

**Newport City Planning Commission
Minutes**

Tuesday September 21, 2021, at 7:00 PM

Commission Members: John Monette
 Vacant
 Carole O’Connell
 Denis Chenette
 Amanda Chaput

Zoning Administrator: Erik Voegtlin

Members Present: John Monette
 Denis Chenette
 Amanda Chaput
 Carole O’Connell

Others Present: Mark Kane SE Group
 Laura Dolgin
 Alison Low NVDA
 Kevin Mead

Absent Members:

1. **Call to order:** 7:00 Call to Order made by John Monette
2. **Approve the minutes of the planning commission meeting held on September 7, 2021:** Motion Made by Denis Chenette and seconded by Carole O’Connell
3. **City plan development:** the first Draft Municipal Plan was sent to the planning commission members. Now the process of editing takes place. Hyperlinks can be embedded within the report linking other referenced reports. The Cannabis Task Force is reaching out to municipalities with a survey.

The members began a general discussion of review and suggest edits. Alison Low of NVDA suggests that we break the review into separate meetings so as not have a super long meeting. The idea is to create an action-oriented approach. Commission agrees with this approach. The action portion of the plan is fluid enough to be adapted as often as we would like. Alison Low let us know about an upcoming zoning bylaw modernization grant. Next PC meeting will focus on the Housing piece. Special meetings may be necessary. The Municipal Planning Grant will expire at the end of September, and SE Group’s involvement will be complete. The City will then

contract with NVDA to work with the Planning Commission to bring the Municipal Plan into a final version, ready for adoption by the City Council as well as the Regional Planning Commission. This process will take several months. The approval process requires the Planning Commission to hold 1 public meeting, and the City Council to hold 2 public meetings.

4. **Old Business:** None
5. **New Business:** Interview for Mr. Mead at our next meeting.
6. **Set draft agenda for next regularly scheduled meeting:** next meeting scheduled for October 5, 2021, beginning at 6:00 pm
7. **Adjourn:** Motion made by Denis Chenette and seconded by Carole O'Connell at 8:25 p.m.

Minutes submitted by Amanda Chaput

Unofficial Until Approved

Approved 3/1/22 