

**MINUTES**  
**City of Newport Planning Commission**  
**Work Session**  
**Newport City Hall Council Chambers by Video Conference**  
**June 14, 2021**  
**6:00 p.m.**

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

**PC Citizens Advisory Committee Members Present by Video Conference:** Greg Sutton.

**PC Citizens Advisory Committee Members Absent:** Dustin Capri (*excused*).

**City Staff Present by Video Conference:** Community Development Director (CDD) Derrick Tokos; Fire Chief, Rob Murphy; 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. **Survey Questions for SB / US 101 Commercial-Industrial Corridor Refinement Plan.** Tokos explained that a final draft of the opportunities and constraints report would be presented to the Urban Renewal Agency on June 21st. The Agency would also have an opportunity to review and provide input on a series of online survey questions that were developed. ECONorthwest would provide a brief PowerPoint overview of the project for the Urban Renewal Agency meeting. That presentation would be recorded and made available on a webpage the City would host for the survey. A copy of the final Opportunity and Constraints report was to be posted on the website as well.

Tokos reported that there would be a virtual open house on July 9th. There would also be three different focused groups meeting scheduled with the Marine Science community, the South Beach general population, and a Spanish language oriented focused group. Tokos reported that they needed to award all Urban Renewal District projects by the end of 2025.

Branigan thought one of the big issues for the city was to improve bike and pedestrian access across Yaquina Bay bridge and he didn't see it included. Tokos explained that this was outside of what the Urban Renewal District funds could be used for. Hardy thought the first three questions where they were asked to describe South Beach should be asking them to give a single phrase, not a single word.

Berman asked if the bullet points on what the Urban Renewal dollars could fund were outside of the South Beach Urban Renewal Plan. Tokos confirmed this was correct. Berman asked what the Northern Shore Lands were. Tokos explained this was property owned by the Port of Newport and leased to NOAA.

Berman noted the "biggest challenges" bullet point didn't indicate if it was check boxes instead of bullet points. Tokos noted this would be done through a Survey Monkey and participants would be given choices.

Escobar asked if they had the dates of the three meeting yet. Tokos reported they didn't. The meetings would happen in sequence starting around the week July 12th for the Marine group, the week of July 19th for the Spanish language group, and then around July 26th for the South Beach group.

Branigan thought the Aquarium should also be asked for feedback. He thought they should also contact the South Beach church to participate in the general South Beach meeting. Berman thought Camp Grey and their staff, and every merchant in South Beach should be on the distribution list. He also thought Lincoln County should be included because there were county properties in South Beach. Escobar thought Central Lincoln PUD might want to be involved as well. Hanselman suggested adding the HOAs at that the Surf Land and Bayshore

communities. Tokos reported there would be postcards mailed through the carrier route distribution and this would pick up all of South Beach.

Berman pointed out that the memo following the refinement schedule referred to the Opportunity and Constraints report and at the end it referred to the Opportunity and Barriers report. He thought these should be the same. Berman also pointed out that the "we need your input" paragraph should have the benefit to the "tax base" changed to "business owners and South Beach, including residents, visitors, businesses and employees."

Branigan asked if it was necessary to include breweries in the types of restaurants since there was already one there. Tokos explained this was the option to see if they wanted additional ones and why it was included.

Berman thought that "mailing list" should be changed to "notification list" in the question asking if they wanted to be added to the mailing list.

**B. Alternate Design Standards for Low Volume Local Streets.** Tokos reviewed photographs of examples of the low volume streets in Newport. He explained they were trying to address a number of streets in the city that weren't built to the city standards and were built before the properties were annexed into the city. These were areas where it would be difficult to build streets to the standards. Tokos explained that there was also a need for more affordable housing. Street improvements were a challenge to affordable housing because it made projects not pencil out because of them. One way to tackle this for local streets was to allow those with low traffic volumes to go with a shared street concept. Tokos reviewed concepts of the low volume streets where they could be based off of average daily trips (ADT). The easiest way to figure this was by designating a single family dwelling as generating 10 trips a day. This meant that a 500 trip threshold equaled 50 homes. Hardy asked if he was saying a home generated 10 trips a day. Tokos confirmed this and explained it was a way to deal with it in a clear and objective way, and correlate them to a specific number.

Tokos reviewed the photographs of the low volume street examples and their ADTs. Berman asked if the ADT numbers assumed full build out or was it the current status. Tokos reported the lower numbers were the current status and the higher was more of the build out.

Tokos thought that what they needed to consider was to determine at what point the City considered a street that the city was responsible for maintenance for. Under the current code, if it was four or fewer homes served, it would be considered a driveway and the city wasn't accepting maintenance responsibility at that time for the road. This was approximately 40 ADT. Tokos thought 100 ADT on the chart should be changed to 150 because then 10-12 homes were served reasonably with a 12 foot road width with pullouts. A 500 ADT was right for the areas like Vista Drive and Golf Course Drive where they were dealing with the narrow street sections. Tokos noted that the paved widths that were noted were travel lanes with an assumption that there was some sort of gravel area for parking. These were areas with gravel for people to use to pull out of the way.

Berman asked if this meant the new standards that would apply to existing streets or if they were just examples of how the standards would be applied to new development. Tokos explained the standards would apply to the existing infill lots that hadn't developed on narrow streets. Currently the city required street widening for these. Tokos referred to lots on Spring Street as an example of ones that had to do improvements. He noted that what they were looking for with the ADT standards was to find something that worked better for infill development potential.

Berman asked how this related to new development for subdivisions. Tokos noted that they should give thought to if the existing standards were working well for existing neighborhoods, why would it be a problem for new ones. Escobar asked if they were trying to lower costs for development to allow more affordable developments. Tokos confirmed this was correct. A discussion ensued regarding existing width of streets on Golf Course Drive and Cherokee Lane. Hanselman thought there would be development that shouldn't take place if safety was a valuable trait for all the neighborhoods. Tokos explained the nice thing about a shared street standard was that in low volume areas it worked. This became a question about why they should require a much larger street sections. Sutton noted that NW 57th Street had properties that had staggered street improvements. This made the street look like it wasn't finished because the dead end of the street was wider than the actual street. Sutton thought the staggered improvements weren't a good appearance.

Hardy thought they almost needed a local improvement district for underdeveloped properties. Tokos noted that if they could get more reasonable standards in place for low volume streets, they may have property owners coming to the city to pave their gravel sub streets.

Patrick didn't have a problem with this being applied to new developments, and thought they needed to work on the safety side of things. He was unsure on how they could write the standards to get what they needed. Tokos explained they could look at what the experience servicing these areas was to look at what was working and what wasn't. This would help peg the breakpoint of the ADT numbers.

Fire Chief, Rob Murphy addressed the Commission and noted that the width of the fire engines were 10 feet, 6 inches long. This was a standard size and wouldn't change. Murphy asked the Commission to keep this in mind as they moved forward. He noted he had seen the impacts of wildfires the past year and they needed to take into consideration fire evacuations. This impacted fire trucks getting access when owners were trying to exit. Murphy thought that going down to 16 feet gave him the most concern. If they couldn't confirm there was a good gravel shoulder on a street, the shoulder would turn into a mud pit. Some streets had hard terrain and it was unrealistic to get access for fire trucks. Escobar asked if he had a recommended minim width. Murphy reported that 24 feet would be the recommendation. He noted they had already reviewed this when doing the Wilder development. They did tests at this location and determined they needed 24 feet for the trucks to get through and maneuver.

Tokos reminded that this was a balancing act the Commission was challenged with. The standards he presented for shared use came out of standard engineering concepts, and the shared use concept had been well vetted in an engineering perspective. It was doable and had been done already in communities. If they could get Golf Course Drive to a 16 feet in width with good pull outs in distinct location, it would be far better off than it was there currently. Tokos reported this community was comfortable with this concept but not with a 24 foot wide roadway. He noted that they could do carve outs in the vicinity of hydrants as well that wouldn't require the entire road section to match.

Escobar asked if they were trying to establish standards for future development or existing roads. Tokos reported it would be for both. Hardy thought that public safety would be paramount. Public opinion could be secondary for safety and a lot of times public opinion wasn't particularly educated. Tokos noted they could serve certain areas with secondary roads. and they already did this Berman thought it didn't sound like they would be below 100 ADT on the chart given Murphy's comments. He noted that if there was a street with 10 homes that had a drop off on one side, it would be a long way up for fire engines. Murphy thought this depended on how long the road was and noted that 150 feet was minimum to provide a turnaround for engines. He didn't have concerns turning around on narrow streets with four homes. He did have concerns when there were more like 20-40 homes on a run that was  $\frac{1}{2}$  to  $\frac{3}{4}$  of a mile. Tokos asked what the Fire Department's experience with Vista Drive had been. Murphy reported it was fairly good because there was good gravel on either side and had decent shoulders.

Escobar pointed out that there was tension on safety and economics when it came to street widths. He thought going forward that new developments should be done with safety in mind. Escobar thought that retrofitting existing streets would be a herculean task. Patrick noted that some of the streets such as Cherokee Lane wouldn't be able to go to 20 feet because the room for it just wasn't there. Murphy agreed that there were instances where they just couldn't add width to streets.

Tokos noted they asked the consultants to include a low volume street standard and he would pass along the Commission's comments to them as well. Patrick was worried they wouldn't be able to write rules to get the kind of design they wanted. Tokos reminded that Vista Drive was close to the PBOT standards which were a 16-foot width with 7-foot shoulders on each side. Murphy thought the shoulders were the key and it should be added to the standards. Tokos reminded that this would be a substantial cost savings on a street section. Hanselman questioned if it was possible to not have parking on the entire length of the road and require a certain number of pullouts. This way they could give developers a couple of different options to use in their design so safety wasn't hampered and the roadway was shared by the appropriate numbers of houses. Branigan thought

it sounded like it would be a case by case basis where geology played an important part in how it was designed. Tokos noted they could get there, but cautioned on how flexible they should make it.

Berman had a slight problem with the specs below 100. He thought if the length of the street was below 100, then they might be able to go down to the 12 feet. Patrick noted there was a difference between a 12 foot wide street and a 12 foot wide usable area. He thought they needed to pay attention to the shoulders and what the available space was.

**C. Scope of Work for HB 2003 Compliant Housing Capacity Analysis and Housing Production Strategy.**

Tokos noted the Commission they never got into determining the actual serviceability of residential property inside the Urban Growth Boundary (UGB). They didn't discuss if properties could be developed at price points that were affordable. The question was why were they relying on land in the UGB for housing that couldn't be developed in the next twenty years because they couldn't afford to develop it. Given where these properties were located, which ones could reasonably expect to actually be developed in price points that were affordable in Newport. Tokos reported there still needed to be work done on seasonal/second homes and they needed to get a handle on it collectively.

Tokos asked if there were other things the Commission wanted to see answered. Patrick thought they should add how much would be redeveloped with the new duplex rules. Berman asked if they had any information on long term rentals. Tokos explained they would have this information through the census. Tokos hoped they could compare the data with utility billing for seasonal housing to see what the numbers were.

A discussion ensued regarding the wetlands and timber land restraints for Newport. Sutton asked if an infill study had been done. Tokos reported it had been done in bulk and they would break it down by area.

**3. Unfinished Business.**

**A. Updated Planning Commission Work Program.** Tokos noted that he didn't add the two rounds of outreach for the South Beach project on July 9th through the end of July. The next outreach for Transportation System Plan (TSP) would be at the end of July and go through August.

Tokos pointed out the joint work session meeting with the City Council scheduled in September. There was a possibility this might be moved around because it was tentative at that time. Tokos reported there would be more discussions on the TSP when they brought the tech memos into a plan. The consolidated plan would happen sometime in September.

Tokos explained that now that there was a budget, there would be a discussion on the metering/permit program on the Bayfront happening in September. This would give them time to get a committee recruited.

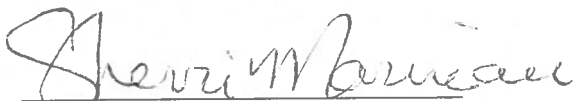
Berman asked what happened to Memo #9 for the TSP. Tokos explained he thought the Commission had seen this memo before, and it had been reviewed out of order.

Patrick reported he would be gone on the July 12th meeting.

Tokos reported the city would be sending a mailer to brick and mortar restaurants in Newport concerning the food trucks public hearing to get their input.

**4. Adjourn.** The meeting adjourned at 7:17 p.m.

Respectfully submitted,



Sherri Marineau,  
Executive Assistant