

**Village of Newport Planning Board**

**Monthly Meeting Minutes**

**December 2013**

The monthly meeting of the Village of Newport Planning Board was held on December 9, 2013 at the Newport Fire Hall. The meeting was called to order at 7:00 by Chair Person, John Flanagan.

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

Members Excused Dusty Dodge

Guests Present: Tavia and Jeremy Pellani

Previous Meeting Minutes:

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

Organizational/ Existing Business:

-New Village Planning Board member, Jonathon Crossett was introduced to the Board. Plans are underway to secure him a copy of the Village Zoning Book.

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 as was evidenced by the discussion with the Pellani's.

Other Business:

-Tavia and Jeremy Pellani presented the Board with a brief update of their project at the Main Street site next to Moody's Polaris Shop. The Board was given a history of the renovation so far and described a timeline of where they would like to be in the near future. They requested guidance from the Board as to what their next steps should be regarding their project. Members of the Board briefed the two of them on several specifics to be aware of in the Zoning Book. Districting, occupancy issues and signage were among several topics discussed. John Flanagan advised them to initiate the site plan review process by explaining some documents that would need to be filed with Herkimer County. These documents include a location map, a sketch of the project and a Short Environmental Assessment Form.

The meeting adjourned at 8:00.

Respectfully Submitted,

Daniel Capron  
Village of Newport Planning Board Member