

## December 2008 Monthly Report

### FINANCIAL SUMMARY:

There were no budget deficiencies or anomalies. Financial expenditures are on target.

#### Budget balance:

- Planning Division 51%
- Zoning Division 52%
- Community Development Division 63%
- Inspection Division 46%

Permit Revenue: Building \$14,556; Plumbing \$2,389; Mechanical \$8,643; Electrical \$4,440; Late filing/re-inspection \$1,000.

### PROJECTS:

- Historic District Ordinance Task Force: Staff attended the public meeting on December 4<sup>th</sup> at which the final product of the committee was discussed.
- Sign Ordinance Amendment: The Planning Board continued review of the proposed zoning amendment at the December 15, 2008 Board meeting and requested a continuance to the January 22, 2009 meeting. Once approved the proposed amendment is to be received by the City Council for a public hearing.
- Alternative Energy: Staff received a copy of the Middletown Wind Turbine Ordinance, which will be used in conjunction with others to draft one applicable to Newport.
- Scenic Roadways Application: The application was finalized and distributed to the committee for comments.
- Sheffield School: Several proposals were submitted for Sheffield School by the deadline of December 17, and are now being reviewed by staff. City staff will meet with developers and then provide information and recommendations to the City Council.
- RIPTA Bike Rack and Bench Grant: RIPTA bike racks and benches were completed in downtown locations along America's Cup, Thames Street, Long Wharf Mall, Corner of Bellevue and Memorial Boulevard, end of Lee's Wharf, and at Easton's Beach.
- U.S. Navy Hospital: By-law and Memorandum of Understanding documents pertaining to the LRA were finalized by local, state and federal agencies. Endorsement of the documents and creation of the LRA by all three municipal Councils occurred in December 2008. Staff met with the AIPC to discuss their role with the effort.
- SAMP Plan (West Side): A public meeting was held on December 16th to gain more public comment. The plan provides a regulatory framework from which developers will work in redeveloping the West Side of Aquidneck Island.

- J.T. Connell Development Parcel: The lease for the Northwesterly 1.5 acre lot was approved by the City Council on December 10, 2008. The Minor Subdivision for the entire Connell Highway property (Plat 3, Lot 35) received preliminary plan approval at the 15 December 2008 Planning Board meeting.
- Islandwide Transportation Study: Rhode Island Statewide Planning and RIDOT have provided a large grant to the AIPC for this consulting project. The RFQ was released and a pre-bid meeting was held on December 17<sup>th</sup>.
- SAMP Plan (Ocean): Staff attended a meeting at URI on December 2<sup>nd</sup> pertaining to the development of the CRMC Ocean Special Area Management Plan that will address aquaculture, fishing, boating, and alternative energy including wind farms.
- Waterfront Planning: A meeting was held on December 22, 2008 with URI and other partners to discuss progress on the project. Grant funds have successfully been awarded for this project to URI to conduct a market analysis for the waterfront. Staff is coordinating with URI staff to accurately map waterfront parcel zones, current land uses and likely activity along the water and to study harbor walk options.
- Hazard Mitigation Plan: The Federal Emergency Management Agency (FEMA) has approved the Hazard Mitigation Plan. The plan is now complete. The document is being placed on the City's web site.
- Harbor Shuttle Landside Improvements: The one-hundred percent bid package for the construction RFP will be submitted to RIDOT January 2009 for approval. The construction RFP cannot be issued until DOT approves the plans, specifications, and estimates.
- Broadway Streetscape Project: A relatively large number - 14 proposals - were submitted in response to the RFQ for Broadway Streetscape Improvements. The deadline for submittals was December 3<sup>rd</sup>. A staff team representing PZD&I and Public Services Departments reviewed the submittals and identified a short-list of four firms to be interviewed in early January.
- Perrotti Park Dredging: The Planning Department is working with the Harbormaster's Office to prepare permitting materials for submission to Coastal Resources Management Council (CRMC). Dredging is scheduled to take place Fall/Winter 2009/10.
- Deputy Zoning Officers: The DZOs responded to 14 noise complaints. One violation was cited. One short-term registration was missing.
- Building a Healthy Newport Environment Committee: Staff attended a meeting of this group on December 16, 2008 to discuss next steps.
- Stormwater and Development Plan Review: A public hearing was held by the City Council on this recommended zoning amendment. Final approval is anticipated by Council at the December 10, 2008 meeting.
- Administrative Subdivisions: Four administrative subdivisions (amending existing lot lines only) were approved in December.
- Building/Inspection Division Number of Inspections:

❖ Building	37
❖ Electrical	63
❖ Plumbing/Mechanical	45
❖ Municipal/Minimum Housing	103

BOARDS AND COMMISSIONS:

Historic Preservation and Historic District Commission: Eight new applications were received in December. Due to lack of a quorum, the Historic District Commission did not meet in November. Applicants were advised of the cancellation. The Historic District Commission held a special meeting and a regular meeting in December to address the October applications. A vacancy exists for a Historic Planner since the departure of Shantia Anderheggen.

Critical Area Review Board: No applications were received for board review.

Zoning Board of Review: One regular meeting was held. Three new petitions were received.

Planning Board: One regular Planning Board meeting was held at which several petitions were reviewed for consistency with the Comprehensive Plan. The sign ordinance amendment received further scrutiny with a completed update forthcoming. The Board gratefully acknowledged with a Resolution the contributions of Peter Martin.

COMMUNITY DEVELOPMENT:

2009 Application Round: Staff had been told that communities would be notified in late December or early January regarding the next CDBG application round. No word has been received yet.

Girard Avenue Sidewalk: Work was complete in December. Police Detail expense was not included in the bid documents or contract but it is anticipated that there is adequate funding to cover this expense. Staff is waiting for all slips to be submitted by the Police Department prior to preparing documentation for a Change Order.

Residential Rehab Loans: One new loan for \$4,200 was closed this month. Disbursements totaling \$2,708.25 were made on open loans.

Meeting with Neighborhood Representatives: Staff met with the leadership of the Off Broadway Neighborhood Association and the Broadway Improvement Organization to discuss community development needs in the neighborhood and potential activities to be included in the 2009 grant application.

*Respectfully submitted: Paige R. Bronk, Director*