



Memorandum

To: Planning Board
From: Ron Wolanski, Town Planner
Date: September 30, 2023
Re: Project updates

Following is an update on the status of projects that the Planning Board is involved with, either as part of Comprehensive Plan implementation, or items otherwise initiated by or referred to the board for consideration:

Planning Board work complete

1. **Historic Resource Preservation** - Consideration of potential Regulations and/or Zoning Ordinance amendments to promote preservation of historic buildings (Comp Plan) – Draft documents were revised based on input received during public workshop meetings and Board discussion. During its February 5, 2020 regular meeting the board voted to forward the proposal to the Town Council for consideration. Presentation to the Town Council was delayed due to potential budgetary impacts of the proposed program and uncertainty of COVID-19 impacts on Town finances. **Status: This item was tabled pending discussion during a joint meeting with the Town Council on February 21st. During that meeting no decisions were made on how to proceed. This item will appear on the Planning Board's December 2023 meeting agenda for discussion.**

Prioritized ongoing Planning Board work items

1. **Implementation of 2023 planning & zoning legislation** – Draft and recommend adoption of amendments to the zoning ordinance and subdivision & development regulations required by state legislation. **Status: Solicitor and Planning Staff have provided a list of required amendments. Highest priority items, including amendments to criteria for special use permits to proceed first. Special Planning Board meetings held August 29th and September 27th. An additional special meeting is scheduled for October 25th. Drafting and review of proposed amendments is underway.**
2. **Comprehensive Community Plan update** – Complete draft of the new 2025 Middletown Comprehensive Community Plan. **Status: Members of the Comprehensive Community Plan Update Committee (CPUC) have been appointed. The first CPUC meeting was held on September 14th. Going forward, meetings will be held on the second Thursday of the month beginning once the consultant for the housing element is on board.**

3. **Affordable Housing** – Consideration of Comprehensive Plan action items on affordable housing. **Status: Inclusionary housing zoning ordinance amendments, as well as other housing related amendments to be considered as part of the work to respond to new state legislation, as noted above.**
4. **Airport Zoning** - Draft overlay for airport zoning (Comp Plan) – A Planning Board Subcommittee asked staff to create a draft ordinance based on the Westerly ordinance, which was approved by the subcommittee and forwarded to the full Planning Board. During its March 11, 2020 meeting the Board requested that a public workshop meeting be scheduled, which was delayed due to the COVID-19 pandemic. **Status: During the April 26, 2023 special Planning Board meeting the revised draft ordinance was deemed acceptable and the Board voted to forward the amendments to the Town Council for consideration. The Town Council received the draft during its June 20th meeting, and ordered the public hearing to be advertised for an upcoming meeting.**
5. **Use Table Review** - The Board's use table subcommittee was tasked with reviewing potential amendments to the Zoning Ordinance use table. **Status: The use table subcommittee has completed its work to review and recommend amendments to the use table. The proposed amendments were presented to the Planning Board for consideration during its special meeting on April 26th. A public workshop meeting was held on August 3rd, during which the board voted to forward the amendments to the Town Council with a positive recommendation. The Town Council received the recommendation during its September 18^h meeting. Advertising for public hearing will be delayed until additional revisions needed in response to state legislation have been addressed.**
6. **Build-out Study Action Items** – The Planning Board's full-build impact study completed in 2020 provided recommended actions to address the anticipated impacts of additional development in town. With the Planning Board's assistance, the Town Council prioritized several items for action by the identified responsible departments. **Status: Draft nutrient & pesticide control ordinance and policy presented to the Planning Board during its September 13th meeting. The Board decided to proceed with drafting a policy document rather than an ordinance. The matter was continued to the October 11, 2023 Planning Board meeting for review of actions taken in other jurisdictions and consideration of scheduling a public workshop meeting.**
7. **Application Fees** - Draft Regulations amendments to implement new application fees and revise application checklists (Planning Dept.) – Amendments approved and forwarded to the Town Council in February 2019. At the request of the Town Administrator, the Town Council referred the proposed fees back to the Planning Board for additional study, including review by the Finance Dept. to ensure that all overhead costs are included in the fees. Proposed revised fees to be recalculated based on current town personnel and other costs. **Status: Additional information on overhead costs has been provided by the Finance office. We are now seeking updated hourly staff costs from the recently adopted FY2024 budget. This will allow calculation of a proposed fee schedule, which will be provided for review during an upcoming Planning Board meeting.**
8. **Rural Village District zoning amendments** (Comp Plan) – The Planning Board subcommittee met with subject property owners to seek input and buy-in for creation of the new district. Given the lack of urgency on the part of the impacted property owners, the subcommittee advised the board that action on this item be delayed. The Planning

Board agreed to table the matter. **Status: Tabled by the Planning Board for further discussion at a future date. Mr. Weber is in the process of reaching out to the impacted property owners to determine if there is interest on their part in proceeding.**

9. **Transportation Options** - Consideration of amendments to the Regulations and/or Zoning Ordinance to promote transportation options (Comp Plan) - Following a public hearing in January 2020 the Planning Board adopted the requirement to provide bike racks (and other items) on site plans and forwarded those amendments to the Town Council for approval. **Status: Planning Department staff are researching other options for promoting transportation alternatives. We are participating in a new effort, "Ride Island", to identify opportunities to expand bicycle infrastructure on Aquidneck Island. The most recent meeting was held in June. The group will continue to work towards implementing improvements to bicycle infrastructure.**
10. **Zoning for cannabis-related uses** – The Planning Board is assisting with development and vetting of proposed zoning ordinance amendments to regulate cannabis-related uses, including cultivation, testing, and retail establishments. **Status: The Planning Board forwarded the draft to the Town Council with a positive recommendation. The Town Council's public hearing and first reading of the amendments was held on September 18th. Second reading and adoption is anticipated on October 2nd.**
11. **Review of commercial development design standards contained in the Subdivision & Development Regulations for potential amendments** – The Planning Board will review the current design requirements for potential amendments. **Status: During its September 13th meeting the Board established a subcommittee to work with staff to review requirements and propose amendments. A subcommittee meeting will be scheduled.**

Cc: Town Administrator
Town Council



MIDDLETOWN
Rhode Island

PLANNING DEPARTMENT

TOWN OF MIDDLETOWN

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To: Paul A. Croce, Chairman
Planning Board Members

From: Ron Wolanski, Town Planner

Date: October 1, 2023

Re: Quarterly Status Update – 2020 Full-build impact study prioritized recommendations

I am providing an update on the status of implementation of action items from the 2020 Crossman Engineering full-build impact study. During a joint Town Council/Planning Board meeting held on April 28, 2021 the Town Council identified high priority actions for implementation. Attached is the list of prioritized actions identified by the Town Council with the current status. The original estimated timeframe for completion and suggested responsible parties for each item is also provided.

During the joint meeting, the Town Council also requested additional information on the work needed to implement some of the recommendations the Planning Board had identified as “long-term” concerns. Information on these items was subsequently provided to the Council and is attached on a separate sheet.

Finally, the Town Council requested the list of recommended traffic and roadway improvements included in the Crossman report. These are also attached. Appropriate departments, including Police, Public Works, and Town Engineer, were to be tasked with reviewing and prioritizing these actions.

Please contact me with any questions or additional information needs.

cc. Town Administrator

**Full-Build Development Impact Study, Crossman Engineering, 2020
Town Council Prioritized Action Items Status**

Surface Water Impacts

High-priority Items	Recommended Responsible Department	Recommended Timeframe to Complete Task	Status, 10/2/2023
1. Perform Periodic Water Quality Testing of past stormwater treatment systems to document performance (for each action step responsible party and potential funding source to be identified)			
a. Update inventory of BMPs	Engineering/DPW	3-9mo	Ongoing
b. Identify priority BMPs for testing, including site inspection to confirm appropriate maintenance has occurred	Engineering, Consultant	3-9mo	Ongoing
c. Establish schedule and procedures for BMP water quality sampling	Engineering/DPW, Consultant		Not yet completed
i. Identify funding		3-9mo	
ii. Identify staff/contractor to conduct sampling & Perform Tests		3-9mo	
iii. Identify lab for testing & Actual Tests		3-9mo	
2. Formalize program with other organizations for watershed monitoring/testing			

a. Establish data sharing protocols with agencies and organizations already performing testing	Engineering, Planning	3-9mo	Not yet completed.
3. Establish Nutrient Control Ordinance (for each action step responsible party and potential funding source to be identified)			
a. Research and draft proposed ordinance	Planning, Consultant	3-9mo	Decision to proceed with policy rather than ordinance. Latest revised draft policy to be provided to the Planning Board during its October 11 th meeting for consideration.
b. Present ordinance to the Town Council for consideration	Planning	3-9mo	Pending Planning Board recommendation.

Groundwater

High-priority Items	Recommended Responsible Department	Recommended Timeframe to complete task	Status, 10/2/2023
1. Increase public awareness/education of private well testing (quality) (for each action step responsible party and potential funding source to be identified)			
a. Develop education campaign to promote well testing	Planning	3-9mo	Not yet completed. Currently researching similar programs.
b. Establish voluntary program to report testing results to the Town	Planning	3-9mo	Not yet completed.
c. Coordinate with existing agencies to distribute private well educational materials	Planning	3-9mo	Not yet completed.

2. Establish database of well test data and database of all wells in Town (depths and performance)	Consultant, Planning	18-36 mo	Not yet completed.
3. Evaluate minimum lot sizes for homes with wells, including cluster developments	Consultant, Planning	18-36 mo	Not yet completed.

**Full-Build Development Impact Study, Crossman Engineering, 2020
Town Council Identified Long-term Action items Status**

Surface Water Impacts

<u>Long-term considerations</u>	Recommended Responsible Department	Recommended Timeframe to Complete Task	Status, 10/2/2023
1. Update Stormwater Ordinance to address watershed specific impairments	Planning, Consultant	18-36 mo	Not yet completed.
2. Work with large agricultural properties to implement runoff control measures	Planning, Engineering, Consultant	18-36 mo	Ongoing
3. Identify and prioritize flood prone areas for remediation actions	DPW, Engineering, Planning	18-36 mo	Ongoing

Full-Build Development Impact Study, Crossman Engineering, 2020 Traffic Improvement Recommendations

Following are recommendations for roadway improvements from the 2020 Crossman Engineering full-build impact report. The Planning Board has recommended that the appropriate Town departments (e.g. Police, DPW, Engineering) assist with developing a prioritized list of projects to pursue.

5.1 Optimizing the signal timing in the future should provide some capacity improvement for all signalized intersections; however, additional mitigation may be necessary to provide significant improvement at the following intersections:

- West Main Road / Greene Lane / Pasture Farm Drive
- West Main Road / Oliphant Lane
- West Main Road / Forest Avenue
- West Main Road / Valley Road
- West Main Road / East Main Road
- East Main Road / Oliphant Lane
- East Main Road / Forest Avenue / Ramada Hotel Driveway
- East Main Road / Valley Road

5.2 It appears that Rockwood Road could possibly be restriped with 11 ft travel lanes and minimal shoulder to provide a left/thru and right lane for a short distance to the commercial driveway curb cut. This may provide some delays and queue improvement on this side street and some improvement for the signal capacity as a whole.

5.3 Slightly extend the striping for the right turn lane pocket on Aquidneck Avenue at East Main Road. Since the Aquidneck Avenue northbound left/thru lane carries a small amount of traffic compared to the right turn lane, re-striping the left/thru as a left/thru/right general use lane may improve capacity for this approach.

5.4 For Green End Avenue at the intersection of Valley Road, it appears that using the dedicated eastbound right turn lane instead as a right/thru lane may provide some improvement to capacity eastbound; however, this would require widening the westbound approach to provide an additional departure lane east of the signal.

5.5 The signalized intersection of Aquidneck Avenue / Valley Road will be reconstructed as a single lane roundabout. CE's analysis shows the proposed roundabout will provide good LOS for the future full-build scenario.

5.6 In the future the Town may want to analyze and consider the option of a roundabout to replace the signal at Aquidneck Avenue / Purgatory Road/ Memorial Boulevard.

5.7 For future mitigation, a proposed roundabout should be considered at Green End Avenue / Berkeley Avenue / Paradise Avenue. Analysis shows that the intersection would function well as a roundabout.

5.8 The LOS at Third Beach Road / Mitchell's Lane / Wapping Road remains very good for future conditions. The Town may want to consider the option of a roundabout at this location in the future should traffic conditions change.