TOWN OF BRISTOL, RHODE ISLAND

TOWN COUNCIL
Nathan T. Calouro, *Chairman*
Mary A. Parella, *Vice Chairwoman*
Antonio A. Teixeira
Timothy E. Sweeney
Aaron J. Ley

Council Clerk
Melissa Cordeiro

Town Council Meeting
Wednesday, July 29, 2026 at 7:00 PM
Town Hall - 10 Court Street, Bristol Rhode Island

In-Person Participation Only

The public may VIEW the meeting live by using the following link https://us06web.zoom.us/j/85636303026, or by visiting zoom.com meeting code 856-3630-3026. Please be advised, this link will NOT allow for public participation and access, or live stream is not guaranteed.

Please be advised that the council intends to discuss and/or act upon each and every item appearing on this agenda

Present:

Meeting Dates:

August 19, 2026 - Town Council Meeting
September 16, 2026 - Town Council Meeting
October 7, 2026 - Town Council Meeting
October 28, 2026 - Town Council Meeting
November 18, 2026 - Town Council Meeting

The Pledge of Allegiance

Motion RE: Consent Agenda - To Approve the Consent Agenda

A. Submission of Minutes of Previous Meeting(s)

A1. Town Council Meeting Minutes - June 24, 2026

B. Public Hearings

C. Ordinances

D. Licensing Board - New Petitions

10 COURT STREET, BRISTOL, RI 02809-2208 401-253-7000 FAX 401-253-2647 www.bristolri.gov

D1. Adolfo Escoto, Don Taco & Tequila, 468 Hope Street request one day Liquor License extension of hours on August 15, 2026, to 1:00 AM

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Community Development

D2. Travis Brassard, Stone Soup Kitchen, LLC, 676 Hope Street request for Victualling License

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Community Development

d. recommendation - Town Administrator and Water Pollution Control

E. Licensing Board - Renewals

E1. Private Investigator License Renewals 2026-2027 for:

Charles Galligan, 83 Fales Road
Veronica Ramos, 23 Fernwood Road
Stephen Payne, 124 Windward Lane
Charles Camara, 17 Dixon Avenue

a. recommendation - Town Administrator and Chief of Police

E2. Dog Kennel License Renewals 2026-2027 for:

Matthew Dame, A Dog's Life - 36 Spring Street
Donna Olivo, All Paw's Inn - 185 Bayview Avenue
Allison Barr, Allison's Pampered Pets - 7 Michael Drive
Ashley Preite, Ashley Preite Grooming, LLC - 629

Metacom Avenue
Karen McCarthy, Courteous Canine - 1 Vasta Lane
Erin Meyer, Crate Escape Doggie Day Camp - 15 Gooding Avenue, Unit 17 & 18
Erin Meyer, Crate Escape Doggie Day Camp - 64 Ballou Blvd
Karl Correia, East Bay Kennels - 47 Broad Common Road
Kali Cordes, Kali's Cottage Pet Boarding

a. recommendation - Town Administrator and Chief of Police (Animal Control)

b recommendation - Town Administrator and Director of Community Development

F. Petitions - Other

F1. Maria Semeraro-Bellanca, 43 Bayview Avenue, Unit #2F, request for Accessible Parking Space in the Vicinity of Residence **(review/2nd Reading)**

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Director of Public Works

c. recommendation - Town Administrator and Chief of Police **(Updated)**

d. (Draft) 2nd Reading Resolution - Resolution No. 2026-7-29-F2

F2. Richard and Monica Chartier, 36 Platt Street request traffic sign installment and a 4-way stop at the intersection of Coggeshall Avenue and Platt Street

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Director of Community Development

c. recommendation - Town Administrator and Department of Public Works

F3. James Crouch, 139 Bradford Street, Unit 1F requesting a Mobile Food Event Permit on August 16, 2026, at

Independence Park from 7:00 AM - 11:00 AM for post Wedding Breakfast

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Parks & Recreation

d. recommendation - Town Administrator and Director of Public Works

F4. Gregory Pastore, 44 Church Street request for the removal of an accessible parking space located in front of residence **(1st Reading)**

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Director of Public Works

G. Appointments

G1. Rogers Free Library Board of Trustees - 1 three-year term set to expire January 2029

a. Kaitlyn Carmody, 12 Ellen Street - interested/appointment

b. Christina Palmer, 7 Church Cove Road - interested/appointment

c. recommendation - Anne Silvia, Chair of RFL Board of Trustees for appointment of Kaitlyn Carmody

H. Old Business

H1. Proposed License to Maintain agreement between Town of Bristol and Joseph B & Judy A Jorge, for a strip of land abutting 27 Surf Drive - **continued from January 17, 2024 (call for Public Hearing August 19th)**

a. memo from Town Solicitor

H2. Review of Municipal Liquor Licensing Practices **(Phased Approach- requested by council continued from April 22nd)**

a. Compiled Council Recommendations submitted
b. Councilman Ley - Recommendations
c. Councilman Sweeny - Recommendations
d. Councilman Teixeira - Recommendations
e. Vice Chairwoman Parella - Recommendations

I. Other New Business Requiring Town Council Action

I1. Town Administrator Contente - Brewster Thornton Group Guiteras School Design Development Update

I2. Town Administrator Contente - Correspondence Regarding the Town's S&P Global Bond Rating (Informational)

I3. Fire Chief DeMello regarding Board of Engineers recommendation of Residential Recreational Fires

a. Vice Chairwoman Parella - consideration of the previously proposed 2015 Firepit Ordinance

I4. Director Williamson proposed amendment to the Short-Term Rental Zoning Ordinance

a. (draft) Ordinance

I5. Director Williamson Draft amendment to the Zoning Ordinance regarding the Flood Zones

CF. Citizens Public Forum
PERSONS WISHING TO SPEAK DURING THE CITIZENS PUBLIC FORUM MUST NOTIFY THE COUNCIL CLERK PRIOR TO THE COMMENCEMENT OF THE MEETING

J. Bills & Expenditures

J1. Bid No. 1091 2026 Road Resurfacing Project

J2. Bid No. 1092 Property Surveys for Drainage Easements

K. Special Reports

K1. BCWA Tri-Town Monthly Report - June 24, 2026

L. Town Solicitor

M. Executive Sessions

M1. Town Administrator Contente request for Executive Session Pursuant to RIGL § 42-46-5 (a)(5), acquisition or lease of real property for public purposes.

Consent Agenda Items:

(CA) AA. Submission of Minutes - Boards and Commissions

Approval of consent agenda = "motion to receive and place these items on file"

(CA) AA1. Rogers Free Library Board of Trustees Meeting Minutes - April 16, 2026

(CA) AA2. Bristol Fire Department Board of Engineers Meeting Minutes - June 29, 2026

(CA) AA3. Properties Committee of the BCWA Meeting Minutes - May 20, 2026

(CA) AA4. BCWA Board Meeting Minutes - May 27, 2026

(CA) AA5. BCWA Annual Meeting Minutes - May 27, 2026

(CA) AA6. BCWA Finance Committee Meeting Minutes - June 9, 2026

(CA) AA7. Conservation Commission Meeting Minutes - June 2, 2026

(CA) AA8. Zoning Board Meeting Minutes - June 1, 2026

(CA) AA9. Rogers Free Library Board of Trustees Meeting Minutes - May 21, 2026

(CA) BB. Budget Adjustments

Approval of consent agenda = "motion to approve these adjustments"

(CA) BB1. Tax Assessor Leadem - Recommended Abatements & Additions for July 2026

(CA) CC. Financial Reports

Approval of consent agenda = "motion to receive and place these items on file"

(CA) CC1. Treasurer Carulli YTD Budget to Actual for month end June 2026

(CA) DD. Proclamations, Resolutions & Citations

Approval of consent agenda = "motion to adopt these Proclamations, Resolutions and Citations as prepared and presented"

(CA) DD1. Proclamation - Thomas M. Carrol 2026, Chief Marshal of the Bristol Fourth of July Celebration (signed)

(CA) EE. Utility Petitions

Approval of consent agenda = "motion to approve these petitions"

(CA) FF. City & Town Resolutions Not Previously Considered

Approval of consent agenda = "motion to receive and place these items on file"

(CA) GG. Distributions/Communications

Approval of consent agenda = "motion to receive and place these items on file"

(CA) GG1. Council Chairman Calouro on behalf of the Bristol Town Council regarding House Bill H7676/Senate Bill S2612 to Rhode Island Senate

(CA) GG2. Town Administrator Contente regarding Designation of Acting Town Administrator

(CA) GG3. ACLU Report- Access to Public Meetings - RI City and Town Councils and School Committees

(CA) GG4. Tupelo Realty Court Street Parking Lot Proposed Lease Agreement (signed)

(CA) GG5. Communication memo from Town Solicitor regarding Newly Enacted Legislation Pertaining to Land Use

(CA) HH. Distributions/Notice of Meetings
(Office copy only)

Approval of consent agenda = "motion to receive and place these items on file"

(CA) HH1. Rogers Free Library Board of Trustees Meeting - June 25, 2026

(CA) HH2. Planning Board Technical Review Committee Meeting - June 30, 2026

(CA) HH3. Budget and Declining Enrollment Workgroup Meeting - June 25, 2026 (CANCELLED)

(CA) HH4. Bristol 4th of July Committee Parade Subcommittee Meeting - June 27, 2026

(CA) HH5. Zoning Board of Review Meeting - July 13, 2026

(CA) HH6. BCWA - July Board Meeting Cancelled

(CA) HH7. Planning Board Meeting - July 9, 2026

(CA) HH8. Board of Canvassers Meeting - July 15, 2026

(CA) HH9. Board of Canvassers Meeting - July 20, 2026 (4:30)

(CA) HH10. Board of Canvassers Meeting - July 20, 2026 at (3:30 PM)

(CA) HH11. Bristol Fourth of July Committee General Committee Meeting - July 14, 2026

(CA) HH12. Conservation Commission Meeting - July 14, 2026

(CA) HH13. Bristol Fourth of July Committee Golf Tournament Subcommittee Meeting - July 23, 2026

(CA) HH14. Bristol Fourth of July Committee Four of Diamonds Subcommittee Meeting - July 27, 2026

(CA) HH15. Planning Board Meeting - July 9, 2026

(CA) HH16. Board of Canvassers Meeting - July 20, 2026

(CA) HH17. Rogers Free Library Board of Trustees Meeting - July 16, 2026

(CA) HH18. Planning Board Comprehensive Plan Meeting - July 23, 2026

(CA) HH19. Historic District Commission Meeting - August 6, 2026

(CA) II. Claims (Referrals)

Approval of consent agenda = "motion to refer these items to the Insurance Committee and at its discretion to the Interlocal Trust"

(CA) II1. Nicholas McGaw, 15 Hambly Road, Tiverton - claim for damages

(CA) JJ. Miscellaneous Items Requiring Council Approval

Approval of consent agenda = "motion to approve these items"

(CA) KK. Curb cut petitions as approved by the director of public works

Approval of consent agenda = "motion to grant these curb cuts per the recommendation of, and conditions specified by, the Director of Public Works"

Adjourned: _____

/mc

Posted: July 24, 2026

The council met on Wednesday, June 24, 2026, and called to order at 6:30 p.m. in the Town Hall, Council Chambers, Council Chairman Calouro presiding:

PRESENT:	Council Chairman, Nathan Calouro Vice-Chairwoman, Mary Parella Councilman, Timothy Sweeney Councilman, Aaron Ley
ALSO PRESENT:	Town Administrator, Steven Contente Assistant Town Solicitor, Amy Goins, Esq
ABSENT WITH REGRETS:	Councilman, Antonio "Tony" Teixeira Town Sergeant, Archie Martins

The Pledge of Allegiance

Council Chair Calouro led the Council and audience in the Pledge of Allegiance.

Public Service Interviews and Appointments

Rogers Free Library Board of Trustees - 1 three-year term set to expire January 2029

a. Kaitlyn Carmody, 12 Ellen Street - interested/appointment

The Council heard from Ms. Carmody who expressed her interest in becoming a member of the Rogers Free Library Board of Trustees . Discussions ensued between members of the Council and Ms. Carmody pertaining to Mr. Carmody's qualifications and experiences. Ms. Carmody also stated why she would consider herself to be a good fit for the position.

b. Christina Palmer, 7 Church Cove Road - interested/appointment

The Council heard from Ms. Palmer who expressed her interest in becoming a member of the Rogers Free Library Board of Trustees . Discussions ensued between members of the Council and Ms. Palmer pertaining to Mr. Palmer's qualifications and experiences. Ms. Palmer also stated why she would consider herself to be a good fit for the position.

c. Anne Silvia, Chair Board of Trustees - recommendation for Kaitlyn Carmody

It is hereby noted for the record that the Council agreed, by consensus, to consider this matter for vote at the next council meeting scheduled for July 29, 2026.

Motion RE: Consent Agenda - To Approve the Consent Agenda

Sweeney/Ley– Voted unanimously to approve the Consent Agenda as prepared and presented.

A. Submission of Minutes of Previous Meeting(s)

A1. Town Council Meeting Minutes - June 3, 2026

A2. Town Council Executive Session Meeting Minutes (sealed, council only) - June 3, 2026

Sweeney/Ley – Voted unanimously to approve the minutes of June 3, 2026 and the Executive Session Minutes of June 3, 2026 as prepared and presented.

B. Public Hearings

C. Ordinances

D. Licensing Board - New Petitions

Combining items

* Sweeney/Ley- Voted unanimously to suspend the regular order of business to combine agenda items D1, D2, D3, D4, and F1.

It is noted for the record that discussion of these matters occurred under Agenda Item D1; however, any actions taken on each item are separately reflected under their respective agenda headings herein

DRAFT

D1. Maryanne Brandmeier, for The Japan American Society of Rhode Island request for Mobile Food Establishment Event Permit, Black Ships Festival at Rockwell Park on Friday, August 14, 2026, from 6:00 PM - 9:00 PM **(see also D2, D3, D4, F1)**

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Parks and Recreation

d. recommendation - Town Administrator and Director of Public Works

Sweeney/Ley - Voted unanimously to grant this license per the recommendations received and conditions, if any, as delineated, and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies

Prior to the vote being taken, Maryanne Brandmeier, representing The Japan American Society of Rhode Island, provided an overview of the upcoming Black Ships Festival and the planned events. She expressed gratitude to the Council and the Town for their ongoing support of the organization and the festival.She noted that events of the detail could be found at blackshipsri.org.

D2. Maryanne Brandmeier, for The Japan American Society of Rhode Island requests a Mobile Food Establishment Event Permit, Black Ships Festival at Independence Park on Saturday, August 15, 2026, from 10:00 AM – 3:00 PM **(see also D1, D3, D4, F1)**

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

DRAFT

c. recommendation - Town Administrator and Director of Parks and Recreation

d. recommendation - Town Administrator and Director of Public Works

Sweeney/Ley - Voted unanimously to grant this license per the recommendations received and conditions, if any, as delineated, and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies

D3. Maryanne Brandmeier, The Japan American Society of Rhode Island, request for One-Day Dancing and Entertainment License for Black Ships Festival at Rockwell Park on Friday, August 14, 2026, from 6:00 PM – 9:00 PM **(see also D1, D2, D4, F1)**

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Parks and Recreation

Sweeney/Ley - Voted unanimously to grant this license per the recommendations received and conditions, if any, as delineated, and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies

D4. Maryanne Brandmeier, The Japan American Society of Rhode Island, requests a One-Day Dancing and Entertainment License for Black Ships Festival at Independence Park on Saturday, August 15, 2026, from 10:00AM – 3:00 PM **(see also D1, D2, D3, F1)**

a. recommendation - Town Administrator and Chief of Police

DRAFT

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Parks and Recreation

Sweeney/Ley - Voted unanimously to grant this license per the recommendations received and conditions, if any, as delineated, and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies

D5. Karen Binder, Blithewold, 101 Ferry Road, requests modification to Dancing & Entertainment License **(modification of hours)**

a. recommendation - Town Administrator and Police Chief

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Community Development

Sweeney/Parella- Voted unanimously to grant the modification of hour for this license per the recommendations received and conditions, if any, as delineated, and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies

Prior to the vote being taken, Karen Binder appeared before the council regarding the request for a modification of hours. She stated the change is intended to be all-inclusive for events planned throughout the upcoming year and to provide operational flexibility.

D6. Christopher Kerr, Tragmar Ale Works 87-1 Gooding Avenue -request modification to Dancing & Entertainment License **(modification of hours)**

DRAFT

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Community Development

Sweeney/Ley-Voted unanimously to grant the modification of hour for this license per the recommendations received and conditions, if any, as delineated, and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies

Prior to the vote being taken, applicant Christopher Kerr appeared before the council regarding the modification. He requested an additional hour of operation to provide scheduling flexibility.

D7. Steve Cavalieri, Cup Defenders Association, 230 Wood Street, requests a modification of the Dancing & Entertainment License **(to include Friday)**

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Community Development

Sweeney-Ley- Voted unanimously to grant the modification of hour for this license per the recommendations received and conditions, if any, as delineated, and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies

Prior to the vote being taken, applicant Steve Cavalieri regarding the modification. He stated the request is specifically to accommodate indoor karaoke on Fridays.

DRAFT

D8. Rebecca Ernst, Pivotal Brewing Company, 522 Wood Street, requests modification to Dancing & Entertainment License **(modification of hours)**

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Community Development

Sweeney/Ley- Voted unanimously to grant the modification of hour for this license per the recommendations received and conditions, if any, as delineated, and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies

Prior to the vote being taken, petitioner Rebecca Ernst appeared before the council regarding the modification. She stated the request provides flexibility to host events within her regular business hours.

D9. Kyle Olsen, STAR Laundromat, 390 Metacom Avenue request for Public Laundry License **(new ownership)**

a. recommendation - Town Administrator and Water Pollution Control

Sweeney/Ley-Voted unanimously to grant this license per the recommendations received and conditions, if any, as delineated, and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies

E. Licensing Board - Renewals

E1. Notification of Name Change for Alicia Saldana, Qhali Corporation, 34 Gooding Avenue – from Qhali

DRAFT

Corporation d/b/a Qhali Kitchen to Qhali Corporation d/b/a Mr. Tito. (Receive and File Only).

Parella/Sweeney -Voted unanimously to receive and file

Prior to the vote being taken it was reported that the notification is for a business name change and does not involve a stock transfer. The item was presented as a courtesy notice to the Council and the public, requiring no formal approva

E2. Dancing & Entertainment- 2026-2027 License Renewals

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

Sweeney/Ley Voted unanimously to grant the renewal of these license(s) per the recommendations received and conditions, if any, as delineated, and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies

E3. Public Laundry License Renewals 2026-2027

a. recommendation - Town Administrator and Director of Community Development

b. recommendation - Town Administrator and Water Pollution Control

c. Recommendation- Town Administrator and Bristol Police Department

Sweenye/Parella- Voted unanimously to grant the renewal of these license(s) per the recommendations received and conditions, if any, as delineated, and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies

F. Petitions - Other

DRAFT

F1. *Nicole Sarault, The Japan American Society of RI, request to fly Japanese Flag during the 43rd Anniversary of the Black Ship's Festival at Independence Park and Rockwell Park on August 14-16, 2026 **(see also D1, D2, D3, D4)**

a. memo from Clerk of Canvassers regarding qualifying signatures received

Sweeney/Ley– Voted unanimously to approve this petition, allowing the "Japan" flag may be flown at Independence Park and Rockwell Park from August 14 until August 16, 2025, with the Town assuming no responsibility for the care of this flag beyond its raising

F2. Maria Semeraro-Bellanca, 43 Bayview Avenue, Unit #2F, request for Accessible Parking Space in the Vicinity of Residence (1st reading)

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Director of Public Works

Sweeney/Ley– Voted unanimously continue the matter to the July 29, 2026 meeting, constitute as a first reading, and direct staff to review the matter further

Prior to the vote being taken, the Council heard from petitioner Maria Semeraro-Bellanca regarding her request for an accessible parking space. Ms. Semeraro-Bellanca stated that she has a neurological disability with fluctuating symptoms and explained that she previously relied on her son for assistance, but he has since left for college. She noted that off-street parking is limited because the property's driveway requires vehicles to be stacked, which would block other tenants and require cars to be moved frequently. She further stated that the existing accessible parking space in front of the residence is continuously occupied by a neighboring resident.

Police Chief Lynch reviewed the Police Department's initial recommendation to deny the request, noting that there is

currently one designated accessible parking space in front of the residence and another located near 30 Bayview Avenue. He stated that while the driveway could potentially accommodate up to three vehicles, its use may be subject to landlord restrictions.

Vice-Chairwoman Parella requested clarification regarding the number of active accessible parking placard holders in the immediate area to better evaluate the need for an additional space. Police Chief Lynch stated that he was unsure whether the DMV would provide geographically specific information identifying accessible parking placard holders in the area. He indicated that, if such information was unavailable, the Police Department could potentially review Town records to determine whether any existing designated accessible parking spaces had been approved for nearby residents.

The Council also heard from neighboring resident Claire Demarest, who stated that on-street parking on Bayview Avenue is frequently congested due to nearby student housing and visitors. She further noted that the property's driveway is narrow and, according to the landlord, is intended primarily for use during parking bans.

Town Administrator Contente reported that during his site visit, the existing accessible parking space was occupied and that he considered the space at 30 Bayview Avenue to be too far removed from the petitioner's residence to provide practical access. He also stated that the driveway serves primarily as an access lane rather than functional parking and recommended that the Council consider establishing a second accessible parking space in front of 43 Bayview Avenue.

Following discussion, the Council agreed to continue the matter to allow staff to research the number and location of active accessible parking placard holders in the area and further evaluate the existing parking conditions before taking action.

G. Appointments

G1. Historic District Commission - (3 three-year terms set to expire July 2029 and 1 three-year unexpired (2nd Auxiliary) position set to expire July 2027)

a. Benjamin Bergenholtz, 385 High Street - interest/reappointment

b. Susan Church, 29 Garfield Avenue- interest/reappointment

c. Christopher Ponder, 736 Hope Street - interest/reappointment

Sweeney/Ley- Voted unanimously to reappoint Benjamin Bergenholtz, Susan Church and Christoper Ponder to the Historic District Commission with a term set to expire in July 2029

At the conclusion of the board appointments, Chairman Calouro took a moment to express his deep gratitude and appreciation for all members of the community who volunteer their time to serve on one of the town's many boards and commissions. He acknowledged the invaluable contributions of these individuals, recognizing their commitment to the betterment of the community. Chairman Calouro emphasized the importance of their selfless efforts in helping to shape and enhance the town's governance. On behalf of himself and the members of the council he extended a heartfelt thank you to all those who dedicated their time and expertise to the collective well-being of the community.

H. Old Business

I. Other New Business Requiring Town Council Action

I1. Public Notice from CRMC Josue & Jennifer Canario, 15 Riverview Avenue, requires a response by July 2, 2026

a. recommendation - Town Administrator and Harbor Master

b. recommendation - Town Administrator and Director of Community Development

Sweeney/Ley-Voted unanimously to receive and file

I2. Public Notice from CRMC Jeffrey & Anne Swinney, 35 Brookwood Road, requires a response by July 2, 2026

a. recommendation - Town Administrator and Harbor Master

DRAFT

b. recommendation - Town Administrator and Director of Community Development

Sweeney/Ley-Voted unanimously to receive and file

CF. Citizens Public Forum

PERSONS WISHING TO SPEAK DURING THE CITIZENS PUBLIC FORUM MUST NOTIFY THE COUNCIL CLERK PRIOR TO THE COMMENCEMENT OF THE MEETING

J. Bills & Expenditures

K. Special Reports

K1. BCWA Tri-Town Monthly Report - May 27, 2026

Sweeney/Ley- Voted unanimously to receive and file

L. Town Solicitor

M. Executive Sessions

M1. RIGL § 42-46-5, (a) (2) - pertaining to litigation, or work sessions pertaining to litigation - 1:26-cv-00150-MSM-PAS, Town of Bristol v. Transportation Security Administration, et al.

Assistant Town Solicitor Amy Goins advised the Council that she had provided a memorandum earlier in the day regarding the pending litigation. She noted that the information contained in the memorandum, specifically that the court had extended the defendants' deadline to July 10, was now a matter of public record. As a result, she stated that unless the Council had additional questions requiring confidential legal advice, an Executive Session was not necessary.

The Council raised no additional questions and opted to forego the Executive Session.

Consent Agenda Items:

DRAFT

(CA) AA. Submission of Minutes - Boards and Commissions

Approval of consent agenda = "motion to receive and place these items on file"

(CA) AA1. Bristol Harbor Commission Meeting Minutes - June 1, 2026

(CA) AA2. BCWA Board Meeting Minutes - April 23, 2026

(CA) AA3. Bristol Fire Department Board of Engineers Meeting Minutes - June 2, 2026

(CA) AA4. Bristol Zoning Board of Review Meeting Minutes - May 4, 2026

(CA) AA5. Bristol 250th Commission Meeting Minutes - May 7, 2026

(CA) AA6. Bristol Planning Board Meeting Minutes - May 14, 2026

(CA) BB. Budget Adjustments

Approval of consent agenda = "motion to approve these adjustments"

(CA) CC. Financial Reports

Approval of consent agenda = "motion to receive and place these items on file"

(CA) CC1. Town Treasurer Carulli - YTD Budget Actuals for June 2026

(CA) DD. Proclamations, Resolutions & Citations

Approval of consent agenda = "motion to adopt these Proclamations, Resolutions and Citations as prepared and presented"

(CA) DD1. Commendation - Dakota S. Beckvold - Eagle Scout Award

(CA) DD2. Resolution No. 2026-06-03- I2 Authorizing the Assessment of Valuations and Levy of Taxes, Sewer Service Fees and Sewer Assessments (signed)

(CA) EE. Utility Petitions

DRAFT

Approval of consent agenda = "motion to approve these petitions"

(CA) EE1. The Narragansett Electric and Verizon New England Inc. – request to install new pole 95-50 on Metacom Avenue

a. recommendation - Town Administrator and Director of Public Works

(CA) FF. City & Town Resolutions Not Previously Considered

Approval of consent agenda = "motion to receive and place these items on file"

(CA) FF1. Town of South Kingstown - Resolution in Support of House Bill 2026-8030

(CA) FF2. Town of Hopkinton - Resolution in Support of Rhode Island Senate Bill 2239

(CA) FF3. Town of Hopkinton - Resolution Opposing House Bill 7632

(CA) FF4. Town of Little Compton - Resolution in Support of Rhode Island Senate Bill 2481

(CA) GG. Distributions/Communications

Approval of consent agenda = "motion to receive and place these items on file"

(CA) GG1. Award Letter - Bid #1090 2026-2027 Tree Planting Services

(CA) GG2. Award Letter - Bid #1069 - Municipal Tree Maintenance and Stump Grinding Services

(CA) GG3. Award Letter - Bid #1087 - Town Wide HVAC Repairs and Maintenance

(CA) GG4. Award Letter - Bid #1088 - Town Wide Landscaping - DaPonte's Landscaping Services, Inc.

(CA) GG5. Town Solicitor - Memorandum regarding Recently Enacted Legislation re: Extended Hours for Class B Liquor Licenses for World Cup Games

(CA) GG6. Letter of Appreciation - Michael O'Loughlin - Historic District Commission

DRAFT

(CA) HH. Distributions/Notice of Meetings
(Office copy only)

Approval of consent agenda = "motion to receive and place these items on file"

(CA) HH1. Conservation Commission Meeting - June 2, 2026

(CA) HH2. Bristol Fourth of July Committee Membership Subcommittee Meeting - June 4, 2026

(CA) HH3. Bristol Fourth of July Committee Karaoke Subcommittee Meeting - June 11, 2026

(CA) HH4. BCWA Finance Committee Meeting - June 9, 2026

(CA) HH5. North and East Burial Grounds Commission Meeting - June 10, 2026

(CA) HH6. Bristol Fourth of July Committee General Committee Meeting - June 11, 2026

(CA) HH7. Bristol Fourth of July Committee Ball Sub-Committee Meeting - June 15, 2026

(CA) HH8. Planning Board Comprehensive Plan Update Meeting (Amended) - June 11, 2026

(CA) HH9. Planning Board Comprehensive Plan Update Meeting - June 11, 2026

(CA) HH10. Bristol 250th Commission Meeting - June 9, 2026

(CA) HH11. BCWA Finance Committee Meeting - June 9, 2026

(CA) HH12. Bristol Christmas Festival Committee General Committee Meeting - June 15, 2026

(CA) HH13. Bristol Housing Authority Meeting - June 18, 2026

(CA) HH14. Historic District Commission Meeting - June 29, 2026

(CA) HH15. BCWA Board of Directors Meeting - June 24, 2026

(CA) II. Claims (Referrals)

Approval of consent agenda = "motion to refer these items to the Insurance Committee and at its discretion to the Interlocal Trust"

(CA) II1. James V Wright, 23 Hamlet Court - Claim for damages

DRAFT

(CA) II2. Notice of Claim - Richard O'Donnell

(CA) JJ. Miscellaneous Items Requiring Council Approval

Approval of consent agenda = "motion to approve these items"

(CA) JJ1. DEM and Town of Bristol - Memorandum of Agreement Cooperative Hunter-Landowner Management Plan (signed)

(CA) KK. Curb cut petitions as approved by the director of public works

Approval of consent agenda = "motion to grant these curb cuts per the recommendation of, and conditions specified by, the Director of Public Works"

There being no further business, upon a motion by Vice Chairwoman Parella, seconded by Councilman Sweeney and voted unanimously, the Chairman declared this meeting to be adjourned at 7:38 pm.

_____
Melissa Cordeiro, Town Clerk
Council Clerk

DRAFT

PETITION TO THE TOWN COUNCIL

DATE RECEIVED

2026 JUL -6 PM 9:45

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

To the Honorable Town Council of the Town of Bristol:

The undersigned hereby respectfully request of your Honorable Body that:

Melissa Cordeiro
Council Clerk

Petition for one-day extension of operational hours.

Don taco & tequila is hosting a wedding gathering on August/15, 2026. our current closing time is 11:PM we are requesting permission to remain open until 1:00 AM.

As a responsible business owner, I want to assure the Council that we are fully committed to ensuring this event runs smoothly and safety.

468 Hope Street

PLEASE NOTE:
Please ensure that your petition is submitted by 4:00 PM two (2) Wednesdays before the Town Council meeting scheduled for JULY 29 2026
In order to be included on the Town Council docket. According to Council policy, petitions cannot be addressed unless recommendations, if needed from the relevant departments are received before the Council meeting.

SIGNATURE: [signature]

NAME: Adolfo Escoto

ADDRESS: 36 Red Maple In

TOWN: Swansea MA 02777

☐

☐

TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

10 Court Street
Bristol, RI 02809
Tel. 401-253-7000
Fax. 401-253-2647
Email:Mcordeiro@bristolri.gov

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: July 9, 2026

RE: Adolfo Escoto, Don Taco & Tequila, 468 Hope Street request one-day Liquor License extension on August 15, 2026, to 1:00 AM to accommodate a wedding gathering

---

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the Town Council Meeting to be held on **July 29, 2026**.

All items for this docket must be received in the Clerk's office by Wednesday, July 22, 2026. All and any items received after the deadline will be held until the next council agenda.

Thank you for your cooperation and prompt reply.

Attachments

Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

KEVIN M. LYNCH
Chief of Police

BRISTOL POLICE DEPARTMENT PETITION REVIEW FORM

DATE FILED: 7/17/26

PETITION DESCRIPTION:
Adolfo Escoto, Don Taco & Tequila, 468 Hope St request one - Day Liquor License extension on 8/15/26, to 1:00am to accommodate a wedding gathering.

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 21 PM 1:31

PERSON/S FILING PETITION: Adolfo Escoto

☐ **LICENSE RENEWAL** ☑ **NEW PETITION**

REVIEW:

- ☑ **APPROVED**
- ☐ **CONDITIONAL APPROVAL**
- ☐ **DENIED**
- ☐ **FORWARD TO ANOTHER DEPARTMENT FOR REVIEW**

NOTES:
After speaking with Mr. Escoto, he stated that this gathering will be held following a wedding reception for approximatley 25-30 guests. Pizza will be served, alcoholic beverages will be sold, and there will be no entertainment provided.

There is no known reason for denial of this license, provided that all laws and ordinances governing this practice are followed.

REVIEWING OFFICER: Lieutenant Paul Medeiors
DATE COMPLETED: 7/17/26

STEVEN CONTENTE
Town Administrator

Bristol Fire Department

Inter Office Memorandum

To: Steven Contente, Town Administrator

From: Michael DeMello, Fire Chief

cc: File

Date: July 10, 2026

Re: License Recommendation, July 29 Council Meeting

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 20 AM 10:47

The fire department has reviewed the license request presented as follows:

1. One-day Liquor License Extension

   Adolfo Escoto, Don Taco & Tequila, LLC d/b/a Don Taco & Tequila

   448 Hope St.

   Extension of operating hours to 0100 August 15th, 2026

There is no objection to the granting of said license provided the applicant is compliant with all applicable laws, codes, ordinances, and/or other compliancy requirements.

CONCUR

STEVEN CONTENTE
Town Administrator

Town of Bristol, Rhode Island

Department of Community Development

10 Court Street
Bristol, RI 02809
www.bristolri.us
401-253-7000

July 17, 2026

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 20 AM 10:47

TO: Steven Contente, Town Administrator

FROM: Diane M. Williamson, Director

RE: Petition for One – Day extension on Liquor License
Don Taco and Tequila

I have reviewed the above petition and have no objection to the petition.

Concur
STEVEN CONTENTE
Town Administrator

LICENSE REQUEST: **VICTUALLING LICENSE**
Expires: December 1st

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requests of
your Honorable Body to be granted a

VICTUALLING LICENSE

NAME OF ESTABLISHMENT: Stone Soup Kitchen L.L.C.

ADDRESS: 676 Hope st. Bristol RI

APPLICANT NAME: Travis W Brassard

HOURS OF OPERATION: 10 am — 6 pm

2026 JUL 13 AM 8:45
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

- ☑ **Victualling Petition & $75 License Fee** (payable after Council approves license)
- ☐ **Second Quarter Taxes must be paid** (call 253-7000 for amount due)
- ☐ **Fire Department Clearance 401-253-6912**
- ☐ **Water Pollution Control Clearance** (grease removal unit) 401-253-8877
- ☐ **RI Department of Health Clearance 401-222-2749**

Please attend the Council meeting on

Petition must be returned by

SIGNATURE: [signature]

NAME: Travis W Brassard

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Date Received: _____

TAX STAMP

TO BE USED BY FINANCE DEPARTMENT

*BY SIGNING THIS PETITION, I CONSENT TO EXAMINATION AND RELEASE OF RECORDS AND INFORMATION REGARDING MY BACKGROUND, INCLUDING POLICE RECORDS, EDUCATIONAL INFORMATION, RESIDENCE RECORDS, AND ANY COURT RECORDS.

Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

KEVIN M. LYNCH
Chief of Police

BRISTOL POLICE DEPARTMENT PETITION REVIEW FORM

DATE FILED: 7/18/26
PETITION DESCRIPTION:
Travis Brassard, Stone Soup Kitchen LLC request for a Victualling License.

PERSON/S FILING PETITION: Travis Brassard

☐ **LICENSE RENEWAL** ☑ **NEW PETITION**

REVIEW:

- ☑ **APPROVED**
- ☐ **CONDITIONAL APPROVAL**
- ☐ **DENIED**
- ☐ **FORWARD TO ANOTHER DEPARTMENT FOR REVIEW**

NOTES:
There is no known reason for denial of this license, provided that all laws and ordinances governing this practice are followed.

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 21 PM 1:32

REVIEWING OFFICER: Lieutenant Paul Medeiors
DATE COMPLETED: 7/18/26

Concur
STEVEN CONTENTE
Town Administrator

Bristol Fire Department

Inter Office Memorandum

To: Steven Contente, Town Administrator

From: Michael DeMello, Fire Chief

cc: File

Date: July 13, 2026

Re: License Recommendation, July 29 Council Meeting

2026 JUL 20 AM 10:48
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

The fire department has reviewed the license request presented as follows:

1. Victualing License

   Travis W. Brassard, Stone Soup Kitchen, LLC

   676 Hope St.

There is no objection to the granting of said license provided the applicant is compliant with all applicable laws, codes, ordinances, and/or other compliancy requirements.

Concur
STEVEN CONTENTE
Town Administrator

Town of Bristol, Rhode Island

Department of Community Development

10 Court Street
Bristol, RI 02809
www.bristolri.us
401-253-7000

July 17, 2026

TO: Steven Contente, Town Administrator

FROM: Diane M. Williamson, Director of Community Development

RE: Victualling license for Stone Soup Kitchen
676 Hope Street

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 20 AM 10:48

I have reviewed the above petition and reviewed same with the Zoning Officer. Based on a review with the petitioner, this location will be for the sale of prepared foods only with no tables for on-site consumption. Therefore, this use is considered a retail use and is allowed at this location.

Concur

Town of Bristol, RI

WATER POLLUTION CONTROL DEPARTMENT
2 PLANT AVENUE
BRISTOL, RI 02809-3015
(401) 253-8877 Fax: (401) 253-2910
Pretreatment Department, Shealyn A. Davey

TOWN HALL
10 COURT STREET
BRISTOL, RI 02809
(401) 253-7000

DATE: July 17, 2025

TO: Steven Contente
Town Administrator

FROM: Shealyn A. Davey
Chemist/Pretreatment Coordinator

RE: Request for Victualling License – Travis W. Brassard, Stone Soup Kitchen LLC., 676 Hope Street

---

Communication with Travis, regarding his new business, has been established. Travis made it clear that this location will just be a retail storefront and all cooking, production, and assembly will occur in Warren, RI. At this time, no Wastewater Discharge Permit will be required, but I've information Travis to contact me immediately if he plans on making any changes or additions that may warrant a Discharge Permit down the road.

I therefore have no objections to the above petition and support the request.

Sincerely,

Shealyn A. Davey
Pretreatment Coordinator

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 20 AM 10:48

Concur
STEVEN CONTENTE
Town Administrator

PRIVATE INVESTIGATOR
LICENSE RENEWALS 2026-2027
Expires August 1, 2027

NAME	HOME ADDRESS	BUSINESS ADDRESS
CHARLES A. GALLIGAN	83 FALES ROAD	83 FALES ROAD
	BRISTOL, RI 02809	BRISTOL, RI 02809
VERONICA RAMOS	23 FERNWOOD ROAD	11 BROADCOMMON ROAD
SRCPI, INC.	BRISTOL, RI 02809	BOX 133
		BRISTOL, RI 02809
STEPHEN PAYNE	124 WINDWARD LANE	124 WINDWARD LANE
	BRISTOL, RI 02809	BRISTOL, RI 02809
CHARLES CAMARA	17 DIXON AVENUE	17 DIXON AVENUE
	BRISTOL, RI 02809	BRISTOL, RI 02809

TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

10 Court Street
Bristol, RI 02809
Tel. 401-253-7000
Fax. 401-253-2647
Email:Mcordeiro@bristolri.gov

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: July 7, 2026

RE: Private Investigator License Renewals 2026-2027

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the Town Council Meeting to be held on **July 29, 2026**.

All items for this docket must be received in the Clerk's office by Wednesday, July 22, 2026. All and any items received after the deadline will be held until the next council agenda.

Thank you for your cooperation and prompt reply.

Attachments

LICENSE REQUEST: **PRIVATE INVESTIGATOR'S LICENSE RENEWAL**
Expires: August 1,

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requests of your Honorable Body to be granted a

PRIVATE INVESTIGATOR'S LICENSE RENEWAL

FOR: Charles Galligan
(NAME OF COMPANY IF APPLICABLE)

BY: Charles Galligan
(NAME OF APPLICANT)

BUSINESS ADDRESS: 83 Fales Rd.

- ☐ **Private Investigator's License Renewal Petition**
- ☐ **$150 License Fee**
- ☐ **Submission of $5,000 Surety Bond**

This application will be considered during the Council Meeting on JULY 29, 2026
Petition must be returned by: JULY 15, 2026
Petition to applicant mailed on June 30, 2026

*SIGNATURE: Charles Galligan
NAME: Charles Galligan

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Date Returned: _____

TAX STAMP

TO BE USED BY FINANCE DEPARTMENT

*BY SIGNING THIS PETITION, I CONSENT TO EXAMINATION AND RELEASE OF RECORDS AND INFORMATION REGARDING MY BACKGROUND, INCLUDING POLICE RECORDS, EDUCATIONAL INFORMATION, RESIDENCE RECORDS, AND ANY COURT RECORDS.

LICENSE REQUEST: **PRIVATE INVESTIGATOR'S LICENSE**
EXPIRES: AUGUST 1, 2026

PETITION TO THE TOWN COUNCIL:

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requests of your Honorable Body to be granted a

PRIVATE INVESTIGATOR'S LICENSE RENEWAL

FOR: SRCPI, Inc
(NAME OF COMPANY IF APPLICABLE)

BY: Veronica Ramos
(NAME OF APPLICANT)

BUSINESS ADDRESS:
23 Fernwood Rd, Bristol, Rhode Island 02809
Mailing: PO Box 11 Broadcommon Rd, #133 Bristol, RI 02809

Fee for License: $150 per year.

This application will be considered during the Council Meeting of

Also requires submission of $5,000 Surety Bond.

PETITION MUST BE RETURNED BY

July 19

*SIGNATURE: Veronica Ramos

NAME: Veronica Ramos

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Date Returned: _____

TAX STAMP

TO BE USED BY FINANCE DEPARTMENT

*BY SIGNING THIS PETITION, I CONSENT TO EXAMINATION AND RELEASE OF RECORDS AND INFORMATION REGARDING MY BACKGROUND, INCLUDING POLICE RECORDS, EDUCATIONAL INFORMATION, RESIDENCE RECORDS, AND ANY COURT RECORDS.

LICENSE REQUEST: **PRIVATE INVESTIGATOR'S LICENSE RENEWAL**
Expires: August 1,

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requests of your Honorable Body to be granted a

PRIVATE INVESTIGATOR'S LICENSE RENEWAL

FOR:
(NAME OF COMPANY IF APPLICABLE)

BY: Stephen Payne
(NAME OF APPLICANT)

BUSINESS ADDRESS:
124 Windward Lane
Bristol, RI 02809

- ☐ **Private Investigator's License Renewal Petition**
- ☐ **$150 License Fee**
- ☐ **Submission of $5,000 Surety Bond**

This application will be considered during the Council Meeting on JULY 29, 2026
Petition must be returned by: JULY 15, 2026
Petition to applicant mailed on June 30, 2026

Date Returned: _____

*SIGNATURE: Stephen Payne
NAME: Stephen PAyne
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TAX STAMP

TO BE USED BY FINANCE DEPARTMENT

*BY SIGNING THIS PETITION, I CONSENT TO EXAMINATION AND RELEASE OF RECORDS AND INFORMATION REGARDING MY BACKGROUND, INCLUDING POLICE RECORDS, EDUCATIONAL INFORMATION, RESIDENCE RECORDS, AND ANY COURT RECORDS.

LICENSE REQUEST: **PRIVATE INVESTIGATOR'S LICENSE RENEWAL**
Expires: August 1,

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requests of your Honorable Body to be granted a

PRIVATE INVESTIGATOR'S LICENSE RENEWAL

FOR: Charles Camara
(NAME OF COMPANY IF APPLICABLE)

BY: Charles Camara
(NAME OF APPLICANT)

BUSINESS ADDRESS:

17 Dixon Ave

Bristol, RI 02809

- ☐ **Private Investigator's License Renewal Petition**
- ☐ **$150 License Fee**
- ☐ **Submission of $5,000 Surety Bond**

Petition must be returned by
This application will be considered during the Council Meeting on

Petition must be returned by:

Petition to applicant mailed on

Date Returned: 7/17/2026

*SIGNATURE: Charles Camara

NAME: Charles Camara

ADDRESS: 17 Dixon Ave

TOWN: Bristol, RI 02809

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TAX STAMP

TO BE USED BY FINANCE DEPARTMENT

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Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

KEVIN M. LYNCH
Chief of Police

BRISTOL POLICE DEPARTMENT PETITION REVIEW FORM

DATE FILED: 7/20/26
PETITION DESCRIPTION:
Private investigator license renewals

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 21 PM 1:32

PERSON/S FILING PETITION:

☑ **LICENSE RENEWAL** ☐ **NEW PETITION**

REVIEW:

- ☑ **APPROVED**
- ☐ **CONDITIONAL APPROVAL**
- ☐ **DENIED**
- ☐ **FORWARD TO ANOTHER DEPARTMENT FOR REVIEW**

NOTES:
The following private investigators are requesting renewing their license in Bristol.
Charles A. Galligan
Veronica Ramos (SRCPI,Inc)
Charles Camara
Stephen Payne
After conducting a background check on all applicants, there is no known cause for denial of these licenses, provided that all laws and ordinances pertaining to such license are followed.

REVIEWING OFFICER: Lieutenant Paul Medeiors
DATE COMPLETED: 7/20/26

Concur
STEVEN CONTENTE
Town Administrator

DOG KENNEL LICENSES

Aug 1, 2026- AUG 1, 2027

Name	Address	Alt Mailing	Owner
A Dog's Life	36 Spring Street		Matthew Dame
All Paw's Inn	185 Bayview Avenue	P.O. Box 164	Donna J. Olivo
Allison's Pampered Pets	7 Michael Drive		Allision Barr
Ashley Preite Grooming LLC	629 Metacom Avenue		Ashley Preite
Courteous Canine	1 Vasta Lane		Karen McCarthy
Crate Escape Doggie Daycamp	15 Gooding Avenue, Unit 17 & 18		Erin E. Meyer
Crate Escape Doggie Daycamp	64 Ballou Blvd		Erin E Meyer
East Bay Kennels	47 Broad Common Road		Karl F. Correia
Kali's Cottage Pet Boarding	10 Hampden Road		Kali Cordes

TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

10 Court Street
Bristol, RI 02809
Tel. 401-253-7000
Fax. 401-253-2647
Email:Mcordeiro@bristolri.gov

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: July 7, 2026

RE: Dog Kennel License Renewals 2026-2027

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the Town Council Meeting to be held on **July 29, 2026**.

All items for this docket must be received in the Clerk's office by Wednesday, July 22, 2026. All and any items received after the deadline will be held until the next council agenda.

Thank you for your cooperation and prompt reply.

Attachments

FOR DEPOSIT ONLY
TOWN OF BRISTOL, RI
TOWN CLERKS OFFICE

LICENSE REQUEST: **DOG KENNEL LICENSE**
Expires: July 31st

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requests of your Honorable Body to be granted a

DOG KENNEL LICENSE

FOR: A Dog's Life
(NAME OF ESTABLISHMENT)

AT: 31 Spring St Bristol, RI 02809
(ADDRESS OF ESTABLISHMENT)

BY: Matthew Dame
(NAME OF APPLICANT)

2026 JUL 23 PM 2:16
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

- ☑ **Kennel License Petition**
- ☑ **$25 License Fee (payable after Council approves license)**
- ☐ **4th Quarter Taxes must be paid prior to issuance of license**
- ☐ **Copy of current DEM State License**

Please attend the Council meeting on

Petition must be returned by

Petition to applicant:

*SIGNATURE: MDame

NAME: Matthe Dame

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Date Received: _____

TAX STAMP

TO BE USED BY FINANCE DEPARTMENT

*BY SIGNING THIS PETITION, I CONSENT TO EXAMINATION AND RELEASE OF RECORDS AND INFORMATION REGARDING MY BACKGROUND, INCLUDING POLICE RECORDS, EDUCATIONAL INFORMATION, RESIDENCE RECORDS, AND ANY COURT RECORDS.

LICENSE REQUEST: **DOG KENNEL LICENSE RENEWAL**
EXPIRES: Aug 1

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requests of your Honorable Body to be granted a

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 17 AM 9:52

DOG KENNEL LICENSE RENEWAL

FOR: All PAWS Inn
(NAME OF ESTABLISHMENT)

AT: 185 Bayview Ave
(ADDRESS OF ESTABLISHMENT)

BY: Donna J. Olivo
(NAME OF APPLICANT)

- ☑ **Kennel License Renewal Petition**
- ☑ **$25 License Fee**
- ☐ **4th Quarter Taxes must be paid prior to issuance of license**
- ☑ **Copy of current DEM State License**

This application will be considered during the Council Meeting on: July 29, 2026

Petition must be returned by July 15, 2026

Petition sent June 30, 2026

Date Received: _____

*SIGNATURE: Donna J. Olivo

NAME: Donna J. Olivo

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TO BE USED BY FINANCE DEPARTMENT

*BY SIGNING THIS PETITION, I CONSENT TO EXAMINATION AND RELEASE OF RECORDS AND INFORMATION REGARDING MY BACKGROUND, INCLUDING POLICE RECORDS, EDUCATIONAL INFORMATION, RESIDENCE RECORDS, AND ANY COURT RECORDS.

LICENSE REQUEST: **DOG KENNEL LICENSE RENEWAL**
EXPIRES: Aug 1

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requests of your Honorable Body to be granted a

DOG KENNEL LICENSE RENEWAL

FOR: Allison's Pampered Pet
(NAME OF ESTABLISHMENT)

AT: 7 Micheal Dr
(ADDRESS OF ESTABLISHMENT)

BY: Allison Barr
(NAME OF APPLICANT)

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 17 PM 2:16

- ☐ **Kennel License Renewal Petition**
- ☐ **$25 License Fee**
- ☐ **4th Quarter Taxes must be paid prior to issuance of license**
- ☐ **Copy of current DEM State License**

This application will be considered during the Council Meeting on: July 29, 2026

Petition must be returned by July 15, 2026

Petition sent June 30, 2026

Date Received: _____

*SIGNATURE: Allison Barr

NAME: Allison Barr

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TO BE USED BY FINANCE DEPARTMENT

*BY SIGNING THIS PETITION, I CONSENT TO EXAMINATION AND RELEASE OF RECORDS AND INFORMATION REGARDING MY BACKGROUND, INCLUDING POLICE RECORDS, EDUCATIONAL INFORMATION, RESIDENCE RECORDS, AND ANY COURT RECORDS.

LICENSE REQUEST: **DOG KENNEL LICENSE RENEWAL**
EXPIRES: Aug 1

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requests of your Honorable Body to be granted a

DOG KENNEL LICENSE RENEWAL

FOR:
(NAME OF ESTABLISHMENT)
Ashley Preite Grooming LLC
AT:
(ADDRESS OF ESTABLISHMENT)
629 Metacom Ave, Bristol RI 02809
BY:
(NAME OF APPLICANT)
Ashley Preite

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 17 AM 9:48

- ☑ **Kennel License Renewal Petition**
- ☑ **$25 License Fee**
- ☐ **4th Quarter Taxes must be paid prior to issuance of license**
- ☑ **Copy of current DEM State License**

This application will be considered during the Council Meeting on:
JULY 29 2026

Petition must be returned by
JULY 15, 2026

Petition sent
June 30, 2026

Date Received: _____

*SIGNATURE: Ashley Preite
NAME: Ashley Preite
(PLEASE PRINT NAME OF APPLICANT)
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TO BE USED BY FINANCE DEPARTMENT

*BY SIGNING THIS PETITION, I CONSENT TO EXAMINATION AND RELEASE OF RECORDS AND INFORMATION REGARDING MY BACKGROUND, INCLUDING POLICE RECORDS, EDUCATIONAL INFORMATION, RESIDENCE RECORDS, AND ANY COURT RECORDS.

FOR DEPOSIT ONLY
TOWN OF BRISTOL, RI
TOWN CLERKS OFFICE

LICENSE REQUEST: **DOG KENNEL LICENSE RENEWAL**

EXPIRES: July 31st

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requests of your Honorable Body to be granted a

DOG KENNEL LICENSE RENEWAL

2026 JUL 13 PM 2:12
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

FOR: Courtesy Canine
(NAME OF ESTABLISHMENT)

AT: 1 Vasta Lane Bristol RI 02809
(ADDRESS OF ESTABLISHMENT)

BY: Karen McCarthy
(NAME OF APPLICANT)

☑ **Kennel License Renewal Petition**
☑ **$25 License Fee**
☑ **4th Quarter Taxes must be paid prior to issuance of license**
N/A **Copy of current DEM State License**

This application will be considered duright the Council Meeting on:
JULY 29, 2026

Petition must be returned by JULY 15, 2026

Petition Sent:
June 30, 2026

Date Received: _____

*SIGNATURE: Karen McCarthy
NAME: Karen McCarthy
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TO BE USED BY FINANCE DEPARTMENT

*BY SIGNING THIS PETITION, I CONSENT TO EXAMINATION AND RELEASE OF RECORDS AND INFORMATION REGARDING MY BACKGROUND, INCLUDING POLICE RECORDS, EDUCATIONAL INFORMATION, RESIDENCE RECORDS, AND ANY COURT RECORDS.

No State license Needed operate @ below standards for Bristol in home business
Closed daycare in Wakefield which required state license

LICENSE REQUEST: **DOG KENNEL LICENSE RENEWAL**
EXPIRES: Aug 1

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requests of your Honorable Body to be granted a

DOG KENNEL LICENSE RENEWAL

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 16 PM 2:16

FOR: Crate Escape
(NAME OF ESTABLISHMENT)
AT: 15 Gooding Ave. #18+17 Bristol RI.
(ADDRESS OF ESTABLISHMENT)

BY: Erin E. Meyer
(NAME OF APPLICANT)

☑ **Kennel License Renewal Petition**
☑ **$25 License Fee**
☐ **4th Quarter Taxes must be paid prior to issuance of license**
☑ **Copy of current DEM State License**

This application will be considered during the Council Meeting on: July 29, 2026

Petition must be returned by July 15, 2026

Petition sent June 30, 2026

Date Received: _____

*SIGNATURE: _____
NAME: Erin E Meyer
(PLEASE PRINT NAME OF APPLICANT)
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TAX STAMP

TO BE USED BY FINANCE DEPARTMENT

*BY SIGNING THIS PETITION, I CONSENT TO EXAMINATION AND RELEASE OF RECORDS AND INFORMATION REGARDING MY BACKGROUND, INCLUDING POLICE RECORDS, EDUCATIONAL INFORMATION, RESIDENCE RECORDS, AND ANY COURT RECORDS.

LICENSE REQUEST: **DOG KENNEL LICENSE RENEWAL**
EXPIRES: Aug 1

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requests of your Honorable Body to be granted a

DOG KENNEL LICENSE RENEWAL

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 16 PM 2:16

FOR: Crate Escape
(NAME OF ESTABLISHMENT)
64 Ballou Blvd.
AT: Bristol
(ADDRESS OF ESTABLISHMENT)

BY: Erin E. Mayer
(NAME OF APPLICANT)

- ☑ **Kennel License Renewal Petition**
- ☑ **$25 License Fee**
- ☐ **4th Quarter Taxes must be paid prior to issuance of license**
- ☑ **Copy of current DEM State License**

This application will be considered during the Council Meeting on: July 29, 2026

Petition must be returned by July 15, 2026

Petition sent June 30, 2026

Date Received: _____

*SIGNATURE: Erin E. Mayer

NAME: Erin E. Mayer

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TAX STAMP

TO BE USED BY FINANCE DEPARTMENT

*BY SIGNING THIS PETITION, I CONSENT TO EXAMINATION AND RELEASE OF RECORDS AND INFORMATION REGARDING MY BACKGROUND, INCLUDING POLICE RECORDS, EDUCATIONAL INFORMATION, RESIDENCE RECORDS, AND ANY COURT RECORDS.

LICENSE REQUEST: **DOG KENNEL LICENSE RENEWAL**
EXPIRES: Aug 1

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requests of your Honorable Body to be granted a

DOG KENNEL LICENSE RENEWAL

FOR:
(NAME OF ESTABLISHMENT)

AT:
(ADDRESS OF ESTABLISHMENT) East Bay Kennels
47 Broad Common Rd
Bristol RI 02809-2721

BY:
(NAME OF APPLICANT) Karl F. Correia

- ☑ **Kennel License Renewal Petition**
- ☑ **$25 License Fee**
- ☑ **4th Quarter Taxes must be paid prior to issuance of license**
- ☑ **Copy of current DEM State License**

This application will be considered during the Council Meeting on: July 29, 2026

Petition must be returned by July 15, 2026

Petition sent June 30, 2026

Date Received: _____

*SIGNATURE: Karl F Correia

NAME: Karl F. Correia

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TAX STAMP

TO BE USED BY FINANCE DEPARTMENT

*BY SIGNING THIS PETITION, I CONSENT TO EXAMINATION AND RELEASE OF RECORDS AND INFORMATION REGARDING MY BACKGROUND, INCLUDING POLICE RECORDS, EDUCATIONAL INFORMATION, RESIDENCE RECORDS, AND ANY COURT RECORDS.

RCD RECEIVED COPY
TOWN OF BRISTOL, RI
TOWN CLERKS OFFICE
RECD: 12:17

LICENSE REQUEST: **DOG KENNEL LICENSE RENEWAL**
EXPIRES: Aug 1

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requests of your Honorable Body to be granted a

DOG KENNEL LICENSE RENEWAL

FOR: Kali's Cottage Pet Boarding
(NAME OF ESTABLISHMENT)

AT: 10 Hampden Road
(ADDRESS OF ESTABLISHMENT)

BY: Kali Cordes
(NAME OF APPLICANT)

2026 JUL 10 AM 10:09
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

- ☑ **Kennel License Renewal Petition**
- ☑ **$25 License Fee**
- ☐ **4th Quarter Taxes must be paid prior to issuance of license**
- ☑ **Copy of current DEM State License**

This application will be considered during the Council Meeting on: July 29, 2026

Petition must be returned by July 15, 2026

Petition sent June 30, 2026

Date Received: _____

*SIGNATURE: Kali Cordes

NAME: Kali Cordes (PLEASE PRINT NAME)

ADD

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TAX STAMP

TO BE USED BY FINANCE DEPARTMENT

*BY SIGNING THIS PETITION, I CONSENT TO EXAMINATION AND RELEASE OF RECORDS AND INFORMATION REGARDING MY BACKGROUND, INCLUDING POLICE RECORDS, EDUCATIONAL INFORMATION, RESIDENCE RECORDS, AND ANY COURT RECORDS.

Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

KEVIN M. LYNCH
Chief of Police

BRISTOL POLICE DEPARTMENT PETITION REVIEW FORM

DATE FILED: 7/17/26
PETITION DESCRIPTION:
Dog Kennel License Renewals 2026-2027

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 21 PM 1:31

PERSON/S FILING PETITION:

☑ **LICENSE RENEWAL** ☐ **NEW PETITION**

REVIEW:

- ☑ **APPROVED**
- ☐ **CONDITIONAL APPROVAL**
- ☐ **DENIED**
- ☐ **FORWARD TO ANOTHER DEPARTMENT FOR REVIEW**

NOTES:
After reviewing the calls for service to all listed locations and noting Animal Control Director, Heather Simmons review, there is no known cause for denial of all licenses, provided that all Laws and Ordinances pertaining to such licenses are followed.

Conveyn
STEVEN CONTENTE
Town Administrator

REVIEWING OFFICER: Lieutenant Paul Medeiors
DATE COMPLETED: 7/17/26

Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

KEVIN M. LYNCH
Chief of Police

TO Lieutenant Medeiros July 21, 2026

VIA Proper Channels

FROM ACD Heather Simmons

SUBJECT Kennel License Renewal

Lieutenant Medeiros,

I have no reservations in recommending kennel license renewal for Courteous Canine for the upcoming year. There have been no recorded complaints or any issues that Animal Control is aware of.

Respectfully submitted,

Heather Simmons

Heather Simmons

Animal Control Director

Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

KEVIN M. LYNCH
Chief of Police

TO Lieutenant Medeiros July 21, 2026

VIA Proper Channels

FROM ACD Heather Simmons

SUBJECT Kennel License Renewal

Lieutenant Medeiros,

I have no reservations in recommending kennel license renewal for Kali's Cottage Pet Boarding for the upcoming year. There have been no recorded complaints or any issues that Animal Control is aware of.

Respectfully submitted,

Heather Simmons

Heather Simmons

Animal Control Director

Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

KEVIN M. LYNCH
Chief of Police

TO Lieutenant Medeiros

July 21, 2026

VIA Proper Channels

FROM ACD Heather Simmons

SUBJECT Kennel License Renewal

Lieutenant Medeiros,

I have no reservations in recommending kennel license renewal for East Bay Kennels for the upcoming year. There have been no documented complaints at this address that Animal Control is aware of.

Respectfully submitted,

Heather Simmons

Heather Simmons

Animal Control Director

Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

KEVIN M. LYNCH
Chief of Police

TO	Lieutenant Medeiros	July 21, 2026
VIA	Proper Channels	
FROM	ACD Heather Simmons	
SUBJECT	Kennel License Renewal	

Lieutenant Medeiros,

I have no reservations in recommending kennel license renewal for Ashley Preite Grooming LLC for the upcoming year. There have been no recorded complaints or any issues that Animal Control is aware of.

Respectfully submitted,

Heather Simmons

Heather Simmons

Animal Control Director

Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

KEVIN M. LYNCH
Chief of Police

TO Lieutenant Medeiros

July 21, 2026

VIA Proper Channels

FROM ACD Heather Simmons

SUBJECT Kennel License Renewal

Lieutenant Medeiros,

I have no reservations in recommending kennel license renewal for All Paw's Inn for the upcoming year. There have been no documented animal complaints this year or any issues that Animal Control is aware of.

Respectfully submitted,

Heather Simmons

Heather Simmons

Animal Control Director

Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

KEVIN M. LYNCH
Chief of Police

TO Lieutenant Medeiros

July 21, 2026

VIA Proper Channels

FROM ACD Heather Simmons

SUBJECT Kennel License Renewal

Lieutenant Medeiros,

I have no reservations in recommending kennel license renewal for Crate Escape Doggie Daycamp located at 15 Gooding Avenue for the upcoming year. There are no documented animal complaints for Crate Escape specifically at this complex.

Respectfully submitted,

Heather Simmons

Heather Simmons

Animal Control Director

Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

KEVIN M. LYNCH
Chief of Police

TO Lieutenant Medeiros July 21, 2026

VIA Proper Channels

FROM ACD Heather Simmons

SUBJECT Kennel License Renewal

Lieutenant Medeiros,

I have no reservations in recommending kennel license renewal for Crate Escape Doggie Daycamp located at 64 Ballou Blvd. for the upcoming year. There was one documented dog bite at this address where a client's dog bit the groomer and the incident was appropriately reported and documented with Animal Control and the Department of Health. This incident does not hinder my recommendation for license renewal.

Respectfully submitted,

Heather Simmons

Heather Simmons

Animal Control Director

Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

KEVIN M. LYNCH
Chief of Police

TO Lieutenant Medeiros

July 21, 2026

VIA Proper Channels

FROM ACD Heather Simmons

SUBJECT Kennel License Renewal

Lieutenant Medeiros,

I have no reservations in recommending kennel license renewal for Allison's Pampered Pets for the upcoming year. There have been no issues that Animal Control is aware of at this address.

Respectfully submitted,

Heather Simmons

Heather Simmons

Animal Control Director

Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

KEVIN M. LYNCH
Chief of Police

TO Lieutenant Medeiros July 21, 2026

VIA Proper Channels

FROM ACD Heather Simmons

SUBJECT Kennel License Renewal

Lieutenant Medeiros,

I have no reservations in recommending kennel license renewal for A Dog's Life for the upcoming year. There have been no documented animal complaints this year or any issues that Animal Control is aware of.

Respectfully submitted,

Heather Simmons

Heather Simmons

Animal Control Director

Town of Bristol, Rhode Island

Department of Community Development

10 Court Street
Bristol, RI 02809
bristolri.gov
401-253-7000

July 17, 2026

TO: Steven Contente, Town Administrator

FROM: Diane M. Williamson, Director

RE: Dog Kennel License Renewals

I have reviewed these renewals with the Zoning Officer and we have no objections to the renewals for the Dog Kennel licenses.

Thank you for the opportunity to comment.

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 20 AM 10:48

Concur

STEVEN CONTENTE
Town Administrator

TOWN CLERK'S OFFICE
BRISTOL, R.I.

2026 JUN -1 AM 10:15

DATE RECEIVED

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol: The undersigned hereby respectfully requested of your Honorable Body that:

To whom it may concern,

I am respectfully requesting the installation of a designated disabled parking space near my residence at 43 Bayview Ave #2~~F~~. We currently have one but a new tenant moved in and He also has a disable permit. We have lack of parking as it is, between students and others owing multiple vehicles. I wish Bayview Ave was ~~only~~ for residence only since many people park there during Town's festivities. Now that my son is in college carrying groceries, ~~with~~ snowing days are really tough on ~~me~~ ~~without~~ without his help. Nearby, parking is very limited. I respectfully ask that my request be reviewed and approved as soon as possible - thank you for your time and consideration -



PLEASE NOTE:

Please ensure that your petition is submitted by 4:00 PM, two (2) Wednesdays before the Town Council meeting scheduled for

June 24, 2026 7pm

in order to be included on the docket. According to Council policy, petitions cannot be addressed unless recommendations, if needed, from the relevant departments are received before the Council meeting

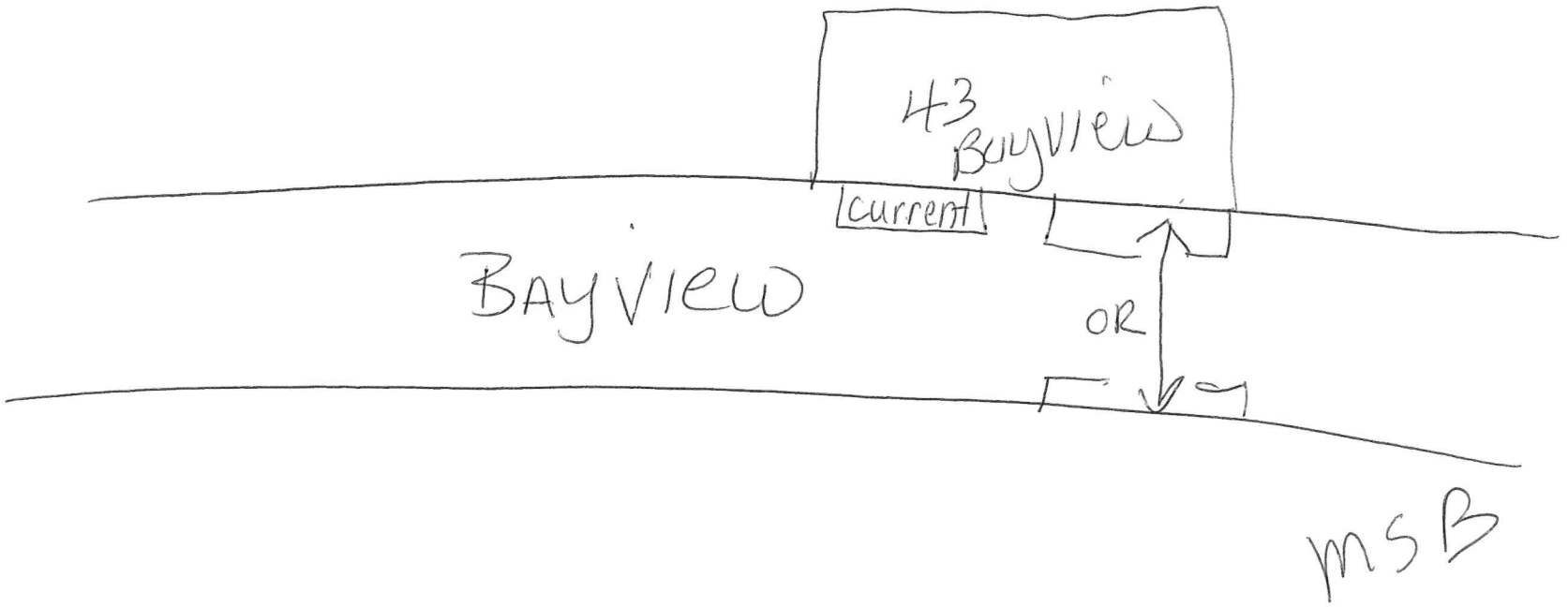
SIGNATURE:

NAME: MARIA SEMERARO-BELLANCA

ADDRESS: 43 Bayview Ave #2F

TOWN: Bristol RI 02809


FRONT
255832
EXPIRES:
MAY 2032
RHODE ISLAND
RHODE ISLAND
STATE OF
ISLAND
HOPE
RHODE ISLAND
DISABILITY
PARKING PERMIT


43 Bayview
current
BAYVIEW
OR
MSB

TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

10 Court Street
Bristol, RI 02809
Tel. 401-253-7000
Fax. 401-253-2647
Email:Mcordeiro@bristolri.gov

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: June 1, 2026

RE: Maria Semeraro-Bellanca, 43 Bayview Avenue, #2F request for Accessible Parking Spot in the Vicinity of Residence

---

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the Town Council Meeting to be held on **June 24, 2026**.

All items for this docket must be received in the Clerk's office by Wednesday, June 17, 2026. All and any items received after the deadline will be held until the next council agenda.

Thank you for your cooperation and prompt reply.

Attachments

Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

KEVIN M. LYNCH
Chief of Police

BRISTOL POLICE DEPARTMENT PETITION REVIEW FORM

DATE FILED: 6/15/26

PETITION DESCRIPTION:

Maria Semeraro-Bellanca, 43 Bayview Ave, #2F request for accessible Parking spot in the vicinity of residence.

JOAN CERA CHACE
BRISTOL TOWN CLERK
2026 JUN 17 A 11:19

PERSON/S FILING PETITION: Maria Semeraro-Bellanc

☐ **LICENSE RENEWAL** ☑ **NEW PETITION**

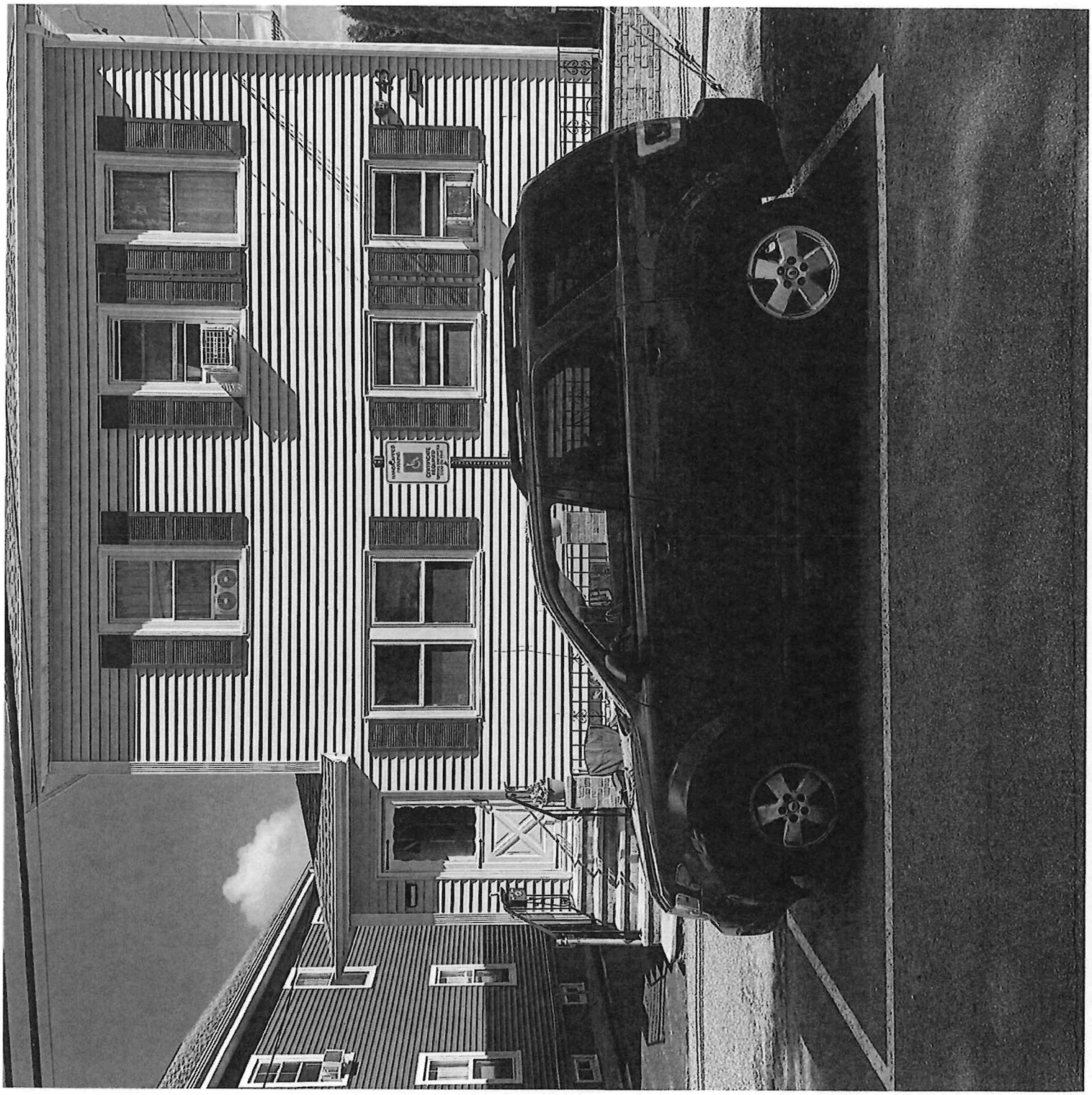
REVIEW:

- ☐ **APPROVED**
- ☐ **CONDITIONAL APPROVAL**
- ☑ **DENIED**
- ☐ **FORWARD TO ANOTHER DEPARTMENT FOR REVIEW**

NOTES:

There is currently an accessible (handicap) parking space located directly in front of 43 Bayview Avenue and 30 Bayview Avenue. In addition, a driveway is located on the west side of the residence that the owner does not allow tenants to utilize. After reviewing the petitioner's request and consulting with DPW Director Parella, the request for an additional accessible parking space is denied

REVIEWING OFFICER: Lieutenant Paul Medeiors
DATE COMPLETED: 6/15/26



Department of Public Works

Memo

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUN 16 PM 1:35

To: Steven Contente, Town Administrator

From: Christopher J. Parella, Director of Public Works

Date: June 12, 2026

Re: Maria Semeraro-Bellanca, 43 Bayview Avenue, #2F request for Accessible Parking Spot in the Vicinity of Residence

---

Mr. Administrator,

After review of the petition requesting the installation of an accessible parking space in the vicinity of 43 Bay View Avenue, I recommend that the request be denied.

The Department of Public Works has evaluated the existing parking conditions and accessibility accommodations on Bay View Avenue. There are currently two designated accessible parking spaces located in the immediate vicinity of the subject property. These spaces provide reasonable and adequate access for individuals requiring accessible parking accommodations within the neighborhood. In addition, the property located at 43 Bay View Avenue is served by an existing driveway that provides off-street access.

Bay View Avenue, in that vicinity experiences significant parking demand, particularly during periods of peak residential and visitor activity. On-street parking is a limited and valuable public resource in this area. Designating an additional accessible parking space would further reduce the availability of general parking without a demonstrated need that is not already being addressed through the existing accessible spaces and available driveway access.

Based upon the presence of two accessible parking spaces in the immediate vicinity, the availability of off-street parking access at the subject property, and the limited supply of on-street parking on Bay View Avenue, I find that the installation of an additional accessible parking space is not warranted at this time. Accordingly, I recommend that the petition for the installation of an accessible parking space near 43 Bay View Avenue be denied.

CONCUR

Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

KEVIN M. LYNCH
Chief of Police

Follow up: Additional Accessible Parking Space Request- 43 Bay View Ave

I contacted the homeowner, Lubelia Medeiros of 43 Bay View Avenue, to obtain additional information regarding the request for an additional accessible parking space. Ms. Medeiros advised that she currently has two tenants who each possess valid accessible parking placards and who share the existing accessible parking space located in front of the residence.

Ms. Medeiros explained that the property has a narrow driveway located on the west side of the residence that provides access to two off-street parking spaces at the rear of the property. She stated that neither she nor her husband are willing to relinquish their off-street parking spaces for tenant use. However, they support the creation of an additional accessible parking space in front of the residence to better accommodate their tenants' parking needs.

I also contacted Angela Sousa of 30 Bay View Ave to verify that the existing accessible parking space in front of her residence is still needed and being utilized. I noted that a vehicle had been parked in this space during the nighttime hours. Ms. Sousa confirmed that her father, Ronald Walpole, continues to utilize the designated accessible parking space.

If this petition receives approval by the Town Council, I recommend establishing an additional accessible parking space directly in front of 43 Bay View Avenue, extending 18 feet east from the existing accessible parking space.

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 22 PM 1:21

Respectfully Submitted,

Capt. Roman Wozny
Captain Roman Wozny

Resolution No. 2026-7-29-F2

2nd Reading - Draft

State of Rhode Island
Town of Bristol

Town Council

Resolution

Resolved:

Whereas, Chapter 16-Sec 148 states that Accessible Disabled parking restrictions shall be made by resolution of the town council; provided however, that no such resolution shall be adopted at the meeting at which it is introduced but shall, rather, be referred to a subsequent regular or special meeting at least seven days thereafter for a vote; and

Whereas, a petition for the addition of an accessible parking designation was submitted by Maria Semeraro-Bellanca, 43 Bayview Avenue Suite 2F, Bristol, RI; and

Whereas, the Chief of Police and Director of Public Works have reviewed the request and recommends the addition of said Disabled Parking Designation; and

Whereas, the Town of Bristol desires to add an accessible disabled parking designation by Resolution of the Town Council, and may be amended from time to time by authority of same; and

Now, therefore, be it resolved:

1. the appropriate traffic control signs and notices designating the Accessible Disabled parking spaces established herein are hereby authorized to be added; and

2. This resolution shall take effect upon passage.

Adopted: _____

ATTEST:

_____
Melissa Cordeiro, Town Clerk

DATE RECEIVED

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol: The undersigned hereby respectfully requested of your Honorable Body that:

See Attached

PLEASE NOTE:

Please ensure that your petition is submitted by 4:00 PM, two (2) Wednesdays before the Town Council meeting scheduled for

_____

in order to be included on the docket. According to Council policy, petitions cannot be addressed unless recommendations, if needed, from the relevant departments are received before the Council meeting

SIGNATURE: Monica Chartier

NAME: MONICA CHARTIER

ADDRESS: 36 PLATT ST.

TOWN: BRISTOL RI

We request a 4 way stop sign, there are only two stop signs on Platt Street, and a children sign at the intersection of Platt street and Coggeshall Avenue due to the Bristol Zoning Board granting permission to a developer at 54 Coggeshall allowing them to have less than required front yard on a corner lot, thus allowing less of a view of on coming cars at the Platt St. and Coggeshall Avenue corner. A dead end sign for Platt Street, there is only one for Walnut St.; also a 15 mile per hour at the same corner.

The Coggeshall Avenue street is utilized as a short cut through to Narrows Road with no caution as to pedestrians and children walking and riding their bikes in this crossway.

PETITION SIGNATURES

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18. Monica Chartier
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24. Adrienne Burke
25.
27.
28.
29.
30.

Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

KEVIN M. LYNCH
Chief of Police

BRISTOL POLICE DEPARTMENT PETITION REVIEW FORM

DATE FILED: 6/8/26

PETITION DESCRIPTION:
Monica Chartier, request for 4 - way stop at the intersection of Platt St and Coggeshall Ave.

2026 JUL 21 PM 1:32
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

PERSON/S FILING PETITION: Monica Chartier

☐ **LICENSE RENEWAL** ☐ **NEW PETITION**

REVIEW:

- ☑ **APPROVED**
- ☐ **CONDITIONAL APPROVAL**
- ☐ **DENIED**
- ☐ **FORWARD TO ANOTHER DEPARTMENT FOR REVIEW**

NOTES:
Please see attached.

concur
STEVEN CONTENTE
Town Administrator

REVIEWING OFFICER: Captain Roman Wozny
DATE COMPLETED: 6/28/26

Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

KEVIN M. LYNCH
Chief of Police

MEMORANDUM

TO : **CHIEF KEVIN M. LYNCH** **DATE: 06-08-26**

VIA : **PROPER CHANNELS**

FROM : **CAPTAIN ROMAN WOZNY**

SUBJECT : **4-WAY STOP REQUEST COGGESHALL AVENUE AT PLATT STREET**

Sir,
At your request, I reviewed the intersection of Platt Street at Coggeshall Avenue in response to a request to install a four-way stop at this location. It is my understanding that a construction project at 54 Coggeshall Avenue has been approved, including reduced setbacks from the roadway and intersection visibility may be of concern.

Currently, traffic on Platt Street is controlled by a stop sign, while Coggeshall Avenue has no traffic control devices. I conducted an on-site assessment of the intersection from all approaches and observed no visibility obstructions. Additionally, we have found no reports of motor vehicle collisions or traffic violations at this intersection during the last three years reviewed.

It should be noted that the existing crash history and traffic conditions alone may not support a four-way stop under our guidelines, however, consideration should be given to the concerns raised by residents regarding the approved construction project and its potential effect on visibility at this intersection.

Based on these considerations, the Bristol Police Department has no objection to the approval and installation of a four-way stop at this intersection.

Respectfully submitted,
Capt. Roman Wozny
Captain Roman Wozny



Coggeshall Avenue @ Platt Street-south view of intersection



Coggeshall Avenue @ Platt Street- southbound travel with view of westbound Platt Street traffic



Coggeshall Avenue @ Platt Street- southbound travel with view of eastbound Platt Street traffic



Coggeshall Avenue @ Platt Street- northbound view



Coggeshall Avenue @ Platt Street-northbound travel with view of eastbound Platt Street traffic



Coggeshall Avenue @ Platt Street-northbound travel with view of westbound Platt Street traffic

Town of Bristol, Rhode Island

Department of Community Development

10 Court Street
Bristol, RI 02809
bristolri.gov
401-253-7000

June 17, 2026

2026 JUN 22 AM 10:14
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

TO: Steven Contente, Town Administrator

FROM: Diane M. Wiliamson, Director

RE: Petition for Traffic Signs at the intersection of Coggeshall and Platt
Monica Chartier, 36 Platt Street

In response to the above petition, I offer the following:

1. The petitioner made the request in part because of the Zoning Board's variance approval for a new dwelling at 54 Coggeshall Avenue to replace the existing structure. While the variance was for "less than the required front yard on a corner lot" the new dwelling will be conforming on the Coggeshall Avenue side and no closer to the road on the Platt Street side than what is existing. Because the existing non-conforming home will be razed and re-built with basically the same footprint, it necessitated the variance. The new house has not yet been built.
2. That being said, this is a dense neighborhood and on the morning of my site visit there were a lot of pedestrians with dogs and children in strollers as well as children on bicycles. So, having the additional stop signs requested seems prudent to me.
3. I would recommend the dead end sign, children at play sign, or a 15 mile per hour speed limit designation.
4. I also noted that there are several intersections with missing street name signs including the one for Coggeshall Avenue at the intersection of Platt and Coggeshall.

Thank you for the opportunity to comment.

DC 6/22/26

Department of Public Works

Memo

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 21 PM 1:32

To: Steven Contente, Town Administrator

From: Christopher J. Parella, Director of Public Works

Date: July 20, 2026

Re: Monica Chartier, 36 Platt Street re Request for 4-Way Stop at Intersection of Coggeshall Avenue and Platt Street

---

Mr. Administrator,

I have no objection to this request for a 4-way stop at the intersection of Coggeshall Avenue and Platt Street.

Please advise if you have any questions or concerns.

concur
STEVEN CONTENTE
Town Administrator

FOR DEPOSIT ONLY
TOWN OF BRISTOL, RI
Rcpt#: 129439

MOBILE FOOD ESTABLISHMENT EVENT PERMIT

Valid only on event date indicated

PETITION TO THE TOWN COUNCIL

Date Received:

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requests of
your Honorable Body to be granted a

TYPE OF EVENT

Breakfast for wedding

☐ **PUBLIC EVENT** ☒ **PRIVATE EVENT**

Street Address of Event:

Independence Park

☒ **PUBLIC PROPERTY** ☐ **PRIVATE PROPERTY**

*Amount of People Expected to Attend 94

*Public events that anticipate an assembly of 500 people or more, require a temporary Mass Gathering Permit and must be approved by the Town Council.

If this is a Temporary Mass Gathering Permit, you are required to attend the Council Meeting on:

_____

Petition must be received 90 days in advance of the proposed event.

For office use only:

☑ Fee for permit $300

☐ Fee for permit exempt (per sec 19-127)

☐ Administrative Event Permit

Number of Food Trucks

1

(In addition to the event permit, all food trucks in attendance must obtain a municipal MFE permit from the town)

Date of Event: 16 August 2026

Time of Event: 0700 - 1100

James Crouch

Applicant Name (Print)

Applicant Signature**

Organization Name

REQUIRED DOCUMENTATION

☑ List of MFE trucks to be in attendance

☑ Diagram of location of MFE at event

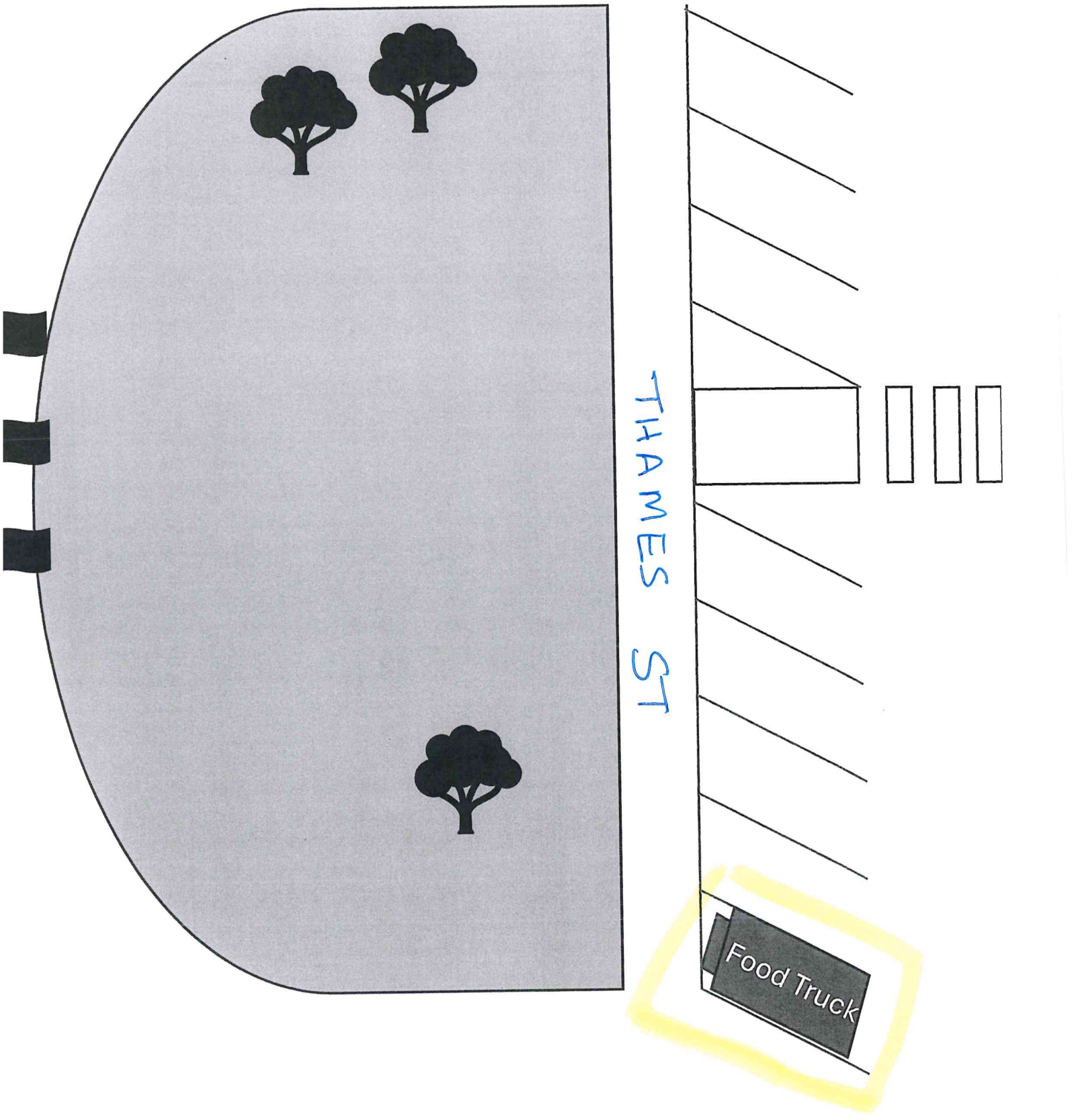
**The Applicant accepts all liability for the actions of patrons at the event, and is advised to consult with the Police Chief to determine the need for police coverage at the event.

***All event permits shall be issued on the condition that the organizer of the event must leave sufficient space for emergency vehicles in compliance with the Rhode Island Fire Safety Code.

Food Truck Vendor List

Duke's Bakery and Café
1082 Davol St, Fall River, MA 02720
508-617-4105

ndependence
Park



TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

10 Court Street
Bristol, RI 02809
Tel. 401-253-7000
Fax. 401-253-2647
Email:Mcordeiro@bristolri.gov

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: July 8, 2026

RE: James Crouch, 139 Bradford Street, Unit 1F requesting a Mobile Food Permit on August 16, 2026 at Independence Park from 7:00 AM - 11:00 AM for post Wedding Breakfast

---

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the Town Council Meeting to be held on **July 29, 2026**.

All items for this docket must be received in the Clerk's office by Wednesday, July 22, 2026. All and any items received after the deadline will be held until the next council agenda.

Thank you for your cooperation and prompt reply.

Attachments

Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

KEVIN M. LYNCH
Chief of Police

BRISTOL POLICE DEPARTMENT PETITION REVIEW FORM

DATE FILED: 7/18/26

PETITION DESCRIPTION:
James Crouch, 139 Bradford St, Unit 1F requesting a Mobile Food Permit on 8/16/26 at Independence Park from 7:00am - 11:00am fopr post wedding breakfast.

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 21 PM 1:31

PERSON/S FILING PETITION: James Crouch

☐ **LICENSE RENEWAL** ☑ **NEW PETITION**

REVIEW:

- ☑ **APPROVED**
- ☐ **CONDITIONAL APPROVAL**
- ☐ **DENIED**
- ☐ **FORWARD TO ANOTHER DEPARTMENT FOR REVIEW**

NOTES:
Please see attached.

Concur
STEVEN CONTENTE
Town Administrator

REVIEWING OFFICER: Lieutenant Paul Medeiors
DATE COMPLETED: 7/18/26

Bristol Police Department

395 METACOM AVENUE ◇ BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

KEVIN M. LYNCH
Chief of Police

I spoke with Mr. Crouch about the petition and my concerns with the proposed location of the food truck. As planned, the truck would be parked in a parking space with a service window facing north, which would require guests to step into the parking area and roadway to order and pick up their food.

I suggested moving the food truck into Quito's parking lot and reserving two parking spaces for it. This would allow the service window to face Independence Park, making it safer and more convenient for guests to access the truck without having to walk through traffic. Mr. Crouch didn't have any issues with relocating the food truck and was open to the suggestion.

There is no known reason for denial of this license, provided that all laws and ordinances governing this practice are followed.

Respectfully

Lt Medeiros


NO PARKING

Bristol Fire Department

Inter Office Memorandum

To: Steven Contente, Town Administrator

From: Michael DeMello, Fire Chief

cc: File

Date: July 9, 2026

Re: Permit Recommendation, July 29 Council Meeting

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 20 AM 10:48

The fire department has reviewed the permit request presented as follows:

1. Mobile Food Establishment

   James Crouch for Post Wedding Breakfast

   August 16, 2026 from 0700-1100

   Independence Park

There is no objection to the granting of said permit provided the applicant is compliant with all applicable laws, codes, ordinances, and/or other compliancy requirements.

CONCUR
STEVEN CONTENTE
Town Administrator

Warren Rensehausen, CPRP
Director of Parks & Recreation
wrensehausen@bristolri.gov

Tim Shaw
Asst. Director of Parks & Recreation
tshaw@bristolri.gov

BRISTOL PARKS & RECREATION

RECREATION BOARD
Karl Antonevich
Mike Cabral
N. Diane Davis
Kevin Manuel
Patti Nenna
Donald Squires
Michael Tomaselli

MEMORANDUM

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 20 AM 10:48

To: Steven Contente
Town Administrator

From: Warren Rensehausen, CPRP
Director
Bristol Parks and Recreation Department

Date: July 20, 2026

Re: James Crouch – Mobile food permit on August 16, 2026 @ Independence Park

The Department of Bristol Parks and Recreation supports the request, and ask the following.

- Allow open access to Independence Park and any sidewalk or walkway in the vicinity.
- The truck not be on the park grass.
- Remove any rubbish and signage that the event accumulates.
- Provide payment for any damage done to the grounds or property of Independence Park from this event.
- Verify that any vendors have proper licensing from Town Clerks office
- Be sure that no vehicles enter or exit from the Park during the event.
- Contact the Parks & Recreation director or designee in advance and post event to meet onsite .
- Provide insurance to the Parks & Recreation Department prior to event.

Concur
STEVEN CONTENTE
Town Administrator

Quinta Gamelin Community Center
101 Asylum Road, Bristol RI 02809
(401) 253-1611
Mail: 10 Court St

Department of Public Works

Memo

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 21 PM 1:31

To: Steven Contente, Town Administrator

From: Christopher J. Parella, Director of Public Works

Date: July 20, 2026

Re: James Crouch, 139 Bradford Street, Unit 1F requesting a Mobile Food Permit on August 16, 2026 at Independence Park from 7:00AM – 11:00 AM for post Wedding Breakfast

---

Mr. Administrator,

I have no objection to this request. I would recommend that the Honorable Town Council grant this permit provided that all applicable laws and ordinances are adhered to.

Please advise if you have any questions or concerns.

Concur
STEVEN CONTENTE
Town Administrator

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

2026 JUL -8 P 1:18

DATE RECEIVED

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol: The undersigned hereby respectfully requested of your Honorable Body that:

I am the owner of the residence at 44 Church Street. My wife and I bought the house from the elderly previous owner in November, 2025. It is my understanding that he petitioned the Council to locate a handicapped parking space directly in front of the house. As the previous owner, and no one else, seems to use the handicapped space (upon nine month of observation), I respectfully request that the Council approve the removal of the handicapped parking space located at 44 Church Street.

PLEASE NOTE:

Please ensure that your petition is submitted by 4:00 PM, two (2) Wednesdays before the Town Council meeting scheduled for July 29, 2026 7:00pm *in order to be included on the docket. According to Council policy, petitions cannot be addressed unless recommendations, if needed, from the relevant departments are received before the Council meeting*

SIGNATURE: [signature]

NAME: Gregory A. Pastore

ADDRESS: 44 Church Street

TOWN: Bristol

BUSINESS TEL. NO.

RESID

EMAIL

Google Maps 44 Church St



Image capture: Jul 2023 © 2026 Google



44 Church St

TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

10 Court Street
Bristol, RI 02809
Tel. 401-253-7000
Fax. 401-253-2647
Email:Mcordeiro@bristolri.gov

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: July 8, 2026

RE: Gregory Pastore, 44 Church Street request for a removal of accessible parking spot located in front of residence **(1st Reading)**

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the Town Council Meeting to be held on **July 29, 2026**.

All items for this docket must be received in the Clerk's office by Wednesday, July 22, 2026. All and any items received after the deadline will be held until the next council agenda.

Thank you for your cooperation and prompt reply.

Attachments

Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

KEVIN M. LYNCH
Chief of Police

BRISTOL POLICE DEPARTMENT PETITION REVIEW FORM

DATE FILED: 7/17/26

PETITION DESCRIPTION:
Gregory Pastore, 44 Church St requesting removal of accessible parking space located in front of residence.

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 21 PM 1:31

PERSON/S FILING PETITION: Gregory Pastore

☐ **LICENSE RENEWAL** ☑ **NEW PETITION**

REVIEW:

- ☑ **APPROVED**
- ☐ **CONDITIONAL APPROVAL**
- ☐ **DENIED**
- ☐ **FORWARD TO ANOTHER DEPARTMENT FOR REVIEW**

NOTES:
After reviewing the petitioner's request and conducting checks of the accessible parking space over the past seven days, the space has not been used. The space was originally installed for the previous homeowner. The Bristol Police Department has no objection to removing this space in order to create additional residential parking.

REVIEWING OFFICER: Lieutenant Paul Medeiors
DATE COMPLETED: 7/17/26

concur
STEVEN CONTENTE
Town Administrator

Department of Public Works

Memo

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 21 PM 1:31

To: Steven Contente, Town Administrator

From: Christopher J. Parella, Director of Public Works

Date: July 20, 2026

Re: Gregory Pastore, 44 Church Street request for a removal of accessible parking spot located in front of residence

---

Mr. Administrator,

I have no concerns with the removal of the accessible parking space in front of 44 Church Street. I would recommend that the Honorable Town Council grant this request.

Please advise if you have any questions or concerns.

Concur
STEVEN CONTENTE
Town Administrator

Town of Bristol

Board Book Report (Saved as: TC with Positions)

Rogers Free Library Board of Trustees

Basic Information

Creating Authority

For more information please visit:
Rogers Free Library Board of Trustees

Composition

7 members, 3-year staggered terms

Board Seats

Position	First Name	Last Name	Address	Calculated End Date	Term Count	Actual Start Date	Status
Chair	Anne	Silvia	75 Maple Lane	1/1/2027	1	1/1/2024	Active
Member	Nancy	Kellner	10 Hope Street	1/1/2028	1	1/1/2025	Active
Member	Thomas	Ferris	142 High St	1/1/2027	1	10/30/2024	Active

Position	First Name	Last Name	Address	Calculated End Date	Term Count	Actual Start Date	Status
Member	Kasey	Feijo	667 Metacom Avenue	1/1/2026	1	5/25/2023	Expired
Member	Samantha	Faria	41 Franklin Street	1/1/2028	2	1/1/2025	Active
Member	Marie	Knapman	14 Goulart Avenue	1/1/2029	2	1/1/2026	Active
Secretary	Catharine (Cara)	Cromwell	649 Hope St	1/1/2027	1	1/1/2024	Active

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PUBLIC NOTICE

TOWN OF BRISTOL
PUBLIC SERVICE APPOINTMENTS

The public is being notified that the Honorable Town Council desires to seek applications from among the citizens of Bristol to fill appointments for the following current service:

Bristol Christmas Festival

Bristol County Water Authority

Bristol Planning Board

Harbor Commission

Historic District Commission

North and East Burial Grounds Commission

Personnel Board

Post Retirement Benefits Fund Board of Trustees

Recreation Board

Rogers Free Library Board of Trustees

Waypoyset Trust

Zoning Board of Review

Applications and resumes can be submitted to the Town Clerk's office. You may also apply to volunteer to serve on one of our many boards, commissions, or committees in person, by mail at 10 Court Street, Bristol, or by visiting https://onboard.bristolri.gov.

By Order of the Town Council
Melissa Cordeiro
COUNCIL CLERK

February 12 & 19, 2026

Kaitlyn E Carmody

Town of Bristol | Generated 1/21/2025 @ 8:35 am by OnBoardGOV - Powered by ClerkBase

Status

Name	Kaitlyn E Carmody
Application Date	1/17/2025
Expiration Date	1/17/2027
Status	Received

Board	Vacancies	Status	Actions
Rogers Free Library Board of Trustees	2	Pending	☐

Basic Information

Name
Kaitlyn E Carmody

I would like to be appointed to the position because:
I love the library. It's honestly that simple for me. I have been a frequent patron of Rogers Free Library since moving to Rhode Island fourteen years ago. Other than a short time living in Newport, during which time I was an avid Newport Library patron, there's been very few weeks that have passed that I have not roamed the stacks, studied in a desk on the top floor, or played with my child downstairs. It's a point of humor for my friends of how much time I spend in libraries, and I was even married at the Redwood Library in Newport. My own love of the library space aside, I would love the opportunity to serve my community and help the library to continue to serve Bristol residents. I would appreciate the opportunity to assist with community programming and promote all of the wonderful programs and events Rogers Free Library has to offer Bristol and the greater Rhode Island community. Additionally, in my day job in trust and estates, I have experience in law and finance that I could bring to the trustee position. I would truly appreciate the chance to support the library as a trustee. Thank you.

Generated 1/21/2025 @ 8:35 am

Contact Information

Address
12 Ellen St
Bristol, RI 02809

Yes, I am a resident
Yes

Email

Phone

Cell Phone

Occupation

Yes, I am a city employee
No

Professional Licenses
Admitted to VA Bar

Registrations/Certifications
Juris Doctor

KAITLYN E. CARMODY

Bristol, Rhode Island

EXPERIENCE

SETTLEMENT OFFICER II, VICE PRESIDENT
Bank of America, N.A.

2016 - Present

Accountable for managing and settling complex trusts that require a high level of technical expertise and knowledge. Assign tasks, monitor progress, and approve completed work of Settlement Assistants. Coach and mentor assistants and junior level officers. Build and maintain relationships with external business partners (Attorneys, CPAs, and Fiduciary Accountants), and coordinate communication with internal support partners in Tax, Compliance, Specialty Assets, amongst others), to ensure accurate and efficient administration, and to manage business risk. Maintain high quality communications with clients, with a focus on client satisfaction and asset retention.

RESEARCH ASSISTANT
University of Rhode Island, Austin Becker, PhD

2014

Researched what drives coastal infrastructure stakeholders to assume leadership in the face of climate change. Worked under the direction of Austin Becker, PhD, Professor of Coastal Planning, Policy, and Design at the University of Rhode Island and in coordination with Andrew Peterman, PhD, Sustainability Consultant at Arup.

LEGAL INTERN, TASK FORCE
Feinstein Center for Pro Bono & Experiential Education

2013 - 2014

Researched Rhode Island Special Education and associated issues and coordinated with attorneys, public schools, and Roger Williams University Undergraduate Special Education Department to examine various topics related to special education.

RHODE ISLAND SEA GRANT LAW FELLOW
Marine Affairs Institute at Roger Williams University School of Law

2012 - 2013

NOAA Climate and Societal Interactions Project, *August 2013-December 2013*

National Estuary Litigation Project, *July 2013 - August 2013*

Climate Change and New England Fisheries Project, *May 2013-September 2013*

New Hampshire/Rhode Island Coastal Property Rights Project, *August 2012-December 2012*

EDUCATION

BACHELOR OF ARTS, POLITICAL SCIENCE
High Point University, *May 2011*

Honors: Graduated with All University Honors; Honors Program; Phi Alpha Theta; Pi Sigma Alpha; Presidential Scholar

Activities: President, Vice President, Executive Council Member of the Campus Activities Team; Honors Program Representative, Student Government Association; Active Member, Alpha Phi Omega

Study Abroad: Bond University, Queensland, Australia, International Diplomacy, 2009

JURIS DOCTOR
Roger Williams University School of Law, *May 2014*

Honors: Marine Affairs Achievement Award; Recognized by the RWU Law Pro Bono Collaborative for completing 100+ pro bono law hours while attending law school

Activities: Vice President, Maritime Law Society

MASTER OF MARINE AFFAIRS
University of Rhode Island, *December 2014*

Activities: Active Member, The Coastal Society

BAR ADMISSION

Virginia, *Admitted 2014*

SKILLS

- Problem-Solving
- Proficient in Office Suite
- Strong Written and Verbal Communication
- Time Management
- Customer Service
- Team Collaboration
- Mentoring

Christina L Palmer

Town of Bristol | Generated 6/2/2026 @ 4:00 pm by OnBoardGOV - Powered by ClerkBase

Status

Name	Christina L Palmer
Application Date	1/3/2025
Expiration Date	1/3/2027
Board Member	Christina L Palmer
Status	Validated BY: UNKNOWN USER @BEFORE 4/1/2026

Board	Vacancies	Status
Rogers Free Library Board of Trustees	1	**Pending**

Basic Information

Name
Christina L Palmer

I would like to be appointed to the position because:
The RFL is a vital and integral part of the Bristol community, and I would like to help the library continue to succeed and widen its impact in the community.

Resume File
Download

Cover Letter File
Download

Contact Information

Address
7 Church Cove Rd
Bristol, RI 02809

Yes, I am a resident
Yes

Email

Phone

Cell Phone

Occupation

Yes, I am a city employee
No

Professional Licenses
Licensed to practice law in MA and NY

Generated 6/2/2026, 4:02:19 PM

Christina L. Palmer

7 Church Cove Rd.
Bristol, RI 02809

January 3, 2025

I am pleased to submit my application for a position on the Board of Trustees of the Rogers Free Library. My husband and I have been homeowners in Bristol for 7 years, and full-time residents for 3 years. I believe that the Rogers Free Library is a vital resource for Bristol, bringing a host of services and resources to the community. I have been on the Bristol Bookfest Executive Committee for over a year and have had the pleasure of collaborating with the library staff on our annual community wide reading program. I am impressed with the staff's energy and commitment to the library and to the Bristol community.

The skills I developed over 30-plus years of experience as a commercial attorney align well with the responsibilities of the Trustees. I have had a lot of experience in developing and implementing governance policies consistent with applicable law, as well as managing different stakeholder interests to achieve organizational goals. In addition, I am skilled at tackling multidimensional problems requiring collaboration, as well as critical and strategic thinking.

The Rogers Free Library is a vital resource for the community, and I am inspired by its mission to promote literacy, connection, and lifelong learning. I am eager to apply my knowledge and expertise to the critical work of a Trustee, ensuring the sustained success and community impact of the Rogers Free Library.

Thank you for considering my application. Please feel free to contact me at 617-283-4785 or palmertt@comcast.net with any questions.

Sincerely,

Christina L. Palmer

Christina L. Palmer
7 Church Cove Rd.
Bristol, RI 02809

Summary

Experienced Business Counsel, adept in drafting, negotiation and strategic thinking. Worked closely with internal stakeholders and provided legal advice and guidance to achieve desired business goals. Areas of expertise also include compliance, risk management, and corporate governance.

Recent Work Experience

Chief Counsel May, 2005 through February, 2023
Cabot Corporation – Boston, MA

- Responsible for legal support for three divisions within the company.
- Collaborated closely with internal stakeholders, providing legal advice and guidance related to US state and federal law, as well as European law. Advised clients regarding legal matters, corporate governance, business transactions and claim liability.
- Evaluated existing contracts regularly to identify potential areas of risk exposure or liability.
- Provided compliance training sessions for internal stakeholders, including data privacy.
- Developed and implemented legal policies and procedures to ensure compliance with all applicable laws and regulations.
- Conducted due diligence investigations in corporate transactions, mergers, and acquisitions, ensuring thorough risk assessment and compliance.
- Drafted a wide range of legal documents, including sales and purchase contracts, memoranda of understanding, settlement agreements, corporate governance and policies.

Education

Juris Doctor, June, 1987
Columbia University Law School – New York, NY

Bachelor of Arts, Economics, June 1982
Wellesley College – Wellesley, MA

Activities

- Member of Bristol Bookfest Executive Committee, 2023-present
- Member of Bristol Elks Club, 2022-present

Certifications

- Qualified to practice law in Massachusetts and New York

ROGERS
FREE LIBRARY

April 17, 2026

Melissa Cordeiro, Town Clerk
Town of Bristol, Rhode Island
10 Court St
Bristol, RI 02809

Dear Ms. Cordeiro:

At our regularly scheduled monthly meeting on April 16, 2026, the Board of Trustees of the Rogers Free Library voted to recommend the following candidate for appointment to complete and fill the term for one vacant Board positions. The candidate is recommended based on criteria and interviews by the Trustees. The selection committee interviewed two candidates for the vacant seat.

The candidates were Kaitlyn Carmody and Christina (Tina) Palmer

Both candidates would make excellent trustees and the committee put a lot of thought into the order of recommendation.
Both candidates:

- Have legal experience which is something we don't have on the board currently.
- Are familiar with the library
- Are willing to serve on any committee that needs them.

Kaitlyn was very thoughtful with her answers and wants to observe and learn. She brought an interesting young parent perspective to her interview and with her questions for the committee. Tina was very articulate and prepared and is very involved with Library adjacent projects.

The committee is endorsing Kaitlyn Carmody as their first choice because she fills a demographic that we don't currently have. Specifically, a young parent with young children. While Tina is a strong candidate the demographic she fills is already present on the board.

The vetting of candidates was conducted by a committee of three Trustees: Marie Knapman (chair), Samantha Faria and Cara Cromwell.. Attached are the selection criteria and conflict of interest approach used by the committee

We ask you to make your appointment expeditiously, hopefully, at the May Town Council meeting so we may restore our Board to its full complement of seven members as quickly as possible.

We would be happy to answer any questions or concerns you may have. Thank you for your consideration.

Sincerely,

Anne Marie Silvia
Chair, Board of Trustees
Rogers Free Library
525 Hope St., Bristol, RI 02809
asilvia@rogersfreelibrary.org

cc: Mary Parella, Town Council/Library Liaison
Marie Chapman: Chair, RFL Selection Committee

Marie Chapman: Chair, RFL Selection Committee

TRUSTEE SELECTION CRITERIA, EVALUATION RUBRIC, AND CONFLICT OF INTEREST APPROACH TRUSTEE SELECTION COMMITTEE ROGERS FREE LIBRARY April 2026

Selection Criteria

1) Knowledge of/experience with Rogers Free Library
2) Capacity (i.e., time) and commitment
3) Potential to strengthen and balance the board: talents, field of expertise and ability to represent/reflect the Bristol community

Evaluation and Scoring Rubric

Points (per criterion)
Yes: 4 Points
No: 0 Points
Maybe: 2 Points
Maximum points: 12

Conflicts of Interest: Approach and Discussion

We agreed to disclose to each other any potential conflict of interest such as a family or business relationship or friendship. We also disclosed whether we had recruited an applicant in response to the board chair's request to all trustees, and we agreed that recruitment, if disclosed, did not pose a barrier, given the chair's charge to build an applicant pool. We then went applicant by applicant to mention any of the above relationships.

DATE RECEIVED

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol: The undersigned hereby respectfully requested of your Honorable Body that:

See Attached

2023 DEC 15 AM 8:46

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

PLEASE NOTE:

Please ensure that your petition is submitted by 4:00 PM, two (2) Wednesdays before the Town Council meeting scheduled for

_____

in order to be included on the docket. According to Council policy, petitions cannot be addressed unless recommendations, if needed, from the relevant departments are received before the Council meeting

SIGNATURE: J B Jorge

NAME: Joseph B. Jorge

ADDRESS:

TOWN: Is

BUSINESS

RESIDENC

EMAIL ADI

TOWN COUNCIL
JAN 17 2024
MEETING

December 15, 2023

To: Bristol Town Council

From: Joseph & Judy Jorge of 27 Surf Dr, Bristol, RI

This is a petition to abandon a portion of the Surf Drive Right of Way.

This piece of land is adjacent to our home at 27 Surf Dr (Plat #55 / Lot #81) and was previously used as a cul-de-sac prior to the street being extended (see Tax Map).

We purchased our lot in 2012 and received occupancy permit at end of 2016. We requested and received approval from the Town Council to upgrade and maintain the full piece of land (original request included): As result, we graded it and included river rock for drainage, planted grass, added a sprinkler system, planted shrubs and have been maintaining it ever since (see Pic #1).

This piece of land is important to us because it provides access to our back yard for landscapers and their lawn equipment, movement of kayaks and other large items which would otherwise be very difficult since there's only access via a curved stairwell (see pic #2).

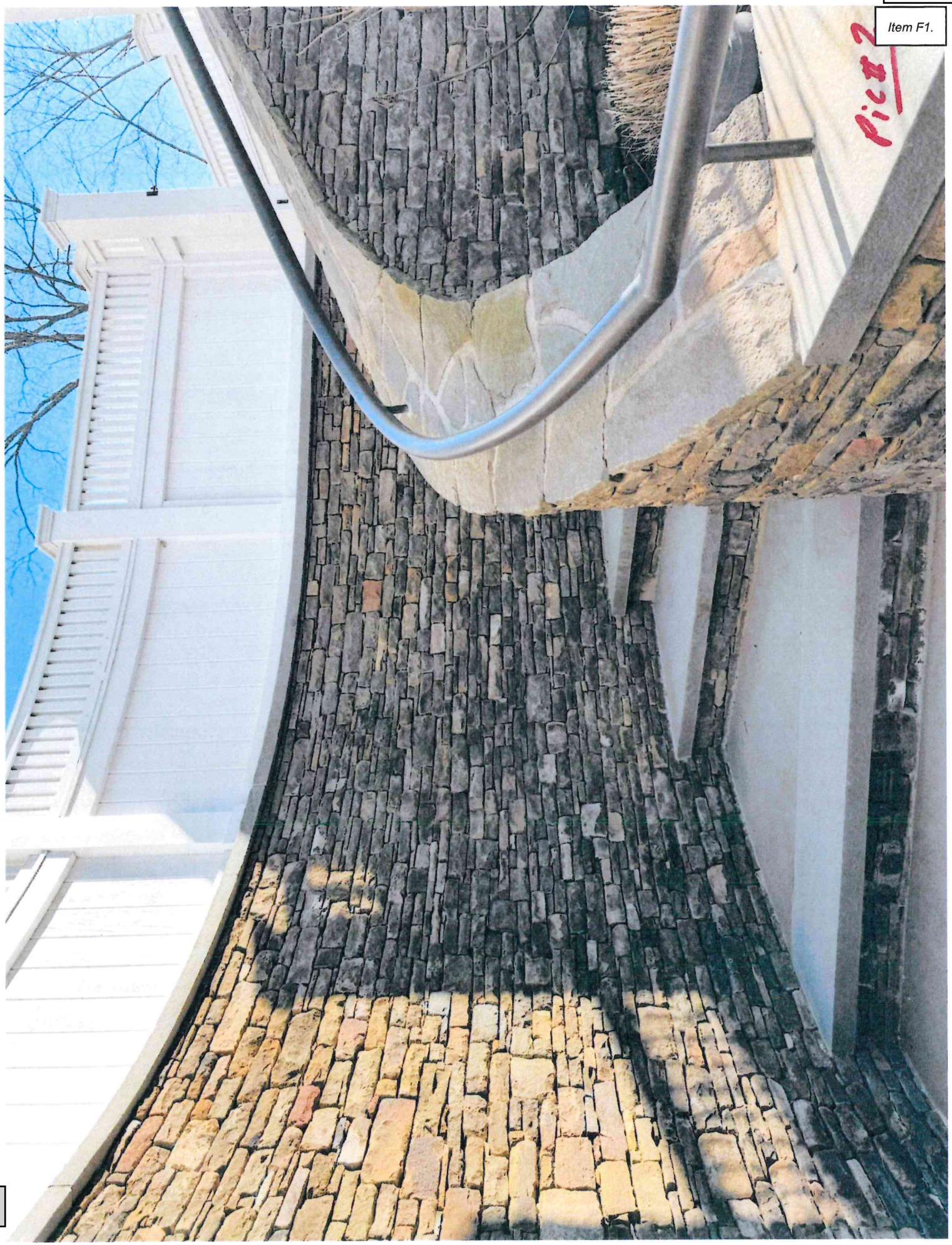
We are very thankful to the Town and are happy with current arrangement. However, the lot to the South of this land (25 Surf Dr) is being sold and it is likely the new owners will want a portion of this land so this is why we are asking that one half be abandon to us.

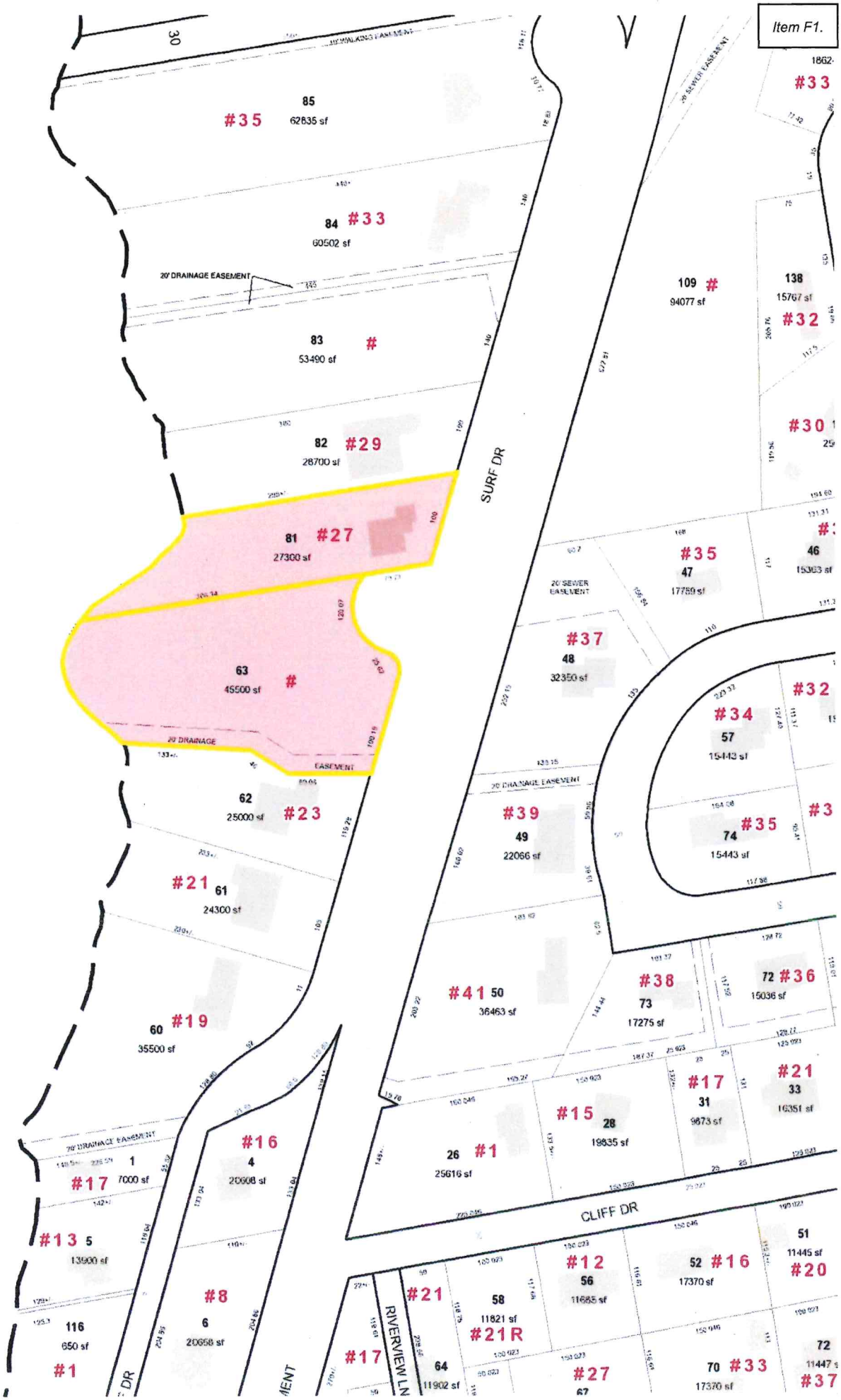
Thank you so much for your consideration!

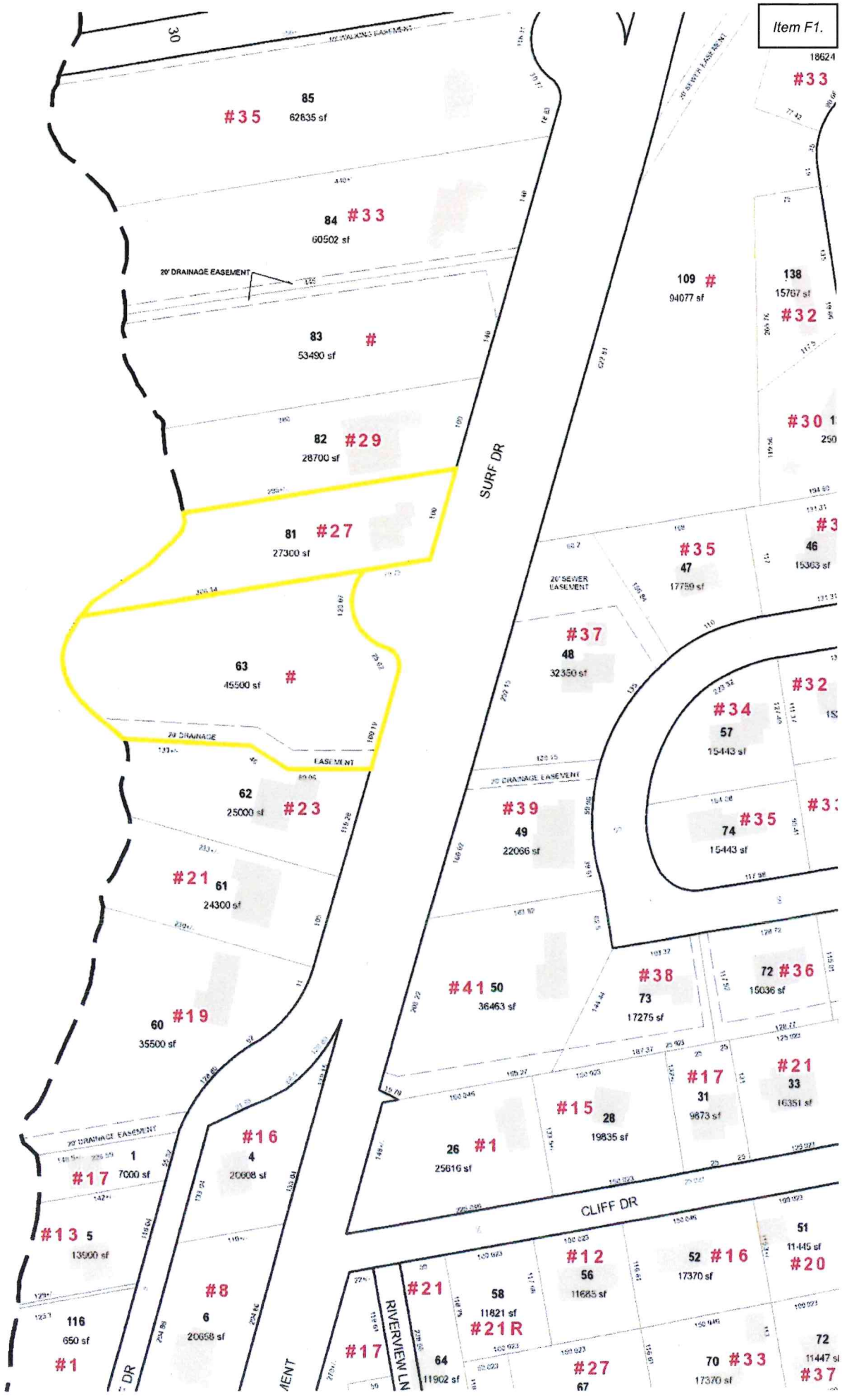
Item F1.

Item H1.

Item F1.




30
85
#35
62635 sf
84 #33
60502 sf
20' DRAINAGE EASEMENT
83 #
53490 sf
82 #29
28700 sf
81 #27
27300 sf
63 #
45500 sf
20' DRAINAGE EASEMENT
62
25000 sf
#23
#21 61
24300 sf
60 #19
35500 sf
20' DRAINAGE EASEMENT
#17 1
7000 sf
#16
4
20608 sf
#13 5
13900 sf
#8
6
20658 sf
116
650 sf
#1
SURF DR
109 #
94077 sf
20' SEWER EASEMENT
#37
48
32350 sf
#39
49
22066 sf
#41 50
36463 sf
#38
73
17275 sf
26 #1
25616 sf
#15 28
19835 sf
#17
31
9873 sf
CLIFF DR
#21
58
11821 sf
#21R
64
11902 sf
#17
RIVERVIEW LN
#12
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11685 sf
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52 #16
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#37


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#35
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20' DRAINAGE EASEMENT
83 #
53490 sf
82 #29
28700 sf
81 #27
27300 sf
63 #
45500 sf
29 DRAINAGE
EASEMENT
62 #23
25000 sf
#21 61
24300 sf
60 #19
35500 sf
20' DRAINAGE EASEMENT
#17 1
7000 sf
#13 5
13900 sf
116
650 sf
#1
#16
4
20608 sf
#8
6
20658 sf
SURF DR
109 #
94077 sf
18624
#33
138
15767 sf
#32
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17759 sf
20' SEWER EASEMENT
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#32
#39
49
22066 sf
#35
74
15443 sf
#41 50
36463 sf
#38
73
17275 sf
72 #36
15036 sf
#17
31
9873 sf
#15
28
19835 sf
#21
33
16351 sf
26 #1
25616 sf
CLIFF DR
#12
56
11685 sf
52 #16
17370 sf
51
11445 sf
#20
#21
58
11821 sf
#21R
RIVERVIEW LN
#17
64
11902 sf
#27
67
70 #33
17370 sf
72
11447 sf
#37

COVE, CHARLES T.
P.O. BOX 29
PROVIDENCE, RI 02901

JORGE, JOSEPH B & JUDY A
27 SURF DR
BRISTOL, RI 02809

Abutters List Report

Bristol, RI
December 27, 2023

Subject Properties:

Parcel Number: 55-63
CAMA Number: 55-63
Property Address: SURF DR

Mailing Address: COVE, CHARLES T.
P.O. BOX 29
PROVIDENCE, RI 02901

Parcel Number: 55-81
CAMA Number: 55-81
Property Address: 27 SURF DR

Mailing Address: JORGE, JOSEPH B & JUDY A TRUST
27 SURF DR
BRISTOL, RI 02809

Abutters:

Parcel Number: 55-63
CAMA Number: 55-63
Property Address: SURF DR

Mailing Address: COVE, CHARLES T.
P.O. BOX 29
PROVIDENCE, RI 02901

Parcel Number: 55-81
CAMA Number: 55-81
Property Address: 27 SURF DR

Mailing Address: JORGE, JOSEPH B & JUDY A TRUST
27 SURF DR
BRISTOL, RI 02809

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requested of your Honorable Body to be granted a:

COPY

LICENSE TO MAINTAIN TOWN PROPERTY

I, Joseph B Jorge, owner of property located at 27 Surf Dr. Assessor's Plat # 55 and Lot # 81, hereby requests the Town Council grant me a license to maintain town property. Below is a brief description and location of the property I wish to maintain: property was previously used as a cul-de-sac prior to street being extended. New cul-de-sac is now at end of Surf Drive. The space being requested is a 1/2 circle that borders the front side of my lot on the southside.

If approved, plan is to plant grass and one or two trees and maintain it the same as my front yard.

Thank you for your consideration!

*Please provide **names and addresses** of all abutting property owners. – Town of Bristol and Bella its Charles Cove from Provi on the southside.
*Please provide **map** of the area in question. – attached

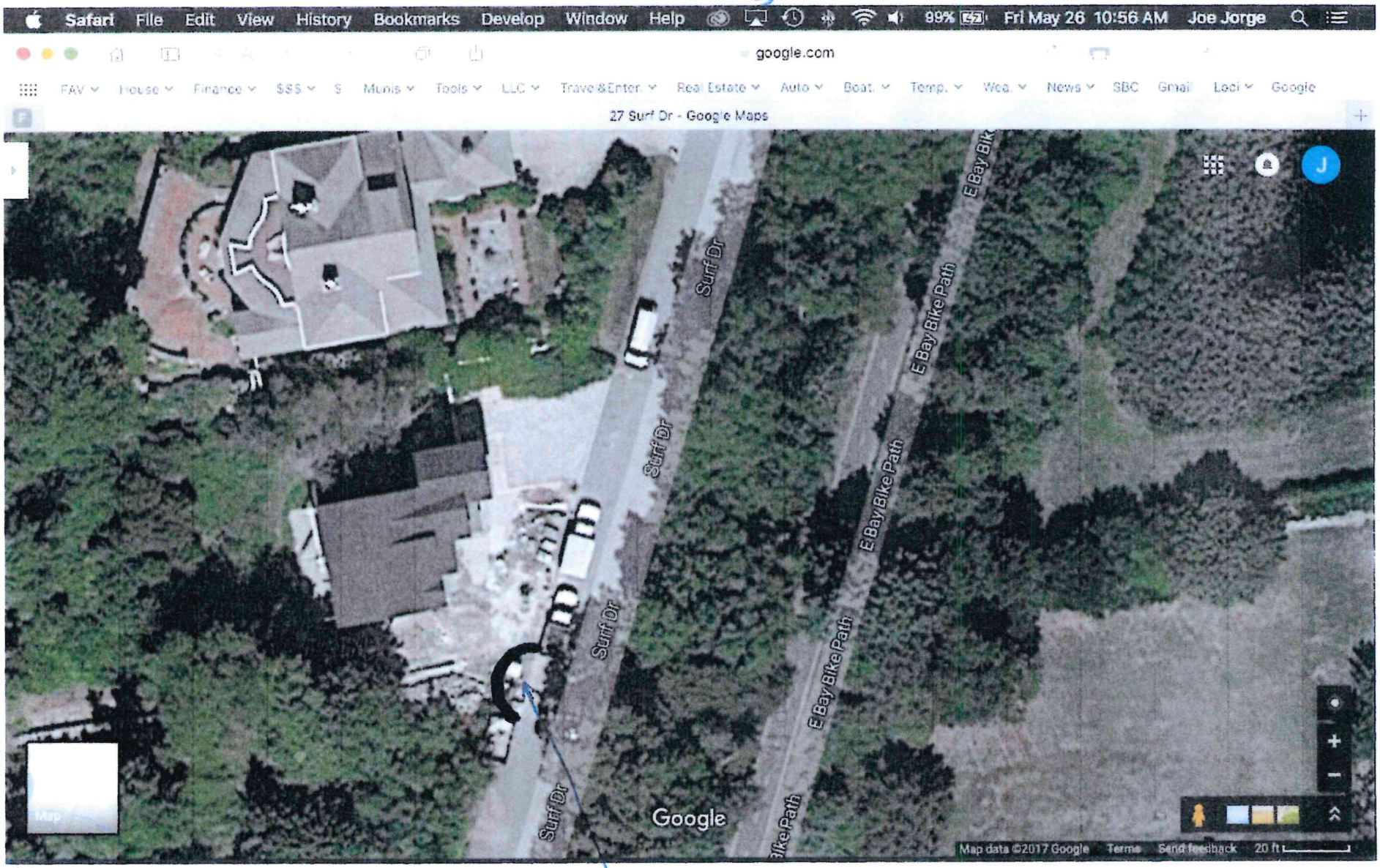
PLEASE NOTE:
Petition must be returned by the **Tuesday** of the week prior to the Town Council meeting to appear on the docket. It is Council policy that action may not be taken on petitions unless recommendations, if necessary, from appropriate departments are received prior the Council meeting.

DATE RECEIVED

SIGNATURE: [signature]
NAME: Joseph B Jorge
ADDRESS: 27 Surf Drive
TOWN: Bristol
□ BUSINESS TEL. NO. 508-243-8554
□ RESIDENCE TEL. NO. same

Side Lot Info

N
W E
S



Town has better map.

COPY

3. Joseph B. Jorge, 27 Surf Drive - Request for License to Maintain Town Property, **call for public hearing July 5, 2017**

Stuart/Parella - Voted unanimously to schedule a public hearing to consider this matter for July 5, 2017 beginning at 7:00 o'clock PM.

Petitioner ✓
Cont. to July 5, 2017

TOWN COUNCIL
JUN - 7 2017
MEETING

COPY

Councilman Stuart thanked the lessees for their patience and indicated that the most important part of the agreement will be to preserve and make available the waterfront portion of the property for public access.

Council Chairman Calouro noted that he did not intend to vote in favor of the lease and that this was no reflection on the ability of the lessees to do a fine job with the property. He indicated that his dissention was solely due to the 65 year term of the lease which is, in his opinion, too long of a time frame.

2. Joseph B. Jorge, 27 Surf Drive - Request for License to Maintain Town Property

   a. Recommendation - Town Administrator and Director of Community Development (approve with conditions)

   b. Recommendation - Town Administrator and Fire Chief (approve)

   c. Recommendation - Town Administrator and Director of Public Works (approve)

Stuart/Parella - Voted unanimously to close the Public Hearing.

Stuart/Sweeney - Voted unanimously to grant this license to maintain per the recommendations received and also that the licensee must contact "Dig Safe" prior to any tree-planting, etc.

Prior to the vote taken, Council Chairman Calouro opened the Public Hearing.

Speaking in favor of the petition was the petitioner who explained that he intends to plant and maintain a lawn on the subject area and perhaps will also plant a tree.

Councilwoman Parella noted that the subject area may contain certain underground utilities and recommended that the petitioner should contact Dig Safe prior to any excavations.

Director of Community Development Williamson agreed with Councilwoman Parella and noted that the Town would typically recommend a Dig Safe survey in similar situations.

The petitioner stated that he appreciated the advice and would contact the service.

Director of Community Development Williamson noted that the service is provided free of charge.

Councilwoman Parella suggested that the Dig Safe requirement should be a condition of the license to maintain.

There was no other testimony provided in favor of the petition and no remonstrance presented in opposition thereto.

C. ORDINANCES

1. Ordinance #2017-07, Chapter 16, Motor Vehicles and Traffic, Article IX, Residential Parking, Section 16-345, Designated residential parking streets (to expand no overnight parking area except with resident sticker), **2nd reading for adoption**

Parella/Stuart - Voted unanimously to consider this action to constitute the Second Reading for adoption of Ordinance #2017-07. Advertise in local newspaper.

Prior to the vote taken, the Clerk explained the process necessary for a resident to obtain a resident parking stickers and temporary parking passes.

Elizabeth Miller of 154 High Street explained that she runs a bed and breakfast guest house in the proposed area and stated that it would be difficult for her to obtain temporary parking passes.

The Clerk noted that the Town has considered this problem and that a plan is in place to deal with it. Ms. Miller was encouraged to visit the Town Clerk's Office during regular business hours when the details of the plan to accommodate her business.

Councilman Sweeney and Councilman Tyska noted that although the ordinance will help alleviate the parking problem observed in the area, a more permanent and comprehensive solution should be considered as a priority.

Councilman Stuart noted that the availability of land for parking is very limited and that building a parking structure may prove to be very costly. He added that it may be advisable to consider parking meters.

MEMORANDUM

DATE: December 28, 2023

TO: Steven Contente, Town Administrator
Diane Williamson, Director of Community Development
Edward Tanner, Zoning Officer
Kevin M. Lynch, Chief of Police
Michael DeMello, Fire Chief
Michelle DiMeo, Tax Assessor
Raymond Falcoa, Code Compliance Officer
Chris Parella, Director of Public Works

FROM: Melissa Cordeiro
COUNCIL CLERK

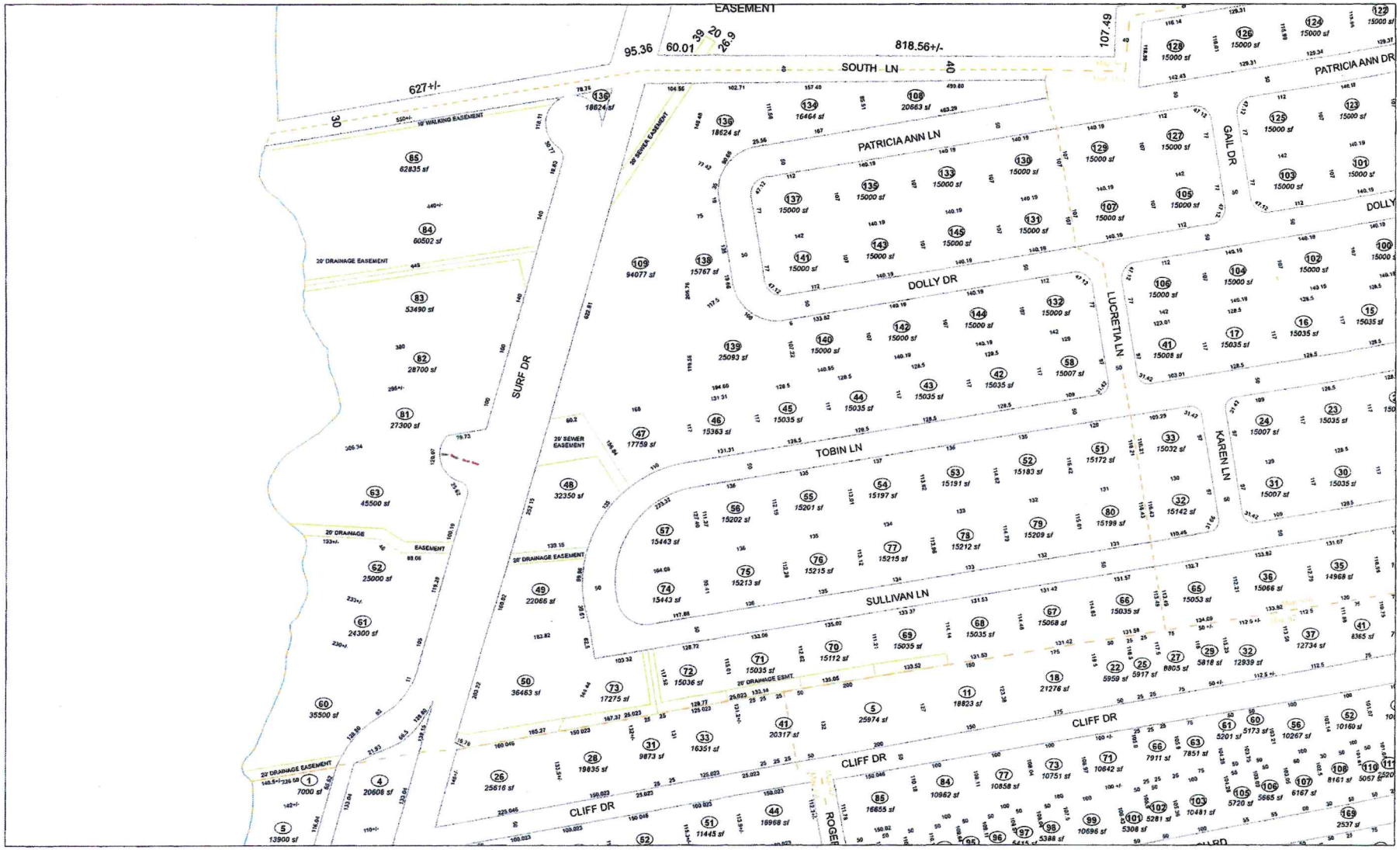
RE: Joseph B. Jorge, 27 Surf Drive- Request for Abandonment of a Portion of Surf Drive **(call for Public Hearing February 28, 2024)**

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the special Town Council Meeting to be held on **January 17, 2024**.

All items for this docket must be received in the Clerk's office before 12:00 noon on Wednesday, January 10, 2024. All and any items received after the deadline will be held until the next council agenda.

Thank you for your cooperation and prompt reply.

Attachment



CAI Technologies
REVISED & REPRINTED BY
11 Packard Street, Littleton, MA 01501
800.282.4849 • www.cai-tech.com

This map is for assessment purposes only and is not valid for legal description or conveyance.

Online mapping and property information available at: www.mainstreetmaps.com/ri/bristol

Disclaimer: This Plat shall be used only to provide general information regarding lot dimensions, areas, etc. and does not represent, or take the place of, actual field surveys of the individual lots. The information on this map was compiled from the Town of Bristol's CAD Plat maps, which were compiled from Town records, including deeds, existing Plat cases, subdivision plans and similar documentation produced by others. Merge documents and subdivision plans for 2005 through 2020 were also used to update the Plats/properties. Neither the Town of Bristol, Robert Haig Associates, BETA Group, Inc., MainStreetGIS, LLC, or CAI Technologies assume responsibility for the accuracy of said information on this map.

0 25 50 100 150 Feet

1" = 75'
(when printed at 36" x 24")

Publication Date: 3/25/2022
Parcel mapping data is current through December 31, 2021

TAX MAP
TOWN OF BRISTOL
Rhode Island

Property Boundary
Right-of-Way
Paper Street
Bulk
Bridge
Survey Line
Water Boundary
Town Boundary
Stream (RIGIS, 2001)
Tax Map Boundary
Easement
Paper Street
Water Body (RIGIS, 2010)

Map Number
55B

Bristol Fire Department

Inter Office Memorandum

To: Steven Contente, Town Administrator

From: Michael DeMello, Fire Chief

cc: File

Date: January 11, 2024

Re: License Recommendation, January 17, 2024 Council Meeting

The fire department has reviewed the request presented as follows:

1. Abandon a portion of Surf Drive Right of way

   Joseph & Judy Jorge

   27 Surf Drive.

There is no objection to the abandonment of said land provided there is no reduction in road way width below the code required 20 feet and the applicant is compliant with all applicable laws, codes, ordinances, and/or other compliancy requirements.

Concur
STEVEN CONTENTE
Town Administrator

TOWN COUNCIL
JAN 17 2024
MEETING

Town of Bristol, Rhode Island

Department of Community Development

10 Court Street
Bristol, RI 02809
bristolri.gov
401-253-7000

January 12, 2024

TO: Honorable Town Council

FROM: Diane M. Williamson, Director

RE: 27 Surf Drive - Petition to abandon a portion of Surf Drive

The Planning Board reviewed the above mentioned petition at their regular meeting of January 11, 2024.

Following the review, the Board unanimously passed a motion to recommend that the petition not be approved. The Board recommended that instead of the abandonment, the petitioners continue with the license to maintain.

Thank you.

1-12-24

TOWN COUNCIL
JAN 17 2024
MEETING

TOWN OF BRISTOL
DEPARTMENT OF PUBLIC WORKS
111 Mt. Hope Avenue
Bristol, Rhode Island 02809
Tel. 401-253-4100 Fax 401-254-1278

2024 JAN 12 PM 1:11
TOWN CLERK'S OFFICE
BRISTOL, R.I.

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Christopher J. Parella
DIRECTOR OF PUBLIC WORKS

DATE: January 10, 2024

RE: Joseph B. Jorge, 27 Surf Drive – Request for Abandonment of a Portion of Surf Drive (call for Public Hearing February 28, 2024)

Mr. Administrator,

I would recommend that the Honorable Town Council deny this petition to abandon a portion of Surf Drive as the Town may have use for this property in the future.

Please advise if you have any questions or concerns.

Concur
STEVEN CONTENTE
Town Administrator

TOWN COUNCIL
JAN 17 2024
MEETING

Town of Bristol, RI
Tax Assessor / Collectors Office
10 Court Street, Bristol, RI 02809 *(401)253-7000*

TOWN CLERK'S OFFICE
BRISTOL, R.I.
2023 JAN 11 P 1:16

DATE: January 10, 2023
TO: The Honorable Town Council
FROM: Michelle DiMeo, Tax Assessor/Collector

RE: Joseph Jorge, 27 Surf Dr– Request for abandonment of a Portion of Surf Dr

---

It is my recommendation to deny the abandonment of this portion of Surf Dr as the homeowners currently have a license to maintain the property.

If the Council were to approve this abandonment request, there would be a very nominal increase to the tax roll of approximately $50 per year.

Cc: Steven Contente, Town Administrator

CONCUR
STEVEN CONTENTE
Town Administrator

TOWN COUNCIL
JAN 17 2024
Meeting

F. Petitions - Other

F1. Joseph B. Jorge, 27 Surf Drive re — Request for Abandonment of a Portion of Surf Drive Right of Way **(call for Public Hearing February 28, 2024)**

a. recommendation - Town Administrator and Fire Chief

b. recommendation - Town Administrator and Chief of Police

c. recommendation - Town Administrator and Department of Community Development

d. recommendation - Town Administrator and Zoning Officer

e. recommendation - Town Administrator and Code Compliance Officer

f. recommendation - Town Administrator and Department of Public Works

g. recommendation - Town Administrator and Tax Assessor

Sweeney/Teixeira – Voted unanimously to refer to the town solicitor and Town Administrator for collaboration with the petitioner in drafting a right-of-way agreement between the town and the petitioners. The petitioners are required to secure legal descriptions and a professional survey.

Prior to the vote being taken, petitioner Judy Jorge addressed the council. She mentioned that her husband couldn't attend due to a recent injury. Mrs. Jorge explained that they currently hold a license to maintain the section of land owned by the town, which she is requesting to be abandoned and deeded to them. She clarified that the adjacent property was presently on the market, and they were taking proactive steps to secure access through that part of the land to their property.

The council conveyed apprehension about abandoning the land and inquired why the existing license to maintain would not be satisfactory. The petitioner sought a more permanent solution, noting that the license to maintain is only valid with the

original grantors and does not transfer with the land. own solicitor Ursillo suggested a right-of-way agreement, which would enable the town to retain ownership and control of that portion of land while also granting perpetual land access to the property owners, similar to an easement.

It was noted for the record that although the solicitor's office would draft the Right-of-way agreement; the Petitioners would be responsible for securing the legal description of the land and a proper land survey much like the requirements of the abandonment. The right-of-way agreement would be presented to the council for final approval.

Ursillo, Teitz & Ritch, Ltd.
Counsellors At Law

2 Williams Street
(at South Main Street)
Providence, Rhode Island 02903-2918

Michael A. Ursillo *
Andrew M. Teitz, AICP * †
Scott A. Ritch * †

Troy L. Costa †
Amy H. Goins * †
Peter F. Skwirz * †
David Marks * †
Admitted in RI*, MA†

Tel (401) 331-2222
Fax (401) 751-5257
amygoins@utrlaw.com

MEMORANDUM

TO: **Hon. Bristol Town Council**
Steven Contente, Town Administrator
Melissa Cordeiro, Town Clerk
Diane Williamson, Director of Community Development

FROM: **Amy H. Goins, Assistant Town Solicitor**

DATE: **July 22, 2026**

SUBJECT: **27 Surf Drive – License to Maintain**

In 2023, Joseph & Judy Jorge of 27 Surf Drive petitioned the Council to abandon a portion of Surf Drive. As you may recall, in January 2024, the Council considered this request and indicated that an abandonment petition would not be approved, but that a right of way agreement could be presented to the Council after completion of a survey plan.

The petitioners have completed the survey as required and we have reviewed this matter. It is our advice that a license to maintain should be granted rather than a right of way agreement, as the license option preserves more of the Town's property rights. It should be noted that this petition was presented to the Council when the land immediately to the south of 27 Surf Drive was on the market. That property has now been sold. Also, please note that the Council previously granted a license to maintain this area to the petitioners, on July 5, 2017, but nothing was recorded in the Land Evidence Records. Accordingly, the attached draft of a license to maintain is presented for the Council's review, to be recorded if approved.

Please let us know if you have any questions.

C:\Users\Amy\Dropbox\UTR-Work\!Towns etc\Bristol\27 Surf Drive License\Memo to BRTC re 27 Surf Drive License to Maintain.docx

LICENSE AGREEMENT

AGREEMENT made as of the _____ day of _____, 20__, by and between the TOWN OF BRISTOL, a Rhode Island municipal corporation (hereinafter called "Licensor") and Judy A. Jorge and Joseph B. Jorge, Trustees of the Joseph B. Jorge and Judy A. Jorge Living Trust (hereinafter called the "Licensee"), of 27 Surf Drive, Bristol, RI.

WHEREAS, Licensee is the owner of real property located at 27 Surf Drive, identified as Plat 55, Lot 81 on the Town Tax Assessor's maps; and

WHEREAS, the property at 27 Surf Drive is presently improved with a residential dwelling; and

WHEREAS, the property at 27 Surf Drive is adjacent to a public right-of-way known as Surf Drive; and

WHEREAS, a portion of the Surf Drive right-of-way labeled as "Area 4,020± SF to be licensed by the Town of Bristol" on the survey plan attached hereto as Exhibit 1 (hereinafter the "Licensed Area") has been utilized by the Licensee since approximately 2016, after the Town previous granted a license agreement for the same area; and

WHEREAS, the Licensee has upgraded and maintained the Licensed Area, including grading, planting grass and shrubs, and installing a sprinkler system; and

WHEREAS, the Licensed Area provides access to the rear yard of the dwelling at 27 Surf Drive, allowing the Licensee and their agents access for landscaping and movement of kayaks and other large equipment; and

WHEREAS, the Licensee desires to affirm the current arrangement for access to use the Licensed Area; and

WHEREAS, the Town has no desire at this time to abandon the Licensed Area, but prefers to continue the licensing arrangement under mutually acceptable conditions; and

WHEREAS, the Licensor desires to grant the Licensee a license to maintain the Licensed Area through the instant Agreement ("License Agreement") to allow the Licensee continued access to the Licensed Area;

NOW THEREFORE, in consideration of the mutual promises contained herein, the parties hereto agree as follows:

1. **License.** The Licensor hereby grants a non-transferable license to the Licensee for the use of that portion of land referred to above as the Licensed Area. Said license shall not be transferred to any other person or entity without the prior approval of the Town Council. Nothing in this license shall be construed as granting the licensee exclusive control or possession of any portion of the public right-of-way

2. **Term.** The Licensor may terminate this License Agreement at any time.

3. **Maintenance of the Licensed Premises.** The Licensee at its sole expense shall be responsible for maintaining the Licensed Area in the same or substantially same condition as it exists at the present time.

4. **Access by the Town.** The Town shall retain the right to access, enter upon, inspect, maintain, repair, replace, improve, or otherwise perform work within any portion of the Town right-of-way subject to this license without the prior approval or consent of the licensee. The licensee acknowledges that this license is subject to the Town's continuing authority over the public right-of-way and shall not interfere with the Town's ability to maintain public roads, utilities, drainage facilities, or any other municipal infrastructure located within the right-of-way

5. **Indemnification.** The Licensee shall indemnify and hold harmless the Licensor from any and all liability, loss, damages, costs, expense, and claims for injuries to persons or property arising out of the use of the Licensed Area.

5. **Notice.** Any written notice from one party to the other required under this License Agreement shall be mailed, unless otherwise specified by the party requiring notice, to the following address:

Licensor

Melissa Cordeiro
Town Clerk

Town of Bristol
10 Court Street
Bristol, Rhode Island 02809

Licensee

Judy A. Jorge & Joseph B. Jorge
27 Surf Drive
Bristol, RI 02809

IN WITNESS WHEREOF, the Town of Bristol and the Licensee have hereunder set their hands the day and year first above written.

LICENSOR:

TOWN OF BRISTOL

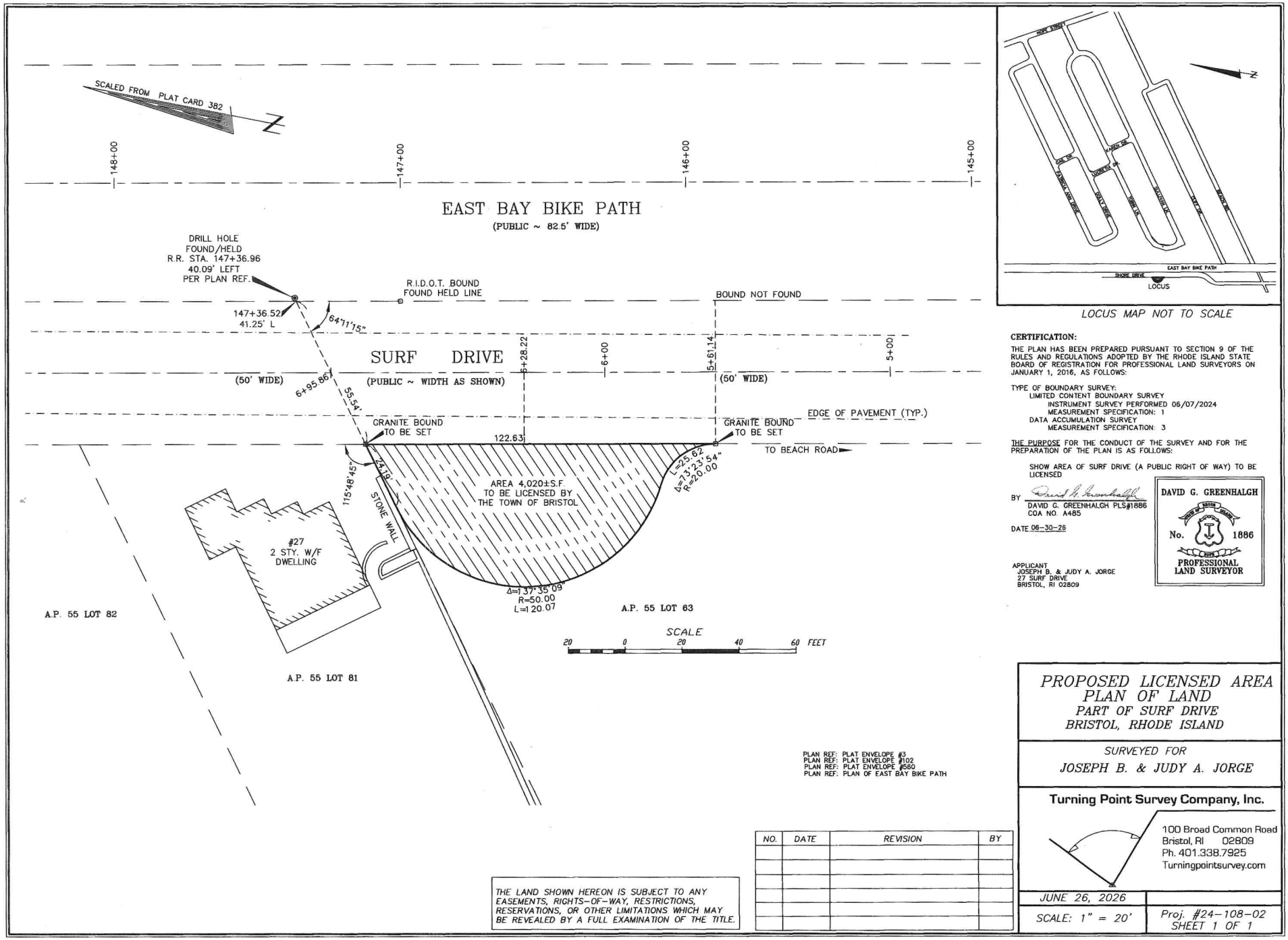
By: _____
Melissa Cordeiro
Town Clerk

LICENSEE:

By: _____
Judy A. Jorge
Trustee, Joseph B. Jorge & Judy A. Jorge Trust

Authorized by Vote of Bristol Town Council on _____

C:\Users\Amy\Dropbox\UTR-Work\!Towns etc\Bristol\27 Surf Drive License\27 Surf Drive License to Maintain.docx



LOCUS MAP NOT TO SCALE

CERTIFICATION:

THE PLAN HAS BEEN PREPARED PURSUANT TO SECTION 9 OF THE RULES AND REGULATIONS ADOPTED BY THE RHODE ISLAND STATE BOARD OF REGISTRATION FOR PROFESSIONAL LAND SURVEYORS ON JANUARY 1, 2016, AS FOLLOWS:

TYPE OF BOUNDARY SURVEY:
LIMITED CONTENT BOUNDARY SURVEY
INSTRUMENT SURVEY PERFORMED 06/07/2024
MEASUREMENT SPECIFICATION: 1
DATA ACCUMULATION SURVEY
MEASUREMENT SPECIFICATION: 3

THE PURPOSE FOR THE CONDUCT OF THE SURVEY AND FOR THE PREPARATION OF THE PLAN IS AS FOLLOWS:

SHOW AREA OF SURF DRIVE (A PUBLIC RIGHT OF WAY) TO BE LICENSED

BY _____
DAVID G. GREENHALGH PLS#1886
COA NO. A485

DATE 06-30-26

DAVID G. GREENHALGH
No. 1886
PROFESSIONAL LAND SURVEYOR

APPLICANT
JOSEPH B. & JUDY A. JORGE
27 SURF DRIVE
BRISTOL, RI 02809

PLAN REF: PLAT ENVELOPE #3
PLAN REF: PLAT ENVELOPE #102
PLAN REF: PLAT ENVELOPE #580
PLAN REF: PLAN OF EAST BAY BIKE PATH

NO.	DATE	REVISION	BY

THE LAND SHOWN HEREON IS SUBJECT TO ANY EASEMENTS, RIGHTS-OF-WAY, RESTRICTIONS, RESERVATIONS, OR OTHER LIMITATIONS WHICH MAY BE REVEALED BY A FULL EXAMINATION OF THE TITLE.

PROPOSED LICENSED AREA PLAN OF LAND
PART OF SURF DRIVE
BRISTOL, RHODE ISLAND

SURVEYED FOR
JOSEPH B. & JUDY A. JORGE

Turning Point Survey Company, Inc.
100 Broad Common Road
Bristol, RI 02809
Ph. 401.338.7925
Turningpointsurvey.com

JUNE 26, 2026

SCALE: 1" = 20'

Proj. #24-108-02
SHEET 1 OF 1

TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

10 Court Street
Bristol, RI 02809
Tel. 401-253-7000
Fax. 401-253-2647
Email:Mcordeiro@bristolri.gov

MEMORANDUM

To: Town Clerk's Office Staff
From: Melissa Cordeiro, Town Clerk
Date: July 21, 2026
Re: Summary of Council Member Recommendations – Liquor License Policy/Procedure

---

The following is a summary of the recommendations submitted by individual members of the Town Council regarding the Town's current liquor license procedure. This memorandum is intended only to provide a brief overview of each member's recommendation regarding how the Town should proceed.

The individual written recommendations submitted by each Council member should be reviewed in their entirety for the full reasoning, considerations, and details supporting each recommendation.

- **Councilman Timothy Sweeney** – Recommends replacing the current unwritten six-month practice with a formal, written, risk-based policy utilizing individualized review. A new restaurant applicant meeting all state and local requirements, receiving favorable departmental recommendations, and presenting a complete and responsible operating plan would be eligible for a full Class BV license, with an administrative compliance check-in approximately two to three months after issuance. The Council would retain discretion to impose conditions, issue a limited/provisional license, continue an application, or deny an application when specific concerns are identified.

- **Councilman Tony Teixeira** – Recommends that the review/probationary period be based primarily upon the applicant's prior experience and circumstances. New applicants without previous

relevant experience would be subject to a six-month review period before receiving a full liquor license. Applicants from outside Bristol with established prior experience would be subject to a three-month Limited BV review period before receiving a full license. Transfers to a new owner without demonstrated relevant experience would also be subject to a three-month trial/review period before transfer of the full license. Background checks and verification of prior violations or records would be part of the review process.

- **Vice Chairwoman Mary Parella** – Recommends allowing an applicant to receive a full liquor license without first completing the existing limited-license period only when the applicant can demonstrate that they personally owned or managed a restaurant with a full liquor license for at least 18 months within the previous three years. The experience would need to be verifiable, including verification with the police chief in the community where the prior establishment operated. Qualifying applicants receiving a full license would be subject to Council reviews every three months during the first year. Applicants without qualifying ownership or management experience would not be eligible for this option

- **Councilman Aaron Ley** – Recommends eliminating the current practice requiring newly created liquor licenses to begin with a six-month Limited BV license. Instead, a new establishment would be eligible to receive a full Class BV license from the outset, subject to a uniform probationary/review period consisting of two Council check-ins at three-month intervals. This approach would apply consistently whether the license is newly created through the ordinance process or obtained through a transfer.

Note: *This memorandum is intended solely as a condensed summary of the recommendations submitted. Please refer to each Council member's original written submission for the complete recommendation, supporting rationale, and additional considerations.*

Timothy Sweeney
Melissa Cordeiro
DeputyClerk

Hi Melissa,

Thank you for confirming that the Town's current six-month practice for new restaurant liquor licenses is not written in an ordinance or formal policy.

My recommendation is that the Town replace the unwritten practice with a clear, written, risk-based policy.

A new restaurant applicant should be eligible for a full Class BV license if the applicant satisfies all state and local requirements, receives favorable departmental recommendations, and presents a complete and responsible operating plan. The fact that a restaurant is newly opened should not, by itself, require a limited license or a six-month waiting period.

To protect the Town and nearby residents, newly issued full BV licenses could be subject to an administrative compliance check-in after approximately 2–3 months. If no material concerns are reported, the matter can be received and filed. If concerns are reported, the Council could schedule a further review, consider lawful conditions, or take any other action available under law.

The Council should still retain discretion to impose reasonable conditions, grant a limited/provisional license, continue an application, or deny an application where specific concerns are identified, such as public safety, police impact, fire/code issues, zoning, outdoor service, entertainment, late-night operations, neighborhood impacts, incomplete documentation, or prior compliance history.

In short, I recommend replacing the blanket six-month custom with individualized review, written criteria, departmental recommendations, reasonable conditions where needed, and a 2–3-month compliance check-in for new full BV licenses.

Best,

Tim

Timothy E. Sweeney
Bristol Town Council, Member

To: Town Council

From: Tony Teixeira, Councilor

Date: Wednesday, May 20, 2026

Re: Long Standing Liquor License Policy

Proposed suggestions

New petitioner – a business that **is coming into Bristol** without previous experience – a six (6) month should be established for a review period before acquiring a full liquor license with background check*

New petitioner – those who **live in town** but with no previous experience – a six (6) month should be set as a review period without any issues/violations dealt with the Police before issuing a full liquor license with background check*

New petitioner – who comes from out of town but has previous experience and is established elsewhere, the Town Council can establish a three (3) month review period of Limited BV – winer/beer before issuing a full liquor license with background check*

Transfer - For an existing business with a full liquor license, if a new owner requests a transfer but has not demonstrated relevant experience, a three (3) month trial review period should be required before a full liquor license is transferred with background check*

***Background check** – the Bristol Police Department will be requested to check whether previous community or Bristol for violations or record.

From: Mary Parella
Sent: Wednesday, June 24, 2026 1:45 AM
To: Melissa Cordeiro
Subject: Alcohol Licenses

Hi Melissa,

Nathan reminded me of this upcoming agenda item. My thoughts are that we could allow a full license only if the application currently owns or has managed a restaurant with a full liquor license for at least 18 months. The ownership/management must be within the last three years and must be verifiable. The Council reviews will be every three months for the first year.

If the applicant can prove that they owned/managed a restaurant with full liquor license we will check with the local police chief in the former community to verify if said person was a responsible owner of such an establishment.

I do not think that someone with no restaurant experience who hires a person with some experience to run the place should have this option because there is no verification.

Bristol's government has worked hard to have a liquor policy that is good for the town. We have been successful in maintaining a sense of decorum with our liquor establishment because we have a set policy to ensure the safety and security of residents. This was not always the case, and I do not want to see us return to the "old ways."

Mary

Memo Regarding Policy Changes to Liquor License Approvals

Prepared by:
Aaron Ley
Bristol Town Council

Recommendation

For the reasons given below, my preference is that the Council eliminate the requirement that new liquor licenses created through the ordinance process begin with a six month probationary limited BV license. In its place, my preference is to grant a full BV license with a uniform probationary period involving two council check-ins at three month intervals for all establishments, whether they receive a transferred license or a license created through the ordinance process.

Background

The topic of liquor licenses has come before the Town Council recently, particularly with Thames Street Bistro's request for a full liquor license. Our current practice allows the Council to consider the transfer of a full liquor license without imposing a six month probationary period under a limited BV license. By contrast, new licenses created through the ordinance adoption process are required to demonstrate responsible stewardship of a limited liquor license (beer and wine only) before becoming eligible for a full liquor license. While this informal practice has been governed by past precedent, we do not yet have a formal written policy.

My preference is to eliminate the requirement of a six month probationary period under a limited BV license. In its place, I recommend that the Council consider granting a full BV license with two three-month council reviews while under a full BV license.

Several considerations have shaped this preference, particularly as alcohol consumption trends continue to evolve.

Competitive disparity between new and transferred licenses

Newly established restaurants that obtain a liquor license through ordinance adoption are unable to compete on equal footing with newly established businesses that receive their full licenses through a transfer (or long established businesses operating under a liquor license). The following example illustrates how a beer and wine only restriction can disadvantage a new establishment during its first six critical months of operation.

A 1.75 liter (roughly 25 ounce) bottle of wine, served in 6 ounce pours, yields approximately four glasses. At $15 per glass, one bottle generates $60 in sales. Assuming a wholesale cost of $20, the bottle produces a profit of $40.

Beer sells for roughly $10 per pint at a cost of approximately $5 per pint, producing a profit of $5 per pint.

A 1.75 liter (60 ounce) bottle of rum or gin costs about $30. Most pours are 1.5 ounces, which yields roughly 40 pours per bottle. At an average drink price of $15, those pours generate $600 in sales and a profit of $570.

Put another way, an establishment operating under a limited BV must sell fifteen bottles of wine to equal the profit from a single bottle of rum or gin, and must pour roughly 110 beers to do the same. This margin gap is significant during the early months when a new business is working to establish itself. It is especially significant when a business operating under an ordinance-created liquor license must compete against another new business that operates under a transferred full liquor license.

Here is a scenario that I would not expect to occur under our current policy, but illustrates a worst-case scenario: a single business owner opens two new identical restaurants in Bristol at roughly the same time. One acquires its license through a transfer and may offer a full beverage program from day one. The other, located a few blocks away, receives its license through the ordinance process and must operate under a limited BV license for six months. Due to the path taken to establish the license one restaurant captures full margins and a complete drink menu during its critical opening window, while the other is disadvantaged for reasons the owner cannot meaningfully address.

Public perception during the opening window

A second concern relates to how patrons perceive a new establishment's drink offerings. The first six months represent the period of greatest public curiosity about a new business, yet during precisely that window patrons cannot experience the full dining and beverage program the establishment intends to offer. Not every patron prefers beer or wine; many seek gluten free or lower calorie spirit options. In fact, operation under a limited liquor license does not allow the purchase of popular low alcohol spirit-based drinks like High Noon, Sun Cruiser, etc. Patrons whose preferences are not accommodated may share their impressions with prospective customers, which can shrink the customer base or create lasting misperceptions about what the business offers.

Larger Venues vs. Smaller Venues

I understand the reasoning behind past practice. A probationary limited BV requirement signals that the Town takes alcohol related transgressions, noise complaints, and similar disturbances seriously. However, small bistros and craft dining establishments that offer intimate dining experiences may not generate the kinds of disturbances we might reasonably anticipate from larger venues that cater to a younger, college aged crowd.

My hope is that an ordinance allowing a two 3-month council check-ins allows our community to continue our close monitoring of drinking establishments, while also providing a more flexible pathway for our restaurants to experience success.

Thank you for your consideration.

Aaron Ley

CHANGE OF SERVICE 01

Guiteras School Renovations
35 Washington Street, Bristol, RI

7/23/26

This Change of Service provides the Town of Bristol with architectural and engineering services to renovate the Guiteras School to allow for additional Town Hall offices to move to this location. This would be a change in directive from the original contract for a partial renovation of the second floor to accommodate the Community Development department only. The project is currently wrapping up the Design Development phase for the original contract. This directive will include the following scope:

- Interior renovations to accommodate the following users:
  - Community Development
  - Town Administration
  - Treasury
  - Clerks
  - Tax Collection
  - Shared Building Spaces
- Partial building system upgrades to comply with code requirements.

Scope **not** included in this fee:

- A full renovation to the auditorium space to become the council chambers/town meeting room.
- Entry additions at the Northeast rear entry and East auditorium entry.
- Site upgrades.

We have been asked to assume a $3M construction budget for this scope, as an increase from a $1.7M budget originally planned to move Community Development. The project will be bid and performed in one phase and managed by a general contractor.

Our fee is as follows:

	Base Fee	**Change of Service**
Schematic Design	$36,000	$0
Design Development	$36,000	$32,000
Construction Documents	$38,000	$32,000
Bidding	$5,000	$1,000
Construction Administration	$30,000	$30,000
	$145,000	$95,000

Work completed to date under the base fee:

- Existing conditions review.
- Hazardous material testing.

- Site masterplanning.
- Schematic Design plans.
- 75% Design Development documents for Community Development and other second floor shared spaces.

This Change of Service will add Design Development documentation for the rest of the building's interior fit out and construction documents/bidding services/construction administration for a $3M project instead of a $1.7M. A $3M budget for a full renovation to all three floors of the building will limit scope throughout. Priorities will be made with the Town during design development cost estimating to relocate Town Hall services. Additional work will be needed in another phase to complete spaces to their optimal use.

Thank you for your consideration,

Nathaniel J. Ginsburg, AIA, Partner

OWNER APPROVAL

_____
Name

_____
Owner Signature

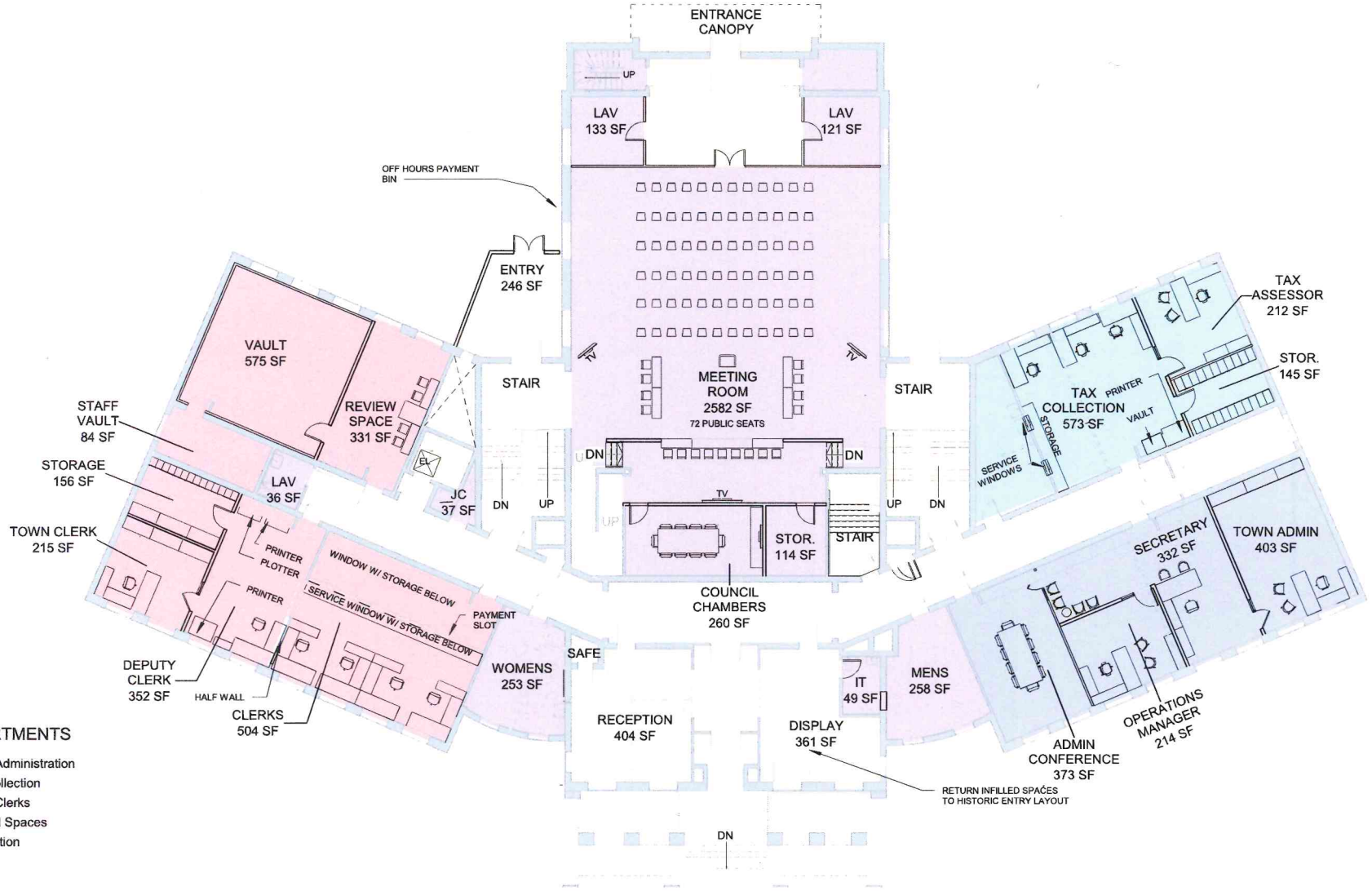
_____
Date

ARCHITECTURE
DESIGN
MASTERPLANNING

317 Iron Horse Way, Suite 202
Providence, RI 02908

401.861.1600
brewsterthornton.com

BREWSTER THORNTON GROUP ARCHITECTS LLP



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brewsterthornton.com

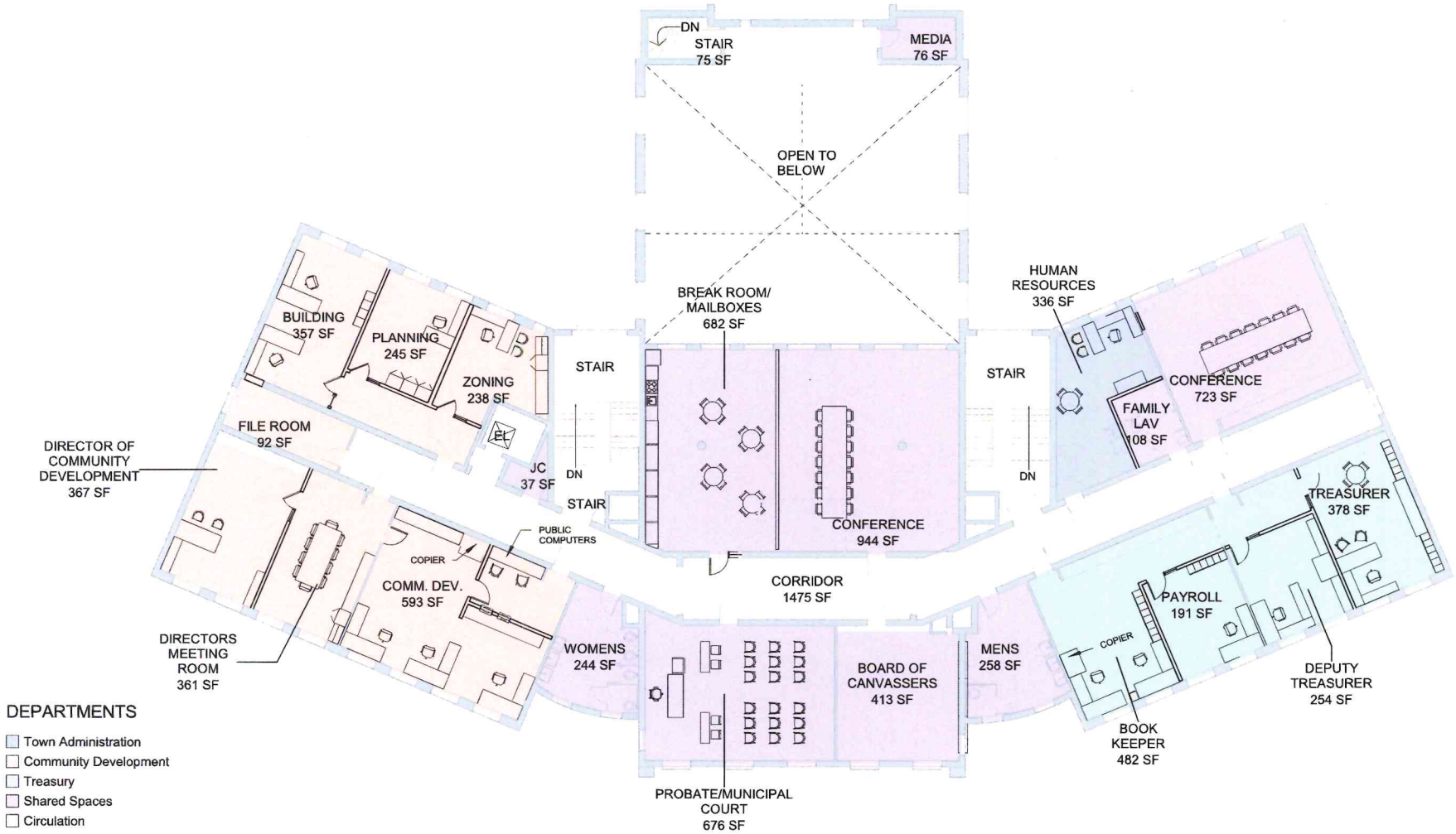
GUITERAS SCHOOL BUILDING

TOWN HALL SPACE PLANNING

BTGA PROJECT #2606

FIRST FLOOR

SCALE 1/16" = 1'-0"
5/04/26



BREWSTER THORNTON GROUP ARCHITECTS LLP
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GUITERAS SCHOOL BUILDING

TOWN HALL SPACE PLANNING

BTGA PROJECT #2606

SECOND FLOOR

SCALE 1/16" = 1'-0"
5/04/26



DEPARTMENTS

- ☐ Community Development
- ☐ Town Clerks
- ☐ Shared Spaces
- ☐ Circulation

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GUITERAS SCHOOL BUILDING

TOWN HALL SPACE PLANNING

BTGA PROJECT #2606

BASEMENT

SCALE 1/16" = 1'-0"
5/04/2026

S&P Global
Ratings

RatingsDirect®

Research Update:

DRAFT: Bristol, RI Series 2026A GO Bonds Assigned 'AA+' Rating

July 20, 2026

Overview

- S&P Global Ratings assigned its 'AA+' rating to **Bristol Town**, Rhode Island's estimated $2.74 million series 2026A general obligation (GO) bonds.
- At the same time, S&P Global Ratings affirmed its 'AA+' rating on the town's existing GO debt.
- The outlook is stable.

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DRAFT

Rationale

Security

Bristol's full-faith-and-credit pledge, with all taxable property in the town subject to taxation, without limitation as to rate or amount, to pay debt service secures the series 2026A bonds and existing debt.

Officials intend to use series 2026A bond proceeds to finance various capital improvement projects.

Credit highlights

The rating reflects Bristol's strong local economy with income indicators that are higher than the national average coupled with consistently positive financial performance leading to the continued maintenance of strong reserves. The town also maintains a favorable debt profile consisting of a low debt burden, manageable retirement liabilities, and moderate fixed costs.

The primarily residential community continues to benefit from strong housing demand in the region with various private development efforts underway on both the residential and commercial side . The town's income metrics are lower than county peers but stronger than the national average, although we believe these are somewhat understated due to a large collegiate student body presence (approximately 5,000) from Roger Williams University. The university also owns a considerable amount of tax-exempt property, but remits payments to the town annually to support general operations.

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The town has consistently maintained balanced operations over the last three years. According to management, the fiscal 2025 general fund's positive performance was primarily due to higher-than-budgeted revenues, including property taxes, and lower-than-budgeted expenses. The town estimates it ended fiscal 2026 with another general fund surplus due to similar reasons as fiscal 2025. Property taxes account for 79% of general fund revenues.

The fiscal 2027 budget totals $74 million, which represents a 3.2% increase over the prior year. The budget includes a 3.6% increase in property taxes with most cost increases going toward education and health insurance. The budget also includes a $1 million fund balance appropriation although the town does not expect to realize a drawdown by fiscal year-end. The town is also anticipating an increase of $2 million in education costs in fiscal 2028 for its share of debt service toward a new high school being built by the Bristol-Warren Regional School District, which the town is a member of. Officials indicate the town plans to pull back on some of its future capital spending to offset the additional costs associated with the project.

With this issuance, the town will have about $70.6 million in total direct debt outstanding. Officials indicate the town plans to issue about $2.5 million annually in additional debt, although we don't expect this to have a material impact on the town's debt metrics. We do not view pension and other postemployment benefits (OPEB) liabilities as a credit pressure for Bristol due to its relatively low liabilities and high funding. The town participates in the Rhode Island Municipal Employees Retirement System for police, fire, and general employees as well as a locally administered police pension plan with a combined net pension liability of $11.2 million, which we view as manageable. The local plan maintains the lowest funded ratio of all at 76%. The town also provides OPEB to retirees, but the plan is more than 100% funded.

The rating further reflects our view of the following:

- Bristol's local economy is stable, with incomes that are on par with county peers but stronger than the national average and access to the Providence metro area. In addition, we believe Roger Williams University remains a stabilizing institutional factor for the town's local economy.
- Strong reserve levels are supported by continued positive financial operations and a stable revenue base. We understand the town has no plans to draw down on reserves and will continue to make the necessary budgetary adjustments to maintain positive financial results.
- Conservative revenue and expenditure assumptions are coupled with formal monthly budget-to-actual reporting, a five-year capital improvement plan with specified funding, formal investment management policy with monthly holdings and pension earnings reports, and adherence to adopted debt management and reserve requirements.
- Fixed costs are manageable with an overall low debt burden and limited capital needs. The town maintains two privately placed obligations although we do not believe they pose a continent liability risk due to standard events of default and no immediate accelerations as a remedy according to the loan documents. The town's retirement liabilities are also manageable in our view.
- The operating environment is stable and predictable, with some limits on revenue-raising ability. For more information on our institutional framework assessment for Rhode Island municipalities, see "Institutional Framework Assessment: Rhode Island Local Governments," Sept. 10, 2024.
- We view physical risks as somewhat elevated due to Bristol's coastal location and tax base exposure in certain low-lying areas, which is consistent with other coast communities in the

DRAFT

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state, although management reports there have not been any major flooding or storm surges in the past few years. Management has implemented resiliency efforts to reduce potential effects on the town. Bristol received grants for various restoration, preservation, and climate risk mitigation projects. It adopted a hazard mitigation plan in 2016, and updates it every five years. Bristol also participates in the municipal resilience program, a consortium of Rhode Island municipalities to identify actions to address rising sea-level risk and resiliency, such as creating watershed management plans and improving infrastructure. We believe these efforts partially mitigate this overall risk.

Outlook

The stable outlook reflects S&P Global Ratings' expectation that Bristol will maintain its strong reserve levels through balanced operations.

Downside scenario

We could lower the rating if financial operations were to deteriorate, leading to a drawdown on reserves with no plan to restore them.

Upside scenario

We could raise the rating if income metrics were to improve to levels more in line with those of higher-rated peers, and the town strengthens its reserve position through positive performance.

DRAFT

Bristol Rhode Island--credit summary

Institutional framework (IF)	2
Individual credit profile (ICP)	1.99
Economy	2.5
Financial performance	2
Reserves and liquidity	1
Management	1.70
Debt and liabilities	2.75

Bristol, Rhode Island--key credit metrics

	Most recent	2025	2024	2023
Economy				
Real GCP per capita % of U.S.	--	--	61	58
County PCPI % of U.S.	--	--	137	135
Market value ($000s)	--	3,622,022	3,619,217	3,536,420
Market value per capita ($)	--	163,692	163,566	156,881
Top 10 taxpayers % of taxable value	--	2.6	2.5	2.6
County unemployment rate (%)	--	3.6	3.5	2.5
Local median household EBI % of U.S.	--	--	126	113
Local per capita EBI % of U.S.	--	--	134	122
Local population	--	--	22,127	22,542

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Bristol, Rhode Island--key credit metrics

	Most recent	2025	2024	2023
Financial performance				
Operating fund revenues ($000s)	--	62,575	62,515	58,863
Operating fund expenditures ($000s)	--	62,255	60,025	58,633
Net transfers and other adjustments ($000s)	--	(101)	75	20
Operating result ($000s)	--	219	2,565	250
Operating result % of revenues	--	0.3	4.1	0.4
Operating result three-year average %	--	1.6	1.0	1.7
Reserves and liquidity				
Available reserves % of operating revenues	--	16.2	15.4	10.0
Available reserves ($000s)	--	10,163	9,614	5,884
Debt and liabilities				
Debt service cost % of revenues	--	7.6	7.9	7.4
Net direct debt per capita ($)	2,097	2,029	2,077	1,926
Net direct debt ($000s)	46,395	44,894	45,962	43,410
Direct debt 10-year amortization (%)	63	68	--	--
Pension and OPEB cost % of revenues	--	6.0	6.0	6.0
NPLs per capita ($)	--	507	613	695
Combined NPLs ($000s)	--	11,212	13,554	15,671

Financial data may reflect analytical adjustments and are sourced from issuer audit reports or other annual disclosures. Economic data is generally sourced from S&P Global Market Intelligence, the Bureau of Labor Statistics, Claritas, and issuer audits and other disclosures. Local population is sourced from Claritas. Claritas estimates are point in time and not meant to show year-over-year trends. GCP--Gross county product. PCPI--Per capita personal income. EBI--Effective buying income. OPEB--Other postemployment benefits. NPLs--Net pension liabilities.

DRAFT

Ratings List	
New Issue Ratings	
US$2.740 mil GO bnds ser 2026A due 08/01/2046	
Ratings Affirmed	
Local Government	
Bristol Twn, RI Unlimited Tax General Obligation	AA+/Stable

The ratings appearing below the new issues represent an aggregation of debt issues (ASID) associated with related maturities. The maturities similarly reflect our opinion about the creditworthiness of the U.S. Public Finance obligor's legal pledge for payment of the financial obligation. Nevertheless, these maturities may have different credit ratings than the rating presented next to the ASID depending on whether or not additional legal pledge(s) support the specific maturity's payment obligation, such as credit enhancement, as a result of defeasance, or other factors.

Certain terms used in this report, particularly certain adjectives used to express our view on rating relevant factors, have specific meanings ascribed to them in our criteria, and should therefore be read in conjunction with such criteria. Please see Ratings Criteria at https://disclosure.spglobal.com/ratings/en/regulatory/ratings-criteria for further information. A description of each of S&P Global Ratings' rating categories is contained in "S&P Global Ratings Definitions" at https://disclosure.spglobal.com/ratings/en/regulatory/article/-/view/sourceId/504352. Complete ratings information is available to RatingsDirect subscribers at www.capitaliq.com. All ratings referenced herein can be found on S&P Global Ratings' public website at www.spglobal.com/ratings.

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Bristol Fire Department

Inter Office Memorandum

To: Steven Contente, Town Administrator

From: Michael DeMello, Fire Chief

cc: File

Date: June 22, 2026

Re: Board of Engineers Recommendation, July 29 Council Meeting

2026 JUN 22 PM 1:22
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

Please review the recommended following updates to the open burning ordinance of the town. The information is in accordance with the RI State Fire Code.

Residential Recreational Fires

- Permits shall not be required for cooking and recreational fires
- Burning is prohibited during Red Flag warning conditions
- Outdoor fires shall not be built, ignited, or maintained in or upon hazardous fire areas
- Permanent barbecues, portable barbecues, outdoor fireplaces, or grills shall not be used for the disposal of rubbish, trash, or combustible waste material
- Recreational fires shall not be located within 25 ft (7.6 m) of a structure or combustible material unless contained in an approved manner
- Conditions that could cause a fire to spread to within 25 ft (7.6 m) of a structure shall be eliminated prior to ignition
- Open, recreational, and cooking fires shall be constantly attended by a competent person until such fire is extinguished
- A garden hose connected to the water supply or other fire-extinguishing equipment shall be readily available for use.
- Recreational fires shall only use clean seasoned firewood, commercially available fire logs, or be gas fired and used in accordance with manufacturers' recommendations
- Burning of construction debris, pallets, trash, furniture, vegetation, or any other materials other than those listed within this ordinance are prohibited
- The fire department shall be authorized to require any fire to be immediately discontinued if the fire or smoke generated by such fire is determined to constitute a hazardous condition.

Please forward to the Town Council for their consideration.

Concur 6/22/26

ORDINANCE #2015-12

**AN ORDINANCE IN AMENDMENT TO
CHAPTER 10
OF THE BRISTOL TOWN CODE**

IT IS HEREBY ORDAINED by the Town Council of Bristol, Rhode Island, that Chapter 10 of the Ordinances of the Town of Bristol be amended as follows:

CHAPTER 10 - ENVIRONMENT

ARTICLE III. NUISANCES

Sec. 10-82. Defined generally.

The following matters, things, conditions or acts are a public nuisance and injurious to the health of the inhabitants of the town:

(1) The open burning of any garbage, refuse, debris, trash, animal, fish or vegetable substance or other like items; except the controlled burning of wood ~~such as a campfire.~~ as defined in Section 10-85.

* * *

Sec. 10-85 Outdoor Open burning prohibited.

(a)Except for the exceptions enumerated herein, all outdoor open burning within the town is prohibited.

Allowable outdoor open burning includes:

(1) Clambakes or cooking of food on barbecues, fireplaces or grills; or

(2) Residential recreational fires of less than two feet in diameter (e.g., fire bowls and chimineas, but not campfires or other open-pit fires), which shall meet the following requirements:

(i) Wood burned. Only "clean wood" may be used; no other wood or material may be burned. "Clean wood" means natural wood or pellets made therefrom that has not been painted, stained, coated, preserved or treated with a synthetic

substance, including, but not limited to, copper chromium arsenate, creosote, or pentachlorophenol. "Clean wood" does not include driftwood and does not include construction or demolition debris, nor wood containing glue or resins, as in plywood or other composite wood products.

(ii) Location. Such fires must be located at least 30 feet away from any abutting property owner's dwelling or structure as determined by the fire department. Such fires must not cause noxious emissions on the property of others, or other nuisance or hazard to surrounding persons or property, as determined by the fire department or other duly constituted authority.

(iii)Attendance. A competent person of at least 18 years of age, possessing access to a source of water (e.g., a garden hose connected to a water supply) sufficient to extinguish such fire shall constantly attend such fire until the fire is extinguished.

(b). The fire department shall have the authority to prohibit, extinguish or cause to be extinguished any and all fires when atmospheric conditions or local circumstances make such fires hazardous or the smoke or fumes from such fires causes a nuisance to surrounding neighbors, property or persons.

Sec. 10-86 Violations and penalties.

Any person violating the terms of this chapter shall be subject to a fine of not more than $50 for the first offense, not more than $100 for the second offense and not more than $500 for each and every violation thereafter.

1ST READING

C4

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TOWN COUNCIL
JUL - 8 2015
MEETING

substance, including, but not limited to, copper chromium arsenate, creosote, or pentachlorophenol. "Clean wood" does not include driftwood and does not include construction or demolition debris, nor wood containing glue or resins, as in plywood or other composite wood products.

(ii) Location. Such fires must be located at least 30 feet away from any abutting property owner's dwelling or structure as determined by the fire department. Such fires must not cause noxious emissions on the property of others, or other nuisance or hazard to surrounding persons or property, as determined by the fire department or other duly constituted authority.

(iii)Attendance. A competent person of at least 18 years of age, possessing access to a source of water (e.g., a garden hose connected to a water supply) sufficient to extinguish such fire shall constantly attend such fire until the fire is extinguished.

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Sec. 10-86 Violations and penalties.

Any person violating the terms of this chapter shall be subject to a fine of not more than $50 for the first offense, not more than $100 for the second offense and not more than $500 for each and every violation thereafter.

4. Ordinance #2015-12, Chapter 10, Environment, Article III, Nuisances, Section 10-81, Defined generally, Section 10-85, Outdoor open burning prohibited, Section 10-86, Violations and penalties, **1st reading**

   a. Town Administrator Teixeira re Ordinance Pertaining to Outdoor Open Burning

   b. Council Clerk Cirillo re Proposed Ordinance #2015-12 - Open Burning

      Parella/Stuart - Voted unanimously to consider this action to constitute the first reading of Ordinance #2015-12. Advertise in local newspaper.

Prior to the vote taken, Councilman Herreshoff asked to know if the proposed ordinance language had been "tested" with Town Solicitor Ursillo responding that this language is similar to that in place for some time in the Town of Barrington.

Councilwoman Parella asked to know who will monitor compliance regarding the use of scrap wood and garden hose locations with Fire Chief Martin responding that the purpose of the ordinance proposal is to provide guidelines where there currently are none.

Fire Chief Martin reported that the fire department will put out the fire if it is providing a neighborhood nuisance.

Councilwoman Parella stated that she supports the idea of controlling what is burned since some people will chose to burn inappropriate materials.

Fire Chief Martin stated that he would plan to react only to complaints and that an evaluation will take place considering safety aspects of the burning.

Council Chairman Calouro asked to know how the ordinance will be enforced with Fire Chief Martin explaining that the rules and procedures set forth in the ordinance will be provided to those who are reported in non-compliance. He added that at the present time he does not have anything to provide.

Councilwoman Parella asked to know if citizens ask for advice with Fire Chief Martin responding that some people do already and that he typically suggests that those enquiring should refer to the manufacturer's instructions if the fire-pit or "chiminea" is a manufactured product.

Council Chairman Calouro asked about "old" outdoor fireplaces with Fire Chief Martin explaining that these must have grates for safety purposes.

Councilman Sweeney stated that he finds the ordinance proposals easy to read.

5. Ordinance #2015-13, Chapter 14, Historic District Commission, Section 14-4, Membership, **1st reading**

a. Council Clerk Cirillo re Proposed Ordinance #2015-13 - Historic District Commission

Herreshoff/Sweeney - Voted to consider this action to constitute the first reading of Ordinance #2015-13. Advertise in local newspaper. Voting in favor of this motion were Council Chairman Calouro, Councilman Sweeney, Councilman Stuart, and Councilman Herreshoff. Voting opposed was Councilwoman Parella.

Prior to the vote taken, the Clerk explained that the ordinance amendment is proposed since one of the two "district resident" members has recently moved out of the district and that there are no other applicants who reside in the district. He added that one or more of the current seated members own property within the district and that this ordinance change would bring the district membership back into compliance.

Councilwoman Parella stated that she believes that there should be at least one member who is a resident of the district.

D. LICENSING BOARD - NEW PETITIONS

1. Robert Vanderhoof, d/b/a Roberto's, 450 Hope Street - request for Dancing and Entertainment License

Sweeney/Herreshoff - Voted unanimously to grant this license to allow acoustical music only, until 11 o'clock PM, Monday through Saturday, to require that the Fire Chief must approve the floor plan, and that said license will be considered for review six (6) months from the date of issuance and also subject to conformance to all laws and

C4a



TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2015 JUN 24 PM 2:50

FROM THE DESK OF

ANTONIO A. TEIXEIRA

TOWN ADMINISTRATOR

DATE: **JUNE 24, 2015**

TO: Honorable Town Council

FROM: Antonio A. Teixeira

RE: **ORDINANCE PERTAINING TO OUTDOOR OPEN BURNING**

At the request of Fire Chief, Robert Martin, I submit for your review and approval a proposed ordinance regarding outdoor open burning. The purpose of this ordinance is to provide guidance for fire pits.

Thank you.

TOWN COUNCIL
JUL - 8 2015
MEETING

C46

TOWN CLERK'S OFFICE

Louis P. Cirillo, CMC, Town Clerk

10 Court Street
Bristol, Rhode Island 02809-2208
Tel. 401-253-7000
Fax 401-253-2647
Email: lpcirillo@bristolri.us
www.bristolri.us

M E M O R A N D U M

To: Honorable Town Council

From: Louis P. Cirillo, CMC, Council Clerk

Re: Proposed Ordinance 2015-12 re Open Burning

Date: June 30, 2015

XC: Robert J. Martin, Fire Chief

The subject ordinance was requested by the Fire Chief in order to establish criteria for open burning in the Town of Bristol. The existing language is extremely vague.

The proposed language is more detailed and is substantially that of a similar ordinance in the Barrington Town Code.

TOWN COUNCIL
JUL 28 2015
MEETING

2. Town Council Meeting - July 8, 2015 (action items only)

Stuart/Sweeney - Voted unanimously to approve these minutes as prepared and presented.

B. PUBLIC HEARINGS

C. ORDINANCES

1. Ordinance #2015-09, Chapter 16, Motor Vehicles and Traffic, Section 16-142, Overnight parking prohibited, Section 16-344, Procedures for parking in a residential parking zone, (overnight parking of vehicles up to 7 tons), **2nd reading for adoption, continued from July 8, 2015**

LATE ITEM a. Recommendation - Town Administrator and Chief of Police

Herreshoff/Sweeney - Voted unanimously to refer this matter to the Chief of Police and Town Solicitor.

Prior to the vote taken, Police Chief Canario noted that it would be advisable if the ordinance would "reflect" the Town.

Councilwoman Parella read the information provided and suggested that there might be a comparison between what is proposed and what is in place in other nearby communities.

Councilman Herreshoff stated that his primary area of concern is that the this proposal seems to suggest a "dramatic" change over the current ordinance.

2. Ordinance #2015-11, Chapter 2, Administration, Article VII, Municipal Court, Section 2-219, Costs, **2nd reading for adoption**

Stuart/Sweeney - Voted unanimously to consider this action to constitute the second reading for adoption of Ordinance #2015-11. Advertise in local newspaper.

3. Ordinance #2015-12, Chapter 10, Environment, Article III, Nuisances, Section 10-81, Defined generally, Section 10-85, Outdoor open burning prohibited, Section 10-86, Violations and penalties, **2nd reading for adoption**

Stuart/Sweeney - Voted unanimously to refer this matter to the Fire Chief and Town Solicitor.

Prior to the vote taken, Council Chairman Calouro reported that he spoke with Fire Chief Martin regarding this proposal. He noted that the Bristol Phoenix article was incomplete.

Council Chairman Calouro suggested that the matter might be referred back to the Town Solicitor and Fire Chief Martin for further amendments or rework.

Mark Dieterich of 23 Naomi Street informed the Council that he cooks in a fire pit.

Councilman Herreshoff stated that he would like see the fire pit.

Renee Ciccinelli 31 Dimond Avenue informed the Council that she has a fire pit which is a permanent structure and that the Fire Department informed her that it was safe. She also informed the Council that she is responsible with her fire pit and used it every weekend.

Council Chairman Calouro stated that the goal of the ordinance is fire safety.

4. Ordinance #2015-13, Chapter 14, Historic District Commission, Section 14-4, Membership, **2nd reading for adoption**

Herreshoff/Sweeney - Voted to consider this action to constitute the second reading for adoption of Ordinance #2015-13. Advertise in local newspaper. Voting in favor of this motion were Council Chairman Calouro, Councilman Sweeney, Councilman Stuart, and Councilman Herreshoff. Voting opposed was Councilwoman Parella.

Prior to the vote taken, Councilwoman Parella stated that she is concerned that this will further eliminate the requirement to have participation from within the District.

It was noted that the reason for the change is that there have not been many applicants and one current member recently moved out of the District.

Councilwoman Parella suggested that there should be more recruiting and expressed concern that soon there will be no members from within the district.

Council Chairman Calouro stated that he shares Councilwoman Parella's concerns.

D. LICENSING BOARD - NEW PETITIONS

1. B. Peter Sebring, d/b/a Bristol Oyster Bar, 448 Hope Street - request for modification of expanded Class BV liquor license service area to include service bar, **continued from July 8, 2015**

a. Recommendation - Town Administrator and Chief of Police

Sweeney/Stuart - Voted to allow an outdoor service bar per the following conditions as specified:

- Video surveillance (three cameras) will be added to the outdoor bar and seating area.

Town of Bristol, Rhode Island

Department of Community Development

10 Court Street
Bristol, RI 02809
www.bristolri.gov
401-253-7000

July 29, 2026

TO: Bristol Town Council

FROM: Diane Williamson, Director

RE: Draft Short Term Rental Ordinance

Attached, for your review and consideration, is a proposed change to the zoning ordinance regulating Short Term Rentals (STRs). This has been an item we wished to explore for some time but has become a priority because of the public feedback from the Comprehensive Plan Update public engagement. Regulating Short Term Rentals was one of the top issues identified as impacting housing and neighborhoods.

The Planning Board began their review of a proposed ordinance at their May meeting. At the Board's July meeting, they reviewed the attached draft and passed a motion to refer this to the Town Council and recommend adoption of same.

Regulation of STRs is an important tool to help the Town to preserve the availability and stability of long-term housing to rent or own in the Town of Bristol. Presently, the maximum number of short-term rentals in Bristol registered with the State's Department of Business Regulations (DBR) has been 164 rental listings in April 2026. This represents approximately 1.76% of all housing units, or housing for approximately 360 people (based on 2020 Census data showing average household size). Since April it appears that a number of State registrations have since lapsed, bringing the total number of registrations to around 90 in June 2026.

The Department of Community Development and the Town Solicitor's office reviewed the State Law and similar ordinances that have been adopted in other Rhode Island towns. This draft is largely based on the 2024 Middletown ordinance tailored for Bristol.

Some key points from the proposed draft ordinance are noted below:

- STRs will require a Special Use Permit from the Zoning Board of Review;
- STR's that have an active registration with the DBR at the time the ordinance is adopted will be exempt from the regulations, but any STR that has a lapse in their registration for one year will need to obtain a Special Use Permit;
- The Special Use Permit standards include a requirement for the owner/operator to be physically present on the property during all rental periods, a limit on the number of occupants and bedrooms that can be rented, parking requirements, and an explicit ban on advertising rentals as event spaces or party houses;
- STRs will also be required to post their State registration number and contact information where it can be seen from the public street, during all rental periods;

Once adopted, the Department of Community Development would enforce the provisions of this ordinance, working with RI Department of Business Regulations.

Along with the Planning Board, I also recommend that the Town Council adopt this ordinance.

Thank you.

cc: Steven Contente, Town Administrator

Article I. In General.

Sec. 28-1. Definitions

Amend as follows:

* * *

Short Term Rental means a building in which one or more dwelling units or rooms for sleeping are rented for lodging accommodations for periods of 31 consecutive days or less with or without the furnishing of meals and with the owner who is in charge and manages such rentals residing on said property at all times during the period of such rental. No more than six short-term renters, regardless of age, shall be allowed during any rental period irrespective of the number of dwelling units or rooms for sleeping that are contained in the building. Only one building on a lot or parcel of land shall be allowed a short-term rental use. All short-term rentals must be registered in accordance with R.I. Gen. Laws § 42-63.1-14, as amended.

* * *

Article III. Permitted Uses.

Sec. 28-82. Use Regulations

Amend the Permitted Use Table as Follows:

ZONING DISTRICTS	R-80	R-40	R-20	R-15	R-10 R-10SW R-8	R-6	LB	GB	D	W†	M	OS	EI	HPC	MMU	PI
RESIDENTIAL																
Short Term Rental	S*	S*	S*	S*	S*	S*	S*	N	S*	S*	N	N	N	N	N	N

* * *

Article V. Supplementary Regulations.

* * *

Sec. 28-162. Short-Term Rentals.

(a) *Applicability*. Short Term Rentals validly registered with the State of Rhode Island at the date of adoption of these standards shall be presumed to be legally non-conforming pre-existing uses and thus exempt from a special use permit and resident-occupancy requirements unless registration is not renewed with the Department of Business Regulation and allowed to lapse for a period greater than 365 consecutive days. After 365

consecutive days, the use shall be presumed to be abandoned, at which point a special use permit must be obtained restart operation. Abandonment may also be established by any other overt act or failure to act indicating an intent to abandon under applicable law.

(b) Standards.

1. A special use permit shall be required for any property, lot or parcel hosting or advertising short term rentals for more than seven (7) total nights in a calendar year. A special use permit may be granted by the Zoning Board if all standards are met. Special use permits for Short Term Rentals shall be valid for three (3) years and may be renewed. The owner who is responsible for managing a short-term rental must reside on the same property, lot, or parcel during the entire duration of any short-term rental.
2. The following requirements are conditions of any approved Special Use Permit and must be submitted to validate the approval:
    a. A valid Short Term Rental Registration with the Rhode Island Department of Business Regulation shall be a condition subsequent for a special use permit.
    b. Valid home or commercial insurance policy covering short term rentals with coverage no less than $1 Million shall be a condition subsequent to a special use permit.
3. No more than 5 Bedrooms shall be rented in total for short term rentals per property, lot, or parcel.
4. One off street parking spot per bedroom shall be required in addition to the minimum parking spaces already required for the building.
5. Any unit that is not a legal residential unit shall not be eligible for short-term rental.
6. The DBR registration number of the rental, property address and contact information for owner or resident manager must be posted conspicuously where it can be seen from a public street during rental periods in a manner prescribed by the Zoning Officer.

Properties, lots, or parcels hosting Short Term Rentals shall not be used or advertised in whole or in part as venues for events, parties, or functions. Short Term Rentals shall be used only for transient lodging accommodations as defined in these standards.

Secs. 28-1623—28-180. - Reserved.

* * *

Town of Bristol, Rhode Island

Department of Community Development

10 Court Street
Bristol, RI 02809
bristolri.gov
401-253-7000

July 22, 2026

TO: Town Council

FROM: Diane Williamson, Director

RE: Edit to Zoning Ordinance regarding Flood Zone Requirements

In 2014, the Town adopted a Flood Zone Ordinance that included a definition of "Substantial Improvement" which is when the cost of improvements exceeds 50% of the market value of the structure. Once the cost of improvements exceeds this amount, the entire building must be brought up to current flood plain requirements. Bristol's definition has a 10-year "look back" on improvements to determine if a Substantial Improvement was met which means all the improvements over 10 years are totaled and the structure's value from 10 years ago is used.

The reason for the 10-year look back was to prioritize compliance with current flood plain codes sooner rather than later. The 10-year look back also gives the Town extra points for the Community Rating System (CRS) Program that we participate in as a Class 7 which gives all property owners with flood insurance a 15% discount on their insurance premium.

Recently, we have seen situations where people have wanted to do maintenance work on their homes in the flood zone such as roofing and siding and energy projects like windows, doors, solar, and HVAC. With the 10-year look back requirement and the current cost of construction, many of these projects can't go forward without becoming substantial improvements which results in people either deferring or canceling the projects.

While we want to help homeowners do their projects, we have also been mindful of the CRS rating that residents benefit from. So, we've researched what other CRS communities have in their flood zone ordinance, and we've reached out to the Rhode Island Emergency Management Agency who helps manage the CRS program. We have learned that we can have a shorter look back of 5 years and still maintain our Class 7 classification. So, it is recommended that we edit Bristol's Ordinance from a 10 year look back to a 5 year look which will help homeowners and also keep Bristol in the current CRS classification.

cc: Steven Contente, Town Administrator

J

BID/RFP ADVERTISING AUTHORIZATION FORM

This authorization form must be fully completed. Bids will not be considered unless accompanied by a signed authorization from both the Town Treasurer and Town Administrator. It is the responsibility of the submitting party to ensure completeness before submission to the Clerk's office.

BID/RFP # 1091

REQUESTED BY: Christopher J. Parella (Printed) _____ (Signature)

BRIEF PROJECT NARRATIVE: 2026 Road Resurfacing Project

SOURCE OF FUNDING:

Approved by Town Council (Date) _____

Regular Budget Line Item (Number) _____

Special Appropriation _____

Grant (source) _____

Other general obligation bond + road works grant

Authorization is hereby granted to proceed with the advertising requirements for the Bid/RFP described above.

6/29/26
Steven Contente, Town Administrator (Date)

6/25/26
Carl Carulli, Town Treasurer (Date)

Pre-Bid Meeting ☐no ☒yes **if yes**, ☐mandatory or ☒recommended

Date: July 17, 2026 Time: 10:00 AM

Location: Bristol Town Hall, 10 Court Street, Bristol, RI 02809

Special Instructions (if applicable): _____

Question Submission Information:

Deadline Date: July 21, 2026 Time: 4:00 PM

Contact Name: Jared Linhares, P.E.

Contact email: jlinhares@BETA-Inc.com Phone # (401) 333-2382

All fields must be completed. Incomplete authorization forms may be rejected, leading to potential postponement of bid opening dates. Forms must be completed and submitted with the bid documents no later than one week before the first scheduled advertising date.

LEGAL NOTICE

TOWN OF BRISTOL
INVITATION TO BID
BID NO. 1091

ealed bids will be received until 12 noon on July 29, 2026, for furnishing the Town of Bristol with the fol-owing:

ROAD RESURFACING PROJECT

IDS WILL BE OPENED AT 12 NOON AT THE BRISTOL TOWN HALL, 10 COURT STREET ON July 29, 2026 OR THE TOWN COUNCIL MEETING OF July 29, 2026.

he location, general characteristics, and principal details of the Work are indicated in a set of Contract ocuments, entitled **"Road Resurfacing Project, Bid No. 1091"**.

he work in this Contract includes, but is not limited to:
- Pavement rehabilitation including milling and overlay;
- Removal of existing pavement;
- Pavement reclamation and removal of excess material;
- Installation of bituminous base and surface course material;
- Removal of and replacement of subgrade material with gravel borrow base course material;
- Installation of new asphalt/concrete berm and curb;
- Installation of Sand Filter BMP and associated drainage work;
- Structure adjustments as required;
- Re-building of drainage structures as required;
- Driveway reconstruction as required;
- Installation of pavement markings;
- Replacement of catch basin frame and grates;
- Installation of erosion controls;
- Safety controls and signing for construction operations;
- All other incidental items included in the contract documents.

id documents may be obtained and bids MUST be filed at the Office of the Town Clerk, 10 Court Street, ristol, RI 02809. Bid documents may also be obtained at https://www.bidnetdirect.com/rhode-island/bris-lri by registering and/or logging in as a vendor. Bids (one original marked "MASTER" and one copy) must e submitted in a sealed envelope and clearly marked on the outside **"ROAD RESURFACING PROJECT BID 1091 – and the bidding date of July 29, 2026"**. Bids will be opened at 12:00 PM at the Bristol Town lall, 10 Court Street on July 29, 2026.

uccessful bidders must furnish a performance bond on 100 percent of the proposed contract within 15 ays after the award. The Town reserves all rights to reject any and all bids, or any part thereof, or to go on ne open market when is deemed to be in the best interest of the Town.

non-mandatory pre-bid conference will be held at **10:00 AM on July 17, 2026** at the Bristol Town Hall, 0 Court Street, Bristol, RI 02809.

ttention of Bidders is particularly referred to the Federal and State requirements as to conditions of employ-ent to be observed and wage rates to be paid under the Contract as determined by the Department of abor and Industries under the Provisions of Chapters 12 and 13 of Title 37, General Laws of Rhode Island, 956, as amended.

sa Cordeiro
own Clerk
uly 9 and July 16, 2026

TOWN OF BRISTOL
INVITATION TO BID
BID NO. 1091

Sealed bids will be received until 12 noon on July 29, 2026, for furnishing the Town of Bristol with the following:

ROAD RESURFACING PROJECT

BIDS WILL BE OPENED AT 12 NOON AT THE BRISTOL TOWN HALL, 10 COURT STREET ON July 29, 2026 FOR THE TOWN COUNCIL MEETING OF July 29, 2026.

The location, general characteristics, and principal details of the Work are indicated in a set of Contract Documents, entitled **"Road Resurfacing Project, Bid No. 1091".**

The work in this Contract includes, but is not limited to:

- Pavement rehabilitation including milling and overlay;
- Removal of existing pavement;
- Pavement reclamation and removal of excess material;
- Installation of bituminous base and surface course material;
- Removal of and replacement of subgrade material with gravel borrow base course material;
- Installation of new asphalt/concrete berm and curb;
- Installation of Sand Filter BMP and associated drainage work;
- Structure adjustments as required;
- Re-building of drainage structures as required;
- Driveway reconstruction as required;
- Installation of pavement markings;
- Replacement of catch basin frame and grates;
- Installation of erosion controls;
- Safety controls and signing for construction operations;
- All other incidental items included in the contract documents.

Bid documents may be obtained and bids MUST be filed at the Office of the Town Clerk, 10 Court Street, Bristol, RI 02809. Bid documents may also be obtained at https://www.bidnetdirect.com/rhode-island/bristolri by registering and/or logging in as a vendor. Bids (one original marked "MASTER" and one copy) must be submitted in a sealed envelope and clearly marked on the outside "**ROAD RESURFACING PROJECT – BID 1091 – and the bidding date of July 29, 2026**". Bids will be opened at 12:00 PM at the Bristol Town Hall, 10 Court Street on July 29, 2026.

Successful bidders must furnish a performance bond on 100 percent of the proposed contract within 15 days after the award. The Town reserves all rights to reject any and all bids, or any part thereof, or to go on the open market when is deemed to be in the best interest of the Town.

A **non-mandatory** pre-bid conference will be held at **10:00 AM on July 17, 2026** at the Bristol Town Hall, 10 Court Street, Bristol, RI 02809.

Attention of Bidders is particularly referred to the Federal and State requirements as to conditions of employment to be observed and wage rates to be paid under the Contract as determined by the Department of Labor and Industries under the Provisions of Chapters 12 and 13 of Title 37, General Laws of Rhode Island, 1956, as amended.

MELISSA CORDEIRO
TOWN CLERK
July 9 and July 16, 2026

J

BID/RFP ADVERTISING AUTHORIZATION FORM

This authorization form must be fully completed. Bids will not be considered unless accompanied by a signed authorization from both the Town Treasurer and Town Administrator. It is the responsibility of the submitting party to ensure completeness before submission to the Clerk's office.

BID/RFP #_____ RFP# 1092

REQUESTED BY: Diane M. Williamson / Diane M. Williamson
(Printed) (Signature)

BRIEF PROJECT NARRATIVE: Survey for easements on properties for Sherry/Varnum Drainage

SOURCE OF FUNDING:

Approved by Town Council (Date) _____
Regular Budget Line Item (Number) ___ _____
Special Appropriation _____
Grant (source) ____ _____
Other ____RIIB Loan_____ _____

Authorization is hereby granted to proceed with the advertising requirements for the Bid/RFP described above.

6/22/26 — Steven Contente, Town Administrator (Date)

6/18/26 — Carl Carulli, Town Treasurer (Date)

Pre-Bid Meeting (no) yes **if yes**, Mandatory or recommended
Date: _____ Time: _____
Location: _____at the site _____
Special Instructions (if applicable): _____

Question Submission Information:

Deadline Date: July 17, 2026 Time: __12:00 o'clock noon
Contact Name: _Diane M. Williamson_____
Contact email: dwilliamson@bristolri.gov Phone # 253-7000 ext 126_

All fields must be completed. Incomplete authorization forms may be rejected, leading to potential postponement of bid opening dates. Forms must be completed and submitted with the bid documents no later than one week before the first scheduled advertising date.

LEGAL NOTICE

TOWN OF BRISTOL
INVITATION TO BID
BID NO. 1092

Sealed Bids will be received until 12 noon on Wednesday, July 29, 2026, for the following:

PROPERTY SURVEYS FOR DRAINAGE EASEMENTS

BIDS WILL BE OPENED AT 12 NOON AT THE BRISTOL TOWN HALL, 10 COURT STREET, ON July 29, 2026, FOR THE TOWN COUNCIL MEETING OF July 29, 2026.

The Town of Bristol is requesting sealed bids for **PROPERTY SURVEYS FOR DRAINAGE EASEMENTS**, in accordance with all terms and specifications contained herein.

Specifications may be obtained, and bids MUST be filed at the Office of the Town Clerk, 10 Court Street, Bristol, RI 02809. Specifications are available for download at https://www.bidnetdirect.com/rhode-island/bristolri by registering and/or logging in as a vendor.

Bids (one original marked "MASTER" and one copy) must be submitted in a sealed envelope and must be clearly marked on the outside, **"Bid #1092 – PROPERTY SURVEYS FOR DRAINAGE EASEMENTS"** and addressed to the Town Clerk's Office, Town Hall, 10 Court Street, Bristol, RI 02809. Sealed bids will be received until 12 noon on July 29, 2026.

Individuals requesting interpreter services for the hearing impaired must notify the Town Clerk's Office (401) 253-7000 three business days prior to the bid opening.

The Town reserves all rights to reject any and all bids, or any part thereof, or to go on the open market when it is deemed in the best interest of the Town.

MELISSA CORDEIRO
TOWN CLERK

July 9 & 16, 2026

TOWN OF BRISTOL
INVITATION TO BID
BID No. 1092

Sealed Bids will be received until 12 noon on Wednesday, July 29, 2026, for the following:

PROPERTY SURVEYS FOR DRAINAGE EASEMENTS

BIDS WILL BE OPENED AT 12 NOON AT THE BRISTOL TOWN HALL, 10 COURT STREET, ON July 29, 2026, FOR THE TOWN COUNCIL MEETING OF July 29, 2026.

The Town of Bristol is requesting sealed bids for **PROPERTY SURVEYS FOR DRAINAGE EASEMENTS**, in accordance with all terms and specifications contained herein.

Specifications may be obtained, and bids MUST be filed at the Office of the Town Clerk, 10 Court Street, Bristol, RI 02809. Specifications are available for download at https://www.bidnetdirect.com/rhode-island/bristolri by registering and/or logging in as a vendor.

Bids (one original marked "MASTER" and one copy) must be submitted in a sealed envelope and must be clearly marked on the outside, **"Bid #1092 – PROPERTY SURVEYS FOR DRAINAGE EASEMENTS"** and addressed to the Town Clerk's Office, Town Hall, 10 Court Street, Bristol, RI 02809. Sealed bids will be received until 12 noon on July 29, 2026.

Individuals requesting interpreter services for the hearing impaired must notify the Town Clerk's Office (401) 253-7000 three business days prior to the bid opening.

The Town reserves all rights to reject any and all bids, or any part thereof, or to go on the open market when it is deemed in the best interest of the Town.

MELISSA CORDEIRO
TOWN CLERK

July 9th and July 16th, 2026

450 Child St. • P.O. Box 447 • Warren, Rhode Island 02885-0447
www.bcwari.com • Fax: 401-245-2004 • Tel: 401-245-2022
A Public Agency
BRISTOL COUNTY WATER AUTHORITY

Tri-Town Monthly Report

Summary of Notable Activities and Reports from the June 24, 2026, BCWA Monthly Meeting

For detailed information on any of these subjects presented herein, please go to the BCWA website at www.bcwari.com or contact the BCWA. Minutes and videos of all Board meetings are archived on the website.

1. Connection to the Pawtucket Water Supply System Project

a. BCWA has been informed that RI DOT's permit will be issued soon.
b. RIDOT has a road resurfacing project on Pawtucket Avenue that shares the same route as the BCWA proposed water lines leading to the connection with the Pawtucket system. Coordinating these two projects could have an impact on the costs for this 3,400-foot section of BCWA pipe and RI DOT resurfacing project. The Executive Director will contact RI DOT to attempt to properly sequence these projects so that the BCWA does not have to later repave the proposed paving.

2. Shad Factory Pipeline Project

a. Pare Corporation has completed plans for the removal of this defunct pipeline located in the salt marsh wetlands along the Palmer River.
b. Permit applications to regulatory agencies are being submitted.
c. Grant applications for this project were prepared and submitted to the RI DEM Climate Resilience Fund and to the EPA's Restore Americas Estuaries Program.

3. Board Actions

a. **Investment Plan:** Following recommendations of BCWA Finance Committee, US Bank and staff, the Board adopted an investment strategy (in line with the BCWA's overall investment policy) that a US Treasury fund investment ladder approach be used to maximize income, minimize risk and provide liquidity using US Treasury funds with a six-month to three-year investment period in combination with a base investment in Money Market accounts.
b. **Phase II Plant Demolition:** BCWA received two bids for this project. BCWA consultants and staff reviewed each of the bids. The Board approved a contract with the low bidder, A .A. Wrecking Co. Inc. for $501,700 with a 20% contingency for a total of $602,040 contingent on the contractor satisfactorily complying with three conditions regarding approved health and safety plans and verification of performance and materials/payment bonds.
c. **Engineering Task Order for Engineering Services:** The Board approved a contract for a not to exceed amount of $418,250 with Pare Corporation for engineering services to advance the design of the Operations Building to 60% completion. This includes Architectural and Engineering services, local and state permitting, geotechnical engineering, industrial equipment survey and design services and land surveying services.

Summary – June 24, 2026, BCWA Board of Directors Meeting

4. **Water System Improvements**

   a. **Capital Improvement Projects:**
      - **Child Street, Warren:** The work to clean and line aging pipelines has begun on this project and will continue through July and August.
      - **Gooding Avenue/Naomi Drive, Bristol:** Repaving of the portions of these streets affected by last year's water main improvement project has been completed.

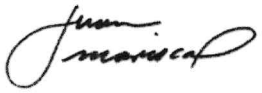
   b. **Lead Service Line Replacement Program:** The project continues. With assistance from the RI DOH and its contractor, "the "120 Water and Rural Water Association", water utilities are required to validate 20% of the presumed non-lead private service lines.

5. **Postretirement Health and Life Insurance Plan:** A presentation was made by the Angell Pension Group of East Providence and updated the Board regarding the Plan's Valuation, Demographics, Liabilities, Contributions (Actuarially-determined and Employee Contributions). A copy of the FY2026's Financial Disclosure Information Statement was also provided.

6. **Next Scheduled Meeting** — At BCWA Offices 450 Child Street, Warren.
   • **5:00PM, Thursday, July 23, 2026,** Monthly Meeting of Board (As scheduled at present)

As noted herein, this is a summary. For detailed information on the BCWA activities, please go to the BCWA website at www.bcwari.com or contact the BCWA. Minutes and videos of all Board meetings are archived on the BCWA website.

Respectfully submitted,



Juan Mariscal, Chairman, BCWA

M1

Town Administrator Contente request for Executive Session Pursuant to RIGL § 42-46-5 (a)(5), acquisition or lease of real property for public purposes.

ROGERS FREE LIBRARY BOARD OF TRUSTEES
Minutes
Apr 16, 2026

A meeting of the Trustees of Rogers Free Library was held on Thursday, April 16, 2026 at Rogers Free Library, Bristol RI.

Present:

Annie Silvia - Trustee | Chairperson
Samantha Faria – Trustee
Bart Ferris – Trustee
Nancy Kellner – Trustee
Marie Knapman – Trustee

Eileen Dyer – Library Director

CALL TO ORDER/ATTENDANCE/QUORUM

- Annie Silvia called the meeting to order at 6:34 pm and noted there was a quorum.

REVIEW/AMEND/APPROVE MINUTES OF PREVIOUS MEETING

- Minutes of March 19, 2026 Meeting were discussed. Marie Knapman made a motion to approve the minutes.
- Sam Faria seconded the motion and the minutes were approved.

CHAIR REPORT

- There was no Chair Report this month.

LIBRARY DIRECTOR REPORT

- Eileen Dyer delivered her Director Report.

FINANCIAL REPORT - Eileen Dyer

OLD BUSINESS

- Friends Update – Bart Ferris
- New Trustee Recommendation and Vote - Marie Knapman

Resolution in support of fully funding state aid to libraries to the full Twenty-five (25) percent
Bart made a motion to; Nancy seconded the motion to approve recommendations

- Strategic Plan Action Plan Update – Eileen Dyer

- NEW BUSINESS
  - June Meeting - Proposed date change and vote
    Meeting date changed to Jun 25, 2026
    Marie moved to approve
    Bart seconded the motion
  - Resolution Bristol Town Council regarding state funding

Discussion and vote
Marie moved to approve
Bart seconded the motion

- PUBLIC COMMENT

- NEXT MEETING DATE – May 21, 2026

Marie made a motion to adjourn the meeting

Bart seconded the motion, adjourned at 7:40 pm

Bristol Fire Department
Board of Engineers Meeting
June 29, 2026

A Quorum was established, Call to order, Attendance, Minutes & Agenda Approval, Next Regular Business Meeting.

The quorum was established, and the meeting was called to order by Chief Michael DeMello at 1901 hours.

Attendance

- ☐ **Chief of the Department Michael DeMello**
- ☐ **Deputy Chief of Admin. Safety & Training Stephen Knapman,**
- ☐ **Deputy Chief of Operations Adam Medeiros Hydraulion**
- ☐ **Assistant Chief Dennis Cabral Ever Ready**
- ☐ **Assistant Chief Luis Medeiros Defiance**
- ☐ **Assistant Chief Zachary Rivers Dreadnaught**
- ☑ ~~**EMS Captain Brad Palmer Div. of EMS**~~
- ☐ **Board Clerk Lou Mascola**
- ☐ **Lt. Ross Tomkinson Division of EMS**

Agenda & Previous Meeting Approval

A motion made by Assistant Chief Dennis Cabral and seconded by Deputy Chief Adam Medeiros to approve the Agenda of June 29, 2026.
A motion made by Assistant Chief Dennis Cabral and seconded by Deputy Chief Adam Medeiros to approve the minutes of the June 2, 2026 meeting.
Both motions were unanimously approved by the board 6-0.

Next scheduled meeting is *Monday August 31, 2026 @ 7:00 PM.* or at the call of the Chief of the Department

Meeting Agenda

Correspondence

No correspondence was received by the department to be read at this meeting.

Deputy & Assistant Chiefs Reports and / or Requests

Deputy Chief of Safety, Training & Administration Stephen Knapman

- Announced that the HazMat Classes have been completed, and all participants have passed.

Deputy Chief of Operations Adam Medeiros

- Informed Chief DeMello that the department's burn trailer will need some supplies prior to the next burn.
- Requested a uniform voucher for a member of the Hydes.
- Inquired about a food voucher for the July 3rd detail.

Assistant Chief Dennis Cabral

- No issues, or requests for this meeting.

Assistant Chief Luis Medeiros

- No issues or requests for this meeting.
- Chief DeMello stated that the Gator at the Defiance will need to be fueled, and there will be a "misting tent" and grill at the Defiance Station.

Assistant Chief Zach Rivers

- Announced that Jared Castigliego is an Operator of Marine 1.

Lieutenant Ross Tomkinson Division of EMS

- No issues or requests to report for this meeting, however, EMS will have food for the July 3rd & 4th details
- Chief Demello advised that due to the elevated temperatures, all transporting vehicles do a quick turnaround. He also advised that the recording of mileage will only be conducted for hospital transports.

Chief of the Department Michael DeMello

- Submitted an AFG Grant for the procurement of radios.
- The department is looking to sign a lease agreement for the purchase of 50 air packs.
- Looking to address some of the smaller projects for the new fiscal year.

- Reminded the board to forward to their companies, that when entering a building or using tools, to bring them in and take them out when the task has been completed.
- The upcoming muster, please schedule a few members of each company to assist with the clean up following the event. Also, going forward, the host company of Firemen's Memorial Sunday, are required to clean up the park post event.

Old Business

July 3rd & 4th

- Marine 7 will only respond to calls in the Bristol area ONLY.
- Advised the board to ensure their details are well hydrated due to the extremely high temperatures.
- EMS radio communications will be on the 800 mhz channel, once the call for service is announced.

August Board Meeting

- **The August 3rd Board Meeting has been cancelled. The next regular meeting is scheduled for August 31st.**

New Business

- The Annual Firemen's Muster is slated for Sunday, July 26th. It will begin at 10:00 hours and end around 13:00. Upon completion of the muster the awards and a cook out will be held at department headquarters.
- The Bristol Community Night Out will be held on August 5th on the Town Common. Fire Department apparatus will be participating in this event.

Company, Department & Town Events for July , August & September

July	
3	**Fireworks Display**
4	**4th of July Parade**
26	**Firemen's Muster**
August	
2	**Ever Ready Station Family Outing**
5	**Community Night Out**
TBD	**Engine 4 Family Outing**

September

20 Bristol Annual Porch Fest (Rain Date 27)

For the Good of the Department

- Chief DeMello sends his thanks and appreciation to the men & women of the department for their continued support and good responses. Thanks for the great job performed at the Lincoln Ave. fire recently. EMS as always, your responses are greatly appreciated.

Calls for Service Year to Date

- There was no report available for this meeting.

Closing & Adjournmentours

Without any further business to conduct, the meeting was adjourned at 19:45 hours.

Respectfully submitted,

Lou Mascola

Lou Mascola
Clerk, for the Board of Engineers
Bristol Fire Department
Bristol, Rhode Island 02809

Meeting of the Properties Committee of the
BRISTOL COUNTY WATER AUTHORITY

Wednesday, May 20, 2026
450 Child Street, Warren Office, Warren, RI

The committee meeting was called to order at 5:08 pm by Committee Chairman Robert Martin.

Committee members in attendance: David Fales, Chris Stanley

Other Directors present: Juan Mariscal, Thomas Kraig

BCWA staff present: Stephen Coutu, Michael Crawford

1. **Proposed BCWA Operations Building – Presentation and Discussion of Schematic Design Plan**

Executive Director Coutu presented the Schematic Design Plans of the proposed BCWA Operations Building, highlighting key aspects of the plan as provided within the attached memorandum. Following the presentation and discussion, the Committee recommended that the plans be presented to the Board along with the following action items:

- Further review on adding two additional overhead doors for egress onto Serpentine Road.
- Further review on the size of the overhead doors (proposed to be 24 feet), given the weight and the mechanisms required to raise and lower.
- Further review on the need for solar power generation. Questions regarding a variance process, can off-site generation meet requirements, and roof concerns.
- Questions about the metal panels to be used for the exterior of the building such as type of material, lifecycle, ease of cleaning, etc. Committee recommended staff visit a building that has similar panels.

2. **Executive Session**

Director Martin made the following motion seconded by Director Stanley

MOTION: To go into Executive Session.
(re. Disposition of Publicly Held Property – BCWA Properties pursuant to RIGL s. 42-64-5 (a)(5)
Motion passed unanimously by aye vote.

The committee entered Executive Session at 6:05pm.

The committee returned to open session at 6:23pm.

Director Stanley made the following motion seconded by Director Fales

MOTION: To seal the Executive Session minutes.
Motion passed unanimously by aye vote.

Director Stanley moved the following motion seconded by Director Fales

MOTION: To adjourn.
Motion passed unanimously by aye vote.

Meeting adjourned at 6:23pm.

Robert Martin
Committee Chairman

MINUTES OF THE BOARD MEETING OF THE BRISTOL COUNTY WATER AUTHORITY

Wednesday, May 27, 2026
450 Child Street (Boardroom), Warren, RI

Board Members Present:
Juan Mariscal, Chairman
Thomas Kraig, Vice-Chairman
Christopher Stanley, Secretary/Treasurer
John M. Jannitto, Board Member
Robert J. Martin, Board Member
Stephen Gross, Board Member
Richard E. Fournier, Board Member
David E. Fales, Board Member
Frank J. Alfano, Board Member

Board Members Absent:
None

BCWA Staff Attending:
Stephen H. Coutu, Executive Director
Michael Crawford, Deputy Executive Director
Daniel Hughes, Finance Manager
Colin O'Hara, Engineering Project Manager
Lauren DeRuisseau, HR/Executive Assistant

Others Attending:
Legal Counsel Joseph Keough

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1. Call to Order

Pursuant to proper notice, the Board Meeting of the Bristol County Water Authority was called to order by Chairman Mariscal at 5:30pm.

2. Public Input

There was no public input as there were no public members in attendance.

3. Minutes

a. Board Meeting – 4/23/2026

Vice-Chairman Kraig moved the following motion seconded by Director Martin

MOTION: To approve.
Motion unanimously by aye vote.

4. Executive Director's Report

- Pawtucket Pipeline Project – We had a meeting with DOT at the end of April. They did not have any significant concerns and they anticipated that the permit will be issued but we have not received a permit as of today. A RIDOT pavement improvement project on Pawtucket Avenue has been advanced. A section of the pipeline is within the limits of the pipeline route for approximately 3,400 feet. We are trying to see if BCWA's project can be coordinated with this project.
- Demo of the Water Treatment Plant – Bids were advertised on May 14th. A pre-bid meeting was held yesterday and those bids are due on June 11th.
- New Maintenance Garage - The 30% schematic design plans for the new maintenance garage have been completed for review.
- Dam Removal Project – The six property owners who did not participate in well testing last fall were contacted for additional sampling. Three of the six participated. Combined with the six properties sampled last fall, results for all nine properties will be distributed to each property owner along with their individual results. The post-dam removal sample round showed no appreciative change in water quality results.
- Shad Factory Pipeline Removal - Pare Corporation and Save the Bay continue to work on finalizing plans and permit documents for the removal of the Shad Pipeline. We received a positive response from Restore Americas Estuaries Program and are putting together a proposal for that grant application for this project.
- BCWA Properties - We received the appraisal reports from Peter Scotti and Associates for the three properties in Swansea, including the one with the dam.
- The "Warren Walk-Habitat Restoration Tour" was held on May 21st.
- Lead Service Line Replacement Program – We are still working with RI Rural Water Association to reach out to customers who still have unknowns and to validate those service lines that we presume are non-lead. To date, 96 service locations have been validated, which is an increase from 35 last month.
- Hydrant flushing is completed and we will flush again in the fall.
- Work has begun on the annual report, which will be developed in-house and printed offsite.

Operations/Engineering Report:

- Operations crews are upgrading hydrants and replacing services.
- 2027 Capital Improvement Program – A pre-construction meeting was held last week with Boyle & Fogarty, Walsh, DOT representatives, and Warren officials. The focus was on coordinating work this summer with emphasis on traffic patterns and detours in the area.

5. Financial Report

(Appendix A)

Finance Manager Dan Hughes provided a financial summary for April 2026.

- A meeting will be scheduled in the coming weeks with the Finance Committee to review the draft of the audit, and other Finance Committee action items.
- Executive Director Coutu will reach out to OPEB actuaries, Angel Pension Group, to present at a future Board meeting.

6. Board Member Town Council Reports
The Board expresses its sincere condolences to the Frerich Family in regard to the passing of David Frerich.

7. Property Committee: Presentation of Schematic Design Plans for the Proposed Operations Building
(Appendix B)
Director Martin noted that the Properties Committee met last Wednesday to review the 30% drawings that were presented by the contractor. The Committee agreed with the 30% design and recommended going forward with the 60% design.

Discussion.

8. Board Vote on Schematic Design Plan

Director Martin made the following motion seconded by Director Alfano

MOTION: The Properties Committee recommends approving the 30% design drawings and recommends going forward to the 60% design drawings contingent upon the items listed in the May 21 meeting memo.
Motion unanimously by aye vote.

9. Board Vote on Annual Maintenance and Service Work Contract
(Appendix C)

Director Martin made the following motion seconded by Director Stanley

MOTION: We award the contract to JML.

Executive Director Coutu stated that this is on an as-needed basis. Last year's bid price was $278,285 and we spent $51,876, and the year before that we spent $45,000.

Motion unanimously by aye vote.

10. Board Vote on Annual Water Main and Appurtenance Stock Materials Contract
(Appendix D)

Director Mariscal read the Executive Director's proposed motion as follows:
To (approve/deny) the FY2027 Water Main and Stock Materials Bid Award to the respective and responsive low bidders that meet the specification for each item as presented.

Director Stanley made the following motion seconded by Director Jannitto

MOTION: To approve.
Motion unanimously by aye vote.

11. Board Vote on Commitment to Fund the Removal of the Abandoned Shad Factory Pipeline

(Appendix E)
Director Mariscal read the Executive Director's proposed motion as follows:
To (approve/deny) future funding for the removal of the abandoned Shad Factory Pipeline up to $1.5 million and for BCWA to continue to seek and apply for available grant funding.

Director Martin moved the following motion seconded by Director Stanley

MOTION: To approve.
Motion unanimously by aye vote.

12. Quarterly Write Offs – For Information Only
(Appendix F)
Provided for information only.

13. Executive Session

Director Gross made the following motion seconded by Director Stanley

MOTION: To go into Executive Session as presented in the agenda per all the regulations.
(i. Executive Session: Disposition of Publicly Held Property – BCWA Properties pursuant to RIGLs. 42-46-5 (a)(5); Investment of Public Funds – Owner Project Management Services for the Pawtucket Pipeline Project pursuant to RIGLs. 42-46-5 (a)(7); Executive Session Minutes: Personnel Committee Meeting – 2/26/26, Board Meeting – 2/26/26)
Motion passed unanimously by aye vote.

The Board entered Executive Session at 6:29pm.

The Board returned to open session at 7:04pm.

Director Gross made the following motion seconded by Director Stanley

MOTION: To seal the minutes of Executive Session.
Motion passed unanimously by aye vote.

14. Board Vote on Contract Award for Owner Project Management Services for the Pawtucket Pipeline Project
Vice-Chairman Kraig moved the following motion seconded by Director Jannitto

MOTION: To approve.

Chairman Mariscal stated that the motion will be that we are hiring this partnership after a response to our RFP, for which we received one proposal from Pare and Stantec.

Director Fournier stated that the two issues discussed were:

- Giving management discretion to prioritize some of the tasks and potentially reduce scope.
- Ask East Providence for an answer in terms on whether they want to share some of the costs.

Chairman Mariscal moved the following motion as presented within the Executive Director's memo seconded by Vice-Chairman Kraig

AMENDED MOTION: To accept a contract award to Pare Corporation in partnership with Stantec for OPM Services for the Pawtucket Pipeline Project for an amount not to exceed $588,100.00.
Motion passed unanimously by aye vote.

15. Next Scheduled Meeting(s):
Chairman Mariscal proposed moving the next Board meeting from Thursday, June 25th to Wednesday, June 24th due to a prior commitment.

Director Martin made the following motion seconded by Director Jannitto

AMENDED MOTION: We move the meeting to June 24th.
Motion passed unanimously by aye vote.

16. Adjournment

Director Stanley moved the following motion seconded by Director Gross

MOTION: To adjourn.
Motion passed unanimously by aye vote.

The meeting was adjourned at 7:09pm.

Christopher Stanley
Secretary

BRISTOL COUNTY WATER AUTHORITY
Minutes of the Annual Meeting

Wednesday, May 27, 2026
450 Child Street (Boardroom), Warren, RI

Board Members Present:
Juan Mariscal, Chairman
Thomas Kraig, Vice-Chairman
Christopher Stanley, Secretary/Treasurer
John M. Jannitto, Board Member
Robert J. Martin, Board Member
Stephen Gross, Board Member
David Fales, Board Member
Richard E. Fournier, Board Member
Frank Alfano, Board Member

Board Members Absent:
None

BCWA Staff Attending:
Stephen H. Coutu, Executive Director
Michael Crawford, Deputy Executive Director
Daniel Hughes, Finance Manager
Colin O'Hara, Engineering Project Manager
Lauren DeRuisseau, HR/Executive Assistant

Others Attending:
Legal Counsel Joseph Keough

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1. **Call to Order**

Pursuant to proper notice, the Annual Meeting of the Bristol County Water Authority was called to order by Chairman Mariscal at 5:00pm.

2. **Presentation of Awards**
   - **2026 RI State Science Fair**

Chairman Mariscal introduced the Bristol County winners of the RI State Science Fair.

- Junior Division – First Place: Joey Kim, cash prize of $100.00
- Junior Division – Runner-Up: Anton Chen, cash prize of $50.00
- Senior Division – First Place: Alex Barowy, cash prize of $100.00
- Senior Division – Runner-Up: Liam Gagner/Sara Nencka, cash prize of $50.00 (not in attendance)

The winners gave a brief description of their Science Fair projects.

Chairman Mariscal thanked the winners for their participation.

3. Nomination and Election of Officers

i. Chair (Requires a minimum of six affirmative votes of the Board members).

Director Jannitto made the following motion, seconded by Director Gross

MOTION: Nominate Juan Mariscal for another term as Chairman of Bristol County Water Authority.

Director Jannitto made the following motion, seconded by Director Gross

MOTION: The nomination be closed.

Motion passed unanimously by aye vote.

ii. Vice Chair (Requires a minimum of six affirmative votes of the Board members and the Vice Chair shall reside is a municipality other than the municipality in which the chair resides).

Director Jannitto made the following motion, seconded by Chairman Mariscal

MOTION: Nominate Thomas Kraig for Vice-Chairman.

Director Martin made the following motion, seconded by Chairman Mariscal

MOTION: The nomination be closed.

Motion passed unanimously by aye vote.

iii. Treasurer/Secretary (Requires a minimum of five affirmative votes of the Board members).

Director Jannitto made the following motion and seconded by Director Martin

MOTION: Nominate Chris Stanley for Treasurer/Secretary.

Director Jannitto made the following motion, seconded by Director Martin

MOTION: The nomination be closed.

Motion passed unanimously by aye vote.

4. Designation of the Committees, appointment of members and selection of committee chairs by the Chairman.

- Finance/Claims
- Personnel/Compensation
- Policies/Procedures
- Properties

The only change is the addition of Director Frank Alfano to the Policies/Procedures Committee. All other committees and chairs will remain the same.

Designation of committee members:

Finance/Claims Committee:
Steve Gross – Chair
Richard Fournier
Christopher Stanley

Personnel/Compensation Committee:
John Jannitto – Chair
Juan Mariscal
Steve Gross

Policies/Procedures Committee:
Thomas Kraig – Chair
Robert Martin
Frank Alfano

Properties Committee:
Robert Martin – Chair
Christopher Stanley
David Fales

5. Adjournment to regular meeting.

Director Stanley moved the following motion and seconded by Director Gross

MOTION: Adjournment to the regular meeting.
Motion passed unanimously by aye vote.

The meeting was adjourned at 5:23pm.

Christopher Stanley
Secretary

Meeting of the Finance Committee of the BRISTOL COUNTY WATER AUTHORITY

Tuesday, June 9, 2026
450 Child Street, Warren Office, Warren, RI

The committee meeting was called to order at 5:00 pm by Committee Chairman Stephen Gross.

Committee members in attendance: Stephen Gross, Richard Fournier, Chris Stanley

Other Directors present: Juan Mariscal, Thomas Kraig, David Fales

BCWA staff present: Stephen Coutu, Daniel Hughes

1. Draft Audit Review

Executive Director Coutu noted that the draft Audit had been previously forwarded to Committee members for review and requested that comments be received by June 17th. Director Fournier has already submitted his comments via email. No further comments on this item.

2. Executive Session

Director Fournier made the following motion seconded by Director Stanley

Motion: To go into Executive Session regarding Investment of Public Funds for Investment Plan pursuant to RIGLs 42-46-5(a)(7) and Pension Plan pursuant to RIGLs 42-46-5(a)(7).
Motion passed unanimously by aye vote.

The committee entered into Executive Session at 5:08 pm.

The committee returned to open session at 5:25pm.

Director Stanley made the following motion seconded by Director Fournier

MOTION: To seal the Executive Session minutes.
Motion passed unanimously by aye vote.

Director Stanley moved the following motion seconded by Director Fournier

MOTION: To adjourn.
Motion passed unanimously by aye vote.

Meeting adjourned at 5:26pm.

Stephen Gross
Committee Chairman

Outlook

! BCWA - JULY BOARD MEETING CANCELLED

From Lauren DeRuisseau <lderuisseau@bcwari.com>
Date Tue 7/7/2026 3:38 PM
To DeputyClerk <DeputyClerk@bristolri.gov>; Melissa Cordeiro <mcordeiro@bristolri.gov>; S Speroni <ssperoni@townofwarren-ri.gov>; Stephanie Bernardo <sbernardo@barrington.ri.gov>

Caution: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. When in doubt, contact your IT Department

Good afternoon!

Due to vacation scheduling and lack of quorum, July's board meeting has been cancelled.

The next board meeting is scheduled for **Thursday, August 27th at 5:00pm**.

Have a great summer!
Lauren

TOWN OF BRISTOL
CONSERVATION COMMISSION

Department of Community Development
35 Washington Street, Bristol, Rhode Island

Tuesday, June 2, 2026 @ 5:30 p.m.

JUNE 2026 MEETING MINUTES

Members Present:
Ray Payson, Vice-Chairman
Lindsay Green
Craig Fisher
Lee Ann Freitas
Jay Maciel, Recording Secretary

Staff Present:
Ed Tanner

Members Absent:
Tony Morettini
Glenn Donovan

The meeting was called to order by Vice-Chairman Payson at 5:44 p.m.

1. Approval of Minutes: A motion to approve the May minutes was made by Mr. Fisher and seconded by Ms. Green. The motion passed with a vote of 5-0.
2. Open Space: Mr. Payson opened by asking whether a biologist should visit the Mount Hope Community Forest to identify plant and animal species there. Preserving its biodiversity, managing invasive species, and identifying areas to protect from trail development were discussed. Ms. Freitas suggested that we could do it ourselves and addressed how this could be accomplished. Mr. Tanner said he would send out a biologist's report that was created in the 1980's for Brown University. Mr. Tanner reported that RI Energy will be replacing utility poles within the right-of-way at the Perry–Tavares Farm.
3. Tree Program: Mr. Payson provided a recap of the Town's Arbor Day celebration, held on May 7 at the Town Common, where a Princeton elm was planted. Mr. Payson distributed copies of the Town Administrator's proclamation recognizing the Bristol Conservation Commission and Our Lady of Mount Carmel School for its tree efforts on Arbor Day. Mr. Tanner noted that the bid for next tree planting cycle was due tomorrow. Mr. Fisher distributed copies of the Urban Forest Management Plan he created. Commissioners agreed to review the document and provide comments at the next meeting. Mr. Maciel encouraged the Commission to take advantage of RI DEM Urban Community Forestry Program resources available to us that had been discussed in the May meeting. All agreed to review the areas of assistance available through the program for discussion at the next meeting.
4. Leaf Blower: Ms. Freitas shared information on a recent op-ed describing the negative effects of leaf blower use and the environmental damage they cause. Ms. Freitas will distribute copies of the piece for input at our next meeting.
5. Around the Room: Mr. Payson reported that Representative Seth Magaziner recently received U.S. Food and Drug Administration (FDA) approval to rename the fish *scup* to "golden sea bream" to improve its marketability. Mr. Payson also cautioned all to watch out for turtles crossing roads during the current nesting season.
6. The next Conservation Commission meeting will be held on Tuesday, July 14, 2026 at 5:30 p.m.
7. Adjourn: There being no further business, the meeting adjourned at 7:00 p.m.

Respectfully Submitted,

Jay Maciel

STATE OF RHODE ISLAND

MINUTES
THE ZONING BOARD OF REVIEW
OF BRISTOL, RHODE ISLAND

01 JUNE 2026
7:00 PM
BRISTOL TOWN HALL
BRISTOL, RHODE ISLAND

BEFORE THE TOWN OF BRISTOL ZONING BOARD OF REVIEW:

MR. CHARLES BURKE, Vice Chairman
MR. DONALD KERN
MR. TONY BRUM
MS. KIM TEVES, Alternate
MR. TIM PALMER, Alternate

ALSO PRESENT:
ATTORNEY ANDREW TEITZ, Town Solicitor's Office
ATTORNEY MARK HADDEN, Town Solicitor's Office
ATTORNEY DAVID MARKS, Town Solicitor's Office
MR EDWARD TANNER, Zoning Enforcement Officer
MS. DIANE WILLIAMSON, Director of Community Development

Susan E. Andrade
91 Sherry Ave.
Bristol, RI 02809
401-578-3918

01 JUNE 2026

INDEX

Page

1. Approval of minutes:

04 MAY 2026..... ..3

SITTING AS BOARD OF REVIEW

NEW PETITIONS:

2. ZBR-26-21 – Petition of Thomas A. Dawson.....4

3. ZBR-26-22 – Petition of John B. Affleck.....5

4. ZBR-26-23 - Petition of Shealyn Davey.....9

5. ZBR-26-24 - Petition of Joseph M. Brito, Jr.....13

SITTING AS BOARD OF APPEAL:

6. ZAPL-26-1, ZAPL-26-3, ZAPL-26-4 – Appeal of David Ramos/ Ramos Landscaping, LLC.....14

7. ZAPL-26-5 – Appeal of John J. Marshall.....49

8. ADJOURNMENT.....67

01 JUNE 2026

The meeting of the Town of Bristol Zoning Board of Review was held and called to order at 7:00 p.m. by Acting Chairman Burke at Bristol Town Hall, 10 Court St., Bristol, RI

1. APPROVAL OF MINUTES:

Acting Chairman Burke called for approval of the May, 4 2026 minutes

MR. KERN: Mr. Chairman, I'll make a motion to approve the minutes as written.

MR. MR. PALMER: Second.

MR. BURKE: All in favor?

MR. BURKE: Aye.

MR. PALMER: Aye.

MR. KERN: Aye.

MS. TEVES: Aye.

X X X X X X

(MOTION WAS UNANIMOUSLY APPROVED)

(Minutes were approved)

01 JUNE 2026

SITTING AS BOARD OF REVIEW:

2. ZBR-26-21
THOMAS A. DAWSON **15 Burton Street: R-6**
Pl. 15, Lot 79

Dimensional Variance to remove an existing accessory shed structure and construct a new 12' x 16' accessory shed structure with less than the required rear yard and less than the required right-side yard.

Acting Chairman Burke explained that he is an abutter to this applicant, the Board doesn't have a quorum, as there were only four Board members present; so the matter needs to be continued to the July 13 the meeting.

XXXXXX

MR. BURKE: I'll make a motion that we continue 3A to the July 13th meeting.

MR. KERN: I'll second that.

MR. BURKE: All in favor?

MR. BURKE: Aye.

MR. PALMER: Aye.

MR. KERN: Aye.

MS. TEVES: Aye.

XXXXXX

(MOTION WAS UNANIMOUSLY APPROVED)

(Petition Continued)

01 JUNE 2026

3. ZBR-26-22
JOHN B. AFFLECK **14 Clifton Rd.: R-10**
Pl. 79, Lot 257

Dimensional Variances to construct a 12' 22' single-story garage addition to an existing single-family dwelling with less than required front yards on a corner lot.

Mr. John B. Affleck presented the Petition to the Board. He began by thanking the office staff and administration for all the help they gave him with the application process. He was not aware of the complications of sitting on a corner lot. He just moved into the dwelling, previously living in Little Compton, in July of 2025. And unlike any new house situation they approached it with a down-sizing intention. They immediately discovered there was a storage issue, even though they eliminated an awful lot of stuff prior to moving. The garage is pretty packed. They've had the fortunate luck of meeting the original builder, David Butera, who he was able to meet with and offered to go back to the house and help make some changes. They found that in the evaluation of about a year, it's not just a storage issue; it really became more of the fact that they are older and require better access. They have two cars in the garage and an old vintage car that is in the garage. They found, especially after the past winter, challenging issues with access to getting in and out of the house. When he purchased the house there were already a lot of accessibility improvements in the home and have not been able to utilize because they can't get into the garage and avoid the weather. It really has evolved into a situation of them wanting to age in place, stay in Bristol, their new home; but at this point the main priority became trying to get a laundry room on the first floor, because its presently down in the basement and his wife is experiencing difficulty going up and down stairs. As part of the proposal, the only way to get the laundry room upstairs was to bump into the existing garage, which would take away garage space. But they could gain it by building the 12 feet out. He has also spoken to his neighbors.

Mr. Burke noted that the new templates do not see a check-off for lot coverage. Even though it doesn't seem to be an issue with this application but would ask that it be added to the new template.

The Board reviewed the submitted plans in detail with the applicant. It was noted that there is no visual issue with the corner, as the addition is back from the pavement and the lot line.

No one spoke in favor or against the Petition.

The Public Hearing was closed.

During discussion, Mr. Palmer stated that they bought the house less than a year ago and they should have been aware of the situation and he didn't see a compelling need or difficulty that would justify the variance. Mr. Kern stated that the existing garage is 15 feet away, so the house and the garage already have a variance, and he doesn't have a problem with the request. He also viewed the property and saw no issues with visual clearance going around that corner. Ms. Teves stated she also didn't have a problem with it, she thinks it would be quite an inconvenience for the applicant that has antique cars that have been coveted for years. Also, they're thinking forward with aging and bringing the laundry up will be helpful; along with the fact there is no visual issue, she doesn't have a problem with it. Mr. Burke stated he appreciated Mr. Palmer's input because he likes the fact that Mr. Palmer wants to make sure that if somebody get relief that they meet the Standards and are entitled to it. He feels that if he moved into a house, he would find out a lot about it and he thinks in a downsizing situation, you can certainly find that there is a need to make modifications. He was in support and thought that it was modest and to Mr. Kern's point, it's actually further back. The penalty is that it is a corner lot, which is very restrictive and the lot is 10,000 square feet; so, he thought the relief is reasonable for the reasons stated.

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MS. TEVES: Mr. Chairman, I'd like to make a motion to grant a dimensional variance on ZBR-26-22 to construct a 12' x 22' single-story garage addition to an existing single-family dwelling, with less than the required front yard on a corner lot. Based on all of the evidence presented to the Zoning Board of Review and the Board's knowledge and personal inspection of the area, the Zoning Board of Review hereby finds that the hardship from which the applicant seeks relief is due to the unique characteristics of the subject land or structure, and not to the general characteristics of the surrounding area; and not due to an economic disability of the applicant, because we did recognize that there is no issue with vision on that corner. There is a hardship; you have vehicles in which you've invested a lot of money into that you would like to be able to protect. It requires thinking forward even in place. Your wife is demonstrating some challenges with stairs; so putting that laundry up on the first floor is also giving you that relief. And this is the minimal amount of relief that you seek for that use. That the hardship is not the result of prior action of the applicant, because you didn't build the house. Although you did move into it a year ago, some things happen and you're not paying attention to everything when you do make those decisions. That the granting of the requested dimensional variance will not alter the general characteristics of the surrounding area or impair the intent of purpose of the Zoning Ordinance or the Comprehensive Plan of the Town of Bristol, because there are many properties that are non-conforming. You

are sitting on a corner lot, and it does make it harder for you to be within the confines of what would be required. That the hardship that will be suffered by the owner of the subject property, if the dimensional variance is not granted, would amount to more than a mere inconvenience, meaning that the relief sought is minimal to a reasonable enjoyment of the permitted use to which the property is proposed to be devoted, because like we said, you have the cars, you'll be able to protect them; you'll have more space to do that and you'll also be able to bring the laundry up. Therefore, I move that this dimensional variance be granted.

MR. BURKE: I have one question, that was great, did you cite the actual relief necessary.

MR. TEVES: That the actual relief is that they're seeking is 14 feet on the Kingswood side, 12 feet on Clifton side; and then there is 3 feet of relief, plus 12 ½ feet on the south corner.

MR. KERN: I'll second the motion.

MR. BURKE: All in favor?

MR. BURKE: Aye.

MR. PALMER: Aye.

MR. KERN: Aye.

MS. TEVES: Aye.

XXXXXX

(MOTION WAS UNANIMOUSLY APPROVED)

(Petition granted)

4. ZBR-26-23
SHEALYN DAVEY **11 Catherine St.: R-6**
Pl. 25, Lot 41

Dimensional Variances to construct an approximate 10' x 18' two-story addition to the rear of an existing two-family dwelling with less than the required right side yard.

Ms. Shealyn Davey presented the Petition to the Board. She explained that she has lived in Bristol her whole life and this is actually a family home. It's an older house, built in the 1900's and you can imagine the stairs are very steep and narrow and make living on the second floor very difficult to move anything in or out and is very congested in that area. They are looking to add a small addition to the back. It won't affect the front look of the house, but the addition will give them stairs to code; it will give each apartment laundry on each floor. Her mom is planning on moving into the other unit as well and she is getting older and getting the laundry onto the same floor she is living on will be great. Overall, it's just going to help the layout of the renovations they are planning on doing as well and will it's also lining up with the existing structure, which is already too close to the right-side yard, but that is something they didn't have control over. She confirmed it would be 10 feet in depth and the width of the existing structure. She agreed that it will add to the revitalization of the neighborhood and the neighbor on that side of the house is excited and happy and has absolutely no problem, as it will not obstruct any views. She noted support from neighbors in the area that had submitted letters of support and the Board did receive and had reviewed.

Mr. Teitz noted for the record that on plans A0.01 the right-side lot line was not visible; Mr. Tanner noted that the original plans do have the correct information and when the plans were copied it seems the copy machine did not fully catch the line. Mr. Tietz stated he just wanted to make sure that Mr. Tanner can make sure that the plans on file are correct, even if they have to be altered, increase that line so that it is visible. Mr. Burke stated that noted for the record, the testimony the Board was hearing and the plans that were being reviewed, the addition is in line with the existing building, and the applicant has ascertained that.

There were no further questions by the Board. Mr. Burke noted that it is a two family and its staying in the family.

No one spoke in favor or against the Petition.

The public hearing was closed.

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MS. TEVES: Mr. Chairman, I'd like to make a motion to grant a dimensional variance for ZBR-26-23 to construct an approximate 10' x 18' two-story addition to the rear of an existing two-family dwelling with less than the required right-side yard. Based on all the evidence presented to the Zoning Board of Review and the Board's knowledge and personal inspection of the area, the Zoning Board of Review hereby finds that the hardship from which the applicant seeks relief is due to the unique characteristics of the subject land or structure and not to the general characteristics of the surrounding area and not due to an economic disability of the applicant, because basically you're looking to add on stairs that would allow you to access your current

two family easier; it is part of the revitalization of the area. We do appreciate that and it falls in line with that, so that's great. You are adhering to those 10 feet, so you're staying along the lines of the property and your abutting neighbor is pleased with this as well, which is helpful. That the hardship is not the result of prior action of the applicant, because you didn't build the house and you weren't the one that originated the house and now there's a need for this for you, so it's awkward not to have it to some degree. That the granting of the requested dimensional variance will not alter the general characteristics of the surrounding area or impair the intent of purpose of the Zoning Ordinance or Comprehensive Plan of the Town of Bristol, because there are many homes that are not confirming and you are seeking 6' 6', 6 ½, and due to the size of the lots down there that's can sometimes be necessary. That the hardship that will be suffered by the owner of the subject property, if the dimensional variance is not granted, will amount to more than a mere inconvenience, meaning that the relief sought is minimal to a reasonable enjoyment of the permitted use to which the property is proposed to be devoted, because, as we said, you are staying within the confines of the 10 feet; you're aligning with the property, it's allowing you more access to your property, and you are changing and doing updates into the property. Therefore, I move that this dimensional variance be granted.

MR. KERN: I'll second the motion.

MR. BURKE: All in favor?

MR. BURKE: Aye.

MR. PALMER: Aye.

MR. KERN: Aye.

MS. TEVES: Aye.

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(MOTION WAS UNANIMOUSLY APPROVED)

(Petition Granted)

5. ZBR-26-24
JOSEPH M. BRITO, JR. **161 Poppasquash Rd.: R-40**
Pl. 182, Lot 7

Dimensional Variances to demolish an existing residential guest house structure and construct a 41' 2" x 44' 4" x 32' high accessory bunkhouse/boathouse structure at a size and height greater than permitted for accessory structures in a residential zoning district. Also:

Special Use Permit to construct a 41' 2" x 44' 4" x 32' high accessory bunkhouse/boathouse structure at a height greater than 25' above grade within the flood zone.

Acting Chairman Burke explained that the applicant has requested a continuance also to the July 13th meeting.

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MR. BURKE: I'll make a motion that we continue that application to the July 13th meeting.

MS. TEVES: I'll second that.

MR. BURKE: All in favor?

MR. BURKE: Aye.

MR. PALMER: Aye.

MR. KERN: Aye.

MS. TEVES: Aye.

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(MOTION WAS UNANIMOUSLY APPROVED)

(Petition continued)

01 JUNE 2026

SITTING AS BOARD OF APPEAL:

(The following appeals were transcribed per audio recordings)

6. ZAPL-26-1, ZAPL-26-3, ZAPL-26-4 668 & 670 Metacom Ave.: GB
DAVID RAMOS/RAMOS LANDSCAPING, LLC Pl. 128, Lots 15 & 16

Appeal of three Notices of Violation dated February 12, February 25th, and March 11, 2026 issued by the Administrative Officer for conducting business operations on a Sunday and/or outside of the Planning Board's approved special use permit hours of operation.

ACTING CHAIRMAN BURKE:
The meeting of the zoning board of appeals is called to order. The first item is three appeals of three violations, David Ramos slash Ramos landscaping LLC. I am going to ask a question: Who usually presents? Is it appellant? The appellant.

ATTORNEY LANDRY:

Good evening, Mr. Vice Chair, members of the board, Attorney Matthew Landry from the Office of Blish & Cavanagh, LLP on behalf of the petitioner David Ramos and Ramos Landscaping. I am joined by my client, Mr. Ramos here. There is a lot of history involved in this as Mr. Chair you mentioned there are three notices of violation that are before you, These came in early February, mid-February, and March of two thousand twenty six. Shortly after a very lengthy and very involved unified development plan review process that my client embarked upon. It's about two years in the making, And I think a little bit of history is important here because it's the substance of why we're appealing and why we feel that there are substantive grounds to overturn these notices of violation. I expect most of you are familiar with the Ramos Landscaping property off of Metacom Avenue. It's long been the location for the storage of landscaping

materials. My client's family, Mr. Lionel Ramos, owned the property immediately adjacent to it. Materials sorting and dumping of landscaping materials and trucking equipment, things of that nature. It came to light about two years ago that there was an expansion of this operation due to some new structures, a trailer, a membrane tent that had been erected on the property. All of that culminated in a unified development plan review petition to the planning board that included a request for a special use permit to enlarge and expand the Ramos Landscaping operation, to include what's both lots fifteen and lot sixteen being Lionel, Ramos's property or formerly of Lionel Ramos and my client's landscaping operation, I think that's the north lot and lot fifteen. What was unique about this is that you've got an existing partially grandfathered use on both of those sites that was in continuous operation for a number of years. My client's application proposed to use both of those lots, pave lot sixteen, the former Lionel Ramos lot, and construct a new building, garage if you will, to house most of the maintenance activities and the trucks there that are used in connection with the landscaping business. This storage and location of landscaping materials would be limited to lot fifteen where it had previously existed. Lot sixteen would be paved. It would be marked with spaces. We had a number of technical review committee meetings. A number of conditions of approval, most of which were suggested and proposed by my client, including hours of operation, what types of activities could occur on which lots, and so on. There were about nineteen conditions that were stipulated to , some of which evolved over time based on communication with staff and the planning board meetings as that developed. The subject of these three notices of appeal and a fourth one that came shortly, a short time ago, and not before you, all involves conditions number two and three. I don't know if you have the original recorded conditions of approval from the planning board. But there are nineteen conditions of approval. That decision was made in December of twenty five, and I think

it was recorded in January of twenty-six. So, it was less than a month that these violations started. We're not disputing that these events occurred and that the police came. There was an incident. There is body cam footage, and we're not disputing any of that. We agree that there was ambiguity in these conditions. And I take blame for that, I think the Town is partly to blame for that in the way these conditions were drafted; again, most of which we proposed ourselves. The intent there was that the hours of operation would help control the loudest part of the operation, which is the material sorting, the dump trucks and things of that nature that would occur without any conditions as it previously existed. There were no hours of operation other than how the Town regulates those under its noise ordinance, and the like. The idea was to propose certain hours of operation to conduct those loud activities within a reasonable time frame, being seven to five during the week, after eight on the weekends, and not on holidays. The problem with those conditions is that there were multiple phone calls from neighbors about pretty much everything that was occurring on that property, including employees simply arriving to work in their own personal vehicles or sometimes work trucks, and that resulted in some of the notices of violation that are before you. It was never our intention, and I think has been conceded that we were never going to voluntarily preclude our employees, my client's employees, from just showing up to the site and getting ready for work. Warming up some of the diesel vehicles and getting ready for the workday. Mister Ramos concedes that in some of the police reports, that hey I was here just warming up two trucks. It's seven oh five seven ten a.m. These are all activities that are incidental to running a business. They have to be up and ready to go at a certain time. Most of the activity takes place off site. So, when these notices of violation came in, we appealed them within the requisite time frame and then we petitioned this board to consolidate those and continue it to this date. Because in the interim, we petitioned the planning board after discussion

with council and planning staff that there is ambiguity in these conditions, that it makes it difficult for the Town to enforce them. And I sympathize with Miss Williamson because if they were difficult to enforce, and further complicating the matter was because this was an approval under the unified land development procedure. There was a land development approval and an approval for a special use permit and there was a question about what conditions actually apply now and what conditions actually apply post-construction. You've got an existing landscaping business and material sorting business on both of these lots that have historically been there to some extent. We recognize that there's going to be an expansion and a collaboration of the two lots with these uses. With the construction of the building, most of these issues will be abated. There was this difficulty in this gray area of which conditions are actually going to apply now as the operation continues to operate as it has been, and it morphs into this construction of the building, and we get into this final phase where certain conditions certainly wouldn't apply until then. So we petitioned the planning board and last month, the planning board, after three or four hours of testimony just from us on the agenda, went through every single condition of approval and modified every one of those to dictate which ones apply now, which ones apply to CO, and which ones apply later at the final plan. And clarified specifically the hours of operation and what activities are allowed to occur. Which, now as approved, would allow some incidental activities to occur up until I believe it was six p.m. Working on trucks. Maintenance of vehicles up until the garage is built, and then those activities would have to take place in that building. I think what we have before you is an unfortunate situation where there was some lack of clarity on how these conditions would be imposed. Planning staff was left in a position where it was getting phone calls, and there was some uncertainty in how these would be imposed. And I think now we've got a good set of conditions and stipulations agreed upon by all the parties. Condition

by condition on how they should apply, and the way they read now would actually render most of these conditions moot. The most significant of the notices of violation I think involved the snow plowing, the salting trucks on the property. Most, if not all of these notices of violation occurred with the major storm events that occurred. And as it stands now, my client has contracts with the Town and to the state of Rhode Island to provide salting and plowing services. The, I believe it was the March twenty sixth incident. Mister Ramos actually called the Bristol Police Department and gave him a heads up because of the prior to notices and complaints. He said, listen, I've got these contracts. He had to go plow and salt, a nursing home in town as he had from the property in years past and said, you're probably going to get a complaint about this. You know there's issues with these conditions, but I need to service this contract and provide salting services to the nursing home. And sure enough, later that day, there was a complaint, and that was the third notice of violation. One of the notable changes in the conditions of approval now that were just approved last month includes a provision that allows sanding and salting and those types of incidental activities on the property in the event of a storm event, plowable snow, if you will, We've carved these exceptions out. And respectfully, we're here before you. We acknowledge that certain activities happened. We think it's because there was ambiguity in the way the conditions were written. We think the Town has conceded that we concede it. We think that now that we have a good set of conditions and stipulations in place that were recently approved by the planning board, it would make most if not all of these NOVs a moot point. A fourth one that's not yet before you that we've appealed. Had to deal with materials storing and dumping on lot sixteen, which is going to be the lot that has the building. That is already occurring on the site to some extent historically. Again, we think that's all been addressed now. As that condition won't apply until the building is built. My client could have paid these fines

and ignored it and said, I'm not going to keep going back to the Town, I, just petitioned for changes to these conditions. He could have just kept paying these five hundred dollar fines. But we petitioned and came before the planning board, rectified the issue, he wants to work with the Town. He appealed these and he's here before you asking for some leniency and understanding here based on what transpired. And after two years of trying to get this project approved, there was some ambiguity in these conditions and that we finally have it resolved. And if we had done that to begin with, I don't believe there would have been any notices of violation. And most of these are minor, in nature, with a few vehicles warmed up in the morning for ten to fifteen minutes, if that. So again, they're benign and the conditions that are in place now are there to protect the neighbors and alleviate all these issues going forward. So that's our position. We appreciate and respect staff's position on this. We understand they were in a tough position, but we do think that it was based on the fault of the applicant and the fault of the Town and the fault of the planning board and just the way these conditions were drafted, that we didn't see the long term consequences of enforcement and how this would work, based on the nuances of the type of development that it is. At the level of encouragement here we think is minor. It will be avoided going forward given this clarity. So, with that I have nothing else to add. I would just reserve any comments following the town's presentation. My client is here. If you have any questions at all, I appreciate your time.

ACTING CHAIRMAN BURKE:

I do have some questions, at least. But that was a long speech and it's a lot of stuff there. In my reading, it seems like it's not the activity. It's the noise that comes from those activities, which is disruptive to the neighbors who then call the police. They go down and they check, and they do a

sound check. You roll over the limit for sound, or you're outside of the limit for the operating hours.

ATTORNEY LANDRY:

We've never been held in violation of the noise ordinance or the decibel levels. I think that most of these police reports did not observe any of that activity. I just want to make note of that. The hours of operation that were proposed really went hand in hand with condition number three, the loading and unloading and materials processing. That's a source for most of that noise. That was really the intent of those activities, none of which were occurring in these N O Vs. There was no loading and unloading of materials; it was warming up trucks, except for the plows that were spinning salt.

ACTING CHAIRMAN BURKE:

But from a practical matter, it's disruptive to the abutters living in a residential zone, and that's why there has to be special use permits in order to operate this type of business there. Your client has been before us; we had this discussion last year before he went back and worked with the planning board, so we've heard quite a bit of it. But to me, it's the activities and what they result in that your client should be sensitive to.

ATTORNEY LANDRY:

Of Course

ACTING CHAIRMAN BURKE:

And so you know, I'm having a little bit of difficulty understanding. We didn't understand that we couldn't do this. But you certainly understand that when you start up trucks at six o'clock in the morning, it's going to make noise and it's going to wake people up.

ATTORNEY LANDRY:

And I would just say in response to that, the trucks and the noise were already occurring on the property without any conditions of approval, without any regulations other than the Town's noise ordinance and the hours of operation, which I think goes till eight p.m. The conditions that my client self-imposed were to address exactly what you said, Mister Chairman. And again, it became this kind of nuanced issue where you've got an existing operation that, to some capacity, had historically done these things, and a new development approval for something that hadn't even been built yet, and how you blend these new conditions with what the operation as it was already operating. So, its striking a balance, and we are sensitive to that, which is why we agreed and proposed all these hours of operation and conditions.

ACTING CHAIRMAN BURKE:

Part of the issue may be that people are trying to manage the process, to get the result, and if your client knows the result, the negative result, and does whatever he needs to do to eliminate it, then we wouldn't be an issue.

ATTORNEY LANDRY:

And I think that he has to be able to operate in some capacity. The intent was certainly never to get a notice of violation for people showing up for work. If somebody's there at seven oh one, there is a police report about it. I mean, there's a lot more phone calls other than what we've been issued for NOVs. And I think everybody understands that he's got to operate in some capacity with limits, understandably. We don't respectfully feel like these rose to the level of what the conditions are trying to prohibit, warming up vehicles and incidental maintenance. That was a long discussion last month on how to amend these conditions to address those concerns. The neighbors were there. The planning board agreed that certain incidental activities like routine maintenance of these vehicles should be allowed within these hours of operation.

ACTING CHAIRMAN BURKE:

I'm not going to I'm not questioning the hours of operation.

Mr. David Ramos:

I just want to point out.

ACTING CHAIRMAN BURKE:

Do you want me to swear him in?

ATTORNEY HADDEN:

I think that's a good idea.

ACTING CHAIRMAN BURKE:

Could you please state your name and address?

MR. RAMOS:

David Ramos, six seventy Metacom Avenue, Bristol Road. Right here please.

ACTING CHAIRMAN BURKE:

You swear to tell the truth, the whole truth, and nothing but the truth.

MR. RAMOS:

Yes, sir.

ACTING CHAIRMAN BURKE:

Thank you.

MR. RAMOS:

Basically, I just want to point out we are in a commercial zone. I know we abut residential, but we are commercial. So, where the special use permit was basically what's required with the Town's bylaws to get the building process going. But as far as the business being on that property, we have a certificate that states we could be there from twenty twenty two. So, you

know. Again, like Mr. Landry had stated, We're we are trying to limit ourselves to, come to a an agreeing area on this, but we also do need to be able to operate our business. I mean we are on Metacom Avenue commercial zone. There are people, half a block away that do the same type of business in the same zone. And there's you know, we just hoping that you can see that some of these violations were really. If you watch the body cam footage, we weren't doing anything wrong. We weren't running equipment. We weren't even…one day we were there just drinking coffee. So, I just hope that you can, if you did look into them and see that some of the calls coming in are repetitive. I don't know if it's trying to think it's going to stop the development of the land or what the reasoning is. But again, like Mr. Landry stated, I think in time with the new building and with a lot of the conditions we imposed on ourselves, you're going to see a big improvement.

ACTING CHAIRMAN BURKE:

Thanks. Let's go.

MS. TEVES:

One question. I'm just seeking clarification on what the acceptable noise meter amount is. I'm seeing sixty point zero decibels at the time of measurement. I don't know what the actual is there an acceptable amount?

MR. RAMOS:

It's seventy or seventy-five if, in one of the police reports, actually several of them, you can see me ask the police officer, "Can you take a decibel reading?" I'll turn off my trucks. I'll turn them on and the reading doesn't change. And he's actually picking up more action from the cars going by on Metacom Avenue. So there hasn't been any violations that the police department set on us.

This was all through the planning board based on the conditions. There was never any based on the Town's regular ordinance, we weren't in violation of any noise readings or anything like that.

ACTING CHAIRMAN BURKE:

Anything else? Thank you. Thank you.

ATTORNEY DAVID MARKS:

Good evening, Chair and members of the board, David Marks here on behalf of the administrative official. And just for the record, I know you are used to seeing me in a capacity to advise the board. So tonight I am Mr. Tietz already explained this, but tonight I am not advising the board in any way. I am just here to represent the local officials and boards. This appeal, I had a lot of evidence prepared to show. I think that according to the appellant's attorney, it seems like they concede that a lot of this activity was taking place, and they just characterize it in a different way. I have to disagree, first of all, that the conditions on the special use permit are ambiguous. I don't think they're ambiguous at all. I think they're clear. I also note that they've said these were their own conditions that they drafted themselves. Also, it's hard for me to agree that they've been trying to accommodate the Town when there are three notices of violation; it seems like they kept violating. They could have appealed the one notice of violation and come in here and pled their case, but instead, they've let three and now I think four notices of violation stack up. So I have to push back on their characterization that they're trying to work with the Town on this. It is true that the planning board amended the special use permit so that the conditions were more favorable to the appellant, but to be clear, all these notices of violation were issued before that amended permit existed. The administrative officer was basically just enforcing the special use permit as it existed at that time. So, I think the original permit was submitted by the appellant. I just want to read one section of it. Finding one says, The board

finds the activity on lot fifteen is similar in nature to materials processing, with the loading and unloading of trucks and the coming and going of materials. Condition two is that the business hours of operation on both lots shall be limited as follows: general business hours Monday through Friday seven to five. Saturday, eight to three, and closed on Sundays and holidays. And three is no materials processing or unloading loading of trucks, including shipping or receiving hours before seven a.m. It's the same hours as condition number two. So, for the sake of efficiency, I would ask permission to question the administrative officer directly.

ACTING CHAIRMAN BURKE:

You state your name and address?

MS DIANE WILLIAMSON:

Diane Williamson. I'm the director of community development for the town of Bristol.

ACTING CHAIRMAN BURKE:

Do you swear to tell the truth, the whole truth, and nothing but the truth?

MS. WILLIAMSON:

I do.

ATTORNEY MARKS:

So Miss Wilkinson, how long have you worked for the town?

MS. WILLIAMSON:

I've worked for the town for thirty-one years.

ATTORNEY MARKS:

And have you been an administrative officer that whole time?

MS. WILLIAMSON:

Yes.

ATTORNEY MARKS:

So can you briefly describe your responsibilities?

MS. WILLIAMSON:

I am staff to the Planning Board. I draft decisions for the board. I attend all of the meetings and follow up with enforcement on the board's decisions.

ATTORNEY MARKS:

Were you the one who issued these three notices of violation?

MS. WILLIAMSON:

Yes.

ATTORNEY MARKS:

And were you familiar with the special use permit and its conditions that govern this property?

MS. WILLIAMSON:

Yes.

ATTORNEY MARKS:

How did you gain that knowledge?

Ms. Williamson:

I was part of the team that drafted the conditions and the decision. I also attended the planning board meeting and followed up to prepare the final decision as approved by the board for recording.

ATTORNEY MARKS:

At the planning board meeting, was there any discussion as to why the business hours of operation should be limited?

Ms. Williamson

The board wanted to limit the business hours of operation to avoid impacts to the neighbors from the operations, which could be noisy and dusty and disruptive to them.

ATTORNEY MARKS:

Did they mention the noise from trucks running?

MS. WILLIAMSON:

Yes.

ATTORNEY MARKS:

As you understand these conditions, would you include trucks running as business operation?

MS. WILLIAMSON:

Yes.

ATTORNEY MARKS:

And can you tell us why that would be a part of these conditions?

MS. WILLIAMSON:

Again, the trucks that the operation would run are loud and are big trucks that have a volume to them.

ATTORNEY MARKS:

Now the appellant mentioned decibels. Is there anything about decibel or noise readings in these conditions?

MS. WILLIAMSON:

There is a condition that they have to comply with the noise ordinance. But the specific conditions that I was referencing in the violations were only as to the hours of operation and the hours of loading and unloading.

ATTORNEY MARKS:

So would it matter if the appellant was operating his business outside of business hours, but the decibels weren't violating the noise ordinance, would that still be a violation of the permit?

MS. WILLIAMSON:

Yes.

ATTORNEY MARKS:

Did these conditions seem ambiguous to you when you were enforcing these?

MS. WILLIAMSON:

No.

ATTORNEY MARKS:

Can you tell us how …what gives rise to you issuing a notice of violation usually, how does it begin?

MS. WILLIAMSON:

It's usually complaint driven from a neighbor calling and complaining, and then we investigate it, and if it warrants it, we issue the notice of violation.

ATTORNEY MARKS:

I don't want to belabor the point too much, but let me direct you. Let's just talk about the first NOV. I'm going to ask you to look at page three of the memo that you've submitted to the board. You recognize this document?

MS. WILLIAMSON:

Yes.

ATTORNEY MARKS:

And can you tell us what this is and how it relates to your decision to issue the violation?

MS. WILLIAMSON:

This is a Bristol Police Department incident report that I received from the police department. I reviewed it and the body-worn camera footage that was also sent to me. Based on that, I issued the notice of violation.

ATTORNEY MARKS:

And what was going on that you saw as a violation?

MS. WILLIAMSON:

So on this day, which was a Sunday, they were unloading salt from the salt truck.

And I was just going to say they were not permitted to be working on Sunday.

ATTORNEY MARKS:

And you said there was also body cam footage that you viewed?

MS. WILLIAMSON:

Yes.

ATTORNEY MARKS:

And that helped your decision to issue the violation as well?

MS. WILLIAMSON:

It did.

ATTORNEY MARKS:

Can we pull up the one video? And your date in February? It's February eighth, I believe this time.

Ms. Williamson

That's right.

ATTORNEY MARKS:

Are you ready? Before you started, I just wanted to ask. This is the video that you reviewed. I would just ask the chair if we could admit this video file into evidence. This is the February eighth body cam video.

MS. WILLIAMSON:

Yes.

BODY CAM FOOTAGE WAS PLAYED FOR THE BOARD AND AUDIENCE.

ATTORNEY MARKS:

8Could we, for the record, identify the date and time on top of what has just been shown? So we have a number and ask that it be introduced into evidence.

ACTING CHAIRMAN BURKE:

Yes.

ATTORNEY HADDEN:

Could we for the record just identify the date and time on top of what has just been shows?

ATTORNEY MARKS:

This is the body cam footage from February 8th, 2026, when the first NOV was issued by Ms. Williamson. Tell us what happened in this video and why it was a violation of these conditions?

MS. WILLIAMSON:

It was the violation of the conditions because it was operating, specifically unloading a vehicle or vehicles on a Sunday.

ATTORNEY MARKS:

And do you recall what the worker said about how long he was there and how long he would continue to be there?

MS. WILLIAMSON:

He said he was there about half an hour, and he was going to be there about another 15 minutes.

ATTORNEY MARKS:

Can you find any ambiguity in this condition that says it's closed on Sundays? Insofar as this kind of work on a Sunday?

MS. WILLIAMSON:

No.

ATTORNEY MARKS:

We have body cam footage of the other violations. I think I don't want to belabor the point. I would just say that these conditions that were submitted with the appellant's documents are not ambiguous. Although they're not the conditions that I think the appellant wished he had provided, these are what were adopted. The administrative officer has to enforce these conditions, and she has a hard enough job fielding complaints. She can't really look at these unambiguous conditions and then say, 'Well, is there an exception because there's a snowstorm? Is there an exception because the client is a nursing home? Is there an exception because the client is the state of Rhode Island?' So, I think although maybe these weren't the best conditions for this business, these are the conditions. And, just to be clear violating these conditions does not depend on any noise reading or decibel level. It's simply business hours and when they're allowed to operate. So, I think from this video it's clear that they're not just starting up cars or getting ready for work. These are business operations, like the appellant's attorney said, most of the business takes place off of the premises. So when they're on the premises unloading salt and getting trucks ready, that's the operation of business that takes place on the premises. Again, the appellant mentioned the intent of the planning board. I can't see ambiguity. I understand this no longer the special use permit that exists, but this the one that existed when Miss Williamson was

enforcing these violations, and so I think, her determination should be upheld. And any questions for me or her?

ACTING CHAIRMAN BURKE:

Is there any document that summarizes these, like this is the first violation, this is the date, and it's a violation because I would have to look.

Ms. Williamson:

It's in the packet. So, I did give you a cover memo and attached to the cover memo are the three memorandums. There's a memo followed by a police report, and the memo, I'm sorry, the letter following the memo is a copy of the notice of violation. The first one states that it was unloading materials on a Sunday. The second one was operating a business before eight a.m. on a Saturday. The third one was operating a business or business operations before seven o'clock am on a weekday.

ATTORNEY MARKS:

And you'll also find all the associated police reports of the officers.

ACTING CHAIRMAN BURKE:

Did any of the session get this? I don't know if it was session or sessions, the recent ones with the planning board change any of these conditions?

MS. WILLIAMSON:

They did provide… because these were at least two of them were a result of either a plowable storm event or snow and ice, the board did provide an exception to the loading, unloading prohibitions if it is related to a snowstorm or an ice storm.

MS. TEVES:

Did that happen between February 12th and March 10th?

MS. WILLIAMSON:

No, it did not.

ATTORNEY MARKS:

And for the record, I would agree with the appellant that some of these violations might not be violations under the new permit. Just to be clear, I understand that argument. I just think we have to give the administrative officer credit for enforcing the conditions as they are, not how they might one day be changed.

ACTING CHAIRMAN BURKE:

I'm just trying to get an understanding of the intricacies. It is complicated because the town's tried to work with the appellant. With this one we started months ago. I know they're trying to work with them. Just trying to get an understanding of whether there were real issues or if you can't work on a Sunday, you can't work on a Sunday. It's pretty clear. I'm just if there was something in there. So are you saying that you've made an emergency provision and the new conditions?

MS. WILLIAMSON:

Yes.

ACTING CHAIRMAN BURKE:

If there's a major storm.

MS. WILLIAMSON:

Yes.

ACTING CHAIRMAN BURKE:

How do you define the storm in order to see if that's reasonable?

MS. WILLIAMSON:

I have a copy of the new decision. I also want to state while David gets that, The other clarification that the board made in the hours of operation were that the business owners... The business owner and his employees can arrive, and leave the site, in trucks before and after the…

ACTING CHAIRMAN BURKE:

Unlimited?

MS. WILLIAMSON:

They can, yes, because there was no stipulation previously, so it doesn't prohibit them or limit them from arriving or departing the premises before or after the hours of operation. And in your question on the snow exception, it says condition this is in the new decision. The condition three shall not apply during periods of snowfall or storm- related events that necessitate snowplowing. And/ or salt/sand operations to commence from the subject property.

ACTING CHAIRMAN BURKE:

So, there's quite a bit of leeway there if there's a storm. But these violations didn't necessarily meet those conditions. But working on Sunday on the eighth of…

MS. WILLIAMSON:

So, on the eighth, they were discharging salt from the trucks, which was unloading on a Sunday. Again, that was prior to the current revision.

ACTING CHAIRMAN BURKE:

Right, right, was there a storm that day? I know the big storm was on the twenty fourth.

MS. TEVES:

But that provision wasn't part of this. That's why I asked for the dates because they discussed this with the planning board after these three violations and made the adjustments after. These dates didn't have that emergency provision.

ACTING CHAIRMAN BURKE:

Right, but I am just trying to see if there was some acknowledgement from the town that we missed something. But I don't think the eighth one there was working on a Sunday. That wasn't a storm that day.

MS. WILLIAMSON:

I don't recall when the storm was, but they were...

ACTING CHAIRMAN BURKE:

The big storm was on the twenty fourth.

MS. WILLIAMSON:

Regardless, I guess regardless of when the storm actually occurred, they were unloading the salt from the trucks on a Sunday.

ACTING CHAIRMAN BURKE:

So, counsel for the appellant indicated that the town and the planning board agreed there was some confusion.

MS. WILLIAMSON:

I wouldn't say confusion. I think there was maybe an omission on the need for a provision to address the snow plowing operations that this business provides. I think that was taken care of at the last planning board meeting.

ACTING CHAIRMAN BURKE:

And the reason I ask is if you did agree that there was a valid reason for not understanding the conditions that were agreed to, then would you be willing to waive those? You haven't done it. Obviously, you haven't waived the fines.

MS. WILLIAMSON:

And I don't… well the appeal tonight. I think it's to get your determination on the validity of the violation and the fine. I think as stated there was no exception in the previous decision about snow plowing, salting, sanding, who the client was, et cetera. We received a complaint through the police department. It seemed pretty clear to me that there was a violation. So, it wasn't necessarily an ambiguity. It was more as I said, I think it was maybe an omission of recognizing that this type of activity also needed to somehow be regulated through the permit.

ATTORNEY MARKS:

But also, the original conditions, according to the appellants, were basically drafted by them.

MS. TEVES:

If they were operating and doing snow removal, they probably should have thought about operating on…

ATTORNEY MARKS:

Right so I don't think it's fair to characterize this as the town realizing they messed something up. Um you know I think it's just recognizing what conditions should have been there. Maybe.

ACTING CHAIRMAN BURKE:

Right now, we're just information gathering. I'm just trying to get an understanding.

ATTORNEY MARKS:

Also, to be clear, the board can…The board can reject the appeal and also modify the fine. So, I wouldn't be opposed to that given the new permit that exists, But we just we do think that the official should be upheld because these were the conditions that she was working with.

ACTING CHAIRMAN BURKE:

Any other questions? I think the next step in an appeal is the rebuttal. In an appeal, does the public get a chance to speak?

ATTORNEY HADDEN:

Yes. And then you may wish to have the rebuttal after that, so they can respond to everything. Rebuttal to the rebuttal.

ATTORNEY LANDRY:

I thank you again. I don't want to belabor the point here. We don't dispute the body cam footage and what occurred. I will say that in discussing these issues with the town, there was some acknowledgement that enforcement has been a nightmare because they are in ambiguous conditions, and they're not easily enforced. And that there was a need to pursue an amendment to these conditions to the town, which we promptly did so. My client is not trying to be difficult here. We're here. We went through the process to amend these to make everyone's lives easier. I sympathize with Diane; I know you're in a very difficult position. I would say, at least with respect to the first NOV, even the police report and what you saw there. You heard more noise from the traffic going by than you did from the trucks that were there. And all he was doing was spinning salt. There's a question of whether or not that has anything to do with the business, or retail sales or anything in connection with it. He was spinning salt after a significant snowstorm and storm-related event. This was a very small, isolated event, and you could barely hear anything on that video. The police report even indicates that no further issues were observed and

no violations were found. Even as of the date of this police report, they did not feel that it arose to a violation of those conditions but simply documented it with the police report. The police report for the second notice of violation, February twenty fifth, indicates that there were two pickup trucks—not heavy loaders or dump trucks—pickup trucks. And there is nothing in these conditions of approval that prohibited any employee from being on that property in their own personal vehicles. Or some benign work truck like a pickup truck. I don't think the town has any jurisdiction to exclude the owner from his own property outside of hours of operation. I think the terms 'hours of operation' the way they're originally drafted is ambiguous. Does that mean sales? Does that mean open to the public? Does that mean opening the gates for business? Does that mean materials processing and storage? We think it's the latter. We think it's unloading and the processing and all those heavier activities, not a pickup truck being started for the day or somebody arriving for work. Like my client said, they're sitting around drinking coffee. These are not extravagant events. I will concede that there was no provision for the snow plowing, and I think it was the third notice of violation in March. My client would concede that point because we carved that out in the amended conditions of approval. The planning board clearly thought that was an important provision to include and would allow my client to do that, even in consideration of the noise concerns because of snow-related events. There was a specific provision that was agreed upon by all the parties to allow that activity to occur. And they even acknowledged, and I think everybody acknowledged with these amended conditions that vehicle maintenance, working on trucks arriving at the property before hours of operation, even welding are all now part of the conditions of approval, activities that are allowed on site. I think there's been some acknowledgement by the town and the planning board that maybe these conditions were a little bit ambiguous and unclear. And I think there's more than my applicant to fault for

that. I think we're all at fault for that, and I'm at fault for not including certain provisions of that. But I do think in reading these, they're subject to more than one interpretation. Particularly when someone's there for ten minutes, just spending salt on the property, not really in connection with the business. And the other is my client in two pickup trucks on the property for 10 - 15 minutes arriving to work. My client would concede that the third NOV, and we'd certainly be agreeable to a modified fine for these violations, just based on the granite that, or the gravity of what were actually the subject of these N O Vs, with maybe the exception of those plows for the third one, where there was more noise; the other two are really benign I nature and I think honestly could have gone either way, based on a fair reading of what these conditions said. So, again, we've resolved this, there's an acknowledgement amongst all the parties that there was some issue with enforcement and lack of clarity on how these should be imposed, whether now or later and if they applied to employees simply showing up for work. So, respectfully, that's our position. Thank you.

ACTING CHAIRMAN BURKE:

So, your position is that there was ambiguity on not working on Sunday, not working on site before eight a m on Saturday and not working before seven a m on days other than the weekend?

ATTORNEY LANDRY:

That's right with the hours of operation and I think it's condition two and condition three. Working in general business hours; does that include employees showing up for work in a pickup truck? Does it include just spinning salt on the property in connection with a storm-related event? I think those could fall outside the scope of general business hours. These weren't trucks coming to the property dumping landscaping materials. That was really the nature of these

conditions. The loading and unloading of materials, significant materials as was the case for the property. These are very small isolated events and didn't include those types of activities.

ACTING CHAIRMAN BURKE:

Okay, were each of these violations predicated on a complaint sent to the police?

ATTORNEY LANDRY:

Yeah, and as I mentioned, the first complaint that resulted in the police department coming, they found that there were no violations on site. That's what the language of the first…

ACTING CHAIRMAN BURKE:

No violations? They went on a Sunday?

MS. WILLIAMSON:

No noise violation.

ATTORNEY LANDRY:

No noise violations

ACTING CHAIRMAN BURKE:

Noise by on February eighth, so we were off that. By the way, we were off the noise. I believe I was corrected that none of these violations were based on the decibel level.

ATTORNEY LANDRY:

That's correct. I agreed. My client's never been found to violate that. But this first police report says that no violations were found in regard to…

ACTING CHAIRMAN BURKE:

Right, and that's corrected because they were gone by the time they got there in that report.

ATTORNEY LANDRY:

Well, no, they were there when they showed up. That's the body cam footage. There was somebody on site.

MR. RAMOS:

And basically I think a big problem. This was interpreted from the start with the original draft. It's good that we made the revisions that we literally couldn't be there on Sundays. And again, I can take any of those trucks, and that's how we changed it. So now I can show up on a Sunday if I need to take a truck and bring it to work in Providence on Sunday night. I can do that where, the hours of operation really, I think that was kind of tweaked. It really should have only from the start been shipping and receiving hours are. I was never limiting like the hours that I am actually… because let's face it, we're landscapers. Sometimes we're finishing cutting grass five thirty six o'clock at people's houses, we're coming back in parking at the end of the day. That's not going to be considered a violation now the way that the new special use permit is now. I do agree. I know you guys are voting on the original, and I totally respect Mrs. Williams's position where she's only enforcing based on the vagueness of condition number two, how it originally read. So again, we're not here really to fight and say we're not willing to pay the fine. We just wanted to bring to light that these things have been changed and going forward, they shouldn't really arise any issues.

ACTING CHAIRMAN BURKE:

Okay, that works for me. I am convinced that the town is trying to make things really work.

MR. RAMOS:

And I am too. I agree. I think that we just clean these up. I didn't really come here tonight. My lawyers cost me more than fifteen hundred dollars for this. It's really just to bring this all laid out on the table, address the issues. I know originally, you asked why the first violation wasn't

addressed sooner. I think it was something where we kind of decided that, hey, before we go in front of the board for these notices of violation, let's address the issues. We have a problem with the special use permit, make the changes we need to make and amend it. I would like to see you guys give me a reduced fine based on you know this the situation. But again, whatever you can do with us. We understand we're a local business. We're trying to work with the town as well. So I appreciate it.

ACTING CHAIRMAN BURKE:

Mr. Marks, any comment? We're going to open it up to the public if you want to wait.

ATTORNEY MARKS:

I'll reserve maybe for just a closing sentence or two.

ACTING CHAIRMAN BURKE:

Would anybody like to speak in favor of this appeal? Would anybody like to speak in favor of this appeal? Would anybody like to speak against? Would anybody like to speak against this appeal? Come on up. Are you together?

ACTING CHAIRMAN BURKE:

Name and address?

Ms. Carol Fernandes:

Carol Fernandes, and it's forty three Lisa Lane. I am directly behind lot fifteen. So I think one of our biggest concerns here is that these stipulations were presented to the planning board by Mister Ramos himself for a period of time after February and March those violations, things he abided by those rules. Things have been quiet up until recently there was an incident a few days ago where he was screaming at seven a.m. for his guys to turn off the trucks, so he clearly understands that there are business hours. There are also violations of that tent that is still on that

property that he still has not addressed. There are things that he continues to bring up to the town. That we continue to try to enforce as well. We're in communication with the town. We tell you all of our concerns. We tell you all about the noise. We don't want to. And we're told that this is what we have to do. This is the only way to enforce the stipulations he put into place. The noise is… granted, I will say that it was a bit… Business hours could be moving trucks in. It could be having guys on the property. It could be anything. We were under the impression a violation is business hours. No one should be on the property but Mister Ramos himself. That was the only person that should be on that property because he's allowed to do paperwork, anything else that he's needed to do, but there was going to be no noise. And it's not limited to loading or unloading of material. It's the reversing of the trucks. It's the loud beeping, its everything. Our properties face that line. And when it's wintertime, there's no trees to soundproof any of that. Granted, it's a little nicer now so the trees are starting to fill in. I'm not really concerned about what's going on there as long as he's not making a ton of noise before hours. And that's really my only concern. He continues to break these rules that he put into place, and we come here. We argue the point. It doesn't get swept under the rug, but we voice our opinions because we have to live there. And it seems like we become a little bit more lenient with some of these guidelines. Again, stipulations he brought to the table. We didn't go to him and ask him for business hours; he came to us.

ACTING CHAIRMAN BURKE:

Thank you. Could we see your name and address, please?

Ms. Shannon Lagarto

Sure. Shannon Lagarto, forty six Lisa Lane. I agree with Carol. But I do have to say this is exhausting. Hearing that this has been over two years that we've been dealing with this. It is

exhausting and comical at the same time. While I sit here and listen to the stories that are being told, the videos that we're seeing. I'm a part of that. That's my everyday. You guys do this job because you enjoy it, and you try to do things the right way. I'm a resident who has paid taxes, and I'm being told to do things the right way. I'm being told to call the cops. I'm being told to complain. Do you think I want to spend my afternoon, my mornings at six thirty in the morning complaining? While I'm trying to get my two young daughters ready, and then a police officer shows up, and they're wondering why I had to call the cops. Their mom had to call the cops on our local business. This is something I do not want to be a part of. I didn't ask for this. I've lived there for sixteen years. Lionel Ramos was a fantastic neighbor. You can probably look up any registration of his vehicles. He never had any vehicles the size of those, so when we're talking about this has been grandfathered in. Lot sixteen was the only one that ever had a vehicle on it, and it was two vehicles and the sifter that he now sold. The new owner, if there are two names on the property, two different properties. The amount of trucks that come in and out of that property, the exhaust on that eighteen wheeler when they're heating it up for an hour. I have videos. Because it's a diesel vehicle, and it needs to be heated up for a long period of time. The exhaust pulling out onto Metacom Avenue when they cut cars off and they're beeping, it is exhausting. This is something I do not want to do. This is not fun for me. It's not personal at all. So when he stands up here and says that the only reason why we're getting these violations is to stop a building from going up. It's ridiculous. I want the building to go up. Because hopefully all the shit that's in that parking lot will go away. The compost, their landscaping, he has two landscaping trucks. That is an excavation company, don't be fooled. A landscaping company does not need that big of vehicles. He's got two landscaping vehicles that empty behind the box truck that's there now. And with all this rain, let me tell you, the smell of compost is disgusting

coming in my kitchen window. This is not fun. The violations are stipulations that he put into place. We didn't ask for it. We don't want it. And to be honest with you, it is exhausting.

ACTING CHAIRMAN BURKE:

I appreciate your comments. We're here tonight to address the appeal of the three violations.

Ms. Lagarto:

I understand that, but you also said that you were here tonight to gather information. Because you talked to the lawyers and you said we're trying to gather information. So, do you understand the fact that when we talk to so many people and send emails to so many people, we never get a response? So, I am going to speak publicly when I have the opportunity, to whoever wants to listen, or if you don't, I am sure somebody in this room will.

ACTING CHAIRMAN BURKE:

I am listening. I am explaining that we can't fix those problems.

Ms. Lagarto:

I understand, but I need my voice to be heard.

ACTING CHAIRMAN BURKE:

I hear them and I'll reference that that's what needs to go back to the bodies that have jurisdiction over it. But our role here tonight is to determine whether or not there were violations and whether they should be upheld. But thank you for your input. Would anybody else just like to speak against this appeal? We'll close the public hearing. What's the next step, Councilman?

ATTORNEY HADDEN:

You'll have to close the public hearing. I would have your discussions and then you can close the public hearing. Then you can determine whether you want to vote tonight or have come to some sort of agreement as to what you think the decision should be and look like. Perhaps Ed or

I can draft something for you. Then come back the next time for the purpose of voting. Or you can try to put something together tonight verbally.

ACTING CHAIRMAN BURKE:

Typically, what we would do is we close the public hearing, and then we would have our deliberation. So, we're going to close the public hearing if that supports everybody. I'm certainly not comfortable second guessing the people that have been involved in this for literally months, if not longer, in determining. I mean, to me there were violations. I mean, it's Sunday is a Sunday, a time is a time. And I'm not real comfortable. I think I would leave that up to the people that issued the violation to make any modification to the fine. I don't have that high of an opinion of myself to think that I should figure out whether or not they should pay five hundred or some other amount. That's just my opinion. And I mean, we can make it real complicated, or we can make it relatively simple. On the surface, there were violations. The appellant and his counsel wrote up the conditions. There's four violations, three that we've heard tonight and one more. That apparently weren't enough to figure out that something had to change to avoid more violations. I am not really willing to overturn the decision of the town.

MR. PALMER:

I agree with you Charlie.

MR. KERN:

I agree that there were three violations and I think the first one, February one, was spinning of salt and it was enough so that was loud in my opinion. I'm wondering if the administrator makes a fine and holds (inaudible) on that one and let them figure out what to do with the others.

ACTING CHAIRMAN BURKE:

They can have the ability to do that. I asked Mr. Marks if he was willing. He can reiterate whether he would or not, but I don't think that's enough for a review. I don't think we have enough information and they issued it. And if they think that it's not warranted, then they can make a decision on changing it. Certainly, I can't overrule that they weren't there on those hours when they were outside of the hours that they agreed to. It's pretty clear.

MR. KERN:

I agree with all the above.

MS. TEVES:

It's all right here in the paper, the dates, the times. You have the police report showing the times that they were there before. I can read it off to you if you'd like: seventeen, seven, sixteen a.m. on Sunday, not acceptable. Don't care about the noise, zero five fifty hours on March tenth. I can go back into this one right here, seven sixteen a.m., they're all here. And if we stay focused on what this special use permit was during that time of these violations, two and three are violated. These are fines that I feel he should be charged for his violations. That's my stance.

ACTING CHAIRMAN BURKE:

I'd like to take you up on your offer to draft a decision. The town can draft a decision. That includes… I'm going to make a motion on what it should include. I'm going to make a motion that we request that the town generate a decision that denies the appeal based on clear evidence and testimony that the three violations were correctly issued and were violations involving days, or times that were allowed at the existing special use permit that were drafted and agreed to by the appellant. Anything else you'll anybody want to add? That's my motion. Is there a second?

MR. KERN:

I'll second that motion.

ACTING CHAIRMAN BURKE:

All in favor?

MS. TEVES: Aye.

MR. KERN: Aye.

MR. PALMER: Aye.

MR. BURKE: Aye.

ACTING CHAIRMAN BURKE:

The next meeting. Can we go ahead by the thirteenth? So I'm going to make a motion to continue this matter for a final vote and decision on the appeal to the July thirteenth zoning board of appeals meeting. And it will be before the board of appeals. Can I have a second?

MR. KERN:

I'll second that motion.

ACTING CHAIRMAN BURKE:

All in favor?

MS. TEVES: Aye.

MR. KERN: Aye.

MR. PALMER: Aye.

MR. BURKE: Aye.

01 JUNE 2026

7. ZAPZL:-26-5
JOHN J. MARSHALL **8 Constitution St.: R-6**
Pl. 11, Lot 20

Appeal of a decision of the Bristol Historic District Commission denying installation of a sliding door on an existing accessory garage structure.

ACTING CHAIRMAN BURKE:

The meeting of the board appeals will reconvene.

The next item is an appeal of 8 Constitution Street for the installation of a sliding door on a garage without prior authorization. Mr. Hadden, would you like to read the standards for the review?

ATTORNEY HADDEN:

Thank you. Unlike the last hearing in which you were able to make a decision de novo. In this case, you can only reverse the decision of the historic district commission on a finding of prejudicial procedural error, clear error, or lack of support by the weight of the evidence in the record. In other words, you don't decide de novo what the facts are. You have to take the decision and the record as you find it, and make a determination whether there was prejudicial procedural error, clear error or lack of support by the weight of the evidence of the record. Which means even if you may disagree with the ultimate decision of the historic district commission, that doesn't mean you can substitute your opinion for theirs. And in fact their decision, if you find that there is a scintilla of evidence in the record which supports their conclusion, more than a mere scintilla, then it doesn't have to even be a preponderance of the evidence. If you think it's 51% the other way from what they decided, that doesn't mean you get to substitute your judgment for theirs.

ACTING CHAIRMAN BURKE:

Procedural would mean they failed to follow their own procedures in making the decision.

ATTORNEY HADDEN:

That would be an example.

ACTING CHAIRMAN BURKE:

Clear error would be, could you give us an example?

ATTORNEY HADDEN:

Clear error would be if they failed to cite, for example, the secretary of the interior's standards which they, in fact, did.

ACTING CHAIRMAN BURKE:

Which related to an adverse decision.

ATTORNEY HADDEN:

Correct.

ACTING CHAIRMAN BURKE:

Which related to the decision that's being appealed.

ATTORNEY HADDEN:

Correct.

ACTING CHAIRMAN BURKE:

And the third item would be prejudicial?

ATTORNEY HADDEN:

The third one would be lack of support by the weight of the evidence in the record. If you were to say, well, I think the preponderance of the evidence goes the other way, that would not be

enough for you to change. If there is more than a mere scintilla. It's a very low standard. It doesn't even have to be a preponderance that supports the decision.

ACTING CHAIRMAN BURKE:

I pretty much understand the standards. I think we've been through some of these before, not many, but I think I understand it. So basically, we don't judge. We don't have the ability to say that it's okay and grant the appeal. Okay, any questions? Mr. Rego.

ATTORNEY ALFRED R. REGO, JR:

Alfred R. Rego, Jr. on behalf of the applicant, John Marshall, who was here to my left.

ACTING CHAIRMAN BURKE:

Is your client going to speak?

ATTORNEY REGO:

No, this is strictly dealing with… He may I'll ask him if he has anything to indicate that.

ACTING CHAIRMAN BURKE:

I just want to know if I need to swear him in. I will if he needs to speak.

ATTORNEY HADDEN:

The decision you're making here is based upon the record as it is and materials that have been previously provided to you. This is not an open hearing for members of the public to chime in at this point because there were hearings that were public hearings advertised as such and done both by the historic district commission at their facility and also on site. So those would have been the times to gather evidence. This is not that time.

ACTING CHAIRMAN BURKE:

Okay, thank you.

ATTORNEY REGO:

Our appeal of that decision is a request that the board reverse the district commission's denial of installation of those windows. My understanding of the code is that what one looks at if one is seeking forgiveness rather than permission. It is to evaluate as though it were a fresh application, not that we were in violation. That is to install something that should not have been installed. And I believe that when you look at what the board previously approved for that location, which is set forth in various exhibits that were submitted before the board, the redesign for that small building to a two story building with glass windows facing the harbor and the concept, whether there was anything left of a historic nature after various sidings were approved, et cetera. This particular sliding door that was installed at the back rear of the garage had to do with some construction concerns, which are shown in the photos, which were a siding clapboard that were just falling off the rear end of the building. They found that there was stucco in between walls. There are several photos that show that to renovate that building based on what the historic board approved, but for that rear window, was necessary because of from rotting materials, removing the stucco that was wet and collapsing and crumbling and the like. The window put on the back end of the garage initially was not demonstrated ;. It was not shown on plans because Mr. Marshall, as he testified to previously, decided that the garage was very small for his vehicle and that he wasn't going to be using it as a garage, but as a weight room or some other type of accessory use. And felt it necessary to have some kind of a view to the water and placed the same type of door that the board previously approved on the south end of the first story and second story addition to the building, so that it would have some similarity in the viewing. In our opinion, the board established what was considered appropriate for that neighborhood from a street side, which we have a picture of. It's a two-story building. And back in which is only viewed from the harbor, shows all the windows on the main house that they approved, but for the

garage. In light of what is a historic fabric, which was very little left, they're referencing of a standard nine; that the new work would not or should not destroy historic materials that would be compatible with massing size and scale. There was very little to destroy with respect to that window. The window, also the door, sliding doors, is a third window or door to that garage. So, it's not a code issue with respect to egress and regress. It was more of a decorative concept. That being said, if you're looking at their internal standards, they are inconsistent when you view the entire project. It seems to me, as I stated in my memorandum, there was a level of frustration that was stated by the board with regard to seeking forgiveness rather than permission. But I feel that their denial is arbitrary in a sense; it doesn't meet the standards that they used with the entire building. And I don't understand and I don't believe there's anything in the record that can substantiate why the board chose to deny the application. The application was actually denied based on the design of what went in when that was previously approved for the rest of the building itself. The board voted unanimously to deny the application, but it is fundamentally inconsistent with everything they approved in particular, to that site. And if one were to look from the harbor, right now, one would see something very consistent with the rest of the neighborhood from that side, also from the street side. And yet they denied it. That's the reason in my indication that it should be overturned because it is arbitrary, capricious and internally inconsistent with the entire project design that was approved.

ACTING CHAIRMAN BURKE:

I don't know that we need to get into why the work was done without approval. I don't think we need to do that. I think we're just here to determine how the decision was made after the door was installed and to see if in fact, to your point, there was a procedural error, because of the work was done without approval. Is that your position?

ATTORNEY REGO:

On both the May 1 meeting, I believe there was a site view after the fact. The board wanted to see what was there because we had some photographs that were taken in the wintertime, and it really wasn't quite clear. Both episodes, what was mentioned was, why didn't you come and ask for permission rather than forgiveness? The answer was because the design changed with the deteriorating condition and the doors were there, and they were placed in another location.

ACTING CHAIRMAN BURKE:

I'm trying to get to the point where I don't think it's relevant. I think what's relevant is how the board made the decision and why they made that decision that the door isn't appropriate. That's what you're appealing. You believe the door was appropriate, but for your reasons and they did not approve the door for the reasons that they put in their decision. That's… it doesn't matter whether it was put in without approval or not to us.

ATTORNEY REGO:

The observation I would make to that is just stating a standard doesn't necessarily indicate you've provided reasoning to support that standard.

ACTING CHAIRMAN BURKE:

In which standard are you citing Mr. Rego?

ATTORNEY REGO:

Standard 9, they raised standard 9 and 10. Ten has to basically do with, if an addition, or something, is reversible or could be reversible, it goes to the historic nature of the question. And nine is whether the work that's there would not destroy historic materials that are compatible with massing size and scale. When the board had already approved all of that criteria, for a view of the water, when there was never a view of the water in the main existing building. The

standard was referenced that it could be viewed from the harbor. And if that is a criteria from the streetscape, with the board approved like two story building, out to the harbor. When you look at all of those buildings, this building, this garage before the changes had no view of that harbor. So, it's totally incongruous with the rest of the harbor street scale if you were to view it now. You have picture windows, not the picture window all the way on that cove area because that's what the entire neighborhood appears. So, what was done is totally, in our opinion, consistent. I cannot rationalize why I feel that the board's decision is inconsistent with what they determined to be appropriate for the main structure but not appropriate for a garage. This is not a garage. This was to be used with a different type of use. It is not within the historic pervue.

ACTING CHAIRMAN BURKE:

Do you have any other questions? Step forward. I guess we'll hear from the council for the town. Thank you.

ATTORNEY DAVID MARKS:

Good evening. I'm still David Marks. So again, I'm not here to advise the board in any respect. I'm here just to advocate for the HDC. As the solicitor mentioned, I just want to focus on the standard of review for one moment. So, the zoning board of review shall not substitute its own judgment for that of the commission, but must consider the issue upon the findings and record of the commission. The zoning board of review shall not reverse a commission decision except on a finding of prejudicial procedural error, clear error, or lack of support by weight of the evidence in the record. So as this solicitor explained, this appeal is not a do-over from the historic district commission. It's also not the forum to decide whether we might agree that the sliding glass door is historically appropriate, or if it doesn't matter because there's a sliding glass door right next to it. All we can do here is look at the record, And I would argue if there's any basis in the record

that supports the denial, this board should affirm the HDC. So, the appellant says that the commission acted inconsistently because they approved a sliding glass door for the main house, but they denied approval for a sliding glass door on the historic garage. The problem with this is that as members of the zoning board know, a prior approval does not entitle an applicant to future approval. Every application has to go on its own merits and is context dependent. So just the same way, if a restaurant came and got a variance for four parking spots, that wouldn't entitle the restaurant next door to come in and say, "We deserve this as well. You just gave it to the restaurant next door." Every application goes on its own merits. So, what then is the difference between the application for a sliding glass door on the main house? And a sliding glass door on the historic garage? The record tells us the difference. So, the first difference that the board specifically found in the record is that a sliding glass door… The main difference is that for the main house it was new construction, it was a modern addition, it was a complete overhaul of the structure. So, the board found that while a sliding guest door would be appropriate for new construction, it would not also be appropriate for a historic garage. This is mentioned several times in the record and especially on the site visit. Members noted that while similar doors are more appropriate for a modern addition, it is not appropriate for an existing garage. So again, just because there is one sliding door here, doesn't mean there could be one here. If it's more appropriate for the modern addition that is done here, that doesn't mean it also gets to come in in a historic garage. Um, also the standards that the commission follows bear out the same result. I'm going to note standard number three, which says that each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties will not be undertaken. So, the HDC is specifically prohibited from making a new addition appear

that it is historic. So, a new addition, new construction, the board will not let it try to pretend like it's historical. So, the main house had that new addition; the garage did not. Also, standard nine: it says new additions, exterior alterations, or related new construction will not distort historic materials features or spatial relationships that characterize the property and; the new work will be differentiated from the old and will be compatible with the historic materials. So again, the new work being the main house that should be differentiated from the historical elements. Also, I think you'll find in the record that the commission considered what the different purposes were for these two applications. So, the application for the new addition in the record it says the appellant said that he wanted to make the house more appropriate for modern living standards. So, the HDC had to consider what the purpose was. Where, okay, is a sliding glass door or a door on the back of new construction; is there consideration to be made for what the purpose of this addition is? On the other hand, for the sliding glass door on the garage, the applicant stated that the door was added for light in the garage building, which will be used for a weight room. So, you can see how the purpose of adding a door to the back of the house in the main house was distinct from adding a sliding glass door that was just for light and to let light and air in. So, as the commission notes several times, they could have easily achieved that same thing in the garage with a window or something more historically appropriate than a sliding glass door. So, I think it matters what the use that they were granting is for in the main house as opposed to what the sliding glass door was going to be used for in the garage. I also want to mention, I think the appellant has said that the commission basically denied this application as a punishment for basically doing the construction before getting the approval. I would argue that the record simply does not substantiate that claim. Of course, they did ask, and I think it's only natural for a local board when someone comes in with an application. And they've already done the work. It's

human nature to ask, "Why did you do that? Why didn't you come here?" But the record shows that they actually tried to work with the applicant, and I think five or six times different members said, "Well, couldn't you just turn the door into a window? There are carpenters here who could do that." So, I don't think the record supports the idea that this was a punishment. I think it was procedurally proper. They also note that they have to take every application as if it hasn't already been constructed, even if it has, which is the same thing the zoning board does. So, I think that's noted at least twice in the record. So just to conclude, I would bring it back to the standard of review again. We're just searching the record for any basis that supports this decision. It's not whether you or I think that the sliding glass door is fine. It's not whether reasonable people could disagree on if it's historically appropriate. It's, just whether is there anything in this record at all that supports the commission, and if there is, I would argue you have to affirm the commission.

ACTING CHAIRMAN BURKE:

Thank you Could you could you respond to, Standards nine and ten that were cited as inappropriate. Mr. Rago, so he mentioned standards nine and ten, them not being appropriate for the decision.

ATTORNEY MARKS:

I don't really understand how they're not appropriate. Well, nine says new additions, exterior alterations are related to new construction will not destroy historic materials. I think it's clear that they did destroy historic materials when they put the sliding glass door in the garage. So, I don't understand. It seems like that's easily applied and ten is new additions, and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form of the integrity of the property and its environment would be unimpaired. So, the thing is they never applied under standard ten. So, standard ten even if standard ten so I think that sure, it

could be argued that if a sliding glass door was removed, then the essential form and integrity of the garage would remain. But I also think that the record supplies reasoning why other people would think otherwise. And the fact is, if there's anything in the record that supports the application of that standard. I think it's not for us to second guess it here, even though reasonable minds might disagree and some people might say," No, you haven't applied Standard Ten correctly." As long as there is any way that the record does support the finding in Standard Ten, I think the Commission should be affirmed.

ACTING CHAIRMAN BURKE:

Counsel for the appellant just brought it up. I asked him which standards he thought were not applicable, and that's why I am asking you to explain why If you think they apply, I don't apply.

ATTORNEY MARKS:

I think, I think they apply. And it also says new work will be differentiated from the old. That's another part in standard nine. So, I could see why that wouldn't allow this application either.

ACTING CHAIRMAN BURKE:

So, if we if we found that one of the standards was not applied properly. Would that be grounds to deny it, Or would … if they if all the other standards were applied and one did not apply, would that be grounds for us?

ATTORNEY MARKS:

No, because I think the other standard would still apply. But I. Just want to emphasize that even if you found that the clear error standard essentially means that no one, no reasonable person anywhere, could agree with the commission. So that's a really high bar. You, would you would not only have to say that we all agree that standard ten wasn't applied, you would have to say, it's our firm conviction that there is no one who would agree that standard ten applied.

ACTING CHAIRMAN BURKE:

And that's what I was looking for, you know, articulate what it would take for us to agree that it was applied incorrectly. And if and if one of the standards was applied incorrectly and the others weren't, would that be a basis for granting the appeal? Any other comment?

ATTORNEY REGO:

Underlying all of this, One looks to evidence to the evidence. And if you look at a series of photos that had to do with The removal of siding and structure of the garage, and whether that garage had any historic material in it. It was a total rebuild. The front door, if you look at the specs, was approved. The wooden doors were replaced. The side door was replaced. All the siding was replaced. Roofing was replaced material The only thing that is there is maybe. Five or six of the studs because the back wall section was removed. So, to say that this is not new construction when the other building is new construction, it doesn't follow the evidence. It does not follow the evidence. with regard to clear error, if you are looking at the record itself, the board did not talk about standard number three ;. The only thing they talked about was standard nine and ten. And I think this criteria is obviously an error as to their findings because they're incongruous. It doesn't make any sense. So, I do indicate that there is sufficient clear error, That the evidence is totally contrary, other than to a decision grabbing on to a standard indicating to the contrary, what is visible to all parties when you look at those photographs and what the board, when they went there for the site view, saw and there's a comment on one of the statements by Miss Church that says, "There really isn't nothing here that was from the original design or historic nature." And that's the reason why I believe it's erroneous. It's not in compliance with review and common sense and law. And we do ask for it to be reversed.

MR. JOHN MARSHALL:

John Marshall, 8 Constitution Street.

ATTORNEY MARKS:

I'm sorry, and I have to object. There's a record…

MR. MARSHALL

Okay. Can you just say that there was a we changed the entire front of the garage? It went from a roll- up to now French doors in the front.

ATTORNEY REGO:

We did indicate that we I did address the doors, and that is all new to all of this.

ACTING CHAIRMAN BURKE:

So much, do you have anybody from the HDC that is going to testify or?

ATTORNEY MARKS:

No, this appeal, as I understand it, is strictly from the record. So, no. As I understand the statute, this appeal is strictly from the record without any new testimony from the H D C or the appellants.

ACTING CHAIRMAN BURKE:

And, we don't get as you pointed out, we don't get any input from the public on this. Okay. Anybody have any more questions for either the appellant or the town?

MR. PALMER:

Maybe the town could, actually the appellant, could talk about how what percentage of the garage contains historic materials …

ATTORNEY REGO:

The stuff that held the building up. If you look at there was a photo in there that showed the various stages of the demolition and what needed to be done.

MR. PALMER:

Thank you. And for the HPC, Is there any standard around what percentage of building has to be historic material versus new material in order to be considered one or the other?

ATTORNEY MARKS:

No, I think it's just within the commission's discretion to decide if a structure is contributing…

ACTING CHAIRMAN BURKE:

We have somebody speaking. Please provide them the courtesy so we can understand what he's saying. Thank you.

MR. PALMER:

It sounds to me like it's new, I think its new.

ATTORNEY MARKS:

I think there might be some question as to what of the historic building remained, but the garage itself was a contributing historic building, I think built in the early nineteen hundreds, it was said along with the house. It is a contributing structure. Whether or not how much of it remained at the point they put this sliding door in, I think that's a factual finding that the board made, and we can't really disturb it on this appeal. But no, there isn't a specific standard that says this much of a building has to remain before it has no historical consideration at all. There is nothing like that.

ACTING CHAIRMAN BURKE:

I'll wait. I have some comments from my experience. Is there anything else? Can we deliberate? Is that the next step?

ATTORNEY HADDEN:

Yes.

ACTING CHAIRMAN BURKE:

Thank you. I'm going to respond here. Those are great questions. I have personal experience with starting a project and running into materials that needed to be replaced, but you still... It happened across the street from me. They were going to renovate a building, and it turned into a four thousand square foot structure, but they determined that they couldn't renovate. They actually had to rebuild, but they still stuck to the plans. They still recreated it the way that it was approved. It's not like, oh gee, I went in and I had to...because who decides whether or not it can be restored or not? You can go in and say, well, I couldn't restore it. Therefore, I can do this. But I can do what I want. Once you stick to a plan, if you want to change it, you go and modify the plan and make your case. Being able to just make a self determination that, oh I couldn't restore it the way it was got approved because of this reason and then go ahead and do it, that's not allowed. You have to go and get it done. To me, it's not relevant if that structure was down to the studs and you had to replace the siding and everything inside because that was the plan anyway to replace everything inside, you still have to stick with the ruling, unless you go back and negotiate something different. To me, you're obligated to restore it the way that you've presented it and it was approved. I think after the fact saying well I had to tear everything apart. That's been reviewed by the HPC and they came up with their solution. Let's go through the standards forum Mr. Hayden presented at the beginning of the hearing. Procedural error.

ATTORNEY HADDEN:

I don't think there's been any claim of procedural error.

ACTING CHAIRMAN BURKE:

I don't either. I just want to go through them and take a checklist and just say, so that you know there wasn't a clear error. I don't see a clear error based on the testimony and the meetings and the transcript of the site review. It looks to me like it was a straightforward review. Whether or

not we agree with that decision is irrelevant. It looks like it was a straightforward review. And Mister Marks did explain the standards. I would not be telling you the truth if I understand all of the standards that the HDC has to understand, and they apply them. I do not. And I've lived in the district for most of my life. Good for them that they can do it. I can't question whether or not they apply those standards and it looks like the majority of them were applied properly and weren't questioned. To the discussion that we had before we started the hearing, if only part of the standards can be challenged or questioned, but the others cannot, we're not in a position to overturn their ruling. And granted, that's my position. Any comment?

MR. PALMER:

I agree with your assessment.

MR. KERN:

I Do not agree that this was new construction, therefore, if it was new construction, would have had to come before the zoning board.

ACTING CHAIRMAN BURKE:

Correct.

MR. KERN:

Never did.

ACTING CHAIRMAN BURKE:

Right, once again, the standards are so high to grant an appeal of an HDC decision. It would have to be really glaring, and even I would have to understand it, and I cannot. I'm going to support denying the appeal and upholding the decision of the HDC. Mr. Kern?

MR. PALMER:

I agree.

MR. KERN:

I can't find anything with the three right criteria that they got wrong.

ACTING CHAIRMAN BURKE:

Because it's an appeal. I'd like also for it to get drafted by people that you know have a better idea of how that needs to get worded. I'm going to make a motion that we do that. To include the following. I'm going to make a motion that we request the staff to develop a decision that denies this appeal with a finding that there was no procedural error that was challenged. The board found there was no clear error in making the decision. And what's the third standard?

ATTORNEY HADDEN:

That there is no lack of support by the weight of the evidence.

ACTING CHAIRMAN BURKE:

And that the evidence there is not just more than a scintilla, but there's a preponderance of evidence that this decision was well thought out and well researched. And the resources of the town were properly allocated to make the decision. I so move. Can I have a second?

MR. KERN: I'll second

MR. BURKE: All in favor?

MS. TEVES: Aye.

MR. KERN: Aye.

MR. PALMER: Aye.

MR. BURKE: Aye. Four to zero.

ATTORNEY HADDEN:

What I wish you would do is hold your final vote in abeyance until you get the written decision, and then you'll vote on the written decision. So there can be no dispute.

ACTING CHAIRMAN BURKE:

So that's what I meant. Councilor, and we will do a final vote on the just…

ATTORNEY HADDEN:

Your motion was to ask for a written decision such that we can make a written decision based upon those elements that you outlined.

ACTING CHAIRMAN BURKE:

Yes.

ATTORNEY HADDEN:

Okay.

ACTING CHAIRMAN BURKE:

So I'll make another motion that we review that decision and do a final vote at the July 13 th board of appeals meeting. And that we continue this matter to that date.

MR. BURKE: All in favor?

MS. TEVES: Aye.

MR. KERN: Aye.

MR. PALMER: Aye.

MR. BURKE: Aye. Four to zero

10. ADJOURNMENT:

X X X X X X

MR. BURKE: Motion to adjourn?

MR PALMER: Motion to adjourn.

MS. TEVES: Second.

MR. BURKE: All in favor?

MR. BURKE: Aye.

MR. PALMER: Aye.

MR. KERN: Aye.

MS. TEVES: Aye.

X X X X X X

(THE MOTION WAS UNANIMOUSLY APPROVED)

(MEETING ADJOURNED AT 9:38 P.M.)

01 JUNE 2026

RESPECTFULLY SUBMITTED,

Susan E. Andrade

TOWN OF BRISTOL ZONING BOARD
MEETING HELD ON: 01 JUNE 2026

Date Accepted: 7/13/26

Chairman:

ROGERS
FREE LIBRARY

ROGERS FREE LIBRARY BOARD OF TRUSTEES

Minutes

May 21, 2026

A meeting of the Trustees of Rogers Free Library was held on Thursday, May 21, 2026 at Rogers Free Library, Bristol RI.

Present:

Annie Silvia - Trustee/| Chairperson
Cara Cromwell - Trustee/ Secretary
Samantha Faria – Trustee
Nancy Kellner – Trustee
Marie Knapman - Trustee

Bart Ferris was excused

Eileen Dyer – Library Director
Peyton Warnock - Adult Programming and Outreach

CALL TO ORDER/ATTENDANCE/QUORUM

- Annie Silvia called the meeting to order at 6:35 pm and noted there was a quorum.

REVIEW/AMEND/APPROVE MINUTES OF PREVIOUS MEETING

- Minutes of April 19, 2026 meeting were discussed. Marie Knapman made a motion to approve the minutes.
- Nancy seconded the motion and the minutes were approved unanimously.

CHAIR REPORT

- Annie Silvia delivered her Chair Report.

LIBRARY DIRECTOR REPORT

- Eileen Dyer delivered her Director Report.

FINANCIAL REPORT

- Eileen Dyer delivered the Financial Report

STAFF PRESENTATION –- Peyton Warnock - Adult Programming and Outreach

OLD BUSINESS

- Friends Update – Marie Knapman, Nancy Kellner
- New Trustee Update -Marie Knapman

NEW BUSINESS

- Eileen Dyer reported on the necessary repairs to the HVAC system in the old building

PUBLIC COMMENT

- No public comment

NEW BUSINESS

- Policy Reviews - First reading for all
    - Rogers Free Library Privacy and Confidentiality Privacy Policy
    - Rogers Free Library Tangible Gift Policy
    - Rogers Free Library Donation Policy
    - Rogers Free Library Public Photography and Video Recording Policy

NEXT MEETING DATE – June 25, 2026 (note: 4th Thursday)

ADJOURN

Cara Cromwell made a motion to adjourn.

Nancy Kellner seconded the motion.

Town of Bristol, RI

Tax Assessor / Collectors Office

10 Court Street, Bristol, RI 02809 *(401)253-7000*

Memorandum

To: THE HONORABLE TOWN COUNCIL
From: Kristopher Leadem, Tax Assessor/Collector
Date: July 22, 2026
Subject: Agenda item for 7/29/2026 meeting

1-Abatements to 2026 RP tax roll. Total abatement: $1546.00
2-Additions to 2026 RP tax roll. Total addition:$35811.12

Respectfully,

Kristopher Leadem

Kristopher Leadem

Tax Assessor/Collector

	DATE: JULY 29, 2026					
ABATEMENTS						
		TYPE	YEAR	RATE		
ACCOUNT#	NAME				AMOUNT	REASON FOR ADDITION
03-1487-30	CARVELLI	RP	26	$ 9.94	$ 300.00	incorrect disability exemption applied
50-0045-53	DUGAN	RP	26	$ 10.99	$ 623.00	assessed for additional sewer item
04-2851-90	ROBINSON	RP	26	$ 9.94	$ 623.00	assessed for additional sewer item
	TOTAL REAL PROPERTY ABATEMENTS				$ 1,546.00	
ADDITIONS						
02-0000-20	SAM REALTY INVESTMENT LLC	RP	26	$ 10.99	$ 1,176.25	new construction, pro rated
02-0000-19	120 BROADCOMMON LLC	RP	26	$ 10.99	$ 1,176.25	new construction, pro rated
01-0000-14	JABOUR	RP	26	$ 10.99	$ 5,481.44	new construction, pro rated
01-0000-13	LANCASTER	RP	26	$ 10.99	$ 9,161.70	new construction, pro rated
01-0000-11	WERNECKE	RP	26	$ 10.99	$ 8,352.51	new construction, pro rated
13-0011-00	FWP NARROWS LLC	RP	26	$ 10.99	$ 1,688.37	new construction, pro rated
16-1130-00	FOURNIER	RP	26	$ 10.99	$ 1,762.77	new construction, pro rated
50-0042-38	VESCERA	RP	26	$ 10.99	$ 1,768.28	new construction, pro rated
50-0102-56	FAY	RP	26	$ 10.99	$ 5,243.55	new construction, pro rated
	TOTAL REAL PROPERTY ADDITIONS				$ 35,811.12	
		NET ADJUSTMENTS			$ (34,265.12)	

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
1001 General Fund						
400 General Government (for Revenu						
1001 Fund 1001						
33501 State PILOT Funding						
1001-400-33501-1000-	-1,331,081	State PILO 0	-1,331,081	-1,562,388.64	231,307.64	117.4%
33502 Public Service Corporation Tax						
1001-400-33502-1000-	-302,239	Public Ser 0	-302,239	-301,293.75	-945.25	99.7%*
33503 Meals & Beverage Tax						
1001-400-33503-1000-	-746,456	Meals & Be 0	-746,456	-746,456.00	.00	100.0%
33504 Hotel Tax						
1001-400-33504-1000-	-105,706	Hotel Tax 0	-105,706	-105,706.00	.00	100.0%
33505 M/V Excise Tax Reimbursement						
1001-400-33505-1000-	-2,910,724	M/V Reim 0	-2,910,724	-2,970,719.97	59,995.97	102.1%
33507 Library Grant-In Aid						
1001-400-33507-1000-	-224,131	Library Gr 0	-224,131	-171,483.00	-52,648.00	76.5%*

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
33901 PILOT-Bristol Assisted Living						
1001-400-33901-1000-	-50,415	PILOT-BAL 0	-50,415	-48,043.01	-2,371.99	95.3%*
33902 PILOT-Living East Bay						
1001-400-33902-1000-	-46,949	PILOT-Livi 0	-46,949	-46,626.33	-322.67	99.3%*
33905 PILOT-Roger Williams Universit						
1001-400-33905-1000-	-388,446	PILOT-Roge 0	-388,446	-389,123.63	677.63	100.2%
33907 PILOT-Bristol Housing Authorit						
1001-400-33907-1000-	-99,597	PILOT-BHA 0	-99,597	-117,388.00	17,791.00	117.9%
33908 PILOT-Gladding Property						
1001-400-33908-1000-	-7,560	PILOT-Glad 0	-7,560	-8,890.00	1,330.00	117.6%
33909 A&R Marine PILOT						
1001-400-33909-1000-	-1,686	A&R Ma 0	-1,686	-2,034.57	348.57	120.7%
34420 Sewer Assessments						
1001-400-34420-1000-	0	SA GF 0	0	-16,634.92	16,634.92	100.0%
36202 Cell Tower Agreement-American						
1001-400-36202-1000-	0	Cell Tower 0	0	-55,718.43	55,718.43	100.0%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
36203 Cell Tower Agreement-T-Mobile						
1001-400-36203-1000-	0	Cell Tower 0	0	-12,967.23	12,967.23	100.0%
39102 Interfund Transfers In-Enterpr						
1001-400-39102-1000-	-75,000	Interfund 0	-75,000	-75,000.00	.00	100.0%
39103 Interfund Transfers In-Permane						
1001-400-39103-1000-	-70,000	Interfund 0	-70,000	-70,000.00	.00	100.0%
39104 Interfund Transfers In-North B						
1001-400-39104-1000-	-4,000	Interfund 0	-4,000	-4,000.00	.00	100.0%
39105 Interfund Transfers In-Colt Fu						
1001-400-39105-1000-	-460,725	Interfund 0	-460,725	-301,293.74	-159,431.26	65.4%*
39106 Tangiable Property Reimbursmen						
1001-400-39106-1000-	-147,284	Tangiable 0	-147,284	-147,284.31	.31	100.0%
49500 Capital Expenditures						
1001-400-49500-1000-	0	Cap Exp 0	0	.00	.00	.0%
TOTAL General Government (for Revenu	-6,971,999	0	-6,971,999	-7,153,051.53	181,052.53	102.6%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
401 Town Council						
10014011 General Fund						
41100 Salaries						
1001-401-41100-1000-	36,687	Salaries 0	36,687	36,640.08	46.92	99.9%
42200 Payroll Taxes						
1001-401-42200-1000-	2,807	Payroll Ta 0	2,807	2,802.96	4.04	99.9%
43210 RI League of Cities & Town						
1001-401-43210-1000-	10,884	RILOCT 0	10,884	10,884.00	.00	100.0%
43311 Code Supplements						
1001-401-43311-1000-	6,500	Code Suppl 0	6,500	6,906.41	-406.41	106.3%*
43313 Public Media						
1001-401-43313-1000-	3,500	Public Med 0	3,500	1,050.00	2,450.00	30.0%
43400 IT & Support						
1001-401-43400-1000-	2,000	IT & S 0	2,000	2,000.00	.00	100.0%
43410 Annual Audit						
1001-401-43410-1000-	50,000	Audit 0	50,000	55,612.50	-5,612.50	111.2%*

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
45400 Advertising						
1001-401-45400-1000-	18,000	Advertisin 0	18,000	25,711.90	-7,711.90	142.8%*
46020 Inaugural						
1001-401-46020-1000-	1	Inaugural 0	1	.00	1.00	.0%
48000 Contingency						
1001-401-48000-1000-	10,000	Contingenc 0	10,000	6,783.50	3,216.50	67.8%
TOTAL Town Council	140,379	0	140,379	148,391.35	-8,012.35	105.7%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
402 Town Administrator						
10014021 General Fund						
41100 Salaries						
1001-402-41100-1000-	269,611	Salaries 0	269,611	267,856.02	1,754.98	99.3%
42101 Medical Insurance						
1001-402-42101-1000-	11,983	Medical In 0	11,983	10,766.39	1,216.61	89.8%
42102 Dental Insurance						
1001-402-42102-1000-	316	Dental Ins 0	316	358.02	-42.02	113.3%*
42200 Payroll Taxes						
1001-402-42200-1000-	20,625	Payroll Ta 0	20,625	20,426.17	198.83	99.0%
42301 Defined Contribution-TIAA						
1001-402-42301-1000-	2,670	DC TIAA 0	2,670	1,380.34	1,289.66	51.7%
42302 Defined Benefit-ERSRI						
1001-402-42302-1000-	37,561	DB ERSRI 0	37,561	19,421.22	18,139.78	51.7%
43200 Dues & Conferences						
1001-402-43200-1000-	2,000	Dues & Con 0	2,000	228.89	1,771.11	11.4%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
43240 Legal Fees-Labor						
1001-402-43240-1000-	25,000	LF Labor 0	25,000	48,603.20	-23,603.20	194.4%*
45900 Operating						
1001-402-45900-1000-	2,000	Operating 0	2,000	1,950.54	49.46	97.5%
46260 Vehicle Maintenance & Fuel						
1001-402-46260-1000-	500	Vehicle Fu 0	500	281.86	218.14	56.4%
48000 Contingency						
1001-402-48000-1000-	2,000	Contingenc 0	2,000	2,459.41	-459.41	123.0%*
TOTAL Town Administrator	374,266	0	374,266	373,732.06	533.94	99.9%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
403 Town Clerk						
10014031 General Fund						
32000 Licenses & Permits						
1001-403-32000-1000-	-750,000	Licenses & 0	-750,000	-1,088,620.73	338,620.73	145.1%
41100 Salaries						
1001-403-41100-1000-	403,186	Salaries 0	403,186	403,965.69	-779.69	100.2%*
42101 Medical Insurance						
1001-403-42101-1000-	106,631	Medical In 0	106,631	138,665.52	-32,034.52	130.0%*
42102 Dental Insurance						
1001-403-42102-1000-	4,303	Dental Ins 0	4,303	5,023.02	-720.02	116.7%*
42200 Payroll Taxes						
1001-403-42200-1000-	30,844	Payroll Ta 0	30,844	31,323.38	-479.38	101.6%*
42301 Defined Contribution-TIAA						
1001-403-42301-1000-	3,957	DC TIAA 0	3,957	3,949.38	7.62	99.8%
42302 Defined Benefit-ERSRI						
1001-403-42302-1000-	55,679	DB ERSRI 0	55,679	55,708.96	-29.96	100.1%*

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
43200 Dues & Conferences						
1001-403-43200-1000-	4,000	Dues & Con 0	4,000	5,620.40	-1,620.40	140.5%*
43321 Land Evidence						
1001-403-43321-1000-	27,000	Land Evide 0	27,000	17,768.25	9,231.75	65.8%
43322 Probate & Microfilming						
1001-403-43322-1000-	760	Probate & 0	760	795.00	-35.00	104.6%*
43323 Records Restoration						
1001-403-43323-1000-	5,000	Records Re 0	5,000	681.30	4,318.70	13.6%
43324 Business Licensing						
1001-403-43324-1000-	8,530	Business l 0	8,530	8,511.00	19.00	99.8%
45500 Printing						
1001-403-45500-1000-	2,500	Printing 0	2,500	2,113.85	386.15	84.6%
TOTAL Town Clerk	-97,610	0	-97,610	-414,494.98	316,884.98	424.6%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
404 Town Solicitor						
10014041 General Fund						
43245 Legal Fees-Solicitor						
1001-404-43245-1000-	143,673	LF Solic 0	143,673	137,937.95	5,735.05	96.0%
43246 Legal Fees-Litigation						
1001-404-43246-1000-	70,000	LF Litig 0	70,000	20,493.59	49,506.41	29.3%
43430 Court Costs						
1001-404-43430-1000-	500	Court Cost 0	500	.00	500.00	.0%
TOTAL Town Solicitor	214,173	0	214,173	158,431.54	55,741.46	74.0%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
405 Boards & Commissions						
10014051 General Fund						
39908 Opioid						
1001-405-39908-1000-	-50,000	Opioid 0	-50,000	.00	-50,000.00	.0%*
41100 Salaries						
1001-405-41100-1000-	16,016	Salaries 0	16,016	.00	16,016.00	.0%
42200 Payroll Taxes						
1001-405-42200-1000-	1,225	Payroll Ta 0	1,225	.00	1,225.00	.0%
43200 Dues & Conferences						
1001-405-43200-1000-	6,200	Dues & Con 0	6,200	.00	6,200.00	.0%
43222 Tips 411						
1001-405-43222-1000-	1,000	Tips 411 0	1,000	.00	1,000.00	.0%
43223 Prevention programs/BWRSD						
1001-405-43223-1000-	42,157	Prevent 0	42,157	.00	42,157.00	.0%
43400 IT & Support						
1001-405-43400-1000-	980	IT & Suppo 0	980	.00	980.00	.0%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
48004 Bristol 250th Celebration						
1001-405-48004-1000-	5,000	250Th 0	5,000	1,989.68	3,010.32	39.8%
TOTAL Boards & Commissions	22,578	0	22,578	1,989.68	20,588.32	8.8%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
406 Board of Canvassers						
10014061 General Fund						
41100 Salaries						
1001-406-41100-1000- Salaries	3,500	0	3,500	.00	3,500.00	.0%
42200 Payroll Taxes						
1001-406-42200-1000- Payroll Ta	268	0	268	.00	268.00	.0%
43230 Elections						
1001-406-43230-1000- Elections	1,200	0	1,200	164.00	1,036.00	13.7%
TOTAL Board of Canvassers	4,968	0	4,968	164.00	4,804.00	3.3%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
407 Municipal Court						
10014071 General Fund						
35100 Fees & Fines						
1001-407-35100-1000-	-100,000	Fees & Fin 0	-100,000	-116,024.88	16,024.88	116.0%
41100 Salaries						
1001-407-41100-1000-	18,529	Salaries 0	18,529	21,844.63	-3,315.63	117.9%*
41150 Detail Wages						
1001-407-41150-1000-	2,000	Detail Wag 0	2,000	.00	2,000.00	.0%
42200 Payroll Taxes						
1001-407-42200-1000-	1,417	Payroll Ta 0	1,417	1,322.56	94.44	93.3%
42301 Defined Contribution-TIAA						
1001-407-42301-1000-	0	DC TIAA 0	0	42.64	-42.64	100.0%*
42302 Defined Benefit-ERSRI						
1001-407-42302-1000-	0	DB ERSRI 0	0	600.86	-600.86	100.0%*
45900 Operating						
1001-407-45900-1000-	15,500	Operating 0	15,500	2,490.00	13,010.00	16.1%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
46000 Supplies						
1001-407-46000-1000- Supplies	650	0	650	10.49	639.51	1.6%
TOTAL Municipal Court	-61,904	0	-61,904	-89,713.70	27,809.70	144.9%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
501 Finance						
10012023 General Fund						
31123 Property Taxes: 2022-2023						
1001-501-31123-2023-	0	2022-2023 0	0	-129.43	129.43	100.0%
10012024 General Fund						
31124 Property Taxes: 2023-2024						
1001-501-31124-2024-	0	2023-2024 0	0	-185,896.21	185,896.21	100.0%
10012025 General Fund						
31125 Property Taxes: 2024-2025						
1001-501-31125-2025-	0	2024-2025 0	0	-963,104.38	963,104.38	100.0%
10015010 General Fund						
31120 Property Taxes: 2019-2020						
1001-501-31120-2020-	0	2019-2020 0	0	-1,447.10	1,447.10	100.0%
10015011 General Fund						
31900 Penalties & Interest on De						

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
1001-501-31900-1000-	-915,000	Penalties 0	-915,000	-360,775.83	-554,224.17	39.4%*
34001 Municipal Lien Certificates						
1001-501-34001-1000-	0	Municipal 0	0	-9,921.71	9,921.71	100.0%
34100 Miscellaneous						
1001-501-34100-1000-	0	Miscellane 0	0	-1,505.00	1,505.00	100.0%
34101 Teller's Over/Short						
1001-501-34101-1000-	0	Teller's O 0	0	-100.00	100.00	100.0%
35100 Fees & Fines						
1001-501-35100-1000-	-21,000	Fees & Fin 0	-21,000	-14,817.50	-6,182.50	70.6%*
36101 Investment Earnings-Wtrust #						
1001-501-36101-1000-	0	Investment 0	0	-2,339.44	2,339.44	100.0%
36102 Investment Earnings-Wtrust #						
1001-501-36102-1000-	0	Investment 0	0	-10.50	10.50	100.0%
36104 Investment Earnings-Centrevill						
1001-501-36104-1000-	0	Investment 0	0	-1,419.16	1,419.16	100.0%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
36105 Investment Earnings-Webster #						
1001-501-36105-1000-	0	Investment 0	0	-307.82	307.82	100.0%
36107 Investment Earnings-Centrevill						
1001-501-36107-1000-	0	Investment 0	0	-773.69	773.69	100.0%
36112 Investment Earnings-Citizens #						
1001-501-36112-1000-	0	Investment 0	0	-144,294.65	144,294.65	100.0%
36114 Investment Earnings-BayCoast						
1001-501-36114-1000-	0	Investment 0	0	-206.59	206.59	100.0%
36116 Invest Earnings-BayCoast CD						
1001-501-36116-1000-	0	Investment 0	0	-175.74	175.74	100.0%
41100 Salaries						
1001-501-41100-1000-	592,762	Salaries 0	592,762	584,798.78	7,963.22	98.7%
41300 Overtime						
1001-501-41300-1000-	1,000	Overtime 0	1,000	445.58	554.42	44.6%
42101 Medical Insurance						
1001-501-42101-1000-	109,131	Medical In 0	109,131	104,631.33	4,499.67	95.9%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
42102 Dental Insurance						
1001-501-42102-1000-	5,981	Dental Ins 0	5,981	5,131.08	849.92	85.8%
42200 Payroll Taxes						
1001-501-42200-1000-	45,423	Payroll Ta 0	45,423	41,302.54	4,120.46	90.9%
42301 Defined Contribution-TIAA						
1001-501-42301-1000-	6,064	DC TIAA 0	6,064	5,484.33	579.67	90.4%
42302 Defined Benefit-ERSRI						
1001-501-42302-1000-	83,148	DB ERSRI 0	83,148	74,986.87	8,161.13	90.2%
43200 Dues & Conferences						
1001-501-43200-1000-	6,290	Dues & Con 0	6,290	322.00	5,968.00	5.1%
43400 IT & Support						
1001-501-43400-1000-	171,522	IT & Suppo 0	171,522	138,177.92	33,344.08	80.6%
43450 Revaluation						
1001-501-43450-1000-	125,000	Revaluatio 0	125,000	-88,668.60	213,668.60	-70.9%
46000 Supplies						
1001-501-46000-1000-	2,500	Supplies 0	2,500	2,019.50	480.50	80.8%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
10015012 General Fund						
31122 Property Taxes: 2021-2022						
1001-501-31122-2022-	0	2021-2022 0	0	-855.76	855.76	100.0%
10015017 General Fund						
31117 Property Taxes: 2016-2017						
1001-501-31117-2017-	0	2016-2017 0	0	-161.34	161.34	100.0%
10015018 General Fund						
31118 Property Taxes: 2017-2018						
1001-501-31118-2018-	0	2017-2018 0	0	-129.94	129.94	100.0%
10015019 General Fund						
31119 Property Taxes: 2018-2019						
1001-501-31119-2019-	0	2018-2019 0	0	-64.59	64.59	100.0%
1001512 General Fund						
31102 Property Taxes: Prior Years						
1001-501-31102-2002-		PT PY				

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
	0	0	0	-574.05	574.05	100.0%
10015311 General Fund						
31121 Property Taxes: 2020-2021						
1001-501-31121-2021-	0	2020-2021 0	0	-410.20	410.20	100.0%
10502020 Finance						
31126 Property Taxes: 2025-2026						
1001-501-31126-2026-	0	Property T 0	0	-50,197,816.57	50,197,816.57	100.0%
TOTAL Finance	212,821	0	212,821	-51,018,605.87	51,231,426.87	*******%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
502 Debt Service						
10015021 General Fund						
48110 Bond Principal						
1001-502-48110-1000-	3,760,665	Bond Princ 0	3,760,665	3,944,665.33	-184,000.33	104.9%*
48210 Interest-Bonds						
1001-502-48210-1000-	1,653,668	Int-Bon GF 0	1,653,668	1,517,430.41	136,237.59	91.8%
48300 Issuance Fees						
1001-502-48300-1000-	20,000	Issuance F 0	20,000	.00	20,000.00	.0%
48400 Cost of Issuance						
1001-502-48400-1000-	5,000	COI 0	5,000	1,000.00	4,000.00	20.0%
TOTAL Debt Service	5,439,333	0	5,439,333	5,463,095.74	-23,762.74	100.4%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
503 Fixed Charges						
10015031 General Fund						
39150 Interfund Transfers In-OPEB Tr						
1001-503-39150-1000-	-411,989	Interfund 0	-411,989	-411,989.00	.00	100.0%
41180 Salary Reserve-27PP						
1001-503-41180-1000-	30,000	Salary Res 0	30,000	.00	30,000.00	.0%
42100 Retiree Medical & Dental						
1001-503-42100-1000-	925,709	Retiree Me 0	925,709	790,457.34	135,251.66	85.4%
42103 Life Insurance Premiums						
1001-503-42103-1000-	190,000	Life InsGF 0	190,000	99,168.11	90,831.89	52.2%
42500 Unemployment Compensation						
1001-503-42500-1000-	10,000	Unemployme 0	10,000	.00	10,000.00	.0%
42950 Severance Pay						
1001-503-42950-1000-	75,000	Severance 0	75,000	189,209.08	-114,209.08	252.3%*
45201 Insurance						
1001-503-45201-1000-	989,347	Insurance 0	989,347	1,083,494.26	-94,147.26	109.5%*

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
45202 Insurance Claims						
1001-503-45202-1000-	40,000	Iclaims 0	40,000	34,456.26	5,543.74	86.1%
TOTAL Fixed Charges	1,848,067	0	1,848,067	1,784,796.05	63,270.95	96.6%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
504 Town Hall Complex						
10015041 General Fund						
36200 Net Metering Credits						
1001-504-36200-1000-	0	Net Meteri 0	0	15,579.32	-15,579.32	100.0%*
36201 Property Leases						
1001-504-36201-1000-	-229,717	Property L 0	-229,717	-243,222.81	13,505.81	105.9%
41100 Salaries						
1001-504-41100-1000-	13,000	Salaries 0	13,000	10,379.88	2,620.12	79.8%
42200 Payroll Taxes						
1001-504-42200-1000-	995	Payroll Ta 0	995	794.06	200.94	79.8%
43400 IT & Support						
1001-504-43400-1000-	150,000	IT & Suppo 0	150,000	174,736.10	-24,736.10	116.5%*
43405 Website Maintenance						
1001-504-43405-1000-	11,000	Website Ma 0	11,000	10,942.86	57.14	99.5%
44300 Building Repairs & Mainten						
1001-504-44300-1000-	55,000	Building R 0	55,000	74,932.00	-19,932.00	136.2%*

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
44301 Elevator Repairs & Mainten						
1001-504-44301-1000-	15,000	Elevator R 0	15,000	9,035.73	5,964.27	60.2%
44302 Alarm Repairs & Maintenanc						
1001-504-44302-1000-	10,000	Alarm Repa 0	10,000	13,075.62	-3,075.62	130.8%*
44340 School Buildings						
1001-504-44340-1000-	50,000	School Bui 0	50,000	179,880.26	-129,880.26	359.8%*
44400 Copy Machines						
1001-504-44400-1000-	22,000	Copy Machi 0	22,000	24,198.80	-2,198.80	110.0%*
44410 Parking Lot Leases						
1001-504-44410-1000-	23,500	Parking Lo 0	23,500	23,237.87	262.13	98.9%
45300 Telephone & Internet						
1001-504-45300-1000-	31,500	Telephone 0	31,500	36,727.63	-5,227.63	116.6%*
45302 Security System						
1001-504-45302-1000-	26,000	Security 0	26,000	11,219.69	14,780.31	43.2%
46001 Supplies-Central Purchasing						
1001-504-46001-1000-	28,000	SuppCentr 0	28,000	25,205.66	2,794.34	90.0%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
46003 Software & Licenses						
1001-504-46003-1000-	60,000	Software & 0	60,000	66,554.33	-6,554.33	110.9%*
46066 Postage						
1001-504-46066-1000-	40,000	Postage 0	40,000	30,844.28	9,155.72	77.1%
46210 Natural Gas						
1001-504-46210-1000-	10,000	Natural Ga 0	10,000	23,162.13	-13,162.13	231.6%*
46220 Gas & Electricity						
1001-504-46220-1000-	24,000	Electricit 0	24,000	30,096.69	-6,096.69	125.4%*
46270 Water Service						
1001-504-46270-1000-	5,000	Water Serv 0	5,000	7,272.77	-2,272.77	145.5%*
47500 Technology Replacement						
1001-504-47500-1000-	51,000	Technology 0	51,000	41,122.90	9,877.10	80.6%
TOTAL Town Hall Complex	396,278	0	396,278	565,775.77	-169,497.77	142.8%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
505 Capital Funding						
10015051 General Fund						
47200 Capital Improvements						
1001-505-47200-1000- Capital Im	742,200	0	742,200	823,825.06	-81,625.06	111.0%*
TOTAL Capital Funding	742,200	0	742,200	823,825.06	-81,625.06	111.0%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
601 Community Development						
10016011 General Fund						
32000 Licenses & Permits						
1001-601-32000-1000-	-34,400	Licenses & 0	-34,400	-28,566.14	-5,833.86	83.0%*
41100 Salaries						
1001-601-41100-1000-	347,214	Salaries 0	347,214	347,370.97	-156.97	100.0%*
42101 Medical Insurance						
1001-601-42101-1000-	56,807	Medical In 0	56,807	53,275.17	3,531.83	93.8%
42102 Dental Insurance						
1001-601-42102-1000-	2,310	Dental Ins 0	2,310	2,616.38	-306.38	113.3%*
42200 Payroll Taxes						
1001-601-42200-1000-	26,562	Payroll Ta 0	26,562	26,068.95	493.05	98.1%
42301 Defined Contribution-TIAA						
1001-601-42301-1000-	3,786	DC TIAA 0	3,786	3,891.17	-105.17	102.8%*
42302 Defined Benefit-ERSRI						
1001-601-42302-1000-	45,715	DB ERSRI 0	45,715	46,781.22	-1,066.22	102.3%*

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
43100 Secretarial Support						
1001-601-43100-1000-	13,000	Secretaria 0	13,000	19,774.00	-6,774.00	152.1%*
43200 Dues & Conferences						
1001-601-43200-1000-	5,000	Dues & Con 0	5,000	3,495.19	1,504.81	69.9%
43220 Tourism/Promotion						
1001-601-43220-1000-	45,350	Tourism/Pr 0	45,350	45,379.96	-29.96	100.1%*
43221 GIS Implementation						
1001-601-43221-1000-	9,400	GIS Implem 0	9,400	14,036.00	-4,636.00	149.3%*
43435 Consulting Engineer-Planning B						
1001-601-43435-1000-	9,000	Consulting 0	9,000	.00	9,000.00	.0%
45400 Advertising						
1001-601-45400-1000-	6,000	Advertisin 0	6,000	6,614.62	-614.62	110.2%*
46000 Supplies						
1001-601-46000-1000-	1,500	Supplies 0	1,500	276.24	1,223.76	18.4%
46101 Conservation Projects						
1001-601-46101-1000-	5,000	Conservati 0	5,000	1,625.00	3,375.00	32.5%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
46102 Tree Planting						
1001-601-46102-1000-	25,000	Tree Plant 0	25,000	1,932.00	23,068.00	7.7%
46103 Stormwater Phase II						
1001-601-46103-1000-	18,400	Stormwater 0	18,400	4,430.00	13,970.00	24.1%
46104 Comprehensive Plan Update						
1001-601-46104-1000-	10,000	Comp plan 0	10,000	27,276.28	-17,276.28	272.8%*
46300 Bristol HDC						
1001-601-46300-1000-	0	BristolHDC 0	0	344.00	-344.00	100.0%*
TOTAL Community Development	595,644	0	595,644	576,621.01	19,022.99	96.8%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
602 Building Inspection						
10016021 General Fund						
32000 Licenses & Permits						
1001-602-32000-1000-	-468,000	Licenses & 0	-468,000	-399,469.99	-68,530.01	85.4%*
33515 RI State Tax						
1001-602-33515-1000-	0	RI State T 0	0	92,048.66	-92,048.66	100.0%*
33516 Health Department						
1001-602-33516-1000-	0	Health Dep 0	0	-92,453.55	92,453.55	100.0%
33517 Scale Official						
1001-602-33517-1000-	-2,500	Scale Offi 0	-2,500	-2,784.00	284.00	111.4%
41100 Salaries						
1001-602-41100-1000-	201,654	Salaries 0	201,654	169,969.25	31,684.75	84.3%
42101 Medical Insurance						
1001-602-42101-1000-	26,760	Medical In 0	26,760	8,991.06	17,768.94	33.6%
42102 Dental Insurance						
1001-602-42102-1000-	1,016	Dental Ins 0	1,016	271.16	744.84	26.7%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
42200 Payroll Taxes						
1001-602-42200-1000-	15,673	Payroll Ta 0	15,673	10,684.26	4,988.74	68.2%
42301 Defined Contribution-TIAA						
1001-602-42301-1000-	876	DC TIAA 0	876	452.48	423.52	51.7%
42302 Defined Benefit-ERSRI						
1001-602-42302-1000-	12,302	DB ERSRI 0	12,302	6,367.56	5,934.44	51.8%
43200 Dues & Conferences						
1001-602-43200-1000-	2,500	Dues & Con 0	2,500	445.00	2,055.00	17.8%
45900 Operating						
1001-602-45900-1000-	2,600	Operating 0	2,600	507.64	2,092.36	19.5%
46003 Software & Licenses						
1001-602-46003-1000-	22,300	Software & 0	22,300	8,857.63	13,442.37	39.7%
TOTAL Building Inspection	-184,819	0	-184,819	-196,112.84	11,293.84	106.1%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
603 Public Works						
10016031 General Fund						
32002 Permits						
1001-603-32002-1000-	-10,500	Permits 0	-10,500	-21,061.00	10,561.00	200.6%
32003 Road Cut Permits						
1001-603-32003-1000-	-25,000	Road Cut P 0	-25,000	-10,994.00	-14,006.00	44.0%*
32004 RI Resource Recovery						
1001-603-32004-1000-	-15,000	RI Resourc 0	-15,000	-5,370.00	-9,630.00	35.8%*
34100 Miscellaneous						
1001-603-34100-1000-	0	Miscellane 0	0	-2,442.00	2,442.00	100.0%
34102 Landfill Receipts						
1001-603-34102-1000-	-70,000	Landfill R 0	-70,000	-43,114.23	-26,885.77	61.6%*
34105 Special Pick-Ups						
1001-603-34105-1000-	-10,000	Special Pi 0	-10,000	-9,298.00	-702.00	93.0%*
34431 Compost Bag Sales						
1001-603-34431-1000-	-5,000	Compost Ba 0	-5,000	-1,944.00	-3,056.00	38.9%*

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
35100 Fees & Fines						
1001-603-35100-1000-	0	Fees & Fin 0	0	-973.00	973.00	100.0%
41100 Salaries						
1001-603-41100-1000-	2,173,650	Salaries 0	2,173,650	2,233,979.14	-60,329.14	102.8%*
41160 Clothing Allowance						
1001-603-41160-1000-	51,000	Clothing A 0	51,000	49,300.00	1,700.00	96.7%
41300 Overtime						
1001-603-41300-1000-	163,114	Overtime 0	163,114	146,733.60	16,380.40	90.0%
42101 Medical Insurance						
1001-603-42101-1000-	575,339	Medical In 0	575,339	600,335.31	-24,996.31	104.3%*
42102 Dental Insurance						
1001-603-42102-1000-	22,211	Dental Ins 0	22,211	25,869.38	-3,658.38	116.5%*
42200 Payroll Taxes						
1001-603-42200-1000-	182,664	Payroll Ta 0	182,664	188,669.52	-6,005.52	103.3%*
42301 Defined Contribution-TIAA						
1001-603-42301-1000-	21,989	DC TIAA 0	21,989	20,834.06	1,154.94	94.7%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
42302 Defined Benefit-ERSRI						
1001-603-42302-1000-	319,237	DB ERSRI 0	319,237	290,454.80	28,782.20	91.0%
43211 Rodent Control						
1001-603-43211-1000-	5,000	Rodent Con 0	5,000	2,795.00	2,205.00	55.9%
43440 Landfill/Environmental Monitor						
1001-603-43440-1000-	25,000	Landfill/E 0	25,000	30,400.00	-5,400.00	121.6%*
44210 Transfer Station Operations						
1001-603-44210-1000-	45,000	Transfer S 0	45,000	53,580.78	-8,580.78	119.1%*
44211 Tipping Fees						
1001-603-44211-1000-	400,000	Tippingfee 0	400,000	347,886.68	52,113.32	87.0%
44220 Snow & Ice Removal						
1001-603-44220-1000-	150,000	Snow & Ice 0	150,000	378,141.00	-228,141.00	252.1%*
44300 Building Repairs & Mainten						
1001-603-44300-1000-	18,500	Building R 0	18,500	25,911.53	-7,411.53	140.1%*
44304 Grounds Maintenance						
1001-603-44304-1000-	316,730	Grounds Ma 0	316,730	307,264.91	9,465.09	97.0%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
44305 Road Materials						
1001-603-44305-1000-	35,000	Road Mater 0	35,000	16,096.90	18,903.10	46.0%
44306 Road Signs						
1001-603-44306-1000-	12,000	Road Signs 0	12,000	8,166.15	3,833.85	68.1%
44307 Road & Sidewalk Maintenanc						
1001-603-44307-1000-	30,000	Road & Sid 0	30,000	10,338.79	19,661.21	34.5%
44308 Street Lighting						
1001-603-44308-1000-	115,000	Street Lig 0	115,000	164,258.28	-49,258.28	142.8%*
44310 Motor Vehicle Repairs						
1001-603-44310-1000-	95,000	Motor Vehi 0	95,000	67,730.86	27,269.14	71.3%
44311 Landfill Vehicle Maintenance						
1001-603-44311-1000-	22,000	Landfill V 0	22,000	26,757.82	-4,757.82	121.6%*
44312 Packer & Recycling Vehicle						
1001-603-44312-1000-	80,000	Packer & R 0	80,000	75,259.70	4,740.30	94.1%
44330 Drainage						
1001-603-44330-1000-	75,000	Drainage 0	75,000	20,820.08	54,179.92	27.8%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
44400 Copy Machines						
1001-603-44400-1000-	2,500	Copy Machi 0	2,500	2,186.13	313.87	87.4%
44600 Tree Care & Preservation						
1001-603-44600-1000-	90,000	Tree Care 0	90,000	145,712.54	-55,712.54	161.9%*
45300 Telephone & Internet						
1001-603-45300-1000-	12,000	Telephone 0	12,000	11,502.03	497.97	95.9%
45400 Advertising						
1001-603-45400-1000-	1,000	Advertisin 0	1,000	97.00	903.00	9.7%
46000 Supplies						
1001-603-46000-1000-	8,500	Supplies 0	8,500	8,053.85	446.15	94.8%
46050 Chemicals						
1001-603-46050-1000-	2,000	Chemicals 0	2,000	208.91	1,791.09	10.4%
46060 Tires						
1001-603-46060-1000-	25,000	Tires 0	25,000	42,855.78	-17,855.78	171.4%*
46061 Sweeper Brooms						
1001-603-46061-1000-	3,500	Sweeper Br 0	3,500	.00	3,500.00	.0%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
46063 Portable Radios						
1001-603-46063-1000-	7,500	Portable R 0	7,500	1,540.81	5,959.19	20.5%
46064 Protective Gear						
1001-603-46064-1000-	5,000	Protective 0	5,000	3,628.87	1,371.13	72.6%
46066 Postage						
1001-603-46066-1000-	1,500	Postage 0	1,500	1,637.64	-137.64	109.2%*
46067 Janitorial Supplies						
1001-603-46067-1000-	25,500	Janitorial 0	25,500	24,983.79	516.21	98.0%
46210 Natural Gas						
1001-603-46210-1000-	30,000	Natural Ga 0	30,000	21,952.66	8,047.34	73.2%
46220 Gas & Electricity						
1001-603-46220-1000-	13,000	Electricit 0	13,000	14,057.64	-1,057.64	108.1%*
46260 Vehicle Maintenance & Fuel						
1001-603-46260-1000-	185,500	Vehicle Fu 0	185,500	183,059.68	2,440.32	98.7%
46270 Water Service						
1001-603-46270-1000-	7,500	Water Serv 0	7,500	7,225.53	274.47	96.3%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
47301 Building Security						
1001-603-47301-1000-	8,500	Building S 0	8,500	327.71	8,172.29	3.9%
47500 Technology Replacement						
1001-603-47500-1000-	10,000	Technology 0	10,000	12,845.00	-2,845.00	128.5%*
47515 Tools & Equipment						
1001-603-47515-1000-	15,000	Tools & Eq 0	15,000	14,323.72	676.28	95.5%
48092 Patriotism						
1001-603-48092-1000-	4,200	Patriotism 0	4,200	8,142.23	-3,942.23	193.9%*
48096 Holiday Lighting						
1001-603-48096-1000-	5,000	Holiday Li 0	5,000	9,086.78	-4,086.78	181.7%*
TOTAL Public Works	5,260,634	0	5,260,634	5,509,816.36	-249,182.36	104.7%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
701 Police Department						
10017011 General Fund						
32010 Soliciting Permits						
1001-701-32010-1000-	-1,500	Soliciting 0	-1,500	-3,885.00	2,385.00	259.0%
34210 Police Detail Admin Fees						
1001-701-34210-1000-	-46,000	Police Det 0	-46,000	-40,338.26	-5,661.74	87.7%*
35100 Fees & Fines						
1001-701-35100-1000-	-6,000	Fines & Fe 0	-6,000	-7,163.00	1,163.00	119.4%
35102 Copy Fees						
1001-701-35102-1000-	-1,000	Copy Fees 0	-1,000	-1,649.20	649.20	164.9%
35103 Vehicle ID						
1001-701-35103-1000-	-9,000	Vehicle ID 0	-9,000	-9,060.00	60.00	100.7%
35104 Online Report Fees						
1001-701-35104-1000-	-3,500	Online Rep 0	-3,500	-3,535.00	35.00	101.0%
41100 Salaries						
1001-701-41100-1000-	3,529,909	Salaries 0	3,529,909	3,579,442.25	-49,533.25	101.4%*

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
41102 Civilian Salaries						
1001-701-41102-1000-	545,557	Civil Sal 0	545,557	.00	545,557.00	.0%
41160 Clothing Allowance						
1001-701-41160-1000-	78,605	Clothing A 0	78,605	74,381.95	4,223.05	94.6%
41300 Overtime						
1001-701-41300-1000-	163,170	Overtime 0	163,170	132,620.44	30,549.56	81.3%
41301 Civilian Overtime						
1001-701-41301-1000-	16,500	Civil OT 0	16,500	.00	16,500.00	.0%
41400 Supplemental Wages						
1001-701-41400-1000-	533,361	Supplement 0	533,361	431,645.45	101,715.55	80.9%
41500 Detail Wages						
1001-701-41500-1000-	125,000	Detail Wag 0	125,000	54,741.38	70,258.62	43.8%
41600 Special Details						
1001-701-41600-1000-	10,000	Special De 0	10,000	-2,429.55	12,429.55	-24.3%
42101 Medical Insurance						
1001-701-42101-1000-	772,587	Medical In 0	772,587	890,586.01	-117,999.01	115.3%*

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
42102 Dental Insurance						
1001-701-42102-1000-	32,349	Dental Ins 0	32,349	46,410.72	-14,061.72	143.5%*
42200 Payroll Taxes						
1001-701-42200-1000-	63,241	Payroll Ta 0	63,241	53,945.29	9,295.71	85.3%
42201 Civilian Payroll Tax						
1001-701-42201-1000-	42,997	Civ Paytax 0	42,997	.00	42,997.00	.0%
42301 Defined Contribution-TIAA						
1001-701-42301-1000-	119,298	DC TIAA 0	119,298	123,520.51	-4,222.51	103.5%*
42302 Defined Benefit-ERSRI						
1001-701-42302-1000-	324,511	DB ERSRI 0	324,511	329,720.26	-5,209.26	101.6%*
42303 Defined Benefit-Local Pension						
1001-701-42303-1000-	1,977,995	Defined LP 0	1,977,995	1,977,995.04	-.04	100.0%*
42304 Civilian Defined Contribution						
1001-701-42304-1000-	5,104	Civ DC 0	5,104	.00	5,104.00	.0%
42305 Civilian Defined Benefit ERSRI						
1001-701-42305-1000-	71,815	Civ ERSRI 0	71,815	.00	71,815.00	.0%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
42400 Education						
1001-701-42400-1000-	84,000	Education 0	84,000	18,612.53	65,387.47	22.2%
43020 Boat Repairs & Maintenance						
1001-701-43020-1000-	5,000	Boat Repai 0	5,000	2,798.09	2,201.91	56.0%
43201 Conferences & Training						
1001-701-43201-1000-	15,000	Conference 0	15,000	11,446.01	3,553.99	76.3%
43331 RI Police Academy						
1001-701-43331-1000-	10,000	RI Police 0	10,000	525.00	9,475.00	5.3%
43445 Written Directives						
1001-701-43445-1000-	8,000	Written Di 0	8,000	6,294.00	1,706.00	78.7%
44300 Building Repairs & Mainten						
1001-701-44300-1000-	40,000	Building R 0	40,000	41,418.89	-1,418.89	103.5%*
44310 Motor Vehicle Repairs						
1001-701-44310-1000-	66,000	Motor Vehi 0	66,000	79,116.92	-13,116.92	119.9%*
44400 Copy Machines						
1001-701-44400-1000-	5,100	Copy Machi 0	5,100	6,227.54	-1,127.54	122.1%*

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
45300 Telephone & Internet						
1001-701-45300-1000-	44,000	Telephone 0	44,000	47,833.57	-3,833.57	108.7%*
45400 Advertising						
1001-701-45400-1000-	2,000	Advertisin 0	2,000	188.00	1,812.00	9.4%
46009 Ammunition & Weapons						
1001-701-46009-1000-	20,000	Ammunition 0	20,000	17,480.37	2,519.63	87.4%
46010 Uniforms						
1001-701-46010-1000-	2,000	Postage 0	2,000	1,994.45	5.55	99.7%
46031 Police Officer Supplies						
1001-701-46031-1000-	1,800	Police Off 0	1,800	910.58	889.42	50.6%
46032 Patrol Expenses						
1001-701-46032-1000-	55,000	Patrol Exp 0	55,000	40,391.16	14,608.84	73.4%
46033 Detective Expenses						
1001-701-46033-1000-	14,400	Detective 0	14,400	14,214.27	185.73	98.7%
46034 Probationary Patrolman Expense						
1001-701-46034-1000-	10,000	Probationa 0	10,000	.00	10,000.00	.0%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
46035 Color Guard						
1001-701-46035-1000-	1,200	Color Guar 0	1,200	1,200.00	.00	100.0%
46037 Medical Supplies						
1001-701-46037-1000-	1,800	Medical Su 0	1,800	309.04	1,490.96	17.2%
46038 Communications						
1001-701-46038-1000-	25,000	Communicat 0	25,000	11,544.41	13,455.59	46.2%
46039 Photo Lab						
1001-701-46039-1000-	1,000	Photo Lab 0	1,000	.00	1,000.00	.0%
46066 Postage						
1001-701-46066-1000-	2,000	Postage 0	2,000	4,151.98	-2,151.98	207.6%*
46210 Natural Gas						
1001-701-46210-1000-	18,000	Natural Ga 0	18,000	17,396.15	603.85	96.6%
46220 Gas & Electricity						
1001-701-46220-1000-	20,000	Electricit 0	20,000	26,751.18	-6,751.18	133.8%*
46260 Vehicle Maintenance & Fuel						
1001-701-46260-1000-	75,000	Vehicle Fu 0	75,000	63,786.51	11,213.49	85.0%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
46270 Water Service						
1001-701-46270-1000-	2,500	Water Serv 0	2,500	2,410.21	89.79	96.4%
47301 Building Security						
1001-701-47301-1000-	1,500	Building S 0	1,500	.00	1,500.00	.0%
47500 Technology Replacement						
1001-701-47500-1000-	125,000	Technology 0	125,000	105,381.50	19,618.50	84.3%
10017012 General Fund						
41100 Salaries						
1001-701-41100-2000-	0	Salaries 0	0	495,492.72	-495,492.72	100.0%*
41300 Overtime						
1001-701-41300-2000-	0	Overtime 0	0	33,826.64	-33,826.64	100.0%*
42200 Payroll Taxes						
1001-701-42200-2000-	0	Payroll Ta 0	0	35,639.49	-35,639.49	100.0%*
42301 Defined Contribution-TIAA						
1001-701-42301-2000-	0	DC TIAA 0	0	4,240.52	-4,240.52	100.0%*

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
42302 Defined Benefit-ERSRI						
1001-701-42302-2000- DB ERSRI	0	0	0	59,667.94	-59,667.94	100.0%*
TOTAL Police Department	9,000,299	0	9,000,299	8,778,198.96	222,100.04	97.5%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
702 Animal Control						
10017021 General Fund						
34550 Animal Control & Shelter F						
1001-702-34550-1000-	-1,000	Animal Con 0	-1,000	-560.00	-440.00	56.0%*
41100 Salaries						
1001-702-41100-1000-	157,097	Salaries 0	157,097	149,581.13	7,515.87	95.2%
41160 Clothing Allowance						
1001-702-41160-1000-	1,500	Clothing A 0	1,500	1,500.00	.00	100.0%
41300 Overtime						
1001-702-41300-1000-	2,500	Overtime 0	2,500	425.60	2,074.40	17.0%
42101 Medical Insurance						
1001-702-42101-1000-	32,711	Medical In 0	32,711	35,052.11	-2,341.11	107.2%*
42102 Dental Insurance						
1001-702-42102-1000-	1,313	Dental Ins 0	1,313	1,099.92	213.08	83.8%
42200 Payroll Taxes						
1001-702-42200-1000-	12,209	Payroll Ta 0	12,209	11,142.77	1,066.23	91.3%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
42301 Defined Contribution-TIAA						
1001-702-42301-1000-	1,355	DC TIAA 0	1,355	1,107.76	247.24	81.8%
42302 Defined Benefit-ERSRI						
1001-702-42302-1000-	18,473	DB ERSRI 0	18,473	14,439.69	4,033.31	78.2%
43203 Certifications						
1001-702-43203-1000-	2,300	Certificat 0	2,300	278.85	2,021.15	12.1%
43341 Veterinarian Service						
1001-702-43341-1000-	10,000	Veterinari 0	10,000	10,356.52	-356.52	103.6%*
43342 Carcass Removal						
1001-702-43342-1000-	450	Carcass Re 0	450	236.45	213.55	52.5%
44300 Building Repairs & Mainten						
1001-702-44300-1000-	25,100	Building R 0	25,100	18,165.63	6,934.37	72.4%
44310 Motor Vehicle Repairs						
1001-702-44310-1000-	6,200	Motor Vehi 0	6,200	5,531.74	668.26	89.2%
45300 Telephone & Internet						
1001-702-45300-1000-	8,200	Telephone 0	8,200	8,337.58	-137.58	101.7%*

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
45301 Miscellaneous						
1001-702-45301-1000-	0	Telephone 0	0	1,400.56	-1,400.56	100.0%*
45900 Operating						
1001-702-45900-1000-	1,500	Operating 0	1,500	923.35	576.65	61.6%
46000 Supplies						
1001-702-46000-1000-	7,000	Supplies 0	7,000	6,490.65	509.35	92.7%
46002 Office Supplies						
1001-702-46002-1000-	1,800	Office Sup 0	1,800	1,066.99	733.01	59.3%
46066 Postage						
1001-702-46066-1000-	300	Postage 0	300	.00	300.00	.0%
46210 Natural Gas						
1001-702-46210-1000-	9,000	Natural Ga 0	9,000	13,545.10	-4,545.10	150.5%*
46220 Gas & Electricity						
1001-702-46220-1000-	12,500	Electricit 0	12,500	13,356.01	-856.01	106.8%*
46260 Vehicle Maintenance & Fuel						
1001-702-46260-1000-	1,500	Vehicle Fu 0	1,500	1,442.76	57.24	96.2%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
46270 Water Service						
1001-702-46270-1000-	3,000	Water Serv 0	3,000	2,644.80	355.20	88.2%
47301 Building Security						
1001-702-47301-1000-	2,500	Building S 0	2,500	.00	2,500.00	.0%
TOTAL Animal Control	317,508	0	317,508	297,565.97	19,942.03	93.7%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
703 Harbor Master						
10017031 General Fund						
34100 Miscellaneous						
1001-703-34100-1000-	-30,000	Miscellane 0	-30,000	-29,811.44	-188.56	99.4%*
34201 Fueling Station						
1001-703-34201-1000-	-100,000	Fueling St 0	-100,000	-60,719.80	-39,280.20	60.7%*
34202 Dock Fees						
1001-703-34202-1000-	-328,120	Dock Fees 0	-328,120	-248,159.73	-79,960.27	75.6%*
34203 Mooring Fees						
1001-703-34203-1000-	-185,000	Mooring Fe 0	-185,000	-301,334.59	116,334.59	162.9%
34204 Transient Docks/Moorings						
1001-703-34204-1000-	-150,000	Transient 0	-150,000	-222,141.04	72,141.04	148.1%
34205 Harbor Parking Fees						
1001-703-34205-1000-	-4,500	Harbor Par 0	-4,500	-3,400.00	-1,100.00	75.6%*
34206 Ferry Dock & Office Lease						
1001-703-34206-1000-	-19,525	Ferry Dock 0	-19,525	-18,919.89	-605.11	96.9%*

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
35100 Fees & Fines						
1001-703-35100-1000-	0	Fees & Fin 0	0	-20.00	20.00	100.0%
41100 Salaries						
1001-703-41100-1000-	293,897	Salaries 0	293,897	303,545.04	-9,648.04	103.3%*
42101 Medical Insurance						
1001-703-42101-1000-	3,600	Medical In 0	3,600	4,449.96	-849.96	123.6%*
42102 Dental Insurance						
1001-703-42102-1000-	1,994	Dental Ins 0	1,994	2,258.36	-264.36	113.3%*
42200 Payroll Taxes						
1001-703-42200-1000-	22,483	Payroll Ta 0	22,483	23,517.75	-1,034.75	104.6%*
42301 Defined Contribution-TIAA						
1001-703-42301-1000-	2,202	DC TIAA 0	2,202	2,204.48	-2.48	100.1%*
42302 Defined Benefit-ERSRI						
1001-703-42302-1000-	30,984	DB ERSRI 0	30,984	31,016.54	-32.54	100.1%*
43202 Training						
1001-703-43202-1000-	2,200	Training 0	2,200	784.88	1,415.12	35.7%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
44300 Building Repairs & Mainten						
1001-703-44300-1000-	14,000	Building R 0	14,000	17,230.22	-3,230.22	123.1%*
44381 Boat Repairs & Maintenance						
1001-703-44381-1000-	8,000	Boat Repai 0	8,000	2,594.04	5,405.96	32.4%
44382 Dock Repairs & Maintenance						
1001-703-44382-1000-	65,000	Dock Repai 0	65,000	55,958.80	9,041.20	86.1%
44383 Buoy Repairs & Maintenance						
1001-703-44383-1000-	6,000	Buoy Repai 0	6,000	2,049.05	3,950.95	34.2%
45300 Telephone & Internet						
1001-703-45300-1000-	10,000	Telephone 0	10,000	12,010.35	-2,010.35	120.1%*
45900 Operating						
1001-703-45900-1000-	20,000	Operating 0	20,000	23,006.24	-3,006.24	115.0%*
46000 Supplies						
1001-703-46000-1000-	3,000	Supplies 0	3,000	3,000.00	.00	100.0%
46003 Software & Licenses						
1001-703-46003-1000-	3,000	Software & 0	3,000	825.92	2,174.08	27.5%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
46010 Uniforms						
1001-703-46010-1000-	5,000	Uniforms 0	5,000	2,337.50	2,662.50	46.8%
46021 Mooring Stickers						
1001-703-46021-1000-	5,000	Mooring St 0	5,000	3,497.55	1,502.45	70.0%
46022 Safety Equipment						
1001-703-46022-1000-	4,000	Safety Equ 0	4,000	4,351.57	-351.57	108.8%*
46110 Public Rights of Way						
1001-703-46110-1000-	10,000	Public Rig 0	10,000	7,769.97	2,230.03	77.7%
46210 Natural Gas						
1001-703-46210-1000-	9,000	Natural Ga 0	9,000	19,372.25	-10,372.25	215.2%*
46220 Gas & Electricity						
1001-703-46220-1000-	24,000	Electricit 0	24,000	35,990.88	-11,990.88	150.0%*
46260 Vehicle Maintenance & Fuel						
1001-703-46260-1000-	2,200	Vehicle Fu 0	2,200	2,999.42	-799.42	136.3%*
46261 Boat Fuel						
1001-703-46261-1000-	5,000	Boat Fuel 0	5,000	5,000.00	.00	100.0%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
46270 Water Service						
1001-703-46270-1000-	14,000	Water Serv 0	14,000	17,495.92	-3,495.92	125.0%*
47515 Tools & Equipment						
1001-703-47515-1000-	20,000	Radios 0	20,000	18,987.52	1,012.48	94.9%
TOTAL Harbor Master	-232,585	0	-232,585	-282,252.28	49,667.28	121.4%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
704 Fire Department						
10017041 General Fund						
34000 EMS & Fire Revenue						
1001-704-34000-1000-	-1,100,000	EMS & Fire 0	-1,100,000	-1,141,924.17	41,924.17	103.8%
41100 Salaries						
1001-704-41100-1000-	573,599	Salaries 0	573,599	575,134.80	-1,535.80	100.3%*
41160 Clothing Allowance						
1001-704-41160-1000-	3,000	Clothing A 0	3,000	3,000.00	.00	100.0%
41170 EMS Stipend						
1001-704-41170-1000-	625,000	EMS Stipen 0	625,000	629,454.25	-4,454.25	100.7%*
41175 Incentive Stipend						
1001-704-41175-1000-	41,200	Incentive 0	41,200	21,400.00	19,800.00	51.9%
41300 Overtime						
1001-704-41300-1000-	5,000	Overtime 0	5,000	4,478.89	521.11	89.6%
41600 Special Details						
1001-704-41600-1000-	60,000	Special De 0	60,000	69,688.45	-9,688.45	116.1%*

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
42101 Medical Insurance						
1001-704-42101-1000-	100,414	Medical In 0	100,414	88,184.36	12,229.64	87.8%
42102 Dental Insurance						
1001-704-42102-1000-	3,987	Dental Ins 0	3,987	3,745.56	241.44	93.9%
42200 Payroll Taxes						
1001-704-42200-1000-	109,609	Payroll Ta 0	109,609	98,199.41	11,409.59	89.6%
42301 Defined Contribution-TIAA						
1001-704-42301-1000-	12,082	DC TIAA 0	12,082	9,100.00	2,982.00	75.3%
42302 Defined Benefit-ERSRI						
1001-704-42302-1000-	63,599	DB ERSRI 0	63,599	65,362.67	-1,763.67	102.8%*
43203 Certifications						
1001-704-43203-1000-	35,000	Training & 0	35,000	31,679.07	3,320.93	90.5%
43204 Dues & Subscriptions						
1001-704-43204-1000-	4,000	Dues & Sub 0	4,000	4,542.50	-542.50	113.6%*
43205 Ladder Testing						
1001-704-43205-1000-	10,000	NFPA TES 0	10,000	.00	10,000.00	.0%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
43260 Emergency Medical Services						
1001-704-43260-1000-	651,000	EMS 0	651,000	651,066.00	-66.00	100.0%*
43261 Emergency Management						
1001-704-43261-1000-	2,400	EM 0	2,400	1,280.00	1,120.00	53.3%
43262 Physician Consultant						
1001-704-43262-1000-	6,600	Physician 0	6,600	9,912.50	-3,312.50	150.2%*
43400 IT & Support						
1001-704-43400-1000-	25,000	IT & Suppo 0	25,000	30,302.42	-5,302.42	121.2%*
44300 Building Repairs & Mainten						
1001-704-44300-1000-	40,000	Building R 0	40,000	49,117.30	-9,117.30	122.8%*
44301 Elevator Repairs & Mainten						
1001-704-44301-1000-	5,000	EQUIP Mnt 0	5,000	7,275.07	-2,275.07	145.5%*
44302 Alarm Repairs & Maintenanc						
1001-704-44302-1000-	20,000	GEM 0	20,000	23,001.85	-3,001.85	115.0%*
44303 Communications Maintenance						
1001-704-44303-1000-	10,000	Communicat 0	10,000	9,975.88	24.12	99.8%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
44310 Motor Vehicle Repairs						
1001-704-44310-1000-	80,000	Motor Vehi 0	80,000	134,591.78	-54,591.78	168.2%*
44313 Motor Vehicle Materials						
1001-704-44313-1000-	0	Motor Vehi 0	0	71.82	-71.82	100.0%*
44800 Miscellaneous						
1001-704-44800-1000-	2,000	Miscellane 0	2,000	2,262.41	-262.41	113.1%*
45101 Special Events						
1001-704-45101-1000-	15,000	Special Ev 0	15,000	20,103.44	-5,103.44	134.0%*
45300 Telephone & Internet						
1001-704-45300-1000-	25,000	Telephone 0	25,000	33,521.98	-8,521.98	134.1%*
46002 Office Supplies						
1001-704-46002-1000-	6,000	Office Sup 0	6,000	5,655.14	344.86	94.3%
46010 Uniforms						
1001-704-46010-1000-	20,000	Uniforms 0	20,000	21,829.11	-1,829.11	109.1%*
46051 Chemicals & Gases						
1001-704-46051-1000-	2,500	Chemicals 0	2,500	4,524.80	-2,024.80	181.0%*

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
46066 Postage						
1001-704-46066-1000-	2,500	Postage 0	2,500	1,175.14	1,324.86	47.0%
46070 EMS Disposable Supplies						
1001-704-46070-1000-	25,000	EMS Dispos 0	25,000	26,307.03	-1,307.03	105.2%*
46210 Natural Gas						
1001-704-46210-1000-	40,000	Natural Ga 0	40,000	61,566.30	-21,566.30	153.9%*
46220 Gas & Electricity						
1001-704-46220-1000-	30,000	Electricit 0	30,000	51,751.10	-21,751.10	172.5%*
46260 Vehicle Maintenance & Fuel						
1001-704-46260-1000-	50,000	Vehicle Fu 0	50,000	54,155.87	-4,155.87	108.3%*
46270 Water Service						
1001-704-46270-1000-	5,000	Water Serv 0	5,000	5,465.96	-465.96	109.3%*
47510 EMS Equipment						
1001-704-47510-1000-	10,000	EMS Equipm 0	10,000	10,283.86	-283.86	102.8%*
47511 Fire Equipment						
1001-704-47511-1000-	10,000	Fire Equip 0	10,000	10,062.91	-62.91	100.6%*

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
47512 Communications Equipment						
1001-704-47512-1000-	20,000	Communicat 0	20,000	20,147.99	-147.99	100.7%*
47513 Breathing Apparatus						
1001-704-47513-1000-	20,000	Breathing 0	20,000	22,530.59	-2,530.59	112.7%*
47514 Personal Protective Equipment						
1001-704-47514-1000-	30,000	PPE 0	30,000	27,583.16	2,416.84	91.9%
48008 Company Allotments						
1001-704-48008-1000-	33,000	Company Al 0	33,000	33,000.00	.00	100.0%
TOTAL Fire Department	1,732,490	0	1,732,490	1,790,567.20	-58,077.20	103.4%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
801 Human Services						
10018011 General Fund						
41100 Salaries						
1001-801-41100-1000-	36,740	Salaries 0	36,740	37,091.02	-351.02	101.0%*
42101 Medical Insurance						
1001-801-42101-1000-	9,483	Medical In 0	9,483	10,298.48	-815.48	108.6%*
42102 Dental Insurance						
1001-801-42102-1000-	315	Dental Ins 0	315	.00	315.00	.0%
42200 Payroll Taxes						
1001-801-42200-1000-	2,811	Payroll Ta 0	2,811	2,777.73	33.27	98.8%
42301 Defined Contribution-TIAA						
1001-801-42301-1000-	330	DC TIAA 0	330	330.36	-.36	100.1%*
42302 Defined Benefit-ERSRI						
1001-801-42302-1000-	4,637	DB ERSRI 0	4,637	4,646.41	-9.41	100.2%*
48005 Emergency Fund						
1001-801-48005-1000-	8,000	Emg fund 0	8,000	8,125.67	-125.67	101.6%*

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
TOTAL Human Services	62,316	0	62,316	63,269.67	-953.67	101.5%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
802 Rogers Free Library						
10018021 General Fund						
35100 Fees & Fines						
1001-802-35100-1000-	-8,000	Fees & Fin 0	-8,000	-3,688.95	-4,311.05	46.1%*
41100 Salaries						
1001-802-41100-1000-	865,711	Salaries 0	865,711	824,068.33	41,642.67	95.2%
42101 Medical Insurance						
1001-802-42101-1000-	79,710	Medical In 0	79,710	71,792.11	7,917.89	90.1%
42102 Dental Insurance						
1001-802-42102-1000-	2,837	Dental Ins 0	2,837	3,099.34	-262.34	109.2%*
42200 Payroll Taxes						
1001-802-42200-1000-	66,227	Payroll Ta 0	66,227	62,212.88	4,014.12	93.9%
42301 Defined Contribution-TIAA						
1001-802-42301-1000-	5,273	DC TIAA 0	5,273	4,781.10	491.90	90.7%
42302 Defined Benefit-ERSRI						
1001-802-42302-1000-	74,192	DB ERSRI 0	74,192	65,082.27	9,109.73	87.7%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
43290 Ocean State Library Consortium						
1001-802-43290-1000-	44,337	OSLC 0	44,337	44,337.04	-.04	100.0%*
44300 Building Repairs & Mainten						
1001-802-44300-1000-	20,000	Building R 0	20,000	21,764.18	-1,764.18	108.8%*
44309 Custodial Services						
1001-802-44309-1000-	45,000	Custodial 0	45,000	45,001.23	-1.23	100.0%*
45300 Telephone & Internet						
1001-802-45300-1000-	4,380	Telephone 0	4,380	3,853.96	526.04	88.0%
45510 Print Materials						
1001-802-45510-1000-	30,000	Print Mate 0	30,000	29,460.52	539.48	98.2%
45511 Electronic Materials						
1001-802-45511-1000-	8,000	Electronic 0	8,000	7,182.68	817.32	89.8%
45512 Subscriptions						
1001-802-45512-1000-	7,500	Subscripti 0	7,500	6,927.57	572.43	92.4%
45513 Audio-Visual						
1001-802-45513-1000-	10,000	Audio-Visu 0	10,000	9,377.49	622.51	93.8%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
45900 Operating						
1001-802-45900-1000-	13,000	Operating 0	13,000	12,907.10	92.90	99.3%
46210 Natural Gas						
1001-802-46210-1000-	15,000	Natural Ga 0	15,000	18,447.10	-3,447.10	123.0%*
46220 Gas & Electricity						
1001-802-46220-1000-	35,000	Electricit 0	35,000	39,581.28	-4,581.28	113.1%*
46270 Water Service						
1001-802-46270-1000-	4,000	Water Serv 0	4,000	4,718.59	-718.59	118.0%*
47500 Technology Replacement						
1001-802-47500-1000-	6,000	Technology 0	6,000	5,574.57	425.43	92.9%
TOTAL Rogers Free Library	1,328,167	0	1,328,167	1,276,480.39	51,686.61	96.1%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
803 Parks and Recreation						
10018031 General Fund						
34700 Summer Camp						
1001-803-34700-1000-	-125,000	Summer Cam 0	-125,000	-116,947.00	-8,053.00	93.6%*
34701 Program Revenue						
1001-803-34701-1000-	-125,000	Program Re 0	-125,000	-193,233.13	68,233.13	154.6%
34702 Summer Camp						
1001-803-34702-1000-	0	Summer Cam 0	0	-2,340.00	2,340.00	100.0%
34703 Gate Fees						
1001-803-34703-1000-	-90,000	Gate Fees 0	-90,000	-78,239.86	-11,760.14	86.9%*
34704 Facility Use						
1001-803-34704-1000-	-11,500	Facility U 0	-11,500	-13,205.00	1,705.00	114.8%
41100 Salaries						
1001-803-41100-1000-	613,774	Salaries 0	613,774	596,742.72	17,031.28	97.2%
41300 Overtime						
1001-803-41300-1000-	10,000	Overtime 0	10,000	14,457.06	-4,457.06	144.6%*

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
42101 Medical Insurance						
1001-803-42101-1000-	104,131	Medical In 0	104,131	102,628.64	1,502.36	98.6%
42102 Dental Insurance						
1001-803-42102-1000-	4,282	Dental Ins 0	4,282	3,745.56	536.44	87.5%
42200 Payroll Taxes						
1001-803-42200-1000-	47,466	Payroll Ta 0	47,466	43,386.44	4,079.56	91.4%
42301 Defined Contribution-TIAA						
1001-803-42301-1000-	3,081	DC TIAA 0	3,081	3,214.02	-133.02	104.3%*
42302 Defined Benefit-ERSRI						
1001-803-42302-1000-	43,347	DB ERSRI 0	43,347	45,224.06	-1,877.06	104.3%*
44325 Repairs & Maintenance						
1001-803-44325-1000-	35,000	Repairs & 0	35,000	30,840.12	4,159.88	88.1%
44326 Playground Repairs & Maint						
1001-803-44326-1000-	20,000	Playground 0	20,000	25,345.75	-5,345.75	126.7%*
45100 Programs						
1001-803-45100-1000-	95,000	Programs 0	95,000	215,863.90	-120,863.90	227.2%*

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
45101 Special Events						
1001-803-45101-1000-	0	Bus Transp 0	0	234.00	-234.00	100.0%*
45102 Bus Transportation						
1001-803-45102-1000-	25,000	Bus Transp 0	25,000	24,570.00	430.00	98.3%
45103 Concerts						
1001-803-45103-1000-	7,000	Concerts 0	7,000	5,225.00	1,775.00	74.6%
45300 Telephone & Internet						
1001-803-45300-1000-	20,000	Telephone 0	20,000	15,422.34	4,577.66	77.1%
45900 Operating						
1001-803-45900-1000-	20,000	Operating 0	20,000	44,928.39	-24,928.39	224.6%*
46210 Natural Gas						
1001-803-46210-1000-	20,000	Natural Ga 0	20,000	15,259.26	4,740.74	76.3%
46220 Gas & Electricity						
1001-803-46220-1000-	20,000	Electricit 0	20,000	34,551.22	-14,551.22	172.8%*
46221 Electric						
1001-803-46221-1000-	10,000	electric 0	10,000	.00	10,000.00	.0%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
46260 Vehicle Maintenance & Fuel						
1001-803-46260-1000-	11,000	Vehicle Fu 0	11,000	12,090.35	-1,090.35	109.9%*
46270 Water Service						
1001-803-46270-1000-	12,000	Water Serv 0	12,000	13,144.42	-1,144.42	109.5%*
47520 Equipment						
1001-803-47520-1000-	10,000	Equipment 0	10,000	1,937.98	8,062.02	19.4%
TOTAL Parks and Recreation	779,581	0	779,581	844,846.24	-65,265.24	108.4%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
805 Human Resources						
10018051 General Fund						
48040 Women's Resource Center						
1001-805-48040-1000-	3,000	Women's Re 0	3,000	3,000.00	.00	100.0%
48041 East Bay Mental Health						
1001-805-48041-1000-	25,000	EBMH 0	25,000	25,000.00	.00	100.0%
48042 East Bay Community Action						
1001-805-48042-1000-	22,000	EBCA 0	22,000	22,000.00	.00	100.0%
48043 Benjamin Church Manor Tenants						
1001-805-48043-1000-	1,000	Benjamin C 0	1,000	1,000.00	.00	100.0%
48045 Boy Scouts						
1001-805-48045-1000-	1,500	Boy Scouts 0	1,500	1,500.00	.00	100.0%
48046 Mosaico						
1001-805-48046-1000-	2,000	Mosaico 0	2,000	2,000.00	.00	100.0%
48047 Visiting Nurses						
1001-805-48047-1000-	6,000	Visiting N 0	6,000	6,000.00	.00	100.0%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
48049 King Philip Little League						
1001-805-48049-1000-	1,500	King Phili 0	1,500	1,500.00	.00	100.0%
48050 Franklin Court Tenants Assoc.						
1001-805-48050-1000-	1,000	Franklin C 0	1,000	1,000.00	.00	100.0%
48052 Cornerstone						
1001-805-48052-1000-	2,000	Cornerston 0	2,000	2,000.00	.00	100.0%
48053 Samaritans						
1001-805-48053-1000-	1,000	Samaritans 0	1,000	1,000.00	.00	100.0%
48054 Coggeshall Farm						
1001-805-48054-1000-	500	Coggeshall 0	500	500.00	.00	100.0%
48055 Bristol Historical Society						
1001-805-48055-1000-	2,000	Bristol Hi 0	2,000	2,000.00	.00	100.0%
48056 Meals on Wheels						
1001-805-48056-1000-	1,500	Meals on W 0	1,500	1,500.00	.00	100.0%
48057 Bristol Arts Museum						
1001-805-48057-1000-	500	Bristol Ar 0	500	500.00	.00	100.0%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
48058 Art Night						
1001-805-48058-1000-	1,500	Art Night 0	1,500	1,500.00	.00	100.0%
48059 Community Strings Project						
1001-805-48059-1000-	1,500	Community 0	1,500	1,500.00	.00	100.0%
48060 Neverland Theatre						
1001-805-48060-1000-	1,000	Friends of 0	1,000	1,000.00	.00	100.0%
48061 Bristol Rotary Charities Found						
1001-805-48061-1000-	1,000	Rotary 0	1,000	1,000.00	.00	100.0%
48062 East Bay Food Pantry						
1001-805-48062-1000-	1,500	EBFP 0	1,500	1,500.00	.00	100.0%
48063 Bristol Senior Center						
1001-805-48063-1000-	185,400	Bristol SC 0	185,400	185,400.00	.00	100.0%
48065 Bristol Garden Club						
1001-805-48065-1000-	1,000	Bristol Ga 0	1,000	1,000.00	.00	100.0%
48066 Friends of Linden Place						
1001-805-48066-1000-	500	Friends of 0	500	500.00	.00	100.0%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
48067 Eastern RI Conservation Distri						
1001-805-48067-1000-	1,000	Eastern RI 0	1,000	1,000.00	.00	100.0%
48068 Wildlife Rehab Assoc. of RI						
1001-805-48068-1000-	500	Wildlife 0	500	500.00	.00	100.0%
48070 Friends of Toms Grove						
1001-805-48070-1000-	1,000	FOTG 0	1,000	1,000.00	.00	100.0%
48071 Bristol Middle Passage Port Ma						
1001-805-48071-1000-	500	Middle Por 0	500	500.00	.00	100.0%
48072 Rhode Island Special Olympics						
1001-805-48072-1000-	1,500	RI Special 0	1,500	1,500.00	.00	100.0%
48073 East Bay Softball						
1001-805-48073-1000-	1,000	EB Softbal 0	1,000	1,000.00	.00	100.0%
TOTAL Human Resources	269,400	0	269,400	269,400.00	.00	100.0%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
806 Municipal Services						
10018061 General Fund						
48003 Personnel Board						
1001-806-48003-1000-	750	Personnel 0	750	.00	750.00	.0%
48090 Fourth of July						
1001-806-48090-1000-	25,000	4th July 0	25,000	25,000.00	.00	100.0%
48091 Veterans Holidays						
1001-806-48091-1000-	4,500	Veterans H 0	4,500	4,500.00	.00	100.0%
48094 Christmas Festival						
1001-806-48094-1000-	3,000	Christmas 0	3,000	3,359.20	-359.20	112.0%*
TOTAL Municipal Services	33,250	0	33,250	32,859.20	390.80	98.8%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
901 Bristol Warren Regional School						
10019011 General Fund						
49000 BWRSD Appropriation						
1001-901-49000-1000- BWRSD Appr	30,666,328	0	30,666,328	30,666,327.96	.04	100.0%
TOTAL Bristol Warren Regional School	30,666,328	0	30,666,328	30,666,327.96	.04	100.0%

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
950 Other Financing Sources & Uses						
10019501 General Fund						
39001 Fund Balance Appropriation						
1001-950-39001-1000-	-1,000,000	Fund Balan 0	-1,000,000	-1,000,000.00	.00	100.0%
39901 Mastercard Clearing						
1001-950-39901-1000-	0	Mastercard 0	0	20,771.00	-20,771.00	100.0%*
39902 Clearing Account						
1001-950-39902-1000-	0	Clearing A 0	0	-265.76	265.76	100.0%
39907 Tax Sale Redemptions						
1001-950-39907-1000-	0	Tax Sale R 0	0	-84.00	84.00	100.0%
TOTAL Other Financing Sources & Uses	-1,000,000	0	-1,000,000	-979,578.76	-20,421.24	98.0%
TOTAL General Fund	50,891,763	0	50,891,763	-707,655.75	51,599,418.75	-1.4%
TOTAL REVENUES	-13,434,750	0	-13,434,750	-64,890,841.90	51,456,091.90	
TOTAL EXPENSES	64,326,513	0	64,326,513	64,183,186.15	143,326.85	
GRAND TOTAL	50,891,763	0	50,891,763	-707,655.75	51,599,418.75	-1.4%

** END OF REPORT - Generated by Carl Carulli **

Town of Bristol, RI

YEAR-TO-DATE BUDGET REPORT

REPORT OPTIONS

	Field #	Total	Page Break
Sequence 1	1	Y	N
Sequence 2	2	Y	Y
Sequence 3	9	N	N
Sequence 4	11	N	N

Report title:
YEAR-TO-DATE BUDGET REPORT

Includes accounts exceeding 0% of budget.
Print totals only: N
Print Full or Short description: S
Print full GL account: Y
Format type: 1
Double space: N
Suppress zero bal accts: Y
Include requisition amount: N
Print Revenues-Version headings: Y
Print revenue as credit: Y
Print revenue budgets as zero: N
Include Fund Balance: N
Print journal detail: N
From Yr/Per: 2024/ 1
To Yr/Per: 2024/ 1
Include budget entries: Y
Incl encumb/liq entries: Y
Sort by JE # or PO #: J
Detail format option: 1
Include additional JE comments: N
Multiyear view: D
Amounts/totals exceed 999 million dollars: N

Year/Period: 2026/12
Print MTD Version: N

Roll projects to object: N
Carry forward code: 1

Find Criteria

Field Name	Field Value
Fund	1001
Department	
Object	
Sub Account	
Project	
Character code	
Account type	
Account status	
Rollup Code	

State of Rhode Island
Town of Bristol

Proclamation

Whereas, **Thomas M. Carroll** has been selected as Chief Marshal of the Bristol Fourth of July Celebration for the year 2026, and will lead and hold the place of highest honor in this year's grand Civic, Military and Firemen's Parade; and

Whereas, for nearly four decades, **Thomas M. Carroll** has dedicated his life to emergency medical services and public safety, serving with distinction as an EMT, EMS Instructor Coordinator, State Examiner, and as the principal owner and President of Paramedic Systems, Inc., providing leadership, guidance, and compassionate care throughout Rhode Island and beyond; and

Whereas, his lifelong commitment to public service began with sixteen years as a volunteer firefighter and Rescue Lieutenant with the Tiogue Fire District, where he also served as President, and has continued through numerous state and national leadership roles dedicated to advancing emergency medical services and improving the lives of others; and

Whereas, **Thomas M. Carroll** has devoted himself to the betterment of his community through his leadership and service with numerous civic, charitable, faith-based, and healthcare organizations, including the Bristol County Lions Club, Bradley Hospital, the Knights of Columbus Bristol Council 379, and many others; and

Whereas, in this historic year marking the 250th Anniversary of American Independence, it is especially fitting that Bristol's oldest continuous Fourth of July Celebration honors an individual whose life reflects the ideals of freedom, civic responsibility, patriotism, and service to others that have united our nation for two and a half centuries, and who now joins the distinguished men and women who have served as Chief Marshal in Bristol's storied history;

THEREFORE, BE IT HEREBY RESOLVED, hat the Honorable Town Council and Honorable Town Administrator of the Town of Bristol, State of Rhode Island, by virtue of the authority vested in them by the citizens of Bristol, on their behalf, and by these presents, proclaim and extend to Chief Marshal Thomas M. Carroll their sincerest congratulations and deepest appreciation for his lifetime of service, leadership, and dedication to family, community, and country; and further extend their best wishes to his wife, children, grandchildren, family, friends, colleagues, and associates upon this most distinguished and memorable occasion; and

BE IT FURTHER RESOLVED, that the Honorable Town Council does hereby order and further proclaim that these proceedings, as written, sealed, and attested, shall be forever after recorded in the annals of said Town of Bristol in commemoration whereof.

In Witness Whereof, we have hereunto set our hand and affixed the Seal of the Town of Bristol, Rhode Island, on the adoption of this 4 day of July, 2026.

Steven Contente, Town Administrator

Attest: Melissa Cordeiro, Town Clerk

Nathan T. Calouro, Chairman

Mary A. Parella, Vice Chairwoman

Antonio A. Teixeira, Councilman

Timothy E. Sweeney, Councilman

Aaron J. Ley, Councilman

TOWN OF BRISTOL, RHODE ISLAND

TOWN COUNCIL
Nathan T. Calouro, *Chairman*
Mary A. Parella, *Vice Chairwoman*
Antonio A. Teixeira
Timothy E. Sweeney
Aaron J. Ley

Council Clerk
Melissa Cordeiro

May 15, 2026

The Honorable Members of the Rhode Island Senate
Rhode Island State House
82 Smith Street
Providence, Rhode Island 02903

RE: House Bill H7676 / Senate Bill S2612 – Open Meetings Legislation

Dear Senators,

On May 13, 2026, the Bristol Town Council held a public discussion regarding House Bill H7676 and its companion Senate Bill S2612 relating to proposed amendments to Rhode Island's Open Meetings Act. Following discussion, the Council voted 4–1 to submit this letter expressing its support for the overall goals of the legislation, while also respectfully sharing concerns regarding implementation timelines and the practical challenges municipalities may face in achieving compliance.

First and foremost, the Bristol Town Council strongly supports the principles of government transparency, public accessibility, and increased civic engagement. The Council recognizes and appreciates the intent of this legislation to expand public access to local government meetings, improve the availability of public documents, and modernize public participation opportunities. These are goals that our community values and actively works to support.

At the same time, the Council has significant concerns regarding the proposed implementation deadlines of January 2027 and January 2028. While the goals of the legislation are commendable, municipalities of varying sizes and operational capacities will be required to make substantial adjustments in a relatively short period of time.

During the Council's discussion, several implementation concerns were raised, including:

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• The financial burden associated with purchasing and maintaining audio/visual equipment, software platforms, data storage, and related technology infrastructure.
• The need for dedicated staffing resources to manage livestreaming, remote public participation, troubleshooting technical issues, and maintaining orderly meeting operations.
• The training obligations for municipal staff, elected officials, appointed boards, commissions, and volunteers who will be responsible for complying with the new statutory requirements.
• The administrative challenges of expanding these requirements across multiple public bodies while maintaining consistent compliance standards.

The Council's concern is not with the policy objective, but rather with ensuring that municipalities are given a realistic opportunity to implement these new obligations successfully. Without adequate time, funding, technical guidance, and training support, there is concern that public bodies acting in good faith could inadvertently find themselves in violation of the law despite their best efforts.

Accordingly, the Bristol Town Council respectfully requests that the General Assembly consider one or more of the following:

• Establishing a statewide implementation or study committee consisting of municipal officials, technology professionals, transparency advocates, and state representatives to evaluate operational impacts and develop best practices prior to full implementation.
• Providing direct state funding, grants, or technical assistance to municipalities to support compliance.
• Allowing for an additional implementation grace period of one to two years, or a phased compliance approach, so municipalities can build the infrastructure, staffing, and training necessary to meet these new obligations successfully.

The Town of Bristol remains committed to transparency, accountability, and meaningful public access. Our request is simply that these important goals be implemented in a manner that sets municipalities up for success rather than unintentional noncompliance.

Thank you for your consideration of these concerns and for your continued service to the residents of Rhode Island.

Respectfully submitted,

Nathan Calouro
Bristol Town Council Chairman

TOWN OF BRISTOL, RHODE ISLAND
OFFICE OF TOWN ADMINISTRATOR

STEVEN CONTENTE
Town Administrator

July 1, 2026

Town Clerk Melissa Cordeiro
Town of Bristol
10 Court Street
Bristol, RI 02809

Re: Designation of Acting Town Administrator

Dear Town Clerk Cordeiro:

Pursuant to Section 304 of the Bristol Town Charter, I hereby designate Fire Chief Michael DeMello to perform the duties of the Town Administrator during my temporary absence from July 5, 2026, through July 16, 2026. During this period, Fire Chief DeMello shall serve as Acting Town Administrator.

For the conduct of normal Town business, Operations Manager Eric Dickervitz will be available to assist Town departments, employees, and the public during my absence.

Thank you.

Respectfully,

Steven Contente
Town Administrator

Cc: Town Department Heads

10 COURT STREET, BRISTOL, RI 02809 401-253-7000 FAX 401-253-1570 EMAIL SCONTENTE@BRISTOLRI.GOV

ACLU
AMERICAN CIVIL LIBERTIES UNION
Rhode Island

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 20 AM 11:06

128 Dorrance Street, Suite 400
Providence, RI 02903
Phone: (401) 831-7171
Fax: (401) 831-7175
www.riaclu.org
info@riaclu.org

July 17, 2026

Dear City & Town Officials & Superintendents:

Enclosed please find an updated version of our report we issued three years ago examining the practices of school committees and municipal councils in providing the public with remote access to the meetings of these bodies.

It is our hope that you will share this report with members of your full school committees and councils. In that regard, you should have also received an email from us containing a link to an electronic copy of the report.

The report reviews four metrics: whether members of the public can watch meetings remotely; participate in meetings remotely; access archived recordings of the meetings; and review agenda packets remotely.

We were pleased to see that some public bodies have improved their practices since our first report was issued, but we hope that, if you are not one of the public bodies that already meets all four criteria studied, you will consider strengthening your practices to do so.

We welcome any updates to the information we have gathered. Feel free to let us know if you have any questions about the report.

Sincerely,

Megan Khatchadourian
Assistant to the Director

Enclosure



AN UPDATE

Remote Access to Public Meetings:
A Review of Rhode Island City and Town Councils and School Committees

July 2026

ACLU
AMERICAN CIVIL LIBERTIES UNION FOUNDATION
Rhode Island

Remote Access to Public Meetings:
A Review of Rhode Island City and Town Councils and School Committees

AN UPDATE

Table of Contents

Introduction	3
Livestreaming	6
Meeting Archives	6
Agenda Packets	7
Remote Participation	8
Recommendations and Conclusion	9
Appendix A (City and Town Councils)	12
Appendix B (School Committees)	14

ACLU
AMERICAN CIVIL LIBERTIES UNION FOUNDATION
Rhode Island

Introduction

Remote access by the public to state and local government meetings became essential during the COVID pandemic. For the first two years of the disease's presence, gubernatorial executive orders required public bodies to arrange to have their meetings livestreamed and to provide for remote public participation for any instance when in-person testimony would have been heard. In 2026, remote access remains an extremely valuable vehicle to ensure that public bodies are including as many people as possible in the oversight of their government. But since mid-2022, after those executive orders expired, public bodies have been left on their own to determine the extent to which they will make their meetings open virtually.

In May 2023, in recognition of that discretion, the ACLU of Rhode Island released a report reviewing the post-COVID remote meeting practices of two of the most important public bodies in every Rhode Island municipality — city and town councils and school committees. We looked at four particular aspects of their public meeting practices in this regard:

- **Did they livestream their meetings?**
- **Did they record their meetings and provide a video archive of them for future reference?**
- **Did they provide links to agenda item documents online?**
- **Did they allow remote participation by the public?**

The results were encouraging in some respects, but they also demonstrated significant room for improvement. In 2023, the report found that the vast majority of city and town councils and school committees were livestreaming and archiving their meetings. Most municipal councils were also posting their agenda packets online. But fewer than half of the state's school committees were providing online links to their agenda documents, and few public bodies were continuing to allow for remote public participation. Altogether, only eleven city/town councils and one school committee employed all four of the constituent-friendly practices noted above. Three councils and four school committees engaged in none of those practices.

In mid-2026, we decided to reexamine those practices to see whether, and how, public bodies had improved the public's ability to watch and participate in their meetings remotely since our first report.[1] This report is the result of that reexamination.

While a handful of public bodies have improved their practices to ensure better public access, some of the least transparent public bodies have remained that way.

While a few city and town councils saw improvement, none joined the 11 from 2023 in meeting all four criteria examined in our report. After reexamining our labeling of one of its practices as "unclear" in 2023, only one school district — East Greenwich — has joined Barrington as a school committee that meets all four standards.

All told, only four city and town councils have improved their accessibility since 2023, while eight school committees have done so. Two councils and three school committees continue to provide no accessibility under the four standards noted above, and three other school committees appear to have reduced their accessibility. In short, there has been some improvement, but this analysis reflects the reality that there has been less progress since mid-2023 in making meetings more accessible to the public than we would have hoped for. In short, while a handful of public bodies have improved their

[1] The determinations of their policies were made by examining each public body's website, posted agendas, and related documents. Prior to publishing, we sent a draft version of the report's appendices to all the surveyed public bodies with time for feedback and corrections. As with our last report, we welcome updates to the information provided.

practices to ensure better public access, some of the least transparent public bodies have remained that way. However, we believe that 2026 provides an opportunity for progress.

As elections approach this year, likely leading to changes in the membership of many of these public bodies, we believe it presents an opportune time for those entities to reexamine their remote access policies. Our hope is that the councils and school committees that are not currently providing the public with maximum access to their meetings in the four ways noted above will take steps forward this year to join the 13 public bodies that now do so. That list of standard-bearers includes public bodies large and small, urban and rural, and thus clearly demonstrates that this goal is within the reach of every city and town council and school committee.

As we noted in our 2023 report, the meeting practices adopted during the pandemic greatly expanded the opportunity for civic engagement by removing longstanding barriers to monitoring, and involvement in, public meetings for residents with disabilities, seniors, and people with limited access to transportation. It was also an important tool for individuals who had work or family obligations that otherwise prevented them from attending meetings in person or that made it extremely burdensome to do so. That opportunity remains as important as ever in promoting greater transparency and accountability.

The following pages provide an update to our 2023 report and note the changes that a dozen public bodies have made in the last three years to better promote remote public access to their meetings. We encourage those public bodies that are lagging to follow the lead of the communities that engage in best practices governing remote access, and we urge residents of those lagging communities to press their public officials to do the right thing.

Quick-Glance Charts: Updates to Open Meeting Policies in Rhode Island

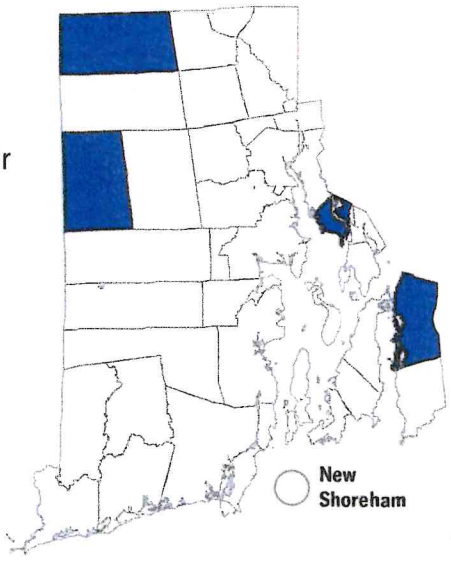
Public meeting accessibility map – update since 2023

Blue = Expansion of access since 2023

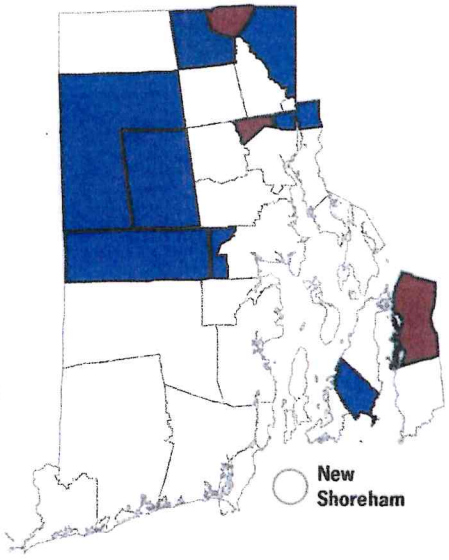
Red = Reduction in access since 2023

City and Town Councils that **improved** their accessibility:

- Barrington
- Burrillville
- Foster
- Tiverton



City and Town Councils



School Committees

School Committees that **improved** their accessibility:

- Coventry
- Cumberland
- Foster-Glocester
- Middletown
- North Smithfield
- Pawtucket
- Scituate
- West Warwick

School Committees that **reduced** their accessibility:

- North Providence
- Tiverton
- Woonsocket

Best: Fully Remotely Accessible

City and Town Councils
Coventry
Cranston
Cumberland
East Greenwich
Lincoln
Middletown
Pawtucket
Portsmouth
Richmond
Scituate
West Warwick

School Committees
Barrington
East Greenwich*

Worst: Not At All Remotely Accessible

City and Town Councils
Exeter
West Greenwich

School Committees
Exeter-West Greenwich**
Johnston
New Shoreham

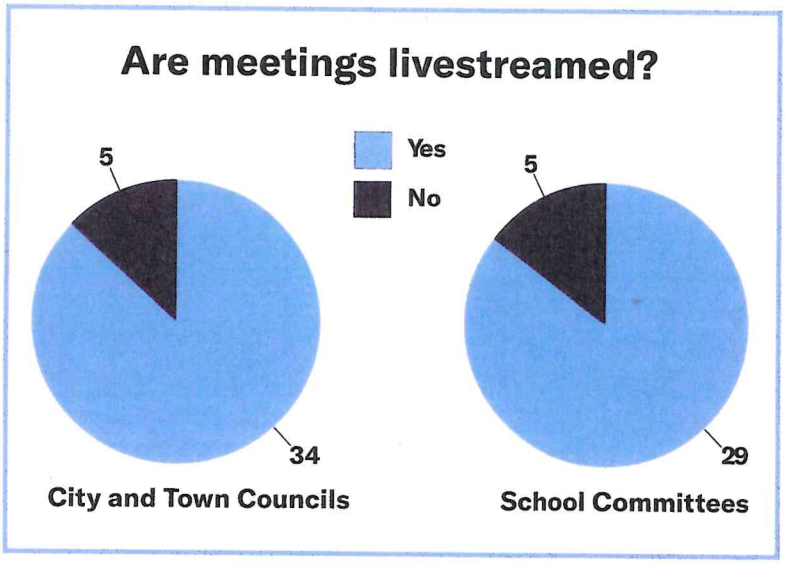
** It was unclear in 2023 that the East Greenwich school committee allowed for remote participation, so we did not list that committee as fully remote in the 2023 report.*

*** This school committee does livestream and archive videos of meetings, but requires the disclosure of personal information to receive a password to access them. We do not consider this as providing access.*

Livestreaming

One of the simplest ways for public bodies to promote greater accessibility is to livestream their meetings as they did during the pandemic.

In 2023, we found that 32 of the 39 city and town councils continued to livestream their meetings through Zoom, YouTube, Clerkbase, or public access channels, and sometimes through more than one method. Since that report, only two municipalities — Barrington and Foster — have been added to that list. The five municipalities that still do not appear to allow their constituents to watch their council meetings remotely in real time are: Burrillville, Central Falls,[2] Exeter, Johnston, and West Greenwich.

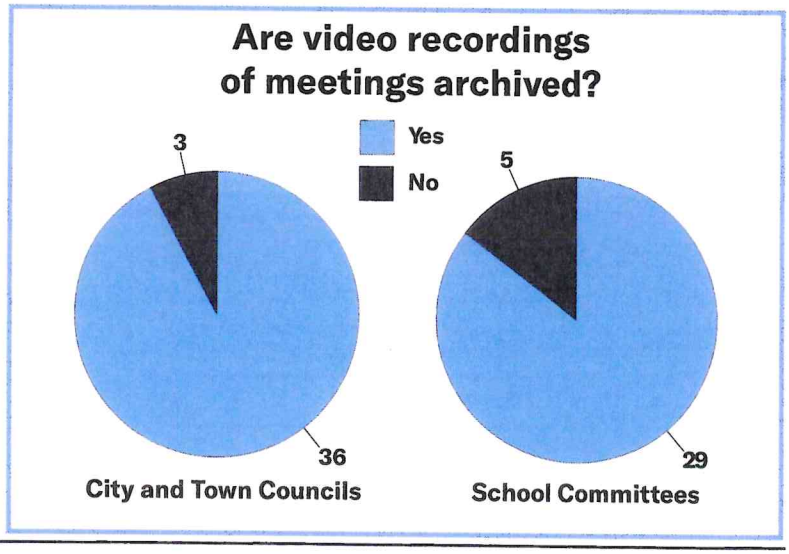


Presently, 29 of the 34 school committees livestream their meetings through one or more methods cited above. This includes three school committees — Foster-Glocester, Middletown, and Scituate — that had not been offering this opportunity in 2023.[3] The five school committees that fail to provide an opportunity for their constituents to watch their meetings remotely in real time are: Exeter-West Greenwich,[4] Johnston, New Shoreham, Smithfield, and West Warwick.

Video Archives

With so many public bodies livestreaming their meetings, it is only a short step to recording them and maintaining them online so the public can view them after the fact. This is a straightforward way of not only preserving a record of meetings for future reference, but of accommodating members of the public who, for many understandable reasons, may not be able to view a meeting at the time it takes place.

Our 2023 review found that 35 of 39 city and town councils had easily accessible archive links to watch previously recorded meetings.



[2] Misleadingly, there is a link on the Central Falls City Council website that says "LIVE STREAM City Council Meetings," but it redirects to an error page.

[3] Our 2023 report labeled the Newport School Committee's practice as "unclear," but it has since been determined that the Committee does livestream meetings.

[4] As we noted in our 2023 report, while the Exeter-West Greenwich School Committee does livestream meeting and upload videos, it requires individuals to obtain a password from the school district to view them. To do so, one must complete a form requesting the person's name, email, zip code, and relation to the school committee. We consider this to be antithetical to the letter and spirit of the Open Meetings Act and not a legitimately accessible practice.

That number has only improved by one, as Foster has begun archiving videos on its YouTube channel. The three municipalities that continue to resist recording and archiving their meetings are Exeter, Johnston, and West Greenwich.[5]

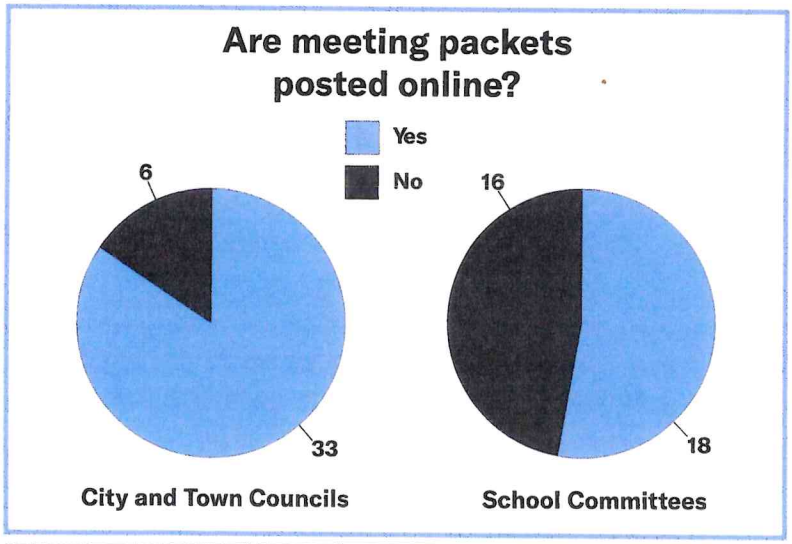
On the school committee side, there have been only two changes in recording practices since our last study. Altogether in 2023, 27 of 34 school districts had easily accessible archive links to watch previously recorded meetings. Foster-Glocester and Middletown have now joined those school districts. Like its practice on access to view livestreamed meetings, Exeter-West Greenwich requires that a form be filled out and submitted prior to receiving a password to view recorded videos, so we do not consider it an accessible public body.[6] The four other school districts that continue not to make meetings accessible for later viewing are Cranston, Johnston, New Shoreham, and West Warwick.

Agenda Packets

As we pointed out in our 2023 report, an extremely frustrating aspect of remote viewing is when the public body fails to make accessible to the public the documents that form the basis for its agenda discussions. Providing links to agenda papers directly from the online published agenda ensures that the public — whether watching in person or remotely — can meaningfully follow the public body's discussion and debate. The availability of central document housing platforms, such as BoardDocs or Clerkbase, makes it extremely easy for public bodies to post and share their meeting documents.

It appears that three school committees that had been posting their agenda packets online in 2023 – North Providence, Tiverton, and Woonsocket – have taken a step backward and either make it more difficult to access or no longer do so.

While Burrillville and Tiverton have begun posting agenda packets since our 2023 report, six city and town councils still fail to include with their posted notices an online link to an agenda packet or to the documents being discussed at the meeting. Those councils are: Central Falls, Exeter, Foster, Glocester, Hopkinton, and West Greenwich.[7]



Unfortunately, while a significant majority of city and town councils make their agenda packets available online, the same cannot be said about school committees, where only slightly over half of them regularly include a link to their agenda packet or documents. Those school committees that do routinely offer the public this information online are: Barrington, Bristol-Warren, Chariho, Cumberland, East Greenwich, Little Compton, Middletown, Narragansett, Newport, North Kingstown, North Smithfield, Pawtucket, Providence, Scituate, South Kingstown, Warwick, West Warwick,

[5] For unknown reasons, it appears that both the Burrillville Town Council and, on the school side, the Smithfield School Committee record their meetings for future viewing but do not livestream them.

[6] See footnote 4 for details.

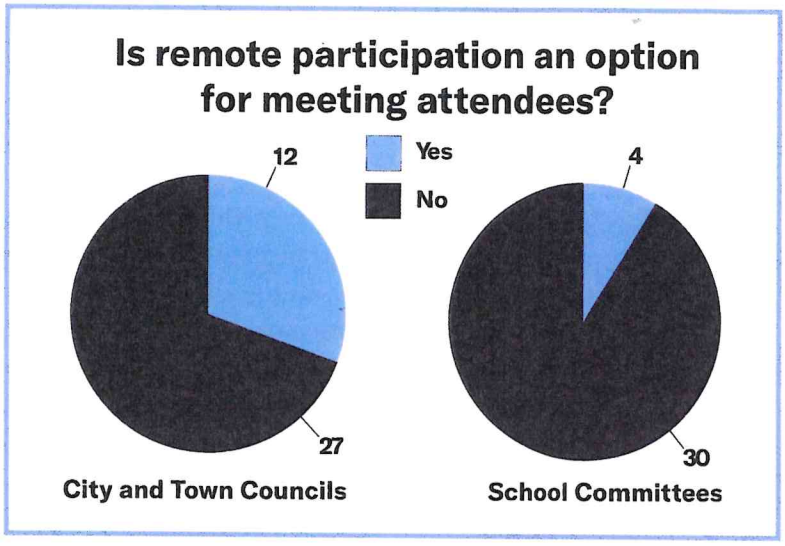
[7] The only changes from 2023 are that Tiverton now posts its agenda packets; the Burrillville Town Council now posts the three most recent agenda packets; and the North Smithfield Town Council, which was posting its packets in 2023, makes them available only at 10 AM the day of the meeting.

and Westerly.[8] Notably, Narragansett provides much more limited access, explained in the footnote below.[9]

On the other hand, it appears that three school committees that we had listed as posting their agenda packets online in 2023 — North Providence, Tiverton, and Woonsocket — have taken a step backward and either make it more difficult to access or no longer do so.[10]

Remote Participation

A major benefit of the pandemic protocol was that many public bodies had to find ways to allow the public to not only view meetings remotely, but also to participate in them. As we acknowledged in our 2023 report, that is admittedly done more easily when both the public and the public body are meeting virtually, but any technological issues are easily overcome in creating hybrid meetings where the public can participate both in-person and remotely, as demonstrated by the geographically diverse public bodies that still do so.



That being said, only a small subset of public bodies continues to provide for remote public participation. As in 2023, only 12 of the 39 municipal councils allow for some kind of hybrid participation option with either a Zoom link or telephone call-in information. The only municipalities authorizing public participation are: Coventry, Cranston, Cumberland, East Greenwich, Hopkinton, Lincoln,[11] Middletown, Pawtucket, Portsmouth, Richmond, Scituate, and West Warwick.

Only a small subset of public bodies continues to provide for remote participation, including just four school committees that offer a hybrid participation option.

Presently, only four school committees offer a hybrid participation option via Zoom or phone: Barrington, Coventry, East Greenwich, and Portsmouth. In 2023, only the Barrington School Committee had been allowing regular public participation, so there has been only a little improvement by school districts in the past three years in providing this opportunity.[12]

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[8] The four school committees that have begun including their packet online since the 2023 report are Cumberland, North Smithfield, Pawtucket, and West Warwick. However, Cumberland does not post the packet online until noon on the day of the meeting.

[9] The Narragansett School Committee makes agenda packets available only for their current/upcoming meetings "as soon as available on day of next scheduled meeting," with past meetings containing just the agenda for review.

[10] North Providence agenda is only available on the Secretary of State's website, and the link to "revised and new policies" listed on the agenda appears to be removed after the meeting, making them inaccessible.

[11] Lincoln holds hybrid meetings where the public can watch a livestream and contemporaneously email comments to the Town Council for consideration.

[12] Our 2023 report labeled the practices of Central Falls, Cranston, and North Smithfield School Committees as "unclear," but it has since been determined that those school committees do not provide for remote participation. On the other hand, we have clarified that East Greenwich and Portsmouth *do* allow for such participation.

Recommendations and Conclusion

The importance of remote access to the meetings of major public bodies like city and town councils and school committees cannot be overstated. As our 2023 report pointed out:

> As a result of the open meetings lessons spurred by the pandemic, more parents were able to monitor school board meetings without having to find childcare; elderly residents could watch evening town council meetings without having to drive in the dark; and harried individuals with two jobs often had an opportunity to watch an important governmental meeting on their own schedule.

The ACLU of Rhode Island strongly supports the passage of legislation that would require city and town councils and school committees to provide for remote viewing by the public; the recording and prompt posting online of meetings; the electronic posting of agenda packets with their agendas; and remote participation to the extent that in-person participation is allowed. The fact that thirteen of the public bodies surveyed — large and small — currently engage in all of these practices demonstrates that these are very feasible goals. Although legislation to codify some of these requirements has been introduced in the past, those bills have not passed.[13]

In the meantime, however, nothing prevents public bodies from voluntarily adopting these best practices in order to promote more meaningful transparency and accountability in their deliberations. We call upon every city and town council and school committee that has not yet implemented these four practices to begin doing so.[14]

Our 2023 report concluded by noting:

> Access to the democratic process should no longer hinge on a person's physical mobility or their ability to afford a car, get time off work, or find a childcare provider. If municipal councils and school committees positively address the access issues analyzed in this report, they will be taking important steps in further promoting the Open Meetings Act's goal of having "public business be performed in an open and public manner."

We recognize that providing for remote participation is the most challenging aspect of promoting remote public access to meetings, but if public bodies as diverse as Coventry, Cranston, Lincoln, Pawtucket, Portsmouth, and Richmond can do it, any council or school committee can do it. Even leaving any difficulties of hybrid participation to the side, there is simply no excuse in 2026 for major public bodies to fail to livestream and archive their meetings or provide their agenda packets online.

We hope that this updated review — and the evidence it presents on the reasonableness and feasibility of greater remote public access to meetings — will encourage public bodies to move fully into the post-COVID 21st century and adopt these important features promoting greater transparency.[15]

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[13] See, e.g., 23-S 815; 24-S 2256/24-H 7181; 25-S 909/H 6273; and 26-S 2389/H 7305 (requiring posting of agenda packets).

[14] Another very simple step a handful of these public bodies could and should take is to make clear to the public exactly what their practices are. In at least a few instances — the East Greenwich Town Council and the Coventry School Committee are two examples — public bodies provide for remote participation but do not specify it on their agendas or website.

[15] This report was prepared by ACLU of RI staff members Zoe Chakoian and Megan Khatchadourian.

Appendices

Appendix A – City and Town Councils

City/Town Council	Watch Livestream	Video Archived	Packet Online	Remote Participation	Notes
Barrington	Yes	Yes	Yes	**No**	
Bristol	Yes	Yes	Yes	**No**	
Burrillville	**No**	Yes	Yes*	**No**	* Packets are only available online for the three most recent meetings.
Central Falls	**No**	Yes*	**No**	**No**	* Only some of the council meetings are audio or video recorded for later review.
Charlestown	Yes	Yes	Yes	**No***	* Agenda notes that no comments from the public will be accepted virtually during the meeting, but the Town of Charlestown website inaccurately suggests that the public can participate virtually.
Coventry	Yes	Yes	Yes	Yes	
Cranston	Yes	Yes	Yes	Yes	
Cumberland	Yes	Yes	Yes	Yes	
East Greenwich	Yes	Yes	Yes	Yes*	* Town clerk's office contacted us to say remote participation is allowed, but the agenda only states, "click to join web" and does not explicitly state virtual participation is possible.
East Providence	Yes	Yes	Yes	**No**	
Exeter	**No**	**No**	**No**	**No**	
Foster	Yes	Yes	**No**	**No**	
Glocester	Yes	Yes	**No**	**No**	
Hopkinton	Yes	Yes	**No**	Yes	
Jamestown	Yes	Yes	Yes	**No**	
Johnston	**No**	**No**	Yes	**No**	
Lincoln	Yes	Yes	Yes	Yes*	* Individuals watching by livestream can email comments to meeting@lincolnri.org while the meeting is taking place.
Little Compton	Yes	Yes	Yes	**No**	
Middletown	Yes	Yes	Yes	Yes	

City/Town Council	Watch Livestream	Video Archived	Packet Online	Remote Participation	Notes
Narragansett	Yes	Yes	Yes	**No**	
New Shoreham	Yes	Yes	Yes	**No**	
Newport	Yes	Yes	Yes	**No**	
North Kingstown	Yes	Yes	Yes	**No**	
North Providence	Yes	Yes	Yes	**No**	
North Smithfield	Yes	Yes	Yes*	**No**	* Meeting packet is now only made available at 10am on the day of the meeting.
Pawtucket	Yes	Yes	Yes	Yes	
Portsmouth	Yes	Yes	Yes	Yes	
Providence	Yes	Yes	Yes	**No**	
Richmond	Yes	Yes	Yes	Yes	
Scituate	Yes	Yes	Yes	Yes*	* People watching via livestream can offer public comment remotely on non-agenda items, but not for public hearings.
Smithfield	Yes	Yes	Yes	**No**	
South Kingstown	Yes	Yes	Yes	**No**	
Tiverton	Yes	Yes	Yes*	**No**	* Most recent two meeting packets are available under "Town Council Agenda"; the rest of the agendas are found under "Agenda Archive."
Warren	Yes	Yes	Yes	**No**	
Warwick	Yes	Yes	Yes	**No**	
West Greenwich	**No**	**No**	**No**	**No**	
West Warwick	Yes	Yes	Yes	Yes	
Westerly	Yes	Yes	Yes	**No**	
Woonsocket	Yes	Yes	Yes	**No**	

A total of 11 municipalities offer all four aspects of remote public meeting access and participation: Coventry, Cranston, Cumberland, East Greenwich, Lincoln, Middletown, Pawtucket, Portsmouth, Richmond, Scituate, and West Warwick.

Two municipalities offer no remote public meeting access in any capacity: Exeter and West Greenwich.

Yellow highlighted cells indicate a change in council or committee practice since 2023.
Orange highlighted cells reflect an updated clarification to how we reported the practices in 2023.

Appendix B – School Committees

School Committee	Watch Livestream	Video Archived	Packet Online	Remote Participation	Notes
Barrington	Yes	Yes	Yes	Yes	
Bristol-Warren	Yes	Yes	Yes	**No**	
Burrillville	Yes	Yes	**No**	**No**	
Central Falls	Yes	Yes	**No**	**No**	
Chariho	Yes	Yes	Yes	**No**	
Coventry	Yes	Yes	**No**	Yes*	* We were informed by the Superintendent that remote participation is possible via Zoom, although it is not indicated on the agenda.
Cranston	Yes	**No**	**No**	**No**	
Cumberland	Yes	Yes	Yes*	**No**	* Meeting packet is only made available at 12pm on the day of the meeting.
East Greenwich	Yes	Yes	Yes	Yes	
East Providence	Yes	Yes	**No**	**No**	
Exeter-West Greenwich	**No***	**No***	**No**	**No**	* Everyone must complete a form and provide personal information to obtain a password to view the livestream and archived videos. We do not consider this as being accessible.
Foster-Glocester	Yes	Yes	**No**	**No**	
Jamestown	Yes	Yes	**No**	**No**	
Johnston	**No**	**No**	**No**	**No**	
Lincoln	Yes	Yes	**No**	**No**	
Little Compton	Yes	Yes	Yes	**No**	
Middletown	Yes	Yes	Yes	**No**	
Narragansett	Yes	Yes	Yes	**No**	
New Shoreham	**No**	**No**	**No**	**No**	

School Committee	Watch Livestream	Video Archived	Packet Online	Remote Participation	Notes
Newport	Yes	Yes	Yes	**No**	
North Kingstown	Yes	Yes	Yes	**No**	
North Providence	Yes	Yes	**No***	**No**	* Agendas appear only on the RI Secretary of State's website, and include a link to "revised and new policies" that are listed on the agenda for "discussion and/ or approval"; however the link to this documentation appears to be removed after the meeting.
North Smithfield	Yes	Yes	Yes	**No**	
Pawtucket	Yes	Yes	Yes	**No**	
Portsmouth	Yes	Yes	**No**	Yes*	* Both a livestream and Zoom link are included on the agenda, but the agenda does not specify that remote participation is allowed.
Providence	Yes	Yes	Yes	**No**	
Scituate	Yes	Yes	Yes	**No**	
Smithfield	**No**	Yes	**No**	**No**	
South Kingstown	Yes	Yes	Yes	**No**	
Tiverton	Yes	Yes	**No**	**No**	
Warwick	Yes	Yes	Yes	**No**	
West Warwick	**No**	**No**	Yes	**No**	
Westerly	Yes	Yes	Yes	**No**	
Woonsocket	Yes	Yes	**No**	**No**	

Barrington and East Greenwich are the only school committees that offer all four aspects of remote public meeting access and participation.

Three school committees offer no remote public meeting access in any capacity: Exeter-West Greenwich, Johnston, and New Shoreham. We are treating Exeter-West Greenwich as completely inaccessible because they require everyone to submit their name, email, zip code, and relation to the committee to get access to livestream or recording; we consider this to be a practice completely antithetical to the open meetings law and notions of accessibility.

Yellow highlighted cells indicate a change in council or committee practice since 2023.
Orange highlighted cell reflect an updated clarification to how we reported the practices in 2023.

TUPELO REALTY, LLC
101 TUPELO STREET
BRISTOL, RI 02809
(401) 253-9277
FAX# (401) 253-0450

July 7, 2026

Steven Contente
Town Administrator
Town of Bristol
10 Court Street
Bristol, RI 02809

Dear Mr. Contente:

Enclosed is a copy of the May 29, 2008 lease agreement for the parking lot situated on Court Street, Tax Assessor's Plat 014, Lot 019. In accordance with Article 2 of said lease, we are pleased to offer to the Town of Bristol an option to renew for an additional one-year period commencing July 1, 2026 and terminating June 30, 2027.

If you are in agreement, please sign this offer letter and return together with the full payment of the rent ($12,000) prior to August 1, 2026. The check should be made payable to Tupelo Realty, LLC which is the property manager for Custom House Square LLC.

Please note we have also enclosed a copy of your ledger, showing the balance due for July. We apologize for the delay in sending this to you.

Thank you for your attention to this matter.

Sincerely,

Edward J. Cox II
CFO

EJC:ycf

Option to renew is accepted:

Steven Contente **Date**
Town Administrator, Town of Bristol

TENANT LEDGER

Tupelo Realty LLC
101 Tupelo St
Bristol, RI 02809-2808
(401) 253-9277

Prepared For

TOWN OF BRISTOL
Attn: Treasurer
10 Court Street
BRISTOL, RI 02809

Tenant Status	Current
Tenant Since	06/30/2008
Current Lease	07/01/2008
Balance Due	1,000.00

Date	Description	Charges	Payments	Balance
07/01/2026	Rent Charges (07/2026)	1,000.00	0.00	1,000.00
06/01/2026	Rent Charges (06/2026)	1,000.00	0.00	0.00
05/01/2026	Rent Charges (05/2026)	1,000.00	0.00	-1,000.00
04/01/2026	Rent Charges (04/2026)	1,000.00	0.00	-2,000.00
03/01/2026	Rent Charges (03/2026)	1,000.00	0.00	-3,000.00
02/01/2026	Rent Charges (02/2026)	1,000.00	0.00	-4,000.00
01/01/2026	Rent Charges (01/2026)	1,000.00	0.00	-5,000.00
12/01/2025	Rent Charges (12/2025)	1,000.00	0.00	-6,000.00
11/01/2025	Rent Charges (11/2025)	1,000.00	0.00	-7,000.00
10/01/2025	Rent Charges (10/2025)	1,000.00	0.00	-8,000.00
09/16/2025	Chk# 8042644	0.00	12,000.00	-9,000.00
09/01/2025	Rent Charges (09/2025)	1,000.00	0.00	3,000.00
08/01/2025	Rent Charges (08/2025)	1,000.00	0.00	2,000.00
07/01/2025	Rent Charges (07/2025)	1,000.00	0.00	1,000.00
06/01/2025	Rent Charges (06/2025)	1,000.00	0.00	0.00
05/01/2025	Rent Charges (05/2025)	1,000.00	0.00	-1,000.00
04/01/2025	Rent Charges (04/2025)	1,000.00	0.00	-2,000.00
03/01/2025	Rent Charges (03/2025)	1,000.00	0.00	-3,000.00
02/01/2025	Rent Charges (02/2025)	1,000.00	0.00	-4,000.00
01/01/2025	Rent Charges (01/2025)	1,000.00	0.00	-5,000.00
12/01/2024	Rent Charges (12/2024)	1,000.00	0.00	-6,000.00
11/01/2024	Rent Charges (11/2024)	1,000.00	0.00	-7,000.00
10/01/2024	Rent Charges (10/2024)	1,000.00	0.00	-8,000.00
09/01/2024	Rent Charges (09/2024)	1,000.00	0.00	-9,000.00
08/27/2024	Chk# 972	0.00	12,000.00	-10,000.00
08/01/2024	Rent Charges (08/2024)	1,000.00	0.00	2,000.00
07/01/2024	Rent Charges (07/2024)	1,000.00	0.00	1,000.00
06/01/2024	Rent Charges (06/2024)	1,000.00	0.00	0.00
05/01/2024	Rent Charges (05/2024)	1,000.00	0.00	-1,000.00

COPY

LEASE

This Lease made the 29th day of May, 2008, by and between CUSTOM HOUSE SQUARE, LLC, a Rhode Island corporation with a principle place of business located at 99 Tupelo Street, Bristol, Rhode Island (hereinafter referred to as "Lessor"), and the TOWN OF BRISTOL, a municipal corporation in the State of Rhode Island, whose address is 10 Court Street, Bristol, Rhode Island 02809 (hereinafter referred to as "Lessee").

WITNESSETH

That in consideration of the mutual covenants and promises contained herein, the parties intending to be legally bound, agree as follows:

I. DESCRIPTION OF PREMISES

Lessor does hereby lease to Lessee, subject to the retention of sixteen (16) parking spaces for Lessor's use, that certain lot or parcel of land situated on Court Street, Tax Assessors' Plat 014, Lot 019 in the Town and County of Bristol, State of Rhode Island, and as further described in Exhibit A attached hereto and incorporated herein.

II. TERM

The term of this Lease is one (1) year, beginning on July 1, 2008, and terminating on June 30, 2009.

Option to Renew. The Lessor shall have the option to extend the term hereof for additional one-year terms upon the same conditions herein contained except that Lessee must not be in default of any of the terms and conditions on its part to be performed or observed hereunder and the annual rent shall be mutually agreed upon between the parties.

III. RENT

Lessee does hereby agree to pay to Lessor, as rent for the premises for said term ONE THOUSAND and 00/100 DOLLARS ($1,000.00) per month, in advance, without demand, on the first day of each month.

IV. ABATEMENT OF TAXES AND ASSESSMENTS

Lessee shall abate the real estate taxes, sewer taxes, or betterment assessments levied on the premises for the term of the Lease.

V. USE

The premises are to be used for the purpose of a parking lot. Lessee shall restrict its use to such purposes, and shall not use or permit the use of the premises for any other purpose without the written consent of Lessor.

VI. LIABILITY INSURANCE

Lessee shall arrange and shall pay for general liability insurance for personal injury and property damage in the amount of not less than One Million and 00/100 Dollars ($1,000,000.00). Lessee will indemnify Lessor on account of any and all damages, injuries, or claims to and by any person, or, to or for the good of any person, arising from the use of the demised premises by the Lessee, or arising from the negligence of the Lessee to keep and maintain the demised premises in a reasonable, good, and safe condition.

VII. REPAIRS AND MAINTENANCE

Lessee will keep said premises in as good repair as the same are in at the commencement of the term herein provided for, or as they shall be at any time during its continuance, and at the end of said term will deliver up to same in as good order and condition as they were at the commencement of this Lease or may afterward be put in during the continuance thereof, reasonable use and wear and damages by fire and other unavoidable accidents alone excepted. Lessee shall also maintain the premises in a clean condition.

VIII. WASTE, NUISANCE, OR UNLAWFUL ACTIVITY

Lessee shall not allow any waste or nuisance on the premises, or use or allow the premises to be used for any unlawful purpose.

IX. ASSIGNMENT AND SUBLEASE

Lessee shall have the right to assign or sublease the premises, or any right or privilege connected therewith only with the consent of the Lessor, which consent shall not be unreasonably withheld.

X. DEFAULT

Any failure by Lessee to pay rent or other charges promptly when due or to comply with any other term or condition hereof shall, at the option of Lessor, forthwith terminate this tenancy and forfeit all rights of Lessee under this agreement.

XI. REMEDIES OF LESSOR

Lessor shall have any and all remedies, whether legal or equitable, for the enforcement of the covenants, promises, terms, and conditions of this lease, which said provisions are cumulative and not exclusive, and Lessor shall be entitled to pursue.

IN WITNESS WHEREOF, the Lessor and Lessee have executed these presents, the day and year first above written.

CUSTOM HOUSE SQUARE, LLC

By: Joseph Brito, Sr.

TOWN OF BRISTOL
TOWN ADMINISTRATOR

By: Diane C Mederos
DIANE C. MEDEROS

STATE OF RHODE ISLAND
COUNTY OF BRISTOL

In the Town of Bristol on the 15th day of May, 2008, before me personally appeared Joseph Brito, Sr., to me known and known by me to be the party executing the foregoing instrument, and he acknowledged said instrument by him executed, to be his free act and deed.

Notary Public

STATE OF RHODE ISLAND
COUNTY OF BRISTOL

In the Town of Bristol on the 29th day of May, 2008, before me personally appeared the above named, Diane C Mederos, to be known and known by me to be the Town Administrator of the Town of Bristol, State of Rhode Island, and the person executing these presents on behalf of the Town of Bristol, in his said capacity, who acknowledged said instrument by him executed to be his free act and deed and the free act and deed of said Town of Bristol.

Notary Public

** TOTAL PAGE.04 **

** TOTAL PAGE.04 **

2026 Land Use Legislation – Quick Reference Chart

Subject	House Bill #	P.L. 2026 ch.	Enactment Date	Effective Date (if different)
Family daycare	7371	243, 245	June 19, 2026	
LMI housing database	7778	163, 164	June 18, 2026	January 1, 2027
SAFE units	8001A	327, 328	June 23, 2026	
Omnibus land use bill	8004A	406, 407	June 23, 2026	
Residential parking	8005A	329, 330	June 23, 2026	
Condo law study commission	8008A	Resolution 429	June 19, 2026	
Recovery houses	8040Aaa	242, 244	June 19, 2026	

Item (CA) GG5.

CHAPTER 243
2026 -- H 7371
Enacted 06/19/2026

AN ACT
RELATING TO TOWNS AND CITIES -- ZONING ORDINANCES

Introduced By: Representatives Shallcross Smith, Fellela, Diaz, Slater, Hull, Messier, Donovan, Fogarty, Ackerman, and McNamara
Date Introduced: January 28, 2026

It is enacted by the General Assembly as follows:

SECTION 1. Section 45-24-30 of the General Laws in Chapter 45-24 entitled "Zoning Ordinances" is hereby amended to read as follows:

45-24-30. General purposes of zoning ordinances.

(a) Zoning regulations shall be developed and maintained in accordance with a comprehensive plan prepared, adopted, and as may be amended, in accordance with chapter 22.2 of this title and shall be designed to address the following purposes. The general assembly recognizes these purposes, each with equal priority and numbered for reference purposes only.

(1) Promoting the public health, safety, and general welfare.

(2) Providing for a range of uses and intensities of use appropriate to the character of the city or town and reflecting current and expected future needs.

(3) Providing for orderly growth and development that recognizes:

(i) The goals and patterns of land use contained in the comprehensive plan of the city or town adopted pursuant to chapter 22.2 of this title;

(ii) The natural characteristics of the land, including its suitability for use based on soil characteristics, topography, and susceptibility to surface or groundwater pollution;

(iii) The values and dynamic nature of coastal and freshwater ponds, the shoreline, and freshwater and coastal wetlands;

(iv) The values of unique or valuable natural resources and features;

(v) The availability and capacity of existing and planned public and/or private services and facilities;

(vi) The need to shape and balance urban and rural development; and

(vii) The use of innovative development regulations and techniques.

(4) Providing for the control, protection, and/or abatement of air, water, groundwater, and noise pollution, and soil erosion and sedimentation.

(5) Providing for the protection of the natural, historic, cultural, and scenic character of the city or town or areas in the municipality.

(6) Providing for the preservation and promotion of agricultural production, forest, silviculture, aquaculture, timber resources, and open space.

(7) Providing for the protection of public investment in transportation, water, stormwater management systems, sewage treatment and disposal, solid waste treatment and disposal, schools, recreation, public facilities, open space, and other public requirements.

(8) Promoting a balance of housing choices, for all income levels and groups, to assure the health, safety, and welfare of all citizens and their rights to affordable, accessible, safe, and sanitary housing.

(9) Providing opportunities for the establishment of low- and moderate-income housing.

(10) Promoting safety from fire, flood, and other natural or unnatural disasters.

(11) Promoting a high level of quality in design in the development of private and public

facilities.

(12) Promoting implementation of the comprehensive plan of the city or town adopted pursuant to chapter 22.2 of this title.

(13) Providing for coordination of land uses with contiguous municipalities, other municipalities, the state, and other agencies, as appropriate, especially with regard to resources and facilities that extend beyond municipal boundaries or have a direct impact on that municipality.

(14) Providing for efficient review of development proposals, to clarify and expedite the zoning approval process.

(15) Providing for procedures for the administration of the zoning ordinance, including, but not limited to, variances, special-use permits, and, where adopted, procedures for modifications.

(16) Providing opportunities for reasonable accommodations in order to comply with the Rhode Island Fair Housing Practices Act, chapter 37 of title 34; the United States Fair Housing Amendments Act of 1988 (FHAA); the Rhode Island Civil Rights of Persons with Disabilities Act, chapter 87 of title 42; and the Americans with Disabilities Act of 1990 (ADA), 42 U.S.C. § 12101 et seq.

Provided, however, that any zoning ordinance in which a community sets forth standards or requirements for the location, design, construction, or maintenance of on-site wastewater treatment systems shall first be submitted to the director of the department of environmental management for approval as to the technical merits of the ordinance. In addition, any zoning ordinance in which a municipality sets forth standards regarding wetland requirements, shall first be submitted to the director of the department of environmental management for approval as to the technical merits of the ordinance.

(b) Upon the effective date of this section, a city or town shall no longer be authorized to adopt as a provision of its zoning ordinance new requirements that specify buffers or setbacks in relation to freshwater wetland, freshwater wetland in the vicinity of the coast, or coastal wetland or that specify setback distances between an onsite wastewater treatment system and a freshwater wetlands, freshwater wetland in the vicinity of the coast, or coastal wetland.

(c) Cities and towns shall be prohibited from applying the requirements in existing zoning ordinances pertaining to both wetland buffers and onsite wastewater treatment system setbacks to development, redevelopment, construction, or rehabilitation applications submitted to a municipality. Nothing herein shall rescind the authority of a city or town to enforce other local zoning requirements.

(d) Notwithstanding any law or regulation to the contrary, no city or town shall by ordinance or regulation restrict or limit the number of children provided services and care by a department of human services licensed family child care home provider to less than twelve (12) children at a time; provided, however, that nothing in this subsection shall be construed to limit or abridge the provisions of chapter 12.5 of title 42 or the regulations promulgated by the department of human services to implement and enforce the provisions of chapter 12.5 of title 42.

~~(d)~~(e) Cities and towns shall act to amend their ordinances and regulations to conform to this section within twelve (12) months of the effective date of state regulations referenced herein.

SECTION 2. This act shall take effect upon passage.

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LC004489

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CHAPTER 406
2026 -- H 8004 SUBSTITUTE A
Enacted 06/23/2026

AN ACT
RELATING TO COURTS AND CIVIL PROCEDURE--COURTS -- SUPERIOR COURT

Introduced By: Representative Robert E. Craven
Date Introduced: February 27, 2026

It is enacted by the General Assembly as follows:

SECTION 1. Section 8-2-40 of the General Laws in Chapter 8-2 entitled "Superior Court" is hereby amended to read as follows:

8-2-40. Land use calendar.

(a) **Findings and declarations.** The general assembly finds and declares that:

(1) There are significant delays in the development permitting process in the State of Rhode Island which results in lost opportunity for the needed development of housing units and commercial development to neighboring states.

(2) Contributing to the delay were lengthy administrative appeals to local and state boards prior to appeals to superior court.

(3) Previous legislation amended the appeal process in most cases to provide a direct right of appeal to superior court.

(4) Landowners, applicants, municipalities, and abutters are entitled to decisions with respect to ordinances, regulations, decisions regarding property rights and interests that do not require years of costly appeals and litigation.

(5) There is a need for uniform treatment of such matters, and related matters that are statutorily provided with priority on the judicial calendar and expedited for decision.

(b) **Establishment.** To accomplish this purpose in an effort to minimize delay in the processing of land use matters in superior court, effective January 1, 2024, there shall be established a separate calendar for the administration and determination of all land use matters.

(c) **Land use calendar.** The presiding judge of the superior court shall create a land use calendar in superior court and shall assign personnel to the extent warranted to exclusively hear and decide all eligible land use matters, and the calendar shall be referred to as the “land use calendar.” Cases eligible for the land use calendar shall include appeals under §§ 45-22.2-9.1, 45-23-71, 45-23-72, 45-24-69, 45-24-71; 45-24.4-16, 45-24.6-9, 45-53-5; and 45-53-5.1. Any party may request a conference to seek assignment to the land use calendar, and acceptance of any matter in addition to the sections listed above shall be at the discretion of the judge(s) assigned to the calendar.

(d) **Timing.** All matters assigned to the land use calendar shall be expedited. ~~All~~ An order establishing a briefing schedule shall enter which allows appellees a response to appellants memorandum, and may allow appellants a reply, but shall ensure, to the maximum extent possible, that all memoranda from all ~~interested~~ parties in an appeal ~~assigned to the calendar~~ shall be ~~completed~~ filed within sixty (60) days of the filing of the certified record. No continuances or postponements shall be granted except for good cause shown. Such continuances as are necessary shall be granted for the shortest practicable time.

(e) **Use of section.** Under no circumstances shall any party be permitted to utilize this section as a basis for dismissal of an action, as this section is enacted for the benefit and convenience of the superior court.

SECTION 2. Sections 45-22.2-2, 45-22.2-5 and 45-22.2-13 of the General Laws in Chapter

45-22.2 entitled "Rhode Island Comprehensive Planning and Land Use Act" are hereby amended to read as follows:

45-22.2-2. Status of comprehensive plans; relation to other statutes.

(a) All lawfully adopted comprehensive plans shall remain in full force and effect but shall be brought into conformance with this chapter prior to July 1, 2017.

(b) Nothing contained in this chapter is construed to supersede or diminish any regulatory or planning authority granted or delegated to a state agency by state or federal statute.

(c) All lawfully adopted comprehensive plans shall be consistent with the provisions of this chapter as well as chapters 23 and 24 of this title.

45-22.2-5. Formulation of comprehensive plans by cities and towns.

(a) The comprehensive plan is a statement (in text, maps, illustrations, or other media of communication) that is designed to provide a basis for rational decision making regarding the long-term physical development of the municipality. The definition of goals and policies relative to the distribution of future land uses, both public and private, forms the basis for land use decisions to guide the overall physical, economic, and social development of the municipality.

(b) There is established a program of local comprehensive planning to address the findings and intent and accomplish the goals of this chapter. Rhode Island's cities and towns, through the exercise of their power and responsibility pursuant to the general laws, including this chapter and chapters 23 and 24 of this title, any applicable articles of the Rhode Island Constitution, and subject to the express limitations and requirements of this chapter, as well as chapters 23 and 24 of this title, shall prepare, adopt, amend, and maintain comprehensive plans, including implementation programs, that relate development to land capacity, protect our natural resources, promote a balance of housing choices, encourage economic development, preserve and protect our open space, recreational, historic and cultural resources, provide for orderly provision of facilities and services and are consistent with the goals, findings, intent, and other provisions of this chapter and the laws of the state.

(c) Each municipality shall ensure that its zoning ordinance and map are consistent with its comprehensive plan.

(d) Each municipality shall submit to the chief, as provided for in §§ 45-22.2-9 and 45-22.2-12 and the rules promulgated by the state planning council:

(1) Its locally adopted comprehensive plan;

(2) Any amendment to its comprehensive plan;

(3) An informational report on the status of its implementation programs; and

(4) Its zoning ordinance text and generalized zoning map or maps.

45-22.2-13. Compliance and implementation.

(a) The municipality is responsible for the administration and enforcement of the plan.

(b) All municipal land use decisions shall be in conformance with the locally adopted municipal comprehensive plan subject to § 45-22.2-12(b).

(c) Each municipality shall amend its zoning ordinance and map to conform to the comprehensive plan in accordance with the implementation program as required by § 45-22.2-6(b)(11) and § 45-22.2-6(b)(12)(iv). The zoning ordinance and map in effect at the time of plan adoption shall remain in force until amended. Except with respect to comprehensive plans that have failed to be updated within twelve (12) years, as set forth in § 45-22.2-6(b)(11), in instances where the zoning ordinance is in conflict with an adopted comprehensive plan, the zoning ordinance in effect at the time of the comprehensive plan adoption shall direct municipal land use decisions until such time as the zoning ordinance is amended to achieve consistency with the comprehensive plan and its implementation schedule. In instances of uncertainty in the internal construction or application of any section of the zoning ordinance or map, the ordinance or map shall be construed in a manner that will further the implementation of, and not be contrary to, the goals and policies

and applicable content of the adopted comprehensive plan.

(d) Limitations on land use applications, review, and approvals may be imposed according to only the following provisions:

(1) Nothing in the chapter shall be deemed to preclude municipalities from imposing reasonable limitations on the number of building permits or other land use approvals to be issued at any time, provided such limitations are consistent with the municipality's comprehensive plan in accordance with this chapter and are based on a reasonable, rational assessment of the municipality's sustainable capacity for growth. If such limitation is applied to residential building permits, the limitation must be vital to protecting public health and welfare and it must be demonstrated that there is no other means available to protect public health and welfare given the need for additional housing units in the community. No such limitation shall be applicable to applications submitted as part of a comprehensive permit project under § 45-53-4 or units to be developed under inclusionary zoning.

(2) In the event of a dire emergency not reasonably foreseeable as part of the comprehensive planning process, a municipality may impose a limitation on the number of building permits or other land use approvals to be issued at any time, provided that such limitation is reasonably necessary to alleviate the emergency and is limited to the time reasonably necessary to alleviate the emergency, but in no event shall such limitation be in place longer than one hundred twenty (120) days.

(e) A one-time moratorium, for the purpose of providing interim protection for a planned future land use or uses, may be imposed during the twelve (12) months subsequent to the adoption of the local comprehensive plan provided that a change to the zoning ordinance and map has been identified and scheduled for implementation within twelve (12) months of plan adoption. The moratorium shall be enacted as an ordinance and may regulate, restrict, or prohibit any use, development, or subdivisions under the following provisions:

(1) The moratorium is restricted to those areas identified on the map or maps as required by § 45-22.2-6(b)(2)(iii).

(2) A notice of the moratorium must be provided by first class mail to property owners affected by said moratorium at least fourteen (14) days in advance of the public hearing.

(3) The ordinance shall specify:

(i) The purpose of the moratorium;

(ii) The date it shall take effect and the date it shall end;

(iii) The area covered by the moratorium; and

(iv) The regulations, restrictions, or prohibitions established by the moratorium.

(4) The moratorium may be extended up to an additional ninety (90) days if necessary to complete a zoning ordinance and map change provided that: (i) The public hearing as required by § 45-24-53 has commenced; and (ii) The chief approves the extension based on a demonstration of good cause. Said extension shall not be deemed as non-conformance to the implementation schedule.

(f) A moratorium enacted under the provisions of subsection (e) of this section shall not apply to state agencies until such time that the municipal comprehensive plan receives approval from the chief or superior court.

(g) For a moratorium enacted under the provisions of subsection (e) of this section, in the event a municipality fails to amend its zoning ordinance and map to conform to the comprehensive plan within the implementation schedule, or by the expiration of the moratorium period, a municipality must amend either their implementation schedule or, if the future land use is no longer desirable or feasible, amend the future land use map.

(1) Failure to comply with this provision within one hundred twenty (120) days of the date of the implementation schedule or the expiration of the moratorium period shall result in the denial

or rescission, in whole or in part, of state approval of the comprehensive plan and of all benefits and incentives conditioned on state approval.

(2) An implementation schedule amended under this provision shall not be eligible for an additional moratorium as provided for in subsection (e) of this section.

(h) For any moratorium related to the submission, review, or approval of any land use application for residential housing development, other than that covered by subsection (e) of this section, such moratorium must be vital to protecting public health and welfare and it must be demonstrated that there is no other means available to protect public health and welfare given the need for additional housing units in the community. No ~~such limitation~~ moratorium shall be applicable to applications submitted as part of a comprehensive permit project under § 45-53-4, ~~or~~ nor shall it be applicable to units to be developed under inclusionary zoning. The proposal for such moratorium shall be advertised in a newspaper of local circulation at least fourteen (14) days in advance of the hearing and shall be posted on the municipal website for the fourteen (14) days in advance of the hearing on the same. A moratorium under this provision shall not last for longer than one hundred twenty (120) days. A moratorium under this provision must include a vesting provision that vests all applications that are substantially complete at the time of the enactment of the moratorium.

SECTION 3. Sections 45-23-32, 45-23-35, 45-23-37, 45-23-38, 45-23-50.1, 45-23-60 and 45-23-71 of the General Laws in Chapter 45-23 entitled "Subdivision of Land" are hereby amended to read as follows:

45-23-32. Definitions.

Where words or phrases used in this chapter are defined in the definitions section of either the Rhode Island Comprehensive Planning and Land Use Regulation Act, § 45-22.2-4, or the Rhode Island Zoning Enabling Act of 1991, § 45-24-31, they have the meanings stated in those acts. Additional words and phrases may be defined in local ordinances, regulations, and rules under this act in a manner that does not conflict or alter the terms or mandates in this act, the Rhode Island Comprehensive Planning and Land Use Regulation Act § 45-22.2-4, and the Rhode Island Zoning Enabling Act of 1991. The words and phrases defined in this section, however, shall be controlling in all local ordinances, regulations, and rules created under this chapter. In addition, the following words and phrases have the following meanings:

(1) **Administrative officer.** The municipal official(s) designated by the local regulations to administer the land development and subdivision regulations to review and approve qualified applications and/or coordinate with local boards and commissions, municipal staff, and state agencies as set forth herein. The administrative officer may be a member, or the chair, of the planning board, an employee of the municipal planning or zoning departments, or an appointed official of the municipality. See § 45-23-55.

(2) **Board of appeal.** The local review authority for appeals of actions of the administrative officer, which shall be the local zoning board of review constituted as the board of appeal. See § 45-23-57.

(3) **Bond.** See improvement guarantee.

(4) **Buildable lot.** A lot ~~where construction for the use(s) permitted on the site~~ meeting the requirements under the local zoning ordinance ~~is considered practicable by the planning board, considering the physical constraints to development of the site~~, or having obtained relief therefrom, as well as the requirements of the ~~pertinent~~ applicable federal, state, and local regulations. See § 45-23-60(a)(4).

(5) **Certificate of completeness.** A notice issued by the administrative officer informing an applicant that the application is complete and meets the requirements of the municipality's regulations, and that the applicant may proceed with the review process.

(6) **Concept plan.** A drawing with accompanying information showing the basic elements

of a proposed land development plan or subdivision as used for pre-application meetings and early discussions, and classification of the project within the approval process.

(7) **Consistency with the comprehensive plan.** A requirement of all local land use regulations which means that all these regulations and subsequent actions are in accordance with the public policies arrived at through detailed study and analysis and adopted by the municipality as the comprehensive community plan as specified in § 45-22.2-3.

(8) **Dedication, fee-in-lieu-of.** Payments of cash that are authorized in the local regulations when requirements for mandatory dedication of land are not met because of physical conditions of the site or other reasons. The conditions under which the payments will be allowed and all formulas for calculating the amount shall be specified in advance in the local regulations. See § 45-23-47.

(9) **Development plan review.** Design or site plan review of a development of a permitted use. A municipality may utilize development plan review under limited circumstances to encourage development to comply with design and/or performance standards of the community under specific and objective guidelines, for the following categories of developments:

(i) A change in use at the property where no extensive construction of improvements is sought;

(ii) An adaptive reuse project located in a commercial zone where no extensive exterior construction of improvements is sought;

(iii) An adaptive reuse project located in a residential zone that results in less than nine (9) residential units;

(iv) Development in a designated urban or growth center; or

(v) Institutional development for educational or hospital facilities.

(vi) [Deleted by P.L. 2024, ch. 292, § 1 and P.L. 2024, ch. 293, § 1.]

(10) **Development regulation.** Zoning, subdivision, land development plan, development plan review, historic district, official map, flood plain regulation, soil erosion control, or any other governmental regulation of the use and development of land.

(11) **Division of land.** A subdivision.

(12) **Environmental constraints.** Natural features, resources, or land characteristics that are sensitive to change and may require conservation measures or the application of special development techniques to prevent degradation of the site, or may require limited development, or in certain instances, may preclude development. See also physical constraints to development.

(13) **Final plan.** The final stage of land development and subdivision review or a formal development plan review application. See §§ 45-23-38, 45-23-39, and 45-23-50.

(14) **Final plat.** The final drawing(s) of all or a portion of a subdivision to be recorded after approval by the planning board and any accompanying material as described in the community's regulations and/or required by the planning board.

(15) **Floor area, gross.** See R.I. State Building Code.

(16) **Governing body.** The body of the local government, generally the city or town council, having the power to adopt ordinances, accept public dedications, release public improvement guarantees, and collect fees.

(17) **Improvement.** Any natural or built item that becomes part of, is placed upon, or is affixed to, real estate.

(18) **Improvement guarantee.** A security instrument accepted by a municipality to ensure that all improvements, facilities, or work required by the land development and subdivision regulations, or required by the municipality as a condition of approval, will be completed in compliance with the approved plans and specifications of a development. See § 45-23-46.

(19) **Land development project.** A project in which one or more lots, tracts, or parcels of land or a portion thereof are developed or redeveloped as a coordinated site for one or more uses, units, or structures, including but not limited to, planned development or cluster development for

residential, commercial, institutional, recreational, open space, or mixed uses. The local regulations shall include all requirements, procedures, and standards necessary for proper review and approval of land development projects to ensure consistency with this chapter and the Rhode Island zoning enabling act.

(i) **Minor land development project**. A land development project involving any one of the following categories which has not otherwise been specifically designated by local ordinance as development plan review:

(A) Seven thousand five hundred (7,500) gross square feet of floor area of new commercial, manufacturing, or industrial development, or less; or

(B) An expansion of up to fifty percent (50%) of existing floor area or up to ten thousand (10,000) square feet for commercial, manufacturing, or industrial structures; or

(C) Mixed-use development consisting of up to six (6) dwelling units and two thousand five hundred (2,500) gross square feet of commercial space or less; or

(D) Multi-family residential or residential condominium development of nine (9) units or less; or

(E) Change in use at the property where no extensive construction of improvements is sought; or

(F) An adaptive reuse project of up to twenty-five thousand (25,000) square feet of gross floor area located in a commercial zone where no extensive exterior construction of improvements is sought; or

(G) An adaptive reuse project located in a residential zone that results in less than nine (9) residential units.

A community can increase but not decrease the thresholds for minor land development set forth above if specifically set forth in the local ordinance and/or regulations. The process by which minor land development projects are reviewed by the local planning board, commission, technical review committee, and/or administrative officer is set forth in § 45-23-38.

(ii) **Major land development project.** A land development project that exceeds the thresholds for a minor land development project as set forth in this section and local ordinance or regulation. The process by which major land development projects are reviewed by the local planning board, commission, technical review committee, or administrative officer is set forth in § 45-23-39.

(20) **Local regulations.** The land development and subdivision review regulations adopted under the provisions of this act. For purposes of clarification, throughout this act, where reference is made to local regulations, it is to be understood as the land development and subdivision review regulations and all related ordinances and rules properly adopted pursuant to this chapter.

(21) **Maintenance guarantee.** Any security instrument that may be required and accepted by a municipality to ensure that necessary improvements will function as required for a specific period of time. See improvement guarantee.

(22) **Master plan.** An overall plan for a proposed project site outlining general, rather than detailed, development intentions. It describes the basic parameters of a major development proposal, rather than giving full engineering details. Required in major land development or major subdivision review only. It is the first formal review step of the major land development or major subdivision process and the step in the process in which the public hearing is held. See § 45-23-39.

(23) **Modification of requirements.** See § 45-23-62.

(24) **Parcel.** A lot, or contiguous group of lots in single ownership or under single control, and usually considered a unit for purposes of development. Also referred to as a tract.

(25) **Parking area or lot.** All that portion of a development that is used by vehicles, the total area used for vehicular access, circulation, parking, loading, and unloading.

(26) **Permitting authority.** The local agency of government, meaning any board,

commission, or administrative officer specifically empowered by state enabling law and local regulation or ordinance to hear and decide on specific matters pertaining to local land use.

(27) **Phased development.** Development, usually for large-scale projects, where construction of public and/or private improvements proceeds by sections subsequent to approval of a master plan for the entire site. See § 45-23-48.

(28) **Physical constraints to development.** Characteristics of a site or area, either natural or man-made, which present significant difficulties to construction of the uses permitted on that site, or would require extraordinary construction methods. See also environmental constraints.

(29) **Planning board.** The official planning agency of a municipality, whether designated as the plan commission, planning commission, plan board, or as otherwise known.

(30) **Plat.** A drawing or drawings of a land development or subdivision plan showing the location, boundaries, and lot lines of individual properties, as well as other necessary information as specified in the local regulations.

(31) **Pre-application conference.** An initial meeting between developers and municipal representatives that affords developers the opportunity to present their proposals informally and to receive comments and directions from the municipal officials and others. See § 45-23-35.

(32) **Preliminary plan.** A required stage of land development and subdivision review that generally requires detailed engineered drawings. See § 45-23-39.

(33) **Public hearing**. A hearing before the planning board that is duly noticed in accordance with § 45-23-42 and that allows public comment. A public hearing is not required for an application or stage of approval unless otherwise stated in this chapter.

(34) **Public improvement.** Any street or other roadway, sidewalk, pedestrian way, tree, lawn, off-street parking area, drainage feature, or other facility for which the local government or other governmental entity either is presently responsible, or will ultimately assume the responsibility for maintenance and operation upon municipal acceptance.

(35) **Slope of land.** The grade, pitch, rise, or incline of the topographic landform or surface of the ground.

(36) **Storm water detention.** A provision for storage of storm water runoff and the controlled release of the runoff during and after a flood or storm.

(37) **Storm water retention.** A provision for storage of storm water runoff.

(38) **Street.** A public or private thoroughfare used, or intended to be used, for passage or travel by motor vehicles. Streets are further classified by the functions they perform. See street classification.

(39) **Street, access to.** An adequate and permanent way of entering a lot. All lots of record shall have access to a public street for all vehicles normally associated with the uses permitted for that lot.

(40) **Street, alley.** A public or private thoroughfare primarily designed to serve as secondary access to the side or rear of those properties whose principal frontage is on some other street.

(41) **Street, cul-de-sac.** A local street with only one outlet and having an appropriate vehicular turnaround, either temporary or permanent, at the closed end.

(42) **Street, limited access highway.** A freeway or expressway providing for through traffic. Owners or occupants of abutting property on lands and other persons have no legal right to access, except at the points and in the manner as may be determined by the public authority having jurisdiction over the highway.

(43) **Street, private.** A thoroughfare established as a separate tract for the benefit of multiple, adjacent properties and meeting specific, municipal improvement standards. This definition does not apply to driveways.

(44) **Street, public.** All public property reserved or dedicated for street traffic.

(45) **Street, stub.** A portion of a street reserved to provide access to future development, which may provide for utility connections.

(46) **Street classification.** A method of roadway organization that identifies a street hierarchy according to function within a road system, that is, types of vehicles served and anticipated volumes, for the purposes of promoting safety, efficient land use, and the design character of neighborhoods and districts. Local classifications use the following as major categories:

(i) **Arterial.** A major street that serves as an avenue for the circulation of traffic into, out of, or around the municipality and carries high volumes of traffic.

(ii) **Collector.** A street whose principal function is to carry traffic between local streets and arterial streets but that may also provide direct access to abutting properties.

(iii) **Local.** Streets whose primary function is to provide access to abutting properties.

(47) **Subdivider.** Any person who: (i) Having an interest in land, causes it, directly or indirectly, to be divided into a subdivision; or who (ii) Directly or indirectly sells, leases, or develops, or offers to sell, lease, or develop, or advertises to sell, lease, or develop, any interest, lot, parcel, site, unit, or plat in a subdivision; or who (iii) Engages directly or through an agent in the business of selling, leasing, developing, or offering for sale, lease, or development a subdivision or any interest, lot, parcel, site, unit, or plat in a subdivision.

(48) **Subdivision.** The division of a lot, tract, or parcel of land into two or more lots, tracts, or parcels or any adjustment to existing lot lines is considered a subdivision.

(i) **Administrative subdivision.** Subdivision of existing lots that yields no additional lots for development, and involves no creation or extension of streets. This subdivision only involves division, mergers, mergers and division, or adjustments of boundaries of existing lots. The process by which an administrative officer or municipal planning board or commission reviews any subdivision qualifying for this review is set forth in § 45-23-37.

(ii) **Minor subdivision.** The following categories of subdivisions are minor subdivisions:

(A) A subdivision creating nine (9) or fewer ~~buildable~~ lots ~~and a~~ with or without a street extension or creation;

(B) A subdivision ~~creating ten (10) or more buildable~~ of any number of lots on an existing improved public street; and

(C) Oversized lot subdivisions. The process by which a municipal planning board, commission, technical review committee, and/or administrative officer reviews a minor subdivision is set forth in § 45-23-38. ~~Minor subdivisions shall include oversized lot subdivisions.~~ Oversized lot ~~subdivision — Subdivision~~ subdivisions are subdivisions of an existing lot:

~~(A)~~(I) Which results in the creation of a vacant lot or lots for residential use; and

~~(B)~~(II) Which resulting vacant residential lots are equal to or greater in lot area than the lot area of at least fifty percent (50%) of the developed residential lots within two hundred feet (200′) of the lot proposed for subdivision, as confirmed by a professional land surveyor based on a compilation plan, as such term is defined by the rules and regulations for professional land surveying; and

~~(C)~~(III) Which resulting residential lots have access to available sewer and water, or have demonstrated the ability to drill a private well meeting state standards if no public water is available and/or the suitability and setbacks required for an on-site wastewater treatment system, where no public sewer is available; ~~and~~ provided that:

(1) For lots serviced by public water and sewer, the

~~(D) The~~ resulting lots are not less than three thousand square feet (3,000 ft2) in lot size for each;

(2) For lots serviced by private wells or on-site wastewater treatment systems, the resulting lots are not less than ten thousand square feet (10,000 ft2);

(3) For lots serviced by both private wells and on-site wastewater treatment systems, the resulting lots are not less than twenty thousand square feet (20,000 ft2).

Notwithstanding the lot sizes set forth above or as determined by the compilation plan, lot area requirements or limitations established by state regulations or state permit requirements remain applicable and not superseded by this provision. A lot, qualifying for this type of oversized lot subdivision shall be reviewed under the requirements and procedures set forth in § 45-23-38, but shall not require zoning relief solely based on the resulting reduced lot area of the newly created lots. The subdivision itself and the resulting subdivided lots shall have the benefit of reduced requirements as set forth in § 45-24-38, and/or are eligible for the processes set forth in § 45-24-46, as applicable.

(iii) **Major subdivision.** A subdivision creating ten (10) or more ~~buildable~~ lots where a street extension or street creation is required. The process by which a municipal planning board or commission reviews any subdivision qualifying for this review under § 45-23-39.

(49) **Technical review committee.** A committee or committees appointed by the municipality for the purpose of reviewing, commenting, approving, and/or making recommendations to the planning board or administrative officer, as set forth in this chapter.

(50) **Temporary improvement.** Improvements built and maintained by a developer during construction of a development project and prior to release of the improvement guarantee, but not intended to be permanent.

(51) **Vested rights**. The right to initiate or continue the development of an approved project for a specified period of time, under the regulations that were in effect at the time of approval, even if, after the approval, the regulations change prior to the completion of the project.

(52) **Waiver of requirements.** See § 45-23-62.

45-23-35. General provisions — Pre-application meetings and concept review.

(a) One or more pre-application meetings may be held for all major land development or subdivision applications at the request of the applicant. Pre-application meetings may be held for administrative and minor applications, upon request of the applicant. Pre-application meetings allow the applicant to meet with appropriate officials, boards and/or commissions, planning staff, and, where appropriate, state agencies, for advice as to the required steps in the approvals process, the pertinent local plans, ordinances, regulations, rules and procedures and standards which may bear upon the proposed development project.

(b) At the pre-application stage the applicant may request the planning board or the technical review committee for an informal concept plan review for a development. The purpose of the concept plan review is also to provide planning board or technical review committee input in the formative stages of major subdivision and land development concept design.

(c) Applicants seeking a pre-application meeting or an informal concept review shall submit general, conceptual materials in advance of the meeting(s) as requested by municipal officials.

(d) Pre-application meetings aim to encourage information sharing and discussion of project concepts among the participants. Pre-application discussions are intended for the guidance of the applicant and are not considered approval of a project or its elements.

~~(e) Provided that at least one pre-application meeting has been held for major land development or subdivision application or sixty (60) days has elapsed from the filing of the pre-application submission and no pre-application meeting has been scheduled to occur within those sixty (60) days, nothing shall be deemed to preclude an applicant from thereafter filing and proceeding with an application for a land development or subdivision project in accordance with § 45-23-36.~~

45-23-37. General provisions — Administrative subdivision.

(a) Any applicant requesting approval of a proposed administrative subdivision, as defined

in this chapter, shall submit to the administrative officer the items required by the local regulations, which are sufficient to confirm the moving or merger of lot lines.

(b) The application shall be certified, in writing, as complete or incomplete by the administrative officer within a fifteen (15) day period from the date of its submission according to the provisions of § 45-23-36(c). The running of the time period set forth in this section will be deemed stopped upon the issuance of a certificate of incompleteness of the application by the administrative officer and will recommence upon the resubmission of a corrected application by the applicant. However, in no event will the administrative officer be required to certify a corrected submission as complete or incomplete less than ten (10) days after its resubmission.

(c) A Class 1 survey shall not be required for administrative subdivisions which only result in the merger of existing lots.

~~(c)~~(d) Review process:

(1) Applications requesting relief from the zoning ordinance.

(i) Applications under this section that require relief that qualifies only as a modification under § 45-24-46 and local ordinances may proceed by filing an application under this chapter and a request for a modification to the zoning enforcement officer. If any modifications are granted, the application shall then proceed to be reviewed by the administrative officer pursuant to the applicable requirements of this section. If the modification is denied or an objection is received as set forth in § 45-24-46, such application shall proceed under unified development review pursuant to § 45-23-50.1.

(ii) Applications under this section that require relief from the literal provisions of the zoning ordinance in the form of a dimensional variance, shall be reviewed by the planning board under unified development review pursuant to § 45-23-50.1, and a request for review shall accompany the application.

(iii) If reviewed by the planning board pursuant to § 45-23-50.1, the board shall hold a public hearing and shall consider the application and the recommendations of the administrative officer and/or the technical review committee, if applicable, and either approve or deny the application within sixty-five (65) days of certification of completeness. Failure of the planning board to act within the prescribed period constitutes approval of the administrative subdivision plan and a certificate of the administrative officer as to the failure of the planning board or committee to act within the required time and the resulting approval shall be issued on request of the applicant.

(2) Other applications. The administrative officer shall review and grant, or deny all other applications under this section.

~~(1)~~(i) Within ~~fifteen (15)~~ twenty (20) days of certification of completeness, the administrative officer~~, or the technical review committee,~~ shall review the application and approve~~,~~ or deny ~~or refer~~ it ~~to the planning board with recommendations~~. The officer or committee shall report its actions to the planning board at its next regular meeting, to be made part of the record. If an applicant also submits for a modification to the zoning enforcement officer, the running of the time period set forth herein will not begin until the decision on any modification is made as set forth in § 45-24-46.

~~(2)~~(ii) ~~If no action is taken by the administrative officer or the technical review committee within the fifteen (15) days, the application shall be placed on the agenda of the next regular planning board meeting.~~ Failure of the administrative officer to act within the prescribed period constitutes approval of the administrative subdivision plan and the resulting approval shall be issued on request of the applicant.

(d) ~~If referred to the planning board, the board shall consider the application and the recommendations of the administrative officer and/or the technical review committee and either approve, approve with conditions, or deny the application within sixty-five (65) days of certification of completeness. Failure of the planning board to act within the prescribed period~~

~~constitutes approval of the administrative subdivision plan and a certificate of the administrative officer as to the failure of the planning board or committee to act within the required time and the resulting approval shall be issued on request of the applicant.~~

(e) Denial of an application ~~by the administrative officer and/or the technical review committee~~ is ~~not~~ appealable ~~and requires~~ pursuant to § 45-23-71 or the plan ~~to~~ may be submitted as a minor subdivision application.

(f) Any approval or denial of an administrative subdivision shall be evidenced by a written decision which shall be filed and posted in the office of the city or town clerk.

(g) Approval of an administrative subdivision expires ninety (90) days from the date of approval unless within that period a plat in conformity with that approval is submitted for signature and recording as specified in § 45-23-64.

45-23-38. General provisions — Minor land development and minor subdivision review.

(a) **Application types and review stages.**

(1) **Applications requesting relief from the zoning ordinance.**

(i) Applications under this section that require relief that qualifies only as a modification under § 45-24-46 and local ordinances may proceed by filing an application under this chapter and a request for a modification to the zoning enforcement officer. If ~~such modification is~~ any modifications are granted, the application shall then proceed to be reviewed by the administrative officer pursuant to the applicable requirements of this section. If the modification is denied or an objection is received as set forth in § 45-24-46, such application shall proceed under unified development review pursuant to § 45-23-50.1.

(ii) Applications under this section that require relief from the literal provisions of the zoning ordinance in the form of a variance or special-use permit, shall be reviewed by the planning board under unified development review pursuant to § 45-23-50.1, and a request for review shall accompany the preliminary plan application.

(iii) Any application involving a street creation or extension shall be reviewed by the planning board and require a public hearing.

(2) **Other applications.** The administrative officer shall review and grant, grant with conditions, or deny all other applications under this section and may grant waivers of design standards as set forth in the local regulations and zoning ordinance. The administrative officer may utilize the technical review committee for initial review and recommendation. The local regulations shall specifically list what limited waivers an administrative officer is authorized to grant as part of their review.

(3) **Review stages.** Minor plan review consists of two (2) stages, preliminary and final; provided, that unless otherwise set forth in this section, if a street creation or extension is involved, or a request for variances and/or special-use permits is submitted, pursuant to the regulation's unified development review provisions, a public hearing is required before the planning board. The administrative officer may combine the approval stages, providing requirements for both stages are met by the applicant to the satisfaction of the administrative officer.

(b) **Submission requirements.** Any applicant requesting approval of a proposed, minor subdivision or minor land development, as defined in this chapter, shall submit to the administrative officer the items required by the local regulations, except that an applicant must provide at final plan submission, copies of all legal documents describing the property, proposed easements, and rights-of-way and all permits required by state or federal agencies, including permits related to freshwater wetlands, the coastal zone, floodplains, on-site wastewater treatment systems, public water systems, and connections to state roads. For a state permit from the department of transportation, a letter evidencing the issuance of such a permit upon the submission of a bond and insurance is sufficient, but such actual permit shall be required prior to the issuance of a building

permit.

(c) **Certification.** For each applicable stage of review, the application shall be certified, in writing, complete or incomplete by the administrative officer within twenty-five (25) days of the submission so long as a completed checklist of the requirements for submission is provided as part of the submission. If an applicant also submits for a modification to the zoning enforcement officer, the running of the time period set forth herein will not begin until the decision on ~~the~~ any modification is made as set forth in § 45-24-46. Such certification shall be made in accordance with the provisions of § 45-23-36(c). If no street creation or extension is required, and/or unified development review is not requested, and a completed checklist of the requirements for submission is provided as part of the submission, such application shall be certified, in writing, complete or incomplete by the administrative officer within fifteen (15) days according to the provisions of § 45-23-36(c). The running of the time period set forth in this section will be deemed stopped upon the issuance of a certificate of incompleteness of the application by the administrative officer and will recommence upon the resubmission of a corrected application by the applicant. However, in no event will the administrative officer be required to certify a corrected submission as complete or incomplete less than ten (10) days after its resubmission.

(d) **Decision on preliminary plan.** If no street creation or extension, variance, or special use permits are required, the administrative officer will approve, deny, or approve with conditions, the preliminary plan within sixty-five (65) days of certification of completeness, or within any further time that is agreed to by the applicant and the administrative officer, according to the requirements of §§ 45-23-60 and 45-23-63. If a street extension or creation is required, or the application is reviewed under the unified development review or the application seeks waivers from design standards and/or requirements of the land development and subdivision regulations that are beyond the authority of the administrative officer to grant, the planning board will hold a public hearing prior to approval according to the requirements in § 45-23-42 and will approve, deny, or approve with conditions, the preliminary plan within ninety-five (95) days of certification of completeness, or within any specified time that is agreed to by the applicant and the board, according to the requirements of §§ 45-23-60 and 45-23-63.

(e) **Failure to act.** Failure of the planning board or administrative officer to act within the period prescribed constitutes approval of the pending stage of review, and a certificate of the administrative officer as to the failure to act within the required time and the resulting approval will be issued on request of the applicant.

(f) ~~**Re-assignment to major review.**~~ **The planning board may re-assign a proposed minor** ~~project to major review only when the planning board is unable to make the positive findings required in § 45-23-60.~~

(g) **Final plan.** Final plans shall be reviewed and approved by either the administrative officer or technical review committee. The officer or committee will report its actions, in writing to the planning board at its next regular meeting, to be made part of the record. The administrative officer or technical review committee shall approve, deny, approve with conditions, or refer the application to the planning board based upon a finding that there is a major change within twenty-five (25) days of the certificate of completeness.

(h) **Modifications and changes to plans.**

(1) Minor changes, as defined in the local regulations, to the plans approved at any stage may be approved administratively, by the administrative officer. The changes may be authorized without an additional public hearing. All changes shall be made part of the permanent record of the project application. This provision does not prohibit the administrative officer from requesting recommendation from either the technical review committee or the permitting authority if the permitting authority is not the administrative officer. Denial of the proposed change(s) shall be referred to the applicable permitting authority for review as a major change.

(2) Major changes, as defined in the local regulations, to the plans approved at any stage may be approved only by the applicable permitting authority and must follow the same review and hearing process required for approval of preliminary plans, which shall include a public hearing if originally required as part of the application.

(3) The administrative officer shall notify the applicant in writing within fourteen (14) days of submission of the written request for a change if the administrative officer determines the change to be a major change.

(i) **Appeal.** Decisions under this section shall be considered an appealable decision pursuant to § 45-23-71.

(j) **Expiration of approvals.** Approvals of a minor land development or subdivision plan expire one year from the date of approval unless, within that period, a plat or plan, in conformity with approval, and as defined in this act, is submitted for signature and recording as specified in § 45-23-64. Validity may be extended for a longer period, for cause shown, if requested by the applicant in writing, and approved by the planning board.

45-23-50.1. Special provisions — Unified development review.

(a) A municipal zoning ordinance shall provide for unified development review pursuant to § 45-24-46.4, and the local regulations must include procedures for the filing, review, and approval of applications, pursuant to § 45-24-46.4 and this section.

(b) Review of projects submitted under the unified development review provisions of the regulations shall adhere to the procedures, timeframes, and standards of the underlying category of the project as listed in § 45-23-36, but shall also include the following procedures:

(1) **Administrative subdivisions**. Except for dimensional relief granted by modification as set forth in §§ 45-23-38 and 45-24-46, requests for dimensional variances related to administrative subdivisions shall be submitted as part of the application materials. A public hearing on the application, including any dimensional variance that meets the requirements of subsection (d) of this section**,** shall be held prior to consideration of the administrative subdivision by the planning board or commission. The planning board or commission shall approve or deny the request(s) for the variance(s) before considering the administrative subdivision. Approval of the variance shall be conditioned on approval of the administrative subdivision.

~~(1)~~(2) **Minor subdivisions and land development projects.** Except for dimensional relief granted by modification as set forth in §§ 45-23-38 and 45-24-46, requests for variances and/or for the issuance of special-use permits related to minor subdivisions and land development projects shall be submitted as part of the application materials for the preliminary plan stage of review or if combined, for the first stage of reviews. A public hearing on the application, including any variance and special-use permit requests that meets the requirements of subsection (d) of this section shall be held prior to consideration of the preliminary plan by the planning board or commission. The planning board or commission shall conditionally approve or deny the request(s) for the variance(s) and/or special-use permit(s) before considering the preliminary plan application for the minor subdivision or land development project. Approval of the variance(s) and/or special-use permit(s) shall be conditioned on approval of the final plan of the minor subdivision or land development project.

~~(2)~~(3) **Development plan review.** Except for dimensional relief granted by modification as set forth in §§ 45-23-50 and 45-24-46, requests for relief from the literal requirements of the zoning ordinance and/or for the issuance of special-use permits shall be submitted as part of the application materials for the preliminary plan stage of review. A public hearing on the application, including any variance and special-use permit requests that meets the requirements of subsection (d) of this section shall be held prior to consideration of the preliminary plan by the relevant permitting authority. The authorized permitting authority shall conditionally approve or deny the request(s) for the variance(s) and/or special-use permit(s) before considering the preliminary plan

application. Approval of the variance(s) and/or special-use permit(s) shall be conditioned on approval of the final plan of the minor subdivision or land development project.

~~(3)~~(4) **Major subdivisions and land development projects — Master plan.** Except for dimensional relief granted by modification as set forth in § 45-23-39, requests for variances for relief from the literal requirements of the zoning ordinance and/or for the issuance of a special-use permit related to major subdivisions and land development projects shall be submitted as part of the application materials for the master plan stage of review, or if combined, the first stage of review. A public hearing on the application, including any variance and special-use permit requests, that meets the requirements of subsection (d) of this section, shall be held prior to consideration of the master plan by the planning board or commission. The planning board or commission shall conditionally approve or deny the requests for the variance(s) and/or special-use permit(s) before considering the master plan application for the major subdivision or land development project. Approval of the variance(s) and/or special-use permit(s) shall be conditioned on approval of the final plan of the major subdivision or land development project.

~~(4)~~(5) **Major subdivisions and land development projects — Preliminary plan.** During the preliminary plan stage of review, applicants shall have the ability to request alteration of any variance(s) and/or special-use permit(s) granted by the planning board or commission during the master plan stage of review, and/or to request new variance(s) and/or special-use permit(s), based on the outcomes of the more detailed planning and design necessary for the preliminary plan. If necessary, the applicant shall submit such requests and all supporting documentation along with the preliminary plan application materials. If the applicant requests new or additional zoning relief at this stage, a public hearing on the application, that meets the requirements of subsection (d) of this section, shall be held prior to consideration of the preliminary plan by the planning board or commission. The planning board or commission shall conditionally approve, amend, or deny the requests for alteration(s), new variance(s), and/or new special-use permit(s), before considering the preliminary plan application for the major subdivision or land development project. Approval of the alteration(s), new variance(s), and/or new special-use permit(s) shall be conditioned on approval of the final plan of the major subdivision or land development project. If the planning board or commission denies the request for alteration(s), new variance(s), and/or new special-use permit(s), the planning board shall have the option of remanding the application back to the master plan stage of review. Alternatively, if the planning board or commission denies the request for alteration(s), new variance(s), and/or new special-use permit(s), the applicant may consent to an extension of the decision period mandated by § 45-23-39 so that additional information can be provided and reviewed by the board or commission.

(c) **Decision.** The time periods by which the planning board or commission must approve or deny applications for variances and special-use permits under the unified development review provisions of the local regulations shall be the same as the time periods by which the board must make a decision on the applicable review stage of the category of project under review.

(d) Unless otherwise provided in this chapter all applications under this section shall require a single public hearing, held pursuant to subsection (b) of this section. The public hearing must meet the following requirements:

(1) Public hearing notice shall adhere to the requirements found in § 45-23-42(1);

(2) The notice area for notice of the public hearing shall be specified in the local regulations, and shall, at a minimum, include all property located in or within not less than two hundred feet (200′) of the perimeter of the area included in the subdivision and/or land development project. Notice of the public hearing shall be sent by the administrative officer to the administrative officer of an adjacent municipality if: (i) The notice area extends into the adjacent municipality; or (ii) The development site extends into the adjacent municipality; or (iii) There is a potential for significant negative impact on the adjacent municipality. Additional notice within watersheds shall

also be sent as required in § 45-23-53(b) and (c);

(3) Public notice shall indicate that dimensional variance(s), use variance(s), and/or special-use permit(s) are to be considered for the subdivision and/or land development project; and

(4) The cost of all public notice is to be borne by the applicant.

(e) The time periods by which the permitting authority must approve, approve with conditions, or deny requests for variances and special-use permits under the unified development review provisions of a zoning ordinance shall be the same as the time periods by which the board must make a decision on the applicable review stage of the underlying type of project under review.

(f) The expiration periods of an approval of a variance or special use permit granted under this section shall be the same as those set forth in the statute for the underlying type of project under review.

(g) Decisions under this section, including requests for the variance(s) and/or special-use permits that are denied by the permitting authority, may be appealed pursuant to § 45-23-71.

45-23-60. Procedure — Required findings.

(a) Except as set forth in this section, all local regulations shall require that for all ~~administrative,~~ minor~~,~~ and major development applications the approving authorities responsible for land development and subdivision review and approval shall make positive findings on the following standard provisions, as part of the proposed project's record prior to approval:

(1) The proposed development is consistent with the comprehensive community plan and/or has satisfactorily addressed the issues where there may be inconsistencies;

(2) The proposed development is in compliance with the standards and provisions of the municipality's zoning ordinance or has obtained relief from the same, or another provision of this chapter that exempts compliance with a specific provision or standard;

(3) There will be no significant negative environmental impacts from the proposed development as shown on the final plan, with all required conditions for approval;

(4) The subdivision, as proposed, will not result in the creation of individual lots with any physical constraints to development that building on those lots according to pertinent regulations and building standards would be impracticable. (See definition of Buildable lot). ~~Lots~~ If allowed by local regulation and/or ordinance, lots with physical constraints to development may be created only if identified as permanent open space or permanently reserved for a public purpose on the approved, recorded plans; and

(5) All proposed land developments and all subdivision lots have adequate physical and permanent physical access to a public street unless there are local zoning ordinance provisions allowing exceptions to this requirement or the applicant has obtained the required relief from this provision.

(b) Except for administrative subdivisions, findings of fact must be supported by legally competent evidence on the record which discloses the nature and character of the observations upon which the fact finders acted.

(c) Minor subdivisions subject to administrative review and approval only, as set forth in § 45-23-38(a)(2) shall only be subject to the standard provisions set forth in subsections ~~(a)(1),~~ (a)(2), (a)(4), and (a)(5) of this section.

(d) Administrative subdivisions shall only be subject to the following standard provisions:

(1) That the application does not create additional lots;

(2) Unless otherwise allowed by an approved modification or variance, that the moving of lot lines does not increase any pre-existing dimensional nonconformity or create a new nonconformity;

(3) That the application does not remove any pre-existing adequate physical or permanent access to a street, without sufficient replacement.

45-23-71. Appeals to the superior court.

(a) An aggrieved party may appeal a decision of the board of appeal; a decision of an administrative officer made pursuant to ~~§~~ §§ 45-23-37, 45-23-38 or ~~§~~ 45-23-50 where authorized to approve or deny an application; a decision of the technical review committee where authorized to approve or deny an application; or a decision of the planning board, to the superior court for the county in which the municipality is situated by filing a complaint stating the reasons for the appeal within twenty (20) days after the decision has been recorded and posted in the office of the city or town clerk. Recommendations by any public body or officer under this chapter are not appealable under this section. The authorized permitting authority shall file the original documents acted upon by it and constituting the record of the case appealed from, or certified copies of the original documents, together with any other facts that may be pertinent, with the clerk of the court within thirty (30) days after being served with a copy of the complaint. When the complaint is filed by someone other than the original applicant or appellant, the original applicant or appellant and the permitting authority shall be made parties to the proceedings. No responsive pleading is required for an appeal filed pursuant to this section. The appeal does not stay proceedings upon the decision appealed from, but the court may, in its discretion, grant a stay on appropriate terms and make any other orders that it deems necessary for an equitable disposition of the appeal.

(b) Appeals from a decision granting or denying approval of a final plan shall be limited to elements of the approval or disapproval not contained in the decision reached by the planning board at the preliminary stage; provided that, a public hearing has been held on the plan, if required pursuant to this chapter.

(c) The review shall be conducted by the superior court without a jury. The court shall consider the record before the board of appeal or permitting authority, as applicable and, if it appears to the court that additional evidence is necessary for the proper disposition of the matter, it may allow any party to the appeal to present evidence in open court, which evidence, along with the report, shall constitute the record upon which the determination of the court shall be made.

(d) The court shall not substitute its judgment for that of the board of appeal or permitting authority as applicable as to the weight of the evidence on questions of fact. The court may affirm the decision of the board of appeal or permitting authority, as applicable or remand the case for further proceedings, or may reverse or modify the decision if substantial rights of the appellant have been prejudiced because of findings, inferences, conclusions, or decisions that are:

(1) In violation of constitutional, statutory, ordinance, or planning board regulations provisions;

(2) In excess of the authority granted to the planning board by statute or ordinance;

(3) Made upon unlawful procedure;

(4) Affected by other error of law;

(5) Clearly erroneous in view of the reliable, probative, and substantial evidence of the whole record; or

(6) Arbitrary or capricious or characterized by abuse of discretion or clearly unwarranted exercise of discretion.

SECTION 4. Sections 45-24-31, 45-24-38, 45-24-41, 45-24-43, 45-24-46, 45-24-47 and 45-24-54 of the General Laws in Chapter 45-24 entitled "Zoning Ordinances" are hereby amended to read as follows:

45-24-31. Definitions. [Effective January 1, 2026.]

Where words or terms used in this chapter are defined in § 45-22.2-4 or § 45-23-32, they have the meanings stated in that section. In addition, the following words have the following meanings. Additional words and phrases may be used in developing local ordinances under this chapter; however, the words and phrases defined in this section are controlling in all local ordinances created under this chapter:

(1) **Abutter**. One whose property abuts, that is, adjoins at a border, boundary, or point with

no intervening land.

(2) **Accessory dwelling unit (ADU).** A residential living unit on the same lot where the principal use is a legally established single-family dwelling unit or multi-family dwelling unit. An ADU provides complete independent living facilities for one or more persons. It may take various forms including, but not limited to: a detached unit; a unit that is part of an accessory structure, such as a detached garage; or a unit that is part of an expanded or remodeled primary dwelling.

(3) **Accessory use**. A use of land or of a building, or portion thereof, customarily incidental and subordinate to the principal use of the land or building. An accessory use may be restricted to the same lot as the principal use. An accessory use shall not be permitted without the principal use to which it is related.

(4) **Adaptive reuse.** "Adaptive reuse," as defined in § 42-64.22-2.

(5) **Aggrieved party.** An aggrieved party, for purposes of this chapter, shall be:

(i) Any person, or persons, or entity, or entities, who or that can demonstrate that their property will be injured by a decision of any officer or agency responsible for administering the zoning ordinance of a city or town; or

(ii) Anyone requiring notice pursuant to this chapter.

(6) **Agricultural land.** "Agricultural land," as defined in § 45-22.2-4.

(7) **Airport hazard area.** "Airport hazard area," as defined in § 1-3-2.

(8) **Applicant.** An owner, or authorized agent of the owner, submitting an application or appealing an action of any official, board, or agency.

(9) **Application.** The completed form, or forms, and all accompanying documents, exhibits, and fees required of an applicant by an approving authority for development review, approval, or permitting purposes.

(10) **Buffer.** Land that is maintained in either a natural or landscaped state, and is used to screen or mitigate the impacts of development on surrounding areas, properties, or rights-of-way.

(11) **Building.** Any structure used or intended for supporting or sheltering any use or occupancy.

(12) **Building envelope.** The three-dimensional space within which a structure is permitted to be built on a lot and that is defined by regulations governing building setbacks, maximum height, and bulk; by other regulations; or by any combination thereof.

(13) **Building height.** For a vacant parcel of land, building height shall be measured from the average, existing-grade elevation where the foundation of the structure is proposed. For an existing structure, building height shall be measured from average grade taken from the outermost four (4) corners of the existing foundation. In all cases, building height shall be measured to the top of the highest point of the existing or proposed roof or structure. This distance shall exclude spires, chimneys, flag poles, and the like. For any property or structure located in a special flood hazard area, as shown on the official FEMA Flood Insurance Rate Maps (FIRMs), or depicted on the Rhode Island coastal resources management council (CRMC) suggested design elevation three foot (3′) sea level rise (CRMC SDE 3 SLR) map as being inundated during a one-hundred-year (100) storm, the greater of the following amounts, expressed in feet, shall be excluded from the building height calculation:

(i) The base flood elevation on the FEMA FIRM plus up to five feet (5′) of any utilized or proposed freeboard, less the average existing grade elevation; or

(ii) The suggested design elevation as depicted on the CRMC SDE 3 SLR map during a one-hundred-year (100) storm, less the average existing grade elevation. CRMC shall reevaluate the appropriate suggested design elevation map for the exclusion every ten (10) years, or as otherwise necessary.

(14) **Cluster.** A site-planning technique that concentrates buildings in specific areas on the site to allow the remaining land to be used for recreation, common open space, and/or preservation

of environmentally, historically, culturally, or other sensitive features and/or structures. The techniques used to concentrate buildings shall be specified in the ordinance and may include, but are not limited to, reduction in lot areas, setback requirements, and/or bulk requirements, with the resultant open land being devoted by deed restrictions for one or more uses. Under cluster development, there is no increase in the number of lots that would be permitted under conventional development except where ordinance provisions include incentive bonuses for certain types or conditions of development.

(15) **Co-living housing.** A specific residential development with units which provide living and sleeping space which are independently rented and lockable for the exclusive use of an occupant, but require the occupant to share sanitary and/or food preparation facilities with the other units in the occupancy. This section shall not be read to allow the conversion of existing dwelling units into co-living housing unless authorized by a local zoning ordinance or allowed pursuant to § 45-24-37.

(16) **Common ownership.** Either:

(i) Ownership by one or more individuals or entities in any form of ownership of two (2) or more contiguous lots; or

(ii) Ownership by any association (ownership may also include a municipality) of one or more lots under specific development techniques.

(17) **Community residence**. A home or residential facility where children and/or adults reside in a family setting and may or may not receive supervised care. This does not include halfway houses or substance-use-disorder-treatment facilities. This does include, but is not limited to, the following:

(i) Whenever six (6) or fewer children or adults with intellectual and/or developmental disability reside in any type of residence in the community, as licensed by the state pursuant to chapter 24 of title 40.1. All requirements pertaining to local zoning are waived for these community residences;

(ii) A group home providing care or supervision, or both, to not more than eight (8) persons with disabilities, and licensed by the state pursuant to chapter 24 of title 40.1;

(iii) A residence for children providing care or supervision, or both, to not more than eight (8) children, including those of the caregiver, and licensed by the state pursuant to chapter 72.1 of title 42;

(iv) A community transitional residence providing care or assistance, or both, to no more than six (6) unrelated persons or no more than three (3) families, not to exceed a total of eight (8) persons, requiring temporary financial assistance, and/or to persons who are victims of crimes, abuse, or neglect, and who are expected to reside in that residence not less than sixty (60) days nor more than two (2) years. Residents will have access to, and use of, all common areas, including eating areas and living rooms, and will receive appropriate social services for the purpose of fostering independence, self-sufficiency, and eventual transition to a permanent living situation.

(18) **Comprehensive plan.** The comprehensive plan adopted and approved pursuant to chapter 22.2 of this title and to which any zoning adopted pursuant to this chapter shall be in compliance.

(19) **Day care — Daycare center.** Any other daycare center that is not a family daycare home.

(20) **Day care — Family daycare home.** Any home, other than the individual's home, in which day care in lieu of parental care or supervision is offered at the same time to six (6) or less individuals who are not relatives of the caregiver, but may not contain more than a total of eight (8) individuals receiving day care.

(21) **Density, residential.** The number of dwelling units per unit of land.

(22) **Development.** The construction, reconstruction, conversion, structural alteration,

relocation, or enlargement of any structure; any mining, excavation, landfill, or land disturbance; or any change in use, or alteration or extension of the use, of land.

(23) **Development plan review.** See §§ 45-23-32 and 45-23-50.

(24) **District.** See "zoning use district."

(25) **Drainage system.** A system for the removal of water from land by drains, grading, or other appropriate means. These techniques may include runoff controls to minimize erosion and sedimentation during and after construction or development; the means for preserving surface and groundwaters; and the prevention and/or alleviation of flooding.

(26) **Dwelling unit.** A structure, or portion of a structure, providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation, and containing a separate means of ingress and egress.

(27) **Extractive industry.** The extraction of minerals, including: solids, such as coal and ores; liquids, such as crude petroleum; and gases, such as natural gases. The term also includes quarrying; well operation; milling, such as crushing, screening, washing, and flotation; and other preparation customarily done at the extraction site or as a part of the extractive activity.

(28) **Family member.** A person, or persons, related by blood, marriage, or other legal means, including, but not limited to, a child, parent, spouse, mother-in-law, father-in-law, grandparents, grandchildren, domestic partner, sibling, care recipient, or member of the household.

(29) **Floating zone.** An unmapped zoning district adopted within the ordinance that is established on the zoning map is effective only when an application for development, meeting the zone requirements, is approved and the approved plan is recorded.

(30) **Floodplains, or Flood hazard area.** As defined in § 45-22.2-4.

(31) **Freeboard.** A factor of safety expressed in feet above the base flood elevation of a flood hazard area for purposes of floodplain management. Freeboard compensates for the many unknown factors that could contribute to flood heights, such as wave action, bridge openings, and the hydrological effect of urbanization of the watershed.

(32) **Groundwater.** "Groundwater" and associated terms, as defined in § 46-13.1-3.

(33) **Halfway house.** A residential facility for adults or children who have been institutionalized for criminal conduct and who require a group setting to facilitate the transition to a functional member of society.

(34) **Hardship.** See § 45-24-41.

(35) **Historic district or historic site.** As defined in § 45-22.2-4.

(36) **Home occupation.** Any activity customarily carried out for gain by a resident, conducted as an accessory use in the resident's dwelling unit. For the purposes of this chapter, home occupation does not include remote work activities as defined in § 45-24-37.

(37) **Household.** One or more persons living together in a single-dwelling unit, with common access to, and common use of, all living and eating areas and all areas and facilities for the preparation and storage of food within the dwelling unit. The term "household unit" is synonymous with the term "dwelling unit" for determining the number of units allowed within any structure on any lot in a zoning district. An individual household shall consist of any one of the following:

(i) A family, which may also include servants and employees living with the family; or

(ii) A person or group of unrelated persons living together. The maximum number may be set by local ordinance, but this maximum shall not be less than one person per bedroom and shall not exceed five (5) unrelated persons per dwelling. The maximum number shall not apply to NARR-certified recovery residences.

(38) **Incentive zoning.** The process whereby the local authority may grant additional development capacity in exchange for the developer's provision of a public benefit or amenity as specified in local ordinances.

(39) **Infrastructure.** Facilities and services needed to sustain residential, commercial, industrial, institutional, and other activities.

(40) **Land development project.** As defined in § 45-23-32.

(41) **Lot.** Either:

(i) The basic development unit for determination of lot area, depth, and other dimensional regulations; or

(ii) A parcel of land whose boundaries have been established by some legal instrument, such as a recorded deed or recorded map, and that is recognized as a separate legal entity for purposes of transfer of title.

(42) **Lot area.** The total area within the boundaries of a lot, excluding any street right-of-way, usually reported in acres or square feet.

(43) **Lot area, minimum.** The smallest land area established by the local zoning ordinance upon which a use, building, or structure may be located in a particular zoning district.

(44) **Lot building coverage.** That portion of the lot that is, or may be, covered by buildings and accessory buildings.

(45) **Lot depth.** The distance measured from the front lot line to the rear lot line. For lots where the front and rear lot lines are not parallel, the lot depth is an average of the depth.

(46) **Lot frontage.** That portion of a lot abutting a street. A zoning ordinance shall specify how noncontiguous frontage will be considered with regard to minimum frontage requirements.

(47) **Lot line.** A line of record, bounding a lot, that divides one lot from another lot or from a public or private street or any other public or private space and shall include:

(i) Front: the lot line separating a lot from a street right-of-way. A zoning ordinance shall specify the method to be used to determine the front lot line on lots fronting on more than one street, for example, corner and through lots;

(ii) Rear: the lot line opposite and most distant from the front lot line, or in the case of triangular or otherwise irregularly shaped lots, an assumed line at least ten feet (10′) in length entirely within the lot, parallel to and at a maximum distance from, the front lot line; and

(iii) Side: any lot line other than a front or rear lot line. On a corner lot, a side lot line may be a street lot line, depending on requirements of the local zoning ordinance.

(48) **Lot size, minimum.** Shall have the same meaning as “minimum lot area” defined herein.

(49) **Lot, through.** A lot that fronts upon two (2) parallel streets, or that fronts upon two (2) streets that do not intersect at the boundaries of the lot.

(50) **Lot width**. The horizontal distance between the side lines of a lot measured at right angles to its depth along a straight line parallel to the front lot line at the minimum front setback line.

(51) **Manufactured home.** As used in this section, a manufactured home shall have the same definition as in 42 U.S.C. § 5402, meaning a structure, transportable in one or more sections, which, in the traveling mode, is eight (8) body feet or more in width or forty (40) body feet or more in length, or, when erected on site, is three hundred twenty (320) or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with a permanent foundation connected to the required utilities, and includes the plumbing, heating, air-conditioning, and electrical systems contained therein; except that such term shall include any structure that meets all the requirements of this definition except the size requirements and with respect to which the manufacturer voluntarily files a certification required by the United States Secretary of Housing and Urban Development and complies with the standards established under chapter 70 of Title 42 of the United States Code; and except that such term shall not include any self-propelled recreational vehicle.

(52) **Mere inconvenience.** See § 45-24-41.

(53) **Mixed use.** A mixture of land uses within a single development, building, or tract.

(54) **Modification.** Permission granted and administered by the zoning enforcement officer of the city or town, and pursuant to the provisions of this chapter to grant dimensional relief from the zoning ordinance to a limited degree as determined by the zoning ordinance of the city or town, but not to exceed twenty-five percent (25%) of each of the applicable dimensional requirements, except as set forth in § 45-24-46(c).

(55) **Nonconformance.** A building, structure, or parcel of land, or use thereof, lawfully existing at the time of the adoption or amendment of a zoning ordinance and not in conformity with the provisions of that ordinance or amendment. Nonconformance is of only two (2) types:

(i) Nonconforming by use: a lawfully established use of land, building, or structure that is not a permitted use in that zoning district. A building or structure containing more dwelling units than are permitted by the use regulations of a zoning ordinance is nonconformity by use; or

(ii) Nonconforming by dimension: a building, structure, or parcel of land not in compliance with the dimensional regulations of the zoning ordinance. Dimensional regulations include all regulations of the zoning ordinance, other than those pertaining to the permitted uses. A building or structure containing more dwelling units than are permitted by the use regulations of a zoning ordinance is nonconforming by use; a building or structure containing a permitted number of dwelling units by the use regulations of the zoning ordinance, but not meeting the lot area per dwelling unit regulations, is nonconforming by dimension.

(56) **Overlay district.** A district established in a zoning ordinance that is superimposed on one or more districts or parts of districts. The standards and requirements associated with an overlay district may be more or less restrictive than those in the underlying districts consistent with other applicable state and federal laws.

(57) **Performance standards.** A set of criteria or limits relating to elements that a particular use or process must either meet or may not exceed.

(58) **Permitted use.** A use by right that is specifically authorized in a particular zoning district.

(59) **Planned development.** A “land development project,” as defined in subsection (39), and developed according to plan as a single entity and containing one or more structures or uses with appurtenant common areas.

(60) **Plant agriculture.** The growing of plants for food or fiber, to sell or consume.

(61) **Preapplication conference.** A review meeting of a proposed development held between applicants and reviewing agencies as permitted by law and municipal ordinance, before formal submission of an application for a permit or for development approval.

(62) **Setback line or lines**. A line, or lines, parallel to a lot line at the minimum distance of the required setback for the zoning district in which the lot is located that establishes the area within which the principal structure must be erected or placed.

(63) **Site plan.** The development plan for one or more lots on which is shown the existing and/or the proposed conditions of the lot.

(64) **Slope of land.** The grade, pitch, rise, or incline of the topographic landform or surface of the ground.

(65) **Special use.** A regulated use that is permitted pursuant to the special-use permit issued by the authorized governmental entity, pursuant to § 45-24-42. Formerly referred to as a special exception.

(66) **Structure.** A combination of materials to form a construction for use, occupancy, or ornamentation, whether installed on, above, or below the surface of land or water.

(67) **Substandard lot of record.** Any lot lawfully existing at the time of adoption or amendment of a zoning ordinance, or at the time it was lawfully created, and not in conformance with the dimensional or area provisions of that ordinance.

(68) **Use.** The purpose or activity for which land or buildings are designed, arranged, or intended, or for which land or buildings are occupied or maintained.

(69) **Variance.** Permission to depart from the literal requirements of a zoning ordinance. An authorization for the construction or maintenance of a building or structure, or for the establishment or maintenance of a use of land, that is prohibited by a zoning ordinance. There are only two (2) categories of variance, a use variance or a dimensional variance.

(i) Use variance. Permission to depart from the use requirements of a zoning ordinance where the applicant for the requested variance has shown by evidence upon the record that the subject land or structure cannot yield any beneficial use if it is to conform to the provisions of the zoning ordinance.

(ii) Dimensional variance. Permission to depart from the dimensional requirements of a zoning ordinance under the applicable standards set forth in § 45-24-41.

(70) **Waters.** As defined in § 46-12-1(23).

(71) **Wetland, coastal.** As defined in § 45-22.2-4.

(72) **Wetland, freshwater.** As defined in § 2-1-20.

(73) **Zoning certificate.** A document signed by the zoning enforcement officer, as required in the zoning ordinance, that acknowledges that a use, structure, building, or lot either complies with, or is legally nonconforming to, the provisions of the municipal zoning ordinance or is an authorized variance or modification therefrom.

(74) **Zoning map.** The map, or maps, that are a part of the zoning ordinance and that delineate the boundaries of all mapped zoning districts within the physical boundary of the city or town.

(75) **Zoning ordinance.** An ordinance enacted by the legislative body of the city or town pursuant to this chapter and in the manner providing for the adoption of ordinances in the city or town's legislative or home rule charter, if any, that establish regulations and standards relating to the nature and extent of uses of land and structures; that is consistent with the comprehensive plan of the city or town as defined in chapter 22.2 of this title; that includes a zoning map; and that complies with the provisions of this chapter.

(76) **Zoning use district.** The basic unit in zoning, either mapped or unmapped, to which a uniform set of regulations applies, or a uniform set of regulations for a specified use. Zoning use districts include, but are not limited to: agricultural, commercial, industrial, institutional, open space, and residential. Each district may include sub-districts. Districts may be combined.

45-24-38. General provisions — Substandard lots of record.

(a) Any city or town adopting or amending a zoning ordinance under this chapter shall regulate the development of any single substandard lot of record or contiguous lots of record ~~at the effective date of adoption or amendment of the zoning ordinance~~.

(b) Notwithstanding the failure of that lot or those lots to meet the dimensional and/or quantitative requirements, and/or road frontage or other access requirements, applicable in the district as stated in the ordinance, a substandard lot of record shall not be required to seek any zoning relief based solely on the failure to meet minimum requirements for lot size, lot frontage, lot width, or lot depth of the district in which such lot is located. For any structure proposed under this section on a substandard lot of record, the following dimensional regulations shall apply:

(1) Minimum building setbacks, lot frontage, and lot width requirements for a lot that is nonconforming in area shall be reduced by the same proportion that the area of such substandard lot meets the minimum lot area of the district in which the lot is located. By way of example, if the lot area of a substandard lot only meets forty percent (40%) of the minimum lot area required in the district in which it is located, the setbacks, lot frontage, and lot width shall each be reduced to forty percent (40%) of the requirements for those dimensional standards in the same district. However, to the extent the city or town has a zoning district in which the lot would be conforming

as to size, the city or town may require compliance with the building setback, lot frontage, and lot width requirements for said zoning district if such requirement is in the local zoning ordinance.

(2) Maximum lot building coverage for lots that are nonconforming in area shall be increased by the inverse proportion that the area of such substandard lot meets the minimum area requirements in the district in which the lot is located. By way of example, if the lot area of a substandard lot only meets forty percent (40%) of the required minimum lot area, the maximum lot building coverage is allowed to increase by sixty percent (60%) over the maximum permitted lot building coverage in that district.

All proposals exceeding such reduced requirement shall proceed with a modification request under § 45-24-46 or a dimensional variance request under § 45-24-41, whichever is applicable.

(c) Except as set forth otherwise in this chapter and in chapter 23 of this title, provisions may be made for the merger of contiguous unimproved, or improved and unimproved, substandard lots of record in the same ownership to create dimensionally conforming lots or to reduce the extent of dimensional nonconformance. Contiguous substandard lots of record in the same ownership may be required to merge only to the extent necessary to create a lot that conforms to the dimensional requirements of the applicable zoning district. Once a conforming lot has been created through such merger, any remaining lot or lots shall not be deemed merged and shall retain their status as separate substandard lots of record, and shall be entitled to the protections set forth in subsection (b) of this section. No ordinance, regulation, or administrative practice shall require the merger of additional lots beyond that which is necessary to achieve conformity. An ~~The~~ ordinance shall specify the standards, on a district by district basis, which determine the mergers, consistent with this section. The standards shall include, but are not to be limited to, the availability of infrastructure, the character of the neighborhood, and the consistency with the comprehensive plan. The merger of lots shall not be required when the substandard lot of record has an area equal to or greater than the area of fifty percent (50%) of the lots of record located within two hundred feet (200′) of the subject lot, unless such lots have been formally and legally merged by way of a recorded plan or plat, as confirmed by a compilation plan signed by a professional land surveyor as such term is defined by the rules and regulations for professional land surveying.

45-24-41. General provisions — Variances.

(a) An application for relief from the literal requirements of a zoning ordinance because of hardship may be made by any person, group, agency, or corporation by filing with the zoning enforcement officer or agency an application describing the request and supported by any data and evidence as may be required by the zoning board of review or by the terms of the ordinance. The zoning enforcement officer or agency shall immediately transmit each application received to the zoning board of review and a copy of each application to the planning board or commission.

(b) A zoning ordinance shall provide that the zoning board of review, immediately upon receipt of an application for a variance in the application of the literal terms of the zoning ordinance, may request that the planning board or commission and/or staff report its findings and recommendations, including a statement on the general consistency of the application with the goals and purposes of the comprehensive plan of the city or town, in writing, to the zoning board of review within thirty (30) days of receipt of the application from that board. The zoning board shall hold a public hearing on any application for variance in an expeditious manner, after receipt, in proper form, of an application, and shall give public notice at least fourteen (14) days prior to the date of the hearing in a newspaper of local circulation in the city or town. Notice of hearing shall be sent by first-class mail to the applicant, and to at least all those who would require notice under § 45-24-53. The notice shall also include the street address of the subject property. A zoning ordinance may require that a supplemental notice, that an application for a variance is under consideration, be posted at the location in question. The posting is for information purposes only

and does not constitute required notice of a public hearing. The same notice shall be posted in the town or city clerk's office and one other municipal building in the municipality and the municipality must make the notice accessible on the municipal home page of its website at least fourteen (14) days prior to the hearing. For any notice sent by first-class mail, the sender of the notice shall submit a notarized affidavit to attest to such mailing. The cost of newspaper and mailing notification shall be borne by the applicant.

(c) A zoning ordinance may provide for unified development review, pursuant to § 45-24-46.4. Requests for dimensional and use variances submitted under a unified development review provision of a zoning ordinance shall be submitted as part of the subdivision or land development application to the administrative officer of the planning board or commission, pursuant to § 45-24-46.4(a). All subdivision or land development applications submitted under the unified development review provisions of a zoning ordinance shall have a public hearing, which shall meet the requirements of § 45-23-50.1(d).

(d) In granting a variance, the zoning board of review, or, where unified development review is enabled pursuant to § 45-24-46.4, the planning board or commission, shall require that evidence to the satisfaction of the following standards is entered into the record of the proceedings:

(1) That the hardship from which the applicant seeks relief is due to the unique characteristics of the subject land or structure and not to the general characteristics of the surrounding area; and is not due to a physical or economic disability of the applicant, excepting those physical disabilities addressed in § 45-24-30(a)(16);

(2) That the hardship is not the result of any prior action of the applicant; and

(3) That the granting of the relief requested ~~variance~~ will not alter the general character of the surrounding area or impair the intent or purpose of the zoning ordinance or the comprehensive plan upon which the ordinance is based.

(4) [Deleted by P.L. 2023, ch. 304, § 1 and P.L. 2023, ch. 305, § 1.]

(e) The zoning board of review, or, where unified development review is enabled pursuant to § 45-24-46.4, the planning board or commission, shall, in addition to the above standards, require that evidence is entered into the record of the proceedings showing that:

(1) In granting a use variance, the subject land or structure cannot yield any beneficial use if it is required to conform to the provisions of the zoning ordinance. Nonconforming use of neighboring land or structures in the same district and permitted use of lands or structures in an adjacent district shall not be considered in granting a use variance; and

(2) In granting a dimensional variance, that the hardship suffered by the owner of the subject property if the dimensional variance is not granted amounts to more than a mere inconvenience, meaning that relief sought is minimal to a reasonable enjoyment of the permitted use to which the property is proposed to be devoted. The fact that a use may be more profitable or that a structure may be more valuable after the relief is granted is not grounds for relief. The zoning board of review, or, where unified development review is enabled pursuant to § 45-24-46.4, the planning board or commission has the power to grant dimensional variances where the use is permitted by special-use permit.

45-24-43. General provisions — Special conditions.

In granting a variance or in making any determination ~~upon which it is required to pass after a public hearing under a zoning ordinance~~ on appeal taken pursuant to § 45-24-64, the zoning board of review or other zoning enforcement agency may apply the special conditions that may, in the opinion of the board or agency, be required to promote the intent and purposes of the comprehensive plan and the zoning ordinance of the city or town. Failure to abide by any special conditions attached to a grant constitutes a zoning violation. Those special conditions shall be based on competent credible evidence on the record, be incorporated into the decision, and may include~~,~~ ~~but are not limited to,~~ provisions for:

(1) For a use variance only: Minimizing the adverse impact of the development upon other land, including the type, intensity, design, and performance of activities;

(2) Controlling the sequence of development, including when it must be commenced and completed;

(3) Controlling the duration of use or development and the time within which any temporary structure must be removed;

(4) Assuring satisfactory installation and maintenance of required public improvements; and

~~(5) Designating the exact location and nature of development; and~~

~~(6)~~(5) Establishing detailed records by submission of drawings, maps, plats, or specifications.

45-24-46. Special provisions — Modification.

(a) ~~A~~ As set forth in this section a zoning ordinance shall provide for the issuance of modifications from the literal dimensional requirements of the zoning ordinance in the instance of the construction, alteration, or structural modification of a structure or lot of record. The zoning enforcement officer is authorized to grant modification permits.

(1) Dimensional modifications. The zoning ordinance shall permit dimensional modifications that are fifteen percent (15%) or less of any dimensional requirements specified in the zoning ordinance but may permit ~~modification~~ dimensional modifications up to twenty-five percent (25%). Within ten (10) days of the receipt of a request for a dimensional modification, the zoning enforcement officer shall make a decision as to the suitability of the requested dimensional modification based on the following determinations:

~~(1)~~(i) The modification requested is minimal to a reasonable enjoyment of the permitted use to which the property is proposed to be devoted;

~~(2)~~(ii) If the modification is granted, neighboring property will neither be substantially injured nor its appropriate use substantially impaired;

~~(3)~~(iii) The modification requested does not require a variance of a flood hazard requirement~~, unless the building is built in accordance with applicable regulations~~; and

~~(4)~~(iv) The modification requested does not violate any rules or regulations with respect to freshwater or coastal wetlands.

~~(b)~~(2) Upon an affirmative determination, in the case of a dimensional modification of five percent (5%) or less, the zoning enforcement officer shall have the authority to issue a permit approving the modification, without any public notice requirements. In the case of a dimensional modification of greater than five percent (5%), the zoning enforcement officer shall notify, by first class mail, all property owners abutting the property which is the subject of the modification request, and shall indicate the street address of the subject property in the notice, and shall publish in a newspaper of local circulation within the city or town that the modification will be granted unless written objection by anyone who is entitled to notice under this section is received within fourteen (14) days of the public notice. If written objection is received within fourteen (14) days, the request for a modification shall be scheduled for the next available hearing before the ~~zoning board of review~~ authorized permitting authority on application for a dimensional variance following the standard procedures for such variances, including notice requirements provided for under ~~this chapter~~ the applicable provisions of chapter 23 or 24 of title 45. If no written objections are received within fourteen (14) days, the zoning enforcement officer shall grant the modification. The zoning enforcement officer may apply any special conditions to the permit as may, in the opinion of the officer, be required to conform to the intent and purposes of the zoning ordinance. The zoning enforcement officer shall keep public records of all requests for modifications, and of findings, determinations, special conditions, and any objections received. Costs of any notice required under this subsection shall be borne by the applicant requesting the modification.

~~(c)~~(3) **Neighborhood character-based modifications ("NCBM").** The zoning ~~enforcement officer is authorized to grant NCBM~~ ordinance shall permit NCBMs on any parcel with a public water and sewer connection, and for purposes of residential use~~, from the literal dimensional requirements of the zoning ordinance in the instance of the construction, alteration, creation, or structural modification of a dwelling unit,~~ ; provided that:

~~(1)~~(i) Such modifications shall only be granted for dimensional relief from frontage, lot width, and lot depth, up to the average dimensions of the comparable existing built environment;

~~(2)~~(ii) The average dimensions of the comparable existing built environment shall be calculated as follows:

~~(i)~~(A) Comparable existing parcels shall mean all parcels that are:

~~(A)~~(I) Within two hundred feet (200′) of the subject property; and

~~(B)~~(II) In the same base zone; and

~~(C)~~(III) Used for residential purposes.

~~(ii)~~(B) The average dimensions shall be confirmed by a professional land surveyor.

~~(iii)~~(C) The average dimensions are to be determined without any additional review of zoning or building code analysis of the legality of the existing dimensions of the comparable existing parcels~~;~~.

~~(3)~~(4) Within ten (10) days of the receipt of a request for NCBM, the zoning enforcement officer shall make a decision as to the suitability of the requested modification based on the ~~following determinations:~~

~~(i) The modification requested does not require a variance of a flood hazard requirement, unless the building is built in accordance with applicable regulations; and~~

~~(ii) The modification requested does not violate any rules or regulations with respect to freshwater or coastal wetlands; and~~

~~(iii) The NCBM does not violate any provisions regarding separation included in the state building or fire code;~~ same determinations set forth in subsection (a)(1)(i) through (a)(1)(iv).

~~(4)~~(5) Upon an affirmative determination, in the case of an NCBM modification of equal to or less than thirty percent (30%) of the requirements of the zoning district, the zoning enforcement officer shall have the authority to issue a permit approving the modification, without any public notice requirements. In the case of an NCBM modification of greater than thirty percent (30%), the zoning enforcement officer shall notify, by first class mail, all property owners abutting the property which is the subject of the NCBM modification request, and shall indicate the street address of the subject property in the notice, and shall publish in a newspaper of local circulation within the city or town that the modification will be granted unless written objection is received within fourteen (14) days of the public notice. If written objection is received from any party entitled to notice under this section within fourteen (14) days, the request for a modification shall be scheduled for the next available hearing before the ~~zoning board of review~~ authorized permitting authority on application for a dimensional variance following the standard procedures for such variances, including notice requirements provided for under ~~this chapter~~ the applicable provisions of chapter 23 or 24 of title 45. If no written objections are received within fourteen (14) days, the zoning enforcement officer shall grant the modification. The zoning enforcement officer may apply any special conditions to the permit as may, in the opinion of the officer, be required to conform to the intent and purposes of the zoning ordinance. The zoning enforcement officer shall keep public records of all requests for modifications, and of findings, determinations, special conditions, and any objections received. Costs of any notice required under this subsection shall be borne by the applicant requesting the modification.

45-24-47. Special provisions — Land development projects.

(a) A zoning ordinance shall provide for land development projects which are defined in § 45-23-32.

(b) A zoning ordinance adopted pursuant to this chapter that permits or requires the creation of land development projects in one or more zoning districts shall require that any land development project shall be reviewed, in accordance with the procedures established by chapter 23 of this title, including those for appeal and judicial review, and with any ordinances or regulations adopted pursuant to the procedures, whether or not the land development project constitutes a "subdivision," as defined in chapter 23 of this title. No land development project shall be initiated until a plan of the project has been submitted and approval has been granted by the authorized permitting authority. In reviewing, hearing, and deciding upon a land development project, the authorized permitting authority may be empowered to allow zoning incentives within the project; provided, that standards for the zoning incentives are described in the zoning ordinance, and may be empowered to apply any special conditions and stipulations to the approval that may, in the opinion of the authorized permitting authority, be required to maintain harmony with neighboring uses and promote the objectives and purposes of the comprehensive plan and zoning ordinance.

(c) In regulating land development projects, an ordinance adopted pursuant to this chapter may include, but is not limited to, regulations governing the following:

(1) A minimum area or site size for a land development project;

(2) Uses to be permitted within the development;

(3) Ratios of residential to nonresidential uses where applicable;

(4) Unless otherwise set forth in this chapter, maximum ~~Maximum~~ density per lot and maximum density for the entire development;

(5) Roads, driveways, utilities, parking, and other facilities; regulations may distinguish between those facilities intended to remain in private ownership or to be dedicated to the public; and

(6) Buffer areas, landscaping, screening, and shading.

(d) In regulating land development projects, an ordinance adopted pursuant to this chapter shall include provisions for zoning incentives that include the adjustment of applicable lot density and dimensional standards where open space is to be permanently set aside for public or common use, and/or where the physical characteristics, location, or size of the site require an adjustment, and/or where the location, size, and type of housing, commercial, industrial, or other use require an adjustment, and/or where housing for low and moderate income families is to be provided, or where other amenities not ordinarily required are provided, as stipulated in the zoning ordinance. Provision may be made for adjustment of applicable lot density and dimensional standards for payment or donation of other land or facilities in lieu of an on-site provision of an amenity that would, if provided on-site, enable an adjustment.

(e)(1) A zoning ordinance requiring open land in a cluster development or other land development project for public or common use, shall provide that such open land either: (i) Be conveyed to the city or town and accepted by it for park, open space, agricultural, or other specified use or uses; or (ii) Be conveyed to a nonprofit organization, the principal purpose of which is the conservation of open space or resource protection; or (iii) Be conveyed to a corporation or trust owned or to be owned by the owners of lots or units within the development, or owners of shares within a cooperative development. If such a corporation or trust is used, ownership shall pass with conveyances of the lots or units; or (iv) Remain in private ownership if the use is limited to agriculture, habitat or forestry, and the city or town has set forth in its community comprehensive plan and zoning ordinance that private ownership is necessary for the preservation and management of the agricultural, habitat or forest resources.

(2) In any case where the land is not conveyed to the city or town:

(i) A restriction, in perpetuity, enforceable by the city or town or by any owner of property in the cluster or other land development project in which the land is located shall be recorded providing that the land is kept in the authorized condition(s) and not built upon or developed for

accessory uses such as parking or roadway; and

(ii) The developmental rights and other conservation easements on the land may be held, in perpetuity, by a nonprofit organization, the principal purpose of which is the conservation of open space or resource protection.

(3) All open space land provided by a cluster development or other land development project shall be subject to a community-approved management plan that will specify the permitted uses for the open space.

45-24-54. Administration — Administration and enforcement of zoning ordinance.

(a) A zoning ordinance adopted pursuant to this chapter must provide for the administration and enforcement of its provisions pursuant to this chapter. The zoning ordinance must designate the local official or agency and specify minimum qualifications for the person or persons charged with its administration and enforcement, including: (1) The issuing of any required permits or certificates; (2) Collection of required fees; (3) Keeping of records showing the compliance of uses of land; (4) Authorizing commencement of uses or development under the provisions of the zoning ordinance; (5) Inspection of suspected violations; (6) Issuance of violation notices with required correction action; (7) Collection of fines for violations; (8) Upon written request from the record owner of a lot or other person with a bona fide legal or equitable interest in a lot, issue a zoning certificate or provide information to the requesting party as to the determination by the official or agency; and (9) Performing any other duties and taking any actions that may be assigned in the ordinance. A zoning certificate shall be issued within twenty (20) days of the written request. In the event that no written response is provided within that time, the requesting party has the right to appeal to the zoning board of review for the determination pursuant to § 45-24-63.

(b) The requesting party has the right to appeal the determination made in the zoning certificate pursuant to § 45-24-63.

SECTION 5. Sections 45-53-4, 45-53-5.1 and 45-53-11 of the General Laws in Chapter 45-53 entitled "Low and Moderate Income Housing" are hereby amended to read as follows:

45-53-4. Procedure for approval of construction of low- or moderate-income housing. [Effective January 1, 2026, inclusive of existing language in § 45-53-4.]

(a) Any applicant proposing to build low- or moderate-income housing may submit to the local review board a single application for a comprehensive permit to build that housing in lieu of separate applications to the applicable local boards. This procedure is only available for proposals in which at least twenty-five percent (25%) of the housing is low- or moderate-income housing. This procedure is not available in cities and towns that have low- or moderate-income housing in excess of ten percent (10%) of its year-round housing units which also have an inclusionary zoning ordinance ~~which~~ that complies with § 45-24-46.1, unless otherwise allowed by that municipality.

(b) Cities and towns that have low- or moderate-income housing in excess of ten percent (10%) of its year-round housing units:

(1) May provide an applicant with more dwelling units than allowed by right under its zoning ordinance in the form of a density bonus to allow an increase in the allowed dwelling units per acre (DU/A), as well as other incentives and municipal government subsidies as defined in § 45-53-3;

(2) May, by council action, limit the annual total number of dwelling units in comprehensive permit applications from for-profit developers to an aggregate of one percent (1%) of the total number of year-round housing units in the town, and notwithstanding the timetables set forth elsewhere in this section, the local review board shall have the authority to consider comprehensive permit applications from for-profit developers, which are made pursuant to this subsection, sequentially in the order in which they are submitted.

(c) Beginning on January 1, 2027, a city or town which has issued building permits for low- and moderate- income housing units in the twelve-~~(12)~~month **(12)** period preceding their

application and approval for qualification under this section, which, if counted, cause the municipality to exceed the requirement that ten percent (10%) of its year round housing units are low-and moderate-income housing ("achieving communities") may, upon approval of the executive office of housing, for one twelve-~~(12)~~month **(12)** period following said approval ("achieving communities term"), have the benefit of a city or town under subsection (b) of this section, the application of an additional finding as set forth in subsection (f)(3)(iii)(E)(II) of this section, and, for those achieving communities which also have an inclusionary zoning ordinance compliant with § 45-24-46.1, may refuse to accept new applications under this chapter for the achieving communities term; provided that:

(1) Building permits issued for market rate units which are part of the same development project as the low- and moderate-income housing building permits are utilized in the analysis to determine qualification for the benefits of this section; and

(2) Achieving communities are only eligible for a total of two (2) achieving communities terms, upon application and approval of each by the executive office of housing; and

(3) All projects under this chapter which have vested approvals at any stage of review as well as those applications which are substantially complete, continue to be reviewed in the normal course, without the application of subsection (b) of this section or subsection (f)(3)(iii)(E)(II) of this section; and

(4) The executive office of housing confirms that a city or town qualifies under this section based on application and documentation requirements established by the executive office of housing.

~~(c)~~(d) Cities and towns that do not have low- or moderate-income housing in excess of ten percent (10%) of its year-round housing units:

(1) Shall make available to applications under this chapter municipal government subsidies, including adjustments and zoning incentives, to offset the differential costs of the low- or moderate-incoming housing units. At a minimum, the following zoning incentives shall be allowed for in these cities or towns for projects submitted under this chapter:

(A) Density bonuses. These cities and towns shall provide an applicant with more dwelling units than allowed by right under its zoning ordinances in the form of a density bonus to allow an increase in the allowed dwelling units per acre (DU/A). At a minimum, the following density bonuses for projects submitted under this chapter, provided that the total land utilized in the density calculation shall exclude wetlands; area devoted to roadway infrastructure necessary for development; and easements or rights of way of record:

(i) For properties connected to public sewer and water, or eligible to be connected to public sewer and water based on written confirmation from each respective service provider, the density bonus for a project that provides at least twenty-five percent (25%) low- and moderate-income housing shall be at least five (5) units per acre;

(ii) For properties connected to public sewer and water, or eligible to be connected to public sewer and water based on written confirmation from each respective service provider, the density bonus for a project that provides at least fifty percent (50%) low- and moderate-income housing shall be at least nine (9) units per acre;

(iii) For properties connected to public sewer and water, or eligible to be connected to public sewer and water based on written confirmation from each respective service provider, the density bonus for a project that provides one hundred percent (100%) low- and moderate-income housing shall be at least twelve (12) units per acre;

(iv) For properties not connected to either public water or sewer or both, but which provide competent evidence as to the availability of water to service the development and/or a permit for on-site wastewater treatment facilities to service the dwelling units from the applicable state agency, the density bonus for a project that provides at least twenty-five percent (25%) low- and

moderate-income housing shall be at least three (3) units per acre;

(v) For properties not connected to either public water or sewer or both, but which provide competent evidence as to the availability of water to service the development and/or a permit for on-site wastewater treatment facilities to service the dwelling units from the applicable state agency, the density bonus for a project that provides at least fifty percent (50%) low- and moderate-income housing shall be at least five (5) units per acre;

(vi) For properties not connected to either public water or sewer or both, but which provide competent evidence as to the availability of water to service the development and/or a permit for on-site wastewater treatment facilities to service the dwelling units from the applicable state agency, the density bonus for a project that provides one hundred percent (100%) low- and moderate-income housing shall be at least eight (8) units per acre;

(B) Parking. A municipality shall not require more than one off-street parking space per dwelling unit for units up to and including two (2) bedrooms in applications submitted under this chapter;

(C) Bedrooms. A municipality shall not limit the number of bedrooms for applications submitted under this chapter to anything less than three (3) bedrooms per dwelling unit for single-family dwelling units;

(D) Floor area. A municipality shall not utilize floor area requirements to limit any application, except as provided by § 45-24.3-11.

~~(d)~~(e) Except for approved achieving communities as set forth in subsection (b) of this section, a ~~A~~ municipality shall not restrict comprehensive permit applications and permits by any locally adopted ordinance or policy that places a limit or moratorium on the development of residential units.

~~(e)~~(f) The application and review process for a comprehensive permit shall be as follows:

(1) Pre-application conference. A municipality may require an applicant proposing a project under this chapter, who is not electing to have master plan review, to complete, or the applicant proposing a project under this chapter may request a pre-application conference with the local review board, the technical review committee established pursuant to § 45-23-56, or with the administrative officer for the local review board as appropriate. In advance of a pre-application conference, the applicant shall be required to submit only a short description of the project in writing including the number of units, type of housing, density analysis, preliminary list of adjustments needed, as well as a location map, and conceptual site plan. The purpose of the pre-application conference shall be to review a concept plan of the proposed development and to elicit feedback from the reviewing person or board. Upon receipt of a request by an applicant for a pre-application conference, the municipality shall have thirty (30) days to schedule and hold the pre-application conference, unless a different timeframe is agreed to by the applicant in writing. If thirty (30) days has elapsed from the filing of the pre-application submission and no pre-application conference has taken place, nothing shall be deemed to preclude an applicant from thereafter filing and proceeding with an application for preliminary plan review for a comprehensive permit.

(2) Optional master plan. An applicant may elect to apply for and be heard on master plan review prior to preliminary plan submission. If a master plan review is elected by the applicant the following shall apply:

(i) Submission requirements. Submission requirements for master plan review shall be limited to the following:

(A) An application form and fee;

(B) A short description of the project in writing including the number of units, type of housing, density analysis, list of adjustments needed, as well as a location map, and preliminary determinations as to site constraints;

(C) Conceptual site plans showing infrastructure locations for roadways, preliminary

locations and design of conceptual stormwater facilities, location of sewer and water lines and/or wells and on-site wastewater treatment systems, locations of housing units, estimated locations of site constraints and wetlands;

(D) A preliminary traffic opinion for projects of over thirty (30) dwelling units;

(E) A letter of eligibility issued by the Rhode Island housing and mortgage finance corporation, or in the case of projects primarily funded by the U.S. Department of Housing and Urban Development or other state or federal agencies, an award letter indicating the subsidy, or application in such form as may be prescribed for a municipal government subsidy;

(F) If the applicant submits any requests for adjustments at master plan, a public hearing shall be held in the same manner as during preliminary plan review as set forth in this section and the applicant shall be responsible for providing the list of abutters and all advertising costs.

(ii) Certification of completeness. The master plan application must be certified complete or incomplete by the administrative officer according to the provisions of § 45-23-36; provided, however, that the certificate shall be granted within twenty-five (25) days of submission of the application. The running of the time period set forth herein will be deemed stopped upon the issuance of a written certificate of incompleteness of the application by the administrative officer and will recommence upon the resubmission of a corrected application by the applicant. However, in no event will the administrative officer be required to certify a corrected submission as complete or incomplete less than ten (10) days after its resubmission. If the administrative officer certifies the application as incomplete, the officer shall set forth in writing with specificity the missing or incomplete items.

(iii) Review of applications. A master plan application filed in accordance with this chapter shall be reviewed in accordance with the following provisions:

(A) Timeframe for review. The local review board shall render a decision on the master plan application within sixty (60) days of the date the application is certified complete, or within a further amount of time that may be consented to by the applicant through the submission of a written consent.

(B) Failure to act. Failure of the local review board to act within the prescribed period constitutes approval of the master plan, and a certificate of the administrative officer as to the failure of the local review board to act within the required time and the resulting approval shall be issued on request of the applicant.

(C) Required findings. In voting on an application, the local review board shall make findings, supported by legally competent evidence on the record that discloses the nature and character of the observations upon which the fact finders acted, on the standards required for preliminary plan review in this section, to the extent applicable at the master plan. The failure to provide information which is required later at preliminary plan review shall not form a basis for denial. If the board votes to defer a finding to preliminary plan it shall do so on the record during the proceedings and in the written decision and specify what items are necessary for review at the preliminary plan stage in order to address that finding.

(iv) Vesting. The approved master plan is vested for a period of two (2) years ~~with the right to extend for two (2), one-year extensions upon written request by the applicant, who must appear before the planning board for each annual review~~ from the date of recording of the decision. Thereafter, vesting may be extended for a longer period, for good cause shown, if requested, in writing by the applicant prior to the date the vested approval period ends, and approved by the local review board. Demonstrated evidence that the applicant and its design team are in the process of full engineering design and obtaining other items needed for preliminary plan submission shall meet the definition of good cause, as well as any other circumstances that the local board determines to constitutes good cause. The vesting for the master plan approval includes all ordinance provisions and regulations at the time of the approval, general and specific conditions shown on

the approved master plan drawings and supporting material. The vesting period is tolled upon the filing of an appeal and shall restart only upon the issuance of a decision affirming the approval.

(3) **Preliminary plan review.**

(i) Submission requirements. Applications for preliminary plan review under this chapter shall include:

(A) Unless already submitted at a master plan stage, a letter of eligibility issued by the Rhode Island housing and mortgage finance corporation, or in the case of projects primarily funded by the U.S. Department of Housing and Urban Development or other state or federal agencies, an award letter indicating the subsidy, or application in such form as may be prescribed for a municipal government subsidy; and

(B) A letter signed by the authorized representative of the applicant, setting forth the specific sections and provisions of applicable local ordinances and regulations from which the applicant is seeking adjustments; and

(C) A proposed timetable for the commencement of construction and completion of the project; and

(D) Those items required by local regulations promulgated pursuant to applicable state law, with the exception of evidence of state or federal permits; and for comprehensive permit applications included in the checklist for the preliminary plan review in the local regulations promulgated pursuant to chapter 23 of this title; and

(E) Notwithstanding the submission requirements set forth above, the local review board may request additional, reasonable documentation throughout the public hearing, including, but not limited to, opinions of experts, credible evidence of application for necessary federal and/or state permits, statements, ~~and~~ advice from other local boards and officials, and in the case of developments proposed to be serviced by on-site wastewater treatment systems, evidence of soil suitability.

(ii) Certification of completeness. The preliminary plan application must be certified complete or incomplete by the administrative officer according to the provisions of § 45-23-36; provided, however, that the certificate shall be granted within twenty-five (25) days of submission of the application. The running of the time period set forth herein will be deemed stopped upon the issuance of a written certificate of incompleteness of the application by the administrative officer and will recommence upon the resubmission of a corrected application by the applicant. However, in no event will the administrative officer be required to certify a corrected submission as complete or incomplete less than ten (10) days after its resubmission. If the administrative officer certifies the application as incomplete, the officer shall set forth in writing with specificity the missing or incomplete items.

(iii) Review of applications. An application filed in accordance with this chapter shall be reviewed in accordance with the following provisions:

(A) Public hearing. A public hearing shall be noticed and held as soon as practicable after the issuance of a certificate of completeness.

(B) Notice. Public notice for the public hearing will be the same notice required under local regulations for a public hearing for a preliminary plan promulgated in accordance with § 45-23-42. The cost of notice shall be paid by the applicant.

(C) Timeframe for review. The local review board shall render a decision on the preliminary plan application within ninety (90) days of the date the application is certified complete, or within a further amount of time that may be consented to by the applicant through the submission of a written consent.

(D) Failure to act. Failure of the local review board to act within the prescribed period constitutes approval of the preliminary plan, and a certificate of the administrative officer as to the failure of the local review board to act within the required time and the resulting approval shall be

issued on request of the applicant. Further, if the public hearing is not convened or a decision is not rendered within the time allowed in subsections (e)(3)(iii)(A) and (e)(3)(iii)(C) of this section, the application is deemed to have been allowed and the preliminary plan approval shall be issued immediately.

(E) Required findings. In voting on an application, the local review board shall make findings, supported by legally competent evidence on the record that discloses the nature and character of the observations upon which the fact finders acted, on each of the following standards, where applicable:

(I) Whether the proposed development is consistent with local needs as identified in the community's approved affordable housing plan and/or has satisfactorily addressed the issues where there may be inconsistencies. If the local board finds that the proposed development is inconsistent with the community's affordable housing plan, it must also find that the municipality has made significant progress in implementing its housing plan.

(II) Whether the proposed development is in compliance with the standards and provisions of the municipality's zoning ordinance and subdivision regulations, and/or where adjustments are requested by the applicant, whether local concerns that have been affected by the relief granted do not outweigh the state and local need for low- and moderate-income housing. For cities and towns that have low- or moderate-income housing in excess of ten percent (10%) of its year-round housing units, where adjustments are requested, in addition to the above-showing, the proposed development must show it has mitigated any impact of the proposed development on the general character of the surrounding area.

(III) Whether the required low- and moderate-income housing units proposed are integrated throughout the development; are compatible in scale, meaning that: (1) The size of the low- and moderate-income units shall not be less than seventy-five percent (75%) of the size of the market rate units, unless otherwise allowed by the local board; (2) The affordable units are of similar architectural style to the market rate units within the project so that the exterior of the units look like an integrated neighborhood with similar rooflines, window patterns, materials and colors; and (3) The affordable units will be built and occupied in a proportional manner with the construction and occupancy of the market rate units. Except that for affordable housing units that are intended to be occupied by persons fifty-five (55) years of age or older, or sixty-two (62) years of age or older, as permitted by the federal Fair Housing Act pursuant to 42 U.S.C. § 3607(b) and 24 C.F.R. §§ 100.300-308 and the Rhode Island fair housing practices act pursuant to § 34-37-4.1, such units need not be integrated in any building or phase within the development that contains affordable or market rate housing units that are not age-restricted, and neither age-restricted housing units nor any building or phase containing age-restricted housing units must be compatible in scale and architectural style to other housing unit types to the extent the age-restricted housing units are designed to meet the physical or social needs of older persons or necessary to provide housing opportunities for older persons.

(IV) Whether there will be significant negative impacts on the health and safety of current or future residents of the community, in areas including, but not limited to, safe circulation of pedestrian and vehicular traffic, provision of emergency services, sewerage disposal, availability of potable water, adequate surface water run-off, and the preservation of natural, historical, or cultural features.

(V) Whether the proposed land developments or subdivisions lots will have adequate and permanent physical access to a public street in accordance with the requirements of § 45-23-60(a)(5), or the local review board has approved other access, such as a private road.

(VI) Whether the proposed development will result in the creation of individual lots with any physical constraints to development that building on those lots according to pertinent regulations and building standards would be impracticable, unless created only as permanent open

space or permanently reserved for a public purpose on the approved, recorded plans.

(F) [Deleted by P.L. 2025, ch. 363, § 1 and P.L. 2025, ch. 364, § 1.]

(iv) Vesting. The approved preliminary plan is vested for a period of two (2) years ~~with the right to extend for two (2), one-year extensions upon written request by the applicant, who must appear before the planning board for each annual review and provide proof of valid state or federal permits as applicable~~ from the date of the recording of the decision. Thereafter, vesting may be extended for a longer period, for good cause shown, if requested, in writing by the applicant prior to the date the vested approval period ends, and approved by the local review board. The vesting for the preliminary plan approval includes all ordinance provisions and regulations at the time of the approval, general and specific conditions shown on the approved preliminary plan drawings and supporting material. Demonstrated evidence that all applicable state permits have been applied for and are under review shall meet the definition of good cause, as well as any other circumstances that the local board determines to constitute good cause. The vesting period is tolled upon the filing of an appeal and shall restart only upon the issuance of a decision affirming the approval.

(4) Final plan review. The second and final stage of review for the comprehensive permit project shall be done administratively, unless an applicant has requested and been granted any waivers from the submission of checklist items for preliminary plan review, and then, at the local review board's discretion, it may vote to require the applicant to return for final plan review and approval.

(i) Submission requirements. Applications for final plan review under this chapter shall include:

(A) All required state and federal permits must be obtained prior to the final plan approval or the issuance of a building permit; and

(B) A draft monitoring agreement which identifies an approved entity that will monitor the long-term affordability of the low- and moderate-income units pursuant to § 45-53-3.2; and

(C) A sample land lease or deed restriction with affordability liens that will restrict use as low- and moderate-income housing in conformance with the guidelines of the agency providing the subsidy for the low- and moderate-income housing, but for a period of not less than thirty (30) years; and

(D) Those items required by local regulations promulgated pursuant to applicable state law included in the checklist for final plan review in the local regulations promulgated pursuant to chapter 23 of this title, including, but not limited to:

(I) Arrangements for completion of the required public improvements, including construction schedule and/or financial guarantees; and

(II) Certification by the tax collector that all property taxes are current; and

(III) For phased projects, the final plan for phases following the first phase, shall be accompanied by copies of as-built drawings not previously submitted of all existing public improvements for prior phases.

(ii) Certification of completeness. The final plan application must be certified complete or incomplete by the administrative officer according to the provisions of § 45-23-36; provided however, that the certificate shall be granted within twenty-five (25) days of submission of the application. The running of the time period set forth herein will be deemed stopped upon the issuance of a written certificate of incompleteness of the application by the administrative officer and will recommence upon the resubmission of a corrected application by the applicant. However, in no event will the administrative officer be required to certify a corrected submission as complete or incomplete less than ten (10) days after its resubmission. If the administrative officer certifies the application as incomplete, the officer shall set forth in writing with specificity the missing or incomplete items.

(iii) **Review of applications.**

(A) Timeframe for review. The reviewing authority shall render a decision on the final plan application within forty-five (45) days of the date the application is certified complete.

(B) **Modifications and changes to plans:**

(I) Minor changes, as defined in the local regulations, to the approved plans may be approved administratively, by the administrative officer. The changes may be authorized without additional public hearings, at the discretion of the administrative officer. All changes shall be made part of the permanent record of the project application. This provision does not prohibit the administrative officer from requesting a recommendation from either the technical review committee or the local review board. Denial of the proposed change(s) shall be referred to the local review board for review as a major change.

(II) Major changes, as defined in the local regulations, to the plans may be approved only by the local review board and must follow the same review and public hearing process required for approval of preliminary plans as described in subsection (e)(3)(iii) of this section.

(III) The administrative officer shall notify the applicant in writing within fourteen (14) days of submission of the final plan application if the administrative officer is referring the application to the local review board under this subsection.

(C) Decision on final plan. An application filed in accordance with this chapter shall be approved by the administrative officer unless such application does not satisfy conditions set forth in the preliminary plan approval decision or such application does not have the requisite state and/or federal approvals or other required submissions, does not post the required improvement bonds, or such application is a major modification of the plans approved at preliminary plan.

(D) Failure to act. Failure of the reviewing authority to act within the prescribed period constitutes approval of the final plan, and a certificate of the administrative officer as to the failure to act within the required time and the resulting approval shall be issued on request of the applicant.

(iv) Vesting. The approved final plan decision is vested for a period of two (2) years ~~with the right to extend for one one-year extension upon written request by the applicant, who must appear before the planning board for the extension request~~ from the date of the recording of the decision, unless, within that period, the plat or plan has been submitted for signature and recording as specified in § 45-23-64. Thereafter, vesting may be extended for a longer period, for good cause shown, if requested, in writing by the applicant prior to the date the vested approval period ends, and approved by the local review board. Demonstrated evidence that the project is diligently seeking funding for construction shall meet the definition of good cause, as well as any other circumstances that the local board determines to constitute good cause. The vesting period is tolled upon the filing of an appeal and shall restart only upon the issuance of a decision affirming the approval.

(5) Infeasibility of conditions of approval. The burden is on the applicant to show, by competent evidence before the local review board, that proposed conditions of approval are infeasible, as defined in § 45-53-3. Upon request, the applicant shall be provided a reasonable opportunity to respond to such proposed conditions prior to a final vote on the application.

(6) Fees. Municipalities may impose fees on comprehensive permit applications that are consistent with but do not exceed fees that would otherwise be assessed for a project of the same scope and type, but not proceeding under this chapter; provided, however, the imposition of such fees shall not preclude a showing by an applicant that the fees make the project financially infeasible.

(7) Recording of written decisions. All written decisions on applications under this chapter shall be recorded in the land evidence records within twenty (20) days after the local review board's vote or the administrative officer's decision, as applicable. A copy of the recorded decision shall be mailed within one business day of recording, by any method that provides confirmation of receipt, to the applicant and to any objector who has filed a written request for notice with the

administrative officer.

(8) Local review board powers. The local review board has the same power to issue permits or approvals that any local board or official who would otherwise act with respect to the application, including, but not limited to, the power to attach to the permit or approval, conditions, and requirements with respect to height, site plan, size or shape, or building materials, as are consistent with the terms of this section.

(9) Majority vote required. All local review board decisions on comprehensive permits shall be by majority vote of the members present at the proceeding.

(10) Construction timetable. A comprehensive permit shall expire unless construction is started within twelve (12) months and completed within sixty (60) months of the recording of the final plan unless a longer and/or phased period for development is agreed to by the local review board and the applicant. Low- and moderate-income housing units shall be built and occupied prior to, or simultaneous with the construction and occupancy of market rate units.

(11) [Deleted by P.L. 2025, ch. 363, § 2 and P.L. 2025, ch. 364, § 2.]

(12) Report. The local review board of a town with an approved affordable housing plan shall report the status of implementation to the housing resources commission, including the disposition of any applications made under the plan, as of June 30, 2006, by September 1, 2006, and for each June 30 thereafter by September 1 through 2010. The housing resources commission shall prepare by October 15 and adopt by December 31, a report on the status of implementation, which shall be submitted to the governor, the speaker and the president of the senate, and shall find which towns are not in compliance with implementation requirements.

(13) Remanded applications. Notwithstanding the provisions of § 45-53-4 in effect on February 13, 2004, a local review board shall commence hearings within thirty (30) days of receiving an application remanded pursuant to § 45-53-5 or, effective January 1, 2024, § 45-53-5.1. In any town with more than one remanded application, applications may be scheduled for hearing in the order in which they were received, and may be taken up sequentially, with the thirty-day (30) requirement for the initiation of hearings, commencing upon the decision of the earlier filed application.

(f)(1) The general assembly finds and declares that in January 2004 towns throughout Rhode Island have been confronted by an unprecedented volume and complexity of development applications as a result of private for-profit developers using the provisions of this chapter and that in order to protect the public health and welfare in communities and to provide sufficient time to establish a reasonable and orderly process for the consideration of applications made under the provisions of this chapter, and to have communities prepare plans to meet low- and moderate-income housing goals, that it is necessary to impose a moratorium on the use of comprehensive permit applications as herein provided by private for-profit developers; a moratorium is hereby imposed on the use of the provisions of this chapter by private for-profit developers, which moratorium shall be effective on passage and shall expire on January 31, 2005, and may be revisited prior to expiration and extended to such other date as may be established by law. Notwithstanding the provisions of subsection (a) of this section, private for-profit developers may not utilize the procedure of this chapter until the expiration of the moratorium.

(2) No for-profit developer shall submit a new application for comprehensive permits until July 1, 2005, except by mutual agreement with the local review board.

(3) Notwithstanding the provisions of subsection (f)(2) of this section, a local review board in a town which has submitted a plan in accordance with subsection (g) of this section, shall not be required to accept an application for a new comprehensive permit from a for-profit developer until October 1, 2005.

(g) Towns and cities that are not in conformity with the provisions of § 45-53-3(5)(i) shall prepare by December 31, 2004, a comprehensive plan housing element for low- and moderate-

income housing as specified by § 45-53-3(5)(ii), consistent with applicable law and regulation. That the secretary of the planning board or commission of each city or town subject to the requirements of this paragraph shall report in writing the status of the preparation of the housing element for low- and moderate-income housing on or before June 30, 2004, and on or before December 31, 2004, to the secretary of the state planning council, to the chair of the house committee on corporations and to the chair of the senate committee on commerce, housing and municipal government.

(h) If any provision of this section or the application thereof shall for any reason be judged invalid, the judgment shall not affect, impair, or invalidate the remainder of this section or of any other provision of this chapter, but shall be confined in its effect to the provision or application directly involved in the controversy giving rise to the judgment, and a moratorium on the applications of for-profit developers pursuant to this chapter shall remain and continue to be in effect for the period commencing on the day this section becomes law [February 13, 2004] and continue until it shall expire on January 31, 2005, or until amended further.

(i) In planning for, awarding, and otherwise administering programs and funds for housing and for community development, state departments, agencies, boards and commissions, and public corporations, as defined in chapter 18 of title 35, shall among the towns subject to the provision of § 45-53-3(5)(ii), give priority to the maximum extent allowable by law to towns with an approved affordable housing plan. The director of administration shall adopt not later than January 31, 2005, regulations to implement the provisions of this section.

(j) Multi-family rental units built under a comprehensive permit may be calculated towards meeting the requirements of a municipality's low- or moderate-income housing inventory, as long as the units meet and are in compliance with the provisions of § 45-53-3.1.

45-53-5.1. Appeals — Judicial review.

(a) Effective January 1, 2024, as a replacement to § 45-53-5. A decision of a local review board may be appealed by the applicant or an aggrieved party, as defined by § 45-24-31, to the superior court for the county in which the property is situated. The appeal shall be taken within twenty (20) days after the date of the recording and posting of the decision by the local review board, by filing with the superior court a complaint that contains a statement of the prior proceedings and the reasons upon which the appeal is based. The complaint shall name the local review board as the appellee and serve the local review board with the appeal within twenty (20) days of filing of the appeal. If an aggrieved party ~~who or~~ that is not the applicant files an appeal, the original applicant shall be named as a party and served in the same manner as the local review board.

(b) The local review board shall not be required to answer the complaint, but it shall submit the complete local review board record to superior court within thirty (30) days of receiving service of the complaint. Should the local review board fail to file the record within thirty (30) days, the applicant may move for default.

(c) Appeals from a decision granting approval of a final plan shall be limited to elements of the approval not contained in the decision reached by the local review board at the preliminary plan stage.

~~(c)~~(d) The appeal shall be expedited and given priority on the court calendar as soon as proof of service of the complaint on the local review board is filed. The appeal shall be decided as soon as possible by the superior court, without delay.

~~(d)~~(e) The review shall be conducted by the superior court without a jury. The court shall consider the record of the hearing before the local review board and, if it appears to the court that additional evidence is necessary for the proper disposition of the matter, it may allow, upon motion, any party to the appeal to present that evidence in open court, which evidence, along with the record, constitutes the record upon which the determination of the court is made.

(f) The court shall not substitute its judgment for that of the local review board as to the weight of the evidence on questions of fact. The court may affirm the decision of the local review board or remand the case for further proceedings, or may reverse or modify the decision if substantial rights of the appellant have been prejudiced because of findings, inferences, conclusions, or decision that were:

(1) In violation of constitutional or statutory provisions;

(2) In excess of the authority granted to the planning board by statute or ordinance;

(3) Made upon unlawful procedure;

(4) Affected by other error of law;

(5) Clearly erroneous in view of the reliable, probative, and substantial evidence of the whole record; or

(6) Arbitrary or capricious or characterized by abuse of discretion or clearly unwarranted exercise of discretion.

~~(e)~~(g) The superior court shall ~~review the appeal under~~ take into account the following ~~standards:~~

~~(1) Whether the decision was arbitrary and capricious or clearly erroneous in light of considerations regarding:~~ in its review of a denial of an application under this chapter:

~~(i)~~(1) The consistency of the decision to deny or condition the permit with the approved affordable housing plan;

~~(ii)~~(2) The extent to which the community meets or plans to meet housing needs, as defined in an affordable housing plan, including, but not limited to, the ten percent (10%) goal for existing low- and moderate-income housing units as a proportion of year-round housing;

~~(iii)~~(3) The consideration of environmental protection;

~~(iv)~~(4) The state's need for low- and moderate-income housing;

~~(v)~~(5) The need to protect the health and safety of the occupants of the proposed housing or the residents of the city or town; and

~~(vi) The need to promote better site and building design in relation to the surroundings or to preserve open space; and~~

~~(vii)~~(6) Whether the reasons for denial, local zoning or land use ordinances, requirements and regulations are applied as equally as possible to both subsidized and unsubsidized housing.

~~(f)~~(h) If the appeal is by an applicant for a decision approving an application with conditions, the superior court shall, in addition to reviewing the standards and considerations set forth in ~~subsection (e)~~ subsections (f) and (g) of this section, determine whether such conditions and requirements imposed make the construction or operation of the housing infeasible.

~~(g) The court shall not substitute its judgment for that of the local review board as to the weight of the evidence on questions of fact. The court may affirm the decision of the local review board or remand the case for further proceedings, or may reverse or modify the decision if substantial rights of the appellant have been prejudiced because of findings, inferences, conclusions, or decisions that were arbitrary, capricious or unreasonable.~~

~~(h)~~(i) An aggrieved party may, within twenty (20) days from the date of entry of the judgment of superior court, petition the supreme court of the state of Rhode Island for a writ of certiorari to review any questions of law involved. The petition for a writ of certiorari shall set forth the errors claimed. Upon the filing of such a petition with the clerk of the supreme court, the supreme court may, if it sees fit, issue its writ of certiorari to the superior court to certify to the supreme court the record of the record under review, or so much thereof as was submitted to the superior court by the parties, together with any additional record of the proceedings in the superior court.

~~(i)~~(j) Effective January 1, 2024, all matters pending before the state housing appeals board shall be transferred to superior court for the county in which the property is situated by the applicant

filing a complaint in superior court and providing a copy of the complaint to the attorney representing the local review board within ten (10) days of filing. An applicant with an appeal pending before the state housing appeals board shall have until March 1, 2024, to file the complaint transferring the matter to superior court for the county in which the property is situated. The parties shall be required to file the entire record before the state housing appeals board with superior court within forty-five (45) days of the filing of the complaint.

~~(j)~~(k) Effective January 1, 2024, this section shall replace the provisions of § 45-53-5 and any reference in the general laws to § 45-53-5 shall mean § 45-53-5.1.

45-53-11. Annual comprehensive permit report.

(a) The executive office of housing ("executive office") shall maintain records and shall prepare a report ("report") on an annual basis to be submitted to the speaker of the house and the president of the senate. The report shall also be made available on the executive office's website for a period of at least three (3) years, and shall also be deemed to be a public record. The report shall be due on or before March 15, of each year.

(b) The report required by this section shall contain the following for the preceding twelve-month (12) calendar period covered by the report:

(1) The number of letters of eligibility issued for low- and moderate-income housing for applications made pursuant to this chapter and § 42-55-5.3, the federal, state, and municipal subsidy programs under which they were eligible, and the number of proposed subsidized units involved, by city and town, during the preceding calendar year, as provided by the Rhode Island housing corporation.

(2) The status of each comprehensive permit application for which a letter of eligibility was issued disaggregated by municipality.

(3) The number of comprehensive permit applications that have had building permits issued, including the number of market rate housing units, the number of low- and moderate-income housing units, and the AMI restrictions associated ~~both pursuant to § 45-53-4~~ with the low- and moderate-income housing units, aggregated by the total number of such applications in the state and disaggregated by each municipality in the state.

(4) The number of comprehensive permit applications that have had certificates of occupancy issued, aggregated by the total number of such applications in the state and disaggregated by each municipality in the state.

(c) Each municipality shall annually provide to the executive office the information on comprehensive permit activity described in subsection (b) of this section by February 1.

SECTION 6. This act shall take effect upon passage.

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LC005900/SUB A/2

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CHAPTER 242
2026 -- H 8040 SUBSTITUTE A AS AMENDED
Enacted 06/19/2026

AN ACT
RELATING TO TOWNS AND CITIES -- ZONING ORDINANCES

Introduced By: Representatives Speakman, Edwards, Giraldo, and Cruz
Date Introduced: February 27, 2026

It is enacted by the General Assembly as follows:

SECTION 1. Chapter 45-24 of the General Laws entitled "Zoning Ordinances" is hereby amended by adding thereto the following section:

45-24-33.1. Recovery houses.

(a) For purposes of this section, a NARR-certified recovery residence means a residential structure that provides recovery support services for those people recovering from substance use addiction and that complies with standards established by the National Alliance for Recovery Residences (NARR).

(b) Except as otherwise provided within the general laws, any law, regulation, or ordinance regulating the zoning and use of a residential NARR-certified recovery residence:

(1) Shall treat a NARR-certified recovery residence as a residential use of property which shall have all the rights and responsibilities afforded to a residential use of property.

(2) Shall not subject the recovery residence to any restrictions, prohibitions, or other provisions, including provisions related to the state building or fire codes that are not contained in the Rhode Island life safety code § 26.1.1.1.8.3. At no time shall a recovery residence house under this chapter be given the designation of a commercial structure for fire and or building codes.

SECTION 2. This act shall take effect upon passage.

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M E M O R A N D U M

TO: **The Honorable Bristol Town Council**
Steven Contente, Town Administrator
Diane Williamson, Director of Community Development
Edward M. Tanner, Principal Planner
Matt Cabral, Building Official
Planning Board
Zoning Board

FROM: **Amy H. Goins, Esq., Assistant Town Solicitor**
Andrew M. Teitz, Esq., AICP, Town Solicitor

DATE: **July 20, 2026**

SUBJECT: **Enacted Legislation Affecting Land Use Law**

This year's legislative session was notable because it was the first year in several years that a majority of the legislation included in the annual housing package, championed by former Speaker Shekarchi, failed to gain passage. This memorandum reviews enacted legislation, copies of which are attached for your reference (except for the resolution relating to the condominium law study commission, which has not yet been published in resolution form by the Law Revision Office). All of these new laws are now effective except for the law relating to the affordable housing database. As usual, we will assist the Town in confirming its ordinances and regulations to these new laws. Please let us know if you have any questions.

Contents

Legislation NOT Enacted 2
H 7371: Family Daycare [P.L. 2026, chapters 243 & 245] 2
H 7778: Database of Low and Moderate Income Housing [P.L. 2026, chapters 163 & 164] 3
H 8001A: SAFE Units [P.L. 2026, chapters 327 & 328] 3
H 8004A: Omnibus land use bill [P.L. 2026, chapters 406 & 407] 4

H 8005A: Residential parking requirements [P.L. 2026, chapters 329 & 330] 8
H 8008A: Condo Law Study Commission [Resolution 429] 8
H 8040Aaa: Recovery Houses [P.L. 2026, chapters 242 & 244] 8

Legislation NOT Enacted

The following bills were introduced as part of former Speaker Shekarchi's housing package and were ultimately not enacted:

- H 8000, amending the 'Homeless Bill of Rights' regarding removal of homeless encampments on public property
- H 8002, permitting the construction of residential buildings that are up to four (4) stories and sixteen (16) dwelling units with a single staircase under certain conditions
- H 8003, pertaining to adaptive reuse projects on state-owned property
- H 8006, pertaining to local taxation of affordable housing
- H 8007, pertaining to infill subdivisions

The remainder of this memo legislation that was enacted into law, including both laws introduced as part of the housing package and other legislation.

H 7371: Family Daycare [P.L. 2026, chapters 243 & 245]

→ Key Takeaway: This legislation prohibits municipalities from limiting the number of children provided services and care by licensed family childcare providers to less than 12 children at a time.

→ Effective Date: June 19, 2026

This legislation amends the "general purposes" section of the Zoning Enabling Act by prohibiting municipalities from limiting the number of children who may be provided services and care by licensed family childcare providers to less than 12 children at a time. However, this law did not amend the definition of a "day care – Family daycare home" within the Enabling Act, which reads as follows: "Any home, other than the individual's home, in which day care in lieu of parental care or supervision is offered at the same time to six (6) or less individuals who are not relatives of the caregiver, but may not contain more than a total of eight (8) individuals receiving day care." A different section of the Enabling Act, also not amended, provides that family daycare homes shall be allowed by right in all residential zones. The new legislation would appear to conflict with the old definition, leaving us to rely upon the principle of legislative construction that where two laws appear to conflict, the newer legislation should prevail.

H 7778: Database of Low and Moderate Income Housing [P.L. 2026, chapters 163 & 164]

→ Key Takeaway: This legislation requires owners of LMI housing to list those units on a statewide database.

→ Effective Date: January 1, 2027

This legislation amends the Low and Moderate Income Housing Act ("LMI Housing Act") and authorizes the Executive Office of Housing to establish a statewide database of LMI housing. The law previously vested Rhode Island Housing with such authority. For developments completed after the effective date of the law, owners of qualifying property are required to list the property on the database "prior to or concurrently with the opening of the property for lease-up, accepting applications or, in the case of homeownership units, listing units for sale." This law does not place any new requirements on municipalities or make substantive changes to the LMI Housing Act, although another bill discussed below does make substantive changes to the Act.

H 8001A: SAFE Units [P.L. 2026, chapters 327 & 328]

→ Key Takeaway: This legislation authorizes municipalities to allow supportive and functional emergency units ("SAFE Units"), which have specialized requirements and exemptions from the state fire and building codes.

→ Effective Date: June 23, 2026

This law defines a new type of dwelling unit known as a SAFE unit and amends certain provisions of the Building Code, Fire Code, and Housing Maintenance and Occupancy Code relative to such units. As defined by the Zoning Enabling Act, a "Supportive and Functional Emergency Unit" (SAFE Unit) is defined as "a structure intended for temporary and transitional residential occupancy which complies with § 23-27.3-101.5. A SAFE Unit is intended to provide temporary safety and privacy for people experiencing homelessness and to enable occupants to transition to permanent housing." The Zoning Enabling Act now provides that such units "shall be allowed by right in municipalities that have either allowed such by and through zoning ordinance provisions or in municipalities that have exercised emergency authority pursuant to § 45-24-78." That new section of the Enabling Act authorizes city and town councils to "suspend application [requirements] and compliance with all planning and zoning procedures . . . in order to allow the construction of SAFE Units, and their accessory units." This emergency declaration "shall only be for purposes of allowing for the construction and temporary occupancy of SAFE Units during periods of severe weather or during the aftermath of a natural or man-made disaster." The law additional states that municipalities may allow SAFE units on a non-emergency basis by right "through the passage of a zoning ordinance amendment." The law does not require municipalities to allow the construction of SAFE units, whether in emergency circumstances or otherwise.

H 8004A: Omnibus land use bill [P.L. 2026, chapters 406 & 407]

→ Key Takeaway: This is the latest in an annual 'potpourri' bill containing a number of significant changes to the various land use enabling acts.

→ Effective Date: June 23, 2026

This bill amends several laws and enabling acts pertaining to land use, as set forth below:

Superior Court Land Use Calendar, § 8-2-40

- Amends the law establishing procedures for the Superior Court's Land Use Calendar. The law previously required briefs from the appellant and appellee to be submitted simultaneously within 60 days of the filing of the certified record. The amendment permits some flexibility with this deadline and also provides that the appellant shall submit an initial brief, to which the appellee may respond, followed by a reply brief from the appellant.

Comprehensive Planning & Land Use Act, Title 45, Section 22.2

- Provides that municipal comprehensive plans shall be consistent with the provisions of the Comprehensive Planning and Land Use Act as well as the provisions of the Zoning Enabling Act and Development Review Act.

Development Review Act, Title 45, Chapter 23

- Amends the definition of a "buildable lot" in the Development Review Act, as follows:
    - Old definition: "A lot where construction for the use(s) permitted on the site under the local zoning ordinance is considered practicable by the planning board, considering the physical constraints to development of the site as well as the requirements of the pertinent federal, state, and local regulations. See § 45-23-60(a)(4)."
    - New definition: "A lot meeting the requirements under the local zoning ordinance, or having obtained relief therefrom, as well as the requirements of the applicable federal, state, and local regulations. See § 45-23-60(a)(4)."
- Amending the definition of a "minor subdivision," now defined as follows:
    - "The following categories of subdivisions are minor subdivisions:
        - A subdivision creating nine (9) or fewer lots with or without a street extension or creation;
        - A subdivision of any number of lots on an existing improved public street; and
        - Oversized lot subdivisions. The process by which a municipal planning board, commission, technical review committee, and/or administrative officer reviews a minor subdivision is set forth in § 45-23-38. Oversized lot subdivisions are subdivisions of an existing lot:
            - Which results in the creation of a vacant lot or lot for residential use; and

- Which resulting vacant residential lots are equal to or greater in lot area than the lot area of at least fifty percent (50%) of the developed residential lots within two hundred feet (200') of the lot proposed for subdivision, as confirmed by a professional land surveyor based on a compilation plan, as such term is defined by the rules and regulations for professional land surveying; and
- Which resulting residential lots have access to available sewer and water, or have demonstrated the ability to drill a private well meeting state standards if no public water is available and/or the suitability and setbacks required for an on-site wastewater treatment system, where no public sewer is available; provided that:
- For lots serviced by public water and sewer, the resulting lots are not less than three thousand square feet (3,000 ft^2) in lot size for each;
- For lots serviced by private wells or on-site wastewater treatment systems, the resulting lots are not less than ten thousand square feet (10,000 ft^2);
- For lots serviced by both private wells and on-site wastewater treatment systems, the resulting lots are not less than twenty thousand square feet (20,000 ft^2).
- Notwithstanding the lot sizes set forth above or as determined by the compilation plan, lot area requirements or limitations established by state regulations or state permit requirements remain applicable and not superseded by this provision. A lot, qualifying for this type of oversized lot subdivision shall be reviewed under the requirements and procedures set forth in § 45-23-38, but shall not require zoning relief solely based on the resulting reduced lot area of the newly created lots. The subdivision itself and the resulting subdivided lots shall have the benefit of reduced requirements set forth in in § 45-24-38, and/or are eligible for the processes set forth in in § 45-24-46, as applicable."

- Pre-applications are no longer required for major land development projects. This was partially accomplished in prior legislation and these amendments now make it crystal clear.
- The review and approval process for administrative subdivisions has been revamped. This section of the enabling act had previously been left largely unchanged and it has now been significantly amended.
- Minor subdivision and land development project review: provides that legal documents and state permits must be submitted at the final plan stage. The enabling act had already been amended to this effect for major applications, so this puts minor applications on par in this regard. Also, if a planning board is reviewing a minor project, it can no longer assign such project to major review if the applicable findings cannot be met.

- Unified development review: This section has now been amended to include administrative subdivisions.
- Required findings for approval of subdivisions and land development projects; Amended to provide that lots with physical constraints to development may be created as open space or reserved for a public purpose only if allowed by local ordinance and/or regulation. Also, specific findings are set forth for administrative subdivisions.
- Appeals: Provides that appeals may be taken to Superior Court from decisions on administrative subdivisions.

Zoning Enabling Act, Title 45, Chapter 24

- Amended definition of "co-living housing" in the Zoning Enabling Act, now defined as follows:
    - A specific residential development with units which provide living and sleeping space which are independently rented and lockable for the exclusive use of an occupant, but require the occupant to share sanitary and/or food preparation facilities with the other units in the occupancy. This section shall not be read to allow the conversion of existing dwelling units into co-living housing unless authorized by a local zoning ordinance or allowed pursuant to § 45-24-37." The referenced section of the Enabling Act pertains to adaptive reuse projects.
- Amended definition of a "substandard lot of record," which now includes not only lots that were lawfully existing when the zoning ordinance was adopted or amended to render it nonconforming, but also lots that were lawful when created. This change has the effect of making more lots qualify for reduced setbacks and increased lot coverage (the "building bonus" for substandard lots). Further advice from our office on this specific change will be forthcoming.
- Amended rules for when lots shall be subject to merger. The following language from the Zoning Enabling Act now governs:
    - "Contiguous substandard lots of record in the same ownership may be required to merge only to the extent necessary to create a lot that conforms to the dimensional requirements of the applicable zoning district. Once a conforming lot has been created through such merger, any remaining lot or lots shall not be deemed merged and shall retain their status as separate substandard lots of record, and shall be entitled to the protections set forth in subsection (b) of this section. No ordinance, regulation, or administrative practice shall require the merge of additional lots beyond that which is necessary to achieve conformity. An ordinance shall specify the standards, on a district by district basis, which determine the mergers, consistent with this section. The standards shall include, but are not to be limited to, the availability of infrastructure, the character of the neighborhood, and the consistency with the comprehensive plan. The merger of lots shall not be required when the substandard lot of record has an area equal to or greater than the area of fifty percent (50%) of the lots of record located within two hundred feet (200') of the subject lot, unless such lots have been formally and legally merged by way of a recorded plan or plat, as confirmed by a compilation

plan signed by a professional land surveyor as such term is defined by the rules and regulations for professional land surveying."

- Special conditions of zoning relief: Limits the conditions that zoning boards may impose upon relief granted. Previously, a zoning board could impose conditions intended to "minimize[e] the adverse impact of the development upon other land, including the type, intensity, design, and performance of activities." This is now allowed only when granting a use variance, which is an impactful change as there are typically many more applications for special use permits than for use variances. Also, zoning boards no longer can impose conditions "designating the exact location and nature of development." Many conditions are imposed with the consent of the applicant, so the impact of these changes may be limited to cases when an applicant receives relief but wishes to challenge conditions they find unacceptable.
- Housekeeping type changes to the section on zoning modifications.
- Zoning certificates: Allowed upon written request "from the record owner of a lot or other person with a bona fide legal or equitable interest in a lot." This seems intended to prevent objectors or would-be objectors from requesting zoning certificates.

Low and Moderate Income Housing Act, Title 45, Chapter 53

- Comprehensive permits: The LMI Housing Act was previously amended to provide that comprehensive permits are not available in municipalities that have hit the 10% goal for affordable housing and have inclusionary zoning in place. This year's amendment would allow municipalities in this category to allow comprehensive permits. Another amendment would create a new category of municipalities, known as "achieving communities," for cities/towns that have sufficient building permits in the approved pipeline to hit the 10% goal. 'Achieving communities' would be permitted, upon state review and approval, to refuse to accept new comprehensive permit applications, for a total of two (2) one-year periods.
- Other amendments relate to vesting of approved plans, including an automatic tolling of the vesting period upon the filing of an appeal, and clarifying what constitutes good cause for an extension of a vested approval.
- For developments proposed to be serviced by septic systems, evidence of soil suitability would be required at the preliminary plan stage of review.
- Certain language added in 2025 that provides flexibility with regard to the design and location of age-restricted dwelling units has been clarified.
- The section of the law that governs appeals to the Superior Court has been amended, mostly in the nature of housekeeping. Notably, the Court is no longer directed to consider "the need to promote better site and building design in relation to the surroundings or to preserve open space."

H 8005A: Residential parking requirements [P.L. 2026, chapters 329 & 330]

→ Key Takeaway: This law limits municipal authority to establish parking requirements for attached single-family dwelling units and for certain multi-family structures located near key transit stops.

→ Effective Date: June 23, 2026

One part of this law builds on legislation passed in recent years that pertains to "attached single-family dwellings," as defined in the Zoning Enabling Act. This legislation provides that municipalities may not require more than two off-street parking spaces per dwelling unit, and that tandem parking is allowed. The second part of this law is more far-reaching and adds a new section to the enabling act that limits municipal authority to specify parking requirements for various uses. The critical language provides that "there shall be no ordinance which mandates more than one off-street parking space per dwelling unit in a multi-family structure or development, where the property is located in a transit oriented area within a one-quarter (1/4) mile radius of an existing regional mobility hub or a one-eighth (1/8) mile radius of an existing frequent transit stop as such terms are defined in the 2020 Rhode Island transit master plan or its successor document."

H 8008A: Condo Law Study Commission [Resolution 429]

→ Key Takeaway: This legislation creates a study commission regarding condominium law, with a reporting deadline of December 31, 2027.

→ Effective Date: 6/19/2026

This joint resolution creates a special legislative commission to study condominium law. The study commission must report its findings to the General Assembly by the end of 2027 and will expire on March 15, 2028. The Commission is directed to provide recommendations for improvements to transparency, accountability, and ongoing affordability of condo units in Rhode Island. The Rhode Island Condominium Act, codified at Title 34, Chapter 36.1 of the General Laws, was enacted in 1982, before the land use enabling acts which have been substantially amended in recent years. This study commission would likely not affect municipal land use regulation, as a separate law provides that local ordinances and regulations may not discriminate against the condominium form of ownership. See R.I. Gen. Laws § 34-36-38.

H 8040Aaa: Recovery Houses [P.L. 2026, chapters 242 & 244]

→ Key Takeaway: This legislation constrains municipal authority to regulate recovery residences.

→ Effective Date: 6/19/2026

This legislation defines a recovery house, also known as a sober house, as "a residential structure that provides recovery support services for those people recovering from substance use addiction and that complies with standards established by the National Alliance for Recovery Residences

(NARR).” The law, which creates a new section of the Zoning Enabling Act, provides that municipalities must treat a recovery house “as a residential use of property which shall have all the rights and responsibilities afforded to a residential use of property.” Further, municipalities “shall not subject the recovery residence to any restrictions, prohibitions, or other provisions, including provisions related to the state building or fire codes[,] that are not contained in the Rhode Island life safety code § 26.1.1.1.8.3. At no time shall a recovery residence house under this chapter be given the designation of a commercial structure for fire and/or building codes.”

This legislation is somewhat ambiguous and appears to be missing a comma (in brackets above). The prohibitions mentioned above apply to “any law, regulation, or ordinance regulating the zoning and use of a residential NARR-certified recovery residence” – which suggests that municipalities may lawfully enact such zoning regulations. Notably, this law does not amend the permitted uses section of the Enabling Act, which sets forth certain uses that must be permitted in all zoning districts, such as community residences (commonly referred to as group homes). Finally, this law relates to the definition of a “household,” which was amended in 2024 to exclude NARR-certified recovery residences from the maximum number of unrelated persons. (As a reminder, a Superior Court decision from 2024 found the unrelated persons limit authorized by state law to be impermissibly vague and therefore unenforceable.) Further advice from our office on this new law will be forthcoming.

CHAPTER 328
2026 -- H 8001 SUBSTITUTE A
Enacted 06/23/2026

AN ACT
RELATING TO HEALTH AND SAFETY -- STATE BUILDING CODE -- ADMINISTRATION AND ENFORCEMENT

Introduced By: Representatives Shekarchi, Voas, DeSimone, Biah, Noret, and O'Brien
Date Introduced: February 27, 2026

It is enacted by the General Assembly as follows:

SECTION 1. Chapter 23-27.3 of the General Laws entitled "State Building Code" is hereby amended by adding thereto the following section:

23-27.3-101.4. Matters not covered.

SAFE Units, as defined in § 45-24-31, are exempt from provisions of this code, except as to those requirements set forth in § 23-27.3-101.5.

SECTION 2. Chapter 23-27.3 of the General Laws entitled "State Building Code" is hereby amended by adding thereto the following section:

23-27.3-101.5. SAFE Units -- Requirements.

(a) SAFE Units as defined in § 45-24-31, that are provided as a permitted use pursuant to § 45-24-37, or as part of a municipality's exercise of limited emergency authority pursuant to § 45-24-78, shall be allowed under this code; provided that, the unit:

(1) Is confirmed by the state fire marshal, where applicable, or local fire marshal, and a state building official, to comply with the following:

(i) Standard requirements to qualify as a SAFE Unit shall include:

(A) Climate control;

(B) A locking door;

(C) Hardwired smoke detectors or sealed battery-operated smoke alarm(s) and hardwired carbon monoxide detectors or sealed battery-operated carbon monoxide alarm(s), as such terms are defined by the National Fire Protection Association ("NFPA") 72;

(D) A two- and one-half pound (2.5 lb.) ABC fire extinguisher;

(E) An egress window or secondary emergency egress door;

(F) The unit meets at least class C fire rating of the International Building Code; and

(2) Size requirement. Each unit shall have an interior floor area of not less than seventy square feet (70 sq. ft.) for one occupant; when more than one person occupies the unit, the required floor area shall be increased at the rate of fifty square feet (50 sq. ft.) for each occupant in excess of one; and the total interior floor area shall not exceed four hundred square feet (400 sq. ft.); and

(3) Live loads requirement. SAFE Units shall be designed to resist intrusion of wind, rain, and snow and to support the following live loads:

(i) Floor live loads of not less than forty pounds (40 lbs.) per square foot of floor area;

(ii) Horizontal live loads of not less than fifteen pounds (15 lbs.) per square foot of vertical wall and roof area;

(iii) Roof live loads of not less than twenty pounds (20 lbs.) per square foot of horizontal roof area;

(iv) In areas where snow loads are greater than twenty pounds (20 lbs.) per square foot, the roof shall be designed and constructed to resist these additional loads;

(v) The units shall have adequate anchorage to address these loads; and

(4) Ceiling height requirement. Habitable space shall have a ceiling height of not less than

eighty inches (80") and obstructions shall not extend below these minimum ceiling heights; and

(5) Egress window requirement. The egress window shall:

(i) Not be more than forty-four inches (44") above the floor;

(ii) Have a minimum net clear opening height of twenty-four inches (24");

(iii) Have a minimum net clear opening width of twenty inches (20"); and

(iv) Have a minimum net clear opening area of five square feet (5 sq. ft.); and

(6) Plumbing and gas service requirement. If a SAFE Unit contains plumbing or gas service it shall comply with all applicable requirements of the building and fire codes for plumbing and gas service; and

(7) Electrical requirement. SAFE Units shall be provided with all of the following installed in compliance with the applicable provisions of the electrical code:

(i) A continuous source of electricity, except that the source may be an emergency generator or renewable source of power;

(ii) A minimum of one interior light fixture with a battery backup;

(iii) Electrical heating equipment listed for residential use and a dedicated receptacle outlet for the electrical heating equipment, unless a nonelectrical source of heating is provided; and

(iv) At least one GFCI-protected receptacle outlet for use by the occupant(s); and

(8) Ventilation requirement. SAFE Units shall be provided with means of ventilation (natural or mechanical) allowing for air replacement; and

(9) Accessory units such as bathrooms shall comply with the construction requirements for a SAFE Unit or shall be considered a self-contained facility; and

(10) Separation requirement. The SAFE Unit, when part of a community of SAFE Units, has a minimum separation between other SAFE Units of greater than ten feet (10').

SECTION 3. Section 23-28.1-6 of the General Laws in Chapter 23-28.1 entitled "Comprehensive Fire Safety Act" is hereby amended to read as follows:

23-28.1-6. Applicability to new or existing structures.

(a) All regulations contained in this code apply to all structures unless specifically exempted. Prior to a building permit, other than a foundation permit, being issued, all plans for buildings regulated under this code shall be submitted to the authority having jurisdiction. The authority having jurisdiction shall approve or disapprove the completed set of plans within a reasonable time not to exceed fifteen (15) days for fire alarm, smoke detection and/or carbon monoxide detector plans. The authority having jurisdiction shall further approve or disapprove a completed set of plans, covering any other project, within the specific time lines recommended by the state fire marshal, and established on or before October 15, 2010 within the rules and regulations of the state fire safety code board. In no case shall the authority having jurisdictional review of a completed set of plans exceed ninety (90) days to complete that review without the express written approval of the state fire marshal. The failure of an authority having jurisdiction to comply within the timelines established pursuant to this section, may result in the issuance of a building permit. The above examination of plans may be waived by the authority having jurisdiction when the plans for the erection or alteration of a building are prepared by a professional engineer or architect, licensed and/or registered by the State of Rhode Island, and the professional engineer or architect has stated in a written, signed and stamped document~~;~~**;** that ~~he or she has~~**they have** supervised the preparation of the applicable architectural, structural, electrical, mechanical, fire alarm and/or sprinkler design contract documents~~,~~and that ~~he or she~~**they** will review and approve all working drawings for construction~~,~~**;** conduct on-site supervision of the construction process throughout the project~~,~~**;** and that the project shall, to the best of ~~his or her~~**their** knowledge conform to all provisions of the fire safety code, and all rules and regulations, formal interpretations and blanket variances adopted under its provisions. When a change of use or type of occupancy is made in an existing building, the building shall conform to the requirements established by the rehabilitation building

and fire code for existing buildings and structures, or if the rehabilitation building and fire code for existing structures is not applicable, to the requirements for new structures as related to the proposed use or type of occupancy.

(b) In existing structures, since it is not always practical or efficient to strictly apply all of the provisions of the code, the authority having jurisdiction shall have the power to implement and enforce the provisions of the code as provided for in the Uniform Fire Code (NFPA 1) and the Life Safety Code (NFPA 101) with annexes, as applicable to existing structures, consistent with such rules and regulations as may be adopted and such decisions as may be rendered by the Fire Safety Code Board of Appeal and Review.

(c) Application of the code to new and existing structures shall be consistent with such blanket variances, variances, and rules, as may be approved by the Fire Safety Code Board of Appeal and Review, and such modifications as may be issued in writing by the authority having jurisdiction, in accordance with NFPA 101, with annexes.

(d) Specific exemptions. SAFE Units as defined in § 45-24-31 and permitted pursuant to § 23-27.3-101.5, whether currently available or to be provided in the future, that are allowed pursuant to § 45-24-37, or on an emergency basis as set forth in § 45-24-78, are exempt from the provisions of this chapter as well as related codes and regulations promulgated and enforced under this chapter.

SECTION 4. Sections 45-24-31 and 45-24-37 of the General Laws in Chapter 45-24 entitled "Zoning Ordinances" are hereby amended to read as follows:

45-24-31. Definitions.

Where words or terms used in this chapter are defined in § 45-22.2-4 or § 45-23-32, they have the meanings stated in that section. In addition, the following words have the following meanings. Additional words and phrases may be used in developing local ordinances under this chapter; however, the words and phrases defined in this section are controlling in all local ordinances created under this chapter:

(1) Abutter. One whose property abuts, that is, adjoins at a border, boundary, or point with no intervening land.

(2) Accessory dwelling unit (ADU). A residential living unit on the same lot where the principal use is a legally established single-family dwelling unit or multi-family dwelling unit. An ADU provides complete independent living facilities for one or more persons. It may take various forms including, but not limited to: a detached unit; a unit that is part of an accessory structure, such as a detached garage; or a unit that is part of an expanded or remodeled primary dwelling.

(3) Accessory use. A use of land or of a building, or portion thereof, customarily incidental and subordinate to the principal use of the land or building. An accessory use may be restricted to the same lot as the principal use. An accessory use shall not be permitted without the principal use to which it is related.

(4) Adaptive reuse. “Adaptive reuse,” as defined in § 42-64.22-2.

(5) Aggrieved party. An aggrieved party, for purposes of this chapter, shall be:

(i) Any person, or persons, or entity, or entities, who or that can demonstrate that his, her, or its property will be injured by a decision of any officer or agency responsible for administering the zoning ordinance of a city or town; or

(ii) Anyone requiring notice pursuant to this chapter.

(6) Agricultural land. “Agricultural land,” as defined in § 45-22.2-4.

(7) Airport hazard area. “Airport hazard area,” as defined in § 1-3-2.

(8) Applicant. An owner, or authorized agent of the owner, submitting an application or appealing an action of any official, board, or agency.

(9) Application. The completed form, or forms, and all accompanying documents, exhibits, and fees required of an applicant by an approving authority for development review, approval, or permitting purposes.

(10) Buffer. Land that is maintained in either a natural or landscaped state, and is used to screen or mitigate the impacts of development on surrounding areas, properties, or rights-of-way.

(11) Building. Any structure used or intended for supporting or sheltering any use or occupancy.

(12) Building envelope. The three-dimensional space within which a structure is permitted to be built on a lot and that is defined by regulations governing building setbacks, maximum height, and bulk; by other regulations; or by any combination thereof.

(13) Building height. For a vacant parcel of land, building height shall be measured from the average, existing-grade elevation where the foundation of the structure is proposed. For an existing structure, building height shall be measured from average grade taken from the outermost four (4) corners of the existing foundation. In all cases, building height shall be measured to the top of the highest point of the existing or proposed roof or structure. This distance shall exclude spires, chimneys, flag poles, and the like. For any property or structure located in a special flood hazard area, as shown on the official FEMA Flood Insurance Rate Maps (FIRMs), or depicted on the Rhode Island coastal resources management council (CRMC) suggested design elevation three foot (3′) sea level rise (CRMC SDE 3 SLR) map as being inundated during a one-hundred-year (100) storm, the greater of the following amounts, expressed in feet, shall be excluded from the building height calculation:

(i) The base flood elevation on the FEMA FIRM plus up to five feet (5′) of any utilized or proposed freeboard, less the average existing grade elevation; or

(ii) The suggested design elevation as depicted on the CRMC SDE 3 SLR map during a one-hundred-year (100) storm, less the average existing grade elevation. CRMC shall reevaluate the appropriate suggested design elevation map for the exclusion every ten (10) years, or as otherwise necessary.

(14) Cluster. A site-planning technique that concentrates buildings in specific areas on the site to allow the remaining land to be used for recreation, common open space, and/or preservation of environmentally, historically, culturally, or other sensitive features and/or structures. The techniques used to concentrate buildings shall be specified in the ordinance and may include, but are not limited to, reduction in lot areas, setback requirements, and/or bulk requirements, with the resultant open land being devoted by deed restrictions for one or more uses. Under cluster development, there is no increase in the number of lots that would be permitted under conventional development except where ordinance provisions include incentive bonuses for certain types or conditions of development.

(15) Common ownership. Either:

(i) Ownership by one or more individuals or entities in any form of ownership of two (2) or more contiguous lots; or

(ii) Ownership by any association (ownership may also include a municipality) of one or more lots under specific development techniques.

(16) Community residence. A home or residential facility where children and/or adults reside in a family setting and may or may not receive supervised care. This does not include halfway houses or substance-use-disorder-treatment facilities. This does include, but is not limited to, the following:

(i) Whenever six (6) or fewer children or adults with intellectual and/or developmental disability reside in any type of residence in the community, as licensed by the state pursuant to chapter 24 of title 40.1. All requirements pertaining to local zoning are waived for these community residences;

(ii) A group home providing care or supervision, or both, to not more than eight (8) persons with disabilities, and licensed by the state pursuant to chapter 24 of title 40.1;

(iii) A residence for children providing care or supervision, or both, to not more than eight

(8) children, including those of the caregiver, and licensed by the state pursuant to chapter 72.1 of title 42;

(iv) A community transitional residence providing care or assistance, or both, to no more than six (6) unrelated persons or no more than three (3) families, not to exceed a total of eight (8) persons, requiring temporary financial assistance, and/or to persons who are victims of crimes, abuse, or neglect, and who are expected to reside in that residence not less than sixty (60) days nor more than two (2) years. Residents will have access to, and use of, all common areas, including eating areas and living rooms, and will receive appropriate social services for the purpose of fostering independence, self-sufficiency, and eventual transition to a permanent living situation.

(17) Comprehensive plan. The comprehensive plan adopted and approved pursuant to chapter 22.2 of this title and to which any zoning adopted pursuant to this chapter shall be in compliance.

(18) Day care — Daycare center. Any other daycare center that is not a family daycare home.

(19) Day care — Family daycare home. Any home, other than the individual's home, in which day care in lieu of parental care or supervision is offered at the same time to six (6) or less individuals who are not relatives of the caregiver, but may not contain more than a total of eight (8) individuals receiving day care.

(20) Density, residential. The number of dwelling units per unit of land.

(21) Development. The construction, reconstruction, conversion, structural alteration, relocation, or enlargement of any structure; any mining, excavation, landfill, or land disturbance; or any change in use, or alteration or extension of the use, of land.

(22) Development plan review. See §§ 45-23-32 and 45-23-50.

(23) District. See "zoning use district."

(24) Drainage system. A system for the removal of water from land by drains, grading, or other appropriate means. These techniques may include runoff controls to minimize erosion and sedimentation during and after construction or development; the means for preserving surface and groundwaters; and the prevention and/or alleviation of flooding.

(25) Dwelling unit. A structure, or portion of a structure, providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation, and containing a separate means of ingress and egress.

(26) Extractive industry. The extraction of minerals, including: solids, such as coal and ores; liquids, such as crude petroleum; and gases, such as natural gases. The term also includes quarrying; well operation; milling, such as crushing, screening, washing, and flotation; and other preparation customarily done at the extraction site or as a part of the extractive activity.

(27) Family member. A person, or persons, related by blood, marriage, or other legal means, including, but not limited to, a child, parent, spouse, mother-in-law, father-in-law, grandparents, grandchildren, domestic partner, sibling, care recipient, or member of the household.

(28) Floating zone. An unmapped zoning district adopted within the ordinance that is established on the zoning map only when an application for development, meeting the zone requirements, is approved.

(29) Floodplains, or Flood hazard area. As defined in § 45-22.2-4.

(30) Freeboard. A factor of safety expressed in feet above the base flood elevation of a flood hazard area for purposes of floodplain management. Freeboard compensates for the many unknown factors that could contribute to flood heights, such as wave action, bridge openings, and the hydrological effect of urbanization of the watershed.

(31) Groundwater. "Groundwater" and associated terms, as defined in § 46-13.1-3.

(32) Halfway house. A residential facility for adults or children who have been institutionalized for criminal conduct and who require a group setting to facilitate the transition to

a functional member of society.

(33) Hardship. See § 45-24-41.

(34) Historic district or historic site. As defined in § 45-22.2-4.

(35) Home occupation. Any activity customarily carried out for gain by a resident, conducted as an accessory use in the resident's dwelling unit.

(36) Household. One or more persons living together in a single-dwelling unit, with common access to, and common use of, all living and eating areas and all areas and facilities for the preparation and storage of food within the dwelling unit. The term "household unit" is synonymous with the term "dwelling unit" for determining the number of units allowed within any structure on any lot in a zoning district. An individual household shall consist of any one of the following:

(i) A family, which may also include servants and employees living with the family; or

(ii) A person or group of unrelated persons living together. The maximum number may be set by local ordinance, but this maximum shall not be less than one person per bedroom and shall not exceed five (5) unrelated persons per dwelling. The maximum number shall not apply to NARR-certified recovery residences.

(37) Incentive zoning. The process whereby the local authority may grant additional development capacity in exchange for the developer's provision of a public benefit or amenity as specified in local ordinances.

(38) Infrastructure. Facilities and services needed to sustain residential, commercial, industrial, institutional, and other activities.

(39) Land development project. As defined in § 45-23-32.

(40) Lot. Either:

(i) The basic development unit for determination of lot area, depth, and other dimensional regulations; or

(ii) A parcel of land whose boundaries have been established by some legal instrument, such as a recorded deed or recorded map, and that is recognized as a separate legal entity for purposes of transfer of title.

(41) Lot area. The total area within the boundaries of a lot, excluding any street right-of-way, usually reported in acres or square feet.

(42) Lot area, minimum. The smallest land area established by the local zoning ordinance upon which a use, building, or structure may be located in a particular zoning district.

(43) Lot building coverage. That portion of the lot that is, or may be, covered by buildings and accessory buildings.

(44) Lot depth. The distance measured from the front lot line to the rear lot line. For lots where the front and rear lot lines are not parallel, the lot depth is an average of the depth.

(45) Lot frontage. That portion of a lot abutting a street. A zoning ordinance shall specify how noncontiguous frontage will be considered with regard to minimum frontage requirements.

(46) Lot line. A line of record, bounding a lot, that divides one lot from another lot or from a public or private street or any other public or private space and shall include:

(i) Front: the lot line separating a lot from a street right-of-way. A zoning ordinance shall specify the method to be used to determine the front lot line on lots fronting on more than one street, for example, corner and through lots;

(ii) Rear: the lot line opposite and most distant from the front lot line, or in the case of triangular or otherwise irregularly shaped lots, an assumed line at least ten feet (10′) in length entirely within the lot, parallel to and at a maximum distance from, the front lot line; and

(iii) Side: any lot line other than a front or rear lot line. On a corner lot, a side lot line may be a street lot line, depending on requirements of the local zoning ordinance.

(47) Lot size, minimum. Shall have the same meaning as "minimum lot area" defined

herein.

(48) Lot, though. A lot that fronts upon two (2) parallel streets, or that fronts upon two (2) streets that do not intersect at the boundaries of the lot.

(49) Lot width. The horizontal distance between the side lines of a lot measured at right angles to its depth along a straight line parallel to the front lot line at the minimum front setback line.

(50) Manufactured home. As used in this section, a manufactured home shall have the same definition as in 42 U.S.C. § 5402, meaning a structure, transportable in one or more sections, which, in the traveling mode, is eight (8) body feet or more in width or forty (40) body feet or more in length, or, when erected on site, is three hundred twenty (320) or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with a permanent foundation connected to the required utilities, and includes the plumbing, heating, air-conditioning, and electrical systems contained therein; except that such term shall include any structure that meets all the requirements of this definition except the size requirements and with respect to which the manufacturer voluntarily files a certification required by the United States Secretary of Housing and Urban Development and complies with the standards established under chapter 70 of Title 42 of the United States Code; and except that such term shall not include any self-propelled recreational vehicle.

(51) Mere inconvenience. See § 45-24-41.

(52) Mixed use. A mixture of land uses within a single development, building, or tract.

(53) Modification. Permission granted and administered by the zoning enforcement officer of the city or town, and pursuant to the provisions of this chapter to grant a dimensional variance other than lot area requirements from the zoning ordinance to a limited degree as determined by the zoning ordinance of the city or town, but not to exceed twenty-five percent (25%) of each of the applicable dimensional requirements.

(54) Nonconformance. A building, structure, or parcel of land, or use thereof, lawfully existing at the time of the adoption or amendment of a zoning ordinance and not in conformity with the provisions of that ordinance or amendment. Nonconformance is of only two (2) types:

(i) Nonconforming by use: a lawfully established use of land, building, or structure that is not a permitted use in that zoning district. A building or structure containing more dwelling units than are permitted by the use regulations of a zoning ordinance is nonconformity by use; or

(ii) Nonconforming by dimension: a building, structure, or parcel of land not in compliance with the dimensional regulations of the zoning ordinance. Dimensional regulations include all regulations of the zoning ordinance, other than those pertaining to the permitted uses. A building or structure containing more dwelling units than are permitted by the use regulations of a zoning ordinance is nonconforming by use; a building or structure containing a permitted number of dwelling units by the use regulations of the zoning ordinance, but not meeting the lot area per dwelling unit regulations, is nonconforming by dimension.

(55) Overlay district. A district established in a zoning ordinance that is superimposed on one or more districts or parts of districts. The standards and requirements associated with an overlay district may be more or less restrictive than those in the underlying districts consistent with other applicable state and federal laws.

(56) Performance standards. A set of criteria or limits relating to elements that a particular use or process must either meet or may not exceed.

(57) Permitted use. A use by right that is specifically authorized in a particular zoning district.

(58) Planned development. A “land development project,” as defined in subsection (39), and developed according to plan as a single entity and containing one or more structures or uses with appurtenant common areas.

(59) Plant agriculture. The growing of plants for food or fiber, to sell or consume.

(60) Preapplication conference. A review meeting of a proposed development held between applicants and reviewing agencies as permitted by law and municipal ordinance, before formal submission of an application for a permit or for development approval.

(61) Setback line or lines. A line, or lines, parallel to a lot line at the minimum distance of the required setback for the zoning district in which the lot is located that establishes the area within which the principal structure must be erected or placed.

(62) Site plan. The development plan for one or more lots on which is shown the existing and/or the proposed conditions of the lot.

(63) Slope of land. The grade, pitch, rise, or incline of the topographic landform or surface of the ground.

(64) Special use. A regulated use that is permitted pursuant to the special-use permit issued by the authorized governmental entity, pursuant to § 45-24-42. Formerly referred to as a special exception.

(65) Structure. A combination of materials to form a construction for use, occupancy, or ornamentation, whether installed on, above, or below the surface of land or water.

(66) Substandard lot of record. Any lot lawfully existing at the time of adoption or amendment of a zoning ordinance and not in conformance with the dimensional or area provisions of that ordinance.

(67) Supportive and functional emergency units ("SAFE Units"). A structure intended for temporary and transitional residential occupancy which complies with § 23-27.3-101.5. A SAFE Unit is intended to provide temporary safety and privacy for people experiencing homelessness and to enable occupants to transition to permanent housing.

~~(67)~~(68) Use. The purpose or activity for which land or buildings are designed, arranged, or intended, or for which land or buildings are occupied or maintained.

~~(68)~~(69) Variance. Permission to depart from the literal requirements of a zoning ordinance. An authorization for the construction or maintenance of a building or structure, or for the establishment or maintenance of a use of land, that is prohibited by a zoning ordinance. There are only two (2) categories of variance, a use variance or a dimensional variance.

(i) Use variance. Permission to depart from the use requirements of a zoning ordinance where the applicant for the requested variance has shown by evidence upon the record that the subject land or structure cannot yield any beneficial use if it is to conform to the provisions of the zoning ordinance.

(ii) Dimensional variance. Permission to depart from the dimensional requirements of a zoning ordinance under the applicable standards set forth in § 45-24-41.

~~(69)~~(70) Waters. As defined in § 46-12-1(23).

~~(70)~~(71) Wetland, coastal. As defined in § 45-22.2-4.

~~(71)~~(72) Wetland, freshwater. As defined in § 2-1-20.

~~(72)~~(73) Zoning certificate. A document signed by the zoning enforcement officer, as required in the zoning ordinance, that acknowledges that a use, structure, building, or lot either complies with, or is legally nonconforming to, the provisions of the municipal zoning ordinance or is an authorized variance or modification therefrom.

~~(73)~~(74) Zoning map. The map, or maps, that are a part of the zoning ordinance and that delineate the boundaries of all mapped zoning districts within the physical boundary of the city or town.

~~(74)~~(75) Zoning ordinance. An ordinance enacted by the legislative body of the city or town pursuant to this chapter and in the manner providing for the adoption of ordinances in the city or town's legislative or home rule charter, if any, that establish regulations and standards relating to the nature and extent of uses of land and structures; that is consistent with the comprehensive

plan of the city or town as defined in chapter 22.2 of this title; that includes a zoning map; and that complies with the provisions of this chapter.

~~(75)~~(76) Zoning use district. The basic unit in zoning, either mapped or unmapped, to which a uniform set of regulations applies, or a uniform set of regulations for a specified use. Zoning use districts include, but are not limited to: agricultural, commercial, industrial, institutional, open space, and residential. Each district may include sub-districts. Districts may be combined.

45-24-37. General provisions — Permitted uses.

(a) The zoning ordinance shall provide a listing of all land uses and/or performance standards for uses that are permitted within the zoning use districts of the municipality. The ordinance may provide for a procedure under which a proposed land use that is not specifically listed may be presented by the property owner to the zoning board of review or to a local official or agency charged with administration and enforcement of the ordinance for an evaluation and determination of whether the proposed use is of a similar type, character, and intensity as a listed permitted use. Upon such determination, the proposed use may be considered to be a permitted use.

(b) Notwithstanding any other provision of this chapter, the following uses are permitted uses within all residential zoning use districts of a municipality and all industrial and commercial zoning use districts except where residential use is prohibited for public health or safety reasons:

(1) Households;

(2) Community residences; and

(3) Family daycare homes.

(c) Any time a building or other structure used for residential purposes, or a portion of a building containing residential units, is rendered uninhabitable by virtue of a casualty such as fire or flood, the owner of the property is allowed to park, temporarily, mobile and manufactured home, or homes, as the need may be, elsewhere upon the land, for use and occupancy of the former occupants for a period of up to twelve (12) months, or until the building or structure is rehabilitated and otherwise made fit for occupancy. The property owner, or a properly designated agent of the owner, is only allowed to cause the mobile and manufactured home, or homes, to remain temporarily upon the land by making timely application to the local building official for the purposes of obtaining the necessary permits to repair or rebuild the structure.

(d) Notwithstanding any other provision of this chapter, appropriate access for people with disabilities to residential structures is allowed as a reasonable accommodation for any person(s) residing, or intending to reside, in the residential structure.

(e) Notwithstanding any other provision of this chapter, an accessory dwelling unit ("ADU") that meets the requirements of §§ 45-24-31 and 45-24-73(a) shall be a permitted use in all residential zoning districts. An ADU that meets the requirements of §§ 45-24-31 and 45-24-73(a) shall be permitted through an administrative building permit process only.

(f) When used in this section the terms "people with disabilities" or "member, or members, with disabilities" means a person(s) who has a physical or mental impairment that substantially limits one or more major life activities, as defined in 42-87-1(5).

(g) Notwithstanding any other provisions of this chapter, plant agriculture is a permitted use within all zoning districts of a municipality, including all industrial and commercial zoning districts, except where prohibited for public health or safety reasons or the protection of wildlife habitat.

(h) Adaptive reuse. Notwithstanding any other provisions of this chapter, adaptive reuse for the conversion of any commercial building, including offices, schools, religious facilities, medical buildings, and malls into residential units or mixed-use developments which include the development of at least fifty percent (50%) of the existing gross floor area into residential units, shall be a permitted use and allowed by specific and objective provisions of a zoning ordinance,

except where such is prohibited by environmental land use restrictions recorded on the property by the state of Rhode Island department of environmental management or the United States Environmental Protection Agency preventing the conversion to residential use.

(1) The specific zoning ordinance provisions for adaptive reuse shall exempt adaptive reuse developments from off-street parking requirements of over one space per dwelling unit.

(2) **Density.**

(i) For projects that meet the following criteria, zoning ordinances shall allow for high density development and shall not limit the density to less than fifteen (15) dwelling units per acre:

(A) Where the project is limited to the existing footprint, except that the footprint is allowed to be expanded to accommodate upgrades related to the building and fire codes and utilities; and

(B) The development includes at least twenty percent (20%) low- and moderate-income housing; and

(C) The development has access to public sewer and water service or has access to adequate private water, such as a well and and/or wastewater treatment system(s) approved by the relevant state agency for the entire development as applicable.

(ii) For all other adaptive reuse projects, the residential density permitted in the converted structure shall be the maximum allowed that otherwise meets all standards of minimum housing and has access to public sewer and water service or has access to adequate private water, such as a well, and wastewater treatment system(s) approved by the relevant state agency for the entire development, as applicable. The density proposed shall be determined to meet all public health and safety standards.

(3) Notwithstanding any other provisions of this chapter, for adaptive reuse projects, existing building setbacks shall remain and shall be considered legal nonconforming, but no additional encroachments shall be permitted into any nonconforming setback, unless otherwise allowed by zoning ordinance or relief is granted by the applicable authority.

(4) For adaptive reuse projects, notwithstanding any other provisions of this chapter, the height of the existing structure, if it exceeds the maximum height of the zoning district, may remain and shall be considered legal nonconforming, and any rooftop construction shall be included within the height exemption.

(i) Notwithstanding any other provisions of this chapter, all towns and cities may allow manufactured homes that comply with § 23-27.3-109.1.3 as a type of single-family home on any lot zoned for single-family use. Such home shall comply with all dimensional requirements of a single-family home in the district or seek relief for the same under the provisions of this chapter.

(j) SAFE Units. Notwithstanding any other provision of this chapter, SAFE Units, as defined in § 45-24-31, and their accessory units, such as bathrooms, if compliant with § 23-27.3-101.5, shall be allowed by right in municipalities that have either allowed such by and through zoning ordinance provisions or in municipalities that have exercised emergency authority pursuant to § 45-24-78.

SECTION 5. Chapter 45-24 of the General Laws entitled "Zoning Ordinances" is hereby amended by adding thereto the following section:

45-24-78. Limited emergency authority.

(a) Notwithstanding any general or special law to the contrary or any ordinance, rule or regulation to the contrary, a municipality, upon a declaration of emergency introduced by the mayor, town administrator, or other equivalent chief executive officer, and approved by the municipal council, which may be in the form of a resolution, may suspend application and compliance with all planning and zoning procedures and the procedures set forth in §§ 45-24-47 through 45-24-55 and local building approval procedures in order to allow the construction of SAFE Units, and their accessory units, which comply with the provisions of § 23-27.3-101.5.

(b) Such a declaration of an emergency shall only be for purposes of allowing for the

construction and temporary occupancy of SAFE Units during periods of severe weather or during the aftermath of a natural or man-made disaster.

(c) Such a declaration of emergency shall only be valid for sixty (60) days, with the right to renew the declaration, by vote of the municipal council, for additional thirty (30) day periods. The total period for the emergency declaration shall not exceed one hundred and eighty (180) days per year.

(d) Upon a declaration of an emergency pursuant to this section, the mayor, town administrator, or other equivalent chief executive officer of the municipality shall, within thirty (30) days of the declaration, and within every sixty days (60) thereafter, file a report with the governor, the speaker of the house, and the president of the senate, with a copy to the municipal council and the secretary of housing, providing information on the nature and extent of the emergency, the actions taken by the municipality to address the emergency and the total number of individuals being served by the SAFE Units.

(e) Nothing contained in this chapter shall prevent a municipality from allowing, on a non-emergency basis, SAFE Units, provided the units comply with all applicable state building and fire code sections by right through the passage of a zoning ordinance amendment in accordance with the provisions of §§ 45-24-50 through 45-24-53 and are permitted pursuant to § 23-27.3-101.5.

SECTION 6. Section 45-24.3-4 of the General Laws in Chapter 45-24.3 entitled "Housing Maintenance and Occupancy Code" is hereby amended to read as follows:

45-24.3-4. Applicability.

(a) Every portion of a building or its premises used or intended to be used for the purpose of dwelling, living, eating, sleeping, or cooking, or occupancy, comply with the provisions of this chapter and with the rules and regulations adopted pursuant to this chapter irrespective of when the building was constructed, altered, or repaired, and irrespective of any permits or licenses issued for the use or occupancy of the dwelling and dwelling premises or structure, for the construction or repair of the dwelling or structure, or for the installation or repair of dwelling equipment prior to January 1, 1971. This chapter establishes minimum standards for the initial and continued occupancy of all dwellings and structures, and does not replace or modify standards otherwise established by the state or a corporate unit for the construction, repair, or use of a building or the installation of building equipment except as they may be in conflict with the provisions of this chapter as provided by § 45-24.3-19.

(b) Matters governed by and conforming to the provisions of the State Building Code (§ 23-27.3-100.0 et seq.) shall prevail for all structures, dwellings, and dwelling units constructed, altered or repaired since July 1, 1977, providing the structure, dwelling or dwelling units conform in their entirety to the prevailing edition of the building codes in effect at the time of construction or occupancy, as evidenced by the date of issuance of a building permit issuance or date of issuance of a certificate of occupancy.

(c) Except as specifically provided, the provisions of this chapter shall not apply to SAFE Units as defined in § 45-24-31 that are permitted pursuant to § 45-24-37 or § 45-24-78 and which comply with § 23-27.3-101.5.

SECTION 7. This act shall take effect upon passage.

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LC005591/SUB A

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Item (CA) GG5.

CHAPTER 163
2026 -- H 7778
Enacted 06/18/2026

AN ACT
RELATING TO TOWNS AND CITIES -- LOW AND MODERATE INCOME HOUSING

Introduced By: Representatives Noret, Morales, Azzinaro, Read, Fascia, Shallcross Smith, Biah, Messier, Serpa, and Fellela
Date Introduced: February 12, 2026

It is enacted by the General Assembly as follows:

SECTION 1. Section 45-53-14 of the General Laws in Chapter 45-53 entitled "Low and Moderate Income Housing" is hereby amended to read as follows:

45-53-14. ~~Database of low-income rental units~~ Database of low- or moderate- income rental units.

(a) The executive office of housing established pursuant to § 42-167-1 or the Rhode Island housing and mortgage finance corporation established pursuant to § 42-55-4 (the "corporation") shall ~~maintain~~ host an online database ("database") of residential developments that meet the definition of low- or moderate-income housing under § 45-53-3 ~~low-income housing tax credit developments that are designated only for households at or below sixty percent (60%) of area median income, adjusted for household size and subsidized housing developments, as referenced in the corporation's Rhode Island resource guide, which are designated only for households at or below eighty percent (80%) of area median income, adjusted for household size (collectively "low-income rental units")~~ in the state on the executive office of housing or the corporation's website. ~~The corporation shall place an emphasis on~~ To the extent possible, the database ~~containing~~ shall contain the following:

(1) Current, updated information on the existing inventory of low- or moderate-income ~~rental units~~ housing in the state;

(2) The contact person or entity and contact information pertaining to individual developments;

(3) ~~To the extent the information is available, a~~ A copy of the application to apply for housing in individual developments; and

(4) Information pertaining to any special populations, including, but not limited to, elderly, disabled, homeless individuals, and victims of domestic violence, served by individual developments.

(5) To the extent possible, the database shall allow individuals to identify the different types of affordable housing they are interested in and be alerted when developments that meet that criteria become available for lease or sale.

(b) This database shall be accessible to the public by July 1, 2023.

SECTION 2. Chapter 45-53 of the General Laws entitled "Low and Moderate Income Housing" is hereby amended by adding thereto the following section:

45-53-14.1. Listing by owners of low- or moderate-income housing.

(a) Any owner of a property qualifying as low- or moderate-income housing, as defined by § 45-53-3, shall list that property on the database referenced in § 45-53-14.

(b) For developments completed after January 1, 2027, the property should be listed prior to or concurrently with the opening of the property for lease-up, accepting applications or, in the case of homeownership units, listing units for sale.

(c) Notwithstanding subsections (a) and (b)~~of this section~~, low- or moderate-income

homeownership units shall only be listed on the database prior to their initial sale and prior to or concurrently with listing the property for re-sale.

SECTION 3. This act shall take effect on January 1, 2027.

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LC004937

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CHAPTER 329
2026 -- S 3303
Enacted 06/23/2026

AN ACT
RELATING TO TOWNS AND CITIES -- ZONING ORDINANCES

Introduced By: Senators Kallman, and Bissaillon
Date Introduced: May 15, 2026

It is enacted by the General Assembly as follows:

SECTION 1. Section 45-24-33 of the General Laws in Chapter 45-24 entitled "Zoning Ordinances" is hereby amended to read as follows:

45-24-33. Standard provisions. [Effective January 1, 2026.]

(a) A zoning ordinance shall address each of the purposes stated in § 45-24-30 and shall address, through reasonable objective standards and criteria, the following general provisions which are numbered for reference purposes only except as prohibited by § 45-24-30(b), § 45-24-30(c), or § 45-24-30(d):

(1) Permitting, prohibiting, limiting, and restricting the development of land and structures in zoning districts, and regulating those land and structures according to their type and the nature and extent of their use;

(2) Regulating the nature and extent of the use of land for residential, commercial, industrial, institutional, recreational, agricultural, open space, or other use or combination of uses, as the need for land for those purposes is determined by the city or town’s comprehensive plan;

(3) Permitting, prohibiting, limiting, and restricting buildings, structures, land uses, and other development by performance standards, or other requirements, related to air and water and groundwater quality, noise and glare, energy consumption, soil erosion and sedimentation, and/or the availability and capacity of existing and planned public or private services;

(4) Regulating within each district and designating requirements for:

(i) The height, number of stories, and size of buildings;

(ii) The dimensions, size, lot coverage, layout of lots or development areas and floor area ratios provided that zoning ordinances must exclude any portion of a basement as defined in § 45-24.3-5 from the calculation of floor area ratio;

(iii) The density and intensity of use;

(iv) Access to air and light, views, and solar access;

(v) Open space, yards, courts, and buffers;

(vi) Parking areas, road design, and, where appropriate, pedestrian, bicycle, and other circulator systems;

(vii) Landscaping, fencing, and lighting;

(viii) Appropriate drainage requirements and methods to manage stormwater runoff;

(ix) Public access to waterbodies, rivers, and streams; and

(x) Other requirements in connection with any use of land or structure;

(5) Permitting, prohibiting, limiting, and restricting development in flood plains or flood hazard areas and designated significant natural areas;

(6) Promoting the conservation of energy and promoting energy-efficient patterns of development;

(7) Providing for the protection of existing and planned public drinking water supplies, their tributaries and watersheds, and the protection of Narragansett Bay, its tributaries and watershed;

(8) Providing for adequate, safe, and efficient transportation systems; and avoiding congestion by relating types and levels of development to the capacity of the circulation system, and maintaining a safe level of service of the system;

(9) Providing for the preservation and enhancement of the recreational resources of the city or town;

(10) Promoting an economic climate that increases quality job opportunities and the overall economic well-being of the city or town and the state;

(11) Providing for pedestrian access to and between public and private facilities, including, but not limited to, schools, employment centers, shopping areas, recreation areas, and residences;

(12) Providing standards for, and requiring the provision of, adequate and properly designed physical improvements, including plantings, and the proper maintenance of property;

(13) Permitting, prohibiting, limiting, and restricting land use in areas where development is deemed to create a hazard to the public health or safety;

(14) Permitting, prohibiting, limiting, and restricting extractive industries and earth removal and requiring restoration of land after these activities;

(15) Regulating sanitary landfill, except as otherwise provided by state statute;

(16) Permitting, prohibiting, limiting, and restricting signs and billboards and other outdoor advertising devices;

(17) Designating airport hazard areas under the provisions of chapter 3 of title 1, and enforcement of airport hazard area zoning regulations under the provisions established in that chapter;

(18) Designating areas of historic, cultural, and/or archaeological value and regulating development in those areas under the provisions of chapter 24.1 of this title;

(19) Providing standards and requirements for the regulation, review, and approval of any proposed development in connection with those uses of land, buildings, or structures specifically designated as subject to development plan review in a zoning ordinance;

(20) Designating special protection areas for water supply and limiting or prohibiting development in these areas, except as otherwise provided by state statute;

(21) Specifying requirements for safe road access to developments from existing streets, including limiting the number, design, and location of curb cuts, and provisions for internal circulation systems for new developments, and provisions for pedestrian and bicycle ways;

(22) Reducing unnecessary delay in approving or disapproving development applications through provisions for preapplication conferences and other means;

(23) Providing for the application of the Rhode Island Fair Housing Practices Act, chapter 37 of title 34, the United States Fair Housing Amendments Act of 1988 (FHAA); the Rhode Island Civil Rights of People with Disabilities Act, chapter 87 of title 42; and the Americans with Disabilities Act of 1990 (ADA), 42 U.S.C. § 12101 et seq.;

(24) Regulating drive-through windows of varied intensity of use when associated with land-use activities and providing standards and requirements for the regulation, review, and approval of the drive-through windows, including, but not limited to:

(i) Identifying within which zoning districts drive-through windows may be permitted, prohibited, or permitted by special-use permit;

(ii) Specifying requirements for adequate traffic circulation; and

(iii) Providing for adequate pedestrian safety and access, including issues concerning safety and access for those with disabilities;

(25) Providing for residential development in all or some of the areas encompassing commercial district(s) in a city or town; provided that, such objective standards and criteria address the following:

(i) Standards to ensure that residential uses are allowed and integrated with commercial

uses in a mixed use or village development;

(ii) Provisions that allow residential units above commercial uses on the ground floor or first floor of a structure(s);

(iii) Provisions to permit medium to high density residential development in the commercial zones allowing residential use;

(iv) Flexible and reasonable dimensional standards that promote and allow for the mixed use or village development; and

(v) Municipalities with a population in excess of forty thousand (40,000) shall provide for residential development as set forth in this section in at least thirty percent (30%) of the area in the commercial zoning use districts;

(26) Allowing the construction of attached single-family dwellings in designated zoning districts. For purposes of this chapter, "attached single-family dwelling" means a dwelling unit constructed side by side or horizontally and separated by a party wall and lot line. Such units shall be allowed in zoning districts of the city or town, as set forth in § 45-24-37(j), provided that:

(i) The unit(s) have access to public water and sewer, or have adequate access to private water and/or wastewater systems approved by the relevant state agency; and

(ii) The zoning ordinance shall allow each single-family unit to be located on its own lot, without increased requirements for minimum lot size, lot width, lot frontage, or lot depth and shall allow for a zero-lot line setback along the common property line to accommodate the subdivision for these units; provided that, the unit(s) comply with requirements for building and fire codes; and

(iii) Other dimensional requirements of the base zoning district shall apply to the outside perimeter property lines of the end-units of the development, however, there shall not be increased dimensional requirements solely applicable to attached single-family structures and not applicable to other residential structures containing the same density in the same zoning district; and

(iv) Cities and towns may establish additional standards for such units; provided that, such standards do not restrict a dwelling unit's floor area ratio to less than one, limit the bedrooms to less than three (3), ~~or~~ nor require more than ~~one~~ two off-street parking spaces per dwelling unit, which spaces may be tandem ~~space for up to two (2) bedrooms, and two (2) off-street parking spaces for up to three (3) bedrooms~~; ~~and~~

(27) Providing for residential use options that are not limited to single-family detached structures, in areas which have available public water and sewer capacity in municipalities in which at least part of the area is located within the urban services boundary which is identified on Rhode Island statewide planning program's future land use map tools and on the Rhode Island geographic information system~~.~~; and

(28) Specifying parking requirements for uses, unless otherwise set forth in this chapter, provided that there shall be no ordinance which mandates more than one off-street parking space per dwelling unit in a multi-family structure or development, where the property is located in a transit oriented area within a one-quarter (¼) mile radius of an existing regional mobility hub or a one-eighth (⅛) mile radius of an existing frequent transit stop as such terms are defined in the 2020 Rhode Island transit master plan or its successor document.

(b) A zoning ordinance may include special provisions for any or all of the following:

(1) Authorizing development incentives, including, but not limited to, additional permitted uses, increased development and density, or additional design or dimensional flexibility in exchange for:

(i) Increased open space;

(ii) Increased housing choices;

(iii) Traffic and pedestrian improvements;

(iv) Public and/or private facilities; and/or

(v) Other amenities as desired by the city or town and consistent with its comprehensive

plan. The provisions in the ordinance shall include maximum allowable densities of population and/or intensities of use and shall indicate the type of improvements, amenities, and/or conditions. Conditions may be made for donation in lieu of direct provisions for improvements or amenities;

(2) Establishing a system for transfer of development rights within or between zoning districts designated in the zoning ordinance;

(3) Regulating the development adjacent to designated scenic highways, scenic waterways, major thoroughfares, public greenspaces, or other areas of special public investment or valuable natural resources; and

(4) Authorizing community living options such as co-living housing in areas serviced by transit and other services.

(c) Slope of land shall not be excluded from the calculation of the buildable lot area or the minimum lot size, or in the calculation of the number of buildable lots or units.

(d) Nothing in this section shall be construed to restrict a municipality's right, within state and local regulations, to establish its own minimum lot size per zoning district in its town or city.

SECTION 2. This act shall take effect upon passage.

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LC006376

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Rogers Free Library Board of Trustees

The June monthly meeting of the Trustees of Rogers Free Library will be held on Thursday, June 25th at 6:30 PM at the Rogers Free Library Conference Room, 525 Hope St. Bristol, RI Conference.

Rogers Free Library
AGENDA - June 25, 2026

- CALL TO ORDER/ATTENDANCE/QUORUM

- REVIEW/AMEND/APPROVE MINUTES OF PREVIOUS MEETING
  - Minutes of May 2026 Meeting

- LIBRARY DIRECTOR REPORT - Eileen Dyer

- FINANCIAL REPORT - Eileen Dyer

- OLD BUSINESS
  - Friends Update – Bart Ferris
  - New Trustee Update -Marie Knapman

- NEW BUSINESS

  Policy Reviews – Second reading and vote
  - Rogers Free Library and Confidentiality Privacy Policy
  - Rogers Free Library Tangible Gift Policy
  - Rogers Free Library Donation Policy
  - Rogers Free Library Public Photography and Video Recording Policy

- PUBLIC COMMENT

- NEXT MEETING DATE – July 16th, 2026

- ADJOURN

10 Court Street
Bristol, RI 02809
www.bristolri.gov
401-253-7000

Town of Bristol, Rhode Island
Department of Community Development

NOTICE OF MEETING
THE BRISTOL PLANNING BOARD
TECHNICAL REVIEW COMMITTEE

The Bristol Technical Review Committee (TRC) will hold a meeting,
on Tuesday, June 30th at 10:00am
at Department of Community Development, 35 Washington Street, 1st Floor, Bristol, RI

AGENDA

Douglas M. and Susan E. Dahl – Special Use Permit and Dimensional Variances: to construct a 28ft. x 46ft. single-family dwelling at a height greater than 25 feet above grade in the flood zone; and with greater than permitted gross floor area (GFA) for the dwelling, first and second floor footprints, and deck. Located at **61 Smith Street**; Assessor's Plat 133, Lot 128; Zone: R-15.

Scanned copies of all applications and supporting materials are available on the Town of Bristol website: https://bristol-ri.municodemeetings.com/

For questions on above plans please call 253-7000, ext. 147 or email dwilliamson@bristolri.gov

"In no case shall the recommendation of the TRC be binding on the Board in its activities or decisions."

Diane M. Williamson, AICP
Administrative Officer

Posted: June 26, 2026
By: mbw

BUDGET AND DECLINING ENROLLMENT WORKGROUP

NOTICE OF MEETING

DATE: Thursday June 25, 2026
TIME: 6:00 P.M.
PLACE: Warren Town Council Chambers

WORKING DOCUMENT:

I. Roll Call

II. Election of Chair

III. Election of Vice Chair

III. Discussion of Resolution

V. Next meeting date

VI. Adjournment

TOWN CLERKS OFFICE
BRISTOL, RHODE ISLAND
2026 JUN 23 PM 1:24

Disclaimer:
Notice is hereby given that up to two members of the Bristol Town Council are members of this advisory subcommittee and may be participating in this workshop with representatives from the Town of Warren. Additional members of the Town Council may be in attendance but will not participate. No action of the Bristol Town Council will be taken at this workshop.

Bristol 4th of July Committee
Parade Subcommittee Meeting
Burnside Building
400 Hope Street, Bristol, RI 02809
Saturday, June 27, 2026
9:30 AM

Call to Order

Pledge

Attendance

Welcome

2026 Review Parade Orders

Assign duties for this week
Sign up for parade day duties

Discussion of other items for consideration

Adjourn

Posted on Secretary of State of Website, Bristol Town Hall and Bristol Post Office on 6/24/26

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUN 24 PM 12:11

TOWN OF BRISTOL, RHODE ISLAND

ZONING BOARD OF REVIEW

Zoning Board of Review Agenda
Monday, July 13, 2026 at 7:00 PM
Bristol Town Hall, 10 Court Street, Bristol, RI 02809

Scanned copies of all applications and supporting materials will be available on the Town of Bristol website at **https://bristol-ri.municodemeetings.com/**. Written comments may be submitted to the Zoning Board via regular mail addressed to: Zoning Board of Review, Bristol Town Hall, 10 Court Street, Bristol, RI 02809 or via email to **etanner@bristolri.gov**. Written comments should be received no later than 12:00 p.m. on **Thursday, July 9th, 2026.**

1. **Pledge of Allegiance**

2. **Approval of Minutes** – June 1, 2026

3. **Sitting as the Board of Review - Continued Petitions**

   3A. **ZBR-26-21 Thomas A. Dawson – Dimensional Variances**: to remove an existing accessory shed structure and construct a new 12ft. x 16ft. accessory shed structure with less than the required rear yard and less than the required right side yard. Located at **15 Burton Street**; Assessor's Plat 15, Lot 79; Zone: R-6 ***(continued to September 14, 2026)***

   3B. **ZBR-26-24 Joseph M. Brito, Jr. – Dimensional Variances**: to demolish an existing residential guest house structure and construct a 41ft. 2in. x 44ft. 4in. x 32ft. high accessory bunkhouse / boathouse structure at a size and height greater than permitted for accessory structures in a residential zoning district. Also, a **Special Use Permit**: to construct a 41ft. 2in. x 44ft. 4in. x 32ft. high accessory bunkhouse / boathouse structure at a height greater than 25 feet above grade within the flood zone. Located at **161 Poppasquash Road**; Assessor's Plat 182, Lot 7; Zone: R-40

4. **Sitting as the Board of Review - New Petitions**

   4A. **ZBR-26-25 Danial Ferreira / FWP High Street, LLC – Dimensional Variances**: to construct an approximate 1,732 square foot garage and living area addition, including a second residential dwelling unit, to the rear of an existing single-family dwelling with less than the required right side yard and with less than the required lot width for a two-family dwelling in the Residential R-6 zoning district. Located at **145 High Street**; Assessor's Plat 15, Lot 21; Zone: R-6

   4B. **ZBR-26-26 Cruz Goler / Prudence Restaurant – Dimensional Variance**: to install a 43in. x 48in. projecting sign to the front of the existing restaurant building at a size greater than permitted in the Waterfront zoning district. Located at **1 State Street**; Assessor's Plat 9, Lot 65; Zone: W

4C. **ZBR-26-27 Kelly Halligan – Dimensional Variance**: to install a six foot high stockade fence, portions of which would be within the front yard from Metacom Avenue on a corner lot. Located at **11 Academy Avenue**; Assessor's Plat 155, Lot 23; Zone: R-10

4D. **ZBR-26-28 Andrew Mulvey – Dimensional Variance**: to construct an 8ft. x 11ft. 8in. rear mudroom addition to an existing single-family dwelling with less than the required rear yard. Located at **6 Ansonia Avenue**; Assessor's Plat 44, Lot 85; Zone: R-10

4E. **ZBR-26-29 Jill Ripa – Dimensional Variances**: to construct an approximate 8ft. x 12ft. addition to the second story of an existing single-family dwelling with less than the required rear yard; and to construct a 20ft. x 20ft. two-story addition connecting the existing dwelling and an existing detached accessory garage structure with less than the required right side yard. Located at **29 Forest Road W**; Assessor's Plat 68, Lot 19; Zone: R-20

4F. **ZBR-26-30 Sarah Miller – Dimensional Variances**: to construct an approximate 40ft. x 43ft. detached accessory dwelling unit (ADU) structure with less than the required front yard, and at a size greater than permitted for accessory structures in the Residential R-10 zoning district. Located at **169 Fatima Drive**; Assessor's Plat 123, Lot 33; Zone: R-10

4G. **ZBR-26-31 Alfred P. Holtz – Dimensional Variances**: to construct an 8ft. x 13ft. second-story deck addition and a 4ft. x 17.5ft. exterior stairway addition to an existing 22ft. x 24ft. accessory garage structure with an overall size greater than permitted for an accessory structure in the Residential R-6 zoning district. Located at **43 Oliver Street**; Assessor's Plat 12, Lot 41; Zone: R-6

4H. **ZBR-26-32 Douglas M. and Susan E. Dahl – Special Use Permit and Dimensional Variances**: to construct a 28ft. x 46ft. single-family dwelling at a height greater than 25 feet above grade in the flood zone; and with greater than permitted gross floor area (GFA) for the dwelling, first and second floor footprints, and deck. Located at **61 Smith Street**; Assessor's Plat 133, Lot 128; Zone: R-15

5. **Sitting as the Board of Appeal – Continued Appeals**

5A. **ZAPL-26-1, ZAPL-26-3, ZAPL-26-4 David Ramos / Ramos Landscaping, LLC – Appeal (continued)**: of three Notices of Violation dated February 12th, February 25th, and March 11, 2026 issued by the Administrative Officer for conducting business operations on a Sunday and/or outside of the Planning Board's approved special use permit hours of operation. Located at **668 and 670 Metacom Avenue**; Assessor's Plat 128, Lots 15 & 16; Zone: GB ***(continued to September 14, 2026)***

5B. **ZAPL-26-5 John J. Marshall – Appeal (continued)**: of a decision of the Bristol Historic District Commission denying installation of a sliding door on an existing accessory garage structure. Located at **8 Constitution Street**; Assessor's Plat 11, Lot 20; Zone: R-6 ***(continued to September 14, 2026)***

6. Sitting as the Board of Appeal – New Appeal

6A. **ZAPL-26-6 Carole Anne Benn – Appeal**: of a decision of the Zoning Enforcement Officer approving a Zoning Modification Permit to construct a 16ft. x 24ft. detached accessory dwelling unit (ADU) structure at a height of 20ft. 10in. above grade. Located at **29 Harrison Street**; Assessor's Plat 146, Lot 21; Zone: R-15

7. Adjournment

Date Posted: June 29, 2026

Posted By: emt

Outlook

! BCWA - JULY BOARD MEETING CANCELLED

From Lauren DeRuisseau <lderuisseau@bcwari.com>
Date Tue 7/7/2026 3:38 PM
To DeputyClerk <DeputyClerk@bristolri.gov>; Melissa Cordeiro <mcordeiro@bristolri.gov>; S Speroni <ssperoni@townofwarren-ri.gov>; Stephanie Bernardo <sbernardo@barrington.ri.gov>

Caution: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. When in doubt, contact your IT Department

Good afternoon!

Due to vacation scheduling and lack of quorum, July's board meeting has been cancelled.

The next board meeting is scheduled for **Thursday, August 27th at 5:00pm**.

Have a great summer!
Lauren

TOWN OF BRISTOL, RHODE ISLAND

PLANNING BOARD MEETING

Agenda
Thursday, July 9th, 2026 at 7:00 PM
Bristol Town Hall, 10 Court Street, Bristol, RI 02809

A. Pledge of Allegiance

B. Agenda Items

B1. **Review and make recommendations to the Town Council** on proposed zoning ordinance amendment to regulate Short Term Rentals.

B2. **Comprehensive Plan Update** – Review draft Outdoor Recreation and Open Space chapter of the Update.

C. Adjournment

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL -7 AM 8:57

Date Posted: July 2, 2026

Posted By: mbw

Town of Bristol, Rhode Island

BOARD OF CANVASSERS

Frances C. O'Donnell, Chairman
Peter Hewitt, Vice-chairman
Marie Knapman, Secretary

Melissa Cordeiro, Clerk

Board of Canvassers
July 15, 2026
2:30 PM
Town Hall- Conference Room
10 Court Street

AGENDA

A. Call to Order

B. Pledge of Allegiance

C. Items for Discussion, Vote, and/or Other Action *(votes may be taken on all items)*

1. The Potential Hearing on Candidate Filing Objections (If Necessary)
   To hear and act upon any objections filed regarding nomination papers, endorsement papers, or candidate declarations for the 2026 Election, as required by state election law. This agenda item is being posted in advance due to the limited statutory timeframe within which the Board must hear and rule on any filed objections. *(Note: If no objections are presented to the Board, this agenda item will be canceled.)*

2. Review and certification of candidate nomination papers for the 2026 elections

D. Adjournment

Per Order of the Board of Canvassers

Melissa Cordeiro, Town Clerk/Elections Clerk
Posted: July 09, 2026

10 Court Street ✧ Bristol, Rhode Island, 02809 ✧ 401.253-7000 ✧ Fax 401.253.2647

Town of Bristol, Rhode Island

BOARD OF CANVASSERS

Frances C. O'Donnell, Chairman
Peter Hewett, Vice-chairman
Marie Knapman, Member

Melissa Cordeiro, Clerk

Board of Canvassers
Thursday, July 20, 2026
4:30 PM

Town Hall
10 Court Street

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Lottery for the November ballot placement for Independent Candidates for Town Council
4. Lottery for the November ballot placement for Non-Partisan Regional School Committee
5. Adjournment

Per Order of the Board of Canvassers

Melissa Cordeiro, Clerk
Posted: July 09, 2026

10 Court Street ✧ Bristol, Rhode Island, 02809 ✧ 401.253-7000 ✧ Fax 401.253.2647

Town of Bristol, Rhode Island

BOARD OF CANVASSERS

Frances C. O'Donnell, Chairman
Peter Hewitt, Vice-Chairman
Marie Knapman, Secretary

Melissa Cordeiro, Clerk

Board of Canvassers
July 20, 2026
3:30 PM
Town Hall- Conference Room
10 Court Street

AGENDA

A. Call to Order

B. Pledge of Allegiance

C. Approval of Minutes (votes may be taken)

1. Submission of Minutes for approval of June 4, 2026
2. Submission of Minutes for approval of July 7, 2026
3. Submission of Minutes for approval of July 15, 2026

D. Items for Discussion, Vote, and/or Other Action *(votes may be taken on all items)*

1. The Board may discuss and vote on authorizing the purchase of an election information banner for placement on the Guiteras School property and approve the related expenditure from the Board of Canvassers budget

2. The Board may Discuss and Vote on action regarding voter notification postcards for the upcoming elections, including notification of election dates and the change of the Primary Election date to Wednesday, and combining of polling locations for the 2026 Elections.

3. Certification of local office candidates for the November 3, 2026 ballot

Per Order of the Board of Canvassers

Melissa Cordeiro, Town Clerk/Elections Clerk
Posted: July 9, 2026

10 Court Street ✧ Bristol, Rhode Island, 02809 ✧ 401.253-7000 ✧ Fax 401.253.2647

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL -9 AM 10:16

Bristol Fourth of July Committee
General Committee Meeting
Tuesday, July 14, 2026 – 7:00 PM
Burnside Building, 400 Hope Street – Bristol, RI 02809
www.fourthofjulybristolri.com

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE
4. CORRESPONDENCE & SUNSHINE FUND REPORT
5. APPROVAL OF MINUTES OF GENERAL MEETING – JUNE 11, 2026
   - Motion to Accept / Discussion / Vote
6. APPROVAL OF TREASURER'S REPORTS – MAY, 2026 and JUNE, 2026
   - Motion to Accept / Discussion / Vote
7. SUBCOMMITTEE Reports and Updates
   - 25 Week Raffle – Chairman, Nat Squatrito
   - Pageant Float – Co-Chairman, Nat Squatrito
   - Concerts – Chairman, Patti Nenna
   - 4 of Diamonds – Chairman, Michele Martins
   - Other Committees
8. PARADE CRITIQUE AND REVIEW – Presented by Parade Chairman, John Daniels
9. GOOD OF THE COMMITTEE
10. 50/50 RAFFLE
11. ADJOURNMENT

Posted on Secretary of State Website, Bristol Town Hall and Bristol Post Office on 7/9/2026

TOWN OF BRISTOL RHODE ISLAND

CONSERVATION COMMISSION

Tuesday, July 14, 2026
at 5:30 pm
Department of Community Development Office
35 Washington Street, 1st Floor
Bristol, Rhode Island

AGENDA

1. APPROVAL OF MINUTES – June 2, 2026

2. OLD BUSINESS
   a. Open Space
      i. Mount Hope Community Forest
      ii. Perry Farm / 100 Acre Woods

   b. Tree Program
      i.RIDEM Community Forestry Assistance Discussion
      ii. Spring Tree Planting
      iii. Urban Forest Program draft discussion

   c. Composting Program Update

   d. Leaf Blower Ordinance Discussion

3. ADMINISTRATIVE/Announcements
   a. "Around the Room"
   b. August Hiatus – next meeting Sept 15?

4. ADJOURN

Next Conservation Commission Meeting – September 15, 2026

Written comments may be submitted to the Conservation Commission via regular mail addressed to: Conservation Commission, Bristol Town Hall, 10 Court Street, Bristol, RI 02809 or via email to etanner@bristolri.gov .

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 20 AM 8:47

Bristol Fourth of July Committee
Golf Tournament Sub*committee Meeting*
Thursday, July 23, 2026
Burnside Building 6:30 PM
400 Hope Street, Bristol RI

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE
4. Game Day Assignments, Shifts and Review.
5. ADJOURNMENT

Posted at the Bristol Town Hall, the Bristol Post Office, and the Secretary of State Website on 7/20/2026

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 16 AM 8:37

Bristol Fourth of July Committee

Four of Diamonds

Subcommittee Meeting

Monday, July 27, 2026 @ 5:30

Bristol Parks & Recreation

101 Asylum Rd, Bristol, RI

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE
4. Discuss raffle and possible changes moving to round #2
5. Review mechanics of fundraiser
6. Adjournment

Posted at the Bristol Town Hall, the Bristol Post Office, and the Secretary of State Website on 7/16/26

TOWN OF BRISTOL, RHODE ISLAND

PLANNING BOARD MEETING

Agenda
Thursday, July 9th, 2026 at 7:00 PM
Bristol Town Hall, 10 Court Street, Bristol, RI 02809

A. Pledge of Allegiance

B. Agenda Items

B1. **Review and make recommendations to the Town Council** on proposed zoning ordinance amendment to regulate Short Term Rentals.

B2. **Comprehensive Plan Update** – Review draft Outdoor Recreation and Open Space chapter of the Update.

C. Adjournment

Date Posted: July 2, 2026

Posted By: mbw

10 COURT STREET, BRISTOL, RI 02809-2208 401-253-7000 www.bristolri.gov

Town of Bristol, Rhode Island

BOARD OF CANVASSERS

Frances C. O'Donnell, Chairman
Peter Hewitt, Vice-Chairman
Marie Knapman, Secretary

Melissa Cordeiro, Clerk

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 15 AM 8:23

Board of Canvassers
July 20, 2026
*3:00 PM
Town Hall- Conference Room
10 Court Street

AGENDA- Amended

A. Call to Order

B. Pledge of Allegiance

C. Approval of Minutes (votes may be taken)

1. Submission of Minutes for approval of June 4, 2026
2. Submission of Minutes for approval of July 7, 2026
3. Submission of Minutes for approval of July 15, 2026

D. Items for Discussion, Vote, and/or Other Action *(votes may be taken on all items)*

1. *Discussion, consideration, and possible vote to reconsider the combining of polling locations for the September 9, 2026 Primary Election, including the approval of a revised polling location plan.

2. The Board may discuss and vote on authorizing the purchase of an election information banner for placement on the Guiteras School property and approve the related expenditure from the Board of Canvassers budget

3. The Board may Discuss and Vote on action regarding voter notification postcards for the upcoming elections, including notification of election dates and the change of the Primary Election date to Wednesday, and combining of polling locations for the 2026 Elections.

4. Certification of local office candidates for the November 3, 2026 ballot

Per Order of the Board of Canvassers

Melissa Cordeiro, Town Clerk/Elections Clerk
Posted: July 9, 2026

10 Court Street ✧ Bristol, Rhode Island, 02809 ✧ 401.253-7000 ✧ Fax 401.253.2647

Rogers Free Library Board of Trustees

The July monthly meeting of the Trustees of Rogers Free Library will be held on Thursday, July 16th at 6:30 PM at the Rogers Free Library Conference Room, 525 Hope St. Bristol, RI Conference.

Rogers Free Library
AGENDA - July 16, 2026

- CALL TO ORDER/ATTENDANCE/QUORUM

- REVIEW/AMEND/APPROVE MINUTES OF PREVIOUS MEETING
  - Minutes of June 2026 Meeting

- CHAIR REPORT - Annie Silvia

- LIBRARY DIRECTOR REPORT - Eileen Dyer

- FINANCIAL REPORT - Eileen Dyer

- OLD BUSINESS
  - Friends Update – Bart Ferris
  - New Trustee Update -Marie Knapman

- NEW BUSINESS
  - Trustee Officer Election

    Nominees

    Anne Marie Silvia - Chair
    Bart Ferris - Vice Chair
    Cara Cromwell - Secretary

  - Proposal to cancel August meeting - Vote

- PUBLIC COMMENT

- NEXT PROPOSED MEETING DATE – September 17, 2026
- ADJOURN

TOWN OF BRISTOL, RHODE ISLAND

PLANNING BOARD COMPREHENSIVE
PLAN UPDATE MEETING

Agenda
Thursday, July 23rd, 2026 at 5:30 PM
Town Hall Conference Room, 10 Court Street, Bristol, RI 02809

A. Pledge of Allegiance

B. Agenda Items

B1. Review of revised Draft of Open Space Element (*continued from July 9 meeting*)

B2. Review Draft of Land Use element

C. Adjournment

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 22 AM 9:12

Date Posted: July 17, 2026

Posted By: mbw

TOWN OF BRISTOL, RHODE ISLAND

HISTORIC DISTRICT COMMISSION MEETING

Historic District Commission Meeting Agenda
Thursday, August 06, 2026 at 6:00 PM
Bristol Town Hall, 10 Court Street, Bristol, RI 02809

Written comments may be submitted to the Historic District Commission via regular mail addressed to: Historic District Commission, Bristol Town Hall, 10 Court Street, Bristol RI 02809 or via email to ntoth@bristolri.gov

Application packets can be found online at: https://bristol-ri.municodemeetings.com/

2026 JUL 22 AM 9:12
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

1. **Pledge of Allegiance**

2. **Staff Report**

   2A. Staff Report

3. **Review of Previous Month's Meeting Minutes**

4. **Review of Previous Month's Meeting Minutes**

   1. Standards Guide

   Discuss and Act on Final Draft of Standards Guide

5. **Application Reviews**

   1. 26-97: 260 High St/Walley School, Town of Bristol

   Discuss and act on installation of chain link shielding/security fence and gate around HVAC equipment.

   2. 26-33: 145 High St, Danny Ferreira

   Discuss and Act on modification to approved design to meet zoning requirements.

   3. 26-53: 224 Hope St, Gregory Leonetti

   Discuss and act on issues with windows.

   4. 26-54: 244 Metacom Ave, Andrew Broten

10 COURT STREET, BRISTOL, RI 02809-2208 401-253-7000 FAX 401-253-2647 www.bristolri.gov

Discuss and act on demolition of stone structure.

5. **26-94: 399 Hope St, St. Michael's Church**

Discuss and act on shortening of bell tower, repairs, and change to roof profile.

6. **26-81: 1200 Hope St, Infinity 1217 LLC**

Discuss and act on addition of well house, change of previously approved siding on new construction buildings.

7. **26-85: 348 High St, Todd Jarem**

Discuss and act on replacement of shed.

8. **26-89: 70 Griswold Ave, Constance Laflamme**

Discuss and act on enlarging previously approved pool plans by 10 feet.

9. **26-90: 5 Thames St, Robin Allister**

Discuss and act on replacement of damaged railing, replacement of decking.

10. **26-91: 27 Cottage St, Sara Miles**

Discuss and act on replacement of porch decking, change of skirting from lattice to solid slats, installation iron hand rail to match existing, repairs/replacements of footings.

11. **26-93: 66 Poppasquash Rd, James Yess**

Discuss and act on replacement of skylights in kind.

12. **26-95: 44 State St, Nicole Martel**

Discuss and act on addition of window to previously closed window opening.

13. **26-96: 19 Byfield St, Heath Robbins**

Discuss and Act on addition of windows to carriage house.

14. **26-98: 48 Constitution St, Stacy Stevens**

Discuss and act on addition of new skylight and exhaust port.

15. **26-100: 132 High St, Susan and Dean Morris**

Discuss and act on new light fixtures, changes to 2nd floor guardrail/porch, replacement of fencing and gates.

6. **Concept Review**

1. **CRHD-26-5: 64 High St, Hope-High Realty Trust, LLC**

Discuss proposal to reconstruct front porch based on historical evidence.

7. **Monitor Reports & Project Updates**

8. **HDC Coordinator Reports & Project Updates**

9. **HDC Coordinator Approvals**

10. **Other Business**

1. **Letter regarding 224 Hope St**

Discussion of letter regarding 224 Hope St.

11. **Adjourn**

Melissa Cordeiro
Council Clerk

PETITION TO THE TOWN COUNCIL

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2026 JUL 15 PM 3:07
DATE RECEIVED

To the Honorable Town Council of the Town of Bristol:

The undersigned hereby respectfully request of your Honorable Body that:

while My car was parked on Chestnut steet it was struck by a town vehicle dicectly IN the rear of the My car I have the police Report Confiming this along with an estimate On the damge cost of Repairs Please Have insurance or a check issued to cover this amount so I can have the repairs completed Thank YOU

PLEASE NOTE:
Please ensure that your petition is submitted by 4:00 PM two (2) Wednesdays before the Town Council meeting scheduled for_____
In order to be included on the Town Council docket. According to Council policy, petitions cannot be addressed unless recommendations, if needed from the relevant departments are received before the Council meeting.

SIGNATURE: [signature]

NAME: Nicholas McGaw

ADDRESS: 15 Hambly Rd

TOWN: Tiverton

Nicholas McGaw

From: Carl's CC N
Sent: Tuesday, July 7, 2026 4:36 PM
To: Nicholas McGaw
Subject: TOYOTA ESTIMATE
Attachments: TOYOTA ESTIMATE.pdf; IMAGE REPORT.pdf

This Message Is From an Untrusted Sender
You have not previously corresponded with this sender.

Attached is the estimate to repair your vehicle. Please keep in mind this estimate is based on a visual inspection and there could be additional hidden damage behind the rear bumper and gate. As the estimate stands right now I would expect repairs to take 10 business days. This estimate does not include a rental vehicle, and that would need to be set up by the at fault insurance company. If you have any questions please let me know and I would be happy to help.

Thank you!
--

Carl's Collision Center
166 Connell Highway
Newport, RI 02840

CARL'S COLLISION CENTER, LLC

166 CONNELL HWY, NEWPORT, RI 02840

Workfile ID: f9741d43

Customer: MCGAW, NICK

Written By: Michael Downing

Insured:	MCGAW, NICK	Policy #:		Claim #:	
Type of Loss:		Date of Loss:		Days to Repair:	10
Point of Impact:	06 Rear				

Owner:
MCGAW, NICK
(

Inspection Location:
CARL'S COLLISION CENTER, LLC
166 CONNELL HWY
NEWPORT, RI 02840
Repair Facility
(800) 624-4051 Business

Insurance Company:

VEHICLE

2021 TOYO RAV4 LE AWD 4D UTV 4-2.5L Gasoline Port/Direct Injection GRAY

VIN:	2T3F1RFV0MC205772	Interior Color:		Mileage In:	43,024	Vehicle Out:	
License:		Exterior Color:	GRAY	Mileage Out:			
State:		Production Date:	4/2021	Condition:	Excellent	Job #:	

TRANSMISSION
Automatic Transmission
4 Wheel Drive
POWER
Power Steering
Power Brakes
Power Windows
Power Locks
Power Mirrors
DECOR
Dual Mirrors
Privacy Glass
Console/Storage
Overhead Console
CONVENIENCE
Air Conditioning
Intermittent Wipers
Tilt Wheel
Cruise Control
Rear Defogger
Keyless Entry
Message Center
Steering Wheel Touch Controls
Rear Window Wiper
Telescopic Wheel
Backup Camera
Intelligent Cruise
RADIO
AM Radio
FM Radio
Stereo
Search/Seek
Auxiliary Audio Connection
Satellite Radio
SAFETY
Drivers Side Air Bag
Passenger Air Bag
Anti-Lock Brakes (4)
4 Wheel Disc Brakes
Traction Control
Stability Control
Front Side Impact Air Bags
Head/Curtain Air Bags
Communications System
Hands Free Device
Xenon or L.E.D. Headlamps
Lane Departure Warning
SEATS
Cloth Seats
Bucket Seats
WHEELS
Wheel Covers
PAINT
Clear Coat Paint
OTHER
Rear Spoiler
California Emissions

Preliminary Estimate

Customer: MCGAW, NICK

2021 TOYO RAV4 LE AWD 4D UTV 4-2.5L Gasoline Port/Direct Injection GRAY

Line		Oper	Description	Part Number	Qty	Extended Price $	Labor	Paint
1	#		PRELIMINARY ESTIMATE ONLY ****		1			
			Note: ESTIMATE BASED OFF VISUAL INSPECTION ONLY. ADDITIONAL DAMAGE POSSIBLE BEHIND REAR BUMPER AND GATE					
2	#		OEM QUALIFY / LESS THAN 72 MONTHS PER RI STATE REGULATION		1			
3	**LIFT GATE**							
4		Repl	Lift gate w/power (ALU)	670050R290	1	1,209.75	6.3	3.9
5			Add for Clear Coat					1.6
6			Add for trnsfr glass				0.7	
7		Repl	Lift gate cushion	75129AC010	2	43.54		
			Note: Part cannot be reused/reinstalled. 2 of these are required.					
8		Repl	Body w'strip	678810R050	1	202.91	0.4	
			Note: PARTS: Part cannot be reused/reinstalled.					
9		R&I	Finish panel NAM built				Incl.	
10		Refn	Finish panel NAM built					1.6
11			Overlap Major Non-Adj. Panel					-0.2
12			Add for Clear Coat					0.3
13		Repl	Lower trim NAM built gray	768020R030	1	181.79	Incl.	
14		Repl	Emblem NAM built silver	90975A2003	1	37.58	0.2	
15		Repl	Nameplate "RAV4" silver	754310R070	1	43.23	0.2	
16		Repl	Nameplate "LE"	754430R080	1	32.92	0.2	
17		Repl	Nameplate "AWD"	754440R100	1	32.09	0.2	
18		R&I	Lift gate glass Toyota				Incl.	
19		Repl	Lift gate glass spacer inner	6278560030	2	11.28		
			Note: Part cannot be reused/reinstalled. 2 of these are required.					
20		Repl	RT Lift gate glass spacer outer	648180R050	1	6.64		
			Note: PARTS: Part included with lift gate glass. Part cannot be reused/reinstalled.					
21		Repl	LT Lift gate glass spacer outer	648190R050	1	6.64		
			Note: PARTS: Part included with lift gate glass. Part cannot be reused/reinstalled.					
22		Repl	Lift gate glass dam	6829426030	4	19.88		
			Note: Part included with lift gate glass. Part cannot be reused/reinstalled. 4 of these are required.					
23		Repl	Reveal molding	755750R060	1	30.09		
			Note: PARTS: Part included with lift gate glass. Part cannot be reused/reinstalled.					
24		R&I	Wiper arm NAM built				Incl.	
25	*	R&I	Wiper blade NAM built				0.1	
26	*	R&I	Wiper motor NAM built			m	Incl.	
27		R&I	Washer nozzle				Incl.	
28		R&I	Insert panel				0.3	
29		R&I	Spoiler				0.8	
30	*	R&I	Tail gate switch				Incl.	
31		Repl	Lock assy NAM built	693500R043	1	487.68	Incl.	
32	*	Algn	Striker NAM built				0.2	

Preliminary Estimate

Customer: MCGAW, NICK

2021 TOYO RAV4 LE AWD 4D UTV 4-2.5L Gasoline Port/Direct Injection GRAY

33	*	Algn	RT Hinge NAM built					0.5	
34	*	Algn	LT Hinge NAM built					0.5	
35	*	R&I	RT Lift cylinder NAM built				m	Incl.	
36	*	R&I	LT Lift cylinder NAM built				m	Incl.	
37		Repl	RT Lift cylinder bolt	9010506325	1	1.81			
			Note: PARTS: Part cannot be reused/reinstalled.						
38		Repl	LT Lift cylinder bolt	9010506325	1	1.81			
			Note: PARTS: Part cannot be reused/reinstalled.						
39		R&I	RT Pinch sensor NAM built					0.3	
40		R&I	LT Pinch sensor NAM built					0.3	
41		R&I	Lift gate trim NAM built					Incl.	
42		R&I	RT Side trim panel					Incl.	
43		R&I	LT Side trim panel					Incl.	
44	**REAR LAMPS**								
45		R&I	RT Tail lamp					0.3	
46		R&I	LT Tail lamp					0.3	
47		R&I	RT Backup lamp					Incl.	
48		R&I	LT Backup lamp					Incl.	
49		Repl	RT Gasket	8158442080	1	4.14			
			Note: PARTS: Part included with backup lamp. Part cannot be reused/reinstalled.						
50		Repl	LT Gasket	8159442050	1	4.14			
			Note: PARTS: Part included with backup lamp. Part cannot be reused/reinstalled.						
51		R&I	License lmp assy					Incl.	
52	**REAR BUMPER**								
53			O/H rear bumper					2.4	
54	*	Repl	Bumper cover w/o park sensors, w/o hybrid LE, XLE	521590R160	1	229.53		Incl.	0.0
55	*	Repl	Lower molding gray type 1	524530R060B0	1	387.38		Incl.	0.0
56		R&I	RT Side panel w/o Adventure, TRD Off-Road					Incl.	
57		R&I	LT Side panel w/o Adventure, TRD Off-Road					Incl.	
58	*	Blnd	RT Side panel w/o Adventure, TRD Off-Road						0.8
59	*	Blnd	LT Side panel w/o Adventure, TRD Off-Road						0.8
60		Repl	Impact bar (ALU)	521710R060	1	314.86		0.3	
61	**VEHICLE DIAGNOSTICS**								
62	*	Subl	Pre-repair scan +25%		1	156.25	X m		
63	*	Subl	Post-repair scan +25%		1	156.25	X m		
64	**MISCELLANEOUS OPERATIONS**								
65	**	Repl	A/M ADHESION PROMOTER		1	10.00		0.5	
66	**	Repl	A/M CLEAN & RETAPE MOLDINGS		1	5.00		0.5	
67	#	Rpr	DENIB & POLISH					1.0	
68	#	Rpr	D&R BATTERY & RESET ELECTRONICS					0.5	
69	**	Repl	A/M FLEX		1	10.00			

Preliminary Estimate

Customer: MCGAW, NICK

2021 TOYO RAV4 LE AWD 4D UTV 4-2.5L Gasoline Port/Direct Injection GRAY

70	#	Subl	HWD	1	3.50	X		
71	**	Repl	A/M MASK JAMBS FOR PAINT	1	5.00	X	0.5	
72	**	Repl	A/M SEAM SEALER (2 PART HEAVY BODY)	1	60.00		0.5	
73	#	Refn	TINT COLOR					1.0
74	**	Repl	A/M URETHANE GLASS KIT	1	29.95			
			SUBTOTALS		**3,725.64**		**18.0**	**9.8**

ESTIMATE TOTALS

Category	Basis		Rate	Cost $
Parts				3,404.64
Body Labor	18.0 hrs	@	$ 55.00 /hr	990.00
Paint Labor	9.8 hrs	@	$ 55.00 /hr	539.00
Paint Supplies	9.8 hrs	@	$ 50.00 /hr	490.00
Miscellaneous				321.00
Subtotal				5,744.64
Sales Tax	$ 3,894.64	@	7.0000 %	272.62
Grand Total				**6,017.26**

VISUAL DAMAGE ONLY. MAY HAVE ADDITIONAL HIDDEN DAMAGE.

PURSUANT TO RHODE ISLAND LAW, THE CONSUMER HAS THE RIGHT TO CHOOSE THE REPAIR FACILITY TO COMPLETE REPAIRS TO A MOTOR VEHICLE; AND AN INSURANCE COMPANY MAY NOT INTERFERE WITH THE CONSUMER'S CHOICE OF REPAIRER.

FOR ANY VEHICLE THAT IS LESS THAN FORTY-EIGHT (48) MONTHS BEYOND THE DATE OF MANUFACTURE, RHODE ISLAND LAW ENTITLES THE VEHICLE OWNER TO ORIGINAL EQUIPMENT MANUFACTURER (OEM) PARTS IN THE REPAIR OF A MOTOR VEHICLE PART. THIS ESTIMATE WILL INDICATE IF/WHEN AFTERMARKET BODY PARTS ARE SPECIFIED.

Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

Preliminary Estimate

Customer: MCGAW, NICK

2021 TOYO RAV4 LE AWD 4D UTV 4-2.5L Gasoline Port/Direct Injection GRAY

Estimate based on MOTOR CRASH ESTIMATING GUIDE and potentially other third party sources of data. Unless otherwise noted, (a) all items are derived from the Guide ARM8452, CCC Data Date 07/01/2026, and potentially other third party sources of data; and (b) the parts presented are OEM-parts. OEM parts are manufactured by or for the vehicle's Original Equipment Manufacturer (OEM) according to OEM's specifications for U.S. distribution. OEM parts are available at OE/Vehicle dealerships or the specified supplier. OPT OEM (Optional OEM) or ALT OEM (Alternative OEM) parts are OEM parts that may be provided by or through alternate sources other than the OEM vehicle dealerships with discounted pricing. Asterisk (*) or Double Asterisk (**) indicates that the parts and/or labor data provided by third party sources of data may have been modified or may have come from an alternate data source. Tilde sign (~) items indicate MOTOR Not-Included Labor operations. The symbol (<>) indicates the refinish operation WILL NOT be performed as a separate procedure from the other panels in the estimate. Non-Original Equipment Manufacturer aftermarket parts are described as Non OEM, A/M or NAGS. Used parts are described as LKQ, RCY, or USED. Reconditioned parts are described as Recond. Recored parts are described as Recore. NAGS Part Numbers and Benchmark Prices are provided by National Auto Glass Specifications. Labor operation times listed on the line with the NAGS information are MOTOR suggested labor operation times. NAGS labor operation times are not included. Pound sign (#) items indicate manual entries.

Some 2024 vehicles contain minor changes from the previous year. For those vehicles, prior to receiving updated data from the vehicle manufacturer, labor and parts data from the previous year may be used. The CCC ONE estimator has a list of applicable vehicles. Parts numbers and prices should be confirmed with the local dealership.

The following is a list of additional abbreviations or symbols that may be used to describe work to be done or parts to be repaired or replaced:

SYMBOLS FOLLOWING PART PRICE:
m=MOTOR Mechanical component. s=MOTOR Structural component. T=Miscellaneous Taxed charge category. X=Miscellaneous Non-Taxed charge category.

SYMBOLS FOLLOWING LABOR:
D=Diagnostic labor category. E=Electrical labor category. F=Frame labor category. G=Glass labor category. M=Mechanical labor category. S=Structural labor category. (numbers) 1 through 4=User Defined Labor Categories.

OTHER SYMBOLS AND ABBREVIATIONS:
Adj.=Adjacent. Algn.=Align. ALU=Aluminum. A/M=Aftermarket part. Blnd=Blend. BOR=Boron steel. CAPA=Certified Automotive Parts Association. CFC=Carbon Fiber. D&R=Disconnect and Reconnect. HSS=High Strength Steel. HYD=Hydroformed Steel. Incl.=Included. LKQ=Like Kind and Quality. LT=Left. MAG=Magnesium. Non-Adj.=Non Adjacent. NSF=NSF International Certified Part. O/H=Overhaul. Qty=Quantity. Refn=Refinish. Repl=Replace. R&I=Remove and Install. R&R=Remove and Replace. Rpr=Repair. RT=Right. SAS=Sandwiched Steel. Sect=Section. STS=Stainless Steel. Subl=Sublet. UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.

CCC ONE Estimating - A product of CCC Intelligent Solutions Inc.

The following is a list of abbreviations that may be used in CCC ONE Estimating that are not part of the MOTOR CRASH ESTIMATING GUIDE:
BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.

#1,05

STATE OF RHODE ISLAND UNIFORM CRASH REPORT

Reporting Agency Name	Report Number	Crash Date	Crash Time	Walk In Report	Parking Lot
BRISTOL POLICE DEPARTMENT	2026-016538	07/05/2026	00:43	☐	☐

City or Town Name	Street or Highway		Exit #	# of Lanes	Posted Speed Limit
BRISTOL	CHESTNUT ST & HOPE ST	☐On Ramp ☐Off Ramp		2	25 ☐N/A ☐Unk

Nearest Intersection Street	Direction From Nearest Intersection to Crash Site	Distance From Nearest Inter.	Latitude	Longitude
	☐ At Inter. ☐ North ☐ South ☐ East ☒ West	100 ☒ Feet ☐ Miles	41.685820	-71.278950

Unit ID	Driver's Last Name First Name M.I.	DOB
01	HARVEY CHRISTOPHER M	[redacted]

Address	City	State	Zip	Home Phone	Cell Phone	Work Phone
18 GEORGE ST	BRISTOL	RI	02809	[redacted]		

Driver's License #	☐CDL	Lic. State
9533674		RI

M/V Violation	M/V Violation	M/V Violation	M/V Violation

Driver & Owner are Same	Owner's Last Name First Name M.I.
☐	TOWN OF BRISTOL

Address	City	State	Zip	Home Phone	Cell Phone	Work Phone
10 COURT ST	BRISTOL	RI	02809	[redacted]		[redacted]

Insurance Company Name	Insurance Policy Number
THE TRUST ☐No Ins.	XXXXXX

Hit And Run: ☐ Yes, M/V & Driver left Scene ☐ Yes, Driver left Scene ☒ No ☐ Unk

Registration #	Not Reg.	State	Yr Reg.	VIN
972	☐	RI		S9000D

Veh Yr.	Make	Model	Color	Plate Type
2002	OTHER	UNK	YEL	TN

Veh Travel Direction: ☐ Northbound ☐ Southbound ☐ Eastbound ☒ Westbound ☐ Not on Roadway ☐ Unk

Vehicle Towed?	Towing Company Name	Haz Mat Placard?
☐ Yes ☒ No		☐ Yes ☒ No

Unit ID	Last Name First Name M.I.	DOB
02		

Address	City	State	Zip	Home Phone	Cell Phone	Work Phone

Driver's License #	☐CDL	Lic. State

M/V Violation	M/V Violation	M/V Violation	M/V Violation

Driver & Owner are Same	Owner's Last Name First Name M.I.
☐	MCGAW NICHOLAS G

Address	City	State	Zip	Home Phone	Cell Phone	Work Phone
15 HAMBLY RD	TIVERTON	RI	02878	[redacted]	[redacted]	

Insurance Company Name	Insurance Policy Number
PROGRESSIVE CASUALTY INS ☐No Ins.	982487594

Hit And Run: ☐ Yes, M/V & Driver left Scene ☐ Yes, Driver left Scene ☒ No ☐ Unk

Registration #	Not Reg.	State	Yr Reg.	VIN
1VV263	☐	RI		2T3F1RFV0MC205772

Veh Yr.	Make	Model	Color	Plate Type
2021	TOYOTA	RAV4	GRY	PC

Veh Travel Direction: ☐ Northbound ☐ Southbound ☐ Eastbound ☐ Westbound ☒ Not on Roadway ☐ Unk

Vehicle Towed?	Towing Company Name	Haz Mat Placard?
☐ Yes ☒ No		☐ Yes ☒ No

Person Type

1 Driver, 2 Passenger, 3 Pedestrian, 4 Bicyclist, 5 Other Cyclist, 6 Witness, 7 Other Ped. (Wheelchair, Person in Building, Skater, Ped. conveyance, etc.), 8 Occupant of Motor Veh. Not in Transport (Parked, etc.), 9 Occupant of a Non-Motor Veh Transportation Device, 10 Unknown Type of Non-Motorist, 11 Unknown

Unit ID: 1 Unit 1, 2 Unit 2, 3 (etc.) or N/A

Sex: M Male, F Female, U Unk

Seat Position: 13 Other Row (Bus), 14 Unk Row, 15 Other Seat, 16 Unk Seat

Other Location: 17 N/A, 18 Sleeper, 19 Other Enclosed Area, 20 Other Unenclosed Area, 21 Towed Unit, 22 Unk

Air Bag Deployed: 1 N/A, 2 No, 3 Front, 4 Side, 5 Other, 6 Comb, 7 Unk

Ejected: 1 No, 2 Partially, 3 Totally, 4 N/A, 5 Unk

Protection System: 1 N/A, 2 None Used, 3 Shoulder & Lap, 4 Shoulder Only, 5 Lap Only, 6 Type Unk, 7 Child - Forw Facing, 8 Child - Rear Facing, 9 Booster Seat, 10 Child – Unk, 11 Helmet Used, 12 Other, 13 Unk

Injury: 1 Complains of Pain, 2 Non-Incapacitating, 3 Incapacitating, 4 Fatal, 5 No Injury, 6 Unk

Name: Occupants - Witnesses - Pedestrians - Bicyclists	Person Type	Unit ID	Sex	DOB	Seat Pos.	Air Bag Deployed	Ejected	Prot. System	Injury	Trans by Rescue
HARVEY, CHRISTOPHER M	1	01	M	[redacted]	1	2	1	1	5	☐Y ☒N
										☐Y ☐N
										☐Y ☐N

Non-Vehicle Property Damage ☐ State Property ☐ City/Town Property ☐ Private Property

Owner	Address

Home Phone	Cell Phone	Work Phone	Damage Description

Reporting Officer Name	Reporting Officer Badge Number	Report Date
SHELDON, DAVID	32	07/05/2026

Report Number
2026-016538

STATE OF RHODE ISLAND UNIFORM CRASH REPORT
CODING GUIDE

1 — **Type of Roadway**
1 Two-Way, Not Divided (No Median or Barrier)
2 Two-Way, Not Divided With a Continuous Left Turn Lane
3 Two-Way, Divided, Unprotected (painted >4 feet) Median
4 Two-Way, Divided, Positive Median Barrier
5 One-Way Trafficway
6 Unknown

1 — **Road Surface Condition (Prevailing)**

1 Dry	5 Ice/Frost	9 Oil
2 Wet	6 Water (Standing, Moving)	10 Other
3 Snow	7 Sand	11 Unknown
4 Slush	8 Mud, Dirt, Gravel	

4 — **Light Condition (Prevailing)**

1 Daylight	5 Dark - Not Lighted
2 Dawn	6 Dark - Unknown Lighting
3 Dusk	7 Other
4 Dark - Lighted	8 Unknown

1 — **Weather Condition (Prevailing)**

1 Clear	5 Sleet, Hail (Freezing Rain or Drizzle)
2 Cloudy	6 Snow
3 Fog, Smog, Smoke	7 Blowing Snow
4 Rain	8 Severe Crosswinds

2 — **Manner of Impact**
1 Not a Collision Between Two Motor Vehicles in Transport
2 Rear End (Front-to-Rear)
3 Head-On (Front-to-Front)
4 Angle (Front-to-Side) Same Direction
5 Angle (Front-to-Side) Opposite Direction
6 Angle (Front-to-Side) Right Angle (Includes Broadside)
7 Angle-Direction Not Specified
8 Sideswipe, Same Direction
9 Sideswipe, Opposite Direction
10 Rear-to-Side
11 Rear-to-Rear
12 Other
13 Unknown

School Bus Related Crash?
(Directly Involved Indicates Contact was Made)

☐ Yes, Directly Involved ☒ No
☐ Yes, Indirectly Involved

Traffic Controls — **1**

1 No Controls	7 Yield Signs
2 Person	8 Warning Signs
3 Traffic Control Signal	9 Railway Crossing Device
4 Flashing Traffic Control Sig.	10 Pavement Markings
5 School Zone Signs	11 Other
6 Stop Signs	12 Unknown

Pre-Crash Traffic Controls Malfunctioning, Damaged or Missing?
☐ Yes ☒ No ☐ N/A

Construction Zone Crash?
(Crash Occurs in or Related to Construction, Maintenance, or Utility Work Zone. May include Vehicles Slowed or Stopped because of Work Zone)
☐ Yes ☒ No

Construction Workers Present?
☐ Yes ☒ No

Contributing Circumstances Environment

1st	1
2nd	
3rd	

1 None
2 Weather Conditions
3 Physical Obstructions
4 Glare
5 Animal(s) in Roadway
6 Other
7 Unknown

Contributing Circumstances Road

1st	5
2nd	
3rd	

1 None
2 Road Surface Condition (Wet, Icy, Snow, Slush, etc.)
3 Debris
4 Rut, Holes, Bumps
5 Work Zones (Construction/Maintenance/Utility)
6 Worn, Travel-Polished Surface
7 Obstruction in Roadway
8 Traffic Control Device Inoperative, Missing or Obscured
9 Shoulders (None, Low, Soft, High)
10 Non-Highway Work
11 Other
12 Unknown

Report Number
2026-016538

STATE OF RHODE ISLAND UNIFORM CRASH REPORT
CODING GUIDE

Vehicle #01 | **Unit Types** | **Vehicle #02**

1 Passenger Car	6 Motor Home	11 Motorcycle	17 Tow Truck
2 (Sport) Utility Vehicle	7 School Bus	12 Moped	18 Pedestrian
3 Passenger Van	8 Transit Bus	13 Low Speed Vehicle	19 Bicyclist
4 Cargo Van (10K lbs[4,536 kg] or Less)	9 Motor Coach	14 Other Light Trucks (10K lbs [4,536 kg] or Less)	20 Witness
5 Pickup	10 Other Bus	15 Tractor Trailer or Combination (More than 10K lbs [4,536 kg])	21 Other
		16 Medium/ Heavy Trucks (More than 10K lbs [4,536 kg])	

Vehicle #01 ☐Yes ☒No — **Does this Vehicle have Seats to Transport 9 or more people, including the Driver's Seat?** — **Vehicle #02** ☐Yes ☒No

Vehicle #01 ☐Yes ☒No — **Was this Vehicle in Tow?** — **Vehicle #02** ☐Yes ☒No

Vehicle #01 | **Special Function Vehicle** | **Vehicle #02**

1 No Special Function	3 Vehicle Used as School Bus	5 Military	7 Ambulance
2 Taxi	4 Vehicle Used as Other Bus	6 Police	8 Fire Truck
			9 Unknown

Vehicle #01 ☐Yes ☐No ☐Unk — **Police, Ambulance or Fire Truck Responding to a Call?** — **Vehicle #02** ☐Yes ☐No ☐Unk

Vehicle #01 | **Motor Vehicle Position** | **Vehicle #02**

1 Motor Vehicle on Roadway	2 Motor Vehicle Parked	3 Working Vehicle/Equipment

Vehicle #01 | **Extent of Damage** | **Vehicle #02**

1 No Damage Observed	2 Minor damage (<= $1000)	3 Functional Damage (> $1000)	4 Disabling Damage (> $1000)

Vehicle #01 | **Most Harmful Event** | **Vehicle #02**

Non-Collision:
1 Overturn/ Rollover
2 Fire/ Explosion
3 Immersion
4 Jackknife
5 Cargo/ Equip. Loss or Shift
6 Fell/ Jumped from Motor Veh.
7 Thrown or Falling Object
8 Other Non-Collision

Collision with Person, Motor Veh, or Non-Fixed Obj:
9 Pedestrian
10 Pedalcycle
11 Railway Vehicle (Train, Engine)
12 Animal
13 Motor Vehicle in Transport
14 Work Zone/ Maintenance Equipment
15 Other Non-Fixed Object

Collision with Fixed Object:
16 Impact Attenuator/ Crash Cushion
17 Bridge Overhead Structure
18 Bridge Pier or Support
19 Bridge Rail
20 Culvert
21 Curb
22 Ditch
23 Embankment
24 Guardrail Face
25 Guardrail End
26 Jersey/ Concrete Traffic Barrier
27 Other Traffic Barrier
28 Tree (Standing)
29 Landscaping
30 Utility Pole(Elec/Tele)/ Light Support
31 Highway Lighting/ Light Standard
32 Traffic Sign/ Support
33 Traffic Signal/ Support
34 Traffic Control Box
35 Variable Message Board/ Arrow Board
36 Other Post, Pole, or Support
37 Fence
38 Mailbox
39 Other Fixed Obj. (Wall, Building, Tunnel, etc.)

40 Unknown - Most Harmful Event

Vehicle #01 | **Vehicle Action Prior** | **Vehicle #02**

1 Movements Essentially Straight Ahead	6 Turning Left	11 Negotiating a Curve
2 Backing	7 Making U-Turn	12 Parked
3 Changing Lanes	8 Leaving Traffic Lane	13 Stopped in Traffic
4 Overtaking/ Passing	9 Entering Traffic Lane	14 Other
5 Turning Right	10 Slowing	15 Unknown

Report Number
2026-016538

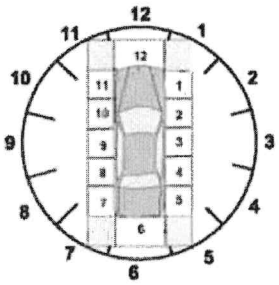
STATE OF RHODE ISLAND UNIFORM CRASH REPORT
CODING GUIDE

Vehicle #01 [12]

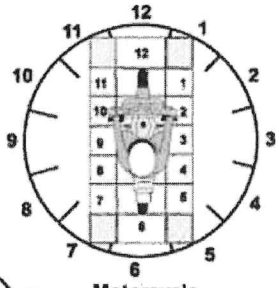
Initial Impact Area
Clock Diagram
Or
13 Top (Roof)
14 Undercarriage
15 Non-Collision
16 Unknown

Most Damaged Area

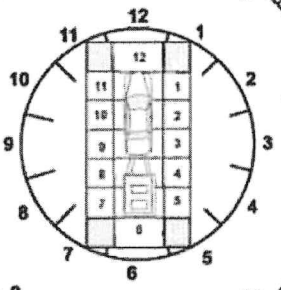
Vehicle #01 [12]



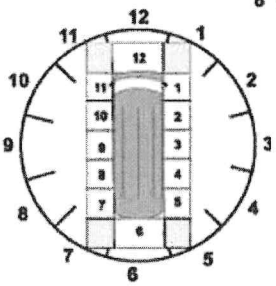
Passenger Car



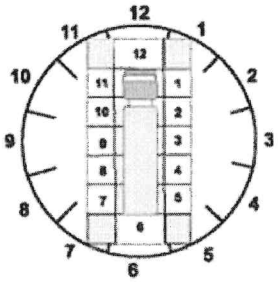
Motorcycle



Passenger Car W/Trailer



Bus



Tractor Trailer

Vehicle #02 [6]

Initial Impact Area
Clock Diagram
Or
13 Top (Roof)
14 Undercarriage
15 Non-Collision
16 Unknown

Most Damaged Area

Vehicle #02 [6]

Sequence of Events

1st — **Vehicle #01** [13] — 1st — **Vehicle #02** [13]
2nd [ ] — 2nd [ ]
3rd [ ] — 3rd [ ]
4th [ ] — 4th [ ]

Non-Collision:
1 Overturn/ Rollover
2 Fire/ Explosion
3 Immersion
4 Jackknife
5 Cargo/ Equipment Loss or Shift
6 Fell/ jumped from Motor Vehicle
7 Thrown or Falling Object
8 Other Non-Collision

Collision with Person, Motor Veh, or Non-Fixed Obj:
9 Pedestrian
10 Pedalcycle
11 Railway Vehicle (Train, Engine)
12 Animal
13 Motor Vehicle in Transport
14 Work Zone/ Maintenance Equip.
15 Other Non-Fixed Object

Collision with Fixed Object:
16 Impact Attenuator/ Crash Cushion
17 Bridge Overhead Structure
18 Bridge Pier or Support
19 Bridge Rail
20 Culvert
21 Curb
22 Ditch
23 Embankment
24 Guardrail Face
25 Guardrail End
26 Jersey/ Concrete Traffic Barrier
27 Other Traffic Barrier
28 Tree (Standing)
29 Landscaping
30 Utility Pole(Elec/Tele)/ Light Support
31 Highway Lighting/ Light Standard
32 Traffic Sign/ Support
33 Traffic Signal/ Support
34 Traffic Control Box
35 Variable Message Board/ Arrow Board
36 Other Post, Pole, or Support
37 Fence
38 Mailbox
39 Other Fixed Obj. (Wall, Building, Tunnel, etc.)

40 Unknown - Sequence of Events

Driver Distracted

Driver Vehicle #01 [1] — **Driver Vehicle #02** [ ]

1 Not Distracted
2 Electronic Communication Devices (Cell Phone, Pager, etc.)
3 Other Electronic Devices (Navigation Device, Palm Pilot,
4 Other Inside the Vehicle
5 Other Outside the Vehicle
6 Unknown

Physical Condition of Driver

Driver Vehicle #01 [1] — **Driver Vehicle #02** [ ]

1 Apparently Normal
2 Emotional (Depressed, Angry, Distrurbed, etc.)
3 Ill (Sick)
4 Fell Asleep, Fainted, Fatigued, etc.
5 Under the Influence of Medications/Drugs/Alcohol
6 Other

Report Number
2026-016538

STATE OF RHODE ISLAND UNIFORM CRASH REPORT
CODING GUIDE

1st Vehicle #01 ☐
2nd Vehicle #01 ☐

Non-Motorist Safety Equipment

1 None
2 Helmet
3 Protective Pads Used (Elbows, Knees, Shins, etc.)
4 Reflective Clothing (Jacket, Backpack, etc.)
5 Lighting
6 Other
7 N/A
8 Unknown

1st Vehicle #02 ☐
2nd Vehicle #02 ☐

Alcohol and/or Drug Testing

Driver Vehicle #01 Alcohol	Driver Vehicle #01 Drug	Chemical Test	Driver Vehicle #02 Alcohol	Driver Vehicle #02 Drug
☒	☒	None Given	☐	☐
☐	☐	Test Refused	☐	☐
	☐	Unknown if Tested		☐
☐	☐	Blood	☐	☐
☐	☐	Urine	☐	☐
☐	☐	Serum	☐	☐
☐	☐	Other	☐	☐
☐		Breath	☐	

Driver Vehicle #01	Alcohol Test Result	Driver Vehicle #02
	BAC	
☐	Pending	☐
☐	Unknown	☐

Driver Vehicle #01	Drug Test Result	Driver Vehicle #02
☐	Positive	☐
☐	Negative	☐
☐	Awaiting Test Result	☐

Report Number
2026-016538

STATE OF RHODE ISLAND UNIFORM CRASH REPORT
Narrative/Diagram Supplemental

Officer's Investigation

On 07/05/26 at approximately 0043 hours, Veh#1(Town of Bristol) was traveling west bound on Chestnut St. Veh#2(Mcgaw) was parked unattended on Chestnut St facing west bound. This is when the front passenger side of the utility Veh#1 collied with the rear end of Veh#2.

I observed minor damage to the rear end of Veh#2.
I observed no damage to Veh#1.
No injuries were reported.

Report Number
2026-016538

STATE OF RHODE ISLAND UNIFORM CRASH REPORT
Narrative/Diagram Supplemental

