

MINUTES
City of Newport Planning Commission
Work Session
Newport City Hall Conference Room A
September 24, 2018
6:00 p.m.

Planning Commissioners Present: Lee Hardy, Jim Patrick, Mike Franklin, Jim Hanselman, and Rod Croteau.

Planning Commissioners Present: Bob Berman, and Bill Branigan (*all excused*).

PC Citizens Advisory Committee Members Absent: 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 6:03 p.m.
2. **Unfinished Business.**
3. **New Business.**
- A. **Process for Considering Vacation Rental Dwelling Policy Alternatives Recommended by the Ad-Hoc Work Group.** Tokos noted that the PC was sent the draft code that was given to the Vacation Rental Advisory Committee (AC). He reviewed the legislative process and dates of hearings for the PC and City Council (CC). Croteau thought it was a good timeline. Hanselman questioned if one hour for the PC to come up with a recommendation was enough time. He thought the options on more delicate aspects of the ordinance such as caps and limits could take more time to consider. He suggested more than one work session to consider.

Tokos noted that there were areas where there weren't consensus with the AC. Because of this, there would be alternatives given to the PC for their consideration. Patrick reminded that the work session was to go over what they got from the AC, then the public hearing would be where the PC would make decisions. He thought there might need to be different sections for the hearing. Hanselman said having a sign up by topic would help give people testimony. Croteau liked the idea to put consensus items first for the hearing. Patrick thought it was great to get testimony on all aspects and would use the testimony as a resource. Tokos noted that the public would be testifying on things they cared about. He thought they could ask the public to speak on the alternatives and what they liked. Hanselman thought they should identify the things that were most contentious, and distribute them over two meetings. Tokos said the work session meeting was where the PC would decide if the draft was ready for consideration. If there was additional consideration needed, it should be done before the hearings. Croteau said they wouldn't know until they saw the draft. Hanselman thought that if the AC needed to do another meeting, it may extend the timeframe as well. Tokos said he framed it to the AC that their major work was to develop policy options and the code would be simply getting it together. He said they wouldn't be nitpicking things, they would be reviewing to make sure anything wasn't missing. Tokos said to keep in mind that now wasn't the time to talk about the details of the decision. The PC would come up with recommendations to the CC by whittling things down a little bit more. Until they decided on the alternatives, they wouldn't know what the roll out plan would be.

Tokos explained the process for going to recommendation to the CC. Hanselman noted the areas where there were many things that came into play to make the decisions. A discussion ensued regarding implementation options.

Croteau asked if the CC could set a cap as part of an initial process. Tokos said the question would be if there was a cap that was put in place but the CC and we got more VRDs in afterwards, what would we do with those when we were over the cap. Croteau asked if the CC could effectively put the brakes on the process until they had it figured out. Tokos said there was different ways to do this by it depended on what piece the PC ended up recommending. Staff would work with the CC on what steps needed to be taken based on the recommended package.

Tokos said there would be a work session on October 8th to take a look at what the AC was forwarding and decide if good for the legislative process. He said he didn't think the CC would do a lot with it because of the dynamic of a new CC. Patrick suggested having time limits for public testimony. Tokos said he didn't see people coming out of the woodwork to testify that weren't already a part of the process. Croteau reminded the PC that people had been giving testimony all along the way.

B. Updated Tentative Planning Commission Work Program. Tokos reviewed the updated work program with the PC. He noted the joint meeting with the CC on November 12, 2018 to review the Park System Master Plan preferred alternatives.

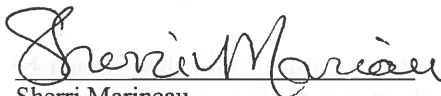
C. Resignation of Karmen Vanderbeck. Tokos noted that the PC hadn't had a chance to talk about Vanderbeck's resignation. She sent a letter that noted that she wanted to spend her time on other city committees. Tokos asked if the PC wanted to get someone to replace her seat on the advisory committee. Croteau liked the idea of an advisory committee. With all the other committees, he felt the more input they got the better off they were. It gave more legitimacy of the PC for being inclusive with the public. Hanselman thought having more ideas brought to the table, and fresh eyes and voices was a good idea. Tokos thought as the committees got pulled together for projects the PC should make a more concerted effort to have these advisory committee members consider the PC Advisory Committee. Hanselman agreed and said it gave them a greater role to make them feel they were a trusted part of the Commission.

Hardy asked if they would advertise . Tokos said yes and would sending the advertisement to the PC to pass it on. Croteau thought there had been enough happening in the community the last year that it was important and there was a lot of interest. Tokos to advertise the vacancies.

4. Director's Comments. Tokos asked how many PC members would be attending the LCSD meeting on October 1st. Hanselman was considering going. Croteau asked if there were issues the PC needed to consider he would go. Tokos said it was only to show off their new facility.

5. Adjournment. Having no further discussion, the meeting adjourned at 6:41 p.m.

Respectfully submitted,



Sherri Marineau,
Executive Assistant