

TOWN OF WESTERLY  
**COMPREHENSIVE PLAN CITIZENS' ADVISORY COMMITTEE**

Regular Meeting – November 15, 2017 – 5:00 p.m.  
Development Services Conference Room – Town Hall – 45 Broad Street

**A. 5:00 P.M. CALL TO ORDER**

**Members Present:** Gail Mallard, Chair  
Joseph MacAndrew, Vice Chair  
Faith Bessette-Zito  
Stuart Blackburn  
James J. Federico, III  
Nancy Richmond

**Members Absent:** Gina T. Fuller

**Liaisons Present:** Catherine DeNoia, Planning Board (entered 5:02 p.m.)

**Staff Present:** Benjamin Delaney, Planning Associate

**B. 5:00 P.M. APPROVAL OF MINUTES**

A motion to approve the minutes of November 1, 2017 was made by Ms. Bessette-Zito and seconded by Mr. MacAndrew. The motion **CARRIED** by unanimous vote.

**C. 5:00 P.M. DISCUSSION – FUTURE MEETINGS**

Ms. Mallard noted several instances of incomplete discussion remained in the draft Primary report and cited examples. She questioned if the committee should state in its transmittal letter to the Planning Board.

Mr. Delaney stated his understanding the incomplete discussions would be provided by the consultant or were intended for completion by the Planning Board with optional input from the committee.

Ms. Mallard stated the consultant had confirmed it would remain onboard to complete the plan.

Mr. Delaney confirmed the Town was still in contact with the consultant. He noted the Town expected all information responding to Rhode Island Statewide Planning Program (RISPP) comments would be received by December 7, 2017.

Ms. DeNoia stated she had questioned to the Planning Board who would be responsible for preparing the Executive Summary and the Chair of the Planning Board had stated his hope the committee would draft the summary. She noted Mr. Parker questioned if a summary would be written for each chapter or for the draft Primary Report.

Ms. Mallard and Ms. Bessette-Zito stated the summary would be for the draft Primary Report.

**D. 5:06 P.M. DISCUSSION – DRAFT PRIMARY REPORT AND APPENDICES**

Mr. Delaney confirmed for Ms. Mallard he would keep record of places in the draft requiring revision.

***Introduction – Page 7***

The committee was in consensus to revise "...Citizens Comprehensive Plan Advisory Committee..." as "...Comprehensive Plan Citizens' Advisory Committee..."

The committee was in consensus to revise "The plan was... and local leaders." As "The plan was

developed by the consulting firm Mason & Associates, Inc., the Comprehensive Plan Citizens' Advisory and the Planning Board with the assistance of the Planning Office..."

***Introduction – Page 8***

Mr. Delaney stated all references to a 2016 Comprehensive Plan or 2017 Comprehensive Plan would be revised as a 2018 Comprehensive Plan

***Introduction – Page 10***

The committee was in consensus to revise "Infrastructure" as "Infrastructure and Energy."

***Introduction – Page 12***

The committee was in consensus for contributors to be cited only if currently involved and to reorganize the listing of committee members.

***Community Character – Page 14***

The committee was in consensus to revise "The high cost..." as "The high cost of housing within the..."

***Community Character – Page 17***

Mr. Delaney confirmed for Ms. Mallard the reference to the KeepSpace program would be eliminated if it was not discussed elsewhere.

The committee was in consensus to revise "...parcel records..." as "...land evidence records..."

***Community Character – Page 19***

Mr. MacAndrew and Ms. Richmond stated the discussion regarding Chin Hill and Sea Glen was inaccurate regarding location and age and should be revised.

***Community Character – Page 20***

The committee was in consensus to revise "...Pawtuxet Book..." as "...Mastuxet Brook..."

***Community Character – Page 21***

The committee was in consensus Table 2-1 should cite total population.

***Community Character – Page 25***

The committee was in consensus to revise "Building on the..." as "Building on the... design for the future of Westerly should offer..."

***Inventory Summary with Findings and Implications – Page 26***

The committee was in consensus to revise "Infrastructure" as "Infrastructure and Energy."

***Inventory Summary with Findings and Implications – Page 28***

Ms. Mallard cited inconsistency regarding the housing costs of rental units between pages 28, 29 and 33.

Mr. Delaney stated the Planning Office would revise "Rental in Westerly are also considered affordable." for clarity.

***Inventory Summary with Findings and Implications – Page 35***

Mr. Delaney confirmed the paragraph "Westerly's credit rating... of Appendix I." would be updated as it had been in Appendix I.

***Inventory Summary with Findings and Implications – Page 37***

The committee was in consensus to eliminate “Westerly Landing, located along Main Street and the Pawcatuck River, and”

***Inventory Summary with Findings and Implications – Page 39***

The committee was in consensus to revise “The airport has... expansion of services.” As “Any physical expansion or intensification of use presents challenges because of the proximity to developed areas.”

The committee was in consensus to revise “New economies, including... are...” as “New economies are limited but attractive to the community.” and to include a discussion of the airport under the Economic Vitality subsection.

***Inventory Summary with Findings and Implications – Page 42***

Ms. Mallard requested clarification if the Salt Pond Area Management Plan (SAMP) was included in the municipal Zoning Ordinance.

***Inventory Summary with Findings and Implications – Page 44***

Mr. MacAndrew requested clarification regarding the current status of the municipal storm drainage collection and treatment system in Misquamicut.

***Inventory Summary with Findings and Implications – Page 45***

The committee was in consensus to eliminate “The Westerly School... for the community.”

***Inventory Summary with Findings and Implications – Page 46***

The committee was in consensus to revise “L+M Westerly Hospital” as “Yale-New Haven Health System Westerly Hospital.”

Mr. Delaney clarified the text regarding schools would be updated to be consistent with Appendix I.

***Inventory Summary with Findings and Implications – Page 51***

The committee was in consensus to revise “According to the... implemented.” as “According to the... weighed with consideration to how potential actions may disrupt neighboring properties.”

The committee was in consensus to eliminate “Shared use of... stretches of roadway.”

***Inventory Summary with Findings and Implications – Page 52***

The committee was in consensus to insert a bullet “Approval of a \$1.3 million bond in 2014 for passive open space and recreation.”

***Inventory Summary with Findings and Implications – Page 53***

The committee was in consensus to revise “...in the northern portion of Westerly and...” as “...in the northern and eastern portions of Westerly and...”

***Inventory Summary with Findings and Implications – Page 55***

The committee was in consensus to revise the sentence “This finding implies...” as “This finding implies... along the Pawcatuck River.”

***The Future – Page 67***

The committee was in consensus to reference the passage of the 2017 infrastructure bond.

***The Future – Page 68***

The committee was in consensus to revise “...closure of a second elementary school (State Street Elementary School) as district-wide...” as “...closure of another elementary school as district-wide...”

***The Future – Page 70***

Mr. Delaney stated the consultant had generated a buildout based on the information received from the Town.

***The Future – Page 74***

The committee was in consensus to revise “...South Shore Commercial General...” as “...Shore Commercial – General...”

***The Future – Page 76***

The committee was in consensus to revise “Extension of commercial zones will be prohibited.” as “Extension and/or expansion of commercial, industrial and professional zones will be prohibited.

***The Future – Page 77***

The committee was in consensus to cite text from page 91 in place of the highlighted ‘...’

***The Future – Page 79***

The committee was in consensus to insert an action item “Construct a bike path.” and assign the action to Development Services with a short-term time-length and the cost of the match required for the grant awarded to the Town.

***The Future – Page 80***

Mr. Delaney confirmed the Planning Office would draft introductory text for the subsection on Special Districts.

The Map referenced in Salt Ponds Overlay District was identified as Map SAMP-1.

***The Future – Page 82***

The committee was in consensus to eliminate “A second major... the summer season.”

Mr. Delaney confirmed the Town would seek brief text from the Westerly Education Center summarizing its assets to the community.

***Implementation Plan – Page 83***

Mr. Delaney noted the Comprehensive Plan’s cost of implementation was

***Implementation Plan – Page 86***

The committee was in consensus to revise “Westerly should continue... and promote resiliency.” as “Westerly should continue... to promote resiliency.

***Implementation Plan – Page 88***

The committee was in consensus to revise the thirteenth action under Housing Opportunity as “...reasonable production plan by working with state legislators to revise the regulations set by the Low and Moderate Income Housing Act.”

***Implementation Plan – Page 94***

The committee was in consensus to revise the sixth action under Transportation Assets as “...of the airport with minimal adverse effects on existing neighborhoods.”

***Implementation Plan – Page 104***

The committee was in consensus to assign the first Housing Opportunity action the Planning Office as responsible party, the Property Maintenance Code Official and Zoning Official as supporting parties and a medium-term time-length.

The committee was in consensus to assign the second Housing Opportunity action the Property Maintenance Code Official and Building Official as responsible parties and a medium-term time-length.

The committee was in consensus to assign the third Housing Opportunity action the Director of Development Services as responsible party, the Planning Office as supporting party and a medium-term time-length.

The committee was in consensus to assign the fourth Housing Opportunity action the Westerly Housing Authority as responsible party, the Westerly Affordable Housing Plan Committee as supporting party and a medium-term time-length.

The committee was in consensus to assign the fifth Housing Opportunity action the Town Council as responsible party, the Town Manager and Town Clerk as supporting parties and a short-term time-length.

The committee was in consensus to assign the sixth Housing Opportunity action the Town Manager as responsible party, the Director of Development Services and Planning Office as supporting parties and a medium-term time-length.

The committee was in consensus to assign the tenth Housing Opportunity action the Town Council as responsible party, the Planning Board, Zoning Board of Review, Planning Office and Zoning Office as supporting parties and a medium-term time-length.

The committee was in consensus to assign the eleventh Housing Opportunity action the Westerly Affordable Housing Plan Committee as responsible party, the Planning Office as supporting party and a medium-term time-length.

***Implementation Plan – Page 106***

The committee was in consensus to assign the seventh Economic Vitality action the Town Manager as responsible party, the Director of Development Services and Zoning Office as supporting parties and a short-term and ongoing time-length.

The committee was in consensus to assign the eighth Economic Vitality action a short-term and ongoing time-length.

The committee was in consensus to assign the ninth Economic Vitality action the Planning Board as responsible party, the Economic Development Specialist and Planning Office as supporting parties and a short-term and ongoing time-length.

The committee was in consensus to assign the tenth Economic Vitality action the Planning Office as supporting party and a short-term and ongoing time-length.

***Implementation Plan – Page 107***

The committee was in consensus to assign the fourth Economic Resilience action a short-term and ongoing time-length.

The committee was in consensus to assign the fifth Economic Resilience action the Town Council

as responsible party, the Economic Development Specialist as supporting party and a medium-term time-length.

**Implementation Plan – Page 109**

The committee was in consensus to assign the fourth Safe Circulation action the Planning Office as responsible party, the Engineering Division and Police Department as supporting parties and a medium-term time-length.

The committee was in consensus to assign the fourth Transportation Assets action the Town Manager as supporting party and short-term and ongoing time-length.

The committee was in consensus to assign the eighth Transportation Assets action the 116 Canal Street Board as responsible party, the Highways Division as supporting party and a medium-term time-length.

**Implementation Plan – Page 110**

The committee was in consensus to assign the second Community Wide Services action an ongoing time-length.

The committee was in consensus to assign the fourth Community Wide Services action an ongoing time-length.

The committee was in consensus to assign the second and fourth Infrastructure actions an ongoing time-length.

The committee was in consensus to assign the third Infrastructure action a short-term and ongoing time-length.

**Implementation Plan – Page 111**

The committee was in consensus to assign the fifth and sixth Infrastructure actions a short-term and ongoing time-length.

The committee was in consensus to assign the fifth Energy Alternatives action a short-term time-length.

**Implementation Plan – Page 112**

The committee was in consensus to assign the eighth Energy Efficiencies action a medium-term time-length.

Mr. Delaney confirmed the Planning Office could draft text for a transmittal letter for the committee to revise and expand upon.

**E. 6:57 P.M. PUBLIC COMMENT**

None.

**F. 6:58 P.M. ADJOURNMENT**

A motion to adjourn was made by Mr. MacAndrew and seconded by Mr. Federico. The motion **CARRIED** by unanimous vote.

Minutes for the November 1, 2017 meeting submitted by:



Benjamin Delaney, Planning Associate: