

**MINUTES**  
**City of Newport**  
**Planning Commission Work Session**  
**City Hall Conference Room "A"**  
**Monday, February 27, 2012**

**Planning Commissioners Present:** Jim Patrick, Gary East, Jim McIntyre, and Mark Fisher, Melanie Sarazin, Glen Small, and Rod Croteau.

**Citizens Advisory Committee Members Present:** Bill Branigan.

**Citizens Advisory Committee Members Absent:** Lisa Mulcahy (*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. New Business.**

1. Calendar Year Summary of Planning Commission Accomplishments. Tokos noted this item will cover the Commission's calendar year legislative projects. He began by discussing his December 2011 memo that he had provided to the City Council as an update. He noted that building traffic was down over the last year. He said that last year was incredibly good with NOAA, the Marine Science building, and Walgreens. He added that the City's building services are fee supported. We lose money on residential but make it up with commercial and public permits. The activity was mostly commercial and not a lot of new single-family construction. Discussing major construction projects, Tokos noted that the Port terminal project is moving along and is getting relatively close to wrapping up. The Port is starting to have conversations with companies that do log storage and turn around for overseas shipping. This is I-3 property the Port owns or leases. We would be talking about a large concrete pad, storage of water, stormwater treatment, management of bark, and maybe only a couple of small structures. Something will probably happen there in the next six to eight months. The City will be working with the Port. This will have an impact on traffic on John Moore Road. There are some safety issues at the bottom of the hill, but the streets were designed to handle this type of traffic. This activity has occurred in the past, but it has been a decade or so since people have expected that traffic; so there will be outreach needed. Fisher talked about before when the Port brought in hardwoods from New Zealand and took logs to the Toledo mill, and the trucks used that same route. He said that they never had a complaint then. Another construction project, the Walmart expansion, is getting close to being wrapped up. Construction on the water treatment plant is progressing. There likely will be some other work out there that is not specific to the plant. There are structural issues with the dam that will have to be handled. The school district is well into their construction program as a result of the bond measure. They have been doing construction on the high school that has recently wrapped up. They are now progressing on the prep academy. The Nazarene Church community center is moving along. Tokos has been told that at least the shell piece is fully funded; and they are optimistic that funding will come through for the interior work. The Rogue Brewery expansion is fully permitted and under way. Walgreens will start construction at some point. Fred Meyer is fully permitted, and they will be moving on the mezzanine expansion and interior remodel. Covering significant planning projects, Tokos noted that they are still trying to find funding for the Safe Haven Hill evacuation site. ODOT didn't fund this with the flex fund grant, so now we are going after FEMA monies. We have full support from Emergency Management. Concerning the creation of the framework for the land bank for work force housing, Tokos had hoped to bring that back by now so that we can actually solicit properties. Hopefully it will be in the Spring. The vacation rental code update will continue tonight. The TSP update is progressing. It is on ODOT's schedule, and they have a draft code. We should see something at the next open house, which hopefully will be the latter part of March. Some work has been done on Agate Beach enhancements. A grant was applied for to cover restrooms, showers, and enhancements. Lincoln County doesn't want to take the lead on the Territorial Sea Plan, so the City will be doing that. This will be coming up fairly soon. The State's second round of outreach is going on right now. It looks like the City will do our own separate kick-off meeting. We will send out letters to other jurisdictions and get DLCD to put together a program. Tokos met with the Oregon State people, and they have a test buoy permitted off Yaquina Head. They are looking at a full array out there and what it will take to connect to the grid (the upland piece). It is a conditional use process. Depending on where that is brought to shore, there will need to be a fair amount of outreach. It is in OSU's court, and they are not sure where they want to bring it on shore at this point. In the next six months, they will have to pin it down. A package will have to be put together for funding. Neighborhood meetings will be starting for the Coho/Brant improvement project. An RFP was sent out and will close in a few days. The project consists of infrastructure improvements west of Highway 101 in South Beach. OMSI purchased a big chunk of that land (about 15 acres). There are still about 11.5 acres of commercial land on the market. It will involve a reduced street section, changes to draining, and lighting. There are funds in the Urban Renewal program for constructing some of that. The Economic Opportunity Analysis is moving forward. The second meeting on visioning and goals was held just a few days ago, and there was a lot of good conversation there. A small subgroup has been formed to work on the vision aspect. They are looking for something that is

more forward thinking. Commissioner Small, the Planning Commission's member on the advisory committee, confirmed that they are looking for something more imaginative that gives a vision of what we want Newport to look like. Tokos said that the next TAC meeting is mid-April. East wondered if the Commission will need to look back at zoning after that work is completed. Tokos explained that hopefully at the next meeting we can have the vision mapped out and get a consensus on the goals. Then discussion will move into the buildable lands analysis and look at the employment forecast and get into specific actions to realize that vision and goals. That is where it will get into specifics. He said there was discussion about targeting industries. It could lead to conversation about making changes to zoning. It could involve annexation, financing, and whether to form another Urban Renewal District. McIntyre wondered how ODOT fit into that. Tokos said the TSP will give us alternative mobility standards so we will be able to have additional growth in South Beach. The bridge is still a constraint, but we will have to live with it. He noted that on the north side, the City Center is trying to define what deco means. They are regrouping, and ODOT will be a major player in that.

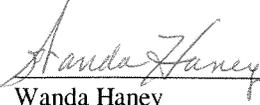
The other document Tokos provided showed the projects completed. He said that the Commission has been working on these and has knocked out quite a few. He covered those that are completed. The TSP is still pending and hopefully will be complete by the end of this fiscal year. He said that the EOA will take some time. We are making progress on the vacation rental and B&B update. The Tree City will be going to the City Council at their next meeting. Then it will be in the hands of the Parks and Recreation committee. It will be brought back up through the Planning Commission and will go to the City Council. Once the Council adopts the ordinance, then all provisions become effective. For the codification of the zoning ordinance, the big clean-up will go to the City Council in late March or early April. There was a request from the applicant's attorney to push back the sign code amendment. Tokos did share the Commission's feedback with the applicant, and they don't have issues with that. They want to work with some other things and bring back a complete package. Tokos said that the Commission possibly won't see anything on wetlands because of the federal-level changes to the flood plain as a result of the endangered species act; and that likely could be 2013/14 when that comes down. Regarding Highway 101 crosswalk enhancements, Tokos noted that the OTS will be formally adopting a project list in early March; and we are on the project list for \$450,000. That will progress, and we have a fair amount of control over what gets done.

2. Discussion of topics of discussion for the joint City Council/Planning Commission meeting on March 12<sup>th</sup>. Tokos noted that on March 12<sup>th</sup>, the Commission has a joint meeting with the City Council. He thought that one topic the Commission might want to talk about is the Council goals as they relate to the Commission's work program. These are the goals that Tokos submitted to the City Council after talking about them with staff. The direction was to take our section of the Comprehensive Plan that provides general goals for what we are trying to accomplish and then distill that into specific objectives. The first goal is our department's operational goal; our day to day public assistance. The next one has to do with completing the EOA. One thing that was talked about at the EOA TAC meeting is that for housing we don't treat slope as an absolute constraint; but that is not the same tactic being taken for commercial and industrial uses, where 15% is viewed as an absolute constraint. The next goal was on housing. In the short term it is getting the land bank completed so we can start putting land out there for affordable housing projects as a medium-term goal (considered 3-5 years by the Council). The next goal concerning a city-wide erosion control code was a by-product of the geologic hazards code. We are looking to fill in the gaps. The Tree City USA goal involves actually making application for that designation. Once the ordinance is adopted and the provisions are in place, we can actually make application. The Parks and Recreation Master Plan update, which has not been done since 1993, was on there as a medium-term goal. However, it is not going to be funded this year. The Deco District is the next goal. We are assisting them in getting a grant application to the National Endowment for the Arts "Our Town" program. He said the nice thing is that the City Center group has energy again. We are helping them get funding. To do that, they are re-visioning their short-term and long-term projects; and we will help to pull together resources to help them with what they come up with. The next goal is a result of the Community Development Department taking over the handling of the City's easements, franchises, and City-owned properties; which used to be done by the City Attorney. The next goal deals with the Stormwater Master Plan. Out of the building fund, we can fund a little of this. We can be a partner and work with Public Works on that. It is long overdue and is causing real issues. The next one is about annexation of City water reservoirs and also how the City handles annexation of certain properties within the UGB. Tokos said there is a big chunk of property in South Beach that is surrounded by city limits and could be annexed. The last goal is about enhancing the City's building services. The biggest piece of this is that in the short term it gets addressing off paper and into the GIS system. The other part is the service agreement with the contractor we use. In the medium-term, it deals with a transition plan for the full retirement of our building official, who is now retired but working part time. In the next 2-3 years, he will be looking to completely retire. We won't be able to find another part-time individual to fill this capacity. So we will have to have that conversation. Tokos said those are the goals he put before the City Council, and they were agreeable with that with only a few minor changes. The Council hasn't officially adopted their goals yet, so Tokos didn't have the official printed copy yet.

Tokos asked if there was anything else specifically that the Commissioners wanted to talk about with the Council. Patrick thought that was pretty much a full plate unless something comes up. He added maybe signage. Tokos said if the Commission can move the VRD and B&B code update along tonight, they could talk to the Council about how that process went. At their March 19<sup>th</sup> meeting, the Council will be having a hearing on the business license update; and they would like to sync those two up if possible.

**B. Adjournment.** Having no further discussion, the work session meeting adjourned at 6:54 p.m.

Respectfully submitted,

  
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Wanda Haney  
Executive Assistant