

City of Newport
Planning Board Meeting Minutes
May 2, 2016, 6:30 p.m.
Newport Public Library, Program Room, 300 Spring Street

Call to Order:

The Chair called the meeting to order at 6:30 p.m.

Roll Call and Determination of Quorum:

The Secretary called the roll and determined a quorum of board members present.

Members Present:

Kim Salerno, Chair	Liam Barry, Secretary	Tanya Kelley
Melissa Pattavina, Vice Chair	John Oliveira	Timothy Burns
Wick Rudd	Tod Murphy	

Members Absent:

Brian Rochelle

Staff Present:

Christine O'Grady, City Planner
Nancy Simoes, Stenographer, Allied Court Reporters

Approval of Minutes:

The minutes of the meeting of April 4, 2016 were reviewed. A motion to approve the minutes was made by L. Barry, seconded by T. Kelley. The motion was unanimously approved.

Communications

Administrative Subdivisions

- **51 Kay Boulevard**
The Planning Board was notified of the approval of an Administrative Subdivision of Plat 11 Lots 206 & 211 by Administrative Officer. The board was notified of the decision per subdivision regulations. No action required.
- **70 & 74 Beacon Hill Road**
The Planning Board was notified of the approval of an Administrative Subdivision of Plat 43 Lots 56 & 61 by Administrative Officer. The board was notified of the decision per subdivision regulations. No action required.

Old Business

Special Use Permit

- **8 Oakwood Terrace, Tax Assessor's Plat 26, Lot 45-6**
The board was notified that the application was withdrawn without prejudice by the applicant at the April 25th Zoning Board of Review meeting. The motion was made by W. Rudd, seconded by T. Kelley. The motion was unanimously approved.

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New Business

Special Use Permit

- **595 Thames Street, Tax Assessor's Plat 39, Lot 270**

Matt Leys, attorney for the owner, presented a brief overview of the project which is for the construction of a two-family townhouse style addition with attached garage. Existing first floor restaurant space, a second floor dwelling unit and upper story space will be converted into two side by side dwelling units resulting in a four-unit multi family dwelling. Members of the Planning Board asked questions regarding parking and access on Wellington. Mr. Leys also explained that the proposed project was situated the way it was in order to help preserve views of the existing firehouse. The project will be heard at the May 31st Zoning Board of Review Meeting. A motion to approve Consistency with the Comprehensive Plan findings was made by W. Rudd, seconded by M. Pattavina. T. Kelley expressed concern that the property was once considered to be a "hub" at the end of the Thames Street Corridor by the city and should remain commercial in nature on the first floor for the record. The motion was unanimously approved.

Demolition Permit

- **20 Cliff Avenue, Tax Assessor's Plat 31, Lot 123**

Matt Leys, attorney for the owner, presented the application for the demolition of the residence at 20 Cliff Avenue. Mr. Leys provided a brief overview of the project. Edward Williams one of the neighboring property owners expressed his concern over the size of the new structure being proposed on the site after the demolition. Mr. Williams was informed that the Planning Board was only reviewing the demolition at this time and that the Zoning Board of Review will be reviewing the proposed structure for consistency with the Zoning Code. Mr. Williams stated that he had submitted a letter to the City Planner, but the letter entered into the record was addressed to the Zoning Officer. A copy of the letter was entered into the record in accordance with subdivision application requirements.

- Exhibit A – Letter from neighboring property owner, Mr. Williams to Zoning Officer was submitted to the planning board and was entered into the record.

Mr. Williams then tried to take the opportunity to discuss the "wishes" of fellow neighboring property owners. Both sides were reminded that they were not to speak to the "wishes" of the neighbors not present at the meeting (hearsay). Matters concerning future lot coverage are not part of this application and as such and that this hearing was for the demolition only. A motion to approve the demolition application was made by W. Rudd, seconded by L. Barry. The motion was unanimously approved.

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- Action Item
2016 Community Development Block Grant – Church Community Housing Corporation’s, Steve Ostiguy prepared the 2016 Community Development Block Grant (CDBG) on behalf of the City of Newport Civic Investment Department. Mr. Ostiguy provided a brief overview of the projects being pursued as part of the CDBG. A motion to approve was made by T. Kelley, seconded by M. Pattavina. The board unanimously found the application items not to be in conflict with the City’s Comprehensive Plan. The Chair signed the Certification of Local Planning Board application sheet for the CDBG.

Reports:

- Planning Staff Report – Reviewed outcome of meeting with Statewide Planning Program officials about Newport’s Comprehensive Plan.
- Comprehensive Plan Update – Presented revised Comprehensive Plan timeline and Sub-Committee chapter review members of the City Council. Asked Planning Board members to notify planning staff via email if they are interested in serving on the Sub-Committee. First meeting will be May 16th to discuss Land Use, Economic Development, and Transportation.

Adjournment:

A motion to adjourn was made by T. Kelley, seconded by L. Barry. The motion was unanimously approved. Meeting Adjourned at 7:16 pm.