

**MINUTES**  
**City of Newport Planning Commission**  
**Regular Session**  
**Newport City Hall Council Chambers**  
**July 24, 2023**

**Planning Commissioners Present:** Bill Branigan, Jim Hanselman, John Updike, Bob Berman, Braulio Escobar (*by video*), and Marjorie Blom (*by phone*).

**Planning Commissioners Absent:** Gary East (*excused*).

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

1. **Call to Order & Roll Call.** Chair Branigan called the meeting to order in the City Hall Council Chambers at 7:05 p.m. On roll call, Commissioners Branigan, Berman, Escobar, Hanselman, Updike, and Blom were present.

2. **Approval of Minutes.**

A. **Approval of the Planning Commission Regular Session Meeting Minutes of July 10, 2023.**

Branigan reported minor corrections to the minutes.

**MOTION** was made by Commissioner Hanselman, seconded by Commissioner Berman to approve the Planning Commission Regular Session meeting minutes of July 10, 2023, with minor corrections. The motion carried unanimously in a voice vote.

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

4. **Action Items.**

A. **File 3-VAR-23: Final Order and Findings of Fact for the Front Yard Variance for the Construction of a Single-Family Dwelling at 1515 NW Spring Street.**

**MOTION** was made by Commissioner Berman, seconded by Commissioner Updike to approve the Final Order and Findings of Fact for File 3-VAR-23 with conditions. The motion carried unanimously in a voice vote.

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

6. **New Business.** None were heard.

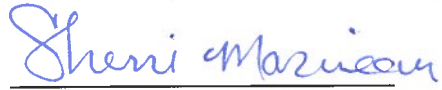
7. **Unfinished Business.** None were heard.

8. **Director Comments.** Tokos shared that the Planning Commission work program listed there would be a training program for the Commissioners on their October 9th meeting with Brett Estes with the Oregon Department of Land Conservation & Development. Estes will be doing an hour and half training to cover things such as a land use 101 review and to cover a variety of

aspects of the Commission's responsibilities. Tokos noted that if there was a regular session meeting held that evening, it would start at 7:30 p.m. instead of 7:00 p.m.

9. **Adjournment.** Having no further business, the meeting adjourned at 7:10 p.m.

Respectfully submitted,



Sherri Marineau  
Executive Assistant