



**City of Newport  
Planning Commission Minutes  
August 18, 2011**

**1. CALL TO ORDER**

Chairperson McElwee-Stevens called the meeting to order at 7:00 P.M.

**2. ROLL CALL -**

Commissioners present – Katy McElwee-Stevens, Susan Lindoo, Janice Anderson, David Engfer, Daniel Flood

Commissioners absent – None

Also present – Brian Anderson, City Administrator; Renee Helm, Executive Analyst; Tom Ingemann, Council Liaison; Sherri Buss, TKDA Planner; Tim Geraghty; Mayor; Bill Sumner, Council Member; Steven Gallagher, Council Member; Tracy Rahm, Council Member

**3. APPOINTMENTS WITH COMMISSION**

A. Discuss the Newport Market Study by Bonestroo

**Admin. Anderson** – Jay Dema from Bonestroo will be here shortly to present on the Newport Market Study. The Market Study was paid for in part by the Livable Communities Grant. The next phase will be for Elhers and Associates to put the market study into a more feasible study.

Jay Dema presented on the Newport Market Study as outlined in the August 18, 2011 Planning Commission Packet.

**David Engfer** – How much of the analysis is based on current market conditions versus demographics? How much of the housing demand will be driven by the demographics and how much demand will there be for Newport?

**Jay Dema** – The growth that is occurring in adjacent communities is the trade area for housing. The actual calculation for demand is based on the forecasted growth for that trade area. In the instance of senior housing, it is broken down by age to see the age groups that would be the target market for that. We balanced that against the short-term statistics such as overall vacancy rates. The report does indicate that there is a demand for housing that could be taken advantage of today due to the shortage in renting units.

**Councilman Sumner** – Is there a possibility for hotels and health campuses in the area?

**Jay Dema** – In regards to hotels there is a possibility because there aren't a lot of hotels in the immediate area. However, I did not look into specifics for the hotel franchise. In regards to health campuses, there are a lot of health campuses in the area so it might be a little more difficult to get those in the area.

**Daniel Flood** – Did you look at areas besides the Knox site, such as “Raceway to Fun?”

**Jay Dema** – Yes, we looked at those and they have the same advantage has being visible from Highway 61 but they do not have the advantage of being visible for 494 and won’t draw as much attention. A lot of the demand that we forecasted for is for all of Newport, rather than a specific site.

**Daniel Flood** – Considering the fact that the average median has dropped 20% in the last 40 years, is it viable to go to a 1:1 ratio for affordable housing and market rates?

**Jay Dema** – The demand isn’t just residents of Newport, it’s growth that’s being attracted to this area and trade areas as well. I believe any new development in Newport would have a strong appeal to current residents in Newport.

**Janice Anderson** – Were townhomes, condos, and duplexes included in your rental markets?

**Jay Dema** – No, because they can influence the rental market. The statistics in the report are skewed towards the bigger apartment complexes.

**Janice Anderson** – What influenced you to include stockyards in Newport?

**Jay Dema** – I combined those in part by looking at the map. These were areas where the nature of the industrial area was tied to the river. Proximity wise, they’re not too far apart from one another. I think if someone is looking for industrial space, those areas can be seen as similar districts.

**Susan Lindoo** – Are there some areas within industrial that look more promising like precision manufacturing?

**Jay Dema** - Yes, I believe the high tech and bio-medical areas are basic activities for the Twin Cities area.

B. Discuss the role of the Planning Commission with the City Council  
At this time the video portion of the meeting was completed.

The Planning Commission and City Council discussed the role of the Planning Commission in regards to the City Council and what the City Council’s vision is for the City as outlined in the August 18, 2011 Planning Commission Packet.

The City Council is currently working on its vision for the City through the Livable Communities Grant. As the City moves forward with the grant, the City Council and Planning Commission will work together to develop plans such as land use and development standards for the Red Rock Gateway Site. The Planning Commission is scheduled to recommend a land use plan to the City Council by the end of 2011.

The Planning Commission's main purpose is to provide interpretation of the Zoning Ordinance, make recommendations on planning related matters to the City Council, and oversee and enforce the Zoning Ordinance, subdivision process, and Comprehensive Plan.

#### **4. COMMISSION AND STAFF REPORTS**

**Katy McElwee-Stevens** – Nothing to report

**Susan Lindoo** – I went to Pioneer Days on Sunday, August 14 and thought it went very well. There seemed to be a lot of visitors at the booth for the Heritage Preservation. I would also like to note that the Giving Garden, which is part of the Community Garden, has given 271 pounds of fresh produce to the Friends in Need Food Shelf.

**Janice Anderson** – Nothing to report

**David Engfer** – Nothing to report

**Daniel Flood** – Nothing to report

**Admin. Anderson** – I also attended Pioneer Days and thought it went very well. We did sell out of the 200 buttons and the Parks Board put on a nice display.

#### **5. NEW BUSINESS**

**Christina Rahm, 525 Century Avenue, Newport** – Mrs. Rahm was present to discuss City Ordinances regarding paved driveways. Mrs. Rahm would like to have the ordinance amended. Currently, the Ordinance states that driveways need to be paved if they are for sale. Mrs. Rahm does not believe this should include properties whose main access is a non-paved roadway. City staff will look into this matter.

#### **6. ANNOUNCEMENTS**

City Council Meeting	September 1, 2011	5:30 pm
Planning Commission/Council	September 8, 2011	7:00 pm
City Council/Planning Commission	September 15, 2011	5:30 pm
City Council Meeting	October 6, 2011	5:30 pm

#### **7. ADJOURNMENT**

**Motion by Flood, seconded by Lindoo, to adjourn the Planning Commission Meeting at 9:29 P.M. With 5 Ayes, 0 Nays, the motion carried.**

Signed: \_\_\_\_\_  
Katy McElwee-Stevens, Chairperson

Respectfully submitted,

Renee Helm  
Executive Analyst