

**City of Newport**  
**Planning Commission Meeting Minutes**  
**November 7, 2023**

**Members Present:** Chair John Monette, Denis Chenette, Carole O' Connell and Gina Cirelli

**Members Absent:** Kevin Mead

**Others Present:** Zoning Administrator Frank Cheney

- **Call to Order:** The meeting was called to order by Chair Monette at 6:40 p.m.
- **Approval of Minutes:** Gina Cirelli made a motion to approve the minutes of October 24, 2023, Carole O' Connell seconded the motion, and the minutes were approved.
- **Public Comment:** none
- **Bylaw Modernization project:** The Planning Commission Members reopened evaluation of sections within the Draft Unified Regulations that had previously been marked for additional attention. Regulations relating to permitting fee schedules, road/infrastructure requirements and provisions of Newport's Dangerous Building Ordinance were addressed.
- **Old Business:** None
- **New Business:** 1) Town of Derby, Vermont Zoning Bylaw Amendments were reviewed.  
2) Frank Cheney provided an overview of the recently established City Council Departmental Liaison Program. John Wilson Newport City Council President as accepted assignment to serve as liaison to the Planning and Zoning Department.  
3) The planning Commission received formal notice that the State of Vermont has granted an extension of the Bylaw Modernization Grant completion date to 4/30/2024
- **Agenda:** The next scheduled Planning Commission Meeting with be held on November 21, 2023, at 6:30 p.m. in the Newport City Council Room. The Agenda will be similar to tonight's meeting.
- **Adjourn:** Denis Chenette made a motion to adjourn, Carole O' Connell seconded, the meeting adjourned at 8:45 p.m.

Approved this <sup>21st</sup> \_\_\_ day of Nov., 2023.

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Chair, Newport City Planning Commission