

MINUTES
City of Newport Planning Commission
Regular Session
Newport City Hall Council Chambers
Monday, March 14, 2016

Commissioners Present: Jim Patrick, Lee Hardy, Bob Berman, Mike Franklin, and Bill Branigan.

Commissioners Absent: Rod Croteau (*excused*).

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

1. **Call to Order & Roll Call.** Chair Patrick called the meeting to order in the City Hall Council Chambers at 7:05 p.m. On roll call, Hardy, Berman, Patrick, Franklin, and Branigan were present. Croteau was absent, but excused.

2. **Approval of Minutes.**

A. Approval of the Planning Commission regular session meeting minutes of February 22, 2016.

MOTION was made by Commissioner Berman, seconded by Commissioner Franklin, to approve the Planning Commission meeting minutes as presented. The motion carried unanimously in a voice vote.

3. **Citizen/Public Comment.** No public comments.

4. **Action Items.**

A. **Final Order for File No. 1-CUP-16.** Final Order approving a request submitted by Oregon Brewing Co., Inc. (Dennis Bartoldus, authorized representative) (Port of Newport, property owner) for approval of a conditional use permit for the addition of approximately 40,250 square feet of warehouse space to the existing brewery complex located at 2320 SE Marine Science Drive. The Planning Commission held a public hearing on this matter on February 22, 2016.

MOTION was made by Commissioner Berman, seconded by Commissioner Hardy, to approve the final order for Case File No. 1-CUP-16 as presented. The motion carried unanimously in a voice vote.

B. **Confirmation and/or suggested amendments to draft City Council Goals for fiscal year 2016-17.** Patrick noted this is what the Commission had just discussed at work session. He said so far we have, add annexation. Berman said we're supposed to lose the bike trail. Patrick agreed that until we get a Master Parks Plan, it doesn't make a whole lot of sense. Patrick said another one to add is the construction excise tax in addition to SDCs; do both at the same time. Berman added, the wording on the affordable housing thing could be beefed up some. Patrick said, the property tax exemption; trying to deal with the County so that we can get property tax exemption on low-income multi-family. He thought that would be a work goal. Branigan said he didn't know that he would throw out the bike trail. He said there are a lot of people in this town who bike, and there's really no bike trails. Berman said there's a lot of them. He said we can't do it; it's impractical to do it until there's a Parks Master Plan. Hardy said also it's not an essential service. Tokos said what he heard was that it's not a priority; and that it should be rolled into the Master Plan conversation. Berman said a hiking trail around there is something he would be very interested in. He said it's an important thing; it just doesn't make sense to do it at this point. Patrick said he also thought we should bring forward the storm water and sewer Master Plans. We need to get going on them. He said it's in our action plan already; so it will be coming up. But it should be on the Council's radar too that this is something that's important. It should probably be on the goals so it actually gets done. Franklin agreed with that. Patrick said we're going to do it anyway; but the Council is asking for our input, and this is what we think should be on there. Hardy said to remove the "foo-foo" and put down something practical and functional. There was agreement to that.

Tokos summed up what he has is: 1) Take up construction excise tax with SDC conversation so that that package can be looked at holistically. 2) The reservoir trail, while important, should be handled in the context of the Parks

System Master Plan with recommendations out of that in terms of how that should be tackled. 3) That the Storm Water and the Sewer Master Plans are something that the Planning Commission recognizes as a priority and wants to make sure are on the Council's radar. 4) The property tax exemption, which is working with the County and Lincoln City and others to see if we can put something into place, is something the Commission would like the Council to emphasize. He asked if there's anything else that he missed.

Patrick said one that was on there was just to make the inventory of City lands, but we also need an evaluation of the City lands. What to do with the different pieces of ground that the City has scattered all over. He thinks we need a framework. We donated the land across the street for Habitat, and that's fine; but we need a process, some kind of decision tree, about what to do with the properties. Tokos asked, to provide the Planning Commission guidance. Patrick didn't know if it's for the City Council. We may make a recommendation one way or another; it's their decision. He would like to have some kind of framework because we didn't have a framework at that time; we just thought it was a good idea and recommended it. Tokos said maybe "If proposals are sent down in the future for some form of action or development on City-owned property, that the Commission has some framework for how that's been vetted with the Council." Patrick thought, "have a framework for how you decide you're going to donate this land, sell this land, develop this land, or participate in development of this land." Tokos said some sort of strategy at the City Council level for how they want to manage the property to share with the Commission as kind of background information on any proposal that comes your way. Patrick said he would like to have some sort of rationale for doing what the Commission just did. Instead of doing it in an ad hoc manner, we should have had something in place before we ever did it.

Berman said that the Commission had talked about the city boundaries and normalization and annexation, and he wondered if that made it on the list. He said it's not just South Beach. Patrick said normalizing all of the city boundaries. Berman said it would be nice if the City were surrounded by a line. For clarification, Tokos asked if Berman's talking about pockets; island annexations where there's a chunk of land surrounded by the City. Berman confirmed that. He said it would benefit all of the departments to have that sorted out and would make the whole operation much more efficient. Patrick said there was a measure that stopped you from voting on annexations. Tokos said there was one that went through, but he believes it actually made it a little bit easier to do annexations to circumvent the voter requirements. That's not an issue in Newport; we don't have voter-required annexation like a lot of jurisdictions do. It was something like, if a piece of property was in the UGB and had services available, they didn't have to be at the mercy of the voters to get it annexed. He's not sure what the full context was. It may have been part of that whole needed housing conversation. He said it doesn't really have any operability for Newport because we don't have that kind of charter requirement for annexations.

Tokos will put a memo together for the City Council on this goal discussion and will copy the Planning Commission.

5. **Public Hearings.** No public hearings were scheduled.

6. **New Business.**

A. **Oregon Government Ethics Commission online registration.** Tokos was asked by City Recorder Peggy Hawker to see if any Commissioner has not registered yet. Branigan said he hasn't gotten any link to do it yet. He doesn't have the information to connect to their web site. Everybody else has taken the steps they can take and are registered. Tokos will have Hawker get in touch with Branigan so this gets resolved.

7. **Unfinished Business.**

A. **Debrief Parking Study kickoff meeting.** Tokos thinks the group had a productive kickoff. The consultant team came out; all four. He thinks they will have additional people for counting when doing some of the parking analysis. Tokos drove the consultants around town and gave them background information. For the kickoff, we brought all three districts together and Branigan to form an advisory committee and went through the scope of work. There will be a number of different outreach opportunities included. He talked to the group about how they would be engaged moving forward. The next round of outreach will be toward the end of this month or the middle of April when they are doing a series of meetings in the three areas to get a sense from the people what the issues are. They will have existing condition maps for each of the areas. They'll ask what's working and what's not. What do you see as opportunities? This is where we'll have a chance to ask what kind of capital projects they want assessed as part of

this; is it a parking structure on the Abbey Street lot on the Bay Front, or some sort of private/public partnership with Greg Morrow in Nye Beach where the old laundry site was, or parking by Port Dock 5 by extending the boardwalk into a pier over the water and creating parking for fishermen to park as opposed to on Bay Boulevard. These are things we can put out there for conversation. There may be other feedback we receive, too; for example, attention to sidewalks in a particular area in Nye Beach to make them more functional. He expects that transit will be discussed in the Bay Front; maybe some sort of vanpooling going for employers, particularly restaurants, so all employees aren't parking down on the Bay Front.

Berman asked what the nature of that outreach will be; mailings to all the properties. Tokos said we will do a mailing to the different property owners within the affected areas and schedule the meetings in the evening so people can attend. This is the one time when they will do a little broader concentrated outreach. Beyond this, the meetings will be with the stakeholder group. After this opportunity workshop, then they'll move into their off-peak analysis that will be in the latter part of April. Then they'll do their peak analysis in the August timeframe. That parking analysis will then be brought back, and that's something the stakeholder group will take a look at and provide feedback on those results. Franklin asked if it starts in April; and Tokos confirmed it does with off-peak. Franklin asked if it will then go through to the real off-peak. Tokos said no; there was a fair amount of discussion about that, and the purpose of the off-peak analysis isn't to necessarily capture the lowest of the low but conditions when it's not peak and the most challenging. Franklin just wanted to make sure that when we are talking about parking meters, we are looking at the low of the low and who we're charging. Tokos noted that the group talked about that and left it up to the consultants who seem to think that the April figures would be sufficient. There's enough difference between that and peak period for you to get a sense of if you're metering on the Bay Front for instance how you would want to set that up. Berman said, in terms of the outreach, it would be nice if there were outreach to the employees in addition to the property owners; the parking users. Franklin asked what about to the employers and then they can distribute that to their employees. Tokos thinks that might be the avenue; ask the employer to pass that information along to their employees and encourage them to attend and participate.

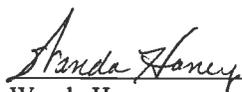
Tokos said after the outreach piece, the parking analysis will be performed. That's another time when the stakeholder group comes together. There will then be the capital and financial piece where we'll talk about what it would cost to do a parking structure, or what it will cost to maintain and resurface the Nye Beach Turnaround every "x" number of years. We have a capital program with what we expect our costs to be, then how do we want to address that? Do we want to address that as we have strictly with business license surcharges, or do we want to do metering, or do we want to dedicate a certain portion of room taxes for example to this type of thing, or some combination of the above? There's a gap analysis that would be a part of that as well, which is if we're only funding 60%, how do we envision getting the other 40% down the road. Then there will be a final report prepared with the policy options. That will be brought back. The stakeholder group will be meeting at least another four times. The objective is that this will be done by February 1st of next year when we form the next budget cycle.

Tokos talked to the districts and there was general consensus in terms of the economic improvement districts that are set to expire; they would all like to see those extended so that we don't have the business license surcharge go away and re-imposed a year later potentially. That would be very awkward. Branigan noted that they wanted to extend them two years. Franklin asked if any of them had lapsed. Tokos said no. Nye Beach had a one-year extension to get it on the same schedule as the other two. Now all of them will get extended.

8. **Director Comments.** No further Director comments.

9. **Adjournment.** Having no further business, the meeting adjourned at 7:25 p.m.

Respectfully submitted,



Wanda Haney
Executive Assistant

