

LINCOLN PLANNING BOARD

June 17, 2015

APPROVED

The regular meeting of the Planning Board was held June 17, 2015. This meeting was at the Lincoln Town Hall, 100 Old River Road.

Chairman Bostic called the meeting to order at 7:10p.m. The following members were present:

Gerald Olean, William Murphy, John Hunt, Jeffrey Almond, Michael Reilly, Kenneth Bostic.

Also in attendance were Town Planner Al Ranaldi, Town Engineer Leslie Quish, and Town Solicitor Anthony DeSisto.

CONSENT AGENDA

Chairman Bostic reminded members that the consent agenda can take all the applications as one or if any member of the Planning Board or applicant would like to remove an item they can do so. The consent agenda is normally voted on in total unless a member motions to remove an item,

Motion was made by Member Olean, seconded by Member Reilly to accept the consent agenda as presented. Motion was approved by all members present.

Major Land Development Review

a. Shell Station Rebuild AP43 Lot 78 Preliminary Plan – Public Hearing–7:00 PM

- Colbea Enterprises LLC 1783 Old Louisquisset Pike Discussion / Approval

This application is under the 2005 Subdivision Regulations and represents the complete redevelopment of an existing gas station and is classified as a major land development review. On May 19, 2015, the project received a Certificate of Completeness. According to our Subdivision Regulations, the Planning Board shall, within one hundred twenty (120) days of certification of completeness or within such further time as may be consented to by the applicant, approve the preliminary plan as submitted, approve with changes and/or conditions, or deny the applicant, according to the requirements of Section 8. A decision on the preliminary plan review must be made by September 15, 2015, or within such further time as may be consented to by the applicant. The project is in front of the Planning Board for a Public Hearing.

Town Planner Al Ranaldi does a short presentation for Shell Station Rebuild based on the Technical Review Committee report, see attached.

Mr. Ranaldi concluded by stating the following:

Barring any unforeseen concerns brought out at the Public Hearing and based on the project's submission, the Technical Review Committee feels that the applicant has successfully addressed the engineering challenges of this project and the requirements of a Preliminary Land Development review. The TRC recommends Preliminary Plan Approval with Conditions. The TRC recommends that Final Plan approval be delegated to the Administrative Officer. Below are the conditions of approval.

- 1. The applicant receives a Physical Alteration Permit from RIDOT,**
- 2. Approval from RIDEM's Underground Storage Tank (UST) program and Water Resources Department,**
 - 1. The property owner shall be responsible for maintaining and cleaning the sanitary service within the public right of way.**
 - 2. The water service and gasoline pipe crossing must be approved by the Lincoln Water Commission. The Lincoln Water Commission stated this is acceptable.**
- 3. The water main and sewer service crossings in public intersection must be approved by the Lincoln Water Commission.**

Tim Chapman: I am the Attorney for the applicant. First of all would like to thank the staff, they have been very, very cooperative in assisting us in our engineering and moving this forward. We do agree with the conditions that are listed and outlined by the Planning Director and included in the June 12, 2015 TRC letter. And we would request tonight approval of the plan and that it be delegated to the

Administrative Officer. If you have any questions I have the Engineer here and also the Director of Operations for Colbea.

Chairman Bostic: One of the questions that Member Olean had asked about was the structural integrity of the canopy. Has this been addressed? And one of residents who could not be here tonight had asked me about the new station; will the flow of diesel fuel be improved because the pumps are really awfully slow right now.

Tim Chapman: Yes

Motion made by Member Olean to open the Public Hearing, seconded by Member Almond. Motion was approved by all members present.

The Planning Board Secretary read the Abutters List. Meeting opened to public for comment.

Matt Berg: I am directly across the street from this property at 1785 Old Louisquisset Pike. My question is not around water or sewerage but the extra services the station is going to bring to the community and amount of extra traffic it is going to bring to that intersection. It is a very busy intersection. We have a lot of problems. I can't tell you how many bumpers I have pulled off my front yard. There is one accident a week at that intersection and my concern is what are you going to do as we bring more traffic into that intersection. They are bringing more services into the facility to make more money

obviously.

Tim Chapman: My Client has taking into consideration the level of traffic and the existing configuration of the intersection. The proposed site design has moved the sign out of an interior travel path to increase the circulation within the site. They improved the exit and entrance points and even propose to take out an extra parking space so there will be more visual ability to see up and down the road. Services will stay the same as what we currently have. Unfortunately it is a busy stretch of highway and it's not all for our gas station. We would love if it was for our gas station but there are a lot of other things up and down that road. So we will continue to be diligent while taking care of our property and making sure that if there are any issues that come up that we will address them.

Angelo Ruo - Vice President of Operations. We do not have any contract with any coffee company right now. Not to say that down the road there wouldn't be one but as of right we do not have an interest. We will probably be doing our own coffee to start off with and we will see what happens from there. As of right now we have no interest.

Motion made by Member Olean to close the Public Hearing, seconded by Member Almond. Motion approved by all members present.

Motion by Member Olean, seconded by Member Almond to accept the TRC recommendation for Preliminary Plan approval with conditions.

Motion approved by all members present.

Motion by Member Olean that TRC recommend Final Plan approval be designated to the Administrative Officer, second by Member Almond.

Motion approved by all members present.

Major Subdivision Review

**a. Highridge Subdivision AP 31 Lot 20 Preliminary Plan Discussion
- Highridge Corporation 192 Old River Road / Approval**

Town Planner Al Ranaldi does a short presentation for Highridge Subdivision based on the Technical Review Committee report, see attached.

This application is under the 2005 Subdivision Regulations and represents the subdivision of one lot into three lots. The existing lot is proposed to remain as a recreational use. The two proposed lots will be developed as single family homes. The project was elevated from a minor subdivision to a major subdivision due to the need for zoning relief on the original lot. A use variance was granted in 1958 for the recreational use of the property. The subdivision of two lots from the original lot represents an intensification of that recreational use granted in 1958.

On June 10, 2015, the project received a Certificate of Completeness. According to our Subdivision Regulations, the Planning Board shall, within one hundred twenty (120) days of certification of completeness

or within such further time as may be consented to by the applicant, approve the preliminary plan as submitted, approve with changes and/or conditions, or deny the applicant, according to the requirements of Section 8. A decision on the preliminary plan review must be made by October 8, 2015, or within such further time as may be consented to by the applicant.

Mr. Ranaldi concluded by stating the following:

The concerns presented above are minor in nature and can be easily added to the plan set. The Technical Review Committee recommends that the application proceed to a Public Hearing during the July meeting. An updated abutters list is required.

Attorney John Shekarchi for the applicant: Al pretty much summed up what the applicant is proposing and associated design concerns. We did seek zoning relief last month and we were successful and recorded the decision yesterday. Al talked about the stone wall and one of the conditions of the zoning variance was that we try our best not to move the stonewall. The new driveways will require the reconfiguration of the wall. The only change that we ask based on the fact that we have had several prior public hearings and technically under the statute and the ordinance there is no requirement that we have another public hearing. We would like to be heard on the preliminary proceeding and hopefully that would be final.

Solicitor DeSisto: This is a Planning Board call.

Member Olean: Was this brought up to the TRC before they made their recommendations?

Attorney Sherkarchi: Yes directly after the last hearing we had asked for it.

Member Olean: I don't have any memory of that and all I have in front of me is the TRC Report. The TRC report says "proceed to Public Hearing".

Planner Ranaldi: Yes you are right. I was under the impression that a Public Hearing was a requirement. I was corrected tonight by the Town Solicitor. I agree that they have had public notice and they have had a public hearing so another one would be an overkill in my opinion. But I didn't realize that it's not required. So I did not want to step over the board on this.

Member Olean: Solicitor do you have any recollection when we did away with a Public Hearing?

Solicitor DeSisto: No

Member Olean: Does this set precedence for us?

Solicitor DeSisto: No it doesn't.

Member Reilly: The only concern I have is that when we combine review stages we said that upfront and say that we are going to combine it; the public information hearing and the public hearing all in one. Everyone involved in the project is well aware of that right from the get go. I don't recall any conversations but I just don't know if there are abutters that think they are going to get another shot at public comment again.

Planner Ranaldi: I think all the recommendations that the board approved at Master Plan was just at design concept stage. It all came from the Zoning Board. If it did not get passed by the Zoning Board the parties wouldn't be here.

Member Reilly: Correct.

Planner Ranaldi: So that was the major step in this whole situation. Nothing has changed from the Master Plan to this Plan. I do want to note for the record on the plan, it shows a guardrail at the end of the cul-de-sac saying remove this guardrail.

Member Olean: Motion to accept the TRC report and proceed to a Public Hearing at the July meeting. Seconded by Member Reilly. Motion approved by all members present.

Minor Subdivision Review

a. Kelly Street Subdivision AP10 Lot 234 Preliminary Plan Discussion

- Doug Vaughan and Oliver Perry Jr. 64 Kelly Street / Approval

Town Planner Al Ranaldi does a short presentation for the Kelly Street Subdivision based on the Technical Review Committee report, see attached.

This application is under the 2005 Subdivision Regulations and represents the subdivision of one lot into two residential house lots. There is an existing house on the original lot which will be razed. There is an existing 20 foot wide sewer easement running perpendicular through the lot from Kelly Street to Cass Street. The applicant is not requesting any subdivision waivers or zoning variances. This project is classified as a minor subdivision. The project is at the preliminary plan review stage.

On June 10, 2015, the project received a Certificate of Completeness. According to our Subdivision Regulations, the Planning Board shall, within sixty-five (65) days of certification of completeness or within such further time as may be consented to by the applicant, approve the preliminary plan as submitted, approve with changes and/or conditions, or deny the applicant, according to the requirements of Section 8. A decision on the preliminary plan review must be made by August 14, 2015, or within such further time as may be consented to by the applicant.

Mr. Ranaldi concluded by stating the following:

Based on the project's submission, the Technical Review Committee feels that the application successfully addresses the requirements set out in the Town's Land Development and Subdivision Regulations. Therefore, the Technical review Committee recommends Approval with Conditions of this minor subdivision. The TRC recommends that Final Plan approval be delegated to the Administrative Officer. The conditions of approval are as follows:

The following requirements will be needed prior to issuing any building permits:

- 1. Stormwater management will be required for the new housing units. The design and type of stormwater management systems depends on the size and location of the new houses as well as the location and size of the driveway. Proposed topography will be required at the building permit stage. Each design will be required prior to issuing any building permits.**
- 2. The property owner shall allow the Town to install, at its own expense, a sewer manhole within the proposed pavement in the easement area on Lot 1.**
- 3. The property owner shall allow the Town to install, at its own expense, a water main, connecting Cass Street to Kelly Street, within the easement area on Lot 1.**
- 4. The property owner shall be responsible for replacing the bituminous pavement within the easement area on Lot 1 should the**

Town need to access the utilities.

5. No vehicular access/egress shall be allowed on Cass Street.

6. A new sewer service lateral, with a clean out, shall be installed connecting into the sewer in the easement area on Lot 1.

7. The existing house must be razed and the above utility approvals shall be completed before final plan approval.

Attorney John Sherkarchi for the applicant. Pretty basic as Al mentioned.

Engineer Quish: If the Town needs to dig to access the sewer or the water; the Town will backfill for free but the property owner is responsible for the new asphalt gravel patch.

Oliver Perry and Engineer Quish discuss the proposed easement and manhole.

Chairman Bostic: Leslie can you come up to the mic and explain to the board the change or clarification that you just made so we will know that it's part of what we are going to be voting on. Because it's going to be part of the conditions.

Engineer Quish: The main clarification was right now the plan shows the two lots. It is currently one lot and one house. And then the subdividing will create a new lot. The existing house currently connects into the sewer lateral. The new house on the new lot is going to need a new sewer lateral. Right now the plans show them

connecting out into Kelly Street. He is asking instead to connect into the easement? It is something he will need to show in our revised plan. I don't foresee that being an issue. It will avoid him having to dig in the street which will be better. So that was the clarification.

Member Olean: Please repeat condition number five.

Town Planner Ranaldi: No vehicular access/egress shall be allowed on Cass Street.

Member Olean: That is not a problem correct?

Town Planner Ranaldi: Right.

Member Olean: Condition number 7.

Town Planner Ranaldi: The existing house must be razed and the above utility approvals shall be completed before the final plan approval.

Member Olean: Were the proper permits taken out to raze the house?

Town Planner Ranaldi: Yes.

Member Olean: There is no property there that has already been demolished. Have the proper permits been taken out?

Oliver Perry: The proper permits will be taken out before the house is taken down.

Town Planner Al Ranaldi: Based on the subdivision regulations it's done in one meeting unless the board feels that another hearing is required. There is no requirement for any Public Hearing or Public Information meeting at this point.

Member Olean: If the public has some comments they can come to you and you will address them.

Town Planner Ranaldi: Yes. If anyone in the public has some concerns regarding this I can certainly reach out to them.

Chairman Bostic: Mr. Shekarchi your Client is comfortable with all of these conditions?

Attorney Sherkarchi: Yes.

Chairman Bostic: And you are aware that the Town is going to be digging manholes and all that.

Member Reilly: Questions #4 as it applies to future property owners?

Attorney Sherkarchi: It will be in the land evidence records.

Member Olean: Motion to accept the TRC report approval with conditions of the minor subdivision. Second by Almond. Motion approved by all members present.

Member Olean: Motion if the public has any questions or concerns the final approval is going to the Administrative Officer who has final approval. Second by Almond. Motion approved by all members present.

Item #Land Development and Subdivison Regulations: Discussion

Town Planner Ranaldi: We had a workshop at 6:00 today and based on that meeting I will be putting together a document incorporating the items that we talked about and the board will schedule a public hearing at our regular meeting in September, an agenda item where we will review, take public comment and if everyone is comfortable with the changes we would do a subdivision update.

Member Olean: Do you have any idea for dates for the public hearing?

Town Planner Ranaldi: I know that there is a three week window that we will have to advertise so we would just back into that date. It will probably be at the end of August when the advertisement hits.

Member Olean: Do you think that we should write a letter to the

Counsel to tell them how we are progressing: like a status report ?

Correspondence/Miscellaneous (*)

a. Staff Reports

Member Olean: As you know we have a new member of the Board. When does he term start? Who did he replace? In January there were two appointments that never got appointed. I want to know who is due and when they are due. We have no indication of whose term is up, when it up, or anything else. It is other Town Departments that are not following through for us.

Chairman Bostic: AI where do we stand with the sewer application and revising the generator stuff.

Town Planner Ranaldi: We are still working on

Zoning Applications (*) – July Zoning Applications

There are no July Zoning Applications for review.

Motion to adjourn by Member Reilly, second by Member Olean.

Motion approved by all members present.

Respectfully submitted,

Albert V. Ranaldi, Jr. AICP

Albert V. Ranaldi, Jr. AICP

Administrative Officer to the Planning Board

Technical Review Committee Report:

On June 10, 2015 at 3:00 PM, the Technical Review Committee met to review the agenda items for the June 17, 2015 meeting of the Planning Board. In attendance were Al Ranaldi, Leslie Quish, Michael Gagnon, Peggy Weigner, Holly Faubert (Engineering Intern), Michael Gamage, Michael Reilly, Romeo Mendez, and Lou Prescott (LWC). Below are the Committee's recommendations.

Major Land Development Review

a. Shell Station Rebuild AP43 Lot 78 Preliminary Plan – Public Hearing–7:00 PM

- Colbea Enterprises LLC 1783 Old Louisquisset Pike Discussion / Approval

This application is under the 2005 Subdivision Regulations and represents the complete redevelopment of an existing gas station and is classified as a major land development review. On May 19, 2015, the project received a Certificate of Completeness. According to our

Subdivision Regulations, the Planning Board shall, within one hundred twenty (120) days of certification of completeness or within such further time as may be consented to by the applicant, approve the preliminary plan as submitted, approve with changes and/or conditions, or deny the applicant, according to the requirements of Section 8. A decision on the preliminary plan review must be made by September 15, 2015, or within such further time as may be consented to by the applicant. The project is in front of the Planning Board for a Public Hearing.

The preliminary plan submission included the following:

- Site Improvement Plans, Prepared for Colbea Enterprises, LLC 2050 Plainfield Pike Cranston RI 02921. Location: 1783 Old Louisquisset Pike, Lincoln, RI, prepared by Ayoub Engineering, dated February 20, 2015, revised June 8, 2015**
- Stormwater Report for Colbea Enterprises, LLC, 1783 Old Louisquisset Pike & Breakneck Hill Road, Lincoln, RI, prepared by Ayoub Engineering, dated April 27, 2015.**
- Stormwater Pollution Prevention Plan for Seasons Corner Market, 1783 Old Louisquisset Pike, Lincoln, RI, Plat 43 Lot 78, prepared by Ayoub Engineering, dated April 30, 2015.**

Site Layout

The town engineer and the Technical Review Committee reviewed the project submission. This application represents the complete

redevelopment of an existing gas station. The applicant proposes to relocate a new and enlarged fuel dispensing and food convenience building, reconfigure the parking areas to improve overall site circulation, install new gas storage tanks, resolve existing flooding issues, and remove the existing septic system and connect to the local sewer system. The new building will have a residential look and feel. The roof will be a traditional hip roof. The front of the building will be made up of stone veneer and modern aluminum panels.

Circulation around the canopy is going to be tight/congested. With vehicles parked in the outer lane of the gas service area, drive aisles widths are narrow. However, the layout is a significant improvement to the current layout and circulation is expected to improve. The two existing curb cuts will remain.

Zoning Requirements

Several zoning variances were required and approved by the Zoning Board during their April 07, 2015 meeting. The applicant received the following zoning variances:

- a. Use Variance for modification of an existing use variance for gasoline filling station with convenience store.
- b. Dimensional Variance for setback relief, reduction of required parking spaces and elimination of loading dock at remodeled gasoline filling station with convenience store.
- c. Special Use Permit for additional signage for remodeled gasoline filling station with convenience store.

Utilities

Public Water and Sewer are available to the site. Currently, the building is serviced by a septic system. The application will remove this system and connect to the public sewer system. The Town Engineer reviewed the preliminary plan submission for general conformity of the plans with the Town of Lincoln Zoning Ordinance and Land Development and Subdivision Regulations, and the over-all constructability of the development.

The Town Engineer reviewed the applicant's latest revised plan set. Based on the submission, the applicant has successfully addressed all of the concerns brought out during the Town's review process. The engineering of the public utilities was very complicated. The proposed sewer line is a relatively flat pipe. The sanitary service will work. However, due to the limited slope of the pipe, the velocity of the flow may not work as well as if the pipe had the recommended slope. The property owner is aware of the possibilities and will take responsibility of any future cleaning. Therefore, as a condition of approval, the property owner shall be responsible for maintaining and cleaning the sanitary service within the public right of way.

The water service and gasoline pipe crossing must be approved by the Lincoln Water Commission. The Lincoln Water Commission stated this is acceptable. The water main and sewer service crossings in public intersection must be approved by the Lincoln Water Commission. The Lincoln Water Commission stated this is acceptable. The Town Engineer has some minor concerns that can easily be addressed. A detailed memorandum was given to the

applicant to be incorporated into the plans.

Permits

According to the Town Engineer and the Technical Review Committee, this project will require the following permits:

- 4. Physical Alteration Permit from RIDOT.**
- 5. Approval from RIDEM's Underground Storage Tank (UST) program and Water Resources Department.**

Barring any unforeseen concerns brought out at the Public Hearing and based on the project's submission, the Technical Review Committee feels that the applicant has successfully addressed the engineering challenges of this project and the requirements of a Preliminary Land Development review. The TRC recommends Preliminary Plan Approval with Conditions. The TRC recommends that Final Plan approval be delegated to the Administrative Officer. Below are the conditions of approval.

- 1. The applicant receives a Physical Alteration Permit from RIDOT,**
- 2. Approval from RIDEM's Underground Storage Tank (UST) program and Water Resources Department,**
- 6. The property owner shall be responsible for maintaining and cleaning the sanitary service within the public right of way.**
- 7. The water service and gasoline pipe crossing must be approved by the Lincoln Water Commission. The Lincoln Water Commission stated this is acceptable.**
- 8. The water main and sewer service crossings in public intersection**

must be approved by the Lincoln Water Commission.

Major Subdivision Review

a. Highridge Subdivision AP 31 Lot 20 Preliminary Plan Discussion - Highridge Corporation 192 Old River Road / Approval

This application is under the 2005 Subdivision Regulations and represents the subdivision of one lot into three lots. The existing lot is proposed to remain as a recreational use. The two proposed lots will be developed as single family homes. The project was elevated from a minor subdivision to a major subdivision due to the need for zoning relief on the original lot. A use variance was granted in 1958 for the recreational use of the property. The subdivision of two lots from the original lot represents an intensification of that recreational use granted in 1958.

On June 10, 2015, the project received a Certificate of Completeness. According to our Subdivision Regulations, the Planning Board shall, within one hundred twenty (120) days of certification of completeness or within such further time as may be consented to by the applicant, approve the preliminary plan as submitted, approve with changes and/or conditions, or deny the applicant, according to the requirements of Section 8. A decision on the preliminary plan review must be made by October 8, 2015, or within such further time as may be consented to by the applicant.

The preliminary plan submission included the following:

1. A site plan entitled: “Preliminary” Lincoln RI, Major Subdivision, Prepared for Highridge Corp, Class 1 Survey of AP31 Lot 20, Old River Road, RS-12, dated January 30, 2014 and revised up to June 4, 2015.

2. A report entitled: Highridge Road Subdivision, Three-Lot Minor Subdivision Application, 192 Old River Road, Lincoln, Rhode Island, Assessor’s Plat 31, Lot 20, prepared for: Highridge Corporation, by Edward Pimentel, AICP, dated February 17, 2014 and updated on February 20, 2015.

Site Layout

The Technical Review Committee reviewed the project submission. The applicant owns a 6.66 acre +/- parcel of land on which a recreational club is located. Parking for the members is a grassy field located between the buildings and Old River Road. The zoning district is RS-12. The applicant is proposing to subdivide this lot into a three lot subdivision. The two proposed new lots are each approximately 12,000 square feet in size and are accessible from Old River Road. Access to the original lot will remain from its current location.

During the May Technical Review Committee’s site visit to review the submitted zoning applications, the TRC recognized the existence of a stone wall running approximately 2,340 feet on the western side of Old River Road. This stone wall is approximately 3 feet tall. The TRC feels that this wall is an established and unique characteristic of this roadway and should be preserved to the greatest extent possible. The master plan shows the use of one existing curb cut as a

proposed driveway and a new proposed curb cut for the other property. The existence of the stone wall and the construction of the proposed driveway openings have not been addressed on the plans at this stage of the review. The TRC recommends that the applicant provide a note on the plans stating that the homeowner of each lot must preserve the existing wall to the greatest extent possible when installing the new driveways. The exact reconstruction of the wall will be reviewed at the building permit review stage of each house.

Zoning Requirements

The two proposed residential lots meet the zoning requirements of the RS-12 zoning district. A use variance was granted in 1958 for the recreational use of the original lot. The subdivision of two lots from the original lot represents an intensification of that use. Therefore, the applicant must re-apply to the Zoning Board for zoning relief. On June 2, 2015, the Zoning Board approved the following zoning variances:

- 1. Application for Use Variance for modification of existing Use Variance on a swim club to reduce the lot size.**
- 2. Application for Dimensional Variance seeking relief for number of required spaces constructed to code and relief on the required lighting for parking spaces.**

The submitted preliminary plans reflect the approved variances.

Parking Lot

The revised plans show a grassy parking field designed in such a way

as to address the overall goal of safety within a parking area. The applicant will install a series of wooden guard rails that will form a parking area and travel lanes. A white painted marker will be placed on the guard rail to indicate the parking stalls and each stall shall be numbered. Add wooden guardrail and striping, similar to what is proposed within the main parking lot, around the additional parking area near the tennis courts. No additional parking lot lighting is required.

No parking signs shall be installed on the southerly line of the deeded right-of-way. These signs shall read “NO PARKING, STANDING, OR STOPPING EITHER SIDE”. Signs shall be installed and maintained by the owner. The proposed turnaround area shall be paved. Provide details for the construction of the turnaround. A note indicating portions of the existing guardrail is to be removed is required.

The application includes a compact evergreen screen along the two sides of the proposed residential lots that abut the commercial use. The vegetated screen shall be placed on the original lot and maintained by the applicant. The evergreen screening should be planted in such a way as to appear as natural as possible. A staggered planting pattern with a few openings is suggested. Provide genus and species on plan.

Utilities

Public sewer and water are located within Old River Road. If this subdivision is approved, stormwater management will be required for each individual house lot. The design and type of the stormwater

management system depends on the size and location of the new houses as well as the location and size of the driveways. Therefore, the review and approval of the stormwater management system for each house will be handled at the individual building permit review stage and does not need to be shown on these plans.

The concerns presented above are minor in nature and can be easily added to the plan set. The Technical Review Committee recommends that the application proceed to a Public Hearing during the July meeting. An updated abutters list is required.

Minor Subdivision Review

a. Kelly Street Subdivision AP10 Lot 234 Preliminary Plan Discussion

- Doug Vaughan and Oliver Perry Jr. 64 Kelly Street / Approval

This application is under the 2005 Subdivision Regulations and represents the subdivision of one lot into two residential house lots. There is an existing house on the original lot which will be razed. There is an existing 20 foot wide sewer easement running perpendicular through the lot from Kelly Street to Cass Street. The applicant is not requesting any subdivision waivers or zoning variances. This project is classified as a minor subdivision. The project is at the preliminary plan review stage.

On June 10, 2015, the project received a Certificate of Completeness. According to our Subdivision Regulations, the Planning Board shall,

within sixty-five (65) days of certification of completeness or within such further time as may be consented to by the applicant, approve the preliminary plan as submitted, approve with changes and/or conditions, or deny the applicant, according to the requirements of Section 8. A decision on the preliminary plan review must be made by August 14, 2015, or within such further time as may be consented to by the applicant.

The preliminary plan submission included the following:

- “Preliminary” Lincoln RI, Minor Subdivision, Prepared for Douglas Vaughan & Oliver HJ Perry Jr., Class I Survey of AP 10 Lot 234, Kelly Street, Cass Street, Zone RG-7, by Marsh & Long Surveying, Inc, dated September 30, 2014 and revised through April 16, 2015.**

Site Layout

The Technical Review Committee reviewed the project submission. The original lot is 19,018 square feet (0.44 acres) and is located in residential zone RG-7 (7,000 square feet). The original lot will be reduced to 8,522 square feet. The proposed subdivided lot will be 10,496 square feet. The application shows a proposed two family house on each newly configured lot. Should the proposed development be converted into condominiums, each until will require a separate water service.

Zoning Requirements

The proposed subdivision meets all zoning requirements for a two

family housing unit.

Utilities

Public sewer and water are located within Kelly Street and are available to the proposed house lots. An existing sewer easement runs through Proposed Lot #1 from Kelly Street to Cass Street. The plan set shows that the owner utilizing the existing sewer lateral to connect the new house to the existing public sewer line. The age and structural condition of this lateral is unknown. Therefore, the owner shall install a new sewer service lateral, with a clean out, connecting into the sewer in the easement area on Lot 1.

The submitted class 1 survey shows that actual recorded easement is not located where it was intended to be placed. The applicant has proposed to correct the metes and bounds to reflect the intended location of the easement. The application shows a paved parking area over the easement area. While this is not commonly allowed by the Town, the proposed lot offers a very limited building envelope in which a parking area could be located. Therefore, the Town will accept the proposed parking area location. However, the Town would like to install a sewer manhole within the proposed pavement area in order to access the public sewer line without damaging the pavement. The Town will install this manhole at its own expense. If extensive work must be done by the Town in order to correct a problem with the sewer line located within the easement area, the property owner shall be responsible for replacing the bituminous pavement should the Town need to access the utilities. Therefore, as

a condition of approval, the property owner shall allow the Town to install a sewer manhole within the proposed pavement in the easement area on Lot 1.

According to the Lincoln Water Commission (LWC), the water line in Cass Street ends in a dead end. It is the policy of the LWC to connect existing dead end water lines to nearby waterlines whenever possible. This practice is done to eliminate a dead end and create a looped system which in turn creates a better public water system. In this particular subdivision, the LWC can eliminate the Cass Street dead end by extending the water line through the existing sewer easement in Lot #1 and connecting it to the existing water main in Kelly Street. The LWC will install this water line at its own expense. Therefore, as a condition of approval, the property owner shall allow the LWC to install a water main, connecting Cass Street to Kelly Street, within the easement area on Lot 1.

Stormwater management will be required for the new house. The design and type of stormwater management system depends on the size and location of the new house as well as the location and size of the driveway. Proposed topography will be required at the building permit stage. Therefore, the review and approval of the stormwater management system for each house will be handled at the individual building permit review stage and does not need to be shown on these plans.

Based on the project's submission, the Technical Review Committee feels that the application successfully addresses the requirements

set out in the Town's Land Development and Subdivision Regulations. Therefore, the Technical review Committee recommends Approval with Conditions of this minor subdivision. The TRC recommends that Final Plan approval be delegated to the Administrative Officer. The conditions of approval are as follows:

The following requirements will be needed prior to issuing any building permits:

8. Stormwater management will be required for the new housing units. The design and type of stormwater management systems depends on the size and location of the new houses as well as the location and size of the driveway. Proposed topography will be required at the building permit stage. Each design will be required prior to issuing any building permits.

9. The property owner shall allow the Town to install, at its own expense, a sewer manhole within the proposed pavement in the easement area on Lot 1.

10. The property owner shall allow the Town to install, at its own expense, a water main, connecting Cass Street to Kelly Street, within the easement area on Lot 1.

11. The property owner shall be responsible for replacing the bituminous pavement within the easement area on Lot 1 should the Town need to access the utilities.

12. No vehicular access/egress shall be allowed on Cass Street.

13. A new sewer service lateral, with a clean out, shall be installed connecting into the sewer in the easement area on Lot 1.

14. The existing house must be razed and the above utility approvals shall be completed before final plan approval.

Correspondence/Miscellaneous (*)

a. Staff Reports

Zoning Applications (*) – July Zoning Applications

There are no July Zoning Applications for review.

Respectfully submitted,

Albert V. Ranaldi, Jr. AICP

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Administrative Officer to the Planning Board