



# City of Woonsocket, RI

## Planning Board Meeting Minutes

**Date/Time:** Tuesday, August 2, 2022 | 6PM  
**Location:** Harris Hall, 3<sup>rd</sup> Floor – City Hall, 169 Main Street, Woonsocket, RI 02895

### I. CALL TO ORDER

Chair Finlay called the meeting to order at 6:01PM.

Motion to open the Planning Board Meeting at 6:01PM: Chair Finlay

Second: Member Pratt

Discussion: None

Vote:

Chair Finlay:	Yes
Vice-Chair Gardner:	Yes
Secretary Scanlon:	Yes
Member Pratt:	Yes

<b>MOTION</b>	<b>PASSED</b>	<b>4-0-0</b>
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### II. ATTENDANCE REVIEW

Members in Attendance:

1. Kenneth Finlay, Chair
2. Wendall Gardner, Vice-Chair
3. Barbara Scanlon, Secretary
4. Jonathan Pratt, Member

Staff in Attendance:

1. Kenneth Kirkland, City Planner / Administrative Officer
2. Michael Debroisse, Planning & Development Director / Alt. Administrative Officer
3. Veronicka Vega, Recording Secretary

### III. REVIEW / APPROVAL OF MINUTES

Motion to approve the Planning Board Minutes of July 12, 2022: Vice-Chair Gardner

Second: Member Pratt

Discussion: None

Vote:

Chair Finlay:	Yes
Vice-Chair Gardner:	Yes
Secretary Scanlon:	Abstain (Absent at 7/12)
Member Pratt:	Yes

<b>MOTION</b>	<b>PASSED</b>	<b>3-0-0</b>
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### IV. MEETING BUSINESS

#### A. Subdivisions & Land Development Projects

2000 Diamond Hill Road: Diamond Hill Plaza Shopping Center – McDonald's | Lot 52-1 | Zone: C-2, DROD

Public Hearing – Major Subdivision: Combined Master & Preliminary Plan Stages of Review

Chair Finlay read the Notice of Public Hearing.

Motion to open the public hearing: Vice-Chair Gardner

Second: Secretary Scanlon

Discussion: None

Vote:

Chair Finlay: Yes

Vice-Chair Gardner: Yes

Secretary Scanlon: Yes

Member Pratt: Yes

**MOTION PASSED 4-0-0**

There was a brief presentation by the representatives of Woonsocket Mall LLC and the McDonald's franchisee discussing the proposed subdivision and the benefits to both parties. Attorney Goins stated that there are no plans to modify or change the McDonald's building as it was renovated as recently as 2017.

City Planner Kirkland presented the Staff Report dated July 26, outlining the Proposal's consistency with the required Findings of Fact. Regarding utilities, City Planner Kirkland noted that DPW: Engineering Division suggested to review Taco Bell's utility services, as they have a similar layout as proposed for McDonald's. Chair Finlay requested Attorney Goins research in land evidence records regarding easements, utility services, and land-use, City Planner Kirkland has forwarded the Taco Bell legal materials to Attorney Goins for their use in the McDonald's Proposal. Chair Finlay reviewed the Staff Report, specifically incorporating Sections VI-VIII into the record. Attorney Goins requested, to which both City Planner Kirkland and Chair Finlay confirmed, Final Plan Review would be conducted administratively.

City Planner Kirkland stated that the Proposal, (to create one (1) new lot for an existing commercial structure) represents an issue with State law regarding subdivisions, in that the creation of new lots for commercial structures are automatically considered Major Subdivisions, regardless of the number of proposed new lots, lack of waiver requests, or roadway extension or creation, (all of which are factors for Minor Subdivision review consideration). Attorney Goins had previously mentioned there was a statutory revision that allowed for minor commercial subdivisions; City Planner Kirkland requested, and Chair Finlay supported, that Attorney Goins research and provide Staff with that statutory reference to review and suggest possible revisions to the Subdivision Regulations in order to establish a more updated review process, to which Attorney Goins stated she would.

Chair Finlay asked if any members of the public wished to speak regarding the Application, none presented.

Motion to close the public hearing: Vice-Chair Gardner

Second: Secretary Scanlon

Discussion: None

Vote:

Chair Finlay: Yes

Vice-Chair Gardner: Yes

Secretary Scanlon: Yes

Member Pratt: Yes

**MOTION PASSED 4-0-0**

Motion to grant combined Master & Preliminary Plan approval subject to the conditions outlined in the Staff Report dated July 26, 2022: Member Pratt

Second: Vice-Chair Gardner

Discussion: None

Vote:

Chair Finlay: Yes  
Vice-Chair Gardner: Yes  
Secretary Scanlon: Yes  
Member Pratt: Yes

**MOTION PASSED 4-0-0**

**B. Resignation of Member Eappen & Welcome of New Member**

City Planner Kirkland noted that the Board should formally acknowledge the resignation of Member Eappen, as well as to welcome Ms. Barbara Scanlon as the newest Member. Ms. Scanlon came to the Board from the Redevelopment Agency; Chair Finlay thanks Ms. Scanlon for her continued service and thinks she'll be a welcome addition to the Board. Chair Finlay nominated Member Scanlon to be appointed Secretary.

Motion to appoint Member Scanlon as Secretary: Chair Finlay  
Second: Vice-Chair Gardner  
Discussion: None  
Vote:

Chair Finlay: Yes  
Vice-Chair Gardner: Yes  
Secretary Scanlon: Abstain  
Member Pratt: Yes

**MOTION PASSED 3-0-0**

**C. Board Reorganization**

City Planner Kirkland elaborated that the item was added if more than one member was appointed and reorganization might have been necessary; since only Member Scanlon was appointed, no reorganization needed at this time.

**V. OLD/ONGOING BUSINESS**

**A. Discussion Regarding Parking Regulations**  
Tabled.

**VI. ADMINISTRATIVE OFFICER'S REPORT**

**A. Approved and/or Recorded Projects**

1. 590 Jillson Avenue  
City Planner Kirkland stated that final plans were approved and recorded.

**B. Comprehensive Plan Update**

1. Comprehensive Plan  
City Planner Kirkland stated that the consultants are still conducting outreach, posts are being made to the Department's Facebook page.

**C. Summary of DPD: Planning Division Projects**

1. Brownfields Program: The outdoor recreation grant agreement has been finalized, once signed by the Mayor, the project can get moving. Chair Finlay inquired about the property 1265 Mendon Road; Director Debrousse explained that the Department as well as CommerceRI has been in contact with the Owner to offer assistance in the development of the property and neither have received anything back yet. The Owner is actively working with DPW: Engineering to have the drainage line relocated off the property that goes through Dollar General. Regarding 719 River Street, Director Debrousse stated that demolition has already begun, any debris that fell onto the riverbank has been removed and disposed of. Regarding Truman Bypass, Director Debrousse stated that he needs a revised proposal with updated pricing from Fuss & O'Neill, next steps are to meet with contractors and engineers to discuss financial options.

VII. NEXT MEETING: Tuesday, September 13, 2022 @6PM.

VIII. ADJOURNMENT

Motion to adjourn the meeting at 6:35PM: Vice- Chair Gardner

Second: Secretary Scanlon

Discussion: None

Vote:

Chair Finlay: Yes

Vice-Chair Gardner: Yes

Secretary Scanlon: Yes

Member Pratt: Yes

**MOTION PASSED 4-0-0**

Respectfully Submitted,

Veronica Vega

Recording Secretary