

Agenda

PLANNING COMMISSION

Monday, July 28, 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

Introduction to the Comprehensive Plan process, Rachel Granrath, City Planner

AUDIENCE PARTICIPATION

ADJOURNMENT

MINUTES OF THE NEWPORT CITY PLANNING COMMISSION
Monday, June 23, 2025

A meeting of the Newport City Planning Commission was held on June 23, 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
Vacant		Commissioner
		Vice Chair
		Commissioner
		Commissioner

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

APPROVAL OF AGENDA & MINUTES:

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

Commissioner Krohn moved to approve the minutes from the May 27, 2025 meeting; Commissioner Moody seconded. Motion carried.

NEW BUSINESS:

There was further discussion regarding initiating text amendments to the Newport Municipal Code Title 17.03 amending Development Regulations regarding accessory dwelling units. Contract Planner Bradley reviewed the comments that Washington State Department of Commerce would like to be clarified in the update. These will all be addressed in the update recommendation going to Council but she wanted the Planning Commission to be aware of these additions.

A. Comments Proposed submittal does not include definitions for ADU. As proposed, we do not believe this is consistent with RCW 36.70A.696(1) defining that an ADU can be a dwelling unit on the same lot as a single-family housing unit, duplex, triplex, or other housing unit. We recommend adding the definition to align with RCW 36.70A.696(1).

B. Comments Proposed section 17.03.090(5) does not identify conversions of existing structures to ADUs when they violate setbacks and lot coverage. As proposed, we do not believe this is consistent with RCW 36.70A.681(1)(j) allowing conversions of existing

structures as ADUs when they violate setbacks and lot coverage. We recommend modifying section 17.03.090(5) to align with RCW 36.70A.681(1)(j). Please note: If the city does not adopt ADU regulations consistent with state law on or before June 30, 2027, they will be preempted by state law.

C. Comments Proposed section 17.03.090(5) does not identify detached ADUs to be sited at a lot line if the lot line abuts a public alley. As proposed, we do not believe this is consistent with RCW 36.70A.681(1)(i) allowing detached ADUs to be sited at a lot line when abutting a public alley. We recommend modifying section 17.03.090(5) to align with RCW 36.70A.681(1)(i).

D. Comments Please note that state law requires to not assess impact fees on the construction of ADUs that are greater than 50 percent of the impact fees that would be imposed on the principal unit. Typically, this is found within a fee schedule or other documents and not within development regulation submittals. It is recommended to review and ensure this is included for your jurisdiction.

ADJOURNMENT:

The meeting was adjourned at 5:55 PM.

Attest: _____
Nickole North
City Clerk/Treasurer

By: _____
Terri Ivie
Chair