

Planning Commission Meeting Minutes
October 18, 2022

Members Present: John Monette, Dennis Chenette, Carole O'Connell, Kevin Mead

Others Present: Zoning Administrator Frank Cheney, NVDA's Alison Low, and community member John Mattis

—Chair John Monette called the Planning Commission Meeting to order at 6:30 P.M. The Planning Commission reviewed the minutes of the meeting held on October 4, 2022. Dennis Chenette made a motion to approve the minutes which was seconded by Carole O'Connell, the minutes were approved. There was no public comment.

—Agenda item Bylaw Modernization Project

- 1) Chair Monette provided an overview of the Planning Commission's previous work and discussion relating to the Administrative Chapter of the proposed Bylaws.
- 2) An extensive review of Sections 4200, 4202 and 4206 was completed. Resulting discussion centered around 4202.f /Permit Issuance and 4206.a/ Certificate of Compliance. Procedural and policy approach was tentatively identified for additional consultation with a Place Sense Representative at the next work session.
- 3) The Planning Commission determined that Frank Cheney Zoning Administrator would develop and maintain a tracking tool which would log/track/record commission progress throughout the bylaw review process.

—Old Business:

- 1) Chair Monette noted that following last night's public hearing the Newport City Council voted unanimously to adopt the presented Municipal Plan Final Draft. Alison Low indicated that she had provided the city with an updated version for publication.
- 2) Dennis Chenette provided a detailed update regarding the content and use of The State of Vermont Permit Navigator system.

— The next Planning Commission Meeting will be held on November 1, 2022, at **6:00p.m.** The agenda will be like tonight's meeting with the additional participation of Place Sense Consultant Brandi Saxton.

—A motion to adjourn was made by Dennis Chenette and seconded by Carole O'Connell the meeting adjourned at 8:37 p.m.

Respectfully submitted by Zoning Administrator Frank Cheney, Unofficial Until Approved

Approved this 15th day of Nov., 2022 _____ Chair, Newport City Planning Commission

