

NEWPORT CITY PLANNING COMMISSION MINUTES
OCTOBER 21, 2014

MEMBERS PRESENT: Charles Elliott, Clark Curtis, Woodman Page, Jennifer Leithead, Dan Ross

MEMBERS ABSENT: None

OTHERS PRESENT: Pam Ladd, Stan Chop

7:09 p.m. Chair Charles Elliott called the meeting to order. Clark Curtis moved to approve the minutes of the October 7, 2014 joint meeting with the City Council. This was seconded by Dan Ross. **APPROVED BY UNANIMOUS DECISION.** Dan Ross moved to approve the minutes of October 7, 2014 Planning Commission meeting with two small changes. This was seconded by Clark Curtis. **APPROVED BY UNANIMOUS DECISION.**

7:14 p.m. MUNICIPAL PLAN UPDATES. Charles Elliott talked to Laurel about updating the appendices. She asked about several things: font consistency, formatting consistency, a wrong link in Appendix o, and to delete the sections with the old sections in them. Mr. Elliott will talk with Laurel about editing the fonts and format, and about finding the correct link in appendix O. The old sections can be deleted anytime. The Commission also discussed spellchecking and other general proofing; a member of the public, Stan Chop, offered to spend some time editing, and each member will look at their respective sections with an eye for spelling, punctuation and grammar. Woodman Page asked what each member can do moving forward: each member will check over their sections. Dan Ross asked Jen Leithead if she had talked with Paul Dreher about maps; she had not. If he has drawing in CAD, Dan Ross can ask students to help format them into 11 x 17 to include in the plan. Mr. Elliott will also look to see what format they are in and he can format them to include in the plan.

Clark Curtis asked if any member knew if Newport had bought land in Derby for a water tower; no one knew for sure but it seemed like they had not.

7:38 p.m. OTHER BUSINESS. Dan Ross updated the Commission on the Renaissance Block update from the City Council meeting the night before.

Jen Leithead updated the Commission and the chair about the Safe Routes to School program that Newport City Elementary recently became a part of. Safe Routes is a national program to look at the infrastructure (sidewalks, crosswalks, etc.) in the neighborhoods around schools and ways to encourage children to walk to school. The planning committee is meeting on October 27, and the chair is invited. Mr. Elliott will not be able to attend because of the time of day, but Jen Leithead will report back to the Commission.

Pam Ladd asked about potential conflict of interest, with a member being on both the DRB and the Planning Commission, and the chair also being the ZA. The commission discussed a notation in one of the region's papers; it appears that it was incorrect. State statute does

not consider it a conflict of interest. The Commission discussed procedure if there does happen to be a conflict, such as a member of the public updating the Commission about a project – in that case, Mr. Ross will recuse himself in order to be able to fulfill his DRB duties correctly. Mr. Elliott noted that because the Commission does not hear permit applications, he can sit on the Commission but not on the DRB as the ZA.

8:10 p.m. NEXT MEETING. The next meeting is set for November 4, 2014, at 7 p.m. in the City Council room with the same agenda. A tentative hearing date is set for November 18. The ZA will look into statutory limitations for sending the draft plan to neighboring towns and report back to the Commission. In the meantime, the Commission will continue to edit spelling, grammar, and punctuation.

8:17 p.m. Woodman Page made a motion to adjourn. This was seconded by Dan Ross.
APPROVED BY UNANIMOUS DECISION.

Minutes taken and transcribed by Jennifer Leithead.

Approved:  Date: 11-04-2014