

# *Agenda*

## PLANNING COMMISSION

**Monday, September 22, 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  
Member Position #1  
Member Position #2 (Vice Chair)  
Member Position #3  
Member Position #4

Terri Ivie  
Chris Thomas  
Troy Moody  
Ty Krohn  
Vacant

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### **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**

Discussion to begin official comprehensive plan process, work plan, public engagement and existing needs conversation – Rachel Granrath, City Planner

- Existing Needs Assessment
- Public Participation Plan
- Work Plan
- Project Website

### **AUDIENCE PARTICIPATION**

### **ADJOURNMENT**

**MINUTES OF THE NEWPORT CITY PLANNING COMMISSION**  
**Monday, July 28, 2025**

A meeting of the Newport City Planning Commission was held on July 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	Rachel Granrath	Contracted Planner
Ty Krohn		Chair ( <b>Absent</b> )
Vacant		Commissioner
		Vice Chair
		Commissioner
		Commissioner

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Vice-Chair Moody called the meeting to order at 5:42 PM, followed by roll call.

**APPROVAL OF AGENDA & MINUTES:**

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

Commissioner Krohn moved to approve the minutes from the June 23, 2025 meeting; Commissioner Thomas seconded. Motion carried.

**NEW BUSINESS:**

An introduction to the Comprehensive Plan process was given by Rachel Granrath, Contract City Planner and City Administrator Gribi. Grants have been applied for and awarded totaling \$200,000 to update the comprehensive plan and address climate planning. The final plan will be presented to the state in the spring of 2027. Rachel and her team will be working on outreach to the community as the first step. They plan on attending National Night Out next week as well as the Downtown Trick or Treat event in October. Next year they will be attending the Newport Rodeo. They will also be active with the school district and do some online surveys. Results will be ranked and prioritized. Rachel would also like to work with Pend Oreille County to improve economic development.

**ADJOURNMENT:**

The meeting was adjourned at 6:10 PM.

Attest: \_\_\_\_\_

Nickole North  
City Clerk/Treasurer

By: \_\_\_\_\_

Terri Ivie  
Chair



# NEWPORT REIMAGINED

Rooted in Tradition, Ready for Tomorrow

## Existing Conditions Report

September 10, 2025

### Contents & Key Findings

Contents & Key Findings .....	1
Table of Figures .....	2
Executive Summary .....	3
Background .....	3
Brief History .....	3
Population Trends .....	4
Historic Population Trends .....	4
Newport's population has remained generally constant over time. ....	4
Since 1968, Newport's population has increased by less than 1,000 people. ....	5
When compared to cities of similar size to Newport in 1970, <b>population growth varies widely.</b> .....	5
Populations in Newport and incorporated Pend Oreille County <b>decreased between 2010 and 2020.</b> .....	6
Population Projections .....	6
Pend Oreille County is projected to grow to <b>16,009 by 2050.</b> .....	7
Newport's 2050 population is projected to be <b>2,522.</b> .....	8
<b>Age &amp; Demographics</b> .....	8
Those aged 20-24 and 65-74 make up over 20% of Newport's population. ....	8
Our communities are expected to continue increasing in age. ....	9
Newport is 25% youth and 19% seniors. ....	9
Newport's <b>small-town identity is unique</b> among the state. ....	10
Newport's Educational Attainment trends lower than the County and State. ....	11
Though the City, County, and State are majority white populations, the degree of diversity in each jurisdiction varies. ....	12
<b>Households &amp; Housing Characteristics</b> .....	12
<b>Household sizes</b> in the City and County are <b>generally smaller</b> than the State as a whole. * .....	13
Incomes are expected to increase proportionally over the next 5 years. ....	13
<b>20% of Newport Housing was built before 1950, and only 16% of units have been built since 2000.</b> .....	14
Newport home values are lower than the County and State, on average. ....	14
Newport's median home value is 44% of the statewide median of \$519,800. ....	15
<b>Single-unit detached dwellings</b> are the major housing type in the City, County, and State. ....	15
Other major housing types vary across jurisdictions. ....	16
Newport households are more likely to be <b>single-person dwellings</b> rather than two-person dwellings. ....	16
Nearly 40% of all <b>homeowners</b> in Newport spend over 30% of their income on their <b>mortgage.</b> .....	17
Nearly half of all <b>renters</b> in Newport spend over 30% of their income on <b>rent.</b> .....	17
<b>Vehicle access</b> is not a major issue in Newport. ....	18



Only 1% of Newport households own zero cars.	18
Owner-renter ratios in Newport are widening. By 2030, 67% of homes will be owner-occupied.	19
<b>Employment, Mobility, and Poverty</b>	<b>19</b>
Over 53% of jobs are in Newport's four largest industries: Health, Public Administration, Retail, and Construction.	19
40% of residents have a commute under 15 minutes, while nearly 30% travel over an hour to work.	20
~96% of Newport workers drive to work.	20
Newport households are impacted by economic conditions.	21
<b>Conclusion</b>	<b>21</b>

## Table of Figures

FIGURE 1. NEWPORT, WA POPULATION 2010-2025.	4
FIGURE 2. NEWPORT POPULATION ESTIMATES 1968-2025.	5
FIGURE 3. POPULATION GROWTH OF CITIES SIMILAR IN SIZE TO NEWPORT IN 1970, 1970-2020, S.	6
FIGURE 4. CUMULATIVE 10-YEAR GROWTH RATE OF SELECTED AREAS, 2010-2020.	6
FIGURE 5. PEND OREILLE COUNTY POPULATION PROJECTIONS, 2020-2050.	7
FIGURE 6. NEWPORT PROJECTED POPULATION, 2010-2050.	8
FIGURE 7. AGE DISTRIBUTION OF NEWPORT'S POPULATION (2023).	8
FIGURE 8. DISTRIBUTION OF YOUTH AND ELDERLY POPULATION (2023).	9
FIGURE 9. ESRI TAPESTRY SEGMENT ANALYSIS (2025).	10
FIGURE 10. EDUCATIONAL ATTAINMENT OF CITY, COUNTY, AND STATE (2023).	11
FIGURE 11. RACE AND ETHNICITY DISTRIBUTIONS OF CITY, COUNTY, AND STATE (2023).	12
FIGURE 13. AVERAGE HOUSEHOLD SIZE OF CITY, COUNTY, AND STATE, 2010-2030.	13
FIGURE 14. MEDIAN HOUSEHOLD INCOMES IN CITY, COUNTY, AND STATE (2025 VS. 2030).	13
FIGURE 15. AGE OF HOUSING STOCK IN CITY, COUNTY, AND STATE (2023).	14
FIGURE 16. PERCENTAGE OF HOME VALUE WITHIN SELECTED VALUE RANGES: CITY, COUNTY, AND STATE (2023).	14
FIGURE 17. MEDIAN HOME VALUES: CITY, COUNTY, STATE (2023).	15
FIGURE 18. PERCENTAGE OF DETACHED SINGLE-UNIT RESIDENCES: CITY, COUNTY, AND STATE.	15
FIGURE 19. DISTRIBUTION OF HOUSING TYPES (EXCLUDING SINGLE-UNIT DETACHED).	16
FIGURE 20. DISTRIBUTION OF HOUSING SIZES: CITY, COUNTY, AND STATE.	16
FIGURE 21. MORTGAGE COSTS AS A PERCENTAGE OF INCOME: CITY, COUNTY, AND STATE (2023).	17
FIGURE 22. RENT COSTS AS A PERCENTAGE OF INCOME (2023): CITY, COUNTY, AND STATE.	17
FIGURE 23. ACCESS TO VEHICLES (2023).	18
FIGURE 24. HOUSEHOLD CAR OWNERSHIP IN NEWPORT (2023).	18
FIGURE 25. OWNER-RENTER RATIOS OVER TIME.	19
FIGURE 26. EMPLOYMENT INDUSTRIES IN NEWPORT.	19
FIGURE 27. TRAVEL TIME TO WORK IN NEWPORT (2025).	20
FIGURE 28. MODE OF TRANSPORTATION TO WORK IN NEWPORT.	20
FIGURE 29. PERCENTAGE OF HOUSEHOLDS EXPERIENCING SELECTED ECONOMIC CONDITIONS (2025).	21





## Executive Summary

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This executive summary highlights a few key findings from the existing conditions assessment. While this summary is not exhaustive of all conditions impacting Newport, it begins to tell a story from historic trends, current conditions and informing future trends.

- Historically, Newport's population has remained generally constant over time. Since 1968, Newport's population has increased by less than 1,000 people. Using OFM medium-growth projection, Pend Oreille County is projected to grow to 16,009 by 2050, while Newport's 2050 population is projected to be 2,522. This means an increase of about 367 people over the next 25 years, or about 161 households.
- Those aged 20-24 and 65-74 make up over 20% of Newport's population, and the median age of the City and County are expected to continue increasing over time. Newport is 25% youth under 18, and 19% seniors over 65. Newport's small-town identity is unique among the state. The culture is generally rural, practical, and casual. Educational attainment trends lower than the County and state.
- 20% of Newport Housing was built before 1950, and only 16% of units have been built since 2000. Household sizes in the City and County are generally smaller than the State as a whole, and home values tend to be lower than those of the County and state. In fact, Newport's median home value is only 44% of the statewide median. Newport households are more likely to be single-person dwellings rather than two-person dwellings.
- Vehicle access is not a major issue in Newport, as data shows that only 1% of Newport households own zero cars. With a median household income of \$63,000, much of the Newport population is cost-burdened. Nearly 40% of all homeowners in Newport spend over 30% of their income on their mortgage. Nearly half of all renters in Newport spend over 30% of their income on rent.
- Owner-renter ratios in Newport are widening. 64% of homes are owner-occupied, and this is expected to increase to 67% by 2030.
- Over 53% of jobs are in Newport's four largest industries: Health, Public Administration, Retail, and Construction. ~96% of Newport workers drive to work. 40% of residents have a commute under 15 minutes, while nearly 30% travel over an hour to work.
- Incomes are expected to increase proportionally over the next several years, but Newport households will likely remain impacted by economic conditions. 22% of residents are under the federal poverty line, and 16% don't have internet access.

## Background

The City of Newport is undertaking a periodic update to its Comprehensive Plan, consistent with the requirements of Washington State's Growth Management Act (GMA). This update must be completed by June 30, 2027, and is intended to guide long-range planning decisions related to land use, housing, economic development, transportation, utilities, and natural resources over the next 20 years.

An analysis of existing conditions and demographic realities will help shape policies that reflect local values, concerns, and aspirations. In light of changing conditions such as vacant commercial land, housing demand, infrastructure needs, and opportunities for revitalization, existing conditions will inform policy direction.

## Brief History

Newport was incorporated in 1903 and became the county seat in 1911. It's the largest city in Pend Oreille County, located along the Pend Oreille River right on the Washington-Idaho border, about 40 miles northeast of Spokane. The town's origins were entangled with its Idaho namesake (Newport, Idaho) until the U.S. Postmaster General forced the post office to move to the Washington side in 1901, solidifying Newport, WA's status. Newport, Idaho has survived as "Oldtown" from 1947 onward.





The city is governed by a mayor and five-member council, with four main departments: Executive, Finance, Public Works, and Police. Newport also maintains a Civil Service Board and Planning Commission.

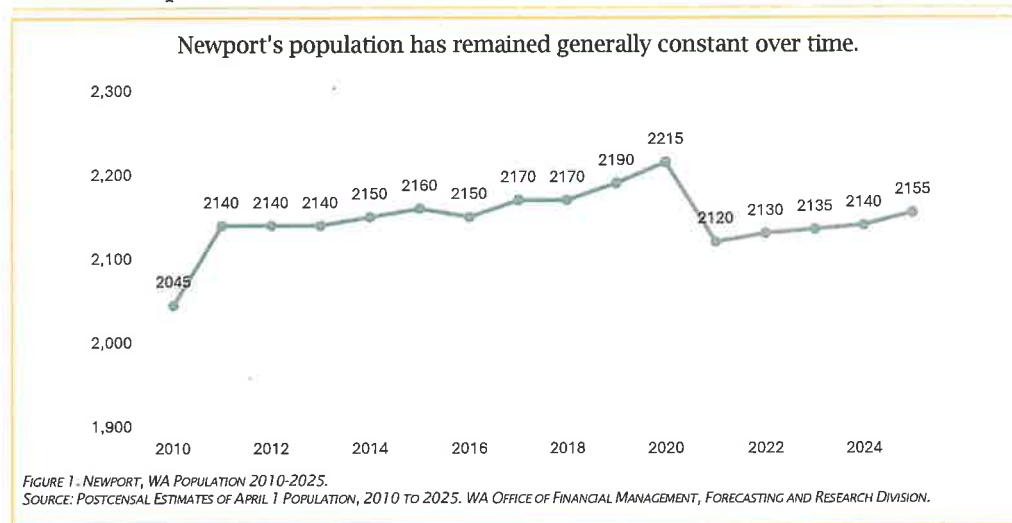
Economically, Newport leans on health, public administration, manufacturing, construction, retail trade, accommodations and food services, and professional and technical services. Its largest employers are Newport Hospital and Health Services, the Pend Oreille PUD, and Newport School District.

Anticipated development is modest and mainly residential.

## Population Trends

Newport's population has been generally consistent over the past several decades. From 2010 to 2025, the lowest population was 2,045 in 2010 and increased to 2,215 in 2020 (according to postcensal estimates). The population graph shows a typical population dip in 2021, matching pandemic-era trends. This decrease from 2020 to 2021 can be observed in cities all over the state.

### Historic Population Trends



Newport's population shows a flat trajectory compared to surrounding communities. Though only an hour drive from Spokane, it is outside of the general commuter shed, so its population is less impacted by Spokane's growth.





Since 1968, Newport's population has increased by less than 1,000 people.

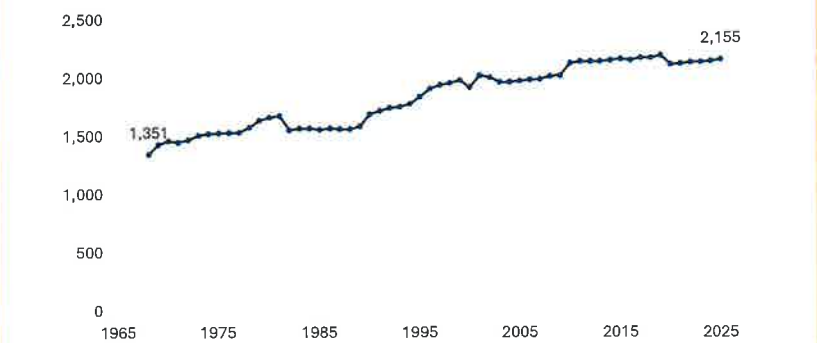


FIGURE 2. NEWPORT POPULATION ESTIMATES 1968-2025.  
SOURCE: POSTCENSAL ESTIMATES OF APRIL 1 POPULATION, 1960 TO PRESENT, WA OFFICE OF FINANCIAL MANAGEMENT (OFM), 2025.

The State of Washington has experienced unprecedented growth since 1990, as shown in the figure below. However, when Newport is compared to the four cities in Washington with similar 1970 population estimates, it is clear to see that growth has generally outpaced the City of Newport. In a time period in which Newport grew by about 662, Bainbridge Island grew by over 23,000, Woodland (Cowlitz County) grew by nearly 5,000, Fife grew by nearly 10,000, and Battle Ground grew by nearly 20,000. These growth statistics can be attributed to many factors. Battle Ground, Woodland, and Fife are located near the I-5 interstate and have become parts of the greater metropolitan growth areas of the state, and Bainbridge Island became tethered to the Seattle Metropolitan area through ferry access. In contrast, Newport is outside of the commuter shed of Spokane, and the economic drivers are not the same. Rather than regional in-migration, Newport's modest growth reflects local employment.

When compared to cities of similar size to Newport in 1970, population growth varies widely.

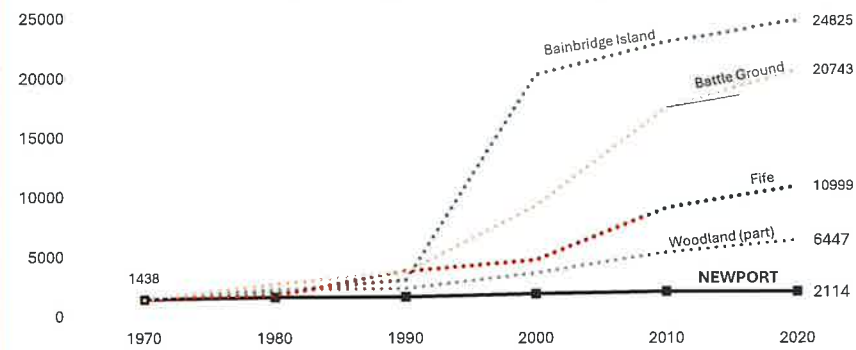
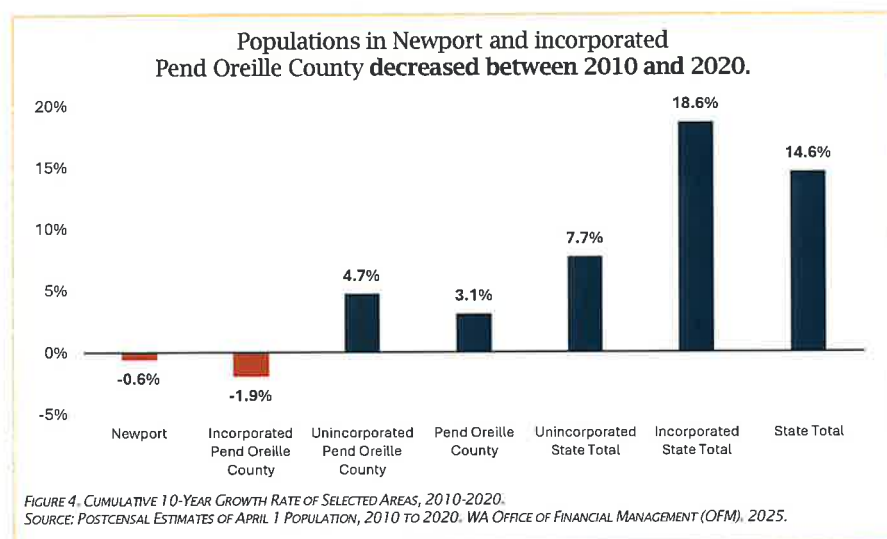






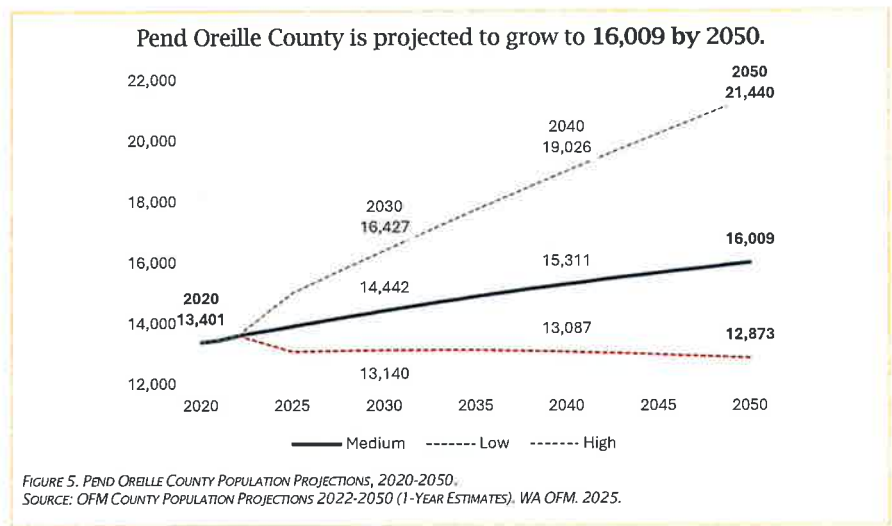
FIGURE 3. POPULATION GROWTH OF CITIES SIMILAR IN SIZE TO NEWPORT IN 1970, 1970-2020.  
SOURCE: POSTCENSAL ESTIMATES OF APRIL 1 POPULATION, 1960 TO PRESENT. WA OFFICE OF FINANCIAL MANAGEMENT (OFM), 2025.

Unincorporated Pend Oreille County grew by about 500 people between 2010 and 2020, indicating a faster growth than that of both Newport and all of incorporated County. Incorporated County has growth by 14% since 1970, while unincorporated county has increased by 214% in the same time period. During 2010-2020, the state population grew by 14.6% and the County total grew by 3.1%.



## Population Projections

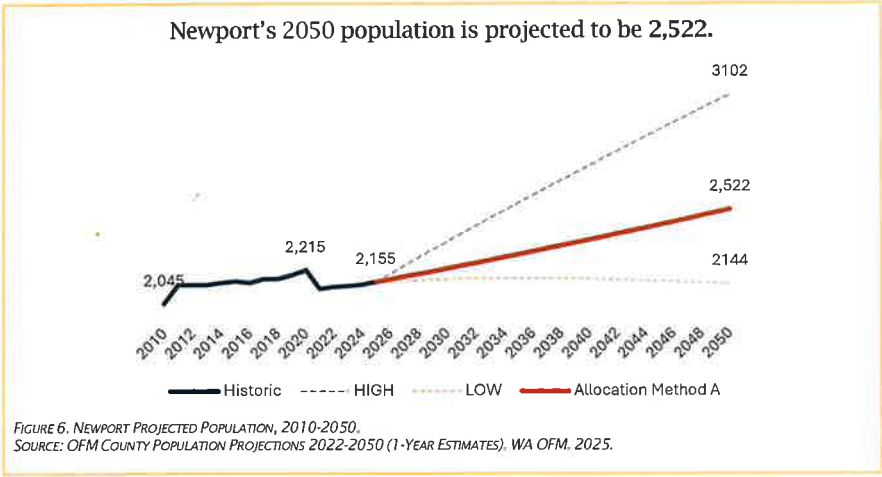
Washington's Office of Financial Management publishes low-, medium-, and high-level population projections for counties in Washington. The Pend Oreille County populations are below, showing estimated population up to the year 2050. As part of the County Comprehensive Planning process, the County will determine which projection level will be appropriate for the County, which will then be extrapolated to both the cities and unincorporated County. Though there are multiple methods to determine city population projections, the City of Newport will follow the lead of county determinations.



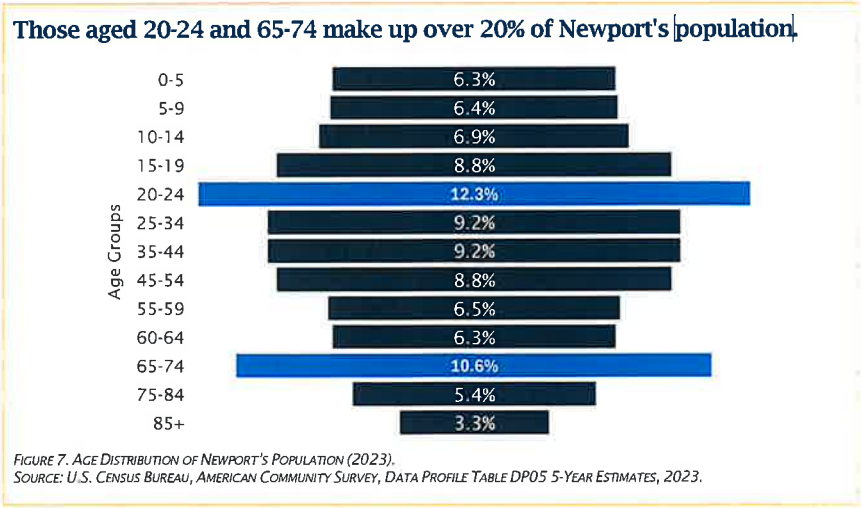
Using OFM medium-level projections from 2020 to 2050, Pend Oreille County is projected to grow from 13,401 to 16,009, increasing by 2,608 people (~89 people per year). annual countywide growth rates are projected to range between 0.4% and 0.75%. Using these exact growth rates, Newport's projected population in 2050 will be 2,505, an increase of 350 people over 25 years. However, this growth rate does not assume any events which affect population, including annexation, development, or developable land capacity.

OFM data showed Newport's population comprising 15.78% of the County's population in 2020. If this share of the population were to remain constant and population were allocated accordingly, the 2050 population in Newport would be estimated to be about 2,522. This is similar to the final 2050 figure extrapolated from the OFM countywide data, and therefore using 2,522 as Newport's 2050 projection is reasonable for the purposes of this report, which is an increase of 367 people over 25 years. This is consistent with the Housing for All Planning Tool (HAPT) from Washington Department of Commerce, which shows 161 homes allocated to Newport by 2050.

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## Age & Demographics



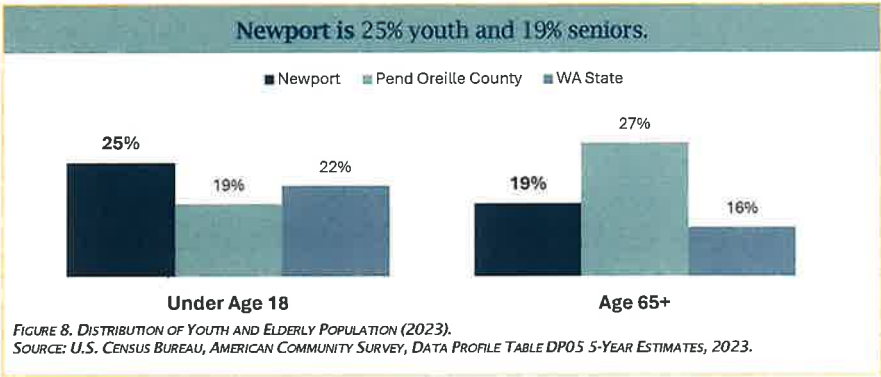
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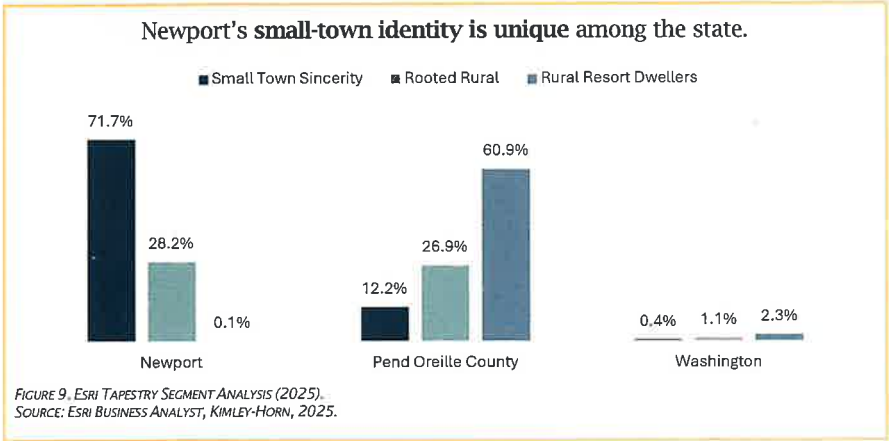
Our communities are expected to continue increasing in age.			
Area	2010	2025	2030 (estimate)
Newport	40.5	43.3	44.6
Pend Oreille County	47.7	51.8	52.1
Washington	37.2	39.1	40.3

TABLE 1. MEDIAN AGE GROWTH OVER TIME: CITY, COUNTY, AND STATE.  
SOURCE: ESRI BUSINESS ANALYST ONLINE MARKET AREA ESTIMATES; KIMLEY-HORN, 2025.

Estimates show the median age of Newport rising, mirroring the estimated trends across the County and State. Though there are many factors that play a part in this demographic shift, a few forces include a lower birth rate (fewer infants being born), life expectancy increasing, out-migration of younger people, and local industry changes. These factors can play a significant role in the economic and housing patterns of cities like Newport.



Newport's median age is lower than that of Pend Oreille County, and the above chart indicates that 25% of Newport's population is under 18. 19% of the City population is age 65 or older, and Pend Oreille County's population of those age 65 and older make up 27% of the population.



Newport's Esri Tapestry analysis provides special insight into the cultural segments and lifestyles of the City and shows just how the cultural identity differs from both the County and State. 71.7% of Newport falls under the "Small Town Sincerity". This is characterized by a blend of young families and seniors, casual lifestyles, lower median home values, and older median populations. 28.2% is "Rooted Rural", characterized by rural cultures connected to forestry and the outdoors, practical priorities, and single-family housing. Rooted Rural designations tend to lean older, and about 1/3<sup>rd</sup> of homes depend on Social Security benefits. Both Newport and Pend Oreille County have a similar share of their populations in this category.

One large difference between the City and County is the "Rural Resort Dwellers" category, encompassing 60.9% of the County and only 0.1% of the City. This is characterized by high homeownership rates, seasonal housing, modest living, and engagement in civic, environmental, and religious groups.

\* Washington's statewide cultural tapestry differs greatly, as these 3 categories make up less than 4% of Washington.



**Newport's Educational Attainment trends lower than the County and State.**

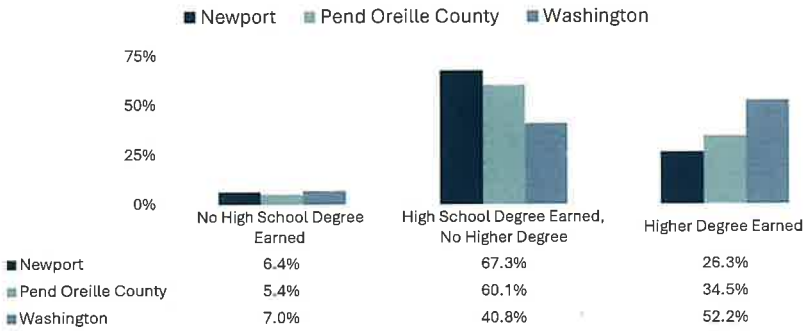
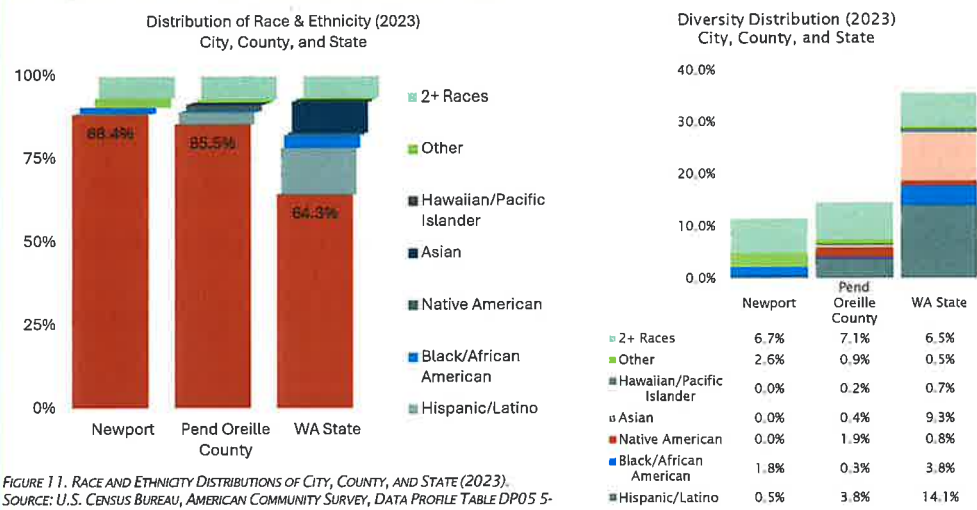


FIGURE 10. EDUCATIONAL ATTAINMENT OF CITY, COUNTY, AND STATE (2023).  
SOURCE: ESRI BUSINESS ANALYST, KIMLEY-HORN, 2025.

Newport's average education level trends lower than that of the County and State. Only about 25% of Newport's population over age 25 has an associate's degree or higher, while over half of the state has attained an associate's degree or higher. These trends indicate an opportunity to capture employment at the high school level. The City of Newport has begun the process of integrating career-oriented licensing and certification with high school programming.



Though the City, County, and State are majority white populations, the degree of diversity in each jurisdiction varies.



Newport is 88.4% white (not including Hispanic/Latino subgroups), which makes it a larger share of the population than that of the County and State. Of the remaining 11.6% of identified ethnicities among the City, 6.7% are 2 or more races, 2.6% identify as other, 1.8% identify as Black or African American, and 0.5% Hispanic/Latino ethnicity.

In contrast, the statewide share of those identifying as Hispanic/Latino ethnicity make up 14.1% of the population (3.8% in County). Those who identify as two or more races make up 6.7% to 7.1% of the City, County, and State.

## Households & Housing Characteristics

Across the City of Newport, Pend Oreille County, and Washington State, household sizes were highest in 2020. As of 2024, Newport and Pend Oreille County had similar average household sizes (2.36 and 2.34 persons per household, respectively). These figures trend lower than Washington State on average (2.53 persons per household). According to ESRI Business Analysis, 2030 ratios are expected to stay steady.





### Household sizes in the City and County are generally smaller than the State as a whole.\*

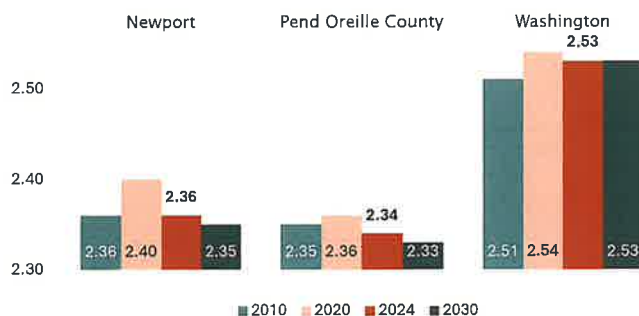


FIGURE 12. AVERAGE HOUSEHOLD SIZE OF CITY, COUNTY, AND STATE, 2010-2030.  
SOURCE: ESRI BUSINESS ANALYST, KIMLEY-HORN, 2025.

\*Note: The year intervals are not equal in the provided chart, but trends shown are illustrative in nature.

According to 2025 estimates, the median annual household income in Newport is approximately \$63,000, lower than the Countywide median of \$70,000 and nearly half of the statewide median of \$100,000. Over the next 5 years, median annual incomes are expected to increase, but Newport's median income will still remain at about 63-64% of the statewide median income.

### Incomes are expected to increase proportionally over the next 5 years.

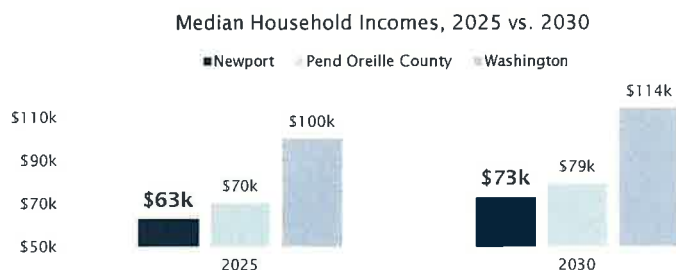


FIGURE 13. MEDIAN HOUSEHOLD INCOMES IN CITY, COUNTY, AND STATE (2025 vs. 2030).  
SOURCE: ESRI BUSINESS ANALYST, KIMLEY-HORN, 2025

Since 2000, housing construction has been much slower than the County or State. Only 16% of Newport housing has been built since 2000, while 26% of housing in the County and 28% of housing in Washington State was built in that same period. Without accounting for future potential development projects, aging housing stock suggests a shortage of new construction to meet current



or future population needs, If land values are low, there may be little incentive to rebuild. It may also indicate a growing need for reinvestment and rehabilitation programs to ensure safe, efficient, and diverse housing choices for the community.

**20% of Newport Housing was built before 1950, and only 16% of units have been built since 2000.**

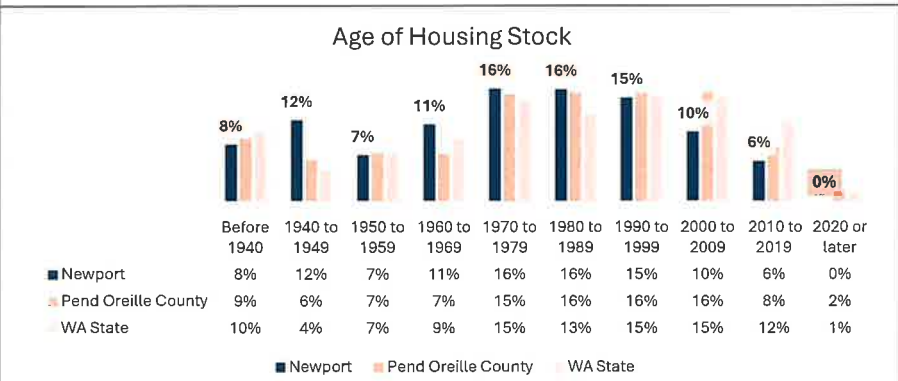


FIGURE 14. AGE OF HOUSING STOCK IN CITY, COUNTY, AND STATE (2023).  
SOURCE: SOURCE: U.S. CENSUS BUREAU, AMERICAN COMMUNITY SURVEY, DATA PROFILE TABLE DP05 5-YEAR ESTIMATES, 2023.

**Newport home values are lower than the County and State, on average.**

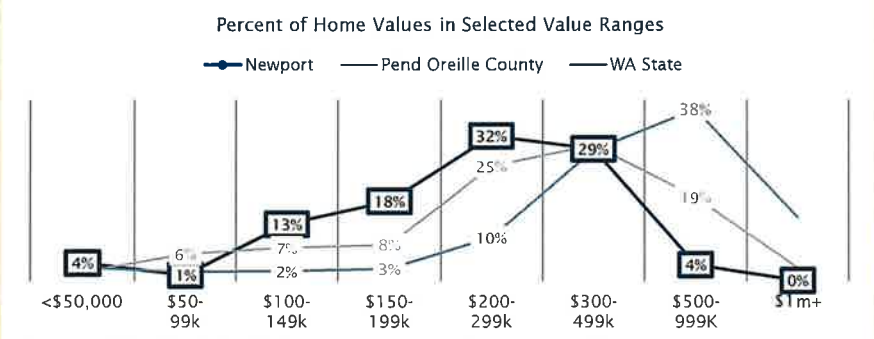
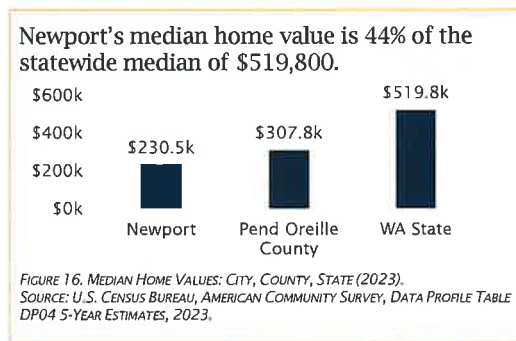


FIGURE 15. PERCENTAGE OF HOME VALUE WITHIN SELECTED VALUE RANGES: CITY, COUNTY, AND STATE (2023).  
SOURCE: U.S. CENSUS BUREAU, AMERICAN COMMUNITY SURVEY, DATA PROFILE TABLE DP04 5-YEAR ESTIMATES, 2023.



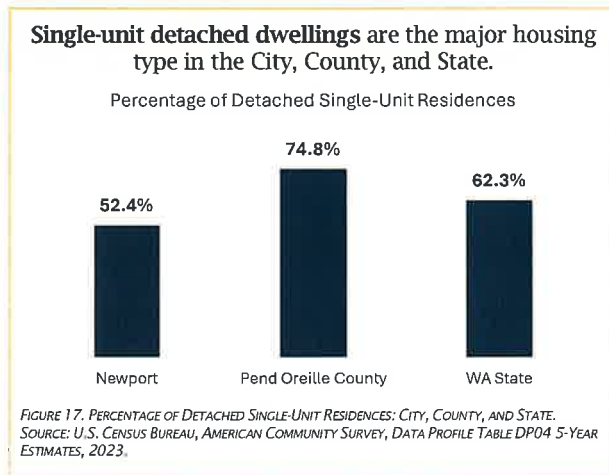
60% of Newport homes are valued in the \$200k-500k range, whereas County and State values in that range make up 55% and 40% respectively. Over 1/3<sup>rd</sup> of Newport homes are valued under \$200,000, where as the County and State have only about 25% and 10% of housing valued under \$200,000. Older housing stock and land value contribute to these differences.

The chart below shows the median home value in each market area. Newport's median home value is 44% of the statewide median of \$519,800.



As seen in the charts below, single-unit detached dwellings comprise the majority of each market area. The second-highest housing types vary:

- 12% of housing in Newport is comprised of 10-19 units (1.4% County, 4.8% State)
- 17.6% of housing in Pend Oreille County is comprised of mobile homes (10.2% City, 5.6% State)
- 12.5% of housing in Washington is comprised of 20+ units (5.1% City, 1.3% County).





### Other major housing types vary across jurisdictions.

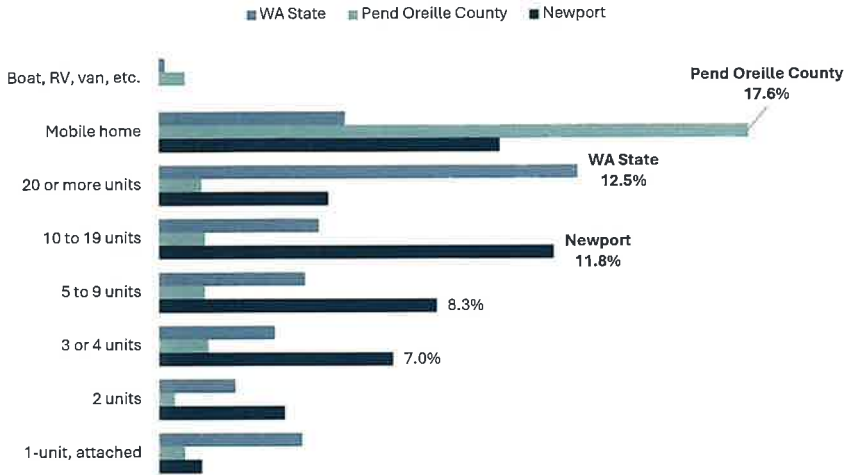


FIGURE 18. DISTRIBUTION OF HOUSING TYPES (EXCLUDING SINGLE-UNIT DETACHED).  
SOURCE: U.S. CENSUS BUREAU, AMERICAN COMMUNITY SURVEY, DATA PROFILE TABLE DP04 5-YEAR ESTIMATES, 2023.

### Newport households are more likely to be single-person dwellings rather than two-person dwellings.

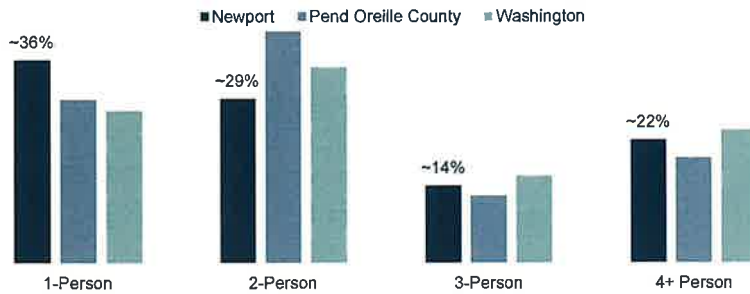
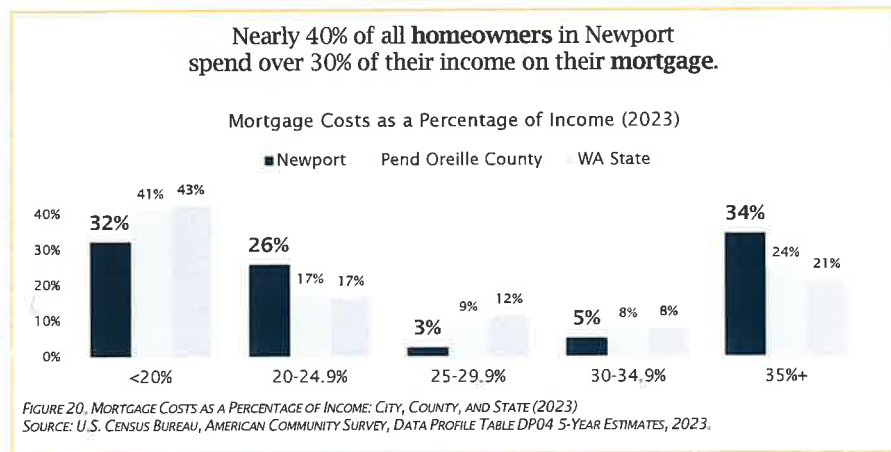


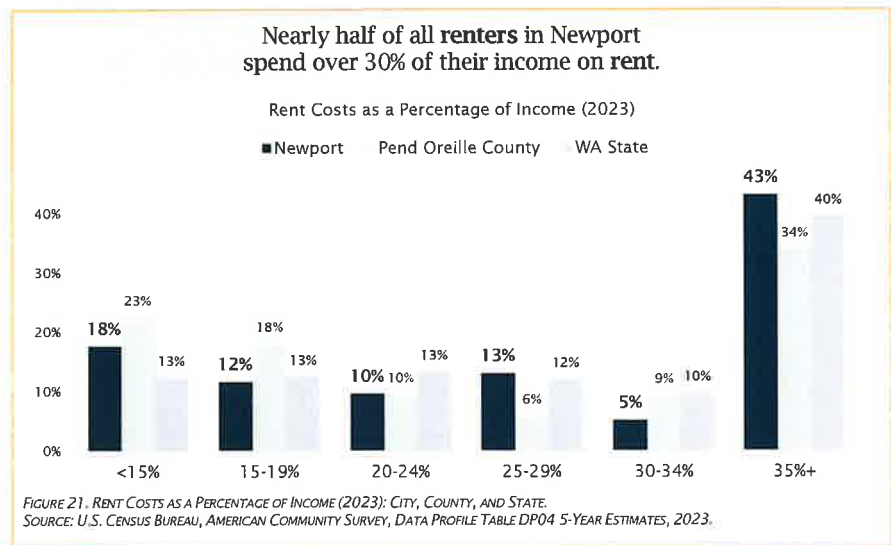
FIGURE 19. DISTRIBUTION OF HOUSING SIZES: CITY, COUNTY, AND STATE.  
SOURCE: ESRI BUSINESS ANALYST, KIMLEY-HORN, 2025.



In Newport, households are more likely to be single-person (~36%) or large (4+ people) (~22%) compared to Pend Oreille County and Washington overall, while two-person households are less common than in the broader region.

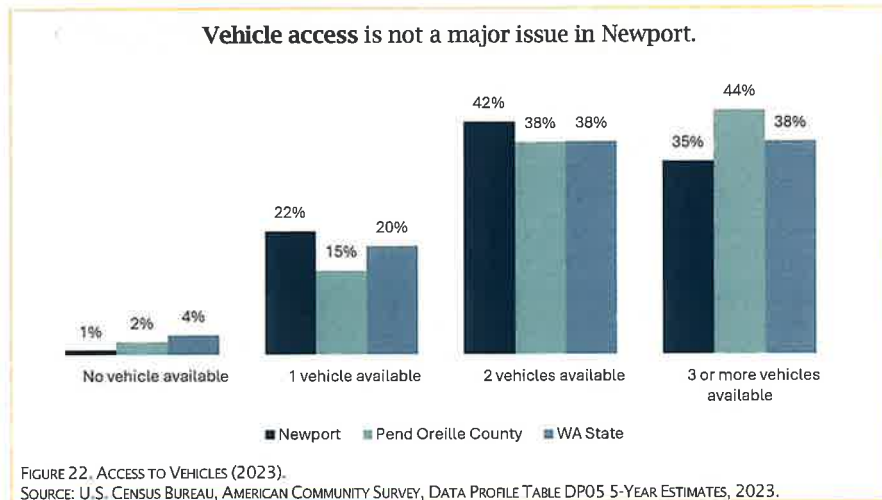


According to the Chart above, over 1/3<sup>rd</sup> of homeowner households in Newport are significantly cost-burdened, spending over 35% of household income on their mortgage. This can indicate a mismatch between wages and local housing costs.

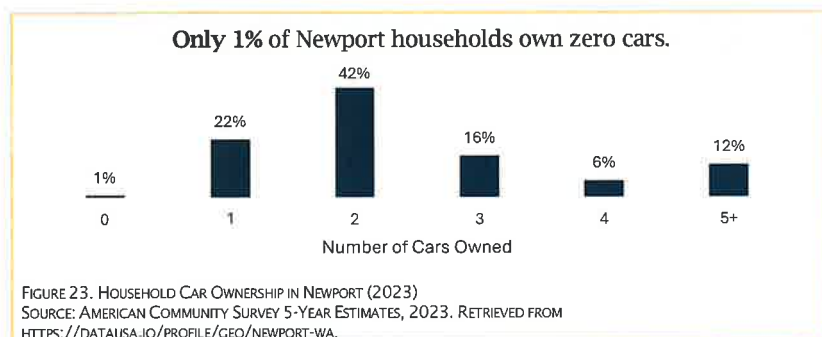




Renters in Newport are even more cost-burdened than homeowners, which can create significant impacts to the prosperity of a city. Given that about 44% of Newport households are occupied by renters, housing is a choke point that ripple through health, economic stability, and regional sustainability. Stress and instability leave residents vulnerable to job loss or unexpected bills, less disposable income for local economic development, and greater dependence on supportive services.



Despite lower incomes, 35% of Newport residents have access to at least 3 vehicles. This reflects the rural character of the City. However, 42% of households own exactly 2 cars. Newport's transportation system relies on vehicle access to jobs and other services.





**Owner-renter ratios in Newport are widening.  
By 2030, 67% of homes will be owner-occupied.**



FIGURE 24. OWNER-RENTER RATIOS OVER TIME.  
SOURCE: ESRI BUSINESS ANALYST, KIMLEY-HORN, 2025.

## Employment, Mobility, and Poverty

**Over 53% of jobs are in Newport's four largest industries:  
Health, Public Administration, Retail, and Construction.**

Health Care and Social Assistance	16.3%	Other Services, Ex. Public Admin	3.5%
Public Administration	15.6%	Arts, Entertainment, and Recreation	3.2%
Retail Trade	11.3%	Real Estate and Rental and Leasing	3.2%
Construction	10.5%	Professional and Technical Services	3.0%
Accommodation and Food Services	8.4%	Information	2.1%
Utilities	6.2%	Transportation and Warehousing	1.0%
Educational Services	6.0%	Wholesale Trade	0.5%
Finance and Insurance	4.5%	Agriculture, Forestry, Fishing & Hunting	0.2%
Manufacturing	4.3%	Administrative and Waste Services	0.2%

Figure 25. Employment Industries in Newport.  
Source: Esri Business Analyst, Kimley-Horn, 2025.

According to Esri's Business Analysis for the City of Newport, 16.3% of jobs are related to health care and social assistance, and 15.6% of jobs are related to public administration.

The unemployment rate for those counted in the civilian labor force is 5% in Washington, 6.7% in Pend Oreille County, and 6.4% in the City of Newport.

In homes with school-age children, less than 50% of Newport households are fully employed (all parents are in the labor force). Statewide, 69.3% of households with school-age children are fully employed. This may indicate a difference of values in the majority of Newport households, favoring stay-at-home familial dynamics over double-income cultural identities.

Commented [R64]: This is an awesome graphic and it is so clear how some top jobs are concentrated.



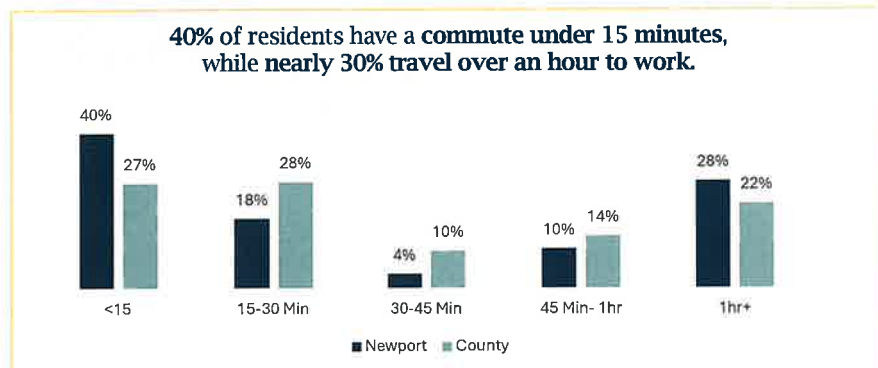


Figure 26. Travel Time to Work in Newport (2025).  
Source: Esri Business Analyst, Kimley-Horn, 2025.

Though the above graph does not account for job types that are off-site or don't require travel, the travel time between homes and places of work indicates access and mobility to workplaces. The mean travel time to work for males in Newport is 33.1 minutes, contrasted with female mean travel times at 16.2 minutes. This provides a total mean time of 25.9 minutes for workers in Newport. The table illustrates that Newport residents are primarily working within the local economy, but there is a large cohort living in Newport and commuting to further employment hubs such as Sandpoint, Idaho or Spokane, WA.

Commented [RGS]: I think the data indicates that for the most part, the local economy is strong, but also there is a large cohort commuting to other locations like Spokane.

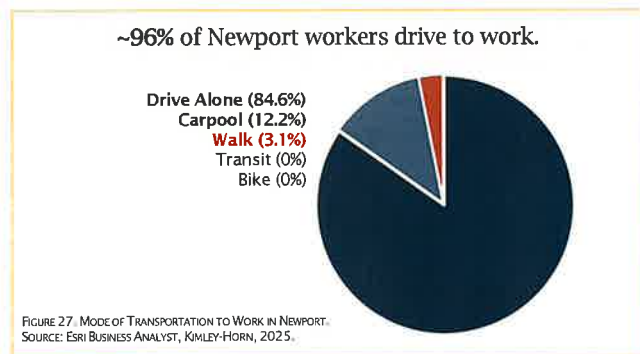
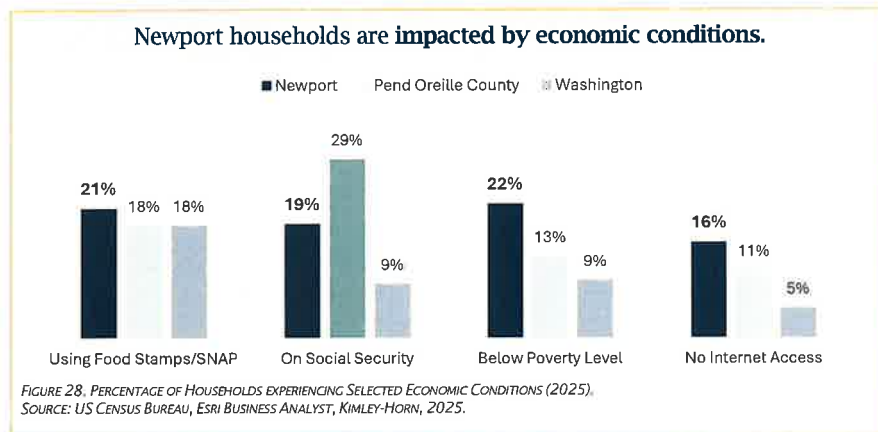


FIGURE 27. MODE OF TRANSPORTATION TO WORK IN NEWPORT.  
SOURCE: ESRI BUSINESS ANALYST, KIMLEY-HORN, 2025.

According to Esri Business Analyst, ~96% of Newport workers who travel to work drive in a car. The Esri Business analyst does not account for remote workers. However, census estimates show that 7.6% of workers in Newport work from home. 22% of Newport households are under the federal poverty level, whereas the County and State indicate 13% and 9%, respectively. This suggests persistent economic hardship, reflective of low-wage industries or limited access to high-paying jobs.



A higher-than-average poverty rate shapes school and health networks, housing markets, and future earning potential. Newport would benefit from economic strategies that create pathways to stable jobs. Targeted implementation would stabilize the civic fabric and allow the city to grow appropriately.

## Conclusion

Newport's location, economic trends, housing trends, and demographics give a sense of the cultural identity of the City and its capacity for growth. Newport is the largest city in the county as well as its administrative hub, but its small population, slow growth, and modest fiscal capacity limit its independent planning power. Instead, Newport relies on being tightly interwoven with countywide frameworks.



**NEWPORT  
REIMAGINED**

Rooted in Tradition, Ready for Tomorrow

# **CITY OF NEWPORT 2027 COMPREHENSIVE PLAN PERIODIC UPDATE**

August 2025

**PUBLIC ENGAGEMENT PLAN (PEP)**

# Contents

Project Background ..... 3

Public Engagement Goals ..... 3

Public Engagement Overview ..... 4

    Methods and Tactics ..... 4

Stakeholders ..... 5

    Businesses ..... 5

    General Public..... 6

    Agency Partners ..... 6

Engagement Schedule ..... 6

Barriers..... 7

Climate Planning Engagement Coordination (New Comprehensive Plan Element) ..... 8



## Project Background

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The City of Newport is undertaking a periodic update to its Comprehensive Plan, consistent with the requirements of Washington State's Growth Management Act (GMA). This update must be completed by June 30, 2027, and is intended to guide long-range planning decisions related to land use, housing, economic development, transportation, utilities, and natural resources over the next 20 years.

Unlike previous efforts, which involved limited public participation, this update presents an opportunity to meaningfully engage the community throughout the process. Public input will help shape policies that reflect local values, concerns, and aspirations—especially in light of shifting conditions such as vacant commercial land, housing demand, infrastructure needs, and opportunities for revitalization.

To support this effort, the City has developed a Public Engagement Plan (PEP) that outlines targeted strategies to reach a broad cross-section of the community. Engagement activities will aim to build public understanding of the planning process, foster trust, and provide early and ongoing opportunities for residents, businesses, and partners to help shape the Comprehensive Plan.

## Public Engagement Goals

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The public engagement strategy for the Newport Comprehensive Plan update is shaped by the recognition that most community members have not had a meaningful opportunity to participate in large-scale planning efforts. This update is not only a legal requirement—it is a chance to connect with residents, businesses, and stakeholders who live, work, or spend time in Newport and want their voices reflected in the city's future.

**This Public Engagement Plan aims to:**

- **Create a welcoming entry point into the planning process**, particularly for those who may be unfamiliar with city planning or have not previously participated.
- **Offer targeted engagement** opportunities for different groups—including businesses, youth, seniors, low-income households, and artists—using approaches that speak to their interests and concerns.
- **Build public understanding** of how the Comprehensive Plan works, including its scope, legal limitations, and what can and cannot be changed through this process.
- **Ensure input is well-documented** and can serve as a reference for future implementation efforts, even beyond this planning cycle.
- **Foster trust and transparency** through open communication, guided questions, and listening sessions that respect community input and reflect it back through real-time adjustments and long-term strategies.

Through this process, the City hopes to build lasting civic relationships and give Newport residents a clear sense that their contributions matter—not just for this plan, but for the years that follow.

## Public Engagement Overview

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The City of Newport's approach to public engagement is built around the belief that community involvement should be practical, accessible, and purposeful. This plan outlines how engagement will be structured to align with each phase of the Comprehensive Plan update—starting with early visioning and continuing through draft review and adoption.

Engagement efforts will focus on creating opportunities for meaningful input rather than overwhelming the public with generic requests for feedback. The outreach strategy is grounded in guided conversations, storytelling, and targeted questions that make it easier for people to share ideas and understand how their voices contribute to real outcomes.

This process is also an opportunity to shift how the community experiences planning. For many residents, business owners, and youth, this may be their first time interacting with a long-range planning process. That makes it especially important to approach each interaction with clarity, patience, and a sense of shared purpose.

Engagement will be adapted by audience and by topic. **For example:**

- Business outreach will include targeted discussions focused on zoning, signage, and infrastructure needs.
- General public outreach will be guided by interactive materials and tools that explain how the plan will shape everyday life—from parks to housing to traffic.
- Youth engagement will be integrated into school-based activities in the fall.
- Local events will serve as key touchpoints for gathering informal feedback and building awareness.

This tiered approach ensures that each participant has a meaningful role, even if their time or interest is limited. The City's goal is not to check a box—but to build a plan that reflects Newport's lived experiences, values, and vision for the future.

## Methods and Tactics

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To reach a broad and representative cross-section of the Newport community, a variety of engagement methods will be deployed throughout the Comprehensive Plan update. These methods are intentionally designed to meet people where they are—whether at a public event, online, or in one-on-one conversations. The City's strategy combines in-person interaction, digital tools, and low-barrier outreach to maximize participation and build understanding over time.

**Engagement tactics will include:**

- **Project Branding: "Newport Reimagined"**  
Outreach materials will be unified under a consistent project identity to help increase recognition and credibility throughout the process. The "Newport Reimagined" brand will be featured across print, digital, and in-person formats to signal continuity and encourage participation.
- **In-Person Workshops and Listening Sessions**  
Facilitated discussions that allow residents to engage with plan concepts, provide input,



and ask questions in a structured format. Listening sessions will be held at key points to gather targeted feedback from underrepresented groups.

- **Pop-Up Engagement at Community Events**  
Outreach will occur at familiar community events such as National Night Out (August 5), Halloween trick-or-treating (October 31), and the Rodeo (June 2026). These events offer informal opportunities for brief but meaningful interaction.
- **Online Surveys**  
Digital surveys hosted through platforms like SurveyMonkey will be used to gather broad input on specific plan topics. These tools have already proven successful in past City efforts.
- **Targeted Stakeholder Interviews and Focus Groups**  
One-on-one or small-group conversations will be used to engage business owners, youth leaders, creative professionals, and service providers. These guided interviews will help the City better understand detailed priorities and tailor policy decisions in light of community desires.
- **Printed Materials and Mailers**  
Utility bill inserts (1/3-sheet colored flyers) will be distributed 3–4 times during the process. Mailers will be used to announce key milestones, community survey(s) and encourage participation among residents who may not access online tools.
- **Project Website and Call-In Line**  
A dedicated page will be created and linked to the City's website and will serve as the central information hub. A call-in number (repurposed from a City-owned line) will allow residents to leave recorded messages with input or questions.
- **Youth Engagement Activities**  
City staff and consultants will coordinate with local schools in Fall 2025 to engage students through classroom activities or presentations, with a focus on understanding what future Newport should look like for younger generations.

## Stakeholders

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Engaging a broad and representative mix of stakeholders is critical to ensuring that the Comprehensive Plan reflects the full range of voices in Newport. While outreach will be open to all, certain groups have been identified for more targeted engagement based on their influence, perspectives, or historically limited participation in planning processes.

## Businesses

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Local businesses will be engaged to understand their needs related to zoning, signage, parking, infrastructure, and future development. Engagement will include a mix of business-specific interviews, surveys, and presence at community events. Targeted **stakeholders include:**

- **Newport Chamber of Commerce**
- **Downtown business owners**
- **Local vendors and service providers**
- **Arts and culture businesses**
- **Local Developers**



## General Public

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The general public will be reached through a range of methods, including open houses, online surveys, and pop-up events. Engagement will aim to be inclusive of all community members—especially those who may be less familiar with planning processes. **Key audiences and partners include:**

- Youth and students
- Seniors and elderly residents
- Low-income residents
- Families
- Community members at large

## Agency Partners

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Coordination with agency partners and local institutions will ensure that the Comprehensive Plan reflects regional priorities and aligns with other planning documents or capital investments. **Key partners include:**

- Kalispel Tribe of Indians
- PUD
- Port of Pend Oreille
- Newport Hospital and Health Services
- Tri-County Health Department
- South Pend Oreille Fire and Rescue
- Newport Public Library
- YES (Youth Emergency Services)
- Newport School District
- City of Oldtown, Idaho
- Pend Oreille County
- Greater Newport Area Chamber of Commerce
- WA Department of Ecology
- WA Department of Fish and Wildlife
- WA Department of Natural Resources
- WA Department of Transportation
- WA State Parks and Recreation
- WA Department of Commerce

## Engagement Schedule

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Public engagement will occur in phases that correspond with key points in the planning process—from early awareness-building to final plan adoption. The table below summarizes when and how engagement will take place, what activities are planned, and how they relate to the development of the Comprehensive Plan. This schedule is designed to be flexible, allowing the City to adapt outreach methods as needed based on participation levels and community feedback.

Phase	Timeline	Engagement Activities
<b>Project Launch</b>	Summer 2025	<ul style="list-style-type: none"> <li>• Launch project branding ('Newport Reimagined')</li> <li>• Website and social media rollout</li> <li>• Tabling at National Night Out</li> <li>• Begin stakeholder interviews</li> <li>• Utility bill insert</li> <li>• Phone number rollout</li> <li>• Planning Commission meetings throughout the process</li> </ul>
<b>Visioning &amp; Priority Setting</b>	Fall 2025	<ul style="list-style-type: none"> <li>• Public workshops</li> <li>• Public survey</li> <li>• Utility bill insert</li> <li>• Youth engagement at schools</li> <li>• Halloween tabling</li> <li>• Online and paper surveys</li> <li>• Continue stakeholder outreach</li> </ul>
<b>Draft Plan Development</b>	Winter-Spring 2026	<ul style="list-style-type: none"> <li>• Business and agency focus groups</li> <li>• Listening sessions/Pop-up events</li> <li>• Planning Commission briefings</li> <li>• Content posted to project website</li> </ul>
<b>Public Review of Draft Plan</b>	Spring 2026	<ul style="list-style-type: none"> <li>• Open house</li> <li>• Survey or comment form</li> <li>• Utility bill insert</li> <li>• Continue agency coordination</li> <li>• Integrate feedback into final plan draft</li> </ul>
<b>Plan Adoption &amp; Implementation</b>	Summer 2026	<ul style="list-style-type: none"> <li>• Public hearing promotion</li> <li>• Tabling at the Rodeo</li> <li>• Share summary of engagement outcomes/plan</li> <li>• Planning Commission and City Council hearings</li> <li>• Final Public Engagement Report</li> </ul>

## Barriers

To ensure that public engagement efforts are inclusive and accessible, the City of Newport has identified several barriers that may prevent some residents from participating in the Comprehensive Plan process. These include challenges related to geography, technology, time, and trust. The table below outlines each anticipated barrier and the strategy that will be used to reduce or eliminate it.

Barrier	Strategy to Address
Limited Internet or Digital Access	Distribute printed materials (utility bill inserts, flyers); use in-person events and a public call-in line.
Low Familiarity with the Planning Process	Develop plain-language materials, infographics, and FAQs to explain what the plan is and how input will be used.
Rural Isolation or Transportation Access	Hold pop-ups at community spaces and public events that residents already attend to reduce the need for travel.
Lack of Trust or Previous Involvement	Facilitate guided conversations and listening sessions; clearly document input and show how it's being used.
Busy Families or Working Adults	Offer flexible engagement tools like drop-in events, brief surveys, and participation at community events.

## Climate Planning Engagement Coordination (New Comprehensive Plan Element)

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As part of the Comprehensive Plan update, the City of Newport will develop a new Climate Element in alignment with Washington State's HB 1181 requirements. This effort will involve the formation of a dedicated Climate Advisory Committee, composed of community members, technical experts, agency partners, and stakeholders with an interest in climate resilience, adaptation, and emissions reduction. While this advisory group will guide the development of the Climate Element, coordination with the broader Comprehensive Plan engagement process will be essential to ensure alignment and avoid duplicative outreach.

Where possible, public engagement activities—such as workshops, surveys, and pop-up events—will be designed to gather input that informs both the Comprehensive Plan and the Climate Element. The planning team will also work closely with the Climate Advisory Committee to share findings, identify overlapping community priorities (e.g., emergency preparedness, fire resilience, energy resilience), and ensure the final plans reflect a unified vision for Newport's future.

**The role of the advisory group will guide the planning process outlined as follows:**

### *Data Collection and Analysis*

The following types of questions will be used in the early phase of engagement for the climate element:

- What is the community's recent experience with climate related hazards?
- What climate events are residents most concerned about and why?
- Where are residents experiencing impacts from climate related events?
- What are the most important assets to residents?
- What climate-related policies are most pressing to residents? (i.e. water quality, greenhouse gas emission reductions, renewable energy, etc.)

### *Plan Drafting*

- Explore policy options and provide updates to the Planning Commission and Board of County Commissioners. This will happen concurrently with the other comprehensive plan elements.
- The project team will seek to understand early opinions from the community around climate related policies.

### *Final Plan Drafting*

- The final climate element will be presented at the final open houses and then proceed through the public hearing process with the Comprehensive Plan.

# Comprehensive Plan Periodic Update & Climate Resilience Element

## Newport City Council and Planning Commission Schedule

The following schedule is for topic and material presentations before appointed and elected officials at the City of Newport. The schedule is tentative, and subject to change as the project develops.

Planning Commission (PC) (established via NMC 2.16) is tasked with being an advisory body to city council and making recommendations with long-range planning documents (along with other duties outlined in the municipal code). The Newport Comprehensive Plan is the governing document guiding land use-related decisions for the next 10-20 years. Thus, the following work plan relies heavily on the Planning Commission to evaluate and review the comprehensive plan progress with periodic reports to City Council.

Ultimately, the City Council adopts the Comprehensive Plan, relying on the Planning Commission to evaluate and provide their recommendations in line with community input, best practices, and conformance with state, federal and local regulations.

Meeting Date	Agenda	Description
2025		
PC: Mon 9/22/25	Existing Needs Assessment Public Participation Plan Work Plan, Project Website	Discussion to kick off official comprehensive plan process, work plan, public engagement, and existing needs conversation
PC: Mon 10/27/25	Goals, Policies Discussion	Initial discussion on goals, policies and review of Growth Management Act (GMA) checklist
No PC November	-	-
No PC December	-	-
2026		
PC: Mon 1/26/26	Land Use & Housing	Review chapter revisions
<b>Council February</b> Mon 2/2/26	<b>Land Capacity, Growth projections, needs assessment</b>	<b>General updates with a focus on needs and projections</b>
PC: Mon 2/23/26	Economic Development & Capital Facilities	Review chapter revisions
PC: Mon 3/23/26	Transportation & Parks	Review chapter revisions
PC: Mon 4/27/26	Environment & Climate Resiliency	Climate vulnerability & Risk Assessment
<b>PC: Mon 5/25/26</b> <b>(Memorial Day)</b>	<b>Reschedule or cancel?</b>	





# NEWPORT REIMAGINED

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Meeting Date	Agenda	Description
<b>Council June</b> Mon 6/1/26	<b>Engagement updates, Climate and Resiliency updates</b>	<b>Overview of resiliency planning, approach to climate planning for Newport</b>
PC: Mon 6/22/26	Review chapters we needed more time with/ engagement results	Review chapter revisions
PC: Mon 7/27/26	Draft Goals, Policies and Implementation	Review draft goals, policies and implementation based on engagement and input
PC: Mon 8/24/26	Critical Area Ordinance	Review and discuss draft revisions
PC: Mon 9/28/26	Development Regulations	Review and discuss draft revisions
<b>Council October</b> Mon 10/5/25	<b>Draft plan, regulations and critical areas overview</b>	<b>Progress updates to Council</b>
PC: Mon 10/26/26	Draft Plan Review	Review and discuss draft plan
No PC November	-	-
No PC December	-	-
<b>2027</b>		
PC: Mon 1/27/27	Continuation draft plan discussion	Review and discuss draft plan
<b>Council Feb</b> Mon 2/1/27	<b>Draft Plan</b>	<b>Full Draft Plan review along with ordinance updates</b>
PC: Mon 2/22/27	Development regulations/ critical areas final draft	Review and provide comments on working draft of development regulations and critical areas
PC: Mon 3/22/27	Final Comprehensive Plan Hearing/ Development Regulations Hearing	Planning Commission Public Hearing
<b>Council April</b> Mon 4/19/27	<b>Final Comprehensive Plan</b>	<b>Council Adoption</b>
PC: Mon 4/26/27	Hold if schedule pushes out	Hold
PC: Mon 5/24/27	Hold if schedule pushes out	Hold