

**MINUTES**  
**City of Newport Planning Commission**  
**Work Session**  
**Newport City Hall Council Chambers**  
**May 9, 2022**  
**6:00 p.m.**

**Planning Commissioners Present:** Jim Patrick, Bob Berman, Braulio Escobar, Gary East, Jim Hanselman, and Bill Branigan.

**PC Citizens Advisory Committee Members Absent:** Greg Sutton, and Dustin Capri (*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. **Unfinished Business.**
  - A. **Transportation System Plan Part II— Land Use Regulations (Partial).** Tokos reviewed the changes to the Municipal Code related to the Transportation System Plan (TSP). He acknowledged the public comment received from Nyla Jebousek.

Tokos reviewed the changes to Chapter 14.03, zoning district standards. He discussed the transportation facilities additions to the tables. Hanselman asked if these were mandated code changes. Tokos explained they were recommended code changes from the Project Advisory Committee and noted that early on they had looked at some of the State mandated code changes as well. The City only had to do some of these changes. Not all of the changes were mandated. Escobar asked to have the changes that were mandated pointed out for the Commission. Tokos would try to point them out during the discussion but would have this done when they met on May 23rd.

Tokos reviewed the changes to Chapter 14.45, traffic impact analysis. Berman noted that "PM" peak hours was incorrect and should be "p.m." Tokos would change this. Tokos reviewed the changes to the way phase developments needed to look at all phases when doing a traffic impact analysis (TIA). Berman asked if this was done for the Wilder subdivision. Tokos explained that in their case there was a Urban Growth Boundary amendment and annexation that had rules that said they had to assess it. This resulted in a trip hard cap originally. This was lifted later in favor of the transportation analysis zones in South Beach, and a further allocation of trips as part of that process. Escobar asked what it would cost to prepare a TIA. Tokos explained it varied based on how detailed that analysis needed to be, how big the project was, the scale of the project, and how many intersections they needed to look at. He gave an example of the TIA to analyze if 36th Street would be signalized. The cost was around \$5,000.

Tokos reviewed the changes to Chapter 14.44, transportation standards. He reported that he would bring in the neighborhood traffic management changes to review later. Tokos would also give the Commission a copy of Tech Memo 14 to compare this to. Tokos reviewed the transient improvements, street standards, sidewalks standards, and the cul-de-sac standards next. He noted that the Fire Chief would give testimony on the standards during the hearings process. Tokos reported that the Fire Chief was comfortable with keeping the 400 foot maximum length for cul-de-sac.

Gary East joined the meeting at 6:29 p.m.

Tokos reviewed changes to Chapter 14.01, purpose and definitions; Chapter 14.14, parking loading and access requirements; and Chapter 14.19, landscaping requirements. Berman asked if the changes to the landscaping and screening requirements for parking applied to parking lots. Tokos thought that it applied to any parking lot that was constructed. He pointed out that there was a threshold for surfacing and they could key it off of that.

Tokos reviewed the changes to Chapter 14.33, adjustments and variances. He would go through the planned development standards to match up with these changes.

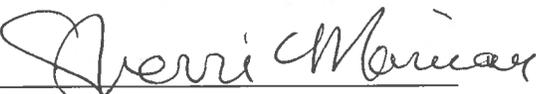
Tokos reviewed Chapter 14.46, vehicular access and circulation next. Berman asked what the recourse was for when the design for approaches was done wrong, such as the Dutch Bros coffee drive thru. Tokos explained there wasn't much the city could do after the fact to say they had to redesign the driveway because it was fully permitted. If they came in to do a modification the city may be able to revisit it.

Tokos reviewed Chapter 14.47, a new chapter for pedestrian access next, and Chapter 14.48, land divisions. He noted he would like to change the requirement to have a deferred improvement agreement for sidewalks when the city could add a stipulation for occupancy that they put in sidewalks. A discussion ensued regarding the cost of construction of sidewalks for Public Works at the time of building compared to years in the future. Patrick thought they should refine it so there weren't separate lots scattered in a subdivision without sidewalks. East asked if rolled curbs were allowed. Tokos said they weren't generally. Berman asked that when the Commission saw the revised document they show the sections of text that had been moved from different chapters be different than text that was added. He suggested they show that they were accepted changes. Tokos thought they could also note what was carried over. Patrick asked if they would be picking up the district standards for the overlay signs. Tokos explained it wouldn't impact the overlays but he would talk to Public Works about it.

Tokos reviewed Chapter 14.49, property line adjustments; and Chapter 14.52, procedural changes next. A discussion ensued regard the pre-application conferences for different types of applications. In Chapter 14.54 Escobar thought that for the enforcement considerations they lower the maximum jail term to 30 days to be consistent with the \$1,000 fine.

3. **New Business.** None were heard.
4. **Adjourn.** The meeting adjourned at 7:00 p.m.

Respectfully submitted,



Sherri Marineau,  
Executive Assistant