

Meeting Notice

Newport Planning Board – Regular Meeting

Posted July 30, 2026

Monday August 3, 2026
Council Chambers
Newport City Hall
43 Broadway

The Newport Planning Board will meet for a regular meeting on **Monday, August 3, 2026, at 6:30 pm.**

AGENDA

This meeting will be held in person. Meeting materials and live broadcast and will be available at [City of Newport Community TV](#) (for viewing only, virtual participation will not be available).

Call to Order

- I. Roll Call and Determination of Quorum
- II. Approval of Minutes
 - A. June 1, 2026 Meeting Minutes
- III. Communications
- IV. Business – **Bold lettering indicates a Public Hearing**
 - A. **Community Development Block Grant (CDBG) Application – Affordable Housing Round, Certification of Consistency with the Comprehensive Plan**

The City of Newport Planning Board Newport shall review the proposals contained in this application and determine the activities proposed are not in conflict with the general policies set forth in the Comprehensive Plan.

 - Resolution of the Council No. 2026-124
 - Staff Report
- V. Discussion of Reports
 - A. Actions of the Administrative Officer – Recordings (Informational Only)
 - a) Principal Structure Demolition Application

App. No. 2026-Demo-04
46 East Bowery Street; TAP 34, Lot 13
Application of Southeastern Holding, LLC, applicant and owner, to demolish a oneand-a-half-story single-family residential structure (constructed circa 1900) to provide for the construction of a new single-family residence. *Approved by the Technical Review Committee at their July 10, 2026 meeting.*

 - Recorded Decision Letter

Please note:

Meetings begin promptly at the time posted and will not last for more than four (4) hours. The Board may take a short break after 1½ to 2 hours of hearings to reassess the agenda and their ability to reach the remaining items pending before it.

The Board will not entertain/begin a new petition after 10:00 p.m. and will conclude all hearings at 10:30 p.m.; some petitions may therefore not be heard and will be continued.

Posted at Newport City Hall & Newport Public Library in addition to the City Website & Secretary of State Website.
INDIVIDUALS REQUIRING AN INTERPRETER OR OTHER ACCOMMODATIONS MUST NOTIFY THE ZONING & INSPECTIONS CLERK (845-5451) ONE WEEK IN ADVANCE OF THE MEETING.

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b) Principal Structure Demolition Application

App. No. 2026-Demo-03

194 Coggeshall Avenue; TAP 37, Lot 81

Application of 194 Coggeshall Avenue, LLC, applicant and owner, to demolish a twostory single-family residential structure (constructed circa 1957 & 1980) to provide for the construction of a new single-family residence. *Approved by the Technical Review Committee at their May 13th, 2026 meeting.*

- Recorded Decision Letter

B. Liaison's Reports

- a) Tree and Open Space Commission
- b) Waterfront Commission
- c) Energy and Environment Commission
- d) Comprehensive Plan Update Working Group
- e) Bicycle and Pedestrian Advisory Commission

VI. Adjournment

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Meeting Minutes Newport Planning Board

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I. Roll Call and Determination of Quorum – The meeting began at 6:30 pm.

Members Present:

Chair Margaret Polski
Vice Chair Richard Cromwell
Secretary Jarrod Pimentel
Theresa Guzman Stokes
Patricia Antonelli
Frederick Huntsberry
Paul McGreevy
Kevin Michaud
John Greichen

Staff Present:

Patricia Reynolds, Planning Director
Rebeccah Trefethen, City Planner
Hayden McDermott, Assistant Planner
Kevin Gavin, Assistant City Solicitor

II. Approval of Minutes

A. May 11, 2026 Meeting Minutes

The Board entertained a motion to approve the May 11, 2026 meeting minutes. The motion was moved by Mr. Michaud, seconded by Mr. Cromwell, and unanimously approved.

III. Communications

IV. Business – **Bold lettering indicates a Public Hearing**

A. **Development Plan Review Application, Preliminary Plan, reviewed under Unified Development Review** – Coggeshall School Adaptive Reuse & Duplexes

App. No. PLN-26-2; TAP 10, Lots 33, 225, 226, & 227

0 Van Zandt Avenue & 0 Evarts Street (nearest intersection is Van Zandt Ave & Malbone Rd)

Application of BCM Realty Partners, LLC, applicant and owner (under purchase & sales agreement with the City of Newport) for adaptive reuse of the former Coggeshall School building into 26 multi-family residential dwelling units (Lot 33) and merging Lots 225, 226, & 227 to provide for the construction of three residential buildings containing 2 dwelling units each. The Applicant is requesting a Category 1 Special Use Permit Section 17.20.020(B) to allow a multi-family dwelling project consisting of 3 duplex structures on Lots 225, 226 & 227; a variance from the parking design standards of Section 17.104.040(B) to allow for driveway parking that does not allow cars to turn around on the subject property; and a dimensional variance from Section 17.20.060 to allow the addition of dormers on the third floor of the Coggeshall School's building with a height of 48.9' (30' allowed).

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- See full application history & materials on portal:
<https://newportri.portal.opengov.com/records/159460>

Chair Polski opened the public hearing. The applicant was represented by attorney Peter Regan, BCM Realty Partners, LLC principal Conor Melville, civil engineer Lyn Small, architect Jeff Moniz, traffic engineer Todd Brayton, landscape architect Pam Rodgers, and real estate expert James Houle were present.

Mr. Regan provided an overview of the project and its history. Ms. Small was sworn in and recognized by the Board as an expert. Exhibit A Resume of GERALYN Small was accepted. Ms. Small provided an overview of the site plan. A direct abutter had requested to Planning staff that the one-way circulation of the driveway around the school building be reversed so that residents enter through the east curb cut and exit via the west curb cut, so as to reduce traffic impacts to his property. Ms. Small stated that both she and City staff considered the request and found the east to west traffic flow to be feasible and safe. The applicant was amenable to reversing the direction of traffic within the property.

Mr. Moniz was sworn in and provided an overview of the architectural elevations and renderings for the Coggeshall School building and the duplexes. The Board asked him questions about how the granting of a height variance may impact installing mechanical equipment on the roof, and the driveway configurations of the duplexes.

Ms. Rodgers was sworn in. Exhibit B Firm Profile of Verde Design & Horticulture was accepted. Ms. Rodgers provided an overview of the landscape plan. The Board asked questions regarding the configuration of the proposed multi-purpose playfield and the removal of the basketball court. Mr. Melville was sworn in and answered that at the 2023 public engagement sessions, individuals from the neighborhood expressed that they did not want a new basketball court due to noise and lighting concerns.

Mr. Brayton was sworn in and accepted by the Board as an expert. Exhibit C Resume of Todd Brayton was accepted. Mr. Brayton provided an overview of the traffic report. He stated that the safety analysis of the proposed duplex driveways was made with the revised configuration of the westernmost duplex driveway being moved further east, away from the existing crosswalk to the playground.

Mr. Houle was sworn in, recognized by the Board as an expert, and provided an overview of his land use report.

Chair Polski opened the public comment period. Alyson Burk of 135 Van Zandt Ave spoke. She expressed concerns regarding impacts to parking availability, privacy impacts from the proposed dormers, and stated that she agreed with the letter of opposition submitted by the Toracintas.

Thomas Kane of 56 Evarts St spoke. He stated that it was only one vocal individual who opposed the replacement of the basketball court in the 2023 session, and that he disagrees

with the loss of the basketball court. He expressed concerns regarding the loss of open space with the construction of the duplexes, wants sidewalks to be installed in front of the duplexes, and wants space to be provided for duplex residents to turn the vehicle around within the driveway to mitigate the likelihood of residents utilizing street parking.

Philip Young of 140 Van Zandt Ave spoke. He stated that he supports the project and believes it is an opportunity to preserve the neighborhood character and architecture through the reuse of the school building.

Becky DeWitt of 27 Sheffield Ave spoke. She stated that she did not want the duplex residents to have a tandem parking configuration due to safety and parking demand concerns. She wants more community input opportunities for the redevelopment of the playground area.

The Board discussed different potential avenues to alleviate resident parking concerns. The Board took a recess from 8:11 to 8:26 pm. Mr. Regan restated the topographic conditions preventing the connection of the duplex parking area to the school building parking area, and restated the City Engineer's stance regarding not moving the crosswalk, as described in the Technical Review Committee minutes. He proposed making the duplex driveways 3 cars deep to provide for guest parking and alleviate some parking demand concerns. The applicant was amenable to also allowing residents and visitors of the duplexes to utilize the visitor parking spaces at the Coggeshall School.

Public comment resumed. Emily Kane of 120 Evarts St spoke. She also expressed concerns regarding duplex parking configuration and demand.

Teresa Rosa of 5 Armstrong Pl spoke. She expressed concerns about potential stormwater and drainage impacts to her property, which directly abuts the park. She stated that her basement regularly floods.

Via Garafala of 125 Van Zandt Ave spoke. She also expressed doubts that the provided parking would be sufficient to meet demand.

Mr. Regan provided closing comments. Chair Polski closed the public comment period. The Board entertained a motion to adopt the staff report as findings of fact. The motion was moved by Ms. Guzman Stokes, seconded by Ms. Antonelli, and unanimously approved.

The Board discussed the standards in granting the requested dimensional variance to parking configuration under Ch. 17.104.040(B) of the Zoning Ordinance. The Board entertained a motion to find that the applicant addressed each of the applicable standards and to grant approval for the requested parking configuration variance, contingent upon the approval of the final development plan, and subject to the following conditions:

- That the applicant is to provide 3 off-street tandem parking spaces per a duplex unit (each of the three duplex driveways is to be 2 parking spaces wide and 3 parking spaces deep for a total of 6 off-street parking spaces per a duplex building);

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- That the residents and visitors of the duplex buildings are to be permitted to utilize the designated visitor parking spaces in the parking lot of the Coggeshall School building; and
- That the applicant shall work with the City to improve drainage capacity of the overall site, including both the four subject lots proposed for private residential development and the two park/open space lots continuing to be owned by the City.

The motion was moved by Patricia Antonelli, seconded by Theresa Guzman Stokes, and unanimously approved.

The Board discussed the standards in granting the requested dimensional variance to maximum building height under Ch. 17.20.060 of the Zoning Ordinance, regarding the proposed height of the dormers on the third floor of the Coggeshall School building. The Board entertained a motion to find that the applicant addressed each of the applicable standards and to grant approval for the requested height variance, contingent upon the approval of the final development plan. The motion was moved by Kevin Michaud, seconded by Patricia Antonelli, and unanimously approved.

The Board discussed the standards in granting the requested Category 1 Special Use Permit for multi-family uses in the R-10 Residential district under Ch. 17.20.020(A) of the Zoning Ordinance, pertaining to the three proposed duplex buildings. The Board entertained a motion to find that the applicant addressed each of the applicable standards and to grant the special use permit, contingent upon the approval of the final development plan. The motion was moved by Theresa Guzman Stokes, seconded by Patricia Antonelli, and unanimously approved.

Chair Polski closed the public hearing. The Board discussed the standards in approving the development plan review, preliminary plan application. The Board found that, in addition to the Comprehensive Plan Goals listed in the staff report, the project also supported Comprehensive Plan Goal ED-1 “To develop a robust and diverse economy, providing suitable employment opportunities for residents, and a stable tax base. The Board entertained a motion to find that the applicant addressed each of the applicable standards and to grant approval of the preliminary plan, subject to the following conditions of approval:

- That the Applicant and City Solicitor develop an agreed upon approach to ensure playground improvements occur in a timely fashion as the project construction proceeds.
- That the Utilities Department provides approval for the proposed site drainage, water connections and drainage report.
- That the Applicant provides an agreement allowing for access to the existing building in order to provide power to service the irrigation controller for the playground and playing field.

The motion was moved by Jarrod Pimentel, seconded by Kevin Michaud, and unanimously approved.

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V. Discussion of Reports

A. Actions of the Administrative Officer – Recordings (Informational Only)

B. Liaison's Reports

- a) Tree and Open Space Commission – Mr. McDermott reported that the TOSC reviewed new plans for the Aquidneck Park Playground, is hosting a workshop in June regarding expanding amenities at the John Chaffee Recreation Area, had a discussion about the removal of the street trees on Jones Ave, and plans to schedule a joint workshop with the Waterfront Commission regarding the revised plans for Perrotti Park.
- b) Waterfront Commission – Mr. Cromwell reported that the Commission is working to implement the Harbor Management Plan by revising the mooring ordinances and working to keep a maritime interest in the future of the Navy Hospital site
- c) Energy and Environment Commission – Mr. Pimentel stated that the EEC hosted a large compost event at Braga Park.
- d) Comprehensive Plan Update Working Group – Mr. Huntsberry stated that the Comp Plan update is now transitioning from the analytical phase to drafting implementable strategies and goals. The NCPAC is now active and involved.
- e) Bicycle and Pedestrian Advisory Commission – Mr. McDermott reported that BPAC was asked by the City Administration to advise on how to allocate \$500,000 from the CIP towards pedestrian/bike improvements (the money was originally earmarked for improvements to Narragansett Ave that is now being funded by a federal grant). BPAC voted that the money should be used for sidewalk improvements along Lower Thames St.

VI. Adjournment – The meeting was adjourned at 9:43 pm.



PROFESSIONAL RESUME

GERALYN SMALL, PE VICE PRESIDENT

EDUCATION

Bachelor of Science,
Environmental Engineering
Science, Roger Williams
University

REGISTRATIONS

Professional Engineer
RI #8550
Class III Licensed OWTS
Designer

AREAS OF PRACTICE

Land Development &
Planning
Wastewater engineering
Drainage design
Roadway design
Utility Design
Permitting

PROFESSIONAL PROFILE

Geralyn Small manages the Site Civil Department at NE&C. She oversees the design and permitting of small and large Site/Civil projects that include a variety of design specialties. She has completed the civil engineering design of some of the most innovative projects in Rhode Island. Projects range from single family homes to large scale commercial and multi-family developments. She is involved in each project from its start through construction and oversees each phase of design, permitting and construction.

Lyn's experience includes land development design and permitting for all aspects of Civil Site engineering including utility layout and design, stormwater design, roadway design, and wastewater design. She has worked to permit projects at local town levels as well as state levels including Rhode Island Department of Environmental Management, the Coastal Resources Management Council, Rhode Island Department of Transportation, the Public Utilities Commission, etc.

REPRESENTATIVE PROJECT EXPERIENCE

Seaview Hotel (The Atlantic Resort), Middletown RI: Engineering and survey services for the design and permitting of a 198 room hotel and conference center on the site of a small motel overlooking First Beach. Services included the design of stormwater system, sewer system conveyance and emergency storage, and connection to municipal water. The stormwater system includes one of the largest subsurface treatment and infiltration systems on Aquidneck Island. NE&C provided the civil design & permitting as well as construction support. The hotel and conference center opened in 2018.

The Newport Beach Club, Portsmouth, RI: Engineer of Record - Provided civil engineering design & project management for this high end resort community. This gated community includes 152 residential homes, flats, and townhouses and numerous amenities including an Equestrian Center, Fitness Club, Tennis Courts, Pool complex and event areas. The design services included community wastewater treatment systems, roadway designs, utilities, grading, drainage, and permitting with local and State agencies. Permits were required from RIDEM, RIDOT, PUC, CRMC, and the Town of Portsmouth.

Weekapaug Inn & Cottages, Westerly, RI: Engineer of Record - Site engineering including design and permitting of a new pervious site plan including circulation, parking, utilities and drainage designs and redesign of the main road. Designed a new innovative sewer system capable of properly treating the anticipated flow and providing advanced pre-treatment of the effluent. Drainage designs include Low Impact Development devices. Permits were issued by RIDEM, CRMC, and the Town of Westerly. This hotel has been in operation since 2010.

Patriot Petroleum (West Main Rd & Union St., Portsmouth, RI) – NE&C was contracted to design and permit a new gas station facility with convenience store, coffee shop drive-thru and sandwich shop. NE&C completed the drainage system designs, utility layout,

grading and OWTS designs for the development. Permits from the RIDOT, RIDEM's Freshwater Wetlands, RIPDES, and OWTS programs were obtained as well as those from the Town of Portsmouth. This project was constructed in 2018.

Lanphear Livery, Watch Hill, RI: Engineer of Record – This redevelopment project located on Bay Street in Westerly's Watch Hill District required innovative designs to minimize the disturbance to a much needed large tourist parking area on Bay Street. This created the need to minimize the footprints associated with the OWTS and drainage systems. NE&C designed an innovative OWTS system to replace the existing cesspools as well as new drainage features within pervious paver terrace used as event space for the development. Site civil engineering for this development included drainage designs, parking layout, grading, utility layout, and OWTS design. Permits were obtained from the Town of Westerly as well as RIDEM and CRMC. This project was constructed in 2017.

Prescott Point, Portsmouth, RI: NE&C was contracted to design and permit a large multi-family development located on West Main Road along the Portsmouth and Middletown town line. Originally intended to include multi-family units, single family units, and an assisted living component, this development was fully permitted in 2000 as the Freedom Bay project. NE&C performed the planning, design, and permitting for the development. This included site and drainage design, roadway layout and design, sewage system design, state and local permitting, and extensive environmental remediation. NE&C also performed wetland mapping, topographic surveying, and construction layout. The portion of the project that was constructed at that time consisted of the infrastructure necessary for 63 townhouses on the eastern side of the property.

NE&C was contracted in 2015 to re-permit Phase II of the development by the new developer. New roadway design, drainage system and utilities were designed to comply with updated codes and regulations. Permitting through the RIDEM, Town of Portsmouth, and Town of Middletown was successfully completed in 2017. Phase II of this project started construction in 2019.

Girls Scouts of Rhode Island, Camp Hoffman, South Kingstown, RI: Managed and completed the design work including OWTS design, water distribution system design and layout, and permitting (i.e. local, RIDOT, RIDEM & RIDOH). The designs for this site were completed carefully to limit the disturbance on this site and retain the rustic setting of the Girl Scout Camp.

Highland Hills, Cumberland, Rhode Island: The design included the development of a 97.8-acre parcel to provide an age-targeted Low/Moderate Income residential community consisting of 321 residential units in a combination of townhouses, duplexes and apartment dwellings. The design work for this comprehensive permit included a complex drainage system, road designs, utility layout and extensive grading. The grades across this site dropped nearly 100 vertical feet making the grading and density challenging to complete.

Carnegie Abbey Golf Club, Portsmouth, RI: Engineering services for the design and installation of a private sewer system to serve the entire private community. Completed the wastewater reuse permit design work for treatment of all wastewater from the community. Coordinated all design and permitting with State agency, and it was the first wastewater reuse permit issued by the State of Rhode Island.

Child and Family Services, Middletown, RI: Engineer of Record - Civil engineering design for new facility to include office space and classrooms areas. Services included parking design, on-site wastewater treatment system, grading, drainage design, utility design and permitting with local and State agencies.

The Oaks at Harris Road, Smithfield, RI: Engineer of Record - Civil engineering design for new low/moderate income housing subdivision. Services included roadway design, grading, drainage design, utility design, traffic impact study and permitting with State agencies.

Bristol Ferry Landing, Portsmouth, RI: Provided site/civil engineering services to Long Built Homes for the development of a new 31-lot subdivision on Bristol Ferry Road. Services included septic design, Soil Erosion and Sediment Control plans for construction, construction inspections, survey stakeout, and foundation as-built drawings for all lots.

Quaker Estates, Portsmouth, RI: Providing site and civil engineering services for a new 33-unit development, including septic system review and design, concept layout, site design and plans, permitting with Town and State agencies for drainage and site utilities connections, and final construction plans.



VERDE DESIGN + HORTICULTURE

Firm Profile

Design Philosophy

At Verde Design + Horticulture, we approach landscape architecture as a seamless blend of artful vision and technical precision. We bring a deep horticultural perspective to every project, transforming properties into unique, resilient outdoor spaces that respond directly to their natural environments. Our focus centers on creating bespoke gardens that preserve existing coastal and ecological conditions while deeply reflecting our clients' lifestyles and interests.

True collaboration drives our process. By partnering closely with property owners, architects, engineers, and environmental agencies, we continuously explore innovative materials and advanced techniques to craft distinctive coastal and urban landscapes. We design with a profound awareness of our impact on the land, sea, and sky. Our mission is to elevate and capture the raw essence of a property while honoring its complex horticultural, arboricultural, and environmental significance.

Background

Founded by principal Pamela Rodgers, Verde Design + Horticulture is a 100% woman-owned business providing comprehensive design services and deep horticultural expertise to public and private clients throughout New England.

Our diverse portfolio spans private formal estates, innovative housing developments, vibrant recreational spaces, commercial properties, and prominent university campuses. Having practiced on both the East and West Coasts, our design approach merges a contemporary aesthetic with an extensive, sophisticated plant palette tailored for challenging environments. The enduring quality of our work is recognized through state and national design awards, features in premier design publications, and a robust network of client referrals.

Notable Projects

- **The Centennial Project** | Aquidneck Park (Newport Garden Club)
- **The President's House** | Brown University
- **The SVF Foundation** | Historic agricultural preservation landscape
- **The Newport National Golf Club** | Commercial clubhouse and recreational landscape
- **Historic & Private Coastal Estates** | Throughout New England

PAMELA RODGERS, RLA

Principal Landscape Architect

Highly accomplished Registered Landscape Architect and Certified Horticulturist with over two decades of experience designing award-winning, ecologically sensitive landscapes across the East and West Coasts. Expert in coastal zone compliance, native plant palettes, and historical landscape preservation.

Registrations & Certifications

- **Registered Landscape Architect (RLA):** Rhode Island (#602), Massachusetts (#4228)
- **CLARB Certified Landscape Architect:** Council of Landscape Architectural Registration Boards (#12429)
- **CRMC Certified Coastal Invasive Manager:** Rhode Island Coastal Resources Management Council (#205)

Ex. 8

Professional Experience

Verde Design + Horticulture | Jamestown, RI

Principal Landscape Architect | 2007 – Present

- Founded and manage a premier, woman-owned landscape architecture firm serving residential, commercial, and institutional clients across New England.
- Direct all phases of design and execution, including site analysis, master planning, schematic design, environmental permitting, construction documentation, and construction administration.
- Specialize in complex coastal landscapes, ensuring strict compliance with CRMC regulations while integrating high-end residential design with ecological restoration.

Brown University | Providence, RI

Landscape Designer & Horticulturist | 1996 – Present (*Parallel Appointment*)

- Oversee specialized landscape design interventions and horticultural management for high-profile campus environments, including historic quadrangles and executive residential properties.
- Collaborate with university stakeholders and facilities management to implement sustainable, low-maintenance urban planting schemes.

Horiuchi-Solien, Inc. | Falmouth, MA

Landscape Designer | 2005 – 2007

- Contributed to the design development and technical detailing of sophisticated coastal residential projects across Cape Cod and the islands.

Integration Design Studio | Carlsbad, CA

Landscape Designer | 2004 – 2005

- Developed contemporary West Coast residential and commercial landscape layouts, expanding expertise in arid plant palettes and modern structural hardscaping.

Katherine Field and Associates | Newport, RI

Landscape Designer | 2003 – 2004

- Crafted high-end residential garden designs, detailed planting plans, and presentation graphics for historic Newport estates.

Jensen Landscape Services | Cupertino, CA

Horticulturist | 1994 – 1995

- Managed high-end estate maintenance, plant health care programs, and technical field installations in the Silicon Valley region.

Education

- **University of Rhode Island** | Bachelor of Landscape Architecture (BLA), 2002
- **California Polytechnic State University** | Bachelor of Science (BS), Ornamental Horticulture, 1994

Professional Affiliations

- **Conanicut Island Land Trust** | Board Member, 2014 – Present
- **Council of Landscape Architectural Registration Boards (CLARB)** | Member, 2010 – 2020
- **American Society of Landscape Architects (ASLA)** | Member, 2007 – Present

Awards, Publications & Exhibitions

Design Awards

- **Rhode Island Monthly Design Award** | Silver (2018)
- **American Society of Landscape Architects (ASLA)** | Merit Award
- **Newport Flower Show** | Invitational Garden Division Award Recipient (2013 – 2018)

Selected Publications

- *Newport Life Magazine's Home & Lifestyle* | Featured Articles:
 - "Outdoor Living: How to open your door to a new living space" (2017)
 - "Growing Native" (2014)
 - "Living Walls: Planting vertically allows small spaces to come alive" (2013)
 - "Containers & Pots" (2012)
 - "How Do Their Gardens Grow?" (2010)
- *Southern New England Home Magazine* | Featured Project (2008 – 2009 Edition)
- *Perspectives On Design New England* | Panache Publications (2008)

TODD E. BRAYTON, PE

DIRECTOR OF OPERATIONS - RI | TRANSPORTATION DIRECTOR



Mr. Brayton joined Bryant in 1999 and has managed the Rhode Island office since 2015. As Director of Operations, his duties include project assignments and scheduling, professional staff supervision and quality control/quality assurance. Mr. Brayton has over 25 years of experience, specializing in traffic and highway engineering including project management and design of new roadway construction, highway rehabilitation and renovation, bridge approach roadways and major urban intersections. Mr. Brayton's expertise in the area of traffic

engineering includes the preparation of numerous traffic studies for transportation improvement projects, as well as traffic and parking impact analyses for proposed residential, commercial and industrial developments. These studies include trip generation calculations and capacity analysis of roadways, as well as signalized and unsignalized intersections, crash analysis and site circulation reviews. The design of mitigating measures such as traffic signal installation, roadway widening and intersection and roadway improvements to eliminate or minimize adverse impacts is also included. Mr. Brayton's expertise in highway engineering services, including highway safety improvements; ADA improvements and transit and pedestrian accommodations; complete streets; pavement rehabilitation and design; vertical and horizontal alignment; drainage analysis and design, including environmental permitting; development of final plans and contract documents; and right-of-way plans, plats and descriptions. Mr. Brayton has also prepared traffic management plans and traffic control plans for many utility, highway, traffic and bridge projects.

Relevant Projects**Traffic and Parking Impact Analyses | Statewide in Connecticut, Massachusetts, New Hampshire and Rhode Island**

Project Manager providing engineering services for the preparation of numerous traffic and parking impact analyses for proposed developments in New England. Specific Traffic and Parking Impact Analysis Projects:

K-12

- Middletown Middle/High School, Middletown, RI
- North Smithfield Elementary School, North Smithfield, RI
- East Providence High School, East Providence, RI
- Lincoln High School, Lincoln, RI
- Marblehead Elementary School, Marblehead, MA
- Heights Elementary School, Sharon, MA
- Merrill & LaLiberte Elementary Schools, Raynham, MA
- Parker Elementary School, Billerica, MA
- Wildwood Elementary School, Amherst, MA
- Mitchell Elementary School, Bridgewater, MA
- Forrest Park Middle School, Springfield, MA
- Dennis-Yarmouth Intermediate Middle School, Yarmouth, MA
- Ayer Shirley Regional Middle/High School, Ayer, MA
- North Middlesex Regional High School, Townsend, MA
- Winchester High School, Winchester, MA
- Waltham High School, Waltham, MA
- Lowell High School, Lowell, MA
- Arlington High School, Arlington, MA
- Tewksbury High School, Tewksbury, MA
- Grafton High School, Grafton, MA
- West Springfield High School, West Springfield, MA
- Monument Mountain Regional High School, Great Barrington, MA

Commercial

- Retail/Bank Development, Middletown, RI
- 7-Eleven Peer Review, Middletown, RI
- Inn at Newport Beach, Middletown, RI
- International Tennis Hall of Fame, Newport, RI
- Waites Wharf Hotel, Newport, RI
- Marble House Tea House, Newport, RI

Education

MS, Civil and Environmental Engineering, University of Rhode Island, 2002

BS, Civil and Environmental Engineering, University of Rhode Island, 1996

Professional Registrations

Rhode Island #9000

Training

National Highway Institute Courses

Traffic Impact Study Training, Kentucky Transportation Center

OSHA 10-hour Construction Safety and Health

Memberships and Affiliations

Institute of Transportation Engineers

Intelligent Transportation Society

Chi Epsilon - Civil Engineering Honor Society

Tau Beta Pi Engineering Honor Society

Providence Engineering Society, Past President

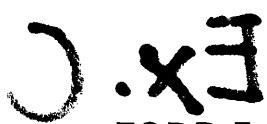
Society of American Military Engineers

Witness Jurisdictions**Massachusetts:**

Andover
Arlington
Ayer
Boston
Concord
Franklin
Lowell
Marblehead
Newton
Waltham
Wareham
Winchester

Rhode Island:

Coventry
Cranston
Cumberland
Johnston
Lincoln
Narragansett
Newport
North Kingstown
North Smithfield
Portsmouth
Richmond
Scituate



TODD E. BRAYTON, PE

DIRECTOR OF OPERATIONS - RI | TRANSPORTATION DIRECTOR

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- Hartford Avenue Retail Development, Scituate, RI
- Blount Clam Shack, Warren, RI
- Hope Mill, Scituate, RI
- Gas Station/Convenience Store, Hopkinton, RI
- Medical Office Building, Westerly, RI
- The Breakers Welcome Center, Newport, RI
- Marble House Tea House, Newport, RI
- Newport Historical Society Resource Center, Newport, RI
- People's Credit Union, Newport, RI
- Newport Harbor Hotel & Marina, Newport, RI
- Aquidneck Land Trust - Conservation and Sustainability Center, Portsmouth, RI
- Patriots Plaza, Portsmouth, RI
- Convenience Store with Gas Station and Drive-Through, Portsmouth, RI
- Bank Development, Portsmouth, RI
- Self Storage Development, Portsmouth, RI

Mixed Use

- Old Farm Mixed Use Development, Middletown, RI
- Forty 1° North, Newport, RI
- Kay Street Restaurant, Newport, RI

Residential

- Eastbourne Gardens Condominium Development, Newport, RI
- Ivy Lodge, Newport, RI
- Coddington Cove Condominiums, Newport, RI
- Residential Development, Portsmouth, RI
- Pocasset Reserve, Tiverton, RI

Rhode Island (cont'd):

South Kingstown
Tiverton
Warren
Woonsocket
Westerly

RIDOT On-Call Traffic Design Consultant Services | Statewide in Rhode Island

Project Director for providing on-call traffic engineering services. Assignments include intersection studies analyzing capacity and safety to provide recommendations for improvements, corridor studies to develop solutions for safety and operational concerns and signal modification designs to provide pedestrian accommodations. Also reviewed service requests and developed work orders to address deficiencies, such as signage and striping. Prepared traffic control plans for emergency projects, including bridge closures. Also provided traffic data inventory items in GIS for the Highway Performance Monitoring System.

Roundabout at William S. Canning Boulevard and Stafford Road/Hurst Lane | Tiverton, RI

Project Manager for the design of the roundabout, including a new approach driveway for the Tiverton Casino Hotel. The project was designed and constructed as part of a public-private partnership between the Rhode Island Department of Transportation, the Town of Tiverton and the Twin River Management Group. The project included design of an extensive drainage system designed to RIDEM standards. Project received an Engineering Excellence Award from the ACEC-RI.

RIDOT On-Call Design Consultant for the State Traffic Commission Task Nos. 1, 2 and 6 | Statewide in Rhode Island

Project Manager provided traffic and highway engineering design for 17 locations. The proposed improvements at these locations include a new mini roundabout, new and upgraded curb ramps, new and upgraded crosswalks (including stamped asphalt decorative crosswalks), pedestrian accommodations (including a crosswalk warning system), traffic signal equipment upgrades, the addition of a left turn lane (including resurfacing) at a college access road and other safety, signing and striping improvements. Maintenance and protection of traffic plans were also prepared for the improvements.

East Providence High School | East Providence, RI

Examined site traffic circulations at the High School and Career Technical Center to determine the feasibility of adding new construction, which would physically link these two existing buildings and house an early education program. This project was in support of the East Providence School Department's Rhode Island Department of Education Stage II application for renovation and new construction projects.



THE CITY OF NEWPORT

RESOLUTION

OF THE

COUNCIL

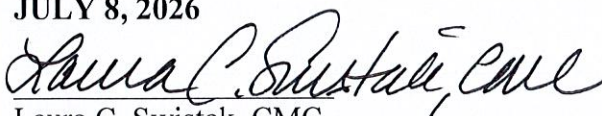
No. 2026-124

SMALL CITIES COMMUNITY DEVELOPMENT BLOCK PROGRAM

Application for Mumford Manor
39 Farwell St.
Newport, Rhode Island

- WHEREAS: funds are available under the Rhode Island Community Development Block Grant Program, administered by the RI Department of Administration, - Executive Office of Housing; and
- WHEREAS: the Governor of the State of Rhode Island has authorized the Director of said Department/Office to disburse such funds; and
- WHEREAS: it is in the interest of the citizens of the City of Newport that an application be made to undertake a local Community Development Block Grant Program. NOW THEREFORE, BE IT
- RESOLVED: That the filing of this application for the amount of \$ 750,000 to implement the activities proposed herein hereby authorized and that Colin Kennedy (Chief Executive Officer) is hereby authorized and directed to file this application with the Executive Office on Housing, to provide any additional information or documents required by said office, to make any assurances required in connection with this program, to execute an agreement with the State of Rhode Island and to otherwise act as the Representative of the City of Newport in all matters relating to this application and any award which may be based upon this application.

IN COUNCIL
READ AND PASSED
JULY 8, 2026



Laura C. Swistak, CMC
City Clerk

Staff Report to the Planning Board

Statement of Conformity with the Comprehensive Plan

Meeting: August 3, 2026
Applicant: City of Newport
Petition: Small Cities Community Development Block Grant Application – Affordable Housing Round

Application Summary:

The City of Newport is submitting a Community Development Block Grant application for the Affordable Housing Round on behalf of Mumford Manor, located at 39 Farewell Street. As part of the City's application process, the Planning Board is required to certify that it has reviewed the proposed activities, been given the opportunity to comment on them, and that to the best of their knowledge, the activities "are not in conflict with the general policies set forth in the Comprehensive Plan."

The Application includes a proposal for rehabilitation of the property known as Mumford Manor. The existing development consists of 34 one-bedroom affordable housing units for residents 62 and older. The building was originally constructed in 1909 as a school structure, and was then converted into dwelling units in 1982 by Church Community Housing Corporation.

The proposed activities are as follows:

1. **Affordable Residential Facility:** Rehabilitation of Mumford Manor property. Provide funding for necessary upgrades, including a new fire suppression system and new water lines.

Amount: \$750,000

Comprehensive Plan - Review of Goals and Policies

The goals, policies and actions of the Comprehensive Plan are organized by chapter within the required Comprehensive Plan elements. Below, Staff have provided relevant goals, policies and actions from the Comprehensive Plan to assist the Board in determining if the application's proposed activities are consistent with the Comprehensive Plan.

Relevant goals and policies for this activity include:

Goals

- **CSF-1:** To provide a full range of quality public services and facilities to its residents.
- **CSF-5:** To work with local and regional institutions, non-profits and other service providers to provide a comprehensive system of social services necessary to meet the needs of City residents.
- **CSF-6:** To provide suitable and enhanced facilities to serve the City's senior population.
- **Goal H-2:** Meet diverse needs. Support a variety of housing options that meet residents' housing diverse needs.
- **Goal H-5:** Maintain the provision of affordable income housing.
- **Goal WA-3:** To provide a secure and resilient water system, including enhanced storage, transmission and treatment.
- **Goal WA-5:** To plan, fund and operate a water system designed to meet the future needs of the community.

Policies

- **H-1.2:** Prevent discrimination in housing acquisition and occupation.
- **H-3.2:** Preserve Newport's historic dwelling units.
- **H-5.1A:** Maintain high-quality affordable housing.
- **H-5.2:** Support quasi-public and non-governmental entities that provide affordable income housing.
- **CSF-1.3:** The City shall ensure health, safety and long-term general welfare of residents through its ownership, maintenance and operation of the City's public facilities and services.
- **WA-3.1:** The City shall take all steps necessary to provide a secure water system by identifying system threats and operational deficiencies and timely implementation of actions designed to eliminate or reduce system risks.

Actions

- **H-2.1C:** Explore subsidies for housing, including tax, direct, unit preservation and rehabilitation assistance, trust funds and land trusts.
- **H-5.2A:** Support the work of Church Community Development Corporation in providing housing for Newporters.

Planning Department Recommendation

The staff recommends the Planning Board, taking into consideration its knowledge and expertise, and after considering all the representations and presentations made at the public meeting, certify that it has reviewed the proposed activities, been given the opportunity to comment on them, and determined that to the best of their knowledge,

the activities proposed “are not in conflict with the general policies set forth in the Comprehensive Community Plan.”

Principal Structure Demolition
Approval Decision

Grantor: City of Newport Technical Review Committee,
43 Broadway, Newport, RI 02840

Grantee: Southeastern Holding, LLC
c/o Christopher Mongeon

Subject Property: 46 East Bowery Street
TAP 34, Lot 13
R-10 Residential

At a meeting on June 10, 2026, the Technical Review Committee heard a petition for a **Principal Structure Demolition Approval** pursuant to Chapter 17.88 of the City of Newport Code of Ordinances. The application concerns the demolition of a one-and-a-half-story single-family residential structure (constructed circa 1900) to provide for the construction of a new single-family residence.

Documents submitted to the Technical Review Committee regarding the subject petition:

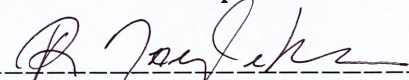
- Complete Application, accepted by the Department of Planning and Development
- Conceptual elevations and renderings of proposed structure produced by Shull Architecture, dated 4/27/2026
- Pictures of existing structure

At the Technical Review Committee meeting, the Petition was presented by applicant Christopher Mongeon, and architect Brian Shull of Shull Architecture.

The Technical Review Committee found that the proposed demolition is not detrimental to the public health, safety, and welfare, and entertained a motion to forward a positive recommendation of approval for the application to the Building Official, subject to the following condition of approval:

- That Planning Department staff are to verify that the dimensions of the proposed new residential structure are within proportional zoning requirements.

The Technical Review Committee members present voted to recommend **APPROVAL** of the **Principal Structure Demolition** petition.

So ordered: 
Rebeccah Trefethen, Newport Technical Review Committee Chair
Date: 6.17.2026

LAURA C SWISTAK
CITY OF NEWPORT
CITY CLERK
Jun 17, 2026 09:36A
BOOK: 3318 PAGE: 291

Principal Structure Demolition
Approval Decision

Grantor: **City of Newport Technical Review Committee, 43
Broadway, Newport, RI 02840**

Grantee: **194 Coggeshall Avenue LLC**

Subject Property: **194 Coggeshall Avenue
TAP 37, Lot 81
R-10A Residential**

At a meeting on May 13, 2026, the Technical Review Committee heard a petition for a **Principal Structure Demolition Approval** pursuant to Chapter 17.88 of the City of Newport Code of Ordinances. The application concerns the demolition of a 2-story single-family residential structure, (constructed circa 1957 & 1980) to provide for the construction of a new single-family residence.

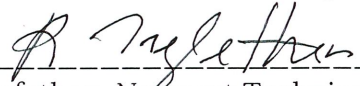
Documents submitted to the Technical Review Committee regarding the subject petition:

- Complete Application, accepted by the Department of Planning and Development
- Demolition & Sediment Control Plan, prepared by Narragansett Engineering Inc. dated 4-17-26
- Conceptual elevations and renderings of proposed structure produced by Camera / O'Neill Consulting Engineers
- Pictures of existing structure
- Tax Assessors Data Card & Map

At the Technical Review Committee meeting, the Petition was presented by representative of the applicant, attorney Russ Jackson of Miller Scott Holbrook and Jackson, and project engineer Joe Mallo of Narragansett Engineering, Inc.

The Technical Review Committee found that the proposed demolition is not detrimental to the public health, safety, and welfare, and entertained a motion to forward a positive recommendation of approval for the application to the Building Official.

The Technical Review committee members present voted to recommend APPROVAL of the Principal Structure Demolition petition, with the Building Official abstaining.

So ordered: 
Rebeccah Trefethen, Newport Technical Review Committee Chair

Date: 5/29/2026

LAURA C SWISTAK
CITY OF NEWPORT
CITY CLERK
May 29, 2026 11:14A
BOOK: 3316 PAGE: 71