

July 14, 2003 - Regular Planning Board Meeting

CITY OF EAST PROVIDENCE

PLANNING BOARD

MINUTES OF JULY 14, 2003

Present were Messrs. Poland, Almeida, Cunha, O'Brien, Sullivan, Diane Feather (staff), Zac Gordon (staff), Patrick Hanner (staff) and Assistant City Solicitor Greg Dias.

I. SEATING OF ALTERNATE MEMBER

Mr. Cunha was seated.

II. APPROVAL OF PLANNING BOARD MINUTES

A. Minutes of March 10, 2003

On a motion by Mr. Almeida, seconded by Mr. Sullivan, the Board approved the March 10, 2003 minutes with the correction that it was Mr. Cunha who made the motion, not Mr. Almeida, to approve the minutes of February 10, 2003 and the motion was seconded by Mr. O'Brien. It was noted that Stephanie would make the change and reprint the March minutes for the Planning Board record book.

B. Minutes of June 9, 2003

On a motion by Mr. O'Brien, seconded by Mr. Cunha, the Board approved the minutes of June 9, 2003 with the noted motion correction and a corrected version to be placed in the Planning Board record book.

C. Minutes of April 14, 2003

It was noted the April minutes would be forthcoming.

III. APPROVAL OF PLANNING BOARD CORRESPONDENCE

On a motion by Mr. Almeida, seconded by Mr. Sullivan, the Board approved the following communications:

A. Memo dated 6/11/03 to the City Council Re: City-owned Land (Brook & Newman Avenue – Seekonk, MA)

IV. NEW BUSINESS

A. Appl. #2003-07 Map 305, Minor Subdivision, Hobson Avenue, Map 305, Block 10, Parcel 1, Applicant: Cary White, Owner: P & C Investment

Attorney Martin P. Sleprow of Sleprow, Sleprow, and Bettencourt, Inc. is present and represents the applicant Mr. Cary White. Mr. Sleprow stated that the applicant is proposing a minor five-lot subdivision on an existing street. No variances are required and staff has recommended approval. The property is zoned R-4 and all of setback requirements have been met for all five lots. A utility easement is required to be submitted prior to the recording that will grant the City access to repair the line. The applicant is aware of the easement and a draft easement will be submitted prior to recording to the Solicitor's office and Planning Department for their review.

Mr. Sleprow stated that there are some small technical issues to be addressed and requested that the Board waive the requirement of sidewalks, which is also recommended in the Planning Department's opinion. All of the proposed structures will be raised ranches because of the water table and all of the structures will meet the requirements of the City. It is requested that the staff recommendation is adopted and that final approval is delegated to the administrative officer. The applicant will comply with all of the recommendations stated in the Planning Department's opinion.

Chairman Poland asked the Board if there were any questions. The Board had no questions.

Mr. Hanner stated that the applicant is proposing the creation of five lots, classified as a minor subdivision. The application was considered complete, a certificate of completeness was issued, and notice was mailed to immediate abutters.

Mr. Hanner stated that the parcels range from 5,075 to 5,500 square feet. Presently, a single-family dwelling and a garage are present on parcel 1 and are proposed to be removed. A utility easement is proposed to be located on parcels 1.1 and 1.2. The easement is proposed to be 20 feet wide and 100 feet in depth. The purpose of the easement is to provide access by the City for maintenance to an existing 15-inch clay sewer line. The Zoning Officer has reviewed the proposed subdivision and has noted that all five lots fully comply with zoning. The City Engineer has noted that the proposed floor elevation of 30 feet for the dwelling located on parcel 1.3 is below the existing grade of 31 feet. The City Engineer has recommended that the applicant revise the grading for this parcel.

Mr. Hanner stated that the applicant has requested that the Planning Board waive the requirement for the installation of sidewalks and curbing. Sidewalks are not present along the entire length of Hobson Avenue, however, curbing is present periodically. It is recommended by the Department of Public Works and Planning Department that the Board waive the requirement for the installation of sidewalks, but require the installation of curbing.

Mr. Hanner stated that the proposed subdivision is consistent with the Comprehensive Plan but exceeds the Land Use 2010 plan designation. The Land Use 2010 designates the area as low density residential, which allows for a density of 5.8 dwelling units per acre or less. This subdivision proposes a density of 8.37 dwelling units per acre. It is the opinion of this Department that the 8.37 dwelling units per acre is not a significant deviation from the required 5.8 units per acre. Since sewer, water, and gas utilities are available and proposed, as well as individual dry well, it is the opinion of the Planning Department that no significant environmental impacts will result.

Mr. Hanner stated that in addition to the proposed subdivision being consistent with the Comprehensive Plan, it is fully compliant with zoning, all five proposed parcels have physical access to Hobson Avenue, and individual dry well systems are proposed and will aid in drainage.

Mr. Hanner stated that based upon review of this subdivision, the Planning Department recommends that the Planning Board grant final plan approval to the administrative officer, require the installation of granite curbing and waive the requirement of sidewalks, and grant conditional approval of the subdivision, as proposed, subject to the following seven conditions:

1. That the applicant post an improvement guarantee in an amount determined by the Public Works Department for any required improvements to the City's Right-of-way;
2. A draft utility easement must be submitted by the applicant and reviewed by the Department of Public Works and Law Department. The utility easement must be recorded before a final plan approval is granted;
3. A note on the plan that states, "The installation of water meters must be installed meeting City requirements and not installed under stairs, in closet, or behind walls";
4. A note on the plan that states, "The residential use of the proposed parcels are restricted to single-family use and accessory uses in perpetuity";
5. That the title block of the Final Plan be revised to indicate Final Plan status;
6. 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; and
7. That the proposal shall meet all applicable City, State, and/or Federal regulations and requirements.

Chairman Poland requested if anyone is present that has any comments.

Mr. Sullivan stated that he believes that the installation of granite curbing should be installed.

Mr. Sleprow stated that he agrees and that only a waiver for the installation of sidewalks is proposed by the applicant.

First Motion

Motion by Mr. Sullivan, second by Mr. O'Brien, to deny the applicant's request for a waiver for the installation of granite curbing.

Roll call vote

Theodore Sullivan	Aye
John O'Brien	Aye
Octavio Cunha	Aye
Anthony Almeida	Aye
Chairman Peter Poland	Aye

Second Motion

Motion by Mr. Sullivan, second by Mr. Almeida, to waive the requirement for the installation of sidewalks.

Roll call vote

Theodore Sullivan	Aye
John O'Brien	Aye
Octavio Cunha	Aye
Anthony Almeida	Aye
Chairman Peter Poland	Aye

Third Motion

Motion by Mr. Sullivan, second by Mr. Almeida, to grant conditional 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 Public Works Department for any required improvements to the City's Right-of-way;
2. A draft utility easement must be submitted by the applicant and reviewed by the Department of Public Works and Law Department. The utility easement must be recorded before a final plan approval is granted;
3. A note on the plan that states, "The installation of water meters must be installed meeting City requirements and not installed under stairs, in closets, or behind walls";
4. A note on the plan that states, "The residential use of the proposed parcels are restricted to single-family use and accessory uses in perpetuity";

5. That the title block of the Final Plan be revised to indicate Final Plan status;
6. 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; and
7. That the proposal shall meet all applicable City, State, and/or Federal regulations and requirements.

Roll call vote

Sullivan	Aye
O'Brien	Aye
Cunha	Aye
Almeida	Aye
Poland	Aye

Fourth Motion

Motion by Mr. Sullivan, second by Mr. O'Brien, to delegate final plan approval to the administrative officer

Roll call vote

Sullivan	Aye
O'Brien	Aye
Cunha	Aye
Almeida	Aye
Poland	Aye

Chairman Poland thanked the applicant and his representatives for doing a good job on the plan submission, which made for a smooth review.

**B. Appl. #2003-13 Minor Subdivision, 160 Deer Street,
Applicant: William R. Scott**

Attorney Martin P. Sleprow of Sleprow, Sleprow, and Bettencourt, Inc. was present and represented the applicant Mr. William R. Scott. Mr. Sleprow stated Mr. Scott is a long-term businessperson and landowner in East Providence. The subdivision is fairly straightforward and has been designed to meet the City's ordinances with only one exception.

Mr. Sleprow stated that the subdivision is a minor subdivision that is proposed to create two lots, parcel 2 and parcel 2.1. A house and garage are present on Parcel 2 that contains 13,480 square feet, more than meets the 7,500 square feet minimum for an R-3 district. A single-family dwelling is proposed for parcel 2.1 and has 8,806 square feet, which meets

the 7,500 square feet minimum requirement. However, the 100-foot lot depth is not met, 96.69 feet is proposed. The applicant intends to go before the Zoning Board for a variance for 3 feet. Mentioned in the Planning Department's staff report is that the subdivision meets and exceeds the standards of the comprehensive plan and is located on a roadway with existing sidewalks and curbing. The applicant agrees with all six recommendations made in the Planning Department's staff report. The applicant is aware that this parcel is zoned residential, fronts on a residential street and that a single-family dwelling is the most effective and best fit regarding zoning.

Chairman Poland asked the Planning Board if they have any questions. No questions were asked.

Mr. Hanner stated that the applicant is proposing to create two parcels, which is classified as a minor subdivision. The subdivision requires relief from zoning which requires that the applicant must first seek preliminary plan approval from the Planning Board. If the Planning Board grants preliminary plan approval, the applicant may then proceed to the Zoning Board for relief of the required variance. If the Zoning Board grants the required variance, the applicant may then return to the Planning Board for final plan approval, or the Board may vote to delegate final plan approval to the Administrative Officer.

Mr. Hanner stated that the application was considered complete, a certificate of completeness was issued on June 30, 2003, and notice was mailed to immediate abutters.

Mr. Hanner stated that parcel 2 is proposed to be 13,480 square feet and parcel 2.1 is proposed to be 8,806 square feet. The property is zoned R-3 which requires a minimum lot area of 7,500, lot width of 75 feet, lot depth of 100 feet, front setback at 20 feet, and rear setback at 25 feet. The applicant is proposing a lot depth for parcel 2.1 of 96.69 feet where an R-3 districts requires a lot depth of 100. It is the opinion of the Planning Department that the proposed lot depth of 96.69 is an insignificant deviation from the required 100 feet.

Mr. Hanner stated that the subdivision is consistent with the comprehensive plan and the land use 2010 plan designation. Further, the sewer, water, and gas utilities are available and proposed, no constraints to development appear present, the proposed parcels have physical access to Deer Street.

Mr. Hanner stated that the Planning Department recommends that the Planning Board delegate final plan approval to the Administrative Officer, waive the requirement for the installation of sidewalks and curbing, and grant conditional approval of the subdivision, as proposed, subject to the following six conditions:

1. That any and all of the required variances be obtained from the Zoning Board of Review, and that a note be placed on the Final Plan indicating the variances granted, the date of the Zoning Board approval, and recorded book and page;

2. That the applicant post an improvement guarantee in an amount determined by the Public Works Department for any required improvements to the City's Right-of-way;
3. That the residential use of the property be restricted to single-family use and accessory uses in perpetuity;
4. That the title block of the Final Plan be revised to indicate Final Plan status;
5. 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; and
6. That the proposal shall meet all applicable City, State, and/or Federal regulations and requirements.

Chairman Poland stated that since sidewalks and curbing are currently present, there is no need for Board to waive the requirement for the installation of curbing and sidewalks.

Mr. Poland asked if anyone is present to comment or if the Board has any questions.

Mr. Sullivan asked why the applicant did not extend the depth of the parcel to 100 feet.

Mr. Sleprow stated that a commercial parcel is present to the rear of the proposed parcel.

First Motion

Motion by Mr. Sullivan, second by Mr. Almeida, to grant conditional approval of the subdivision, as proposed, subject to the following conditions:

1. That any and all of the required variances be obtained from the Zoning Board of Review, and that a note be placed on the Final Plan indicating the variances granted, the date of the Zoning Board approval, and recorded book and page;
2. That the applicant post an improvement guarantee in an amount determined by the Public Works Department for any required improvements to the City's Right-of-way;
3. That the residential use of the property be restricted to single-family use and accessory uses in perpetuity;
4. That the title block of the Final Plan be revised to indicate Final Plan status;
5. 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; and
6. That the proposal shall meet all applicable City, State, and/or Federal regulations and requirements.

Roll call vote

Theodore Sullivan	Aye
John O'Brien	Aye
Octavio Cunha	Aye
Anthony Almeida	Aye
Chairman Peter Poland	Aye

Second Motion

Motion by Mr. Sullivan, second by Mr. Almeida, to delegate final plan approval to the Administrative Office.

Roll call vote

Theodore Sullivan	Aye
John O'Brien	Aye
Octavio Cunha	Aye
Anthony Almeida	Aye
Chairman Peter Poland	Aye

C. Appl. #2003-08 Minor Subdivision, North Shore Drive, Map 513, Block 3, Parcels 8 & 9, Applicant: Karl and Lynn Stumpff

Assistant City Solicitor Gregory Dias swore in Karl D. & Lynn Stumpff and Michael Warner, architect.

Chairman Poland asked the applicants if they would like to address the Board regarding their proposal, or would they prefer that the Planning Department provide their staff report first? The applicant's agreed to let the Planning Department present their report first.

Zac Gordon, Senior Planner, provided an overview of the petitioner's request. Mr. Gordon noted that this was a "minor subdivision", consisting of two (2) lots. He noted that under the terms of the "Land Development and Subdivision Review Regulations", this is the first of two required stages of approval (preliminary), with final to follow. He also indicated that a "Certificate of Completeness" was issued on July 7, 2003 and that abutter notices were sent on July 7, 2003.

Mr. Gordon proceeded to explain the specifics of the proposed subdivision. The applicant's proposal is to subdivide an existing lot, which consists of two (2) parcels that had previously been merged because one of the parcels did not meet the minimum lot size requirement of 5,000 square feet for the R-4 District. Parcel 8, currently measures 3,863 square feet, while parcel 9 measures 8,308 square feet. As proposed by the applicants, Parcel 8 would be increased to 4,272 square feet and Parcel 9 would be

reduced to 7,899 square feet. Mr. Gordon added that Parcel 8 is currently improved with a one story single-family residence, rear deck, asphalt driveway and kennel with concrete pad. There is also a six (6) foot fence along the western side of the property. Parcel 9 is improved with a one-story single-family residence, rear deck, asphalt driveway and shed, together with a three (3) foot chain-link fence. There is also a wooden set of stairs to the north of the property, which provides access to Bullocks Cove. Mr. Gordon also noted that the East Bay Bike Path is located immediately adjacent to the east of Parcel 9. Mr. Gordon explained to the Board that the applicants are proposing to retain the existing single family residence will on Parcel 8, while an addition is proposed for the single family residence on Parcel 9.

Mr. Gordon noted that City staff from the Departments of Planning, Public Works and Fire have reviewed the proposed subdivision and offered their comments, which the applicant has addressed in the latest plan revision.

With respect to zoning, Mr. Gordon noted that the applicant's property is zoned R-4, Residential. The minimum dimensional requirements for this district are: Lot area - 5,000 square foot; lot width – 50 feet; lot depth – 100 feet, with building setbacks of 15 feet for the front yard, 20 feet for the rear yard and 8 feet for the side yards. Mr. Gordon noted that relief will be required from the Zoning Board for the proposed subdivision, as detailed by the Zoning Officer, Edward Pimentel in a memo to the Public Works Director, Stephen Coutu, dated April 2, 2003. Mr. Gordon also noted that any approval granted by the Planning Board would need to be made subject to Zoning Board approval being granted.

Mr. Gordon noted that the applicants were requesting waivers from the requirements for granite curbing and sidewalks. Mr. Gordon indicated that Planning Department staff has found the proposal to be consistent with the Comprehensive Plan and also that it meets required findings of Section 5-4 of the “Land Development & Subdivision Regulations”, with the exception of the need for relief from the Zoning Board and approval from the RI Coastal Management Resources Council (CRMC).

Mr. Gordon indicated that with respect to the applicants' request for waivers, the Planning Department was recommending that the Planning Board grant the requested waivers from the requirements for the installation of granite curbing and sidewalks, as there were none presently in this area.

Mr. Gordon concluded his presentation by detailing the Planning Department's recommendation on the proposed subdivision, as follows:

Based upon the analysis provided above, Planning Department staff believes that the proposed subdivision is consistent with the applicable standards of Section 5-4 of the Land Development and Subdivision Review Regulations. **Therefore, staff recommends Preliminary Approval of the proposed Minor Subdivision application, subject to the following conditions:**

1. that the title block be revised to indicate Final Plan status;

2. 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;
3. that the applicant obtain Zoning Board approval for relief from all dimensional requirements for the R-4 District that will not be met.
4. that approval be obtained from CRMC.

Mr. Gordon further indicated that Planning was recommending that Final Approval be delegated to the Administrative Officer, subject to compliance with all required conditions of this approval.

Chairman Poland thanked the staff for their presentation and asked the applicants if they would like to address the Board. Mr. Michael Warner addressed the Board and noted that his clients, the Stumpffs, had retained his services to design a new home for them at 1 North Shore Drive. Mr. Warner indicated that when he contacted the City to inquire about the requirements for constructing a new home, he learned that a subdivision would be required, because of the merger of the two (2) parcels owned by the Stumpffs. He also noted that a preliminary determination was received from CRMC for this proposal and that several variances would be required from CRMC.

Chairman Poland asked the Board if they had any questions for either the applicant or Planning staff.

Mr. Sullivan indicated his familiarity with the site and asked about the plans for parcel 9, in terms of the structure shown. Chairman Poland responded by noting that the applicant's were before the Board for subdivision approval, and that the proposed building addition was outside of their review. He further noted that any approval granted by the Planning Board would still require Zoning Board approval and the necessary permits from the City building department and the CRMC. Chairman Poland also expressed his support for this subdivision as it will eliminate an existing non-conformity (two principle dwellings on one lot).

Mr. Sullivan asked why a waiver was necessary for the sidewalk and curbing, since this proposal only involves the creation of a lot line? Chairman Poland responded that the Subdivision regulations require sidewalks and curbing for all proposed subdivisions. Mr. Poland noted that the applicants have requested a waiver from the requirement for a sidewalk and granite curbing.

Request for Waivers

Chairman Poland called for a motion for the granting of waiver. **Mr. Almeida moved to grant the requested waivers.** Second by Mr. O'Brien.

Roll Call Vote:

Almeida

Aye

Cunha	Aye
O'Brien	Aye
Sullivan	Nay
Poland	Aye

Waiver request granted 4-1.

Preliminary Approval

Chairman Poland called for a motion on the proposed subdivision. **Mr. Almeida moved to grant Preliminary Approval** to the proposed minor subdivision, second by Mr. O'Brien, subject to the following conditions:

1. that the title block be revised to indicate Final Plan status;
2. 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;
3. that the applicant obtain Zoning Board approval for relief from all dimensional requirements for the R-4 District that will not be met.
4. that approval be obtained from CRMC.

Second by Mr. O'Brien.

Roll Call Vote:

Almeida – Yes
Cunha – Yes
O'Brien – Yes
Sullivan – Yes
Poland - Yes

Preliminary approval granted 5-0.

Delegation of Final Plan Approval

Mr. Sullivan moved to delegate Final Plan approval to the Administrative Officer, second Mr. Almeida.

Roll Call Vote:

Almeida	Aye
Cunha	Aye
O'Brien	Aye
Sullivan	Aye
Poland	Aye

Delegation of Final Plan approval to Administrative Officer granted 5-0.

D. Union Primary School Reuse

Chairman Poland asked the staff to address the matter of reuse of the Union Primary School, as contained in a memorandum to the Board from the Planning Department, dated July 9, 2003. Zac Gordon addressed the Board and explained that the City Council had requested Planning Board input regarding the future use of the Union Primary School, located at 1320 Pawtucket Avenue. Mr. Gordon provided the Board with a brief history of the previous use of the UPS building. Mr. Gordon noted that in November of 1992 the City Council granted a 50-year lease to the East Providence Community Center (EPCC) for use of the UPS for the provision of youth and adult services. Mr. Gordon added that at the same time as the commencement of this lease, Self-Help, Inc., had entered into a lease agreement with the City for use of a portion of the UPS for two (2) consecutive five (5) year terms, with a five (5) year renewal option. Mr. Gordon went on to explain that in 1998, the Planning Board had considered a request from Self-Help for the use of one part of the UPS building for a Head Start childcare facility. This request was reviewed by the Planning Board and approved by the City Council, but never acted upon by Self-Help. In the fall of 2001, the Seekonk YMCA requested permission to use several rooms in UPS building, formerly occupied by Self-Help, and subsequently entered into a 10-month lease with the City for use of this space. This lease was subsequently extended through the 2002-2003 school year. The City has recently received a request from the YMCA to continue their use of the UPS building through the summer of 2003 and into the 2003-2004 school year. Mr. Gordon noted that, based upon its review of the past and present use of this facility, the Planning Department was recommending that the City Council issues an RFP for use of that portion of the Union Primary school, currently being used by the Seekonk YMCA, for a Rhode Island DCYF licensed child care service provider who best meets the child care needs of the residents of East Providence. Mr. Gordon concluded by noting that Planning was also recommending that the Board may in the interim, the Board may want to consider endorsing an extension of the existing YMCA lease, until the RFP process is completed. Mr. Gordon made reference to a floor plan of the UPS, which is provided to the Board in their packet of information.

Mr. Gordon made reference to a letter dated June 14, 2003, addressed to Jeanne Boyle, Planning Director from Cheryl Gibbs, Director of the East Providence Community Center, which formally notes their desire to use the rooms currently being occupied by the YMCA. Mr. Gordon reiterated the Planning Department's recommendation that the City issue an RFP for that portion of the UPS which is temporarily being occupied by the YMCA.

Chairman Poland clarified that what is being requested is input from the Planning Board on future use of a portion of the UPS. Mr. Gordon confirmed that this was correct. Ms. Feather noted that the EPCC does currently have a lease with the City for the use of the two (2) rear classrooms in the UPS. Ms. Feather added that the use of the UPS by the YMCA was the result of a decline in participation in the EPCC facilities. Ms. Feather reiterated that the EPCC was now stating their interest in resuming use of the classrooms currently occupied by the YMCA.

Chairman Poland asked if any member of the Board had any questions. Mr. Cunha asked if all residents of the City would benefit from the EPCC? Chairman Poland expressed his support for the Planning Department's recommendation that the City Council issue an RFP for use of the portion of the UPS, currently occupied by the Seekonk YMCA. Chairman Poland asked if the Seekonk YMCA was a DCYF licensed facility? Mr. Gordon confirmed that this was the case. Mr. Sullivan asked what was the reason for this request (i.e. income from the rental of this facility by the YMCA). Ms. Feather explained that she had spoken to the Acting City Manager, William Conley, who has expressed the need for going through the required process for use of this space. This process first requires soliciting the input of the Planning Board and then soliciting public input, prior to a final decision by the City Council on the use of this facility, which may be to issue an RFP for the use of this space. Mr. Gordon reminded the Board that this is the same process that the City goes through for the proposed use of any City owned building.

On a motion by Mr. Sullivan, seconded by Mr. Cunha, the Board voted to recommend to the City Council that an RFP be issued by the City for that portion of the UPS currently occupied by the Seekonk YMCA, for a RI DCYF licensed child care service provider, who best meets the child care needs of the residents of East Providence.

Roll Call Vote:

Mr. Almeida – Aye
Mr. Cunha - Aye
Mr. O'Brien – Aye
Mr. Sullivan – Aye
Mr. Poland – Aye

Motion approved 5-0.

V. CONTINUED BUSINESS

1. Staff Report

VI. COMMUNICATIONS

The Board approved the following communications:

- A. Memo dated 6/20/03 to the Zoning Board of Review from the Planning Department
Re: Requests for Variance and Special Use Permit to be heard on 6/25/03
- B. Letter dated 6/12/03 to Jeanne Boyle from Attorney Joseph A. Keough, Jr. Re: Minor Subdivision, Appl. #2003-06, Linden Street
- C. Letter dated 6/19/03 to Attorney Joseph A. Keough, Jr., of Keough & Sweeney, Ltd. from Jeanne M. Boyle, Re: Minor Subdivision Application #2003-06 Linden Street

D. Appeal of Patrick C. and Christin Lynch re: Appl. #2003-06 Linden Avenue
Subdivision of Joseph and Steven Ptaszek

VII. ANNOUNCEMENT

The next meeting of the Board will be determined since August 11 is a holiday.

Ms. Feather noted that the Planning Director was presently in Scotland. Ms. Feather noted that staff continues to work on finalizing the City's Waterfront Plan.

Mr. Hanner informed the Board that the City has been awarded a grant from RIDEM to conduct a tree inventory located in the City's right-of-way using GIS software and locators. The inventory is a joint effort with local area schools.

VIII. ADJOURNMENT

The meeting adjourned at 9:10 p.m.

Respectfully submitted,

Peter Poland, Chairman

PP/JMB/sac

Post Meeting Note: This was Chairman Poland's final meeting. Mr. Poland passed away on August 12, 2003.