREN EUGENE OR 97405

MCENTEE DYLAN A & MCENTEE CELESTE L PO BOX 83 NEWPORT OR 97365

MCCOY MICHAEL D 4552 RAINTREE CT NE SALEM OR 97305

OTTER ROCK OR 97369

MCGLADREY JUSTIN 45 SW HIGH ST NEWPORT OR 97365

MCKERCHER MARIE LLC ATTN JOYCE ANNA PMB 534 1631 NE BROADWAY PORTLAND OR 97232	MCKEVITT W A & LENA ADDRESS UNKNOWN	MEDRANO PAUL GRACA 11715 EXETER AVE NE SEATTLE WA 98125
MELDRUM JOHN C & MELDRUM LEA C 40506 COLE SCHOOL RD SCIO OR 97374	MEZZETTA MARC D & MEZZETTA BARBARA 415 EASTIN DR SONOMA CA 95476	MINES GARY L TRUSTEE & MINES VICKI R TRUSTEE PO BOX 676 SOUTH BEACH OR 97366
MOIR MARION C 1129 SW HURBERT NEWPORT OR 97365	MORAN MICHAEL O COTRUSTEE & MORAN JAQUELYNN M H COTRUSTEE 4421 SW MELVILLE AVE PORTLAND OR 97239	MSM BROOKSHIRE LLC ATTN MICHAEL & MARY MCGINNIS 7215 SW ARBOR LAKE DR WILSONVILLE OR 97070
MUSOLF LYNDON R TRUSTEE & MUSOLF BARBARA N TRUSTEE 5480 SW DOVER LOOP PORTLAND OR 97225	NAGEL GEORGE E & WICKLUND JANET 14534 SILETZ HWY SILETZ OR 97380	NAGY EVELYN D PO BOX 10412 EUGENE OR 97440
NEHMER JASON D & NEHMER RACHEL R 619 NW COAST ST NEWPORT OR 97365	NEIGEBAUER LINDA RAE 3914 NW CHEROKEE LN NEWPORT OR 97365	NETTLES WILLARD JR 14402 NE PIPER RD VANCOUVER WA 98684
NEWMAN EMILY J 231 NW CLIFF ST NEWPORT OR 97365	NEWPORT POST 116 AMERICAN LEGION PO BOX 1462 NEWPORT OR 97365	NEWPORT PROPERTY MNGMNT INC PO BOX 1404 NEWPORT OR 97365
NIX WILLIAM S 224 S 3RD INDEPENDENCE OR 97351	NOE MARLETTA N 531 NW HURBERT ST NEWPORT OR 97365	NORTHAM JOYCE H TRUSTEE 4125 NW TAMARACK DR CORVALLIS OR 97330
NORTON JOEL S & NORTON VICKI B 37 NW BROOKS ST NEWPORT OR 97365	NYE BEACH HOLDINGS LLC PO BOX 83 NEWPORT OR 97365	NYE BEACH PLAZA CONDOMINIUMS ASSOCIATION OF UNIT OWNERS ATTN TREASURER 17067 HOOD CT SANDY OR 97055
NYE HOTEL LLC 1120 NW PARKRIDGE LN PORTLAND OR 97229	NYE SANDS CONDOMINIUM ASSOCIATION OF UNIT OWNERS 507 NW ALPINE ST NEWPORT OR 97365	NYE VILLAGE ASSOCIATES PO BOX 1930 NEWPORT OR 97365

NYE VILLAGE OFFICE CONDO ASSOCIATION OF UNIT OWNERS 530 NW 3RD ST NEWPORT OR 97365 OBTESHKA TERRY L &
OBTESHKA EILEEN G
105 NW COAST ST
NEWPORT OR 97365

NEWPORT OR 97365

OCEAN VISTA CONDOMINIUM ASSOCIATION OF UNIT OWNERS 801 NW COAST ST NEWPORT OR 97365 OCONNELL KENNETH R TRUSTEE &
OCONNELL GWYNETH P TRUSTEE
220 WEST 23RD AVE
EUGENE OR 97405

ODAHL CHARLES M 1125 SPRING ST #C303-A NEWPORT OR 97365 OHEARN TIMOTHY PO BOX 2515 SAUSALITO CA 94966

OLD TOWN CONDOMINIUMS ASSOCIATION OF UNIT OWNERS 501 COLDWATER CRK DR ROCK SPRINGS WY 82901 OLSON MARGARET M 9705 SW EAGLE LN BEAVERTON OR 97005

ORCA HOUSE LLC 3504 N MILTON ST SPOKANE WA 99205 OREGON COAST HIDEAWAYS LLC 17067 HOOD CT SANDY OR 97055 P AND P ENTERPRISES LLC ATTN PATRICK N HUGHES PENNY AR HUGHES 1414 NW THOMPSON ST NEWPORT OR 97365

PACIFIC CREST CONDOMINIUMS HOMEOWNERS ASSOCIATION INC ATTN JOHN MELDRUM TREASURER 40506 COLE SCHOOL RD SCIO OR 97374 PACIFIC STATION LLC 34309 IRIS CIR PHILOMATH OR 97370 PAINTER SUSAN E REESE & PAINTER JOHN E JR PO BOX 763 NEWPORT OR 97365

PALMER JOYCE PO BOX 725 NEWPORT OR 97365 PALOMBI KATHLEEN E & TOBI 1026 NW COAST ST NEWPORT OR 97365

PARASHAK BONNIE L TRUSTEE &
PARASHAK PAUL M TRUSTEE
1323 NE 5TH ST
NEWPORT OR 97365

PARKER LARRY E TRUSTEE &
PARKER BISSON EILEEN TRUSTEE
355 HUHTALA RD
SILETZ OR 97380

PARKER MIKE THOMAS 733 NW SECOND ST NEWPORT OR 97365

PARQUE ANTOINETTE E & TRANTOW WAYNE D 9635 SW WASHINGTON PL PORTLAND OR 97225 PARRENT NANCY K 392 NW 3RD ST UNIT 9 NEWPORT OR 97365 PAVELEK GERALD F ETAL 3592 BUENA VISTA RD S JEFFERSON OR 97352

PELICAN HOUSE LLC 3504 N MILTON ST SPOKANE WA 99205 PENG MYRON TAI & FRANCIS MOLLY M 1125 NW SPRING ST UNIT C103 NEWPORT OR 97365 PENZOLA JOSEPH P COTRUSTEE &
PENZOLA NANCY K FARRELL COTRST
13394 E ALSEA HWY
TIDEWATER OR 97390

PETERSON CONRAD S & PETERSON SUSAN M 614 SE 38TH DR GRESHAM OR 97080 PICO 302 LLC ATTN JEFFERY LEITCH 9025 JANE RD N LAKE ELMO MN 55042 PIERCE JACK R ATTN AUSTIN COLLEGE 900 N GRAND SUITE 61632 SHERMAN TX 75090

PLETSCHET BERNARD P & LORI & PLETSCHET CLIFFORD & FRANCES PO BOX 2220 NEWPORT OR 97365 POPE MAX A PO BOX 86 NEWPORT OR 97365 POUNDS VAN M 710 TILLMAN AVE SE SALEM OR 97302

PRIDGEON JEFFREY C & PROHASKA GEORGE W & PROJECT 2000 10285 NW FLOTOMA DR PRIDGEON JILL B PROHASKA JAYNE L 515 W OLIVE ST 1635 E BRIARWOOD TER PORTLAND OR 97229 **NEWPORT OR 97365** PHOENIX AZ 85048 **RABIDEAU LARRY & RANDALL TIMOTHY U &** RASTORFER CHARLES A & MANN CHERYL RANDALL A GRETCHEN RASTORFER SHERYL L 144 PT FOSDICK CIR NW 505 NW 11TH 5T 7831 SE 140TH DR **GIG HARBOR WA 98335 NEWPORT OR 97365 PORTLAND OR 97236 REICH DANNY & REICHSTEIN W H & RUTH & REYES FLAVIANO D & REICH TERESA ALEXANDER MARION REYES YOLANDA V** 2704 SE 84TH AVE 142 VALLEY CHAPEL RD ATTN SCHEPP SUZANNE WALLA WALLA WA 99362 550 ELM WAY #301 PORTLAND OR 97266 EDMONDS WA 98020 RICHARD CHRISTOPHER L & RIDDELL DON PAUL RIDER ROY L REVOC LVG TRUST & RICHARD SUZANNE J & 123 SW BROOK ST RIDER SANDRA N REVOC LVG TST & RIDER ROY L & SANDRA N TRSTEES **GONZALES JORGE & ROSEMARY NEWPORT OR 97365** 1060 COSMO AVE 6360 NW HAPPY VALLEY DR **CORVALLIS OR 97330** EL CAJON CA 92019 RITZMAN LEE R & **ROBERTS KENT B & RODDEN MARY ANN** RITZMAN KATHLEEN ROBERTS LORI S PO BOX 117 727 NW LEE ST **375 CORBETT CREEK RD NEWPORT OR 97365 NEWPORT OR 97365 COLVILLE WA 99114** RODGERS LARRY A **ROGERS JOHN D & ROLER ARLIN J TRUSTEE &** PO BOX 597 **ROGERS TERESA M ROLER CYNTHIA E TRUSTEE** SWEET HOME OR 97386 8100 SAN GREGORIO RD 24576 TERRITORIAL HWY ATASCADERO CA 93422 MONROE OR 97456 **ROMINES ROBERT T & ROLPH JAMES D TRUSTEE & ROSE BRIAN S &** ROLPH JOAN M TRUSTEE ROMINES AYMEE M ROSE JULIE M 12892 SW 147TH PL 143 SW CLIFF ST 637 SE ST ANDREWS DR TIGARD OR 97223 **NEWPORT OR 97365** PORTLAND OR 97202 **ROSS BARBARA TRUSTEE** ROSS TOBY A **ROUMAGOUX DANIEL V &** 2034 NE 40TH ST PO BOX 980876 **ROUMAGOUX SANDRA N WEST SACRAMENTO CA 95798** 19 SW HURBERT ST #217 PORTLAND OR 97212 **NEWPORT OR 97365** 

RUMSEY LIVING TRUST &
RUMSEY RODNEY E TRUSTEE &
RUMSEY DORA L TRUSTEE
1506 NW 44TH AVE
CAMAS WA 98607

ROWE LEONARD A 744 NW 1ST ST

**NEWPORT OR 97365** 

RUTH BRIAN D & RUTH NICOLE R 107 SW COAST ST NEWPORT OR 97365

**ROWEN ROBERT D &** 

**ROWEN DONNA M** 

PO BOX 777

**NEWPORT OR 97365** 

AVRITT JUDITH K TRUSTEE 13115 SYLVA LANE SONORA CA 95370

**RUHLAND W STEVEN TRUSTEE &** 

SALISBURY STEPHEN TRUSTEE & SALISBURY PAMELA P TRUSTEE PO BOX 2426 NEWPORT OR 97365 SANDERS PAULETTE E PO BOX 1306 NEWPORT OR 97365

SAYLER STEPHANIE M TRUSTEE &
BRUCE MERRITT N TRUSTEE
12 THOMAS OWENS WAY
STE 100
MONTEREY CA 93940

SCHAAP PAULA &
KADEL ANDREW
175 9TH ST
NEW YORK NY 10011

SCHMAUDER JOHNNIE E & SCHMAUDER LATIESIA 18690 SW BOONESBERRY RD TUALATIN OR 97062 SCHNEIDER TERRY L & SCHNEIDER DIANE M 6920 TOLUCA LANE CITRUS HEIGHTS CA 95621 SCHWAB RENTALS TWO LLC 317 NW 56TH ST NEWPORT OR 97365

SCOTT JAMES D & SCOTT TINA M 19225 SW WILLOW CREEK CT ALOHA OR 97006 SCROGGINS STACY RENEE PO BOX 1712 NEWPORT OR 97365 SEASCAPE CONDO INC ATTN SEASCAPE UNIT OWNERS ASSN BEULAH DAVIS TREAS 146 N GEORGIA ST KLAMATH FALLS OR 97601

SEASCAPE CONDO INC
ATTN SEASCAPE/RICHARD SHIMMEL
% RON CHATTERTON CPA
855 E BERKELEY ST
GLADSTONE OR 97027

SEVER KENNETH &
SEVER SHELAGH
1706 BRONZE SUNSET CT
KINGWOOD TX 77345

SEYB STANFORD P PO BOX 2043 NEWPORT OR 97365

SHROYER JERALD A & SHROYER DORIS J 11500 S TOWNSHIP CANBY OR 97013 SIELCKEN MICHAEL H 566 W OLIVE ST NEWPORT OR 97365

SILKETT BRUCE V & SILKETT WANDA M 1137 NW HURBERT ST NEWPORT OR 97365

SILVA JANET K 9461 CROSSRAIL DR WILTON CA 95693

SILVONEN ABRAM KANE & SILVONEN SUZANNE RENEE 588 W OLIVE ST NEWPORT OR 97365

SIMMERMAN KATHLEEN R 25115 LAVEL RD JUNCTION CITY OR 97448

SIMPSON K ZANE & SIMPSON PAULA I 11 REYBURN DR HENDERSON NV 89074 SITES CLIFF &
SITES HANNA
5225 FOX HOLLOW RD
EUGENE OR 97405-4010

SIVAGE STEPHEN E 2951 CALLE ARANDAS PALM SPRINGS CA 92264

SKN INVESTMENTS LLC 301 NE 132ND CT PORTLAND OR 97230 SMITH CATHEY E 245 NW ELDERBERRY LN DALLAS OR 97338

SMITH KENNETH L 1227 NW LAKE ST NEWPORT OR 97365

SPRING ST OCEAN VIEW CONDO ASSOCIATION OF UNIT OWNERS 29190 NE WINDSONG LN NEWBERG OR 97132 STAFFENSON DONALD E TRUSTEE &
STAFFENSON JOYCE M TRUSTEE
PO BOX 1133
NEWPORT OR 97365

STEPHENS JACOB J & STEPHENS CINDY L 26295 S BEAVERCREEK RD BEAVERCREEK OR 97004

STIERS DAVID OGDEN
ATTN CATHLEEN DONNELLAN
PO BOX 1548
NEWPORT OR 97365

STOCKER MARION E 9566 LOGSDEN RD SILETZ OR 97380-9602 STOLZ CRAIG E & STOLZ KELLEY J PO BOX 198 ATASCADERO CA 93423

STREIT SANDRA S 3145 SW MARICARA ST PORTLAND OR 97219	STRUNK RICHARD T & SPRAITZ ROBBIN M 774 VINCENT ST EUGENE OR 97401	STUBBLEFIELD JAMES M & STUBBLEFIELD VONDA J PO BOX 338 MONUMENT OR 97864  TAH3N LLC 13599 SW PACIFIC HWY STE C TIGARD OR 97223		
SWINMURN C JOHN TRUSTEE & SWINMURN SANDRA C TRUSTEE 9111 NE 162ND ST BATTLE GROUND WA 98604	SYLVESTER GARY R & SYLVESTER DIXIE L 509 VILLE DR BOULDER CITY NV 89005			
TALLAMANTE FLETTA O 419 NW HIGH ST NEWPORT OR 97365	TAYLOR ELMER H & TAYLOR DOROTHY P 555 NW ALPINE ST NEWPORT OR 97365	TERRA MARIA G TRUSTEE 408 LAURENT ST SANTA CRUZ CA 95060		
TESDAL SR DONALD T & TESDAL JANICE M PO BOX 1350 NEWPORT OR 97365	TETON CREEK CONDOMINIUMS OWNERS ASSOCIATION PO BOX 215 PHILOMATH OR 97370	THOMAS A L ADDRESS UNKNOWN		
THOMAS MARY C 4705 NE 26TH AVE VANCOUVER WA 98663	THORNTON ROBERT & BY THE SEA X LLC & LEE SUZANNE 7459 N HURON AVE PORTLAND OR 97203	TISO EDWARD G TR & TISO EILEEN M TR 36946 AVE 12 MADERA CA 93636		
TOOR DJOHARIAH 3383 N BAYVIEW RD WALDPORT OR 97394	TORMEY ERIN M PO BOX 474 HALF MOON BAY CA 94019	TORRES CHRISTINA PO BOX 2251 NEWPORT OR 97365		
TORRES NATALIA F & TORRES ALAN M 2752 AUTUMN RIDGE DR THOUSAND OAKS CA 91362	TRACY DAN E 14015 41ST AVE NE SEATTLE WA 98125	TRADESMAN COMPANY LLC 750 NW 3RD ST NEWPORT OR 97365		
TRINITY BAPTIST CHURCH OF TOLEDO PO BOX 354 NEWPORT OR 97365	TRIPP ZDENKA & POSPISIL PETR & POSPISIL LUBOMIR 222 BROADWAY #508 EUGENE OR 97401	TURNER KEITH D & TURNER LUANN M 847 NW ERMINE CORVALLIS OR 97330		
VANDERLIP DAVID L & VANDERLIP RACHEL L 37990 COURTNEY CREEK RD BROWNSVILLE OR 97327	VANDERPOOL CHARLES 547 NW COAST ST NEWPORT OR 97365	VANWERT FRANCES C TRUSTEE 742 NW 2ND CT NEWPORT OR 97365		

VENDITTI ROBBI D &

MCCLENEY BRYAN F

2427 SOUTH GAUCHO

MESA AZ 85202

VICTORY CHARLES

105 NW HIGH ST

**NEWPORT OR 97365** 

**VECKER BERND B &** 

HARDEN DAWN M 2226 N COAST HWY #275

NEWPORT OR 97365

WALDE MARVIN L TRUSTEE & WALDE SHIRLEY A TRUSTEE 1500 CATHERINE ST #403C WALLA WALLA WA 99362	WALISER MICHAEL E & SCHELLINGER STACY K 538 NW HIGH ST NEWPORT OR 97365	WALLS ROSE A 2450 NE 3RD LP CAMAS WA 98607		
WANKER MARK JOSEPH 21373 SW JOHNSON RD WEST LINN OR 97068	WARD PAULS & WARD JUDITH A 241 SW BIRCH DALLAS OR 97338	WARREN STEPHEN L PO BOX 1423 NEWPORT OR 97365		
WEEKLEY PATRICIA K 835 NW BROOK ST NEWPORT OR 97365	WEISS TRACEY P & CROWN W LP ATTN GREGORY WEISS MGR PO BOX 995 LORANE OR 97451	WELTY WILBUR G & WELTY MILDRED J 20181 S COQUILLE DR OREGON CITY OR 97045		
WESLEYSON ALEX THOMAS & WESLEYSON KATHLEEN PO BOX 1512 NEWPORT OR 97365	WEST WALTER L & WEST HELEN & WEST JAMES P ETAL 29765 TOWN CENTER LOOP WEST WILSONVILLE OR 97070	WETHERILL JAMES G & WETHERILL LANA R 25804 NE OLSON RD BATTLE GROUND WA 98604		
WEYMOUTH JENNIFER R 4558 SE 111TH AVE PORTLAND OR 97266	WHALER MOTEL INC ATTN JOHN B CLARK PRES 155 SW ELIZABETH ST NEWPORT OR 97365	WHITEMAN CARL R & WHITEMAN LORENE RAE 1825 NE TIDE AVE LINCOLN CITY OR 97367		
WILLIAMS BURTON T & WILLIAMS PATRICIA M PO BOX 514 NEWPORT OR 97365	WILSON EVELYN EST OF ADDRESS UNKNOWN	WILSON LINDA KAREN 2018 6 <sup>™</sup> ST APT B SACRAMENTO CA 95818-1208		
WITTER JENNIFER PICKERING & WITTER ROBERT C 12001 ROLLING MEADOW CIR ANCHORAGE AK 99516	WOLCOTT JACK & SMITH SANDY 2700 NW ARNOLD WAY CORVALLIS OR 97330	WOLCOTT KENT P & WOLCOTT APRIL A 749 NW 3RD ST NEWPORT OR 97365		
WOLFE EDWARD E & WOLFE CHERYL L 11820 N LANCELOT DR SPOKANE WA 99218	WOODRUFF DAVID R & WOODRUFF KARRIE S 3150 NW GRANT AVE CORVALLIS OR 97330	YAMANOHA MEGUMI PO BOX 72864 DAVIS CA 95617		
YAQUINA ART ASSOC PO BOX 274 NEWPORT OR 97365	YEATS ROBERT S TRUSTEE & YEATS ANGELA M TRUSTEE 4624 SW 47TH PL CORVALLIS OR 97333	ZARAGOZA BUILDERS LLC 6825 BOLAND WAY OTTER ROCK OR 97369		

ZIRGES MALCOLM H & ZIRGES GLORIA M PO BOX 938 NEWPORT OR 97365

Attachment "G"

File No. 4-Z-13 City Council Minutes

## **PUBLIC HEARINGS**

Public Hearing on the Scheduled 10-Year Review of the Nye Beach Design Review District. Roumagoux opened the public hearing on the scheduled 10-year review of the Nye Beach Design Review District at 7:22 P.M. She asked for the staff report. Tokos reported that the issue before Council is to hold a public hearing to take testimony on whether the city should make changes to the Nye Beach Design Review District. He noted that this is a scheduled 10-year review required by Ordinance No. 1865.

Tokos stated that in 2003, the city created the Nye Beach Design Review District which enacted architectural design requirements and flexible development standards for new construction or areas of redevelopment in Nye Beach. He added that Ordinance No. 1865, which created the district, requires that within 10 years of the date of adoption, Council hold a hearing to consider whether changes need to be made to the district policies, boundaries, and implementing regulations, and that this hearing serves as the required 10-year review.

Tokos stated that on June 26, 2013, Nye Beach residents and business owners met with staff to relate concerns they have with the Design Review District. He noted that an e-mail summarizing those issues is included in the packet. He added that the need for the 10-year review was also discussed at the April 29, 2013 Town Hall meeting, and that information submitted to Council at that time is also included in the packet. He reported that the last project requiring a design review permit was the hotel formerly known as the Greenstone Inn, and that decision was issued in 2008.

Tokos reported that notice of this hearing was provided to all property owners within the boundary of the Nye Beach Design Review District; press releases were issued; and staff attended the recent Nye Beach Merchants holiday potluck to further advertise this opportunity for interested parties to weigh in on this issue.

Roumagoux asked for public testimony.

Doug Fitts reported that the bulb-outs make it difficult to turn corners without driving on the sidewalk. He added that the street lights on Beach Drive have been placed in the street eliminating several parking spaces.

Frances VanWert stated that Nye Beach has become a tourist destination partly due to its historical attributes and uniqueness. She suggested modifications to the district relative to size, height, mass, width, setbacks, and the solar aspect.

Kathy Cleary reported that her business does not get sun due to the three-story building across the street. She suggested that modifications to the district should include that development be done in a constructive and thoughtful way. She recommended sending the issue to the Planning Commission to work out the details, "put teeth" in the ordinances, and design something that is fair and just for everyone.

Norm Ferber reported that he has vacation homes in Nye Beach. He addressed potential zoning district changes. He noted that it is a unique community and urged Council to seriously consider any change it might consider making.

Wendy Engler distributed a map and photos to Council and the audience. She welcomed Nebel as City manager. She addressed the zoning district issues. She reported that the Glick Study and the Comprehensive Plan are the foundation for the overlay which was designed to enhance and preserve the historic feel of Nye Beach. She stated that she preferred the second motion in the staff report. She added that she does not think the ordinance needs much work, but recommended sending it to the

Planning Commission for review. When asked what the Planning Commission process would be, Tokos reported that it depends on the scope of what the Planning Commission has been asked to review. He added that it is a legislative process and a program would be established for public feedback. He added that if detailed architectural issues need to be addressed, the city might need outside resources. Tokos noted that it would be incumbent upon the Planning Commission to address any issues that are raised through the process. He added that this motion is designed to help focus the conversation so that the Planning Commission has some sidebars to start the conversation. Engler noted that emphasizing the history and maintaining the charm of the district is important. She reiterated that mass is the issue.

Allen noted that the packet contains an e-mail message between Tokos and Engler that lists eight bullet points. He added that motion two contains a blank for issues to be directed to the Planning Commission, and asked whether the eight bullet points could be used as a starting point. Allen asked how specific the motion needed to be in referring the matter to the Planning Commission. Tokos noted that specific issues of mass were brought up to try to illustrate concerns. It was noted that the issue would return to Council after the Planning Commission review. Saelens stated that the issues he tracked included: height; mass; setback; village character; consideration of taller buildings having stepped back roof lines; and open areas between buildings.

Roumagoux reported that she had received letters with good suggestions from Jody George and Mar Lehrman.

Saelens noted that if the matter is not referred back to the Planning Commission that history has indicated there is not much to stop another large mass project.

Frank DiFilippis reported that his concern is the height and mass of buildings. He added that open spaces are good.

Terry Obteshka stated that Engler clarified most of his concerns which relate to height and mass. He suggested keeping the good parts of the district and modifying it to make it better. He added that he is concerned about zoning on side streets where there are R-4's in R-1 zones. He suggested something in the building code that would encourage green building design. He also recommended requirements for making the area more bicycle and pedestrian friendly, and specifically suggested bike lockers. He summarized by stating that mass, height, and public safety are his main concerns.

Chuck Victory agreed with the previous speaker's comments relative to mass, height, size, structure, zoning, and parking.

Allen asked Tokos whether the Planning Commission could also look at the zoning issue or whether that would have to be dealt with separately from the design review issue. Tokos noted that if Council thinks that zoning should be addressed, it should be included in the motion. Allen noted that there is no formal check-in after this unless a provision is added to ordinance.

Jeff Bertuleit reported that he agrees that the issues of mass, size, sunshine, and zoning need to be addressed. He stated that he supports remanding the issue back to the Planning Commission.

Marletta Noe recommended leaving the residential areas alone and not dictating to residents what their homes should look like.

Allen noted that similar to the zoning issue, there was correspondence regarding the size of the district, and added that it may need to be adjusted. Tokos noted that the

boundaries are fair game, and the letters suggest that it might make sense to move the boundaries inward.

Roumagoux closed the public hearing for Council deliberation at 8:25 P.M.

Saelens noted that in his work with the Wayfinding Committee and the development of new tourist maps, it might make sense to more clearly define the boundaries of all districts.

MOTION was made by Saelens, seconded by Beemer, that, based upon the testimony provided this evening, the Council initiate <u>proposed</u> changes to the Nye Beach Design Review District to address the following issues but not limited to these issues: width, mass, setback, maintaining village character, height, size, zoning, boundaries, and direct the matter to the Newport Planning Commission to develop the necessary <u>recommended</u> amendments in accordance with the appropriate procedures contained in the Newport Zoning Ordinance. Allen recommended adding the word "proposed" before the word "changes" in the second line of the motion, and the word "recommended" before the word "amendments" in the fifth line of the motion. Both the motion maker and second agreed. The motion, as amended, carried unanimously in a voice vote.

Public Hearing on Resolution No. 3652 Adopting a Supplemental Budget and Making Appropriations Changes for Fiscal Year 2013/2014. Reumagoux opened the public hearing at 8:29 P.M. She asked for the staff report. Gazewood reported that the purpose of Resolution No. 3652 is to adopt a supplemental budget to increase appropriations in the General Fund and the Room Tax Fund. He added that this supplemental budget establishes a Reserve Fund for Future Capital Purchases. He noted that pursuant to Oregon Local Budget Law, a public hearing is required for this supplemental budget.

Gazewood reported that the General Fund was included in this supplemental budget as the General Fund is the primary source of funding for the establishment of the Reserve Fund for Future Capital Purchases. He stated that revenues for the Reserve Fund were provided by General Fund transfers to set aside monies for future Police, Fire, and Library capital purchases. He added that the General Fund's increased appropriation totals \$418,510, and is funded by beginning fund balance partial excess of \$65,000; transfer from the Room Tax Fund of \$72,900; and a transfer from the Newport Urban Renewal Agency - North Side District of \$280,610, and represents the District's close-out funds. He noted that the Urban Renewal Agency funds are the total of accumulated cash and receivables as of November 30, 2013, for debt payments on city held properties purchased with URA property tax collections.

Gazewood reported that the Reserve Fund for Future Capital Purchases is further financed by fire conflagration monies in the amount of \$25,000 directly allocated to the Reserve Fund. He noted that the revenue transferred to the Reserve Fund from the General Fund totals \$165,000. He stated that \$190,000 has been set aside in the Reserve Fund assigned to three accounts (Police, Fire, and Library) to be available for future capital purchases. He noted that the fire account has \$145,000 set aside in this supplemental budget. He added that this supplemental budget only creates the Reserve Fund and specifically states that available funds are not appropriated.

Gazewood reported that the Room Tax Fund has an appropriation increase of \$317,624 which is supported by an increase in the beginning fund balance of \$32,624;

## **Derrick Tokos**

From:

Derrick Tokos

Sent:

Thursday, July 16, 2015 11:00 AM

To: Cc:

'Denny Han' 'John Lee'

Subject:

RE: Inn at Nye Beach - Revised Plans

I pulled in our Planning Commission Chair, Jim Patrick, to review the drawings and to see if there is an option short of your filing an application to modify the design review approval. One approach would be to view the changes in isolation, separate from the original approval. In taking that approach the proposed change to the driveway grade and lowest floor elevation of the structure, including the addition of two units, is not "substantial construction" that by itself would trigger Design Review.

Both of us feel that were you to apply for a modification to your existing land use approval, as outlined below, it would likely be granted because the Commission's evaluation of the project focused on the mass of the building as viewed from Coast Street and neighboring properties to the north and south. The design changes illustrated on your drawings do not impact any of these elevations.

The height of the building will increase because the northwest corner of the structure will now be on a retaining wall (the point of measurement moves to the base of the wall). We measure building height by averaging the peak height of the four corners of a structure. The height of the Inn will remain under the 50-foot maximum and will not impact the perspective of the structure as viewed from neighboring residential/commercial properties, so this is largely a technical issue.

I understand that you are concerned about filing an application to modify your design review approval because the amount of time it would take to get a hearing scheduled and decision from our Planning Commission. This could push you out of the current construction season. While I believe that filing an application to modify the design review approval is the safest and cleanest way of addressing the modifications, I am prepared to move forward with the interpretation that I have outlined above and signoff the modified building plans without requiring further discretionary land use review. There is some risk that you would need to accept, as it is possible that someone could challenge this interpretation down the road after the project is under construction.

Please let me know how you would like to proceed. If you elect to go the more expeditious route, then I'll place a copy of this email in the building file so there is a record explaining how we worked through the issue, and I'll provide it, along with the modified plans, to our Planning Commission on August 10<sup>th</sup> as an "informational item" so that they will know how the matter was resolved.

Derrick I. Tokos, AICP
Community Development Director
City of Newport
169 SW Coast Highway
Newport, OR 97365

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d.tokos@newportoregon.gov

From: Derrick Tokos

Sent: Wednesday, July 15, 2015 10:59 AM
To: 'Denny Han' <deyhan@gmail.com>
Cc: John Lee <jlee@viphgroup.com>

Subject: RE: Inn at Nye Beach - Revised Plans

Denny,

Thanks for sharing the preliminary drawings. The changes you are looking to make, particularly to the west elevation of the building, are significant enough that you would need to submit a modification request to our Planning Commission. The Commission's review would be limited to the design elements that are being modified. Attached, for your convenience, is an application form and submittal checklist.

Also, with respect to the fire access at the south end of the building, we will need evidence showing that there is 3-feet of clear space between the property line and building from Coast Street to the rear of the structure. The recent survey information that you provided indicates that may not be the case. Another option would be for you to obtain a fire access easement from the neighboring property owner that ensures at least 3-feet of clear area will be maintained. If you go that route, then I'll need to see a copy of the recorded easement before we can issue a building permit.

Derrick I. Tokos, AICP Community Development Director City of Newport 169 SW Coast Highway Newport, OR 97365 ph: 541.574.0626

fax: 541.574.0644

d.tokos@newportoregon.gov

From: Denny Han [mailto:deyhan@gmail.com]

Sent: Tuesday, July 14, 2015 10:22 AM

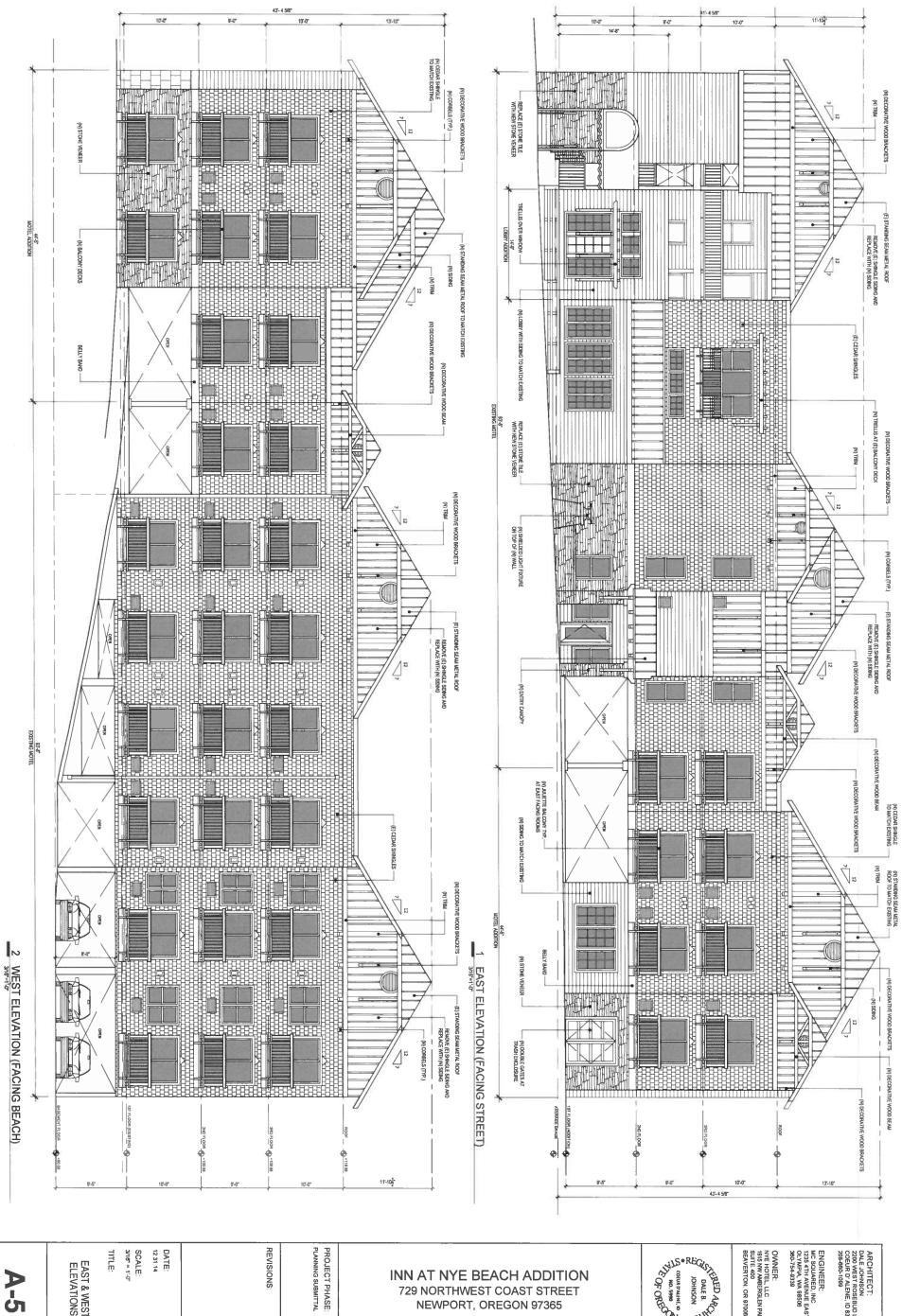
To: Derrick Tokos < D.Tokos@NewportOregon.gov>

Cc: John Lee < <u>ilee@viphgroup.com</u>>
Subject: Inn at Nye Beach - Revised Plans

Hi Derrick,

We are proceeding with the latest changes to the plans per your conversation with John to add two more units at the lower parking level. I thought it would be a good idea to show you as we prepare to resubmit the plans to the building department. As you will see, we added a ramp as you drive under the building (2nd floor) that will allow us to flatten out the rear parking area. This will allow us to gain two more parking stalls and the two additional units. The two additional units are within the building outline/footprint of the approved plan. If you would take a moment to review and let us know if you see any potential issues, I would appreciate it. Also, we moved the fire access stairs further west to address the clearance issue. If you have any questions please let me know.

Thank you, Denny Han



**A-5** 

EAST & WEST ELEVATIONS

DATE: SCALE: REVISIONS

INN AT NYE BEACH ADDITION 729 NORTHWEST COAST STREET NEWPORT, OREGON 97365



OWNER:
NYE HOTEL, LLC
1915 NW AMBERGLEN PARK
SUITE 400
BEAVERTON, OR 97006

— (N) STANDING SEAM METAL ROOF TO MATCH EXISTING

1 NORTH ELEVATION

PROJECT PHASE:
PLANNING SUBMITTAL

REVISIONS:

DATE:
123114
SCALE:
316"=1'-0"
TITLE:
NORTH ELEVATION

INN AT NYE BEACH ADDITION 729 NORTHWEST COAST STREET NEWPORT, OREGON 97365



ENGINEER:

MC SQUARED, NC

1235 4TH AVENUE EAST #101

CLYMPIA, WA 88508

380-754-8339

OWNLER:

NYE HOTEL, LLC

1915 NW AMBERGLEN PARKWAY

BEAVERTON, OR 97008

ARCHITECT:
DALE JOHNSON
2200 WEST ROSEBUD LANS
COEUR D' ALENE, ID 83814
208-880-1089

