

**MINUTES**  
**City of Newport Planning Commission**  
**Regular Session**  
**Newport City Hall Council Chambers**  
**January 10, 2022**

**Planning Commissioners Present by Video Conference:** Jim Patrick , Bob Berman, Lee Hardy, Braulio Escobar, Jim Hanselman, Gary East, and Bill Branigan.

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

1. **Call to Order & Roll Call.** Chair Patrick called the meeting to order in the City Hall Council Chambers at 6:01 p.m. On roll call, Commissioners Patrick, Branigan, Berman, Hanselman, Hardy, Escobar, and East were present.

2. **Approval of Minutes.**

Berman and Hardy reported minor corrections to the minutes.

**A. Approval of the Planning Commission Work Session Meeting Minutes of October 25, 2021.**

**MOTION** was made by Commissioner Berman, seconded by Commissioner Branigan to approve the Planning Commission Work Session Meeting Minutes of October 25, 2021 with minor corrections. The motion carried unanimously in a voice vote.

**B. Approval of the Planning Commission Regular Session Meeting Minutes of October 25, 2021.**

**MOTION** was made by Commissioner Berman, seconded by Commissioner Branigan to approve the Planning Commission Regular Session Meeting Minutes of October 25, 2021 as written. The motion carried unanimously in a voice vote.

**C. Approval of the Planning Commission Work Session Meeting Minutes of November 8, 2021.**

**MOTION** was made by Commissioner Berman, seconded by Commissioner Branigan to approve the Planning Commission Work Session Meeting Minutes of November 8, 2021 with minor corrections. The motion carried unanimously in a voice vote.

**D. Approval of the Planning Commission Regular Session Meeting Minutes of December 13, 2021.**

**MOTION** was made by Commissioner Berman, seconded by Commissioner Branigan to approve the Planning Commission Regular Session Meeting Minutes of December 13, 2021 with minor corrections. The motion carried unanimously in a voice vote.

3. **Citizen/Public Comment.** None were heard.

4. **Public Hearings.** None were heard.

A. **Election of the Planning Commission Chair and Vice Chair.** Berman commended Chair Patrick and Vice Chair Branigan on their work.

MOTION was made by Commissioner Berman, seconded by Commissioner Hardy to elect Jim Patrick as the Chair, and Bill Branigan as the Vice Chair for the Planning Commission. The motion carried unanimously in a voice vote.

5. **Action Items.** None were heard.

6. **New Business.**

A. **Potential Candidates for HCA/HPS Stakeholder Interviews and Advisory Committee.** Tokos asked the Commission to brainstorm who should be added to the stakeholder list. He noted that EcoNorthwest was chosen as the consultant and the City Council would confirm their contract on January 18th. There would be an initial outreach to stakeholders, and then an advisory committee would need to be put together.

Tokos reviewed a list of stakeholders that he had put together and asked for comments. Escobar suggested adding Discovery Counseling. Hardy asked if the State of Oregon Employment Department would be able to weigh in on the demographics on the standpoint of the income levels of the various employment sectors, because it was the lack of income that drove affordability. Tokos confirmed they would. A lot of the data they had would come from the 2020 census and it would be plugged into this. There may be some smaller data sets they could weigh in on. Hardy asked if EcoNorthwest could focus on doing some general surveys if there wasn't a lot of income data. Tokos explained they were looking available sources first. They hadn't budgeted for any kind of survey work on the demographic side. Tokos was hopeful there would be enough data from different sources to get the information they needed.

Branigan thought an architect should be consulted for their design background. Berman thought they should include someone with geotechnical expertise when talking about buildability. He asked if the consultants would reach out to these people. Tokos explained some would be included as part of the stakeholders interviews and others would be a part of the project advisory committee. Hardy asked what time of the day the meetings would be held. Tokos guessed in the evenings. Patrick suggested that NOAA or the Coast Guard be pulled in. Berman thought Pacific Seafoods should be as well. Tokos explained that the Coast Guard and Pacific Seafood provided their own housing and this wouldn't be reflected. East noted the Coast Guard would have a budget targets they tried to meet when looking for housing for staff. Tokos reported that Pacific Seafoods was still renting blocks hotel rooms for their employees and still looking at ways to get dormitory housing constructed. Tokos explained they had been looking to purchase a hotel, but he didn't know if they had done so yet.

Tokos would use the list and work it into lists for stakeholder interviews and a project advisory committee. Patrick asked what size the committee would be. Tokos thought it would be smaller

one. Berman thought Hardy would be the appropriate person from the Commission to be on the committee.

**MOTION** was made by Commissioner Berman, seconded by Commissioner Escobar to nominate Lee Hardy as the primary representative, and Gary East as the secondary representative on the HCA/HPS Project Advisory Committee. The motion carried unanimously in a voice vote.

**B. Updated Planning Commission Work Program.** Tokos reported that he had updated the program through the first six months of the year. He walked through each meeting that was scheduled with the Commission.

Berman asked if the UGB land swap would be pulling in some of the right-of-way for Harney Street. Tokos confirmed it would.

Berman asked if the RFP in the URA 35th/US 101 was for developer proposals. Tokos confirmed it would be for proposals, and the concepts were already worked up in the refinement plan. This would be for an RFP that would be put out to developers for proposals for this site.

Tokos reminded that the work program was tentative and as things came up it would change. He noted that he just found out the State would introduce a bill in the short session concerning the mini manufactured dwelling code.

7. **Unfinished Business.** None were heard.

8. **Director Comments.** None were heard.

9. **Adjournment.** Having no further business, the meeting adjourned at 7:33 p.m.

Respectfully submitted,



Sherri Marineau  
Executive Assistant

