

Agenda

PLANNING COMMISSION

Tuesday, May 27, 2025, 5:30 PM

INTRODUCTION

The City of Newport, Washington is a Mayor Council form of government and is a non-charter code city. The City of Newport Planning Commission was created by ordinance No. 308, which set forth the membership, terms of office, powers, and duties. This ordinance was updated by ordinance No. 2018, February 2, 2015. The Commission members shall serve without compensation and are appointment by the Mayor and confirmed by the City Council. Regular meetings are conducted at the Newport City Hall, 200 S. Washington Ave., at 5:30 PM, on the fourth Monday of each month. The Planning Commission is responsible for a variety of duties, such as, updating the City Comprehensive Plan, granting conditional use permits, acting on zoning matters, making recommendations to the City Council that concern subdivision and annexation petitions and such other matters as maybe requested by the City Council. Planning Commission members are not professional planners; however, they are responsible community leaders from all walks of life, who are vitally interested in orderly growth of our community.

Questions concerning the Planning Commission or to place a topic on the Planning Commission agenda, please call the Newport City Hall at 509-447-5611.

OUR PLANNING COMMISSIONERS

Chair	Terri Ivie
Member Position #1	Chris Thomas
Member Position #2 (Vice Chair)	Troy Moody
Member Position #3	Ty Krohn
Member Position #4	Vacant

CALL TO ORDER

- ◇ ROLL CALL
- ◇ PLEDGE OF ALLEGIANCE
- ◇ AMENDMENTS TO THE AGENDA
- ◇ APPROVAL OF AGENDA
- ◇ AMENDMENTS TO PREVIOUS MEETING MINUTES
- ◇ APPROVAL OF PREVIOUS MEETING MINUTES

CHAIR AND COMMISSIONER COMMENTS

NEW BUSINESS

Public Hearing to discuss initiating text amendments to the Newport Municipal Code Title 17.03 amending Development Regulations regarding accessory dwelling units – Rachelle Bradley, Contracted Planner

AUDIENCE PARTICIPATION

ADJOURNMENT

MINUTES OF THE NEWPORT CITY PLANNING COMMISSION
Monday, April 28, 2025

A meeting of the Newport City Planning Commission was held on April 28, 2025, at 5:30 PM at City Hall, 200 S. Washington Avenue, Newport, Washington, with the following present:

Terri Ivie	Abby Gribi	City Administrator
Chris Thomas	Nickole North	Clerk/Treasurer
Troy Moody	Rachelle Bradley	Contracted Planner
Ty Krohn		Chair
Allison Zimmerman		Commissioner
		Vice Chair (Absent)
		Commissioner
		Commissioner

Chair Ivie called the meeting to order at 5:30 PM, followed by roll call.

APPROVAL OF AGENDA & MINUTES:

Commissioner Thomas moved to approve the agenda as written; Commissioner Krohn seconded. Motion carried.


Commissioner Zimmerman moved to approve the minutes from the March 24, 2025 meeting; Commissioner Thomas seconded. Motion carried.

NEW BUSINESS:

Rachelle Bradley, Contracted Planner for the City of Newport, gave an overview of the Washington State Department of Commerce Grant Funding for the Comprehensive Plan Update and Climate Planning.

ADJOURNMENT:

The next meeting will be May 27, 2025 at 5:30PM. This will be a Tuesday due to the Memorial Day holiday. The meeting was adjourned at 5:55 PM.

Attest: 
Nickole North
City Clerk/Treasurer

By: _____
Terri Ivie
Chair



NMC 17.03.090 Accessory Dwelling Units: Development Regulations Amendments

To: City of Newport, Planning Commission

From: Rachelle Bradley, AICP, Planning Consultant

Date: 05/02/2025

Subject: Proposed Development Regulations Amendments: NMC 17.03.090 Preliminary Analysis

Purpose

To better support housing options while preserving the character of Newport, the City is reviewing and proposing amendments to its Accessory Dwelling Unit (ADU) code (17.03.090). These amendments will: 1) ensure compliance with recent state law changes, 2) address questions raised by property owners, and 3) clarify ADU requirements. The City also recognizes the need to make ADU development more affordable and is considering reducing utility connection costs.

State Law Consistency

The Growth Management Act was amended in 2023 through the passing of HB 1337, which impacts the construction and use of ADUs. The bill applies to all local governments planning under the Growth Management action. In particular, HB 1337 states, "Cities and counties planning under this chapter [RCW 36.70A 'Growth Management Act'] must adopt or amend by ordinance, and incorporate into their development regulations, zoning regulations, and other official controls the requirements of this section and of section 4 of this act to take effect six months after the jurisdiction's next periodic comprehensive plan update required under RCW 36.70A.130." – P.4, Sec 3, lines 5-10. Newport has until six months after the periodic update to revise their regulations as needed to conform (approximately December 31, 2027). However, the city is prioritizing housing development by proposing development regulations now that are consistent with implementing the requirements of HB 1337.

Comprehensive Plan Consistency

Per NMC §17.06.120, "As part of all project and application reviews, the city shall determine if a proposed project or development activity is consistent with applicable city development regulations, municipal code provisions, ordinances, and the goals and policies of the adopted comprehensive plan." Preliminary analysis

indicates that the proposed code amendments are consistent with the Comprehensive Plan particularly the following goals and policies:

Land Use Goal #3: Maintain a high standard for new development consistent with Newport's vision.

Analysis: The proposed code amendments establish specific criteria that promote consistency with Newport's Comprehensive Plan vision of responsible and adequate growth.

Housing Goal #1: Support an adequate supply of housing by promoting a sufficient supply of land and infrastructure capacity for a variety of residential types and uses.

Analysis: The proposed code amendments allow up to two dwelling units per lot and also establish city utility connections requirements accounting for infrastructure capacity.

Housing Policy #1.5: Identify and evaluate opportunities to increase residential density without harming neighborhood character. This may include:

- a. The preparation of standards to support the appropriate development of accessory dwelling units and alternative types of housing such as cottage housing.***

Analysis: The proposed code amendments encourage the appropriate development of accessory dwellings units through specific criteria and allow up to two dwelling units per lot. The code encourages flexibility with parking, height, and siting requirements while also maintaining the city's character.

Rationale for Code Amendments

Proposed Code Section	Proposed Text Amendment	Rationale
NMC 13.030.090(5)(a)	Up to two accessory dwelling unit shall be allowed per residential lot that meets the minimum lot size and all development regulations.	HB 1337 requires cities to allow up to two ADUs per lot in all GMA urban growth areas, in addition to the principal unit, for lots that meet the minimum lot size required for the principal housing unit
NMC 13.030.090(5)(b)	The gross floor area shall not exceed 1,000 square feet.	Local governments may not require ADUs to be smaller than 1,000 gross square feet in size per HB 1337.
NMC 13.030.090(5)(c)	The accessory dwelling unit square footage shall be included in the calculation of the overall lot coverage and may not exceed the maximum lot coverage in the applicable zoning district.	Ensures the development of ADUs are consistent with Title 17 Development Regulations and meets HB 1337 requirements.
NMC 13.030.090(5)(d)	An accessory dwelling unit located in the front or side yard shall have a minimum setback of five (5) feet from the front of the primary residence provided setback requirements are met.	Maintains the character of Newport consistent with Housing Policy 1.5 in the Comprehensive Plan while meeting HB 1337 requirements.
NMC 13.030.090(5)(e)	Meet applicable height requirements for the zoning district and shall not exceed the height of the primary residence.	Ensures the development of ADUs are consistent with Title 17 Development Regulations and meets HB 1337 requirements.
NMC 13.030.090(5)(f)	The accessory dwelling unit must have independent water and sewer connections to the primary unit and may not have connected services.	Ensures concurrency standards are maintained for new connections to city services.
NMC 13.030.090(5)(g)	Off-street parking shall be provided consistent with 17.03.010. Established parking may satisfy parking requirements upon evaluation by the city.	
NMC 13.030.090(5)(h)	If the accessory dwelling unit is attached to the primary residence, it must have a separate exterior entrance and shall not be accessible within the primary dwelling unit.	

Next Steps

A full staff report with comments received and recommendation will be provided a week prior to the public hearing. The Public Hearing is scheduled during the next Planning Commission meeting, May 27 at 5:30pm at City Hall.



WAC 197-11-970

Determination of Non-Significance (DNS)

Newport Municipal Code Chapter 17: Floodplain Ordinance Text Amendment

Issuance Date: May 8, 2025

Comment Due Date: Comment period (May 8-May 27) Comments must be received by May 27, 2025 at noon.

Project Name: City of Newport Initiated Chapter 17 Municipal Code Amendments: Accessory Dwelling Units

Description of Proposal: Newport is initiating text amendments to the Newport Municipal Code pertaining to Title 17.03 amending Development Regulations regarding accessory dwelling units. The amendments seek compliance with the Washington State Growth Management Act (GMA), RCW 36.70A, and Newport City Code 17.06.060 Procedures for Type 4 review.

Location of Proposal: Citywide

Applicant: City of Newport

Lead Agency: City of Newport

The City of Newport, acting as lead agency for this proposal, has determined this proposed non-project action will not have probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after reviewing a completed environmental checklist completed by the city's planning consultant, SCJ Alliance, and other information on file with the lead agency.

This determination is based on the following findings and considerations:

- The proposed project is not expected to generate significant adverse impacts for earth, water, water quality, plants/animals/fisheries/marine life, or in its potential for cumulative impacts related to future development influenced by the proposal. The proposal would also not cause the location of future developments to occur more intensively in any particular kind of properties with environmentally sensitive features, such as steep slopes or locations near natural drainage systems or in proximity to shorelines.
- The proposed project would not result in direct adverse or significant adverse impacts to air quality, noise, energy, natural resources depletion, or environmental health.
- The proposed project is unlikely to result in development and land use patterns that would be incompatible or substantially and adversely different in locational pattern, scale, siting, or total building bulk profile from the comparable and contiguous areas that could be developed under current code.



Responsible Official: 
Rachelle Bradley, SCJ Alliance, Consultant Planner

Address: 108 N Washington Street, Suite 300, Spokane, WA 99201

Phone: 509-835-3770 ext. 344

This DNS is issued under WAC 197-11-340(2) and the lead agency will not act on this proposal for at least 14 days from the date of publication (May 22, 2025). Any interested parties may submit written comments on this proposal. This information is available to the public upon request. The Newport Planning and Zoning Commission will conduct a public hearing on the request for Title 17.03 Supplementary Standards Text Amendment on May 27, 2025 at 5:30pm at Newport City Hall, located at 200 S. Washington Ave., Newport, WA 99156.

Appeals: You may appeal this determination of non-significance pursuant to Chapter 17.06 of Newport City Code following final action on the associated permits by the Newport City Council. An appeal on of the Comprehensive Plan Amendments or zoning map changes may be made to the Growth Management Hearings Board in accordance with the provisions of state law. All comments or appeals are to be directed to Abby Gribi, City Administrator, agribi@newport-wa.org, 509-447-6496 and the City of Newport, Building and Zoning, 200 S Washington Ave, Newport, WA 99156, Phone: (509) 447-5611.