



PLANNING BOARD MINUTES
Special Meeting
March 27, 2024, 6pm
Town Council Chambers – Town Hall
350 East Main Road
Middletown, RI 02842

Board members present:

Bill Nash, Vice Chair
Michael Fenton, Secretary
Art Weber
B.J. Owen
Leon Amarant

Also present:

Ron Wolanski, Town Planner
Michael Monti, Assistant Town Solicitor
Anita Guo, Principal Planner

Member absent:

Paul Croce, Chair

Mr. Nash called the meeting to order at 6:05pm

1. **Public Hearing** - Consideration of proposed amendments to the *Middletown Rules and Regulations Regarding the Subdivision and Development of Land*, including amendments to Article 5 – Required Minimum Standards of Design, Section 521 - Commercial Development, regarding proposed amendments to the commercial development design standards; and Appendix A - Forms and Checklists, regarding application submission requirements and fees.
 - a. **Motion** by Ms. Owen, seconded by Mr. Fenton to open the public hearing. **Vote:** 4-0-0, Mr. Amarant had not arrived.
 - b. Mr. Wolanski provided a presentation on the proposed amendments to Section 521 – Commercial Development Design Standards, Appendix A - Form & Checklists, and Application Fees. Discussion centered around pick-up, drop-off zone; bike spaces; allowing use of faux windows; building materials; landscape maintenance; make fillable checklists; and updated application fees based on staff hourly rate.
 - c. No members of the public wished to speak.
 - d. **Motion** by Ms. Owen, seconded by Mr. Fenton to close the public hearing.
 - e. **Motion** by Mr. Fenton, seconded by Ms. Owen to forward the proposed amendments to the Town Council for consideration, subject to condition that the

Town Solicitor and Town Planner revise the language dealing with landscape maintenance. **Vote:** 5-0-0

Motion by Ms. Owen, seconded by Mr. Fenton to adjourn. **Vote:** 5-0-0

Meeting adjourned at approximately 7:05pm.

Respectfully submitted,
Mike Fenton, Secretary

DRAFT