

NEWPORT CITY PLANNING COMMISSION MINUTES

APRIL 2ND, 2019

MEMBERS PRESENT: Woodman Page (WP) Vice Chair Robert Currier (RC) Colleen Moore-Ortiz (CMO)

MEMBERS ABSENT: Ruth Sproull (RS), open seat

OTHERS PRESENT: Pam Ladds, Ann Page, Julie Raboin, Council Member, ZA Charles Elliot

CALL TO ORDER

7:05 p.m. Vice chair Robert Currier officially called the Planning Commission meeting to order.

APPROVE THE MINUTES OF MARCH 19TH, 2019 MEETING

Minutes of March 19th, 2019 were reviewed. WP made motion to approve. CMO seconded the motion. All voted in favor. Unanimous approval.

ELECTION OF OFFICERS

WP checked on the terms of all the members remaining. Chair Clark Curtis stepped down at the last meeting. Ruth Sproull was re-appointed to the position in March. The Zoning Administrator provided an overview of the duties of the chair. He describes these as “mostly conduct the meeting, very occasionally to meet with Charlie or sign something on behalf of the Commission. Rarely does it require any extra time outside of existing meetings.” RC expresses a willingness to serve as interim chair, but only until RS has returned, and the open seat has been filled. The group will reconsider officers again once this has happened. WP expressed to serve as interim Vice Chair with the same stipulation. The entire group happily concurred on electing Ruth Sproull as the Secretary.

CMO made a motion that Robert Currier and Woodman Page be elected as Interim Chair and Interim Vice Chair respectively, until the Planning Commission has regrouped with new members, and that Ruth Sproull be elected as Secretary. WP seconded the motion. All voted in favor. Unanimous approval.

REVIEW STATUS OF THE ZONING AND SUBDIVISION BYLAW CHANGES

The zoning administrator recommends setting the bylaw aside for a while. There are 2 provisions in the bylaw he states need to be modified. Pam Ladds asked who would be making these changes and why? RC does not wish to have the bylaws fall by the wayside after all the hard work the commission has put into reviewing them. The group agreed that the Review of Bylaws should remain a standing item on the agenda.

DISCUSS CITY PLAN DEVELOPOMENT AND NEXT STEPS

The current city plan will expire in March of 2020 and must be updated prior to that time. The current plan was adopted by City Council on March 2nd, 2015. For the legislative process to accommodate this timeline, public hearings will need to begin in December of 2019.

During the 2014/15 work on the current plan, WP recalls that each member of the commission was assigned sections to review, and many community partners with expertise in various arenas were invited to help write and construct elements of the plan. The Planning Commission will review and approve any written submissions prior to becoming a part of the plan. Pam Ladds suggests a Google document might be helpful, but there are potential violations of open meeting laws in using a platform such as this, per Council Member Julie Raboin.

The members are tasked with reviewing the current plan and the Planning Guidelines provided and selecting sections to work on. The Zoning Administrator notes that Alison Low from NVDA has suggested potentially consolidating appendices for example that have similar topics. The Zoning Administrator will also create a list of appropriate partners to work on various sections.

Pam Ladds suggests outreach to both NCIC and NVDA to get an understanding of what elements might be important for funding opportunities.

OTHER BUSINESS

No other business is identified at this time.

SET DATE AND AGENDA FOR NEXT MEETING

Next Meeting: April 16th, 2019 7:00 pm

Agenda:

1. Call to Order
2. Approve the minutes of April 2nd, 2019 Meeting
3. Request to Sign Grant Application
4. Interview Candidates for Planning Commission
5. City Plan
6. Other Business
7. Set Date and Agenda for Next Meeting
8. Adjourn

ADJOURN

7:49 pm: WP made the motion to adjourn the meeting. CMO seconded the motion. All voted in favor. Unanimous approval.

Minutes taken and transcribed by Colleen Moore de Ortiz

Approved

Robert Currier

Date

4/16/19