

**CITY OF EAST PROVIDENCE
PLANNING BOARD
MINUTES**

Date: June 13, 2022

Time: 7:00 PM

Place: City Hall, Room 306

Present: Eric Crook, Alan D'Aiello, Christopher Grant (Chair), Gregory Miller, William Fazioli (Planning Director), Patrick Hanner (Staff), Jim Moran (Staff), Dominic Leonardo (Staff)

1. CALL TO ORDER

The meeting was called to order at 7:00 PM

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited

3. APPROVAL OF PLANING BOARD MINUTES

On a motion by Mr. Crook, seconded by Dr. D'Aiello, the board voted 4-0 to approve the minutes of May 9, 2022.

4. NEW BUSINESS

1. Release of Improvement guarantee. Minor Subdivision # 2019-07-Minor, Applicant: Luis Mateus. Street Address: 122 Bishop Street. Map 503, block 10, parcel 1. (Enclosure)

On February 3, 2020 the Planning Board approved a two lot minor subdivision for the above referenced property. As a condition of approval, the planning board required the applicant to post an improvement guarantee for concrete sidewalks, granite curbing, a handicap ramp and granite bound markers. As of June 2022 all of the improvements have been installed to the satisfaction of the City Engineer. The Planning Department is recommending to the Planning Board to release the full amount of the \$25,000 improvement guarantee.

On a motion by Mr. Crook, seconded by Dr. D'Aiello, the board voted 4-0 to release the full amount of the \$25,000 improvement guarantee to the applicant.

2. Final Plan, Minor subdivision # 2021-21-Minor, Applicant: Cosmo Properties, LLC, Owner: Judith A Sousa Estate. Location: 160 Vincent Avenue. Map 208, Block 15, Parcel 7. (Enclosure)

On December 13, 2020, the Planning Board granted a preliminary plan approval on the above referenced 3 lot minor subdivision. During the review by City staff and presented at the December 13, 2021 Planning Board meeting, it was assumed that proposed parcel B had a square footage of 6,000 sq. ft. Following the approval of the preliminary plan by the Planning Board it was discovered that there was an error on the site plan, and that the area of proposed parcel B is not 6,000 sq. ft. but actually 4,500 sq. ft. The petitioner was allowed to proceed to the Zoning Board of Review for the needed dimensional relief, however the petitioner must return to the Planning Board for a final plan approval with the correct proposed area of 4,500 sq. ft. for parcel B. The site plan is found to still be in character with the surrounding neighborhood.

The proposed subdivision is consistent with Section 1-2 (General Purposes) and positive findings were stated to all of the standards of Section 5-4 (Required Findings), of the East Providence Land Development and Subdivision Review Regulations. It is the opinion of staff that the subdivision, as proposed, is fully consistent with the East Providence Comprehensive Plan and East Providence Zoning Ordinance. Staff recommends the Planning Department's Staff Recommendation w/attachments dated 6/7/22 be entered into the record. Staff also recommends that the Planning Board grant Final Approval of the subdivision, as proposed, subject to the following conditions:

1. That the applicant post an improvement guarantee in an amount determined by the Department of Public Works for any proposed improvements in the City's right-of-way.
2. That any outstanding property taxes or municipal fees are paid to date before a final plan approval is granted.
3. That the proposal shall meet all applicable City, State, and/or Federal regulations and requirements.

On a motion by Dr. D'Aiello, seconded by Mr. Crook, the board voted 4-0 to enter the Planning Department's Staff Recommendation w/attachments dated 6/7/22 into the record.

On a motion by Dr. D'Aiello, seconded by Mr. Miller, the board voted 4-0 to grant Final Approval of the subdivision, as proposed, subject to the 3 conditions listed above.

3. Minor Subdivision Preliminary Plan Submission. Application # 2022-05-minor. Applicant/owner: Daniel and Judy Mumbauer. Street Address: 19 Rutland Street. Map 207, block 17, parcel 20.1 (Enclosure)

The applicant is proposing a two lot Minor Subdivision. Currently, one single-family dwelling is located on the parcel known as 19 Rutland Street. The subdivision will create two lots. No zoning relief is required for this proposed subdivision. The applicant is requesting a waiver from the requirement of installing concrete sidewalks and granite curbing along the frontage of the two parcels. The Planning Department is recommending that the Planning Board approve the applicant's request for waivers as no sidewalks exist along either side of Rutland Street and only two parcels on the street have granite curbing.

The proposed subdivision is consistent with Section 1-2, “General Purposes” and positive findings were stated to all of the standards of Section 5-4, “Required Findings” of the East Providence Land Development and Subdivision Review Regulations. It is the opinion of staff that the subdivision, as proposed, is fully consistent with the East Providence Comprehensive Plan and East Providence Zoning Ordinance.

Staff recommends the following documents be entered into the record:
Planning Department’s staff recommendation w/attachments dated 6/8/22
Memorandum from E. Skadberg, dated May 27, 2002
Memorandum from E. Pimentel, dated June 2, 2022

The Planning Department is recommending that the Planning Board grant conditional approval of the subdivision, as proposed, subject to the eight conditions listed in staff’s memo and that the Planning Board delegate final plan approval to the Administrative Officer.

On a motion by Mr. Crook, seconded by Dr. D’Aiello, the board voted 4-0 to enter the above documents into the record.

On a motion by Mr. Crook, seconded by Dr. D’Aiello, the board voted 4-0 to grant the request for waivers from the requirement of installing concrete sidewalks and granite curbing along the frontage of the two parcels.

On a motion by Dr. D’Aiello, seconded by Mr. Crook, the board voted 4-0 to grant conditional approval of the subdivision, as proposed, subject to the eight conditions listed in staff’s memo.

On a motion by Mr. Crook, seconded by Dr. D’Aiello, the board voted 4-0 to delegate final plan approval to the Administrative Officer.

**4. 2 Lot Minor Subdivision Preliminary Plan Submission; Application # 2022-07
Minor; Applicant/owner: Bianco Realty Associates, LLC; Street Address: 697-699
Willett Avenue; Map 512, Block 22, Parcel 60 (Enclosure)**

Christine Engustian, the Attorney representing the applicant, gave an overview on the two lot Minor Subdivision being proposed. The subdivision, as proposed will require dimensional relief from several requirements under Chapter 19, Zoning. Since the Zoning Map Amendment request was not on the agenda, this issue will be taken up at the next Planning Board meeting on June 20, 2022.

Jim Moran provided the staff’s report. The Department of Planning requests that the following items be entered into the record by the Planning Board:

1. Subdivision application dated April 9th, 2022
2. Minor Subdivision plan sheet
3. April 11th, 2022 submission letter from Christine Engustian to Planning Director William Fazioli
4. Project Narrative and Comprehensive Plan Consistency Statement
5. Municipal Lien Certificate

6. Certified List of abutters and copy of letter sent to the Certified List of abutter
7. Title Report
8. Certificate of Completeness dated April 25, 2022
9. May 21st 2022 memorandum from Zoning Official Edward Pimentel to Planning Director William Fazioli and Principal Planner Patrick Hanner
10. May 5, 200 memorandum from City Engineer Erik Skadberg to Public Works Director Daniel Borges
11. 200 Foot Radius Map

It is the opinion of Planning that the requested subdivision is consistent with the East Providence Comprehensive Plan, that it meets the General Purposes of Article I of the Regulations and that the required positive findings of Section 5-4 can be met. Planning therefore, recommends Conditional Approval of the Preliminary Plan submission subject to the following:

1. That all comments and requested amendments in the technical staff memoranda submitted to the Planning Department and all other staff recommendations provided within this review memorandum, be incorporated into the Final Subdivision plans and that any and all conditions of the Planning Board approval be reflected in the Final Plan submission
2. That all dimensional discrepancies on the survey plan that are identified in this review memorandum be corrected on the submitted Final Subdivision plans to the City
3. That the applicant obtain all necessary zoning variances for the development
4. That the existing residential use on proposed parcel 1 be deed restricted to its current status and that no intensification beyond a two-family residence be allowed
5. That the title block of the Final Plan be revised to indicate "Final Plan" status.
6. That the Final Plans and supporting documentation be based upon this Preliminary Plan approval, and that the Final Plan meet all City regulations and ordinances, and all applicable State and or/Federal Regulations: and
7. That upon project completion final as-built plans be submitted on Mylar, and electronic format in the most current version of AutoCAD. The as-built drawings shall include all roadway and utility information, including final inverts, rims, sewer lateral depths and locations (swing ties) to all permanent structures

Planning recommends that Final Plan review be delegated to the Administrative Officer as covered under Section 9-10 of the Land Development and Subdivision Review Regulations contingent upon the Preliminary Plan being acceptable to the Planning Board.

Members of the board had an internal discussion on the proposed subdivision.

On a motion by Mr. Crook, seconded by Dr. D'Aiello, the board voted 4-0 to enter the 11 above items into the record.

On a motion by Mr. Miller, seconded by Dr. D'Aiello, the board voted 4-0 to grant Conditional Approval of the Preliminary Plan submission subject to the above 7 conditions.

On a motion by Mr. Crook, seconded by Mr. Miller, the board voted 4-0 to grant Final Plan review to the Administrative Officer.

5. Minor Subdivision Preliminary Plan Submission. Application # 2022-06-minor. Applicant/owner: Metacomet Property, LLC. Street Address: 500 Veteran's Memorial Parkway. Map 107, block 15, parcel 1 (Enclosure)

On May 9, 2022 the Planning Board granted a conditional approval for the above-referenced two-lot subdivision. As a condition of approval, the Planning Board required the applicant to seek the final plan approval from the Planning Board rather than delegating the authority to the Planning Director. The enclosed final plan addresses all of the May 2022 Planning Board conditions that includes increasing the area of Lot B that is being proposed to be donated to the City to be at a minimum of 9.6 acres. The proposed subdivision is consistent with Section 1-2, "General Purposes" and Positive Findings were stated to all of the standards of Section 5-4 "Required Findings" of the East Providence Land Development and Subdivision Review Regulations. It is the opinion of staff that the subdivision, as proposed, is fully consistent with the East Providence Comprehensive Plan and East Providence Zoning Ordinance.

Staff recommends the Planning Department memorandum dated June 7, 2022 and the site plan be entered into the record. Staff also recommends the Planning Board grant conditional approval of the subdivision, as proposed, subject to the following conditions:

1. A title report submitted by the applicant.
2. That any outstanding property taxes or municipal fees are paid to date before a final plan approval is granted.
3. That the proposal shall meet all the applicable City, State, and/or Federal regulations and requirements.

On a motion by Mr. Crook, seconded by Dr. D'Aiello, the board voted 4-0 to enter the Site Plan and Planning Department memorandum dated June 7, 2022 into the record.

On a motion by Dr. D'Aiello, seconded by Mr. Miller, the board voted 4-0 to grant conditional approval of the subdivision, as proposed, subject to the 3 conditions listed above.

5. CONTINUED BUSINESS

There was no business to continue.

6. STAFF REPORT

Mr. Fazioli provided the staff report. He provided an update on various projects in the city, including new business developments.

7. ANNOUNCEMENTS

The next Planning Board meeting is scheduled for Monday June 20, 2022

8. ADJOURNMENT

On a motion by Mr. Crook, seconded by Dr. D'Aiello, the board voted to adjourn the meeting at 8:22 pm.

CC: Mayor Roberto DaSilva
City Council
Director of Public Works
City Engineer
City Solicitor
Fire Chief
Zoning Officer