

**MINUTES OF THE PLANNING BOARD MEETING OF FEBRUARY 1, 2016  
AT THE JESSE SMITH LIBRARY COMMUNITY ROOM  
SUBJECT TO APPROVAL AT THE NEXT REGULAR MEETING**

**I. CALL TO ORDER:**

**Meeting was called to order at 7:00 p.m., Jeffrey Partington, Chairman, presiding.**

**Members Present:** Jeffrey Partington, Marc Tremblay, Rick Lemek, Dov Pick, Leo Felice, Bruce Ferreira, Michael Lupis and Jeffrey Presbrey.

**Members Absent:** Chris Desjardins.

**Others Present:** Ray Cloutier, Zoning Board Chairman, Thomas Kravitz, Planning Director, and Christine Langlois, Deputy Planner.

**II. ATTENDANCE REVIEW:**

Mr. Partington acknowledged that Mr. Desjardins was excused.

**III. ACCEPTANCE OF MINUTES:**

The **minutes of the Planning Board meeting of January 4, 2016** were read. *A motion to accept the minutes, as presented, was made by Mr. Ferreira, seconded by Mr. Pick and carried unanimously by the Board.*

**IV. CORRESPONDENCE:**

- Recommendation memo to Town Council on acceptance of Ledgewood Lane into the Town's highway system;

**V. OLD BUSINESS:**

**John Connors, Jay McIlmail & Nicole Gomas, Cherry Farm Road, Burrillville; Map 143, Lot 47; Map 126, Lot 20:** *Preliminary Minor Subdivision Plan Review (cont'd from 07/07/2014; 12/01/2014; 03/02/2015; 04/06/2015; & 06/01/2015 meetings):* The Planning Board reviewed a correspondence (email from Mr. Connors dated January 22, 2016) requesting withdrawal of his preliminary minor subdivision plan as he has decided to not pursue the subdivision but rather to sell the property as one lot. Mr. Kravitz told the Board that Mr. Connors had already created a temporary driveway on the property in order to prove accessibility to the lot, instead of conducting test holes on the property as previously discussed. He informed the Board that he requested Mr. Connors immediately install proper soil erosion measures, which were put in place. He suggested that the Board consider putting a stipulation on the property that a Certificate of Occupancy can only be issued when the driveway is properly designed by a registered engineer, and paved, to prevent any future runoff from the site. The Board noted that the driveway design should also include tracking pads and check dams, and that the width of the driveway should be designed to accommodate emergency vehicles. He noted that there is still the outstanding issue of correcting the property line dispute with the abutting property (Map 126, Lot 20). *A motion was made from the Chair to grant the request for withdrawal, without prejudice, of the Preliminary Minor Subdivision plan for John Connors, Jay McIlmail and Nicole Gomas subject to a Rhode Island registered professional engineer designing stormwater controls [for the proposed driveway] and direct the Planner and the Building Official to refrain from issuing any certificate of occupancy on the property until the driveway is paved; and that an administrative plan is recorded to correct a property line issue for Map 126, Lot 20. The*

*motion received a second from Mr. Tremblay. Under discussions, it was suggested the motion wording be revised to reflect that the administrative plan is subject to the stipulation regarding holding the C.O. until the driveway is designed by the professional engineer and constructed in accordance with a P.E.'s plan. The motion was amended by the Chair and the amendment received a second from Mr. Tremblay. The amended motion was further amended by the Chair to add that a notation regarding the certificate of occupancy requirement for the administrative plan, particularly the driveway design and constructed, be included on the recorded administrative plan. Mr. Tremblay seconded the amendment and the amended amendment, as well as the amendment and original motion, carried unanimously.*

**VI. NEW BUSINESS:**

**Ronald E. & Judith D. Matthews, Camp Dixie Road, Burrillville; Map 227, Lot 6:** Registered land surveyor, Nate Lauder, Attorney Nicole Carrol, and applicants, Ronald & Judith Matthews, were in attendance to represent the preliminary minor subdivision plan. Mr. Lauder explained that the plan represents a two-lot subdivision of a 24± acre parcel with frontage on Camp Dixie Road, within the R-20 zoning district. Access to the property is obtained through an existing, approved wetlands crossing due to the property having approximately 700 feet of wetlands along the existing frontage. The applicants are looking to create one additional lot, referenced as Parcel B, of approximately 7± acres with frontage of 125 feet on Camp Dixie Road, also located within wetlands, so shared access is proposed over the existing approved crossing. Parcel A would then contain 17± acres, with the house currently under construction and approximately 925± feet of frontage on Camp Dixie Road. He noted that during the conceptual review, the Board suggested modifying the access to Parcel B, which has been done by taking advantage of an existing cart path. He told the Board that the plan has received approval of soil evaluations conducted in the vicinity of TH1 & TH2 (shown on the plan) having 10-foot holes with an 8-foot design. The site will also have private wells. In regards to the proposed access, he stated that there would be a recorded easement put in place for access and utilities over Parcel A. He mentioned that the Board had discussed the possibility of low-level lighting and asked Mr. Matthews to address this.

Mr. Matthews told the Board that there would be a street light approximately 200 feet in when accessing the property. He said that in the vicinity of the fork in the road, there will be a stone wall, with a reflective address for both homes, and asked if this was sufficient. The Board, noting the proposed drop service pole in the plan, suggested considering some type of low-level lighting. Mr. Matthews said that he had already placed several conduits underground from the house and could run a line for lighting. The Board suggested he also create a wider access to parcel B for emergency vehicles due to proposed length of the access and the proposed grade at 10%. They suggested providing shoulders with grass swales and check dams to shed runoff.

Mr. Lauder then asked if the Board would allow for the final plan to be submitted administratively to the Planning Department. The Board members said they did not have a problem with this request.

As there were no further questions, *a motion to approve the Preliminary Minor Subdivision plan for Ronald E. Matthews & Judith D. Matthews of Camp Dixie Road, Map 227, Lot 6, was made by Mr. Ferreira in accordance with R.I.G.L. Section 45-23-60 and that:*

- *The subdivision is consistent with the Comprehensive Plan, Chapter V Housing, Implementation Action V.1.a.1;*
- *The application is in conformance with the Town's Zoning Ordinance regarding lot dimension and use;*
- *There will be no negative environmental impacts as the project seeks to minimize land disturbance through the creation of a common driveway via access easement;*
- *The subdivision will not result in the creation of unbuildable lots;*
- *The subdivision will create two lots that will have adequate and permanent physical access to Camp Dixie Road.*

*The motion received a second from Mr. Pick. Under discussions, Mr. Presbrey asked if the motion needed to include the request for administrative approval of the Final plan submission. Mr. Ferreira amended his original motion to include the applicant's request for Final plan submission through the Planning Department. Mr. Pick seconded the amendment and the amendment and original motion carried unanimously.*

**Advisory to Zoning Board on the Downtown Pascoag Redevelopment Project Building Design (74-84 Main Street; 75-81 Main Street/12 Park Place):** Mr. Kravitz informed the Board that NeighborWorks has submitted an application to the Zoning Board for relief for the Downtown Pascoag Revitalization building project. He noted that the Board had actually granted approval of an original design for the former music hall property, previously owned by Excel Management, and also approved a revised design plan for 74 & 84-86 Pascoag Main Street on March 2, 2015. *A motion to endorse the January 19, 2016 memo from the Town Planner to the Burrillville Zoning Board supporting the Zoning Applications from NeighborWorks of the Blackstone River Valley and the Burrillville Redevelopment Agency for a Special Use Permit and variance requests for the Downtown Pascoag Redevelopment Project Building Designs was made by Mr. Tremblay, seconded by Mr. Ferreira and carried unanimously by the Board.*

## **VII. OTHER BUSINESS:**

**Report from Administrative Officer:** The Board reviewed the report from the Administrative Officer. They noted that in the month of January, the following Certificates of Completeness were issued: **Ronald E. & Judith D. Matthews, Camp Dixie Road, Burrillville (Preliminary Minor Subdivision – 2 lots); Joshua & Amelia Wexler, Whiting Lane, Burrillville (Administrative – lot merger) and The Dornhecker Plat, 295 Buck Hill Road & Wallum Lake Road, Burrillville (Final Minor Subdivision – 2 lots.** There were no plans rejected as incomplete. The following plans were endorsed: **Joshua & Amelia Wexler, Whiting Lane, Burrillville (Administrative – lot merger) and The Dornhecker Plat, 295 Buck Hill Road & Wallum Lake Road, Burrillville (Final Minor Subdivision – 2 lots).**

**Planning Board Discussions:** The Planning Board had nothing further for discussion.

*A motion to adjourn was then made by Mr. Ferreira at 8:00 p.m. The motion received a second from Mr. Pick and carried unanimously by the Board.*

Recorded by: M. Christine Langlois  
M. Christine Langlois, Deputy Planner