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

II. Roll Call & Determination of Quorum
The Secretary called the roll and determined a quorum of board members present.
Members Present:
Kim Salerno, Chair
Liam Barry, Vice Chair
Jeff Brooks, Secretary
John Oliveira
Melissa Pattavina

Members Absent:
Elizabeth Fuerte
Paul Marshall

Staff Present:
Patricia Reynolds, Director of Planning and Economic Development
Peter Friedrichs, City Planner

III. Review, Discussion, and/or Action of Minutes of Preceding Meetings
A. September 9, 2019
The minutes were approved unanimously.

IV. Communications

V. Business
A. Findings and Recommendation to the City Council regarding a Zoning Ordinance Amendment:
   1. (Continued from August 5 and 21, and September 9, 2019) Petition of Admiral Newport, LLC for the creation of a Mixed Use Planned District floating zone for planned development 20 or more acres in size within the Commercial-Industrial District to permit an alternative review process for large developments through the zoning ordinance amendment process, pursuant to Section 17.120 of the City of Newport Code of Ordinances
   • Applicant's Presentation
   • Applicant's Urban Planning Expert Report
   • Staff Report
   • Planning Board Comments
   • Planning Board Ordinance Markups (amended to include Ms. Pattavina) "Substitute B"
   • Exhibit B Statement of Mr. Ron Fleming
   • Exhibit C Letter of Ms. Elizabeth Vines
The Board unanimously reconsidered its motion to direct staff to draft a letter outlining its Findings and Recommendation to the City Council from the September 9, 2019 meeting. The Board then unanimously struck the recommendation and replaced it with the following: *We do not recommend passage of this amendment as presented, noting the following:*

- *We recommend the City develop and implement the floating and underlying zoning for the North End as described throughout Chapter 3 of the Comprehensive Plan.*
- *We recommend a timely review of the Admiral Newport proposal, of Planning Board concerns, and of noted omissions.*
- *We recommend planning staff assist in a process that addresses applicant and community interests.*
- *We believe any large land development should fully engage the Planning Board and Planning staff. We recommend the Council reexamine the reviewing bodies outlined in the Comprehensive Plan to determine the best way to review future development.*

The Board then unanimously voted to amend the recommendation, after some discussion on exact language, ultimately adding “We support the moratorium because it reflects the intent of the duration outlined in the Comprehensive Plan for review of a floating zone.”

Finally, the Board voted to unanimously to forward the amended letter outlining its Findings and Recommendation to the City Council.

**B. Consideration and Possible Action Regarding**

1. **Transportation Master Plan Public Forum**

The citywide transportation master plan provides an opportunity to work with the State as they complete their Long-Range Transportation Plan, with first-ever Bicycle Mobility Plan and Transit Master Plan. A recent public forum on the State Transit Master Plan held in Middletown attended by Chair Salerno, Secretary Brooks, and Ms. Pattavina reminded them of the need for a local plan. The Board voted unanimously to authorize the Chair to work with staff to amend the letter to reflect the new meeting date, sign the letter, and provide it to the City Council.

**VI. Presentation and Discussion of Reports**

**A. Chair’s Report**

1. **Director of Planning and Economic Development**

Patricia Reynolds was presented as the new Director of Planning and Economic Development. She and the City Planner will both attend Planning Board meetings moving forward.

2. **Innovation Zoning**

The City Manager has put together a working group of City staff, the City Solicitor, and some Planning Board members to work through the necessary zoning updates. All zoning updates will be reviewed by the full Planning Board and provide ample opportunity for public input.
3. Roberts Rules
The Chair advised members to purchase Robert’s Rules of Order in Brief as a good tool to inform and remind Board members of the Board’s rules.

B. Staff Report
With the new Director, processes are being reevaluated and streamlined. This includes Development Plan Review. The application has been tweaked a couple of times in the past few weeks as the Technical Review Committee works to implement last year’s ordinance change. The City Planner mentioned there are some graduate students from the University of Pennsylvania’s planning program in attendance. They are visiting Newport for a few days as part of their course on coastal resiliency. They will be studying Newport Harbor and opportunities to improve resiliency, the economy, and quality of life. The Director of Planning and Economic Development shared she will be providing zoning updates to the Council at each of their meetings as part of a resolution they passed last month.

VII. Adjournment
The meeting adjourned at 5:53 p.m.