

City of Newport  
Business Guide



City Of Newport  
596 7th Avenue,  
Newport, MN 55055  
(651) 459-5677  
[ci.newport.mn.us](http://ci.newport.mn.us)



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# Newport Business Guide



## City Contact Info

### City Hall

596 7th Avenue  
(651) 459-5677  
Hours: 8:00 a.m. - 6:00 p.m.  
Monday - Thursday

### Public Works

1100 Bailey Road  
(651) 459-2475  
Hours vary depending on season

### Library & Community Center

405 7th Avenue  
(651) 459-9631  
Hours vary

### Washington County Sheriff's Office

(651) 430-7600

### Emergency

9-1-1

### Non-Emergency Dispatch

(651) 439-9381

### Fire Hall #1

155 20th Street  
(651) 459-9390

### City Attorney

(651) 490-9078

### City Engineer

(612) 548-3124

### City Planner

(651) 292-4582

### Bldg Inspector

(651) 458-2804

### Electrical Inspector

(651) 493-1599

## Welcome!

We are glad that your business is in Newport!

Newport is rich in history as it is considered to be the second-oldest settlement to begin along the Mississippi River. From a regional perspective, Newport enjoys a convenient location in the thriving east metro area and is served by a number of transportation modes, which includes I-494, Highway 61, the Canadian Pacific Rail Line and the River. The recent improvements to Highway 61, I-494 and the Wakota Bridge have brought the City to the forefront and created numerous development/redevelopment opportunities. Traffic counts for these two heavily used highways are 87,000 and 59,000 respectively.

Newport is conveniently located just 15 minutes southeast from Minneapolis and St. Paul along the Mississippi River and offers a great advantage for businesses as it is located at the intersection of I-494 and Highway 61. Its proximity also makes it close to the Minneapolis St. Paul International Airport and St. Paul Downtown Airport, as well as the Mall of America.

This guide is designed to familiarize you with the services and facilities you will use as a business of Newport. Please visit the City's website, [ci.newport.mn.us](http://ci.newport.mn.us) for more information on items such as agendas, events and meetings, sustainability, newsletters, resources, City code, departments, etc. You can also check out our Facebook page for up-to-date information.

## Mayor and Council

The Newport City Council consists of the Mayor and four Council members and is responsible for determining the direction for City policy and operations.

Newport's City Council is elected by the citizens of Newport. Each member serves a four year term on the Council, with local elections taking place in November of even numbered years.

The City Council meets on the first and third Thursdays of each month at 5:30 p.m. in the Council Chambers at Newport City Hall.



*K. Chapdelaine, T. Rahm, D. Lund, B. Sumner, R. Johnson*

### Mayor and Council Contact Info

**Dan Lund, Mayor**  
(651) 331-9324  
danlund@live.com  
Term Expires: 12/31/2020

**Bill Sumner, Council Member**  
(651) 459-1717  
Sumner.newport@gmail.com  
Term Expires: 12/31/2020

**Tracy Rahm, Council Member**  
(651) 459-6634  
councilmanrahm@gmail.com  
Term Expires: 12/31/2018

**Kevin Chapdelaine, Council Member**  
(612) 508-1284  
chapelaine61@msn.com  
Term Expires: 12/31/2020

**Roz Johnson, Council Member**  
(651) 459-1089  
rjohnson.newport@gmail.com  
Term Expires: 12/31/2018

## Boards and Commissions

The City of Newport has several Boards and Commissions in which volunteers work on behalf of the entire community to help execute the City's goals and mission.

### Planning Commission

The Planning Commission serves as the planning agency for the City. The Planning Commission holds required public hearings and makes recommendations to the City Council on issues involving the establishment of and compliance with the Comprehensive Land Use Plan and the City's Zoning Ordinances, as well as requests for variances, subdivisions, and conditional use permits. The Planning Commission consists of five members and meets on the second Thursday of each month at 5:30 p.m. in the Council Chambers at Newport City Hall.

### Park Board

The Park Board formulates and make recommendations to the City Council relative to the beautification, improvement, development, maintenance, management, and planning of all City parks and associated facilities. This includes parks, overlooks, trails, parkways, boulevard landscaping, recreation areas, and all park and recreation buildings. The Park Board consists of five members and meets on the fourth Thursday of each month at 6:00 p.m. in the Council Chambers at Newport City Hall.

### Heritage Preservation Commission

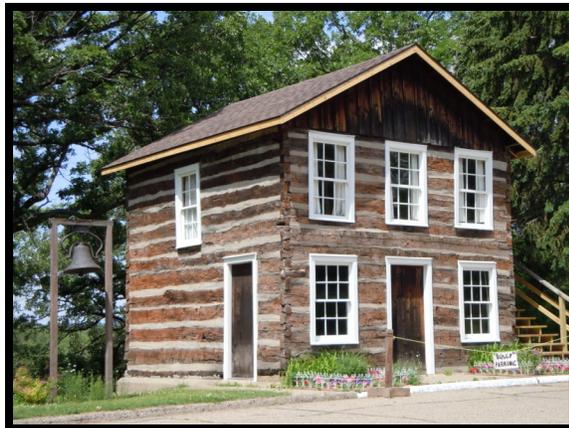
The Heritage Preservation Commission seeks to safeguard the heritage of the City by working toward the preservation of historical sites and structures, which reflect elements of the City's cultural, social, economic, political, or architectural history. The Heritage Preservation Commission consists of five members and meets on the second Wednesday of odd numbered months at 5:00 p.m. in the Council Chambers at Newport City Hall.

### Library Advisory Committee

The Library Advisory Committee provides guidance and recommendations to the City Council for the Newport Library and Community Center. The Library Advisory Committee consists of five members and meets on the fourth Tuesday of each odd numbered month at 5:30 p.m. in the Council Chambers at Newport City Hall.

### Newport Economic Development Authority

The Newport Economic Development Authority promotes growth, development, and redevelopment in the City. This includes increasing the City's business community and commercial and industrial tax base, providing employment opportunities, maintaining neighborhood economic stability, and addressing special needs as they arise. The Newport Economic Development Authority consists of five members (City Council members) and meets on an as needed basis, but at least once annually.



*Historic Kaposia Mission Building, Located at 1596 11th Ave*

### Frequently Called Numbers

**Auto Title/License Center**  
(651) 459-9877

**County Environmental Center**  
(651) 430-6655

**Friends in Need Food Shelf**  
(651) 458-0730

**Newport Elementary**  
(651) 768-4300

**Post Office**  
(651) 768-0558

**School District #833**  
(651) 438-6300

**Washington County**  
(651) 430-6000



Newport City Hall

## Administration

The Administration Department is responsible for planning, zoning, economic development, human resource activities, labor relations, elections, property tax assessments, utility billing, permits, licenses, and general government administration, including the preparation of agendas and information for City Council and Advisory Board and Commission meetings. For questions or concerns regarding any of the above issues, please contact City Hall at (651) 459-5677.

## Public Works

The Public Works Department is responsible for an array of City services that help provide the highest quality of life for residents, including: the maintenance of the water system, sanitary sewer system, snow removal, street repairs and maintenance, and the maintenance of all City parks. The Public Works Department can be reached at (651) 459-2475. If you have an after hour emergency, such as a water main break, you may contact Washington County Dispatch at (651) 439-9381.

## Building Inspections

The City of Newport is dedicated to providing safety to its community, and in doing so, ensures that all construction is done properly so that all buildings are safe and meet building code regulations. The Building Department administers these laws through the issuance of permits and by performing inspections. The City of Newport contracts out its building services to the City of Cottage Grove. The Building Department is responsible for plan review and inspection of all new construction.

### Projects Requiring Building Permits

If you have a question about whether or not a project requires a permit, please contact the Building Inspection Department at (651) 458-2804.

- Accessory Structures
- Additions
- Deck
- Demolition
- Electrical
- Grading
- Mechanical
- Moving a building
- New construction
- Paving a parking lot
- Plumbing
- Retaining Wall (Over 4')
- Roofing
- Sewer / Water
- Siding
- Signs
- Window Replacement

Electrical permits are issued by the City and inspected by William Dietrich. Please contact Mr. Dietrich at (651) 493-1599 with any questions on electrical work.

Building applications and supplemental forms may be obtained at City Hall or on the City's website at [http://ci.newport.mn.us/homepage\\_permits\\_forms\\_applications.php](http://ci.newport.mn.us/homepage_permits_forms_applications.php)

## Engineering

The City of Newport contracts out its Engineering services to MSA Professionals. City Engineer Jon Herdegen oversees the design, management, and construction of the City's infrastructure, including streets, drainage, sanitary sewer lines, water lines, and other projects to support residents and businesses. Jon Herdegen can be reached at (612) 548-3124.

## Planning

The City of Newport contracts out its Planning services to TKDA. City Planner Sherri Buss, assists the Planning Commission and City Council in reviewing the Zoning Code, Comprehensive Plan, planning requests, and proposed uses throughout the City.

## Law Enforcement Services

The City contracts with Washington County Sheriff's Office for law enforcement services. As part of the contract, the County will respond to non-emergency and emergency calls for services, enforce laws and ordinances, investigate crimes, and other functions and services as requested to the citizens and businesses of Newport. Below are contact numbers for the Sheriff's Office:

- Emergency: 9-1-1
- Non-Emergency Dispatch: (651) 439-9381
- Records Dept: (651) 430-7600, 7:30 a.m.-4:30 p.m. M-F
- Jail: (651) 430-7900, 24/7
- Sgt. Harrell: (651) 556-4604 / [William.Harrell@co.washington.mn.us](mailto:William.Harrell@co.washington.mn.us)

## Fire Department

The Fire Department is comprised of paid-on-call firefighters who undergo weekly training and fire drills. Our firefighters are prepared to fight fires, make rescues, mitigate hazardous material situations, and educate the public on fire prevention. Additionally, our firefighters also help out neighboring communities by providing mutual aid assistance when needed. The Fire Department can be reached at (651) 459-9390.



## Library and Community Center

The City took over the oversight and management of the Library and Community Center from the County in 2012. With the help of a Library and Community Center Coordinator and several volunteers, the City is able to keep the Library and Community Center open almost 30 hours per week. The Library and Community Center provides the following services: books, magazines, movies, games, public computers, printer, copier, fax machine, and wireless access. Residents may also reserve the Library and Community Center to use as a meeting room. The Library and Community Center can be reached at (651) 459-9631.



## Hydrant Flushing

All water mains in the City of Newport are flushed each Spring and Fall to protect the water quality. During this time, or during a water main break, you may experience low water pressure and / or brown colored water. You can clear your water by running COLD water only. Please keep an eye out for City personnel during the months of April and September.

## Recycling / Trash Haulers

The City of Newport has seven licensed trash haulers that are required to offer recycling services as well. Businesses can choose from the below haulers for trash and recycling services.

**Advanced Disposal**  
309 Como Avenue  
St. Paul, MN 55103  
(651) 487-8546

**Aspen Waste Systems**  
2951 Weeks Avenue SE  
Minneapolis, MN 55414  
(612) 884-8000

**Nitti Sanitation**  
10730 Briggs Drive, Suite B  
Inver Grove Heights, MN 55077  
(651) 457-7497

**Waste Management**  
1901 Ames Drive  
Burnsville, MN 55306  
(952) 656-2083

**Allied Waste/Republic Services**  
4325 East 66th Street  
Inver Grove Heights, MN 55076  
(651) 455-8634

**Highland Sanitation**  
PO Box 10  
Vermillion, MN 55085  
(651) 458-0043

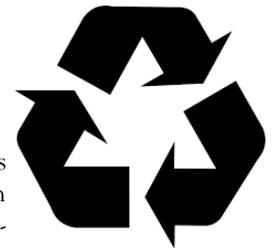
**Tennis Sanitation**  
720 4th Street  
St. Paul Park, MN 55071  
(651) 459-1887

The City's website has several resources for residents and businesses on ways to recycle, reduce, and reuse items including tips on what to buy or throw. Visit the City's website at [ci.newport.mn.us/trash.php](http://ci.newport.mn.us/trash.php) for more information.

## What to Recycle

Below is a list of materials that all haulers collect for recycling:

- **Plastics:** Plastics #1-7 (rinsed), Bottles, Tubs, and Containers
- **Glass:** Bottles and Jars
- **Aluminum and Metal:** Aluminum, Steel and Tin Cans (rinsed)
- **Paper, Cartons, Cardboard, and Paperboard:** Corrugated Cardboard, Boxboard, Envelopes, Magazines and Catalogs, Mail, Office, and School Papers, Newspaper and Inserts, Phone Books, Shredded Paper in Closed Paper Bag, Milk and Broth Cartons, Juice Boxes, Office Paper, Computer Paper, Fax Paper, Pastel Colored Paper, Brown Paper Grocery Bags, Paperboard, and Shoe Boxes



## BizRecycling

Does your business have a recycling program? Are you sure you're recycling all you can? Perhaps your business is interested in building a recycling or organics program but you need help getting started.

When it comes to starting a successful recycling or organics program, it can be hard to get the ball rolling if you've never done it before. The BizRecycling® program provides free resources and assistance to businesses that want to start or enhance programs for reducing waste; recycling items such as paper, bottles, and cans; and/or diverting food and other organic waste. If you're in need of financial aid, BizRecycling® also offers \$10,000 grants to help fund new programs and changes to improve old programs.

Learn more at [BizRecycling.com](http://BizRecycling.com).

### how to start



## Façade Improvement Grant

In 2011, the City created a Façade Improvement Grant to encourage the preservation and beautification of Hastings Avenue. Through the grant, the City will match funds up to \$10,000 for projects that improve the appearance of a building along Hastings Avenue.

Businesses that are interested in applying should contact Deb Hill, City Administrator, at (651) 556-4600 / [dhill@newportmn.com](mailto:dhill@newportmn.com) for more information. Funds are limited and will be awarded to qualifying properties on a first-come, first-serve basis. Applications need to include completed elevation drawings, estimated cost or quotations, and lender's letter of loan approval (If applicable) or evidence of availability of applicant's own funds. The application is reviewed by the Newport Economic Development Authority and if they approve it, the business will enter into an agreement with the City of Newport for the grant. Through the grant agreement, if the business is sold within so many years, the business will be required to pay back a portion depending on how many years pass.

Since 2011, the City has issued four grants for the improvement of buildings along Hastings Avenue. The grants have gone to MasterTech Auto, Red Rock Lodge, Martin Joseph Real Estate, and Subway.



## New Business Checklist - Make Sure to Get a Certificate of Occupancy!

Are you a new business thinking of coming to Newport? If so, make sure to follow the below steps when looking at available spaces:

- View Section 36-241 of the City Code to determine if your business is a permitted use at the location you're looking at. You'll also want to view Article III of Chapter 36 for performance standards and information on items such as fencing, parking, design, etc.
- If you need a Conditional Use Permit before opening the business, you can view the application and checklist at [http://ci.newport.mn.us/homepage\\_permits\\_forms\\_applications.php](http://ci.newport.mn.us/homepage_permits_forms_applications.php). You may also want to set up a meeting with the City Administrator and Planner to determine if your business is feasible in the City.
- If your business is a permitted use or you received a Conditional Use Permit, fill out a Certificate of Occupancy Permit Application. You will need to receive a Certificate of Occupancy before you open your new business.
- Apply for any building permits you may need for a new building, remodeling, plumbing, mechanical, electrical, or signs. You can download all of the permit applications at [http://ci.newport.mn.us/homepage\\_permits\\_forms\\_applications.php](http://ci.newport.mn.us/homepage_permits_forms_applications.php).
- Apply for a SAC (Sewer Availability Charge) Determination from Met Council. Met Council requires all new buildings, new uses, or remodels to obtain a SAC Determination. If Met Council determines that there are new SAC units, you will be required to pay for those at the time a building permit is issued. The 2017 SAC Rate is \$2,485 per SAC unit. You can apply for a SAC Determination at <http://www.metrocouncil.org/Wastewater-Water/Funding-Finance/Rates-Charges/Sewer-Availability-Charge/SAC-Forms.aspx#Determination>.
- Once your business is open, fill out the Business Information Form and return it to the City. The City will use this form to update its contact information and to place your business on the online directory if you wish.

## Business Assistance Policies

In an effort to assist and promote new business start-ups, remodeling projects, or refinancing, the City of Newport has established business assistance policies. The business assistance policies establish the City's position in regards to the use of Tax Increment Financing, Tax Abatement, and assistance. Visit the City's website at <http://ci.newport.mn.us/BusinessAssistanceTools.php> to view the policies or contact City Administrator, Deb Hill, at (651) 556-4600 for more information.

## Business Resources

Visit the City's website at <http://ci.newport.mn.us/business.php> to view several business resources such as the business assistance policies, façade improvement grant application, and new business checklist listed on the previous page. You can also view a business directory, available properties, and commercial and residential development guides.

Below are several other resources you can use to help your business succeed in Newport.

### Minnesota Department of Employment and Economic Development

Offers tips on how to start, manage, and finance your business as well as how to incorporate environmental initiatives into your business. Visit <http://mn.gov/deed/> for more information.

### Minnesota Center for Energy and Environment

Offers several programs that are tailored to make improvements affordable. The programs include grants for non-profit organizations, zero-interest loans for non-profits and residential customers, and low interest loans for commercial customers. Visit <https://www.mncee.org/> for more information.

### Minnesota Waste Wise

Minnesota Waste Wise delivers strategic environmental consulting that helps businesses save money through waste reduction, resource conservation and energy efficiency. Becoming a member of Minnesota Waste Wise can help your business save money while protecting the environment. Visit <http://www.mnwastewise.org/> for more information.

### Minnesota Technical Assistance Program

Helps businesses implement industry-tailored solutions that prevent pollution at the source, maximize efficient use of resources, and reduce energy use and costs to improve public health and the environment. Visit <http://www.mntap.umn.edu/> for more information.

### Minnesota RETAP

Provides environmental facility assessments and community sustainability assistance to Minnesota's businesses, institutions, and communities at no cost. Visit <https://www.pca.state.mn.us/quick-links/minnesota-retap> for more information.

### Xcel Energy

Provides a wide variety of energy efficiency, expertise, and rebate programs to help businesses manage and control their energy usage. Visit [https://www.xcelenergy.com/Programs\\_and\\_Rebates](https://www.xcelenergy.com/Programs_and_Rebates) for more information.

### Greater MSP Partnership

Offers site location assistance and other mission-critical business development services to companies planning new or expanded facilities in the Greater MSP region. Visit <https://www.greatersp.org/main/new-home/> for more information.

## Parking Lots

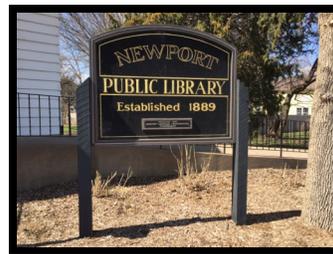
In all nonresidential districts (business, industrial, and mixed use), driveways, parking, loading, and service areas shall be constructed with a concrete, asphalt or a similar durable and dustless surface that meets the city's public works design manual. The periphery of all parking areas and drives in nonresidential districts (except parking areas for single-family and two-family residential uses in those districts) shall be constructed with poured-in-place concrete curbing, unless otherwise approved by the city.

If the pavement surface of a driveway or parking lot has deteriorated beyond maintenance or repair and does not comply with the public works design manual, the owner shall be required to remove and replace the driveway or off-street parking area pavement at the point of property sale in accordance with the City Code.

Please view Sections 36-161 and 36-162 for additional standards (dimensions, location, and number of) for parking lots in the nonresidential districts.

## Signs

No signs shall be erected or temporarily placed within any street right-of-way or upon any public easements, with the exception of campaign yard signs. For more specific criteria pertaining to signs, please see Chapter 36, Article IX of the City of Newport Code of Ordinances. The majority of signs will require a permit before installation.



## Landscaping

All areas of land not covered by structures or pavement shall be landscaped with sod, mulch, or rock materials. Additionally, there shall be one overstory tree in the front yard for every 50 feet of frontage and one tree for every 1,000 square feet of non-impervious surface area on the lot.

## Loading Areas

All loading and service areas must be completely screened from the eye-level view of adjacent residential property and public streets, and from the public front and office sides of business and industrial uses, except at driveway access points. Exterior loading docks need to be on the sides of a building that don't face any street or proposed street.

## Business Licenses

The City requires certain businesses to obtain licenses every year. Below is a list of businesses that need to obtain a license every year:

- Restaurants serving alcohol or liquor stores - Liquor license
- Businesses selling tobacco or tobacco products - Tobacco license
- Pawnshops - Pawnshop license
- Garbage haulers - Garbage hauling license
- Individuals going door-to-door or setting up a temporary booth - Peddler, solicitor, or transient merchant license
- Massage businesses - Massage therapist license and massage business license

Visit the City's website at [http://ci.newport.mn.us/homepage\\_permits\\_forms\\_applications.php](http://ci.newport.mn.us/homepage_permits_forms_applications.php) to download the license applications. Contact City Hall at (651) 459-5677 for more information on license requirements.

## Where to Find Information

All City Ordinances can be found on the City's website at [ci.newport.mn.us/city\\_code.php](http://ci.newport.mn.us/city_code.php) or at City Hall. Below is a list of frequently visited ordinances:

- **Chapter 4, Alcoholic Beverages** - This chapter outlines the regulations for liquor licenses.
- **Chapter 8, Buildings and Construction** - This chapter outlines ordinances on building permits, swimming pools, and rental units.
- **Chapter 10, Businesses** - This chapter outlines requirements for business licenses such as tobacco, gambling, and pawnshops.
- **Chapter 18, Nuisances** - This chapter outlines nuisances, building and property maintenance, driveways, lawns, and vacant buildings.
- **Chapter 32, Traffic and Vehicles** - This chapter outlines ordinances such as traffic regulations, parking, and recreational vehicles.
- **Chapter 36, Zoning Code** - This chapter is the Zoning Code and outlines ordinances such as allowed uses, setbacks, lot coverage, fences, accessory structures, allowed materials, etc.

If you have any questions, please call City Hall at (651) 459-5677.

**Code Enforcement**

The condition of one property has a direct effect on neighboring properties such as decreased property values, the inability to sell a property, and increased criminal activity. Your property may be inspected if a complaint is made regarding the condition of your property, or if City staff notices a violation upon your property. Once a property has been inspected and a violation is noted, the City will take the necessary steps to resolve the issue, which can include a warning or citation. These violations are especially visible after the snow melts and spring arrives. Be sure to keep your property up to code in order to prevent yourself from receiving a warning or citation. Some common code violations are listed in this section.

**How to report code violations**

Complaints may be filed with the City in person, by email, calling, or by mail and will be inspected by the City and County. Please note that all complaints are kept anonymous. To report a possible violation, please contact City Hall by visiting 596 7th Avenue, calling (651) 459-5677, emailing [tbrierley@newportmn.com](mailto:tbrierley@newportmn.com), or calling non-emergency dispatch at (651) 439-9381.

**Building Materials and Maintenance**

All nonresidential and mixed use buildings must use the following exterior materials when constructing a new building or remodeling:

- Class I exterior building materials include brick, stone, marble or glass. Bronze-tinted or mirror glass are prohibited as exterior materials.
- Class II exterior building materials include architecturally-treated concrete panels, cast-in-place concrete, or pre-cast concrete panels; specialty concrete block (such as textured, burnished, or rock-faced block) or stucco.
- Class III exterior building materials include unpainted or surface-painted concrete block (scored or unscored), unpainted or surface-painted plain or ribbed concrete panels, and unfinished or surface-painted metal.
- Accent materials may be wood or metal if appropriately integrated into the overall building design and not situated in areas that will be subject to physical or environmental damage.
- All primary and secondary materials shall be integrally-colored with no painted materials.
- Metal storage buildings (commonly called pole buildings) cannot be used in the city except in the Residential Estates (RE) District, or as back yard sheds in industrial districts if they are screened from view from residential parcels and public streets, or if approved for use in a business district through a conditional use permit.



View Section 36-161(1) to see how much of each material is allowed on buildings in each district.

Below are maintenance standards for all buildings in Newport:

- No part of any exterior surface shall have deterioration, holes, breaks, gaps, loose or rotting boards or timber.
- Every exterior surface which has had a surface finish such as paint applied shall be maintained to avoid noticeable deterioration of the finish. No wall or other exterior surface shall have peeling, cracked, chipped, or otherwise deteriorated surface finish on more than 20 percent of:
  - Any one wall or other flat surface;
  - All door and window moldings, eaves, gutters, and similar projections on any one side or surface.
- No glass, including windows and exterior light fixtures, shall be broken or cracked and no seams shall be torn or separated from moldings.
- All exterior doors and shutters shall be hung properly and have an operable mechanism to keep them securely shut or in place.
- All cornices, moldings, lintels, sills, bay or dormer windows, and similar projections shall be kept in good repair and free from cracks and defects which make them hazardous or unsightly.
- Roof structures shall be tight and have no defects which admit water. All roof drainage systems shall be secured and hung properly.
- Chimneys, antennas, air vents, and other similar projections shall be structurally sound and in good repair. Such projections shall be secured properly, where applicable, to an exterior wall or roof.
- Premises shall be graded and maintained so as to drain water away from occupied structures and minimize the accumulation of water on such premises.
- All accessory structures, including, but not limited to, detached garages, sheds and fences, shall be maintained structurally sound and in good repair. All exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by paint which is not lead-based paint or by other protective covering or treatment.

## Fences

Fences in the business and industrial zoning districts may be placed along a property line providing no physical damage of any kind results to the abutting property. The side of the fence considered the face, or the finished side, shall face the abutting property. Fences must be one color or pattern and constructed of treated wood, cedar or redwood; simulated wood; decorative brick or stone; wrought iron or aluminum; chain link; or split rail. Fences cannot be taller than 12 feet.

Fences in the mixed use zoning districts may be placed along a property line providing no physical damage of any kind results to the abutting property. The side of the fence considered the face, or the finished side, shall face the abutting property. Fences in the front yard shall be one color or pattern and may be no more than four (4) feet in height. Fences may be no more than six (6) feet in height in a side or rear yard, unless the side or rear lot line is common with the front yard of an abutting lot, in which case the portion of the side or rear lot line equal to the required front yard of the abutting lot may have a fence no more than four (4) feet in height. Fences must be constructed of treated wood, cedar or redwood; simulated wood; decorative brick or stone; wrought iron or aluminum; chain link; split rail; or other materials approved by the City.



## Exterior Storage / Garbage

All outside storage for nonresidential districts (business, industrial, and mixed use) shall be completely screened from the eye-level view of adjacent residential property and public streets, and from the public front and office sides of business and industrial uses.

Businesses can use the following items to screen any outside storage: existing vegetation, topography, or other site features; a building; berming or landscaping that is at least 80% opaque at maturity; or screen walls.

Additionally, all refuse and recycling containers must be stored inside of the principle structure or an enclosed accessory structure.

## Code Enforcement Cont'd

### What to do if you receive a warning or citation

If you do receive a warning or citation, **do not ignore it!** Instead, take the necessary steps to correct the issue(s) listed on the notice. Always feel free to call City Hall at (651) 459-5677 if you do not understand the notice or need more time to correct the issue. Failure to resolve the issue may result in additional actions such as fines, a formal court complaint, or City facilitated abatement.



## Lighting and Utility Equipment

Lighting fixtures need to be downcast and shall not spill into residential areas.

All utility equipment, such as heating and ventilating equipment, meters and other devices shall be completely screened from eye-level view of adjacent properties and streets. Equipment shall be screened with a screen wall, berm, or landscaping if located on the ground. If on the roof, the equipment shall be screened with a parapet or screen wall of materials compatible with the principal structure, unless designed as an integral part of the building and is compatible with the site lines of the building, as determined by the zoning administrator. Vertical or horizontal wood

slats, fencing or similar materials are not acceptable screening material.

Thank you for having your business in Newport!

### **Mission Statement**

The City of Newport is committed to serving the people and businesses of Newport by creating an environment which encourages pride in the community, promotes prosperity for businesses, and improves the quality of life for all.



### **Vision Statement**

Newport is a historic city on the Mississippi River where small-town tradition is preserved, strong work ethic and self reliance is valued, and a shared sense of community pride fosters active family neighborhoods, expanding business opportunities, and a healthy lifestyle for all to enjoy!