

**MINUTES**  
**City of Newport Planning Commission**  
**Regular Session**  
**Newport City Hall Council Chambers**  
**February 11, 2019**

**Planning Commissioners Present:** Jim Patrick, Lee Hardy, Bob Berman, Rod Croteau, Jim Hanselman, and Bill Branigan.

**Planning Commissioners Absent:** Mike Franklin (*excused*).

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

1. **Call to Order & Roll Call.** Chair Patrick called the meeting to order in the City Hall Council Chambers at 7:00 p.m. On roll call, Commissioners Hardy, Berman, Croteau, Patrick, Hanselman, and Branigan were present.

2. **Approval of Minutes.**

A. Approval of the Planning Commission work and regular session meeting minutes of January 28, 2019.

**MOTION** was made by Commissioner Croteau, seconded by Commissioner Berman to approve the Planning Commission work and regular session meeting minutes of January 28, 2019 with minor corrections. The motion carried unanimously in a voice vote.

3. **Citizen/Public Comment.** None were heard.

4. **Action Items.**

A. **File No. 5-CUP-18 Final Order and Findings.**

**MOTION** was made by Commissioner Croteau, seconded by Commissioner Berman to approve the Final Order and Findings for File 5-CUP-18 with conditions. The motion carried unanimously in a voice vote.

Berman asked about the issue with the trash cans at the site and if the dumpster had to be moved off the street. Tokos said it didn't need to be moved and was fine as is. Patrick asked about the recycling bins location. Tokos said they would have to be screened.

B. **Adoption of Planning Commission 2019-2020 Goals.**

**MOTION** was made by Commissioner Croteau, seconded by Commissioner Hanselman to adopt the Planning Commission 2019-2020 Goals as written. The motion carried unanimously in a voice vote.

C. **Approval of Short-Term Rental Enforcement Memo.**

**MOTION** was made by Commissioner Croteau, seconded by Commissioner Berman to forward the Short-Term Rental Enforcement Memo to the City Council as amended in the work session meeting held that evening. The motion carried unanimously in a voice vote.

5. **Public Hearings.** No Public Hearings.

6. **Unfinished Business.** None were heard.

7. **Director Comments.**

Tokos noted there was an applications for a multi-unit property tax exemption for the Surf View Village apartment housing complex that would be coming to the Commission in late March or early April. The project was an 110 unit complex where all the units would be affordable for low income levels. Berman asked if all the property tax exemption applications would come before the Commission. Tokos said the process was set up for the Commission to give a recommendation to the City Council. He noted that the Surf View Village application would mean a sizeable amount of exemptions for them. Hardy asked if the Commission would see how the rents were compared to the size of the units. Tokos said yes, there would be information in terms of rents. Hardy asked if the units would be privately managed or nonprofit. Tokos said it was privately managed.

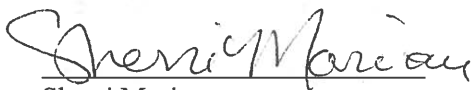
Tokos said another amendment to the South Shore development would be coming before the Commission. They were looking to change their hotel/retail lots to a 12 lot subdivision for residential lots. Tokos said they would also be changing the condo lots to six single family housing lots.

Tokos said later this month he would be talking to an attorney representing Hancock about a 40 acre urban growth boundary expansion located near the Wilder development. He explained it would technically be a land swap where they would bring in 40 acres and swap out 40. If this happened, it would come before the Commission as an urban growth boundary amendment.

Tokos requested that the Commissioners who were testifying at the City Council hearing on February 19th state they were not representing the Commission. He said he talked to the City Attorney and if the Commissioners stated this when testifying, the city would not have to notice the meeting. Tokos reminded the Commission that the rule for noticing did apply to electronic correspondence between Commissioners. The Commission could not communicate as a group via email or phone because it would be considered a quorum and would have to be noticed. This was why they couldn't hit "reply all" when sending emails.

8. **Adjournment.** Having no further business, the meeting adjourned at 7:12 p.m.

Respectfully submitted,



Sherri Marineau  
Executive Assistant