

**City of Newport
Planning Commission Work Session Minutes
July 28, 2025**

LOCATION: CITY COUNCIL CHAMBERS, NEWPORT CITY HALL, 169 SW COAST HIGHWAY, NEWPORT	
Time Start: 6:00 P.M.	Time End: 7:00 P.M.

ATTENDANCE LOG/ROLLCALL

COMMISSIONER/ ADVISORY MEMBER	STAFF
Chair Bill Branigan (by video)	Derrick Tokos, Community Development Director
Commissioner Bob Berman	Sherri Marineau, Community Development Dept.
Commissioner Jim Hanselman	
Commissioner Gary East	
Commissioner Braulio Escobar (by video)	PUBLIC
Commissioner John Updike	Marcy McInelly, Urbsworks, Inc.
Commissioner Robert Bare	Jim Hencke, David Evans and Associates
Citizen Advisory Member Dustin Capri (absent, excused)	Ane McIntyre (by video)

AGENDA ITEM	ACTIONS
WORK SESSION MEETING	
CALL TO ORDER AND ROLL CALL	
a. Roll Call	None.
CITY CENTER DESIGN REVIEW DISTRICT FORM BASED CODE CONCEPTS.	<p>Marcy McInelly, AIA, with Urbsworks, Inc., presented final draft of a form-based code concept for the City Center area.</p> <p>Hanselman joined the meeting at 6:07 p.m.</p> <p>The Commission discussed how "Retail Ready" frontage standards would apply exclusively to new buildings and reviewed architectural features. The City Center Design Review District was considered, along with an evaluation of traditional downtown zone standards. Public realm street standards and cross sections were examined, followed by a discussion on appropriate residential setbacks.</p> <p>The Commission discussed how SW Hubert Street would be a parklet street with tree islands, while SW Alder and SW Lee Streets would be designation as festival or plaza streets. They requested a desire to see the width of pedestrian spaces and considered the difference between commercial and residential alleys. Development and design standards were reviewed, with emphasis placed on the need for clear and objective design standards. Base zone development standards were examined, along with</p>

	general standards. Lastly, the Commission requested that asphalt shingles and non-permeable membrane materials be added to the list of approved roof tile types.
PLANNING COMMISSION WORK PROGRAM UPDATE.	None.

Submitted by: Sherri Marineau
 Sherri Marineau, Executive Assistant