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Newport City Development Review Board

Meeting Minutes

5/15/2024

6:30PM

Board Members Present: Agathe Coburn, Melissa Pettersson, Patrick Hurley, Laurie Grimm, Jay Walsh, Andrew Touchette, Frank Cheney (Zoning Administrator)

Board Members Absent: Jay Gonyaw, Denis Chenette

Meeting called to order: 6:39PM

Meeting Minutes from April 3, 2024: approval of minutes was tabled due to lack of quorum of DRB members who were sworn in at the time of the meeting. Tabled for approval until quorum is met based on DRB members sworn in as of April 3, 2024.

1. Mrs. Coburn summarized application 07-060 related to Kingdom Go gravel pit operations on Glen Road
 - a. Condition of original permit from 2008 required annual renewal of \$100,000 bond to coverage potential liabilities of gravel pit operations on Glen Road
 - b. John Gobeil from RG Gosselin raised disappointment with the lack of interest that has been earned on the \$40,000 reclamation fund that was provided to the City of Newport in 2008 to cover potential expenses related to gravel pit decommission.
 - c. No documentation available to ensure permit extension was provided to the permittee in the DRB records.
 - i. Permit was extended to approximately 2028 (ca. 2018)
 - ii. RG Gosselin received extension for relevant state permits (Act 250, stormwater, etc.)
 - d. Mrs. Coburn requested a motion for the yearly approval of the Kingdom Go extraction permit, acknowledging that the permit was approved for a 10-year renewal in ca. 2018,
 - e. Ms. Pettersson made the motion as described by Agathe Coburn
 - f. Andrew seconded the motion.
 - g. Motion passed unanimously.
2. Sarah Merrill from Northern Exposures approached the board.

Agathe summarized application 24039 related to addition of 10x15 deck affixed to existing retail building.

- a. Ms. Merrill explained she is going to put an apartment in the back of the building for herself and build a deck.
- b. Conditional use approval required due to a change of use from commercial to mixed use; not an approval that can be given solely by the Zoning Administrator

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- c. Commercial Zone B – accessory apartment is allowable to a single family or multi-family building with existing commercial use, but not a commercial building without existing residential uses.
 - d. Can only have accessory dwelling unit if accessory or subordinate to an existing single-family home. Given the Commercial B district, single family dwellings are not a permitted use, they require conditional use that must be permitted by the DRB.
 - e. Mr. Walsh requested clarification that an egress be provided from the bedroom to exit the dwelling. If zoning or building codes were required,
 - i. Mr. Touchette added that upon inspection of a fire alarm incident, there was clear egress from the living spaces.
 - f. Mrs. Coburn summarized the conditional uses that require approval.
 - i. Request will not impose an adverse effect on the standards of the area.
 - ii. Request will not affect the general standards.
 - iii. Request will not affect the character of the area.
 - iv. Request will not affect the traffic of the road.
 - v. Request will not affect renewable energy or resources.
 - g. Mr. Walsh requested clarification of the sewer or septic requirements.
 - h. Mr. Cheney stated by transitioning to partial residential use, the parking requirements were reduced from the comparatively higher requirements for commercial use. Mr. Cheney also mentioned the estimated footprint was close to 980 sq ft versus the 900 sq ft listed in the application.
 - i. Mr. Cheney advised that conditional uses were contingent upon 30-day public post and appeal period, obtaining and adhering to all necessary State permits, & obtaining a certificate of occupancy
 - j. Mr. Hurley made a motion to approve conditional use permit request 24039 based on the contingencies above.
 - k. Mr. Walsh seconded.
 - l. Motion passed unanimously.
3. Members discussed how to approve meeting minutes from April 3, 2024; members present on that date included Mr. Hurley, Mrs. Pettersson, Mrs. Coburn, & Mr. Chenette. Mr. Gonya was not present. The three new members of the DRB – Mr. Walsh, Mr. Touchette, & Mrs. Grimm – were not yet sworn in, therefore they are not eligible to approve the minutes. As such, the meeting minutes vote of approval will be tabled until the next meeting.
 4. Mr. Walsh made a motion to adjourn the meeting.
 5. Mrs. Grimm seconded. Adjourned at 9:00 p.m.