

Annual Meeting Minutes Newport Planning Board

Monday, February 3, 2020
Newport City Hall, Council
Chambers
43 Broadway, Newport, RI 02840

I. Call to Order

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

II. Roll Call & Determination of Quorum

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

Members Present:

Chair Kim Salerno
Vice-Chair Jeff Brooks
Secretary Liam Barry
Stephen Berlucchi
Elizabeth Fuerte
Richard Haggis
Paul Marshall
John Oliveira
Melissa Pattavina

Members Absent:

none

Staff Present:

Patricia Reynolds, Director of Planning and Economic Development
Peter Friedrichs, City Planner
Chris Behan, City Solicitor, was present through item V.A.
Helen Johnson, Preservation Planner, was present for item VI.D.6.

III. Review, Discussion, and/or Action of Minutes of Preceding Meetings

A. [January 13, 2020](#)

The minutes were approved unanimously.

IV. Communications

A. Notice of Major Subdivision in Middletown

1. [Petition of Ellery Yahia for Master Plan approval of a 3-lot subdivision including a proposed new road and request for waivers from certain provisions of Article 5 and 6 of the Middletown Rules and Regulations Regarding the Subdivision and Development of Land. The property is located at 206 Peckham Avenue, Tax Assessor's Plat 128, Lot 31.](#)
2. [Petition of Juan Campos for Master Plan approval of a 5-lot subdivision including extension of an existing town road and request for waivers from certain provisions of Article 5 and 6 of the Middletown Rules and Regulations Regarding the Subdivision and Development of Land. The property is located at the end of Serenity Drive, with frontage also on Maidford River Road, Tax Assessor's Plat 120, Lots 68-A and 68-B.](#)

B. Notice of Minor Subdivision in Middletown

1. [Petition of Eric and Melissa Kirton for Preliminary Plan Approval of a 4-lot subdivision, conventional design, including proposed new roads. The property fronts on Vaucluse Ave. and Summerfield Lane. Tax Assessor's Plat 129, Lot 210.](#)

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Received.

V. Business

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

1. [Petition of the City of Newport to amend the zoning ordinance to update definitions and permitted uses for short-term rentals](#)
 - [Staff Report](#)
 - [Exhibit A](#)
 - [Exhibit B](#)
 - [Exhibit C](#)

Solicitor Behan gave an overview of the petition, noting that the selection of 30 days was to align with the building code, but that it could be changed. Chris Bicho, who owns several short-term rentals in the city, appreciates the clarification between rooms and units, but is looking for clarification on some matters. He thought Vacation Guest Facilities should be expanded below 10 units. Lynne Marino, a resident on Spring Street, wants the term “manager” better defined. Solicitor Behan informed that he would not consider a tenant a manager. Chair Salerno thought better language could be drafted. There was some discussion of parking passes, as provided in Section 10.32.070(F) of the City of Newport Code of Ordinances. The matter was referred to the Short Term Rentals Investigatory Group for review and comment and continued to the next meeting.

B. Consideration and Possible Action Regarding

1. [Demolition Approval Application Form](#)

The Board voted unanimously to submit option B to the Solicitor for final review.

2. Transportation Master Plan

Ms. Pattavina will prepare a report of the forum to the City Council. The report will request the Planning Board lead the Transportation Master Plan.

3. [Bylaws](#)

Upon a motion by Ms. Pattavina, seconded by Vice-Chair Brooks, the Board voted unanimously to approve the Bylaws as presented.

4. Appointment of a representative to the Critical Area Review Committee

Paul Marshall was appointed as representative to the Critical Area Review Committee.

VI. Presentation and Discussion of Reports

A. Chair’s Report

The working group completed its review of the draft zoning and is compiling the ordinances for presentation to the Board.

B. Short-Term Rental Investigatory Group

The group is meeting Thursday, February 5, at the Library at 6pm.

C. Liaison’s Reports

1. Resiliency

Sarah Atkins last day as a full-time employee is February 21. The City submitted an application for Rhode Island's Municipal Resilience Program. The City is working with National Grid to install EV charging stations at the Gateway Center. Food waste composting is being installed at Pell in March. Another grant has been submitted to the RI Foundation for reaching hard to count communities in completing the 2020 Census. In partnership with URI, the City is submitting a Department of Defense grant to look at the resiliency at Naval Station Newport. The City is working on bike facilities north of Miantonmi Park.

2. Transportation

The Newport Transportation Planning Committee (*a citizen's interest group*) met on January 16th. They developed a vision statement: Guide a comprehensive and integrated transportation plan that provides safe, reliable and efficient traffic and parking alternatives that balances the needs of residents, visitors, and businesses and improves the quality of life for all. The mission statement is: Utilize prior studies supplemented by input from all interested and affected parties including pedestrians, bicyclists, residents, businesses, and the City of Newport and State of Rhode Island to develop, with the aid of professional consultants, a broad and comprehensive transportation, traffic, and parking plan for the city of Newport that enhances the quality of life for all city residents, visitors and businesses.

10. Staff Report

1. North End Urban Plan

The Discover Phase is underway. The first Steering Committee meeting was held January 21. Additional outreach will be conducted leading up to the first forum on February 25.

2. Green and Complete Streets Ordinance

The City Council passed a resolution at their December 2019 meeting requesting the Planning Department develop a Green and Complete Streets Ordinance. The City Planner is leading this endeavor. The first meeting of the working group is February 4 at 1:30pm at City Hall.

3. League of Cities and Towns Conference

This annual held conference is held at Warwick Crowne Plaza, this year on February 6.

4. Land and Water Summit

This annual summit has topics essential for land management and conservation will be held on March 7 at URI.

5. Statewide Planning Institute

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

6. [Treatment of Historic Properties](#)

City Planner Peter Friedrichs and Preservation Planner Helen Johnson gave a presentation on how historic properties are defined, integrated into the Comprehensive Plan and zoning ordinances, and how they should be reviewed by the Planning Board during Demolition Approval.

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VII. Adjournment

The Board voted unanimously to adjourn the meeting at 9:03 pm.