I. Call to Order
The Vice-Chair called the meeting to order at 6:31 pm.

II. Roll Call & Determination of Quorum
The Secretary called the roll and determined a quorum of board members present.
Members Present:
Vice-Chair Jeff Brooks
Secretary Liam Barry
Stephen Berlucchi
Elizabeth Fuerte
Richard Haggis
Paul Marshall
John Oliveira
Melissa Pattavina

Members Absent:
Chair Kim Salerno

Staff Present:
Patricia Reynolds, Director of Planning and Economic Development
Peter Friedrichs, City Planner
Chris Behan, City Solicitor, was present through item V.E.1.

III. Review, Discussion, and/or Action of Minutes of Preceding Meetings
February 3, 2020
The minutes were approved unanimously.

IV. Communications
Communication from former Mayor Winthrop regarding Medical and Recreational Marijuana
Solicitor Behan advised the Board that any zoning ordinance proposed by the Council controlling or prohibiting marijuana sales would be reviewed by the Planning Board prior to adoption. Received.

Notice and Claim of Appeal: Richard Fisher & Patricia Marvel Fisher, appellants, ARC HTNEWRI001, LLC, owner; appealing the issuance of Building Permit #123153, Plumbing Permit #123516, and Electrical Permit #123514 applying to the property located at 2 Kay St., TAP 21, Lot 123, (R-10 zone).
Received.

V. Business
Demolition Public Hearing and Possible Action:
1. (to be continued to the next regular meeting at applicant’s request) Petition of Harbour Realty LLC, Tomori LLC, 20 West Extension LLC, and Thomas B. Abruzese, applicants and owners, regarding demolition of a nightclub and restaurant, warehouse, warehouse, and a single-family home, respectively, at 25 and 1 Waite’s Wharf, 16 Waite’s Wharf, 20 W Extension Street, and 23 Coddington Wharf, respectively, Assessor’s Plat 32 Lots 155 and 268, 248, 267, and 293, respectively.
The petition was continued to the April 6 meeting at the applicant's request.

Minor Subdivision combined Preliminary and Final Approval:

1.  **[to be continued to the next regular meeting]** Petition of Schoolyard Properties, LLC, applicant and property owner, regarding subdivision of former school property at 90 Harrison Avenue, Assessor’s Plat 41 Lot 14, into five (5) residential properties, ranging from 40,463 square feet to 82,685 square feet in size.

The petition was continued to the April 6 meeting at the applicant's request.

Special Use Permit Conformance to Comprehensive Plan Opinion to Zoning Board of Review:

1.  Petition of Bruce Moniz, applicant and owner, for a special use permit and a variance to the density requirement for permission to convert the existing first floor retail space into a soft serve ice cream shop, (fast food restaurant), and provide 0 additional off-street parking spaces, (3 additional off street parking spaces required), applying to the property located at 489 Thames St., TAP 32, Lot 157, (WB zone).
   - Staff Report

   Gregory Fater, attorney for the applicant, presented the petition. He agreed with the staff report and listed the many individuals in the neighborhood who support the petition. He noted that the applicant lives upstairs, has been a contractor for over 30 years, and has committed to daily litter control as part of his petition. Mr. Berlucchi asked if only soft serve ice cream would be served. Mr. Fater answered in the affirmative. Vice-Chair Brooks asked the hours. Bruce Moniz, applicant, answered that they would typically be 11am-8pm and no later than 9pm. Mr. Berlucchi inquired as to whether seating would be offered. Mr. Moniz responded that there would be 10 seats. The Board voted unanimously to adopt the staff report as a finding of fact. The Board voted unanimously to find the petition in conformance with the Comprehensive Plan.

Findings and Recommendation to the City Council regarding a Zoning Ordinance Amendment:

1.  Amended Petition of the City of Newport to amend the zoning ordinance to update definitions and permitted uses for short-term rentals
   - STRIG Report
   - Amended Staff Report
     - Exhibit A
     - Exhibit B
     - Exhibit C

   Solicitor Behan gave an overview of the amended petition, based on the Short-Term Rental Investigatory Group’s review. Mr. Marshall asked if the use could be attached to the owner. Solicitor Behan advised that it could not, but that a duration of a special use permit could be established. Mr. Oliveira inquired about parking passes issued to guest houses in accordance with Section 10.32.070(D-G) of the City of Newport Code of Ordinances. Solicitor Behan advised that it could be referenced in the Board’s recommendation to the City Council. Vice-Chair Brooks expressed his support for extending transient guest facilities to limited business zones via a special use permit. The Planning Board voted to adopt the Comprehensive Plan analysis in the staff report as a finding...
Meeting Minutes  
Newport Planning Board  

Monday, March 2, 2020  
Newport City Hall, Council Chambers  
43 Broadway, Newport, RI 02840  

of fact, with the exception of goals OSR-1 and OSR-2. The Board voted unanimously to include requests that the Council reexamine the guest house parking pass on residential streets and the Council assign a body to review special use permit renewals for guest houses in residential zones. The Board voted 7-1, with Mr. Oliveira opposed, to request the Council assign a body to study the introduction of transient guest facilities to limited business zones with a special use permit. Finally, the Board voted unanimously to forward a recommendation of approval of the petition to the City Council.

VI. Consideration and Possible Action Regarding  
1. Demolition Approval Application Form  
The Board voted unanimously to approved the amended application form.

2. Transportation Master Plan  
The public outreach report was presented to the City Council last week. The working group is meeting Thursday to review the RFP outline.

VI. Presentation and Discussion of Reports  
A. Chair’s Report  
1. Zoning Working Group  
The Chair is absent and will deliver her report at the next meeting.

B. Short-Term Rental Investigatory Group  
The Short-Term Rental Investigatory Group met on February 5, 2020 and delivered their comments on the short-term rental zoning amendment via the aforementioned letter.

C. Liaison’s Reports  
1. Resiliency  
Sarah Atkins has transitioned to part-time. Resiliency is a focus of the North End Urban Plan.

2. Transportation  
The Newport Transportation Planning Committee (a citizen’s interest group) is looking forward to learning about the RFP for the Transportation Master Plan.

D. Staff Report  
1. Technical Review Committee  
The Technical Review Committee will be meeting March 11 to begin review of the transient guest facility proposed for 24 Lee’s Wharf.

2. North End Urban Plan  
The project website for the North End Urban Plan is https://courbanize.com/projects/northend. The second public forum will be held on March 18.

3. Green and Complete Streets Ordinance
The stakeholders approved a vision for the ordinance earlier today, which will be shared with the Planning Board at the next meeting. Staff are working on drafting the ordinance and will meet again with the stakeholder group once a working draft is developed.

4. League of Cities and Towns Conference
Director Reynolds and Mr. Friedrichs attended the League of Cities and Towns conference and found sessions by RI Housing and RIDOT particularly informative.

5. Land and Water Summit
This annual summit has topics for land management and conservation will be held on March 7 at URI.

6. Statewide Planning Institute
This day-long training will be held on March 14 from 8am-12pm at Rhode Island College.

VII. Adjournment
The Board voted unanimously to adjourn the meeting at 8:01 pm.