

Village of Newport Planning Board

Monthly Meeting Minutes

January 2014

The monthly meeting of the Village of Newport Planning Board was held on January 13, 2014 at the Newport Fire Hall. The meeting was called to order at 7:00 by Chairperson, John Flanagan.

Members Present: John Flanagan, Margaret Garlock, Dan Capron, Jonathon Crossett

Members Excused: Dusty Dodge

Guests Present: Heidi Worden

Previous Meeting Minutes:

Meeting minutes from December 2013 were presented and reviewed by the Planning Board. A motion was made to accept the minutes. All were in favor.

Organizational/ Existing Business:

-John Flanagan informed the Planning Board that the Pellani Coffee Shop Site Plan and additional paperwork was sent to the Oneida/ Herkimer Combined Planning Project and was received on 12/26/13. This step was necessary due to the projects proximity to Route 28. The Board awaits the arrival of the Final Determination Letter from this group.

Village of Newport Zoning Book:

-There was no official discussion regarding the Newport Zoning book. The Planning Board continues to see a need for the updating and revising of this document. The issue of public availability was raised as was the need to get this information in electronic format in the future.

Other Business:

-Heidi Worden addressed the Board with some concerns and some action items on which she would like the Planning Boards input and direction. Heidi felt the process and forms that are required for a site plan review should be made more accessible to the public. She stated it was difficult to get a copy of the zoning book and the Village website had very limited information regarding this subject at this time. She also presented a situation on which she would like some direction. Her West St. property is currently zoned for agriculture. However, she has been asked to house a local dance business that has lost its lease (which would be a change in use for the property). This situation is imminent and needs action fairly quickly if she is to help the party involved. Heidi asked if a "temporary use variance" was possible. Did it even exist? The Board looked through the planning book for pertinent information, but didn't locate information that directly described the situation Ms. Worden was describing. Ultimately John stated that he would look into this matter further and get any helpful information he could find to her in a timely manner. She was directed to contact the zoning board or possibly Mr. George Farley for further guidance.

The next meeting was set for February 10, 2014 at the Newport Firehouse @7:00

The meeting adjourned at 7:50.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Daniel Capron', with a long horizontal flourish extending to the right.

Daniel Capron

Village of Newport Planning Board Member