



TOWN OF  
**NORTH KINGSTOWN, RHODE ISLAND**

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To: Michael Embury, Town Manager

From: Jonathan J. Reiner, Director of Planning

Date: July 27, 2012

Re: Change Order #3 to TDR and Village Project – Visioning process for the western intersection of Route 2/102

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The Transfer of Development Rights and Identification of Village Centers Phase I Assessment completed by the Horsley Witten Group, dated March 4, 2011 stated “The Town of North Kingstown, with input from the Town of Exeter, property owners and abutters, should determine the appropriate direction for this area (*western Route 2/102 intersection*) through public discourse. The town should continue to research and study different models of rural development that may be appropriate to this area of the community as part of that public process.” To this end, the Town Council recently directed planning staff to work with our consultants for the village’s project to develop a scope of work and the necessary change order to facilitate a transparent, publicly led stakeholders process to create a vision for the future development options for this intersection in conjunction with the recommendations of the villages report.

Enclosed is Change Order Number 3 to the TDR and Village Planning Project that was originally awarded to the Horsley Witten Group and its sub-consultants Dodson and Associates and Mapping and Planning Services. This proposed change order will establish and create a process to complete a visioning process and implement those recommendations in the North Kingstown Comprehensive Plan for the western route 2 and 102 intersection. This process will be driven by a stakeholder group with necessary technical support and facilitation resources to be provided by the consultant firms included in the change order. This stakeholder group will hold numerous public meetings and workshops to understand and analyze the planning, zoning, environmental, and other opportunities and constraints for planning and the future development of this intersection. This group will then make recommendations to be discussed at public workshops, and eventually the group will make a formal recommendation to the Town Council. The suggested names and makeup of the list in enclosed as part of the scope of work.

The Planning Department is requesting that the Town Council authorize a change order request for this project in the amount of \$54,135. This funding is being requested out of the undesignated fund balance. The project team will be comprised of the three consulting firms: Horsley Witten Group (\$11,320 of the contract award), the Consensus Building Institute (\$24,815 of the contract award) and Dodson and Associates (\$18,000 of the contract award). The Consensus Building Institute (CBI) will be facilitating all of the meetings and workshops to ensure that the process is transparent, equitable. CBI is charged with ensuring that all parties are able to be heard and that their thoughts are incorporated into the dialogue that will formulate the recommendations for this intersection. Dodson and Associates will assist in the facilitation of the meetings, but will mostly be focusing on the technical content of designing different development scenarios and options for the intersection based upon the current land use and multiple suggestions for future land use scenarios. The architectural drawings and designs will assist the stakeholder group in developing its recommendations. The Horsley Witten Group will be a co-lead on

the project, but its main role will be to assist in compiling any technical materials needed for the stakeholder group, giving professional planning advice, as well as crafting the draft and final recommendations from the stakeholder group, and ultimately to and from the Town Council and Planning Commission for the project.

The history of the bidding and award of the original project contract is as follows: on September 15, 2010, the town awarded a contract to the Horsley Witten Group, Inc. (HW) from Providence, RI in the amount of \$74,866 to complete a study of our existing villages and provide revisions to the zoning ordinance, specifically to aid in further development of our transfer of development rights program and in, the adoption of village zoning standards and the development of design guidelines for those villages. Funding for the initial stages of the project was comprised in part by \$70,000 from the Rhode Island Statewide Planning Challenge Grant and \$4,866 from the North Kingstown Planning Department Special Projects budget from FY 2010. The Town Council authorized change order #1 to this project on April 6, 2011 in the amount of \$19,350 to conduct a visioning process for the Route 2/102 intersection. This process was not completed due to a vote by the Planning Commission to stop the project on May 17, 2011 (see attached meeting minutes). The original village project has been recently completed, with a final report expected to be available in the next few days. Change Order Number 2 to this project was authorized by the Town Council on June 25, 2012 in the amount of \$8,000 to reformat and reorganize the entire North Kingstown zoning ordinance.

If this change order is approved, the results of this visioning study and recommendation will greatly assist in the re-writing of the North Kingstown Comprehensive Plan which is required to be completed by December 15, 2013. Staff believes that this is a very worthwhile effort which will help to finally develop a cohesive development vision for this intersection. If you should have any questions about this change order request, please feel free to contact the planning department at extension 310.

cc: Alyward, Sunderland, Planning Commission, Bourassa, Kelly, Schweid, Stakeholder Group