



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

Date: Monday, December 8, 2025

Time: 7:00 PM

Place: East Providence City Hall, 145 Taunton Avenue, Room 306

1. CALL TO ORDER

Chairman Michael Robinson called the meeting to order at 7:00PM. Members present were Chairman Robinson, Robert Gagnon, Eric Crook, Greg Miller and Michelle Rockwell. Senior Planner Dominic Leonardo, Chief Planner, James Moran, Director of Planning and Economic Development Keith A. Brynes and Assistant City Solicitor Joel Votolato were also present.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF PLANNING BOARD MINUTES

On a motion by Mr. Miller, seconded by Mr. Gagnon, the Board approved the October 14, 2025 minutes 4-0-1. In favor: Chairman Robinson, Robert Gagnon, Greg Miller and Michelle Rockwell. Abstained: Eric Crook.

4. NEW BUSINESS

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

A1. Expo Development, LLC & Rodolfo Hernandez seeks permission to subdivide property located at 45-49 Metropolitan Park Drive, further recognized as MAP 513, BLOCK 49, PARCEL 1 and 2, into two parcels via a Minor Subdivision in accordance with the Unified Development Plan Review procedural process, resulting in relief from the minimum lot area, lot width and lot depth for both proposed parcels. [Dimensional Variance – Petition No. 7026]

A2. Minor Subdivision Preliminary Plan to subdivide property at 45-49 Metropolitan Park Drive into two parcels, in accordance with Article 8 titled Minor Land Development Projects and Minor Subdivisions of the Land Development and Subdivision Regulations.

Attorney Dylan Conley representing the applicant provided an overview of the proposed subdivision and the zoning relief requested and submitted copies of the property's original subdivision from the 1920's and a map of nearby substandard lots. A waiver from the requirement for sidewalks and curbing along Spring St. is also requested. Mr. Conley stated that the proposed lot was pre-existing and that the application meets the standards for hardship.

Mr. Brynes presented the Planning Department's report to the Board. Chairman Robinson opened the floor for public comment.

Craig Harris of 15 Ramsay St. raised concerns related to congestion and parking and stated that the City combined undersized lots such as the applicants in the 1970's.

Thomas Butts of 16 Spring St. raised concerns related to congestion and potential limits to emergency vehicle access.

Karen Harris of 15 Ramsay St. stated that parking is not allowed on Metropolitan Park Dr.

Michelle Marshall of 20 Spring St. stated that new construction will encroach on her privacy and requested a fence. The new house may be a fire risk, may cause parking concerns and lower adjacent property values.

Ben Miranda of 37 Metropolitan Park Dr. stated that the proposal is too dense for the neighborhood.

Paola Marchetti of 37 Metropolitan Park Dr. raised concerns with the density of the application.

Anne White of 16 Spring St. stated that Spring St. is a cut through with speeding issues.

Mr. Crook asked about alternatives to the proposed subdivision.

Mr. Conley responded that if the properties remain as 2 lots they will still be able to construct detached accessory dwelling units per the recent changes to state and local laws. The applicant can accommodate a fence along the property line as well as vegetated screening that fits. They can coordinate with the neighbor on specifics.

On a motion by Mr. Miller, seconded by Mr. Crook, the Board voted 5-0 to enter the following documents into the record:

- Unified Development Review application plan and materials with all relevant attachments
- Initial July 29, 2025 letter of incompleteness to Attorney Timothy Chapman from Chief Planner James Moran
- Staff Planning Department's Recommendation with attachments dated November 6, 2025
- Memorandum from Erik Skadberg, dated July 28, 2025
- Memorandum from E. Pimentel, dated August 6, 2025
- Certified List of Abutters with attached first class mail affidavit
- Copy of October 23, 2025 East Providence Post Public Hearing advertisement
- August 30, 2025 email to James Moran from local resident Karen Harris providing comments on the subdivision proposal
- Planning Department's 12/4/25 addendum to recommendation of November 6, 2025
- H.T. Peck Farm Plat map, April 1920, submitted by Atty. Conley
- Map of undersized lots within 500' submitted by Atty. Conley

On a motion by Mr. Crook, seconded by Mr. Miller, the Board voted 5-0 to approve the requested dimensional relief detailed below with three conditions:

1. Petitioner(s) shall obtain any, and all, necessary permits that are necessary to exercise (execute) the relief granted. Failure to obtain requisite permit(s), if needed, within the six-month approval period (one-year, if extended by the Planning Board), will result in expiration of said approval.
2. Approval is subject to strict compliance to the submitted site plan (or amended site plan, as it may be applicable) and site plan package, all exhibits, entire testimony of applicant and/or property owner, presentation of legal counsel (if applicable), and, testimony of all expert(s), if applicable.
3. All conditions of approval of the Preliminary Plan application, if granted, shall also apply as conditions of granting the requested dimensional relief.

Relief Granted:

1. Dimensional Variance to permit the referenced subdivision, resulting in designated New Parcel 'A' having deficient overall lot area pursuant to Section 19-145 – requiring a five hundred eighty-six (586) square foot dimensional variance resulting in stated Parcel 'A' realizing an overall lot area of four-thousand four hundred and fourteen (4,414) square feet. [Petition No. 7026]
2. Dimensional Variance to permit the referenced subdivision, resulting in designated New Parcel 'B' having deficient overall lot area pursuant to Section 19-145 – requiring a nine hundred fifty (950) square foot dimensional variance resulting in stated Parcel 'B' realizing an overall lot area of four-thousand and fifty (4,050) square feet. [Petition No. 7026]
3. Dimensional Variance to permit the referenced subdivision, resulting in designated New Parcel 'A' having deficient overall lot depth pursuant to Section 19-145 – requiring a two (2) foot dimensional variance resulting in stated Parcel 'A' realizing an overall lot depth of ninety-eight (98) feet. [Petition No. 7026]
4. Dimensional Variance to permit the referenced subdivision, resulting in designated Parcel 'B' having deficient overall lot depth pursuant to Section 19-145 – requiring a ten (10) foot dimensional variance resulting in stated Parcel 'B' realizing an overall lot depth of ninety (90) feet. [Petition No. 7026]
5. Dimensional Variance to permit the referenced subdivision, resulting in designated Parcel 'A' having deficient overall lot width pursuant to Section 19-145 – requiring a five (5) foot dimensional variance resulting in stated Parcel 'A' realizing an overall lot width of forty-five (45) feet. [Petition No. 7026]
6. Dimensional Variance to permit the referenced subdivision, resulting in designated Parcel 'B' having deficient overall lot width pursuant to Section 19-145 – requiring a five (5) foot dimensional variance resulting in stated Parcel 'B' realizing an overall lot width of forty-five (45) feet. [Petition No. 7026]

7. Dimensional Variance to permit a two-car driveway on Map 513, Clock 49, Parcel 2 that exceeds the maximum one-third requisite front-yard width for off-street parking purposes. [Petition No. 7026]

On a motion by Mr. Miller, seconded by Mr. Crook, the board voted 5-0 to grant a waiver from constructing sidewalks as the petition meets all three conditions in Section 15-15 titled “Sidewalks” of the Land Development and Subdivision Regulations:

1. The subdivision is not located within an area within one-half (1/2) mile of a public or private school;
2. The subdivision is not located in reasonable proximity to major public or private facilities such as churches, shopping areas, playgrounds, etc. where there is a reasonable likelihood that pedestrian traffic to/from/within the proposed subdivision would result; or
3. The subdivision is not located within an area with high vehicular traffic volumes and where there would be a likelihood of significant danger to pedestrians.

On a motion by Mr. Miller, seconded by Mr. Gagnon, the board voted 5-0 to grant Conditional Approval of the subdivision, as proposed, subject to the following conditions:

1. That all comments, as appropriate, from Planning Department, City Engineering Division and Zoning Officer and all other conditions established by the Planning Board as a result of testimony provided at the public hearing shall be addressed and/or incorporated into the Final Plan prior to its approval;
2. That the title block of the Preliminary Plan be revised to indicate Final Plan status;
3. That the Final Plan be based upon the approved Preliminary Plans, and further that the Final Plan and supporting documentation meet the requirements of the East Providence Land Development and Subdivision Review Regulations; and
4. That the proposal shall meet all applicable City, State, and/or Federal regulations and requirements.
5. Fencing of solid construction and vegetated screening shall be installed along the north and west property lines of proposed Parcel B after consultation with adjacent property owners.

B1. Ramanathan Subramanian and Ranjeesh Chenuvari seek permission to subdivide property located at 1 and 9 Vineland Avenue, further recognized as MAP 405, BLOCK 2, PARCEL 8, into two parcels via a Minor Subdivision in accordance with the Unified Development Plan Review procedural process, resulting in relief from the minimum lot area, lot depth, and rear yard setback for 9 Vineland and relief from the minimum lot depth and front yard setback for 1 Vineland. The parcel currently contains two single-family dwellings, as a result the petitioner seeks to divide the parcel so each dwelling is on its own respective parcel. [Dimensional Variance - Petition No. 7024]

B2. Minor Subdivision Preliminary Plan to subdivide Parcel 8 into two parcels, with each parcel containing their existing single-family dwelling, in accordance with Article 8 titled Minor Land Development Projects and Minor Subdivisions of the Land Development and Subdivision Regulations.

Attorney Jake D'Amico, representing the applicants, presented the application to the Board. The proposal separates 2 single family houses that are currently on a single lot with no new construction or extra density.

Mr. Brynes summarized the Planning Department's report to the Board. Chairman Robinson opened the floor for public comment.

Christopher Barnes of 24 Vineland Ave. stated that the area has stormwater issues and is adjacent to a wetland. The proposed subdivision would allow the applicants to raze the existing homes and construct larger ones that could have negative stormwater and other neighborhood impacts.

Mr. D'Amico stated that the hardship requested is due to parcel's particular factors, which were established in the 1920's.

On a motion by Mr. Crook, seconded by Mr. Miller, the Board voted 5-0 to enter the following documents into the record:

- Staff Planning Department's Recommendation with attachments dated November 5, 2025
- Memorandum from Erik Skadberg, dated September 25, 2025
- Memorandum from E. Pimentel, dated October 2, 2025
- Email from Water Department Operations Manager, dated May 8, 2025

On a motion by Mr. Crook, seconded by Mr. Gagnon, the Board voted 5-0 to approve the requested dimensional relief detailed below with three conditions:

1. Petitioner(s) shall obtain any, and all, necessary permits that are necessary to exercise (execute) the relief granted. Failure to obtain requisite permit(s), if needed, within the six-month approval period (one-year, if extended by the Planning Board), will result in expiration of said approval.
2. Approval is subject to strict compliance to the submitted site plan (or amended site plan, as it may be applicable) and site plan package, all exhibits, entire testimony of applicant and/or property owner, presentation of legal counsel (if applicable), and, testimony of all expert(s), if applicable.
3. All conditions of approval of the Preliminary Plan application, if granted, shall also apply as conditions of granting the requested dimensional relief.

Relief Granted:

9 Vineland:

Lot Area: The proposed lot area is 4,550 square feet. The minimum lot area requirement in a R-4 zone is 5,000 square feet, necessitating a variance of 450 square feet.

Lot Depth: The existing lot depth is 70 feet. The minimum lot depth requirement in a R-4 zone is 100 feet, necessitating a variance of 30 feet.

Rear Yard Setback: The existing dwelling is 14.5 feet from the rear yard property line. The required rear yard setback in a R-4 zone is 20 feet, necessitating a variance of 5.5 feet.

1 Vineland:

Lot Depth: The existing lot depth is 70 feet. The minimum lot depth requirement in a R-4 zone is 100 feet, necessitating a variance of 30 feet.

Front Yard Setback: The existing dwelling is 13.1 feet from the front yard property line. The required front yard setback in a R-4 zone is 15 feet, necessitating a variance of 1.9 feet.

On a motion by Mr. Miller, seconded by Mr. Crook, the board voted 5-0 to grant a waiver from constructing sidewalks as the petition meets all three conditions in Section 15-15 titled "Sidewalks" of the Land Development and Subdivision Regulations:

1. The subdivision is not located within an area within one-half (1/2) mile of a public or private school;
2. The subdivision is not located in reasonable proximity to major public or private facilities such as churches, shopping areas, playgrounds, etc. where there is a reasonable likelihood that pedestrian traffic to/from/within the proposed subdivision would result; or
3. The subdivision is not located within an area with high vehicular traffic volumes and where there would be a likelihood of significant danger to pedestrians.

On a motion by Mr. Crook, seconded by Ms. Rockwell, the board voted 5-0 to grant Conditional Approval of the subdivision, as proposed, subject to the following conditions:

1. That all comments from City Engineer Erik Skadberg are addressed on the final plan;
2. That any outstanding property taxes or municipal fees are paid to date before a final plan approval is granted;
3. That the title block of the Preliminary Plan be revised to indicate Final Plan status;
4. That the Final Plans be based upon the approved Preliminary Plans, and further that the Final Plan and supporting documentation meet the requirements of the East Providence Land Development and Subdivision Review Regulations;

5. That the proposal shall meet all applicable City, State, and/or Federal regulations and requirements.

C1. Fernando C. and Natalia F. Silva, seek permission to subdivide property located at 1019-1021 and 1027-1029 SOUTH BROADWAY, further recognized as MAP 207, BLOCK 2, PARCEL 9, via a Minor Subdivision in accordance with the Unified Development Plan Review procedural process, resulting in relief from the minimum lot area, lot width, lot depth, rear yard setbacks, accessory setback, and failing to meet the off-street parking requirements. The parcel currently contains two two-family dwellings, as a result the petitioner seeks to divide the parcel so each structure is on its own respective parcel. [Dimensional Variance Petition No. 7038]

C2. Fernando C. and Natalia F. Silva, seek permission to subdivide property located at 1019-1021 and 1027-1029 SOUTH BROADWAY, further recognized as MAP 207, BLOCK 2, PARCEL 9, via a Minor Subdivision in accordance with the Unified Development Plan Review procedural process, resulting in the need for a Use Variance to allow two-family dwellings in a Commercial – 2 Zoning District. [Use Variance Petition No. 7038]

C3. Minor Subdivision Preliminary Plan to subdivide parcel 9 which currently contains two two-family dwellings into two parcels, each containing an existing two-family dwelling, in accordance with Article 8 titled Minor Land Development Projects and Minor Subdivisions of the Land Development and Subdivision Regulations.

Attorney Michael McCaffrey, representing the applicants, presented the application to the Board. The proposal will separate 2 existing duplex homes that are currently on one lot. Mr. Brynes presented the Planning Department's report. In addition to dimensional relief, the Zoning Officer determined that Use Variances are required since two-family dwellings are not a permitted use in the C-2 district.

On a motion by Mr. Miller, seconded by Mr. Crook, the Board voted 5-0 to enter the following documents into the record:

1. Staff Planning Department's Recommendation with attachments dated November 4, 2025
2. Memorandum from Erik Skadberg, dated October 21, 2025
3. Memorandum from E. Pimentel, dated October 27, 2025
4. Email from Water Department Operations Manager, dated October 21, 2025

On a motion by Mr. Crook, seconded by Mr. Miller, the Board voted 5-0 to approve the requested dimensional variances and use variances detailed below with three conditions:

1. Petitioner(s) shall obtain any, and all, necessary permits that are necessary to exercise (execute) the relief granted. Failure to obtain requisite permit(s), if needed, within the six-month approval period (one-year, if extended by the Planning Board), will result in expiration of said approval.

2. Approval is subject to strict compliance to the submitted site plan (or amended site plan, as it may be applicable) and site plan package, all exhibits, entire testimony of applicant and/or property owner, presentation of legal counsel (if applicable), and, testimony of all expert(s), if applicable.
3. All conditions of approval of the Preliminary Plan application, if granted, shall also apply as conditions of granting the requested dimensional relief.

Relief Granted:

Parcel A:

Lot Depth Setback: The existing lot depth is 99.945 along the southern property line and the lot depth is 91.39 at the northern property line which averages 95.67. The lot depth requirement in a C-2 Zone is 100 feet, necessitating a variance of 4.33 feet.

Rear Yard Setback: The existing rear yard setback is 18.3 feet. The required setback in a C-2 zone is 20 feet, plus an additional 3 feet per section 19-136, necessitating a variance of 4.7 feet.

Accessory Structure Setback (Section 19-145 Dimensional Requirements): The existing garage is 3.6 feet from the side yard setback. The required setback for an accessory structure is 5 feet, necessitating a variance of 1.4 feet.

Use Variance (Section 19-98 Use Table): Two-family dwellings are not listed as allowed use in a C-2 zone, necessitating a use variance to use the existing two-family.

Parcel B:

Lot Area: The proposed lot area is 4,328 square feet. The minimum lot area required is 5,000 square feet in a C-2 zone, necessitating a 672 square foot variance.

Lot Depth: The lot depth is 95 feet along the southern property line and 89.94 along the northern property line which averages 92.47. The lot depth requirement in a C-2 zone is 100 feet, necessitating a variance of 7.52 feet.

Lot Width: The proposed lot width is 46.8 feet wide. The required lot width in a C-2 zone is 50 feet, necessitating a variance of 3.2 feet.

Off Street Parking: Four off-street parking spaces are required. The existing driveway is 13.8 feet wide and about 73 feet deep. Because the City's parking stall dimension requirements are 9 feet by 18 feet wide, with no more than two parallel spaces stacked per unit, only two spaces can be counted as meeting the requirement, which necessitates zoning relief for 2 spaces out of the 4 required. Because the width of the driveway is not 18 feet wide, dimensional relief is needed for 4.2 feet for the driveway width.

Use Variance: Two-family dwellings are not listed as allowed use in a C-2 zone, necessitating a use variance to use the existing two-family.

D. Consideration of a recommendation to the City Council for proposed amendments to the City of East Providence Zoning Ordinance. These changes are proposed in order to adopt a citywide Inclusionary Zoning requirement. These changes would require that residential developments of 10 or more dwelling units set aside a minimum of 15% of units as affordable per the definition in RI General Law. A density bonus of 1.5 market rate units per each affordable unit required would be granted.

Specifically, the following sections will be amended, altered, changed, or created in Chapter 19 Zoning:

- Article IX, Section 19-485
- Article XI, Section 19-499

Mr. Brynes presented staff's proposed Zoning Amendment to create Citywide Inclusionary Zoning Ordinance. The proposal would require that residential developments of 10 or more dwelling units set aside a minimum of 15% of units are affordable per the definitions in RI General Law. A density bonus of 1.5 market rate units per each affordable unit required would be granted.

One major reason to adopt an Inclusionary Zoning ordinance at this time is the State's recent passage of Act #2025-H5794B. The Act requires that even communities like East Providence, which had been exempt from the state's "Comprehensive Permit," process will now be subject to these applications unless they adopt a citywide Inclusionary Zoning ordinance that conforms to state law, effective 1/1/26. The Comprehensive Permit process allows developers of eligible affordable housing developments to circumvent a community's use and dimensional zoning requirements. Due to public comment received, the proposed Inclusionary Zoning ordinance has been scaled back to reflect the minimum requirements allowed by state law.

Currently, the City only has an Inclusionary Zoning requirement in the Waterfront District. The current requirement would be reduced from 25% of dwelling units to 15%, and the specific Waterfront District language would be eliminated in favor of the Citywide ordinance. The current allowances for developers to pay a fee in lieu of affordable units, or to construct off-site affordable units, would be eliminated. The East Providence Waterfront Commission reviewed this proposal at their November 20, 2025 and voted to recommend adoption to the City Council.

1. On a motion by Mr. Crook, seconded by Mr. Miller, the Board voted 5-0 to enter the following into the record:
 - Planning Department's memorandum with attachments dated 11/5/25
 - Proposed amendments to Zoning Ordinance revised to 9/18/25
2. On a motion by Mr. Crook, seconded by Mr. Miller, the Board voted 5-0 to adopt Staff's findings of consistency with the Comprehensive Plan as spelled out in Staff's 11/5/25 report.

3. On a motion by Mr. Crook, seconded by Mr. Miller, the Board voted 5-0 to adopt Staff's findings of consistency with the General Purposes of Zoning as spelled out in Staff's 11/5/25 report.
4. On a motion by Mr. Crook, seconded by Mr. Miller, the Board voted to recommend the proposed Zoning Ordinance amendments to the City Council.

E. Approval of 2026 Planning Board Meeting Calendar

On a motion by Mr. Miller, seconded by Mr. Crook, the Board voted unanimously to approve the 2026 Planning Board Meeting Calendar with an earlier start time of 6:00PM.

5. ANNOUNCEMENT

The Chairman announced the next scheduled Planning Board meeting is Monday January 12, 2026 at 6:00PM.

6. ADJOURNMENT

On a motion by Mr. Miller, seconded by Ms. Rockwell, the board voted unanimously to adjourn at 9:18PM.

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