

NEWPORT CITY PLANNING COMMISSION MINUTES

April 4th, 2017

MEMBERS PRESENT: Chair Clark Curtis, Vice Chair Robert Currier, Woodman Page and Dan Ross.

MEMBERS ABSENT: None.

OTHERS PRESENT: Zoning Administrator (ZA) Charles Elliott, Pam Ladds, Ira Morgan, Jr., Anne Page, Diane Peel, and Richard Stibolt.

7:00 p.m. Chair Clark Curtis officially called the Planning Commission meeting to order. Minutes of March 21st, 2017 were reviewed. Chair Curtis noted one error in the review section of Article 6 of the City Zoning & Subdivision Bylaw. On page 4 of Section 605 item 2-K; reference is made to filing an approved subdivision "(along with a DXF diskette)." It was recommended that item K should read within the parenthesis as "(as well as an electronic format)". Any reference to the DXF diskette would be removed. Vice Chair Robert Currier then moved to approve the minutes of March 21st, with the noted change. This was seconded by Dan Ross. **APPROVED BY UNANIMOUS DECISION.**

7:09 p.m. Interview candidates for the Planning Commission & Historic Preservation Commission vacancies: Chair Curtis explained that he had contacted and received guidance from the Vermont Secretary of State's office as well as the Vermont League of Cities & Towns on the process of selecting a candidate. Chair Curtis also stated that he would participate in the discussion, but would not vote since he was related to one of the candidates. The interview process began with Ira Morgan followed by Diane Peel, and Richard Stibolt. The final interview with Ruth Sproull was conducted via a telephone conference.

8:13 p.m. Planning Commission enters into Executive Session: Vice Chair Robert Currier moved that the Planning Commission go into Executive Session to discuss individual interviews and select a candidate. This was seconded by Dan Ross. **APPROVED BY UNANIMOUS DECISION.**

8:50 p.m. Planning Commission exits from Executive Session: Chair Curtis called the meeting back into order. Chair Curtis explained that it was a difficult process and stated that a decision had been made. Vice Chair Robert Currier then made a motion to recommend to the Newport City Council that Ruth Sproull be appointed to the Newport City Planning Commission and the Historical Preservation Commission based on the review of applicants and for the remaining years of the vacant position. This was seconded by Dan Ross with Chair Curtis abstaining. **APPROVED BY UNANIMOUS DECISION.** All of the applicants were thanked for taking the time to apply and Chair Curtis stated that the Planning Commission would also be reviewing procedures to expand the number of appointments to the Planning and Historical Preservation Commissions.

8:52 p.m. Other Business: Dan Ross provided each member with a copy of material related to boundary line adjustments. The material will be reviewed for consideration for incorporating into the Bylaws at the next meeting.

Pam Ladds stated that at the April 3rd, 2017 City Council meeting the issue of a new city web site was being developed. Included in the discussion was city email for Planning Commission members. Chair Curtis stated that initially the commission was denied this service due to the cost involved. There may be the possibility that commission members might receive a city email address. Chair Curtis stated that for transparency's sake it would be a good thing.

8:55 p.m Next Meeting: There will be a Planning Commission and Historical Preservation Commission meeting scheduled for April 18th, 2017, at 7 p.m. The Planning Commission agenda will consist of: 1. Call to Order, 2. Approve Minutes of April 4th, 2017, 3. Review Dan Ross' report on boundary line adjustments, 4. Review Section 7 of the Bylaws, 5. Other Business, 6. Set Date and Agenda for Next Meeting, 7. Adjourn. The Historical Preservation Commission agenda will consist of: 1. Call to Order, 2. Approve Minutes of Jan 17th, 2017, 3. Election of Officers, 4. Other Business, 5. Adjourn.

9:04 p.m. Woodman Page made a motion to adjourn. This was seconded by Vice Chair Robert Currier. **APPROVED BY UNANIMOUS DECISION.**

Minutes taken and transcribed by Woodman Page

Approved: _____

Date: 4-18-17