

MINUTES
City of Newport Planning Commission
Work Session
Newport City Hall Conference Room A
July 23, 2018
6:00 p.m.

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

Planning Commissioners Absent: Rod Croteau (*excused*).

PC Citizens Advisory Committee Members Present: Karmen Vanderbeck & Dustin Capri.

City Staff Present: Community Development Director (CDD) Derrick Tokos; and Executive Assistant, Sherri Marineau.

1. **Call to Order.** Chair Patrick called the Planning Commission work session to order at 6:00 p.m.
2. **Unfinished Business.**
 - A. **Transportation System Scope of Work Update.** Tokos reviewed the Transportation System Plan (TSP) scope of work update. He noted the selected team was led by DKS Associates. They would be pulling a scope of work together to meet the needs of the State's requirements and the City's desire to engage the community on what could be reshaping space along Highway 20 and Highway 101. Tokos said Agate Beach would be a significant piece in terms of how to finish out infrastructure in that area. Berman asked if Agate Beach and the commercial core were being defined. Tokos said the terminology was matched up to how it was framed in the north side Urban Renewal Plan. Hanselman voiced his concerns about the corridor from Oceanview Drive to Roby's Furniture being neglected in the stormwater study and was worried that this stretch of the city hadn't been accurately looked at and addressed. Franklin asked if stormwater management came into play only when the roads were paved. Tokos said for purposes of the TSP it did and explained the portion of the TSP for stormwater evaluation would be for improvements. Hanselman asked that it be addressed in the TSP.

Berman asked for clarification on what a summary deck was. Tokos explained it was a PowerPoint presentation. Berman asked if the whole study related to collectors in arterial zones. Tokos said not necessary, but they were a primary focus and there would be targeted local streets included. He said part of it was driven by traffic forecasting and some solutions might require changes to local streets, as well as collectors. Hardy asked if they were going to take into account the small areas in Agate Beach where the lots were subdivided and didn't have room for more than one car to park on the lot. Tokos said the existing pattern was taken into consideration in the traffic planning. They would be breaking it down by transportation analysis zones and assigning trip generation of each of these based on existing patterns. Patrick asked if they would be doing the same thing in this TSP that was done for South Beach. Tokos said it would be similar but the alternative mobility items would be different. The Harney Street extension would be mapped out and part of the decision was if the State would start to designate resources to collector streets that are not within the highway right-of-way but helped divert traffic off of Highway 101. Berman said the plan referenced the upcoming Tsunami maps and he felt there needed to be more references to this in the plan.

Patrick asked what portions of the plan were over budget. Tokos said they hadn't had a chance to see the initial round of numbers and would have in the next couple of weeks. He said that currently DKS was asking consultants to refine the figures. Tokos said once they got this, the city could review it and thought the number would come down. He said there would be a lot of public outreach on this because they wanted the proposed concepts looked at by a civil engineer for constructability. Patrick questioned how much engagement there would be for the city core. Tokos said the Urban Renewal Plan had a lot of participation and noted that the hospital was going to be engaged in the process. A discussion ensued regarding ways to bypass traffic through Newport, the current traffic patterns traveling through Newport, and why there were traffic backups.

Tokos asked if the PC had any questions on the specific tasks. Vanderbeck asked how the stakeholder groups would be chosen. Tokos said they would work with the PC to come up with a stakeholder interest list on who they would like on the advisory committee. This would be varied and would put it out for interviews.

Berman asked if the effort would be divided in thirds for Agate Beach, City Center, and everything else. Tokos said they were not going south of the bridge but they would have some updated figures in the traffic models in the South Beach area because they had just done an update in that area. He didn't think it would be divided in thirds but thought

there would be more emphasis on Highway 20 and Highway 101. Tokos thought Agate Beach wouldn't take that much time because its infrastructure challenge wasn't the same as Highway 20 and Highway 101. Berman asked if there would be recommendations on street paving. Tokos said there would be different recommendations for different areas including how it should look like. It would be done in a manner that engineering wanted to see and they would make sure to not affect land stability issues.

Tokos noted that once they got the cost issue figured and there was \$200,000 to use, there would be a funding agreement that went to the City Council and the consultants would go under contract and figure out a schedule. He thought it would be up and running this fall and would be take around two to three years. (21:40) He noted there was language to get some certainty on where the bridge would be placed. (22:50) Berman asked to have the "Draft" that was printed on the plan to be lighter so it would be easier to read.

3. New Business.

- A. Upcoming VRD Outreach Meetings. Tokos reviewed the materials that would be presented at the next Vacation Rental Ad-Hoc Committee (AC) Outreach meetings. He said the AC didn't have a draft code yet. They would be using the outreach to get public feedback and then go back to draft the code.

Hardy asked for "character of the neighborhood" to be defined in the documents. Tokos said it was left general on purpose and have it be left to interpretation. He said it was a purpose statement and the clear and objective standards where what needed to be clearly defined. He noted that both of the open houses would be the same. Berman asked if "online booking" that was noted was Airbnb. Tokos said Airbnb was a portion of it and there were a few others such as Expedia, Priceline, and a few others. Berman asked if these were hotels. Tokos said there was a combination but were predominately hotels.

Hardy asked if the online booking agencies were required to have a business license. Hanselman said the AC hadn't talked about this and how they vetted their tenants yet. Tokos said it could be reviewed with the City Attorney. Hardy was concerned there wasn't a way to know where the rented properties were located from the online booking agencies. Tokos said in respect to location of VRDs, a positive thing that had come out of the process was they were looking at third party vendors to do compliance and ferret out where the units were located. These companies would have a centralized staff that could find the discrepancies between the city and their lists They could also have a 24-hour line that would dispatch to managers. Vanderbeck asked if the fees for the third-party compliance agency could be added to the fees the VRD owners were paying. Tokos said yes, it wouldn't be an overbearing figure in terms of the cost of licenses. Hanselman said the AC was in general agreement to get someone to manage compliances. Tokos said that currently there wasn't really a centralized way for complaints to be handled and this would put it into a central place.

Capri thought a lot of the AC's suggestions were based on zoning and caps, and wasn't the reason the AC was created. He thought it had been created to address management and compliance issues. Hanselman believed the charge was to have the AC review the entire ordinance to see how it could be tweaked. Tokos noted this was on the meeting slides and kept them pretty broad. Capri thought the conversation was based primarily on testimony of people who could find ways to complain. Tokos said most of the testimony was from people who felt there were too many VRDs in their neighborhoods. Capri was concerned the focus wasn't on the problem areas but on the overall city. Hanselman said zoning was a way to deal with these issues. Tokos said it was a menu of options and intentionally structured that way because there wasn't a consensus on things. Patrick felt the outreach would be a way to draw a big section of the community in for feedback. Tokos said notices would be sent out to a list of people who testified with concerns, and current and past VRD owners to encourage them to attend. Capri thought it should be noticed in the water bills so the people in R-1 & R-2 zones can know they might be losing valuation because of the changes. A discussion ensued regarding how changes to the VRD regulations affected property values. Tokos said the PC would be given a lot of choices at the initial hearing and they would get to choose which options the City Council should select. Capri asked if the notice could be in the newspaper because he was concerned that there was a potential to take away value. Franklin suggested putting it on Facebook. Tokos said it would end up in various media outlets.

Berman asked for more elaboration on the options slides. Tokos said they reflected what the AC was gravitating towards, and what the rationale was for them. Feedback would let the AC know what slides to take out. Berman suggested that when they were showing the information on the caps the actual numbers should be taken out. Tokos said this had been seriously discussed. The group wasn't concerned about homeshares and B&Bs. Hanselman said there was a concern about suitable housing. A discussion ensued regarding VRDs and if they affected housing. Patrick and Franklin expressed concern that the changes would cause a surge of people to get VRD licenses.

Franklin worried about the three strikes option. He thought that angry neighbors would make multiple complaints to cause VRD owners to lose their licenses. Hanselman said the compliance officer would respond to complaints and they

the AC also wanted to require that someone had to respond to an issue within 30 minutes. Some of the PC members were concerned that 30 minutes wouldn't be a reasonable response time. Capri said the whole city of Newport needed to be notified of the outreach meetings. Tokos said there would be no direct mail to all of Newport. Capri suggested notifying News Lincoln County.

Tokos asked which PC members would be at the meeting and said if four or more attend together, it had to be noticed. Patrick thought they should be noticed anyway because they weren't clear on the number attending. Tokos would notice both outreach meetings as PC meetings since there was no definite count.

Tokos asked Hanselman if he thought what was being presented looked consistent with what the AC talked about. Hanselman agreed and noted the AC had talked about the amortization of VRDs and how it would work when considering proximity limits. Tokos said if they were going to prohibit VRDs in certain areas and do caps, they could do an amortization of VRDs. A discussion ensued regarding how amortization would work.

Tokos noted that the AC wouldn't reach consensus and the PC would have to make choices from the options presented to them.

- B. **Planning Commission Scope of Work Update.** Tokos reviewed the updated schedule. Patrick wanted a rule in place to say the PC didn't have to do renaming hearings. Tokos said this was on the work program and the PC was there to deal with controversial hearings. Tokos noted that the August 30th meeting wasn't a normal meeting date because it was a joint meeting with the CC for the Park System Master Plan workshop.
4. **Director's Comments.** No Director comments.
5. **Adjournment.** Having no further discussion, the meeting adjourned at 7:10 p.m.

Respectfully submitted,



Sherri Marineau,
Executive Assistant

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