

**CITY OF EAST PROVIDENCE  
PLANNING BOARD  
MINUTES**

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**Date:** August 22, 2022  
**Time:** 7:00 PM  
**Place:** City Hall, Room 306

Present: Michael Robinson (Chair), Michelle Rockwell, Octavio Cunha, Eric Crook, Dr. Alan D'Aiello, Christopher Grant, Gregory Miller, William Fazioli (Planning Director), Dominic Leonardo (Staff) Melissa Spurr (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**

None

**4. NEW BUSINESS**

**1. Election of Planning Board Officers**

On a motion by Mr. Crook, seconded by Ms. Rockwell the board voted unanimously to appoint Mr. Grant as Vice Chair of the Planning Board.

On a motion by Mr. Grant, seconded by Mrs. Rockwell, the board voted unanimously to appoint Mr. Robinson as the Chair of the Planning Board.

**2. Modification to a Previously Approved Plan. Application # 2015-15-Minor.**  
Applicant/owner: Armand Ferland. Street Address: 366 Newman Ave. Map  
603, Block 4, Parcels 18.1. (Enclosure)

The applicant is proposing to modify the approved plan for the sole purpose of constructing an asphalt driveway for Parcel 2. The proposed driveway would eliminate the need to cross through parcel 1 to access Parcel 2 and eliminate the need for an access and maintenance easement.

No changes to the size of the parcels or houses are requested by the applicant. Section 6-9 of the Land Development and Subdivision Review regulations requires that any proposed modifications to an approved plan that requires a permit be approved by the Planning Board. A Physical Alteration Permit (PAP) was required by the Rhode Island Department of Transportation for the purpose of creating a curb cut for vehicles to access the proposed

driveway to Parcel 2. The PAP was obtained by the applicant. A notice to immediate abutters of this modification request was sent via certified mail.

It is the opinion of the Planning Department that the introduction of a driveway for Parcel 2 will not negatively impact adjacent properties or the character of the neighborhood. Further, staff finds that this request makes Parcel 2 more in character with the neighborhood, as each home and lot have their own direct driveway entrance.

Staff recommends the following documents be entered into the record:

Planning Department's Staff Recommendation w/attachments dated 8/3/22

Memorandum from Erik Skadberg, dated July 26<sup>th</sup>, 2022

Physical Alteration Permit from RIDOT

The Planning Department is recommending that the Planning Board grant conditional approval of the request to modify the approved plan, as proposed, subject to the five conditions listed in staff's memo and that the Planning Board delegate final plan approval to the Administrative Officer.

On a motion by Mr. Grant, seconded by Mr. Crook, the board voted 7-0 to enter the above documents into the record.

On a motion by Dr. D'Aiello, seconded by Mr. Cunha, the board voted 7-0 to grant conditional approval of the subdivision, as proposed, subject to the five conditions listed in staff's memo.

On a motion by Mr. Crook, seconded by Ms. Rockwell, the board voted 7-0 to delegate final plan approval to the Administrative Officer.

3. Preliminary Plan, Minor Subdivision # 2022-11-Minor, Applicant/owner: Walter E. Snead and Bessie Mae Snead; Location: 0 Baker Street; Map 306, Block 29, Parcel 18. (Enclosure)

The applicant requested to continue the item. On a motion by Mr. Grant, seconded by Ms. Rockwell, the board voted unanimously to continue the item.

4. Minor Subdivision Preliminary Plan Submission. Application # 2022-12-minor. Applicant/owner: Robert Moll. Street Address: 10 Brunswick Street. Map 406, block 1, parcel 9 (Enclosure)

The applicant is proposing a two lot Minor Subdivision. Currently, a single-family dwelling is located on the parcel known as 10 Brunswick Street. The purpose of this subdivision is to create one new lot for the purpose of constructing a single-family dwelling and to retain the existing single-family dwelling on the existing parcel. No zoning relief is required for this proposed subdivision. The applicant is requesting a waiver from the requirement of installing concrete sidewalks along the frontage of the two parcels. The Planning Department is recommending that the Planning Board approve the applicant's request for a waiver from the requirement of installing sidewalks along the frontage of the two proposed parcels, as the newly created parcel is the last parcel on a dead end street, reducing the need for sidewalks to support pedestrian through traffic. Additionally, no concrete sidewalks exist on Brunswick Street.

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 to be entered into the record:  
Planning Department’s Staff Recommendation w/attachments dated 8/3/22  
Memorandum from E. Skadberg, dated July 20, 2022  
Memorandum from E. Pimentel, dated July 19, 2022

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

On a motion by Mr. Grant, seconded by Mr. Crook, the board voted 7-0 to enter the above documents into the record.

On a motion by Mr. Crook seconded by Dr. Di’Aiello, the board voted 7-0 to grant the request for waivers from the requirement of installing concrete sidewalks along the frontage of the two parcels.

On a motion by Dr. D’Aiello, seconded by Mr. Crook, the board voted 7-0 to grant conditional approval of the subdivision, as proposed, subject to the seven conditions listed in staff’s memo.

On a motion by Mr. Grant, seconded by Mr. Miller, the board voted 7-0 to delegate final plan approval to the Administrative Officer.

## **5. CONTINUED BUSINESS**

None

## **6. STAFF REPORT**

### **1. Storefront Improvement Program Discussion**

Mr. Fazioli explained how ARPA funds were received and the various municipal resources for small businesses. Mr. Fazioli introduced Melissa Spurr who is the ARPA Project Manager, who provided an overview of the Storefront Improvement Program which provides grant funding to small businesses making building improvements to their building’s frontage.

## **7. ANNOUNCEMENTS**

The next Planning Board meeting is scheduled for Monday September 12, 2022

## **8. ADJOURNMENT**

On a motion by Mr. Crook seconded by Mr. Miller, the board voted unanimously to adjourn the meeting at 7:46 pm. meeting adjourned at 7:46 PM.

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

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