

Hon. Kenneth J. Hopkins  
Mayor

Michael E. Smith  
President

Jason M. Pezzullo, MCP, MPA, AICP  
City Planning Director



Robert Coupe  
Vice-President

Thomas Barbieri  
David Exter  
Steven Frias  
Kathleen Lanphear  
Lisa Mancini

Justin Mateus P.E.  
Public Works Director

Thomas Zidelis  
Finance Director

## CITY PLAN COMMISSION

City Hall – 3<sup>rd</sup> Floor, Room 309  
869 Park Avenue, Cranston, Rhode Island 02910

### MINUTES CITY HALL – 3<sup>rd</sup> FLOOR, COUNCIL CHAMBER 6:30PM – WEDNESDAY, APRIL 3, 2024

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#### CALL TO ORDER

Chairman Smith called the meeting to order at 6:37 p.m. in the Council Chamber, 869 Park Avenue.

The following Commissioners were in attendance for the meeting: Chairman Michael Smith, Vice Chair Robert Coupe, Thomas Zidelis, David Exter, Thomas Barbieri, Steven Frias, Kathleen Lanphear, Justin Mateus, and Lisa Mancini.

The following members of the City Planning Department were in attendance: Jason M. Pezzullo, AICP, Planning Director; Kenneth R. Kirkland, AICP, Asst. Planning Director; Brianna Valcourt; Senior Planner; Jonas Bruggeman, Senior Planner

Also in attendance: Steve Marsella, Esq., Assistant City Solicitor

#### APPROVAL OF MINUTES

(votes taken)

- 2.6.24 Regular Meeting

Commissioner Lanphear noted a typographical mistake to be amended prior to submission and final posting of the 2.6.24 meeting minutes.

Upon motion made by Mr. Mateus, and seconded by Mr. Exter, the City Plan Commission voted unanimously (9-0) to approve the 2.6.24 meeting minutes, as amended.

- 2.22.24 Special Meeting (Comprehensive Plan Update – Public Charette Workshop)

Director Pezzullo explained that the 2.22.24 meeting minutes reflect discussion(s) from the comprehensive plan update public workshop, which may be amended to include further information and discussion by the consulting team for the plan update.

Mr. Pezzullo suggested that the City Plan Commission hold approval of minutes to the May meeting to reflect any edits or additions that may be made.

Upon motion made by Mr. Zidelis, and seconded by Mr. Barbieri, the City Plan Commission voted unanimously (9-0) to hold the 2.22.24 meeting minutes for subsequent vote at the Regular City Plan Commission meeting scheduled for May 7th.

#### APPOINTMENT OF ADMINISTRATIVE OFFICER

(vote taken)

- Senior Planner – Brianna L. Valcourt

Chairman Smith introduced Brianna Valcourt and Jonas Bruggeman as the most recent hires of the Cranston Planning Department. Mr. Smith entertained a motion to approve the appointment of Ms. Valcourt and Mr. Bruggeman as administrative officers, respectively.

Upon motion made by Mr. Zidelis, and seconded by Mr. Mateus, the City Plan Commission voted unanimously (9-0) to approve the appointment of Brianna Valcourt as administrative officer.

- Senior Planner – Jonas U. Bruggemann

Upon motion made by Mr. Coupe, and seconded by Ms. Lanphear, the City Plan Commission voted unanimously (9-0) to approve the appointment of Jonas Bruggeman as administrative officer.

### **SUBDIVISIONS & LAND DEVELOPMENT PROJECTS**

**(no vote taken)**

- **“Orchard Meadows”** **PRE-APPLICATION CONFERENCE**  
PRE-APPLICATION – Minor Subdivision  
5-lot subdivision with waiver requests  
Zoning District: A-80  
AP 28, Lots 31 & 45  
1489 **pin Orchard Road**

Asst. Director Kirkland provided context of application.

Jenna Shae, DiPrete Engineering, provided further context of the site and a brief overview of the proposed design revision.

Ms. Shae explained that the applicant is proposing five (5) lots, excluding a single lot included in the initial proposal. Ms. Shae itemized specific relief that the applicant will be seeking, as well as requirements met without relief. No roadway would be proposed, thus less impervious area and minimal stormwater mitigation areas, therefore less drainage infrastructure to maintain.

Commissioner Frias inquired about the proposed acreage per lot. Ms. Shae noted that Lots 1-4, as depicted on the plan, range between 36,000-48,000 s.f. Ms. Shae clarified that the density calculation does not differ from the original proposal.

Commissioner Lanphear asked Ms. Shae about the approximate land dedicated to open space included in the initial proposal. Ms. Shae clarified that the applicant had provided 14.88 acres of open space in total, with 3.8 acres suitable for development. With the elimination of Lot 10, the open space designation had changed. Ms. Lanphear inquired if the application would conform to RPD standards. Ms. Shae clarified that the required lot size in square footage for RPD developments is 20,000 s.f., in which this proposal is in excess of that requirement.

No further discussion by the Commission. As this matter is designated as a Pre-Application Conference, no vote was taken.

### **ORDINANCE RECOMMENDATION**

**(votes taken on each item)**

*Mr. Exter recused himself on the following matters due to a conflict.*

- **“2-24-02”** **PUBLIC HEARING**  
Ordinance in amendment of the 2010 Comprehensive Plan for the City of Cranston  
(Change of FLUM Designation – 20 Goddard Drive, Plat 13, Lot 39)  
**Government/Institutional (GI) to Special Redevelopment Area**

Atty. Robert Murray, on behalf of the applicant, provided context of the site in a joint presentation regarding both ordinance recommendations. Mr. Murray stated that the applicant has not yet found an end user for Plat 13, Lot 39, but enough development interest has prompted a request of change of the FLUM and zoning designations, with certain conditions to allow flexibility of use.

Commissioner Frias stated that he is inclined to support this request as an opportunity for economic development within the city. Mr. Frias inquired about the absence of a minimum parking requirement within the application. Atty. Murray stated that the applicant will present a parking plan dependent on the end user.

Commissioner Frias inquired about the provisions in the ordinance for charging stations for electric vehicles, and Mr. Murray confirmed that the ordinance did not require electric vehicle charging stations to be built.

No members of the public were present to provide comments in-person, nor online.

Seeing no further discussion by the Commission, Chairman Smith opened the discussion to a motion on the matter.

Upon motion made by Mr. Zidelis, and seconded by Mr. Barbieri, the City Plan Commission voted (8-0) to forward a **positive recommendation** on the application to the City Council.

- **“2-24-03” PUBLIC HEARING**  
Ordinance in amendment of Chapter 17 of the Code of City of Cranston, 2005, Entitled “Zoning” (Change of Zone – 20 Goddard Drive, Plat 13, Lot 39)  
***M-2 to M-2 with Conditions***

Upon motion made by Mr. Zidelis, and seconded by Mr. Mateus, the City Plan Commission voted (8-0) to forward a **positive recommendation** on the application to the City Council.

**PERFORMANCE GUARANTEES** (votes taken on each item)

- **“Lantern Hill Estates” PUBLIC INFORMATIONAL**  
f/k/a Lippitt Hill Estates  
Phase I: Bond Release Request

Upon motion made by Vice Chair Coupe, and seconded by Mr. Zidelis, the City Plan Commission voted unanimously (9-0) to continue this matter to a subsequent meeting, pending approval by DPW.

- **“The Estates at Camden Woods” PUBLIC INFORMATIONAL**  
Phases I – III: Bond Release Request

Upon motion made by Mr. Mateus, and seconded by Mr. Zidelis, the City Plan Commission voted unanimously (9-0) to continue this matter to a subsequent meeting, pending approval by DPW.

**ZONING BOARD OF REVIEW RECOMMENDATIONS** (votes taken on each item)

**495 INVESTMENTS, LLC (OWN/APP)** has filed an application to request permission to allow barber shop, beauty salon / body art / day spa uses in an existing building zoned industrial at 495 Atwood Avenue, A.P. 12, lot 3116; area 13,300 sq. ft., zoned M1. Applicant seeks relief per §17.92.010 – Variances; and §17.20.030 – Schedule of Uses. Application filed 2/14/2024. Joseph Shekarchi, Esq. **To be continued pending completion of Development Plan Review process.**

Upon motion made by Mr. Mateus, and seconded by Mr. Coupe, the City Plan Commission voted unanimously (9-0) to continue this matter to the Regular City Plan Commission meeting to be held in June.

**FLAGSHIP PROPERTIES, LLC. (OWN) and JOHN TURCHETTA (APP)** have filed an application to request permission to convert an existing single-family home into a two-family home on an under-sized lot at 763 Atwood Avenue, A.P. 12, Lot 555, area 6,250 sq. ft., zoned C2. Applicant seeks relief per §17.92.010 – Variances; and §17.20.120 – Schedule of Intensity Regulations.

Upon motion made by Ms. Mancini, and seconded by Mr. Coupe, the City Plan Commission voted unanimously (9-0) to accept staff recommendation and forward a **positive recommendation** to the Zoning Board of Review.

**AA&E PROPERTIES, LLC. (OWN/APP)** have filed an application to request permission to subdivide four (4) existing lots and create two (2) lots with reduced frontage to construct two (2) new two-family dwellings at 0 Pavilion Avenue, A.P. 7, Lots 3363, 3366, 3644, & 3814, area 13,237 sq. ft., zoned B1. Applicant seeks relief per §17.92.010 – Variances; and §17.20.120 – Schedule of Intensity Regulations.

Upon motion made by Mr. Coupe, and seconded by Mr. Barbieri, the City Plan Commission voted unanimously (9-0) to accept staff recommendation and forward a **positive recommendation with conditions** to the Zoning Board of Review.

**ARVEE, LLC. (OWN) and MAINELY TUBS (APP)** have filed an application to request permission to install signage greater than which is allowed at 1 New London Avenue, A.P. 10, Lot 713, area 87,120 sq. ft., zoned C4. Applicant seeks relief per §17.92.010 – Variances; §17.72.010 – Signs.

Upon motion made by Mr. Zidelis, and seconded by Mr. Exter, the City Plan Commission voted unanimously (9-0) to accept staff recommendation and forward a **positive recommendation** to the Zoning Board of Review.

**RUSSO FAMILY TRUST (OWN) and JENNIFER MINUTO (APP)** have filed an application to expand an existing tavern/pub/neighborhood bar use with a reduced number of parking spaces at 2197 Broad Street, A.P. 1, Lot 432; area 4,102 sq. ft., zoned C3. Applicant seeks relief per §17.92.010 – Variances; and §17.64.010 – Off-Street Parking.

Upon motion made by Mr. Zidelis, and seconded by Mr. Barbieri, the City Plan Commission voted unanimously (9-0) to accept staff recommendation and forward a **positive recommendation** to the Zoning Board of Review.

#### **CITY PLANNING DIRECTOR'S REPORT**

**(no votes taken)**

- Open positions / ongoing hiring process

Director Pezzullo stated that two open positions for Senior Planner have been filled in the City Planning Department by Brianna Valcourt and Jonas Bruggeman.

Mr. Pezzullo stated that solicitation for the position of Planner Technician will be underway soon, as previous efforts yielded few applicants.

- Comprehensive Plan Update Process

Director Pezzullo stated that the planning department has been working internally on a number of sections of the comprehensive plan update, and that the department is working collaboratively with the consultant to issue information regarding plan elements to the Commission as soon as possible.

- Ongoing / prospective grants

Director Pezzullo shared that the planning department is working with Rhode Island Historic Preservation & Heritage Commission to prepare a National Register Historic District Nomination for Garden City.

**ADJOURNMENT**

**(vote taken)**

Next Meeting | Tuesday, May 7, 2024, 6:30PM – **Regular Meeting**  
City Hall – 3<sup>rd</sup> Floor, Council Chamber – 869 Park Avenue

Chairman Smith raised the issue of a potential conflict between the Regular City Plan Commission meeting slated for June 4<sup>th</sup> and a special election by the City Council scheduled on the same day.

Per discussion by the Commission, Mr. Frias suggesting moving the CPC meeting date from Tuesday, June 4<sup>th</sup> to Thursday, June 6<sup>th</sup>.

Upon motion made by Mr. Frias, and seconded by Mr. Zidelis, the City Plan Commission voted unanimously (9-0) to hold the June meeting of the City Plan Commission on Thursday, June 6<sup>th</sup>.

Upon motion made by Vice Chair Coupe, and seconded by Mr. Mateus, the City Plan Commission voted unanimously (9-0) to adjourn the meeting at 8:32 p.m.