

February 11, 2019

Town of Newport Zoning and Codes Department Report
Report for period January 14, 2019 to February 11, 2019

- Worked on preparing an application for Special Use Permit prior to the Public Hearing held Jan 25 2019. Also, attended the hearing and provided input relevant to the application being reviewed. I provided copies of what I had prepared to the Planning Board, Town Supervisor and Deputy Town Supervisor.
- Revised Building/Zoning Permit Application form with updated format, instructions and new language. Provided copy to Town Supervisor. Also, want to update website to include information related to Code Enforcement and when a permit is required along with links for other agencies related to permits. A copy was provided to Town Supervisor.
- Met with Town Supervisor on Jan 31, 2019 to discuss special use permits, local law, revised building /zoning application forms, website, along with outstanding codes issues, certificate of occupancy and compliance issues.
- Reviewing all permit applications and related supportive documentation 2018. Done a few site inspections along with a complaint received. Following up with all outstanding C/O and C/C's along with Temporary C/O's. Have contacted all permit/property owners regarding scheduling walk throughs.
- The Town Board needs to update and revise the local law providing for the enforcement of the NYS Uniform Fire and Building Code as related to the 2016 International Building Code along with 2017 NYS Uniform Code Supplement.
- Site Visit to investigate Special Use Permit for a Saw Mill submitted by Mr. Petersheim. Reviewed proposed location measured out distances that were provided. Spent a considerable amount of time helping Mr. Petersheim understand location and set back requirements. Also, contacted Herkimer County regarding set back on County Route 34. S.U.P still requires 100ft set back regardless of County Set back. Went over the proposed location of driveways and permit that is needed by County.
- Investigated a FOIL request regarding Mr. Sam Peterhiem property. Demolition and removal of home that burned down a few years ago. Also, discussed living in a pole barn/garage type structure. No File or Certificate of Occupancy exists on this property. Need to schedule a site visit to make sure the structure is safe to occupy. Contacted DEC regarding the burial of a home that caught fire they provided me with some information.
- To my knowledge there were 27 applications submitted in 2018. Still some outstanding permits from prior years. 18 permits still need either C/O's or C/C issued.
- 1 Permit has been submitted on Steuben Rd to Mr. Hershberger. I am meeting with him this Wednesday to review.
- I have a meeting this Thursday with KOA owner Dr. Renee Shevat regarding her ongoing project.

Respectfully Submitted,



Craig Fehlhaber
Codes Enforcement Officer