



## Town of Middletown Planning Department

350 East Main Rd., Middletown RI 02842 (401) 849-4027

To: Planning Board Members  
 From: Ron Wolanski, Town Planner  
 Date: March 26, 2021  
 Re: Comprehensive Plan Housing Element – Proposed Prioritized Work Plan

Following is the complete list of action items identified in the Housing Element of the Comprehensive Plan separated into suggested higher and lower priorities. The responsible party identified in the comprehensive plan is provided, as is an updated proposed timeframe for implementation. Items that are the Planning Board or Planning Department's responsibility are in **bold** print. Following this listing is a proposed work plan for the Planning Board's high priority action items for discussion.

Action Item	Responsible Party	Timeframe (proposed, revised)
Higher Priority		
H-I.B.2. Assist in expanding existing affordable housing developments including Lucy's Heart and Oxbow.	Town Council	Ongoing
<b>H-I.B.3. Support redevelopment of vacant or underutilized structures into affordable housing units.</b>	<b>Planning Board; Town Council</b>	<b>Ongoing</b>
H-II.A.1. Continue to support subsidized housing for special needs individuals through Community Development Block Grants and other available funding.	Town Council	Ongoing
H-II.B.1. Continue to provide CDBG funding to assist in creating housing for senior citizens.	Town Council	Ongoing
<b>H-II.B.3. Allow for the adaption of accessory dwelling units to low-and-moderate income housing. The amendment to the Zoning Ordinance will allow for appropriate restrictions.</b>	<b>Planning Board; Town Council</b>	<b>6 months</b>
H-II.B.4. Continue to grant tax exemptions to seniors; allow tax deferments for elderly; and freeze taxes for low income seniors.	Town Council; Tax Assessor	Ongoing

<b>H-II.C.1. Provide for affordable housing for households up to 120% Mean Family Income (MFI) in Inclusionary Zoning Ordinance.</b>	<b>Planning Board; Town Council</b>	<b>6 months</b>
<b>H-III.A.1. Consider adopting an inclusionary zoning ordinance with density bonus.</b>	<b>Planning Board; Town Council</b>	<b>6 months</b>
H-III.A.3. Prioritize affordable homeownership programs in CDBG applications.	Town Council	Ongoing
<b>H-III.A.4. Permit forms of housing that are affordable without subsidies; such types of housing include multi-family housing, mobile homes and Accessory Family Dwelling Units.</b>	<b>Planning Board; Zoning Board</b>	<b>Ongoing</b>
<b>H-III.A.5. Encourage development of new rental housing by allowing multi-family and mixed-use development where appropriate in the Zoning Ordinance.</b>	<b>Planning Board; Town Council</b>	<b>1 year</b>
H-IV.A.1. Develop standards for waiving or reducing fees for affordable housing units	Town Council	1 year
<b>H-IV.B.1. Create incentives for developers of mixed-use developments to create low- and moderate-income housing units.</b>	<b>Planning Board; Town Council</b>	<b>Complete</b>
<b>H-IV.B.2. Allow mixed use by right in appropriate areas including second story residential over commercial properties.</b>	<b>Planning Board; Town Council</b>	<b>Complete (though not "by right")</b>
<b>H-IV.C.1. Identify areas suitable for infill development/redevelopment.</b>	<b>Planning Department</b>	<b>6 months</b>
<b>H-IV.C.3. Identify both municipally and privately owned properties which could be considered suitable sites for the development of affordable residential units.</b>	<b>Planning Department</b>	<b>6 months</b>
<b>H-V.A.2. Require inclusionary units be on-site whenever feasible.</b>	<b>Planning Board</b>	<b>6 months (with adoption of inclusionary zoning)</b>
H-VI.A.1. Establish an affordable housing committee to implement the affordable housing plan and review the plan's progress annually.	Town Council	6 months
H-VI.B.1. Continue use of Community Development Block Grants (CDBG) funding for programs that create low- and moderate-income units in Middletown supported by the community.	Town Council	Ongoing

<b>H-VI.C.1. Monitor and pursue funding opportunities for development of affordable housing.</b>	<b>Planning Department</b>	<b>Ongoing</b>
H-VI.C.3. Explore establishing an affordable housing trust fund.	Town Council	6 months (in conjunction with inclusionary zoning)
Lower Priority		
<b>H-I.A.1. Maintain a detailed affordable housing inventory and work with owners and other partners in efforts to preserve expiring units.</b>	<b>Planning Dept.; Affordable Housing Committee</b>	<b>Ongoing</b>
<b>H-I.B.1. Investigate conversion of mobile home parks into cooperatives.</b>	<b>Planning Board</b>	<b>1 year</b>
<b>H-II.B.2. Continue to support Independent Living Facilities as defined in the Zoning Ordinance.</b>	<b>Planning Board</b>	<b>Ongoing</b>
<b>H-II.C.2. Encourage a mix of unit sizes and number of bedrooms in low- and moderate-income housing developments.</b>	<b>Planning Board</b>	<b>Ongoing</b>
<b>H-II.D.1. Incentivize the rehabilitation of unused or underutilized buildings and large homes into multi-family dwellings.</b>	<b>Planning Board; Town Council</b>	<b>1 year</b>
<b>H-III.A.2. Explore implementation of a municipal subsidy program with a multi-tiered incentives structure.</b>	<b>Planning Board; Town Council</b>	<b>1 year</b>
<b>H-IV.C.2. Consider reducing lot sizes, setbacks and parking requirements to encourage infill development</b>	<b>Planning Board; Town Council</b>	<b>1 year</b>
H-IV.D.1. Enforce energy efficient building codes.	Building & Zoning	Ongoing
<b>H-IV.D.2. Promote energy efficiency programs.</b>	<b>Planning Board; Building &amp; Zoning; Town Council</b>	<b>Ongoing</b>
<b>H-V.A.1. Ensure affordable units are integrated with market-rate units in new developments whenever feasible, to avoid the concentration of units in specific areas of town.</b>	<b>Planning Board; Zoning Board</b>	<b>Ongoing</b>
<b>H-V.B.1. Encourage the siting of affordable housing near public transit and services.</b>	<b>Planning Board</b>	<b>Ongoing</b>

<b>H-V.B.2. Encourage developments for elderly and special needs housing to be easily accessible to municipal, commercial, and medical facilities as well as transit.</b>	<b>Planning Board</b>	<b>Ongoing</b>
<b>H-V.C.1. Research transfer of development rights (TDR) program.</b>	<b>Planning Department</b>	<b>Complete (determination to not proceed)</b>
<b>H-V.C.2. Explore options for implementation of a regional TDR Program through communication with neighboring communities.</b>	<b>Planning Department</b>	<b>Complete (determination to not proceed)</b>
<b>H-VI.C.2. Advocate for increase in project based rental subsidies tied to Middletown housing units.</b>	<b>Planning Department</b>	<b>Ongoing</b>
H-VI.C.3. Explore establishing a local housing authority.	Town Council	Complete (determination to not proceed)
<b>H-VI.D.1. In partnership with other municipalities, participate in review and update of current affordable housing legislation.</b>	<b>Town Council; Planning Department</b>	<b>Ongoing</b>

**Planning Board/Planning Dept. Higher Priority Action Items Work Plan**

	<b>Responsible Party</b>	<b>Timeframe</b>
<b>H-I.B.3. Support redevelopment of vacant or underutilized structures into affordable housing units.</b>	<b>Planning Board; Town Council</b>	<b>Ongoing</b>
1. Through development review processes, promote reuse of existing structures for affordable housing.	Planning Board	Ongoing
2. Promote policies and seek funding to encourage reuse of existing buildings.	Town Council	Ongoing
<b>H-II.B.3. Allow for the adaption of accessory dwelling units to low-and-moderate income housing. The amendment to the Zoning Ordinance will allow for appropriate restrictions.</b>	<b>Planning Board; Town Council</b>	<b>6 months</b>
1. Draft zoning ordinance amendments to reduce restrictions on creation and occupancy of accessory dwelling units.	Planning Board	4 months
2. Public workshop and revisions.	Planning Board	1 month
3. Public hearing and adopt zoning ordinance amendments to reduce restrictions on creation and occupancy of accessory dwelling units.	Town Council	1 month from receiving draft
<b>H-II.C.1. Provide for affordable housing for households up to 120% Mean Family Income (MFI) in Inclusionary Zoning Ordinance.</b>	<b>Planning Board; Town Council</b>	<b>6 months</b>
1. Draft zoning ordinance amendments to implement inclusionary zoning	Planning Board	4 months
2. Public workshop and revisions.	Planning Board	1 month
3. Public hearing and adopt inclusionary zoning ordinance.	Town Council	1 month from receiving draft
<b>H-III.A.1. Consider adopting an inclusionary zoning ordinance with density bonus.</b>	<b>Planning Board; Town Council</b>	<b>6 months</b>
1. Draft zoning ordinance amendments to implement inclusionary zoning	Planning Board	4 months
2. Public workshop and revisions.	Planning Board	1 month
3. Public hearing and adopt inclusionary zoning ordinance.	Town Council	1 month from receiving draft
<b>H-III.A.4. Permit forms of housing that are affordable without subsidies; such types of housing include multi-family housing, mobile homes and Accessory Family Dwelling Units.</b>	<b>Planning Board; Zoning Board</b>	<b>Ongoing</b>

1. Through the development review process continue to promote such uses as permitted by zoning, including any adopted amendments to reduce existing restrictions.	Planning Board; Zoning Board	Ongoing
<b>H-III.A.5. Encourage development of new rental housing by allowing multi-family and mixed-use development where appropriate in the Zoning Ordinance.</b>	<b>Planning Board; Town Council</b>	<b>1 year</b>
1. Draft zoning ordinance and map amendments to reduce restrictions on multi-family and mixed-use development.	Planning Board	8 months
2. Public workshop meetings and revisions.	Planning Board	2 months
3. Public hearings and adopt ordinance and map amendments.	Town Council	2 months
<b>H-IV.B.1. Create incentives for developers of mixed-use developments to create low- and moderate-income housing units.</b>	<b>Planning Board; Town Council</b>	<b>Complete</b>
1. Incentive included in the adopted mixed-use ordinance.	Planning Board; Town Council	Complete
<b>H-IV.B.2. Allow mixed use by right in appropriate areas including second story residential over commercial properties.</b>	<b>Planning Board; Town Council</b>	<b>Complete (though not "by right")</b>
1. Mixed-use ordinance adopted allowing development in general business (GB) and limited business (LB) districts.	Planning Board; Town Council	Complete
<b>H-IV.C.1. Identify areas suitable for infill development/redevelopment.</b>	<b>Planning Department</b>	<b>6 months</b>
1. Using GIS, identify properties with infill development potential for multi-family or mixed-use development.	Planning Department	5 months
2. Report results to the Planning Board and/or Affordable Housing Committee (if established)	Planning Department	1 month
<b>H-IV.C.3. Identify both municipally and privately owned properties which could be considered suitable sites for the development of affordable residential units.</b>	<b>Planning Department</b>	<b>6 months</b>
1. Using GIS, identify properties with affordable housing development potential for single-family, multi-family or mixed-use development.	Planning Department	5 months
2. Report results to the Planning Board and/or Affordable Housing Committee (if established)	Planning Department	1 month

<b>H-V.A.2. Require inclusionary units be on-site whenever feasible.</b>	<b>Planning Board</b>	<b>6 months (with adoption of inclusionary zoning)</b>
1. To be included in draft inclusionary zoning ordinance	Planning Board	6 months
<b>H-VI.C.1. Monitor and pursue funding opportunities for development of affordable housing.</b>	<b>Planning Department</b>	<b>Ongoing</b>
1. Continue seeking funding, particularly through CDBG and other opportunities.	Planning Department	Ongoing

Cc: Town Administrator