

MINUTES
City of Newport Planning Commission
Work Session
Newport City Hall Conference Room A
July 10, 2017
6:00 p.m.

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

Planning Commissioners Absent: Bill Branigan (*excused*)

PC Citizens Advisory Committee Members Present: Dustin Capri

PC Citizens Advisory Committee Members Absent: Karmen Vanderbeck (*excused*)

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. **New Business.**
- A. **Changes to Vertical Housing Development Zone Program Administration.** Tokos gave an overview of the changes to the program. He noted that the Vertical Housing Development Zone Program has been pulled from the City Council packet to reassess.

Cotton reviewed the summary of the program's major changes with the PC. She noted that the application will be going away. The City could designate its own vertical housing zones without going through the State or the County. We could make our own application for a zone, with the City's approval. OHCS will give training if needed. Cotton noted that rehabilitation is now clearly defined as at least 20 percent of the real market value of improvements being repaired or replaced. The City can also charge an administration fee for the time it takes to look at the applications and approve them. They must also consider displacement.

Cotton said project monitoring could be one of the biggest hurdles because it is up to the local jurisdictions to do their own. Croteau asked if the County was interested. Tokos said the City will be talking to them on July 19th about the program. The first impression is that they are not really interested. Berman asked how many projects the City could anticipate each year. Cotton said around five. Berman was concerned about the workload for staff. Patrick asked what kind of staff time would be needed for each of the projects. Tokos didn't expect a lot of staff time, but it would need some engagement and coordination with the property owners. We would know how much once the guidance information came from the State. Tokos thought it was reasonable to table the program until some guidance information comes in so it could be mapped out more clearly. This would give the City a chance to talk to the County.

Berman asked how taxing the monitoring would be for staff. Patrick asked if there would be an annual review. Tokos explained they would be looking at ease of administration with an annual window to engage the people. It would be kept in one window of time. Berman asked what was required for monitoring. Cotton explained if they are choosing affordable housing, or the use changes, these would be reasons for monitoring. Capri suggested a requirement that the developer submit to the City to keep their certification. This would help alleviate staff time. A reminder would be sent but it would be on the developer to submit. Croteau asked if there would be a form for monitoring. Cotton said she didn't know about the monitoring but for the administration there is. She was confident if she received training, it wouldn't be too hard because there won't be many projects. Tokos said that monitoring could be combined with the multi-unit property tax exemption program and done at the same time. Hardy said that verifying information would take time and it would need a process to protect confidentiality and property rights.

Patrick suggested that when the City talked to the County they should also talk to Toledo and Lincoln City. Cotton said there is potential for other jurisdictions to be interested who wouldn't have the capacity to administer on their own. It would be a good argument for the County to take it on. Tokos explained that the biggest hurdle for the County would be that they don't deal with a lot of urban development so they may not have the staff who would feel comfortable taking this on. The benefit of having the County do it would be that the program would be available to a broader reach

of jurisdictions. Patrick thought the County could sub out to cities and suggested talking to Toledo to see if they were interested.

Berman asked about the last paragraph on the staff report that talked about modified C-1 and C-3 zones and if it would go ahead before the details were known. Tokos explained that it was understood that it was a general recommendation from the PC to make residential use permitted outright. There would be off-street parking requirements that would need to be sorted out. Right now it is a Conditional Use process and Tokos wondered why it needed to be this way when there isn't a chance that it would be turned down. The PC agreed that they thought it should be an outright use. The PC was in agreement to pull the Vertical Housing Development Zone Program from the City Council packet.

3. Adjournment. Having no further discussion, the meeting adjourned at 6:22 p.m.

Respectfully submitted,


Sherri Marineau,
Executive Assistant