

**City of Newport  
Planning Commission Regular Session Minutes  
August 25, 2025**

<b>LOCATION:</b> CITY COUNCIL CHAMBERS, NEWPORT CITY HALL 169 SW COAST HIGHWAY NEWPORT	
<b>Time Start:</b> 7:09 P.M.	<b>Time End:</b> 7:45 P.M.


**ATTENDANCE LOG/ROLLCALL**

COMMISSIONER/ ADVISORY MEMBER	STAFF
Chair Bill Branigan	Derrick Tokos, Community Development Director
Commissioner Bob Berman	Sherri Marineau, Community Development Dept.
Commissioner Jim Hanselman	
Commissioner Gary East	<b>PUBLIC</b>
Commissioner Braulio Escobar	AJ of Newport
Commissioner John Updike (absent, excused)	
Commissioner Robert Bare	

AGENDA ITEM	ACTIONS
<b>REGULAR MEETING</b>	
<b>CALL TO ORDER AND ROLL CALL</b>	
a. Roll Call	None.
<b>APPROVAL OF THE MINUTES</b>	
a. Meeting minutes of Work Session Meeting on July 28, 2025.	Motion by Berman, seconded by Hanselman, to approve the work session meeting minutes of July 28, 2025 with corrections. MOTION carried unanimously with Branigan, Berman, Hanselman, East, Escobar, and Bare all voting in favor.
b. Meeting minutes of Regular Session Meeting on July 28, 2025.	Motion by Berman, seconded by Hanselman, to approve the regular session meeting minutes of July 28, 2025 as written. MOTION carried unanimously with Branigan, Berman, Hanselman, East, Escobar, and Bare all voting in favor.
c. Meeting minutes of Work Session Meeting on August 11, 2025.	Motion by Berman, seconded by Hanselman, to approve the regular session meeting minutes of August 11, 2025 as written. MOTION carried unanimously with Branigan, Berman, Hanselman, East, Escobar, and Bare all voting in favor.

<b>CITIZEN/PUBLIC COMMENT</b>	<p>AJ of Newport talked questioned the flexibility of room tax funds. He referenced the last City Council minutes that said the Rec Center HVAC system repairs came from room taxes. AJ asked why there wasn't funds from the room taxes for parking. He also questioned why it was used for HVAC systems but not for parking improvements. Berman described that this was a function of the budget process which determined how funds were allocated. AJ wanted to see room tax funds used for the Visual Arts Center. Tokos clarified that room taxes weren't eligible to be used for striping for parking.</p>
<p><b>PUBLIC HEARINGS</b></p> <p><b>File No. 2-CP-25: Amendments to the Wastewater Section of the Comprehensive Plan.</b></p> <ul style="list-style-type: none"> <li>a. PUBLIC HEARING OPEN</li> <li>b. STAFF REPORT - DERRICK TOKOS</li> <li>c. PUBLIC COMMENT</li> <li>d. PUBLIC HEARING CLOSED</li> <li>e. COMMISSION DECISION</li> </ul> <p><b>File No. 3-Z-25: Draft Zoning Ordinance Housekeeping Amendments.</b></p> <ul style="list-style-type: none"> <li>a. PUBLIC HEARING OPEN</li> <li>b. STAFF REPORT - DERRICK TOKOS</li> <li>c. PUBLIC COMMENT</li> </ul>	<p>7:18 p.m.</p> <p>Mr. Tokos reviewed the staff report.</p> <p>The Commission discussed a minor typo in the Ordinance for the date of the public hearing. Berman noted Exhibit A didn't have underlines and felt it was hard to read.</p> <p>None.</p> <p>7:27 p.m.</p> <p>Motion was made by Berman, seconded by East, to make a favorable recommendation to the City Council for File 2-CP-25: MOTION carried unanimously with Branigan, Berman, Hanselman, East, Escobar, and Bare all voting in favor.</p> <p>7:28 p.m.</p> <p>Mr. Tokos reviewed the staff report.</p> <p>The Commission asked for confirmation that the markups on the draft ordinance would be presented for the City Council review.</p> <p>None.</p> <p>7:37 p.m.</p>

<p>d. PUBLIC HEARING CLOSED</p> <p>e. COMMISSION DECISION</p>	<p>Motion was made by Escobar, seconded by Berman, to make a favorable recommendation to the City Council for File 3-Z-25. MOTION carried unanimously with Branigan, Berman, Hanselman, East, Escobar, and Bare all voting in favor.</p>
<p><b>DIRECTORS COMMENTS</b></p>	<p>Tokos reported that the City Council would hold another hearing on the City Center Revitalization amendments on September 2nd. The hearing was continued to ensure a majority of members would be present to act on the decision. He noted that two additional hearings were scheduled for October. The OSU student housing pond dredging was nearing completion and was expected to wrap up by mid-October. The ribbon cutting for the new joint fire facility on the north side of town, a collaboration between the city and ODF, was planned for around October 24th. The island annexation process was also progressing, with individual notices being sent to property owners outlining the procedure and potential tax impacts. To encourage connections to city services, a rebate program would be implemented. Tokos added that a decision on the traffic impact analysis for the Wyndhaven Phase 3 development was anticipated soon. The Commission would hold a hearing for the Toyota dealership conditional use on September 22nd, and documentation for the 40th and US 101 signalization had been formally submitted to the State Traffic Engineer.</p>

Submitted by: 

Sherri Marineau, Executive Assistant