

**MINUTES**  
**City of Newport Planning Commission**  
**Work Session**  
**Newport City Hall Council Chambers by Video Conference**  
**October 25, 2021**  
**6:00 p.m.**

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

**Planning Commissioners Absent:** Jim Patrick (*excused*).

**PC Citizens Advisory Committee Members Present by Video Conference:** Dustin Capri, and Greg Sutton.

**City Staff Present by Video Conference:** Community Development Director (CDD), Derrick Tokos; and Executive Assistant, Sherri Marineau.

1. **Call to Order.** Vice Chair Branigan called the Planning Commission work session to order at 6:00 p.m.

2. **Unfinished Business.**

A. **Continued Review of TSP Tech Memo #12, Transportation Standards.** Tokos reviewed the Traffic Impact Analysis. Berman thought traffic was a big topic and dropping the threshold in the analysis was a good idea.

Tokos noted that the City had authority for the Fee in Lieu and the consultants suggested they kept this. The Public Works Department had limited capacity and their hands were full with non-development related capital projects. They were constantly playing catchup because they never had enough funds to do the project because they were never doing a project when they were collecting money, and they were dealing with inflation due to construction costs. Tokos noted they could leave Fee in Lieu in the language but they would look to do something that was more than 100 percent. Escobar asked if it would motivate a developer to do the improvements immediately if the price were 150 percent of the estimated costs. Tokos explained that currently they made the developer do the improvements. They hadn't instituted the program but this gave them the authority to do so. Berman thought it was counterproductive to leave the 100 percent in there and thought it needed to be significantly higher than that.

Tokos reviewed the Transit Standards. Berman asked if Item B limited the developer by saying the orientation for the bus stop needed to be to the street. Tokos explained the primary entrance closest to the street, where the transit stop was oriented, needed to be to the street. More often they were orienting to the higher volume street so it was more convenient for people coming off the bus. Berman asked if there was any way to have transit stops on both sides of the streets to pair it up so the other side of the street matched up. Tokos thought they could take a look at this. Sutton suggested putting in crosswalks. Branigan asked if crosswalks were up to ODOT. Tokos confirmed they weren't.

Tokos reviewed the Bike Parking requirements next. Berman asked if developments should be changed to five units or more, instead of four units or more. Tokos thought that this needed to be tweaked. Hanselman thought it didn't feel like there was much parking for bikes but suspected that people took their bikes inside their homes to store them. Capri thought these ratios seemed fair. Berman asked if the introductory paragraph for this section would be updated from four to five units. Tokos would change this.

Tokos reviewed the Vehicular Access and Circulation standards, and the Approach and Driveway Development standards. Branigan asked if there were standards on who could have a gravel driveway. Tokos explained that when they had five or more parking spaces it needed to be paved. He thought that if they were allowing parking to be gravel they should also allow the driveway to gravel. Tokos explained this was for new development and

was not the same as when people wanted traffic calming applied to an existing road. That would have handled separately.

Tokos reviewed the Access Spacing Requirements next. He noted that he wanted to be cautious about setting high spacing standards on US 101 and US 20, and then forcing deviations through a Type II land use process. If this was the case, the city would be seeing a lot more of these decision on the staff level. Berman asked if ODOT had any universal standards. Tokos thought the consultants were pulling in the ODOT standards, but this could be modified as part of a TSP process. He would suggest that they consider going with tighter spacing requirements and find a way to forego this so they didn't create more Type II procedures they didn't want. Berman asked what the ranges for the arterials meant. Tokos reported the consultants needed to specify this. He would work with them to get better language in this section.

Tokos reviewed the Block Length standards and Parking Lot standards next. He pointed out the diagram that showed people how to design angled, 30 degree, and 90 degree parking spaces. Hanselman asked if zero degrees was parallel parking. Tokos confirmed it was. Branigan asked if there were adjustments made for compact cars versus large trucks. Tokos explained they would propose changes to allow 40 percent of the spaces to be compact, which was 7.5 feet by 15 feet, and was much tighter. Berman asked if they needed to consider parking lots for RVs. Tokos pointed out that RVs took up a lot of space and they would almost have to key that off of specific uses that would be high RV use attracters. They tried to accommodate RVs with public parking as much as they could. Berman asked if Item H for parking lot locations applied to drive up, drive ins, or drive throughs, or if it applied to everyone. Tokos confirmed it was everyone. Hardy thought it didn't make sense to not allow parking between the main entrance and the street when most of the retail stores in town currently had that type of parking. If they parked in back of the store and the parking wasn't visible from the street, it opened doors to park clouds. Tokos explained this was more of an urban design. It was typically something they saw in the parking code and put into an area specific code such as Nye Beach. Nye Beach had similar language that said that it had to be within five feet of the property line. If someone was looking to create a pedestrian oriented and walkable type of community, you wouldn't want a sea of parking between the sidewalk and the side of the building. Tokos noted this wasn't the same for every place in the city. Hardy thought it was safer to walk through a parking lot than a five foot wide sidewalk where the traffic pattern was unpredictable. Tokos noted that by parking behind the buildings the street scape became more inviting for people to want to walk there. He noted he would add to this section to say that it should be reserved for the different design districts. Capri thought it was a good urban design but thought it was hard to visualize it on US 101 because nothing had it. Tokos would ask the consultants to pull this. They could always add this to a design district.

Tokos reviewed the Exceptions for Landscaping Requirements for New Development. Berman asked what the rationale was behind Item D2. He didn't think limiting landscaping to 300 square feet was very big. Tokos explained this was an existing standard and it was used to scatter landscape sections throughout the area instead of just in one spot. Berman asked if they needed to be more specific for applicable nursery standards for Item D6. Tokos would look to see if they could get some additional details here but couldn't think of where they had constructed tree wells before. Berman thought this could be a part of the Downtown redevelopment. Hardy didn't think the parking standards were very practical. They concentrated on making things look cool without necessarily addressing efficiency and safety. Tokos explained they were looking to get some parameters on landscaping. They had a lot of old legacy parking lots where nothing had ever been done with landscaping and they were looking to add standards to break this up a bit. Berman asked if there would be any input by the city to conform with existing parking lots. Tokos reported if they were doing work on a parking lot, or constructing a new one, they would. They worked to do this with the parking lot next to City Hall. Hardy thought some of the patterns were silly in the long run. They needed to consider root patterns for the plantings being put in. These would increase the maintenance for the asphalt because of the root growth and upheaval, and the introduction of ground water under the asphalt into the roadways. These were practical considerations that would cost more money down the road. Hanselman asked if there was a reason to look at the landscaping parking lot interfaces to consider how the landscaping could conceal a bad person wishing to do something bad to another person in a parking lot. Tokos wasn't sure how this could be written into the code. Hanselman thought it was something worth thinking about. Escobar thought they could limit hedges to two to three feet. Tokos noted what they were talking about was a few different things. In respect to vehicle lights, the hedges needed to block headlights for parking cars, and headlights shining when vehicles were passing by. Hardy thought this

was silly because oncoming traffic was subject to traffic lights on the highways. Tokos would talk to the consultants about this and have them strike some of the language about wheel stops.

Tokos reviewed the Pedestrian Access and Circulation next. Hanselman asked what a soft surface was. Tokos explained it was gravel, bark or spongy walkways. Berman noted that Item 2C needed to have the wording fixed because they wouldn't "connect" with the Americans With Disabilities Act requirements. Tokos would fix this. Berman asked for clarification on what would need to be raised six inches in Item 3. Tokos explained it demarked the walkway and provided some separation. This type of curbing for stormwater management and was typically required. Berman thought they needed to designate what type of vehicles they were trying to create tighter spacing for, and thought adequate minimum spacing was rather vague. Tokos agreed and would work on the language. Berman noted Item 5 should be consistent with the wording on Item 6. He asked if requiring a walkway to be six feet wide was too much. Tokos explained this number kept going up. It wasn't excessive when talking about wheelchairs and the ability to pass them on sidewalks. Berman asked why at the end of Item 6 it said less than four feet. He asked if it should be six feet or above. Tokos explained this allowed for other types of walkways and he would ask the consultants to clean up the distinctions. Berman asked for an example of an access way as opposed to a walkway. Tokos explained it was akin to providing a walkway between two lots such as the cul-de-sac development by Sam Case Elementary on Chambers Court. This was a pedestrian path that was an access way between two lots to allow access to a park. These walkways were getting a little bit wider because they found that when they narrowed pedestrian access between residential lots, the access didn't get used a lot because they didn't feel they were safe. The city didn't do a lot of these. Berman thought the footnote under the shared use paths was unreasonable due to some of the terrain constraints to be able to come up with a full 16 feet. This would increase cost and he asked if there could be any terrain exceptions. Tokos reported there could be.

Tokos reviewed the Carpool/Vanpool Parking section. Berman thought the parking lot standards should be reworded because there was no reason to use 10 percent. The words "or a minimum of 2 spaces" should be struck out.

Tokos reviewed the Transportation Mitigation Procedures next. Berman thought that the conditions of approval were poorly written and needed to be rewritten. Tokos would talk to the consultants about cleaning this up. He would also talk to them about getting additional details on traffic calming when it was requested by citizens as opposed to an ask of the developer.

Tokos would be providing a few more detailed comments on some of the standards. He would then get a more complete packet to the project committee, and it would come back for the Commission to review in a couple of months.

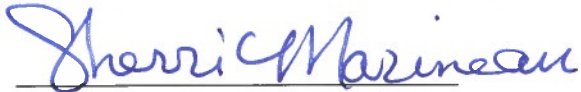
### **3. Unfinished Business.**

- A. **Transportation System Plan Tech Memo #11, Alternate Mobility Targets.** Tokos reviewed the introduction, alternate mobility standards, and the mobility targets. He then reviewed the intersection operations on US 101 and US 20. Tokos noted that the consultants suggested adding standards for queuing on side streets. He wanted them to explain the interplay of the level of service standards they would have the city impose the on the side streets, and their volume to capacity limit they had for the vehicles allowed in the highway. Berman asked if they had distinguished between left and right turns. Tokos noted they hadn't. This was just the queue. He noted he flagged some numbers because he had the advantage of a traffic study by a different firm that happened in this particular area that suggested these numbers are wrong. He would ask the consultants to look at this.

Berman pointed out that one of the top projects for urban renewal was going to be the lighthouse to lighthouse trail, and wanted to make sure it was at least evaluated and in the list. Tokos explained this would be on the list and they just submitted a grant for Federal Lands Access dollars in partnership with BLM. If they got the funding it would extend the trail from Oceanview all the way to the Lighthouse.

- B. **Establishment of a Parking Advisory Committee and Parking Management Strategies for the Bayfront, Nye Beach, and City Center Districts.** No discussion was heard.
- C. **Goal Setting Report.** No discussion was heard.
- D. **Planning Commission Representative on the Vision 2040 Committee.** No discussion was heard.
- 4. **Adjourn.** The meeting adjourned at 7:03 p.m.

Respectfully submitted,



Sherri Marineau,  
Executive Assistant