



**City of Newport  
Planning Commission Minutes  
March 14, 2013**

**1. CALL TO ORDER**

Chairperson Lund called the meeting to order at 7:00 P.M.

**2. ROLL CALL -**

Commissioners present – Dan Lund, Janice Anderson, Anthony Mahmood

Commissioners absent – Matt Prestegaard, Susan Lindoo

Also present – Deb Hill, City Administrator; Renee Helm, Executive Analyst; Tom Ingemann, Council Liaison; Sherri Buss, TKDA Planner

**Chairperson Lund** – I would like to welcome Mr. Mahmood to the Planning Commission.

**3. APPROVAL OF PLANNING COMMISSION MINUTES**

**A. Planning Commission Minutes of February 14, 2013**

**Janice Anderson** – Under roll call, could you put that the fifth position is vacant under “Commissioners Absent” since we only had four commissioners at that time?

**Executive Analyst Helm** – Yes.

**Janice Anderson** – Also, on the second page, in the middle where Ms. Buss is talking about interest in a grocery store, is Dahlene spelled correctly?

**Executive Analyst Helm** – Yes, the Dahlene property is at the corner of Glen Road and 7<sup>th</sup> Avenue.

**Janice Anderson** – In the middle of page five, where Chairperson Lund says “With changing the code” the word “they’re” should be “their.”

**Motion by Anderson, seconded by Mahmood, to approve the February 14, 2013 minutes as amended. With 3 Ayes, 0 Nays, 2 Absent, the motion carried.**

**4. APPOINTMENTS WITH COMMISSION**

**A. Sketch Plan Review for Gerdau Ameristeel, 1678 Red Rock Road**

Sherri Buss, TKDA Planner, presented on this item as outlined in the March 14, 2013 Planning Commission Packet. Richard Elkins, Mechanical Engineer with Gerdau Ameristeel was present to discuss the sketch plans. Gerdau Ameristeel would like to construct a new building on their property located at 1678 Red Rock Road, which is in the I-2, General Industrial District. The building would be utilized by truck drivers to tie down their equipment and cover as necessary. The building does not require a variance or conditional use permit but Gerdau requested a sketch plan review before submitting the final building permit application.

The Planning Commission believes that the metal material that will be used for the building is acceptable and sufficient for the zoning district. Additionally, they do not believe that the building needs to be screened since it will only be visible from a road above the building. Finally, the Planning Commission does not believe this is considered a loading dock since the doors will be closed and loading will not be visible. The Planning Commission determined that the building permit application can be reviewed and approved by City staff.

**B. Resolution No. P.C. 2013-2**

Sherri Buss, TKDA Planner, presented on this item as outlined in the March 14, 2013 Planning Commission Packet. Some changes were made to the ordinance amendments as a result of the February 14, 2013 Public Hearing discussion. The changes are as follows:

Section 1350:

- Added size requirements/limitations for various uses in the MX-3 District in the uses table that were accidentally left out
- Renumbered or re-titled sections to make the document more readable
- Added specific uses that were discussed at the February 14, 2013 meeting such as grocery stores.

It was also requested by Dave Swanlund at the February 14, 2013 Public Hearing that the Planning Commission review the current B-2 District with the proposed MX-2 District for the Swanlund property. The Swanlund property is located at 2212 Hastings Avenue. Executive Analyst Helm provided a side-by-side comparison of the two zoning districts. The Planning Commission and Mr. Swanlund discussed the comparisons and decided that the property will remain in the proposed MX-2 District.

**Janice Anderson** – The use table in Section 1330 still references B-2 so that needs to be removed. In Section 1350.18(F) (2) (a) (ii) where it says “crate,” I believe it should be “create.” On the next page, under 1350.18(F) (2) (f) (iv), I was wondering if you could put “U.S.” instead of “US” for the Green Building Council. I have some other grammatical amendments that I’ll give to Renee to make.

**Motion by Anderson, seconded by Mahmood, to approve Resolution No. P.C. 2013-2 as amended. With 3 Ayes, 0 Nays, 2 Absent, the motion carried.**

**C. Discussion Regarding the Historic Overlay Conservation District**

Executive Analyst Helm presented on this item as outlined in the March 14, 2013 Planning Commission Packet. The Planning Commission requested that a workshop with the City Council, Planning Commission and Historic Preservation Commission be scheduled to discuss the Historic Overlay Conservation District.

**5. COMMISSION AND STAFF REPORTS**

**6. NEW BUSINESS**

**7. ANNOUNCEMENTS**

A. Upcoming Meetings and Events:

- |                                |                |           |
|--------------------------------|----------------|-----------|
| 1. City Council Meeting        | March 21, 2013 | 5:30 p.m. |
| 2. Park Board Meeting          | March 28, 2013 | 7:00 p.m. |
| 3. City Council Meeting        | April 4, 2013  | 5:30 p.m. |
| 4. Planning Commission Meeting | April 11, 2013 | 7:00 p.m. |

**8. ADJOURNMENT**

**Motion by Anderson, seconded by Mahmood, to adjourn the Planning Commission Meeting at 8:15 P.M. With 3 Ayes, 0 Nays, 2 Absent, the motion carried.**

Signed: \_\_\_\_\_  
Dan Lund, Chairperson

Respectfully submitted,

Renee Helm  
Executive Analyst