

NEWPORT CITY PLANNING COMMISSION MINUTES

November 6th, 2018

MEMBERS PRESENT: Chair Clark Curtis (CC), Vice Chair Robert Currier (RC), Woodman Page (WP), and Colleen Moore de Ortiz (CMO).

MEMBERS ABSENT: Ruth Sproull (RS).

OTHERS PRESENT: Zoning Administrator Charles Elliott, Pam Ladds, Ann Page, and Council Member Julie Raboin.

7:08 p.m. Chair Clark Curtis officially called the Planning Commission Meeting to order. Materials provided by Zoning Administrator for review include:

- Reports for Public Health Zone and Short-Term Room Rental
- Report for FEMA floodplain revisions to bylaw
- Urban Residential
- Parking Table
- Definitions

Minutes of October 23rd, 2018 were reviewed. BC made a motion to approve. WP seconded. Unanimous approval.

Report for Bylaw Amendment Residential Short-Term Rental reviewed. WP made a motion to approve the bylaw amendment with the definition included. BC seconded. Unanimous approval.

Report for Bylaw Amendment to Change Zoning at Lakemont Industrial Park from Light Industrial to Public Health reviewed. BC made the motion to adopt the Report to include the following changes:

- Page 1, Paragraph 1, Line 4: Change "Its"" to "It's"
- Page 1, Paragraph 1, Line 7: Change "business" to "practice"
- Page 1, Paragraph 3, Line 2: Delete the word "higher"
- Page 1, Paragraph 4 shall be changed to read, "The assisted living facility may result in a number of single-family homes becoming available for those looking for a place to live."

- Page 2, Paragraph 1, Line 2: Change “boarder” to “border”
- Page 2, paragraph 1, Line 3: Insert comma between the word “space” and “the”.

WP seconded the motion. The discussion of the motion included members of the public. All members of the Planning Commission voted in favor. Unanimous approval.

Report for Bylaw Amendment for FEMA Required Update to Zoning Bylaw Flood Plain Regulations was reviewed. Failure to adopt the changes in flood plain language would lead to a potential loss of flood insurance for the municipality. This is standard language being provided to municipalities by FEMA to facilitate compliance with federal law. The definitions are included in the language changes. BC made motion to adopt the **Report for Bylaw Amendment for FEMA Required Update to Zoning Bylaw Flood Plain Regulations** with the following change:

- Page 1, Paragraph 4, Line 1: “The will have a positive impact...” shall be changed to read, “The change will have a positive impact.....”

WP seconded the motion. All in favor. Unanimous approval.

BC made a motion to defer Item 5 on the Agenda: **Review the Zoning Bylaw starting with Article 704**. WP seconded the motion. All in favor. Unanimous approval.

Other Business

The Planning Commission reviewed **422.12 Parking Table**, **304.02 General Residential District “GR”**, and **304.03 Urban Residential District “UR”**, **304.06 Public Health/Office District “PHO”**, and **Definitions**. BC made the motion to approve the noted items as follows:

- Parking Table: accepted as submitted by Zoning Administrator.
- 304.02 General Residential: Remove “Residential Short-Term Rental” as a permitted use. Add “Assisted Living Facility” under conditional uses.
- 304.03 Urban Residential: Remove “Residential Short-Term Rental” as a permitted use. Add “Assisted Living Facility” to permitted uses.
- 304.06 Public Health District: Add “Assisted Living Facility” to permitted uses.
- Definitions: Change “HOME OCCUPATION: Accessory use of a occupational nature” to “HOME OCCUPATION: Accessory use of an occupational nature”. All other changes accepted as submitted by Zoning Administrator.

CMO seconded the motion. All in favor. Unanimous approval.

The first of two public hearings must be scheduled and warned. The soonest this can happen is November 27th.

Set Date and Agenda for Next Meeting

November 27nd, 2018

7:00pm

1. Call to Order
2. Approve the Minutes of November 6th, 2018 Meeting
3. Discussion on Public Hearing
4. Review the Zoning and Subdivision Bylaw starting with Article 704
5. Other Business
6. Set date and agenda for next meeting
7. Adjourn

9:05 pm: RC made a motion to adjourn. CMO seconded. All in favor. Unanimous approval.

Minutes taken and transcribed by Colleen Moore de Ortiz.

Approved  _____

Date 12-11-18 _____