

MINUTES
City of Newport Planning Commission
Work Session
Newport City Hall Council Chambers by Video Conference
December 13, 2021
6:00 p.m.

Planning Commissioners Present by Video Conference: Jim Patrick, Bob Berman, Jim Hanselman, Gary East, and Bill Branigan.

Planning Commissioners Absent: Lee Hardy, and Braulio Escobar (*all 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.** Chair Patrick called the Planning Commission work session to order at 6:00 p.m.
2. **Unfinished Business.**
 - A. **Finalizing Fiscal Year 2022/2023 Goals.** Tokos reviewed the draft goals for the Commission for fiscal year 2022/2023. Hanselman requested that the hard copies of meeting materials for Commission agenda be at least a 12 point size font. The Commission was in general consensus with the goals presented. Berman pointed out that the normalizing of city limits had gone away from the goals. He thought the city limits to the north and the east had problems, and asked if these could be a two to five year goal to get rational city limits instead of historic. Berman explained the north had a big stretch on US 101 that wasn't included in the city limits. He noted that if it was too late to include it with this year's goals he would bring it up next year. The Commission was in general agreement to add to the current year. Patrick also thought the US 20 city limits should be added as well. Tokos would add it to the list.
 - B. **Review Revised Draft of Tech Memo #12, Transportation Standards.** Tokos reviewed the revisions to the document starting with the traffic impact analysis first. Berman thought this should say 50 or more peak hour trips instead of 500 or more, for consistency.

Patrick asked if the Wilder subdivision had to go through a traffic impact analysis because it was a phased development. Tokos explained Wilder was different because they annexed in roughly 68 acres. The annexation and initial planned development work required a traffic impact analysis. The concept was if you were doing multiple phases the city would hook you for things that happened in the last three years. Capri asked if it applied to just one entity, not multiple owners or developers. Tokos reported they would take a look at if they needed to tweak the ownership piece so people couldn't game it by being different entities. Branigan asked how they chose three years. Tokos explained the consultants picked up the language from another jurisdiction's plan. It should be for a reasonably short of time because in five to 10 years there could be enough changes to traffic to impact a development. Berman asked what the definition of "adjacent" was when talking about the development impacts. Tokos thought this needed to be made more clear. Capri thought there were standards for satellite

parking that they could use which was the same distance. Tokos agreed they could potentially use it. Patrick thought the language needed to be tightened up.

Tokos reviewed the level of service standards that were added to the document. Patrick noted that he didn't know what the acronyms were and felt they needed to be defined. Tokos would work to add definitions for the proposed mobility standards.

Berman questioned what the "other percentage to account for inflation" was for the Fee in Lieu, Option B. He asked if the other percentage could end up being greater than 125 or if there was a possibility that the City Council would lower it to 110. Tokos confirmed it could go either way, but it would have to be set by the City Council and was up to them to determine the appropriate amount. Berman asked if there would be a resolution that would set the percentage. Tokos explained the code would set the percentage because they were referencing 125 percent in the document specifically. The other amount would be set by Council. The City didn't currently have a fee in lieu program but this gave the City the authority to do it. This allowed a developer to pay a fee in lieu of doing a required improvement. Tokos explained the City didn't currently have the capacity to manage the program for developers and they would have to set up parameters for the fee in lieu program.

Tokos pointed out that the bicycle parking standards were included in the document. The consultants had adjusted this piece but they didn't include the covered bike parking that Capri was interested in. Patrick asked what bike parking was. Tokos explained it was usually a rack and it needed to be defined. A discussion ensued regarding the table for the parking spaces and bike spaces that would be required for developments, and what was appropriate for each type of development. Berman pointed out that the table didn't need the number of parking spaces in separate rows for 1 to 4, and 5 to 25 because both rows are required to have the same number of spaces. It should be cleaned up and have one row to say 1 to 25.

Branigan asked what the bike space dimensions were. Tokos explained in the existing code was 2.5 by 6 feet concrete pad with a rack. Branigan asked if the bike space had to be in the parking lot or placed elsewhere in the development. Tokos reported they could put it in different areas such as putting it approximate to the entry for a multi-family complex. When reviewing plans, Tokos directed developers to put the spaces in a more visible or desirable area, instead of next to a trash receptacles.

Tokos reviewed vehicular access and circulation. Berman noted that Option A should say, "safe vehicle access to and egress from properties" instead. Patrick noted that the document said developers would have to stick to ODOT standards, but ODOT didn't allow access on US 101. Tokos reminded that they couldn't put anything in the code that gave them authority over the State codes. He confirmed that the City had certain standards they had to go with. This would apply to when someone came in with other standards. Hanselman asked what "channelization" was. Tokos explained this typically meant you were prohibited to turn left and was a control to prevent turns. Berman asked how Option 9 was enforced for things such as people turning left when it was only a right turn only. Tokos explained this was enforceable, and if someone got into an accident a police officer could enforce by giving them a ticket for turning the wrong way.

Berman noted that the document referenced concrete and asphalt surfaces, and asked if they were making any effort to encouraging permeable equivalent surfaces. Tokos pointed out they weren't doing this for travel services. The reasons they weren't had to do with the geology for the area, maintenance issues of pervious pavements, condition issues that lead to surfaces not functioning over time as they were supposed to, and the surfaces not wearing as well with heavy truck traffic. They could work this into the language for parking areas where there wasn't too much daily use. Berman

wanted to see some words added about this in the document. He also noted that the foot notes on Table 14.61 started at 1 and then skipped to 3. The numbering for 3 needs to be changed to 2. Tokos noted that he has asked the consultants to include the blue print guidelines to show the specific distance, not just a range.

Tokos reviewed the street, block length, and accessway standards. Patrick thought that mid-block pedestrian bicycle connections of 300 feet were too close together. He asked if this was just for arterials. Tokos explained this would be for a new subdivision, not an existing development pattern. The 300 feet could be adjusted. Patrick thought this was too close. Tokos would ask the consultants to take a look at this to see if there were other options.

Berman asked how the 40 percent for compact spaces on Reference 8 was determined. Tokos explained it would be defaulted to rounding down to the last whole figure. Berman asked if this was referenced in the document. Tokos didn't know if it was but they could clarify this. Capri thought they would typically round up. Tokos explained for purposes of the required parking minimums it would round up, but for compact spaces it would go down, otherwise you would exceed the 40 percent of number of compact spaces. Berman thought this needed to be explained better.

Berman asked if they ever addressed the large number of pickup trucks in town that took up too much room in parking spaces, and if there was any thought to adjust the parking space size standards. Tokos cautioned against any deviations they authorized. Patrick noted a 8-foot parking space was hard for a large truck to get into. Tokos asked if the Commission wanted to change the minimum to 9-feet by 18-feet. A discussion ensued regarding thoughts on the correct minimum size for parking spaces. Tokos asked how the Commission felt about the parallel parking. Patrick wasn't sure without drawing it out to see how it looked. The Commission expressed concerns about how large pickups took up a lot of room in parking spaces.

Tokos reviewed the updates to the landscaping standards. Berman noted that the "applicable nursery standards" weren't defined in the document and needed to be added. Branigan asked if they could push the parking lot standards over to the Parking Advisory Committee to get their recommendation on what it should be. Tokos noted there were other things that were first on the Committee's agenda but he could ask them to look at them. Branigan wanted it added to their agenda so they could review it at some point. Berman was concerned about the parking space sizes. A discussion ensued regarding parking space standards. Tokos reported they would look at changing the width. Patrick wanted the length looked at as well.

Tokos asked for comments on pedestrian access and circulation. Berman requested that impermeable surfaces be looked at in this section.

Tokos reviewed the carpool/vanpool section next. Berman noted that Reference 12(B)(2) should have the "a" after "when" deleted. Tokos pointed out there were two "B" references and one should be removed. Berman noted that on Reference 12(C)(1)(b) the wetlands gave a citation but the landslides did not. He asked if this was the DOGAMI landslide maps. Tokos explained this was the official maps they used for geohazards, and they could add this for reference purposes.

Tokos reviewed the traffic calming section and noted they would be putting a separate procedure together for this and it would be included in the Municipal Code. It would be set up as a procedure that outlined how citizen requests for traffic calming would be handled. They would try to set it up so that the Council would be the decider for these requests.

Tokos covered the consolidation transportation standards definitions. Berman noted that Section 8 of the local street standards didn't have anything as "seen as right." Tokos would make sure the language was cleaned up.

Tokos asked for comments on right-of-way and roadway widths. None were heard. Tokos noted the new provisions for shared use paths were added. He noted he was inclined to shave the width on this to 8 feet. Patrick asked why they required shoulders. Tokos explained they wouldn't want the path to be too tight so people didn't feel comfortable to walk on it, and shoulders provided an area for maintenance. Berman wanted pervious pavements added. He noted that on Page 37 that "Q" was a duplicate of "N". Tokos noted that the Title 13 and 14 were being combined so that the subdivision regulations were housed with the rest of the land use regulations. This would allow them to simplify some of the procedural items.

Berman asked for an updated Commission work program. Tokos reported he would be sending a new work program that would extend out into the new year.

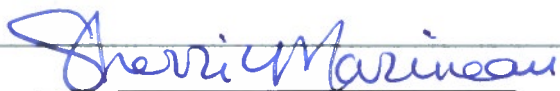
Tokos gave an update on current land use decision coming up. He noted he hadn't reviewed the animal shelter application yet, and the Urban Growth Boundary review would be kicked back to the Commission. Tokos reported he had received a couple of incomplete land use applications that would be reviewed by the Commission at a later date. One application was for a conditional use for a RV park application. This application was incomplete. There was also a subdivision application for the north side of the Yaquina head. They wanted to do a development with about 20 homes on a private street. There were issues with water pressure there that they needed to work on. This application was incomplete and would eventually be reviewed by the Commission.

Berman asked if there was any talk about adding more affordable housing. Tokos explained there wasn't any current plans for affordable housing, but there was interest. Wyndhaven would be moving forward with more market rate housing apartments the coming summer. There was also interest in adding around 10 units around NW 1st Street and Coast Street. This would be ground floor commercial with apartments above. Berman wanted to encourage these developers to include parking. Tokos explained they would look to maximum what they were allowed in terms of parking. This would add around 88 units for market rate. Tokos noted that the Whaler Hotel expansion would be moving forward as well.

3. **Unfinished Business.** No discussion was heard.

4. **Adjourn.** The meeting adjourned at 7:12 p.m.

Respectfully submitted,



Sherri Marineau,
Executive Assistant