

**MINUTES**  
**City of Newport Planning Commission**  
**Regular Session**  
**Newport City Hall Council Chambers**  
**May 28, 2019**

**Planning Commissioners Present:** Lee Hardy, Mike Franklin, Jim Hanselman, Rod Croteau, and Bill Branigan (by phone).

**Planning Commissioners Absent:** Jim Patrick, and Bob Berman (*all excused*).

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

1. **Call to Order & Roll Call.** Vice-Chair Croteau called the meeting to order in the City Hall Council Chambers at 6:05 p.m. On roll call, Commissioners Hardy, Croteau, Franklin, Hanselman, and Branigan were present.

2. **Approval of Minutes.**

A. Approval of the Planning Commission Work and Regular Session Meeting Minutes of May 13, 2019.

**MOTION** was made by Commissioner Croteau, seconded by Commissioner Hanselman to approve the Planning Commission work and regular session meeting minutes of May 13, 2019 as written. The motion carried unanimously in a voice vote.

3. **Citizen/Public Comment.** Cheryl Connell addressed the Commission and stated that she was a 41 year resident of Newport and a member of the Vacation Rental Ad Hoc Committee. She read a statement that stated that a group of Newport residents were opposing the City Council's decision to approve Ordinance No. 2144, without including the recommended 5 year phase out of vacation rentals. Connell explained that the group would be presenting their case to enact a 5 year phase out to the Commission on their next meeting as a part of the public comment. If the Commission preferred, they could request it be a part of the agenda.

4. **Action Items.**

A. **Final Order and Findings for File No. 2-CUP-19.**

Croteau asked Franklin if he had listened to testimony from all of the public hearings and if he was in a position to make a decision. Franklin reported that he had heard testimony and was in a position to make a decision. Croteau commented that the Commission was operating under the 2012 rules for this decision. He thought that under those rules there would have been a sufficient number of violations that would cause a revocation of Rogue's license if they had had one.

**MOTION** was made by Commissioner Hardy, seconded by Commissioner Franklin to approve the Final Order and Findings for File No. 2-CUP-19 as written. Franklin, Hardy and Branigan were a yay. Croteau and Hanselman was a nay. The motion carried in a voice vote.

B. **Final Order and Findings for File No. 2-NCU-19.**

**MOTION** was made by Commissioner Hardy, seconded by Commissioner Franklin to approve the Final Order and Findings for File No. 2-NCU-19 as written. The motion carried unanimously in a voice vote.

**C. Final Order and Findings for File No. 3-CUP-19.**

**MOTION** was made by Commissioner Franklin, seconded by Commissioner Hardy to approve the Final Order and Findings for File No. 3-CUP-19 as written with conditions. The motion carried unanimously in a voice vote.

**5. Public Hearings.** None were heard.

**6. New Business.** Tokos reviewed his memo on the topics that would be covered with the Commission through July 2019.

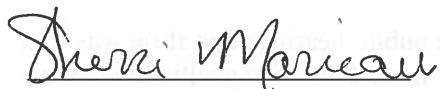
**7. Unfinished Business.** Tokos reported that Newport was one of the communities selected to have a community assisted visit by FEMA. This was like an audit on how the city was implementing their flood hazard regulations. Tokos reported that because FEMA was doing a visit at the time the city was updating the flood maps, the city would be working with FEMA on any ordinance changes as opposed to working the State, who they would normally work with. Croteau asked if the Newport visit was random. Tokos said Newport had filtered up on the schedule. The visits were periodic and Newport's visit was due.

**8. Director Comments.** Hanselman asked about the letter the Commission requested Tokos to put together for the City Council that would report on Rogue not paying room taxes. He requested that Tokos write the letter and bring it to the Commission. Tokos would bring a letter to the next meeting. Croteau thought that the general concerns of Rogue's operations raised a larger issue about conditional uses and how the city would handle these issues. He thought it would be good to have a position on paper for the issue. Hanselman noted that the third party vendor enforcement would find short-term rentals operating without licenses, and room taxes not being paid. He wanted to see the City on top of this to deal effectively with these people. Hardy thought the fatal flaw was a lack of clearly written administrative rules to handle the ordinances that have been written in the past. She said there wasn't a designated chain of command or a protocol, and that had to be addressed rather than doing a piecemeal letter.

Carla Perry addressed the Commission. She asked if Rogue had applied for a vacation rental endorsement license under the 2012 rules even though they has been operating without a license. Tokos explained that Rogue had submitted their application under the 2012 rules before the May 6th deadline, and their application was subject to those rules.

**9. Adjournment.** Having no further business, the meeting adjourned at 6:22 p.m.

Respectfully submitted,



Sherri Marineau  
Executive Assistant