



**CITY OF NEWPORT  
PLANNING COMMISSION MEETING MINUTES  
NEWPORT CITY HALL  
July 12, 2022**

**1. CALL TO ORDER**

Chair Brandon Leyde called the Planning Commission Meeting to order at 5:30 p.m. on July 12, 2022.

**2. ROLL CALL**

Present (4): Chairman Brandon Leyde, Commissioner Maria Bonilla, Commissioner Anthony Mahmood, and Commissioner Tami Fuelling

Not Present (1): Commissioner Michael Kermes

**3. MEETING MINUTES**

**A. June 14, 2022**

Commissioner Mahmood motioned to approve the Planning Commission Meeting Minutes from June 14, 2022. Seconded by Commissioner Fuelling. Approved 4-0.

**4. PUBLIC HEARING- Sign Ordinance**

City Planner Nathan Fuerst stated the zoning text amendment was initiated by Vollrath at 910 Hastings Avenue. Vollrath would like to display a large banner to advertise for employment. The banner is 50' long by 63" tall. They would like the banner displayed for six months to one year. Staff reviewed and found the banner is too large, the duration too long, and not permitted in our city code for temporary signs. Planner Fuerst explained the proposed revisions for banners include they would only be permitted in business districts, the banners must be affixed to a façade, and the maximum duration is no longer than six months.

Chair Leyde opened the Public Hearing for the Sign Ordinance at 5:41 p.m. on July 12, 2022.

Bill Sumner, residing at 737 21<sup>st</sup> Street, addressed the Commission. Mr. Sumner stated the city is working to be more flexible with the ordinance and supporting businesses and the six-month duration for temporary signs seemed reasonable. Mr. Sumner stated he would support the city allowing an appropriately sized sign in good condition to be temporarily affixed to a business in the business district.

Planner Fuerst stated the six-month duration would be specifically for banners. The city is not proposing to change the ordinance for temporary signs, which are limited to thirty days. Assistant to the City Administrator Travis Brierley stated all signs need to be in good condition and maintained.

Chair Leyde closed the Public Hearing for the Sign Ordinance at 5:45 p.m. on July 12, 2022.

Chair Leyde inquired the difference between approving this ordinance and what is currently allow for permanent wall signs. Planner Fuerst stated we have a distinction between a temporary sign and a permanent sign. Permanent signs would still be limited to the wall sign standards of 150 square feet. A business could have their current wall sign and add a temporary banner but would be limited to all wall signage under 20% of the façade.

Chair Leyde inquired if the city would require a permit so we can control when the banner was installed and its condition. Assistant Brierley stated we currently do not require permits for temporary signs. The city has the right to enforce its ordinance, which includes our zoning code. The city could request some type of application be filled out for a banner.

Chair Leyde inquired what stops someone from changing the sign slightly or taking it down for a day and putting it back up. Assistant Brierley stated we would limit the duration per calendar year.

Commissioner Mahmood inquired if the 20% coverage of the façade included the entire property or each tenant's space. Assistant Brierley stated it would be for the entire property.

Commissioner Fuelling motioned to recommend Council approve the zoning text amendment as described by staff with amendments to include the 12-month calendar duration and a review process. Seconded by Commissioner Bonilla. Approved 4-0.

## **5. PUBLIC HEARING- Comprehensive Plan Amendment**

Planner Fuerst stated the Met Council is currently reviewing the city's amendment to its comprehensive plan which was approved in March 2022. In the review was the Newport transition station and the future land use guidance for that area. The Met Council identified an inconsistency between the adopted Met Council housing policy and the city's adopted 2040 plan. Specifically, this inconsistency is related to some of the tools that are identified by the city as ways to address needs for affordable housing. The Met Council identified several bullet points for the city to include in its comp plan table 9-7. Staff recommends approval of the draft amendment.

Chair Leyde opened the Public Hearing for the Comprehensive Plan Amendment at 6:03 p.m. on July 12, 2022.

Mr. Sumner stated he agrees with the comprehensive plan amendment so the city would be in full compliance with the Met Council.

Chair Leyde closed the Public Hearing for the Comprehensive Plan Amendment at 6:05 p.m. on July 12, 2022.

Commissioner Bonilla wanted to clarify that the Met Council made these recommendations but does not require us to adopt. Planner Fuerst stated the city was one of the first ones that had its comprehensive plan reviewed and approved by the met council back in 2018 on the basis that we were substantially conforming. They are now requiring full conformance.

Commissioner Mahmood inquired what kind of funding we could get from the Met Council. Planner Fuerst stated the Met Council has several different grant programs that are often for developments.

Commissioner Bonilla motioned to recommend Council approve the comprehensive plan amendment. Seconded by Commissioner Fuelling. Approved 4-0.

## **6. COMMISSION REPORTS**

None.

## 7. ADJOURNMENT

Commissioner Mahmood motioned to adjourn the Planning Commission Meeting. Seconded by Commissioner Bonilla. Approved 4-0.

The Planning Commission meeting was adjourned at 6:11 p.m. on July 12, 2022.

Respectfully Submitted:  
Jill Thiesfeld,  
Administrative Assistant II

Signed: \_\_\_\_\_  
Brandon Leyde, Chairman