

# NEWPORT CITY PLANNING COMMISSION MINUTES

## DEC. 11, 2018

**MEMBERS PRESENT:** Chair Clark Curtis (CC), Vice Chair Robert Currier (RC), Woodman Page (WP), Colleen Moore-Ortiz (CMO), Ruth Sproull (RS)

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Pam Ladds, Paul Dreher, Mayor Paul Monette, ZA Charles Elliott

**7:15 p.m.** Chair Clark Curtis officially called the Planning Commission meeting to order. Minutes of Nov. 6, 2018 were reviewed. RC made motion to approve CMO seconded. RS abstained. Passed.

**7:17 p.m.** Minutes of Dec. 4 Public Hearing meeting were reviewed. CMO said her name needs to be spelled correctly as Colleen in 8:16 p.m section. RC made motion to accept, second by CMO. RS abstained. Passed.

**7:18 p.m.** Discussion about public hearing.

Regarding rezone on Lakemont. Only concern was from Mr. Guyer and ZA will be sending him written assurances to assuage his worries. We need to have assisted living definition and ZA presented us with language. We proposed: "A system of housing and limited care that is designed for elderly or disabled people who need some assistance with daily activities, while still maintaining some independence, but do not require care in a nursing home."

**7:32 p.m.** FEMA discussion of public hearing on this subject.

**7:35 p.m.** Short-term rental discussion.

**7:50 p.m.** Certificate of occupancy discussion.

**8:05 p.m.** Motion to accept the four items on the table from public hearing with definition of assisted living and that comments of Sasha and Alison be forwarded to city council as well made by WP. RC seconded. Pam Ladds wanted

to know if these things will be sent as PC is approving them and not be amended by anyone in between. Unanimous approval.

**8:17 p.m.** Motion to pass over bylaw changes indicated on the agenda made by RC and seconded by WP. Unanimous approval

**8:20 p.m** Other business-CC wants to have HPC meeting next week and we need to discuss that it is not officially certified. ZA will discuss with the state in the meantime and report to us so we can decide if the committee stays or is disbanded.

CC went to Open Meeting Law Training meeting where they discussed, for example: Earning of meetings. Minutes do not have to be approved, by law. Minutes have to be posted on city website five calendar days after the meeting. There are exemptions to committee quorums attending meetings: they do not need to be warned. Email exchanges-you can "reply all."

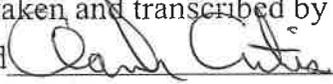
#### **Set date and agenda for next PC meeting**

Dec. 18, 2018 at 7 p.m.

- 1.Call to order
- 2.Approve minutes of the Dec. 11, 2018 meeting
3. Review documents that ZA gave to council
4. Review zoning and subdivision bylaw starting with 704
- 5.Other business
6. Set date and agenda for next meeting
7. Adjourn

**8:35 p.m.** RC made motion to adjourn, CMO seconded. All approved.

Minutes taken and transcribed by Ruth Sproull

Approved  Date 12-18-18