

## **Village of Newport Planning Board**

### **Monthly Meeting Minutes**

**July 2013**

The monthly meeting of the Village of Newport Planning Board was held on July 8, 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

Members Excused: Dusty Dodge, Tammy Gorinshek (resignation?)

Guests Present: Craig Fehlhaber

Previous Meeting Minutes:

Meeting Minutes from June 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 noted that members are required to have 4 hours of training to serve on the Village Planning Board. He stated he has 1.5 hours left to complete.

-The mayor has requested a tentative copy of the Planning Board meeting minutes within two weeks. John made a request to the acting secretary that he receive the tentative minutes within one week of the meeting so he could forward them to the mayor.

-John informed the Board that the mayor has requested submission of Zoning Book revisions section by section. The Board had been compiling these revisions for submission upon completion of the entire process. John suggested that time be taken at this meeting to review the revisions to the Zoning Book that the Board has considered for a preliminary report to the mayor.

Village of Newport Zoning Book:

-As stated above, time was spent compiling the Board's suggestions for revising and updating the Zoning Book thus far. John agreed to create a document that would report our progress on this project to the mayor.

Other Business:

-The Board was informed of the resignation of Tammy Gorinshek from the Village planning board. The process to replace her would be initiated by the mayor and information would be forthcoming.

-John was given procedural information from the County. It should be noted that a Site Review Plan that requires County notification and approval (ie. a plan that falls within 500 feet of the county line, etc.) must be received by the County seven days prior to their meeting in order to receive attention. Sites Plans sent after that seven day window will be tabled for the next meeting, delaying the process.

-The next meeting was set for August 12, 13

Motion to adjourn the meeting was made. All were in favor. Meeting adjourned at 7:56 PM.

Respectfully Submitted,

Daniel Capron

Village of Newport Planning Board Member