



**CITY OF EAST PROVIDENCE
PLANNING BOARD
Approved Minutes**

Date: Monday, May 12, 2025

Time: 7:00 PM

Place: East Providence City Hall, 145 Taunton Avenue, City Council Chambers

1. CALL TO ORDER

Chairman Michael Robinson called the meeting to order. Members present were Chairman Michael Robinson, Eric Crook, Stephany Lopes, Michelle Rockwell and Robert Gagnon. Also in attendance were Director of Planning Keith A. Brynes, Principal Planner Patrick Hanner and Assistant City Solicitor Joel Votolato.

Mr. Brynes stated that the meeting is unable to be livestreamed since no one from the AV company was in attendance.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF PLANNING BOARD MINUTES

On a motion by Mr. Crook, seconded by Ms. Rockwell, the Board unanimously approved the April 1, 2025 minutes.

4. NEW BUSINESS

For discussion, consideration, and/or action (vote), regarding the following matters:

- A. Preliminary plan submission, Major Land Development Project Application # 2024-07-LDP (preliminary). Applicant/Owner: Touchdown Realty Group LLC. Street address: 100 Wampanoag Trail. Location: map 408, block 10, parcel 24. The purpose of the public meeting is a request to convert a former nursing home into a 26 unit residential apartment building that is being reviewed as a major land development project at the preliminary plan stage.

Chairman Robinson recused himself from consideration of this application and left the dais. Mr. Crook volunteered as Acting Chairman for the remainder of the meeting. Seated for this application were members Crook, Lopes, Rockwell and Gagnon.

Project architect, David Sisson, introduced the application and stated that the Preliminary Plan application addresses the Board's previous Master Plan conditions. As per the Board's Master Plan approval, the current application includes a traffic study, stormwater analysis, lighting plan and landscaping plan which were all peer reviewed.

Project engineer, Timothy Behan, presented the site plan. Proposed plans will result in a reduction in stormwater runoff from current conditions due to the removal of pavement from various areas of the site. The only state permitting required is a Physical Alteration Permit from

RIDOT. Existing water and sewer connections will be maintained. Landscape Architect, Kevin Alverson, presented the landscaping plan which addresses City design standards and enhances screening from adjacent residences. Large existing trees at the rear of the property will be maintained. Transportation engineer, William Scully summarized the traffic impact study which concluded that the impacts of the proposed apartments will be similar to the nursing home with no increase in congestion. The eastern driveway will become a one-way entrance to increase safety.

Mr. Brynes presented the Department of Planning's report which summarized comments received from peer reviewers and recommends approval of the Preliminary Plan with conditions.

Mr. Crook called for public comment.

Karen Beck of 248 Spring St. Hope Valley, a licensed landscape architect representing the owners of 51 Milburn St., spoke regarding screening and lighting.

Ms. Rockwell motioned to enter the following documents into the record; seconded by Ms. Lopes:

1. Application form
2. Plan set (last revision 5/6/25)
3. Landscape Plan, prepared by Kevin M. Alverson, dated March 3, 2025
4. Certificate of completeness, dated April 8, 2025
5. Memorandum from the City Engineer, dated March 17, 2025
6. Email from Zoning Officer, dated May 8, 2025
7. Narrative prepared by David Sisson Architecture, dated March 4, 2025
8. Existing conditions site plan prepared by State Line Land Surveying, dated 8/13/24
9. Stormwater Site Planning, Analysis and Design Report, dated March 2025
10. Traffic Impact Study, 100 Wampanoag Trail, dated February 2025
11. Photometric plan
12. Architectural drawings
13. Peer-review letter from Joe Casali Engineering, Inc., dated April 15, 2025
14. Peer-review letter from Abigail Adams, RLA, dated April 29, 2025

The motion was approved 4-0 on a roll call vote.

Ms. Rockwell motioned to grant Conditional Approval of the preliminary plan submission subject to the following conditions; seconded by Ms. Lopes:

1. That all of the comments in the memorandum from the City Engineer, dated March 17, 2025 are addressed.
2. Provide a status to the Planning Department of the request made to RIPTA that the existing bus "flag" stop in front of the site be converted to an official time point stop.

3. A Rhode Island Physical Alteration Permit must be obtained by the applicant and submitted to the Planning Department prior to the issuance of a certificate of occupancy.
4. The bituminous concrete along the frontage of the property on Wampanoag Trail must be replaced to the satisfaction of the City Engineer prior to the certificate of occupancy.
5. The existing rooftop drywell system must be incorporated into the HydroCAD modeling and determined to be appropriate by the City Engineer.
6. The final plans must show spot grades as needed to ensure parking spaces and paths meet ADA slope requirements.
7. A greater attempt to widen the west drive lane to accommodate two-way traffic, if feasible.
8. That all expenses incurred by the City for the public notification requirements and peer-reviews are paid for by the applicant prior to a final plan approval.
9. That the applicant post an improvement guarantee with the City for all improvements in the City's right-of-way.
10. That the Final Plan is based upon the approved Preliminary Plan, and further that the Preliminary Plan and supporting documentation meet the requirements of the East Providence Land Development and Subdivision Review Regulations.
11. Plantings shown on the landscape plan along the rear property line must be installed prior to the start of construction.
12. That the proposal shall meet all applicable City, State, and/or Federal regulations and requirements.

The motioned was approved 4-0 on a roll call vote.

5. ANNOUNCEMENT

Mr. Crook noted the resignation of Vice Chairman, Christopher Grant, and members thanked Mr. Grant for his years of valuable service to the community.

Mr. Crook announced the next scheduled Planning Board meeting is June 9, 2025. The City Council's public hearing to consider adoption of the new Comprehensive Plan is scheduled for June 3, 2025.

6. ADJOURNMENT

On a motion by Ms. Rockwell, seconded by Ms. Lopes, the board voted unanimously to adjourn at 8:31PM.

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