

Minutes of Zoning Board of Appeals for August 19th, 2013

Present: Chairwomen Christine Shahin, Steven Woods

Absent: Donald Fauvelle

Meeting called to order at 6:15PM.

Reviewed and accepted minutes of July 15, 2013 ZBA Meeting.

Reviewed report of the Chairwomen. All minutes and reports were submitted to the Mayor.

Application for Sign at Day Care Center (Andrea Holton) and Moody's Polaris are on hold until business owners submit the required paperwork as directed by the Herkimer Oneida County Planning Board. Owners were sent a letter directing them of the steps that need to be taken.

Discussion took place to schedule future meetings for 6:30 PM instead of 6:00 PM due to the amount of work to be handled.

Chairwomen Shahin will attend the next meeting of the planning board.

Meeting adjourned at 6:30 PM

ZBA Report Village of Newport Christine Shahin (Wood)

August 19, 2013

ZBA currently has two sign variance requests

Moody's Polaris

Bruce Moody Owner

7450 Main Street

845-8664

Lighted Husqvana Sign measuring 4 X 6

Initial permit denied as sign will project beyond property line and is wider than 5 feet.

Andrea's Angels (Day Care)

Andrea Holton Owner

7427 Main Street

525-6237

Seeks 2 X 3 foot sign that reads Andrea's Angels Child Care 525-6237

Each time I fill out a form and submit I learn there is more data needed ie: a form, a drawing, or tax number etc. which can be frustrating to learn in bits and pieces but I believe that we will have the system learned soon with pending requested submitted for the next County submission cycle of Sept 9th.

Residents seeking variance requests need to submit request in an application – I have only had these requests by word. There must be a ***Village of Newport ZBA variance Request Application*** but I do not know where these are kept or if they are available online? Owners would have their parcel tax numbers on their tax statements.

I have emailed and followed up with both Bruce & Andrea to ensure all requirements were met, they each need more time. Bruce has promised to get me what I need by end of week and Andrea is projecting by Sept 8th for submission to county on Sept 9th.

- ZBA needs two copies of ZBA Village Law handbooks
- Planning Board Suggested Changes to Village Laws when might ZBA review and comment?