

MINUTES
City of Newport Planning Commission
Work Session
Newport City Hall Conference Room 'A'
Monday, February 11, 2013

Planning Commissioners Present: Glen Small, Bill Branigan, Gary East, Mark Fisher, Jim Patrick, Rod Croteau, and Jim McIntyre.

Citizens Advisory Committee Members Present: Lee Hardy and Bob Berman

Citizens Advisory Committee Members Absent: Suzanne Dalton (*excused*).

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 6:00 p.m. and turned the meeting over to CDD Tokos.

A. Unfinished Business.

1. Follow-up discussion on Newport Workforce Housing Initiative. Tokos had provided responses from Lincoln Community Land Trust to questions that were raised at the last meeting. He noted that the City Council has also conducted a work session on this. Tokos is putting together the detailed documents and anticipates those will be ready in late March or early April. They will have to be reviewed by legal counsel. The Land Trust will be meeting on February 19th to discuss this. He said that he doesn't expect any issues.

B. New Business.

1. Goals Discussion. Tokos noted that the City Council will be doing their goals discussion February 19th and 20th. He said that basically this update is the same as the Council will get in terms of status of goals. He said that there are two goals under economic development. The first is to maintain and implement economic development strategies. He said that we have made some progress. We have developed a lot of strategies that will help to further those objectives. Tokos said that his sense is that the Council will have to have a discussion whether they want to fund the Business Retention and Recruitment position that is proposed to be housed with the Chamber of Commerce. The EOA TAC made that recommendation. The budget for that position will run between \$80-100 thousand. He said that \$50 thousand is the best the City could contribute. The Chamber and the Port will have to make up the difference if they want this to move forward. The City Council can earmark money for that purpose. If the additional funding comes in, a person can be hired for that position; if not, it doesn't happen. This is an ongoing position, and that is why this needs to have a stable funding source; one-time grants won't work. The TAC was in agreement that this needs to be a full-time position in order to work well. Tokos said that he could send the Commissioners the job description. He explained that this person will actually work and engage with existing businesses. They will work with commercial and industrial land owners to find ways to better position their properties to develop or redevelop them for the target industries. There will be a certain amount of coordination with the county and utilities for companies that are looking to locate in Newport. This person will maintain a database and web portal. They will make contacts with property owners so that we have a good handle on inventory. Tokos noted that with the economic opportunity analysis we talked about opportunity sites where this person might be able to offer marketing of someone's property for target industries if that person is willing to limit it to those industries. Tokos said that there certainly is enough work to go around for that position. The question is whether enough funding will fall into place. Tokos said the next steps would be putting concepts together for a north side URA showing where the boundary would be, what the range of activities could look like, and what tax increments would look like. We will need to have those types of concepts to share with the other taxing entities to make sure they are comfortable with a north side district and will work with their funding sources. Tokos said that one additional economic development piece he sees out there is the TSP update pertaining to loosening ODOT's vehicle capacity limits on US 101 in South Beach. He noted that the County is holding their first hearing in March. Then we would do an overlay, set a trip budget, and all of that.

Tokos said that as far as other goals, we are working with the City Center on urban renewal. They are working on design guidelines kind of on their own. Tokos said we took a shot at corridor planning; but there is still some work

that needs to be done. There are questions like whether to continue on-street parking, and will the streetscape look like it does now? We will have a discussion about replacement of the bridge.

Tokos said that the fiscal year 2012/2013 goals include working with the City Center Newport Association. He said the CCA is kind of doing their own thing in trying to come up with design guidelines, which probably wouldn't be a regulatory thing, but just to show what deco looks like. The City Center parking district could use those funds for sidewalk or beautification. The EOA and Economic Development Plan were finalized. Tokos said that a conversation that needs to be had is about annexation and land supply issues. How to pursue annexation of industrial sites in South Beach where they are receiving sewer service is not expressed in the City's policies right now. Tokos said we are going to purchase the subsurface rights on that property up north where we already own the surface rights. That is moving forward. It is not in the UGB, but we decided to go the conditional use permit route because of the timing with Hancock and the tank is substantially designed. So that UGB expansion is being dropped for the time being. The reservoir UGB expansion piece is being worked on, and the Planning Commission will see that on February 25th. Tokos noted that the State has not been real cooperative on that one. The State is saying that the test to bring in property is greater than what the OAR requires. They don't like to see UGB expansions. He said the Commission will have plenty of time on the 25th to work on that one. There will be a letter prepared by the City and the City Attorney, and the Commission will see the full findings and the State's letter and the City's response. Tokos said that the sewer work from 40th to 50th is effectively done. They are just doing punch work. Once that service is available to them, we will have to have the annexation discussion.

In terms of Community Development goals, Tokos said he thinks we have done fairly well in terms of citizen involvement on the legislative items. He said we had pretty good public involvement on significant legislative things we worked on, such as the TSP, Coho/Brant Infrastructure, and the VRD/B&B code. Advisory Committees were attached to them. In processes where the City didn't quite control the process, like the TSP, there were still a number of open houses to make sure the key stakeholders had a chance to weigh in.

Berman noted that the charter for Teevin Brothers wasn't broad enough. He thought that the City Council and Port directed their committee that they could look at certain things but it was almost that some things couldn't be considered; such as impact on the neighborhood. He suggested that when something like this is set up, we want to make it as broad as possible. Tokos said that they couldn't consider the impact on the neighborhood because it is an outright permitted use. The only discretionary thing is the TIA. We have to find that the transportation system is adequate to support the number of vehicles. He thought that will probably end up before the Planning Commission on appeal. We have a traffic engineer hired by Teevin and one by opponents that will be competing. He noted that Teevin is getting additional information on their TIA; and until we have that from them, he can't lock down a timeline for this.

McIntyre asked if Tokos had timing on expansion of the bridge. Tokos said the hope is to get ODOT to commit funds in the next couple of years to do a feasibility analysis; but we don't expect bridge construction in the next twenty years.

Tokos said that in terms of ongoing goals, our department has agreed to help get the City's records cleaned up in terms of leases and things. That will extend into next year. In response to a question, Tokos explained that once we have enough remonstrance agreements on a street, we can have an LID go through; as long as 2/3 are on board. Answering another question, Tokos said the City has to decide how to collect these. We can finance them or assess against the property. That is part of the reason why Public Works hasn't done it. The City's LID code is out of date. He said that at least now that they are inventoried on the GIS we can see where they are. Patrick wondered if we want citizen input on the LID for which way they prefer to have them done. Tokos thought that was totally fair. He doesn't think the City has a thought yet on what that process should look like. We need to answer questions like how it is financed, and who is paying to drag out those payments. Small asked if it is the Planning Commission's responsibility to update those LID codes. Tokos said it is within the scope of what the Planning Commission could be involved in. He said not to be surprised if it came to the Planning Commission. He thought that the Council would probably love to have the Commission vet it for them. Patrick thought it would be a good idea. Tokos said that it might be a tough one to generate public interest in. Tokos said that the building records are scanned and available for viewing on line, but it's not the time to tackle the goal of automating addressing records yet because that will require some GIS work. One goal involves the workforce housing piece, which is moving forward. The fourth community development goal for FY 2012/13 regards achieving the "Tree City USA" designation. Tokos

noted that we just received the Tree City designation, and there will be some sort of celebration. Hardy asked what the benefit of that is. Tokos said that there is a certain amount of PR. The real benefit of the exercise is that the Parks and Rec. committee worked on a management plan for how to manage plantings in the rights-of-way and that what we are planting in parks is native and appropriate to this area. Architects and developers will have a resource. The value is getting our own house in order. The fifth goal is to develop an open space policy and plan. Tokos said he is unsure what this was. Lots of things the Council talked about got on the list of goals. We had the Forest Park issue that we dealt with. Tokos said that the City needs to set money aside to deal with the Parks Master Plan; it is old. We deal with it on an ad-hoc basis. Tokos said it will take some money; but if it is a priority of the Commission, he can pass it along to the Council. He noted that there is no grant money for the Parks Plan. Patrick thought we should put a number on it, and if they come up with money we will do it. Croteau wondered what the role of the Parks and Rec. committee is. Tokos said it is significant. He said perhaps the Parks and Rec. committee and the Planning Commission would hold meetings together to work on this. Parks and Rec. can be doing the leg work doing the citizen engagement side of it. Tokos said we were at \$60 thousand on the Coho/Brant project. If we go with charettes for an entire city parks plan, we may be looking at \$80 thousand. We may get by with half of that; but it would just not be as nice a plan. He said that you do want a lot of graphics or mocking up concepts with parks. Patrick said that maybe the Commission should suggest to the Council to set aside money out of two to three year's budgets to get to where it needs to be. He agrees that an update needs to be done because the plan is old. McIntyre asked what the old plan looks like. Tokos said there are some statistics, but they are out of date. It has a general concept for what the City should be doing. South Beach is in bad shape because it was the least developed back then. The plan should include the swimming pool and replacement of the pool. It should even include the rec. center. It should show the conceptual alignment for connection of trails. Another example is that the skate park does not take up but a third of the property there. What should the balance of that be used for? Tokos thought it was a good idea to emphasize that they need to start setting money aside to update the plan. The plan is twenty years old. It doesn't have a good inventory, the service level, and where new parks should go. Updating the plan could lead to recommendations for by-products of the plan, such as parks SDCs, etc. It is hard to say where it would go. The sixth community development goal was to adopt a city-wide erosion control code. Tokos said that we want to sync that up with storm water. He said that he has staffing problems in the building department. We don't want to do this until we have a full-time Building Official because a full-out erosion control will generate a fair amount of permit traffic that we have to respond to. There would be a lot of these permits on sites without a building permit. He said it is something that we have to make sure our resources are adequate to implement in a way the public will be okay with. Patrick noted that there are areas that we don't want to put water in the ground. Tokos agreed that we don't want to do this until we look at our watersheds. He can work with Public Works on that to get a sense of when they can tackle that. The last community development goal was to work on a common design theme for South Beach. He thought that Coho/Brant is as far as we are going at this point. Coho/Brant was what was called for in the Urban Renewal Plan. That has been taken care of. Marine Science Drive has been taken care of. There is just a little bit on Ferry Slip, which will be handled when we get the 35th Street and Hwy. 101 intersection funding. The one thing that is there is tackling the highway corridor for properties not in the City, but he doesn't see community desire. If there is no community desire, it doesn't go. Patrick said maybe it could be revisited in ten years.

Fisher asked about a time line for OMSI. Tokos said that they say their fundraising is going so slowly that they desperately need the City to build the infrastructure. OMSI is saying 2016 at this point. Tokos said that 35th and 101 project is in the hopper; it is in STIPP review. We made the first check and are in the 150% review. We'll see where we stand once they cut it down to 100%. We requested the 2016 STIPP. We will be in a position to borrow for that in 2016. We will be okay in 2018, but our funding shuts down in 2020.

One to Five Year Goals include coordinating with FEMA on flood plain and wetland regulations. Tokos said we will probably have some new FEMA regulations in late 2013 or early 2014 that we will have to take through the process; and we will want to engage people. It is anticipated that more coastal properties will be picked up because they are changing the methodology for how they calculate due to storm surges. We haven't seen the new maps yet, but they are warning us that it will show more coastal properties. It will probably pick up more of South Beach. They will increase inundation areas of the Bay. Now it is only the Bay Front side of Bay Road, not the slope side. In the new maps, all will probably get picked up. There will be more commercial properties. On the north side, he doesn't see a whole lot of additional properties. Tokos noted that this is associated with the endangered species act. It is in settlement right now. There are requirements that wetlands be preserved when doing redevelopment in the flood plain. Another goal is that the Commission can expect that there will be work on a transition plan for building

services. A couple of other goals were one, to develop strategies for property acquisitions and sales; and second, to develop a plan for park models and ADUs. The property has been handled on an ad-hoc basis, and nothing has been done on the park models and ADUs.

Tokos said that at the last meeting, he had provided a list of issues coming up in the next year. He had provided that list in the packet for this meeting. At the last meeting, we talked about a number of those items. Nye Beach Design Review Overlay is scheduled. It is written into the rules to be re-evaluated next year, so we may have to do that. Tokos said that it can be simple or involved. If you are generally happy with it, it can be relatively simple; or it could be more involved. We need to do outreach. We have to wait to see if resources are there to do something major at this time.

Tokos said that for City Council in terms of goals, he has the parks process, and LID process. Setting money aside for park land might be a priority. Patrick said the only other thing he thinks of is ADUs. Tokos said we had skinny streets and whether that gets applied city-wide. We did them in Coho/Brant. Patrick said we need to see what it looks like there. Tokos said that if skinny streets are offered, developers will do them because of less cost. It was thought of for workforce housing because it would make the development costs less. Tokos said we could put something in there that they can do skinny streets if they are building homes in the 60-100% MFI. Patrick said he would be in favor of a trade off. He noted that the Coho/Brant area already had skinny streets. Tokos added that the density was not as high there either. The Commissioners said they would like to see developing a code for ADUs and park models as a priority for next year. Patrick said that the Commission has more than enough to do. Tokos noted that the Commission did quite a bit of legislative work over the last 2-3 years. .

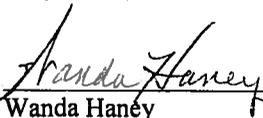
Tokos said in terms of development, commercial and institutional have not been slow, but residential has been. He thinks the commercial pace this year will be at least as good as last year. Institutional will start to slow down because major projects are tapped out, but there will still be some. Residential will be flat. Tokos said that Slaydon Construction, who has the property out by Little Creek Apartments, has contacted him to see what their options are. So, they are thinking about moving on their property. Several major residential properties are thinking about getting something going.

McIntyre talked about lighting on the bridge. Branigan asked if undergrounding utilities was still on the list. Tokos said that PUD's numbers are a lot higher than ours.

2. Reminder to Planning Commissioners of Annual Ethics Commission Filing. The packet included the memo the Commissioners had received from City Recorder Hawker reminding them to file the annual Statement of Economic Interest (SEI) with the Oregon Government Ethics Commission (OGEC) once they receive it by mail.

C. Adjournment. Having no further discussion, the work session meeting adjourned at 7:00 p.m.

Respectfully submitted,



Wanda Haney
Executive Assistant