

City of Woonsocket, Rhode Island
Planning Board Meeting
Tuesday, October 2, 2018, 6:00 P.M.
Harris Hall, 3rd Floor of Woonsocket City Hall
169 Main Street, Woonsocket, RI 02895

Present: Kenneth A. Finlay, Chairman
Rebecca Capwell, Vice-chairman
Stephen R. Crisafulli, Secretary
Roji Eappen, Member
Jonathan R. Pratt, P.E., Member Ex-Officio

Also Present: Ian McElwee, City Planner/Administrative Officer
Pauline Washington, Recording Secretary

I. Call to Order

Chairman Finlay called the meeting to order at 6:00 P.M.

II. Attendance Review

Attendance was taken by Chairman Finlay that identified the above members as present.

III. Approval/Correction of Minutes

- Meeting of Tuesday, July 10, 2018 - MOTION by Secretary Crisafulli, seconded by Member Pratt to approve the July 10th minutes as submitted. The MOTION carried.
- Meeting of Tuesday, September 4th, 2018 - MOTION by Vice-Chairman Capwell, seconded by Member Eappen to approve the September 4th minutes as submitted. Secretary Crisafulli abstained. The MOTION carried.

IV. Communications & Correspondence

a. **2018-CP-10 - Request for Advice & Recommendation from the Woonsocket City Council** pursuant to resolution 18-0-45 - Referring to an amendment of the code of ordinances, City of Woonsocket, Rhode Island Appendix C, Entitled "Zoning" regulating licenses marijuana cultivation to the Woonsocket Planning Board

Chairman Finlay stated that a notice of this hearing was properly advertised on September 18th in the *Woonsocket Call* and posted on the Secretary of State website.

Chairman Finlay read *Ordinance 18-0-45* in its entirety for the record.

Chairman Finlay opened the meeting to public comments.

- *Jerry Byer, 159 Singleton Street* - Mr. Byer stated that he represents the property owner. Mr. Byer stated that the only problem he have with the proposed ordinance is the

recommendation that the building housing the cultivation be enclosed by a chain-link security fence with a height of no less than six (6') ft. Mr. Byer stated that the proposed cultivation area located on the fourth floor of the building will be totally secured; a six ft. fence around the building would be a hindrance and inconvenience to his other tenants that use the loading dock. He stated that the fourth would install their own security system consisting of their on guards and cameras. He stated that the fence would be very expensive; he's been trying to get this project approved for over a year, subsequently he has been losing money on this property. Mr. Byer stated that he cannot put up a fence around this building. He stated that this project is a golden opportunity for the City of Woonsocket and the property.

Chairman Finlay asked Mr. Byer how many cultivators do he expect to occupy this property. Mr. Byer stated that there can only be one as regulated by the State of Rhode Island, there can only be one per address; although he has an area of over 200,000 sq. ft., he's only allowed one cultivator. Mr. Byer stated that the cultivator's plant size is regulated by the State as well (DBR); the largest area of 50,000 sq. ft., is a Class B license.

Chairman Finlay asked what would be the security system for locking the entrance to the building. Mr. Byer stated that all his tenants will have a keys to the building; but be assured that the cultivator will install their own security system; the property owner isn't going to install the security system, the cultivator will.

Chairman Finlay stated that the building is already tied into the Fire Department's security system, he assume that it will be connected to the Police Department as well. Mr. Byer replied yes. Mr. Byer stated that the security system would be the responsibility of the cultivator. He also noted that this security systems would meet the approval and standards of the Department of Business Regulations (DBR) and the City. Mr. Byer also stated that there are six loading docks around the building, but there's one loading dock for this location to an elevator and out of the building. Mr. Byer stated that the requirement of this fence does not make sense; he cannot install a six ft. high fence around the property. Member Pratt stated that the ordinance states "*around the building*", not around the property. Member Pratt stated that perhaps Mr. Byer's could get a waiver regarding the fence. Member Eappen asked how confident are we that the tenant/ cultivator would actually install the cameras. Chairman Finlay stated that the cultivator would not get a license unless their security system is approved by DBR.

Vice-Chairman Capwell asked Mr. Byer if he's aware of the required security system as required by the DBR, and can he can relay it to the board at this time. Ms. Capwell stated that she's in line with Mr. Byer about the fence, however she's looking for information/guidance from the DBR regarding required security regulations. She noted that this information would help Mr. Byer's argument in opposition to the fence. Mr. Byer stated that this project has been ongoing for over a year now and he doesn't remember all the details. Mr. Byer's stated that the DBR supplied all this information to the Zoning Officer, Carl Johnson; he noted that it was a very lengthy zoning application. Member Roji also noted that the board is asking this question because there's no specific verbiage regarding the alarm system that assures them that there will be security cameras. Mr. Byer stated that anyone that lease this space on the fourth floor will install cameras and an alarm system tied to the Police and Fire Departments. Mr. Byer also noted that "scrubbers" associated with the facility located on the fourth floor will prevent plant odors from existing the interior of the building, will not affect the other tenants or neighbors - no odors will emit from the building as a result of the cultivator.

Mr. Byer's stated that he has owned this building for the past 33 years, his hope is to finally rent this space and begin to make money. It would be a wonderful opportunity for the City as well.

Member Roji asked for clarification regarding *Section 6.16-1.4 Licensed Cultivator, paragraph (6) Odor Control and Mitigation* - Chairman Finlay stated that this is a question that requires clarification from the DBR. Mr. Byer agreed that the DBR could answer this and any questions regarding licensing a marijuana cultivation facility.

Member Roji asked if the same regulations for controlling odor within the building apply to the transportation unit as well - transporting the merchandise, routes taken by transport. Chairman Finlay stated that its his opinion that the Planning Board cannot regulate transportation; the board can only regulate the physical building located within the City. Chairman Finlay stated that transportation issues would likely be regulated by the DRB. Mr. McElwee stated that this application only deals with the land and building use, not necessarily what happens after the marijuana is cultivated, the Planning Board's involvement curtails once the product leaves the building. Chairman Finlay again stated that he does not believe that the Board can legislate transportation, this ordinance only deals with the building's use. Again, this is a question that the DBR can answer.

- *Councilman Richard Fagnant, 88 Coe Street* - Councilman Fagnant stated that he's before the board tonight as a City Councilman and also a city resident. Councilman Fagnant stated that he will make sense of what's before the board tonight, and educate the board as well. Councilman Fagnant stated that he;s against the ordinance as it stands; it should not have been brought before this board.

Councilman Fagnant stated that as previously noted by Mr. Byer's, this project was started last August 28, 2017. Councilman Fagnant stated that he has done his homework in regards to this project; he has studied all aspects of regulating a licensed marijuana cultivation facility.

Councilman Fagnant stated that marijuana cultivation was not a popular issue when it first surfaced within the City of Woonsocket; the Council asked the Mayor to make a recommendation, which she declined to do. He noted that the recommendation did not move while Mr. Byer lost money. Councilman Fagnant stated that he initiated a meeting with the City's zoning official as well as Mr. Birenbaum of the DBR - looking for information on regulating licensed marijuana cultivation facilities in neighboring cities and towns. He noted that there are 28 marijuana compassion centers located in the state, and there are over 80 regulated home growers of marijuana located in the city.

Councilman Fagnant stated that he decided to spearhead this project because he believes that marijuana compassion centers are here to stay - the City needs to get on board with zoning, licensing and regulating them; and also taxing them. He noted that these facilities will need water, sewer and other city services. Councilman Fagnant stated that a business is located on Court Street that provides supplies for home marijuana cultivators, and another store that provides similar products is located on nearby Pulaski Boulevard, Bellingham, MA.

Councilman Fagnant stated that the list of marijuana cultivators in the State is growing; currently a minimum of 10,000 sq. ft. is required; these cultivators want to upgrade to a super license whereby a minimum lot area of 60,000 sq. ft. is required. Councilman Fagnant stated that Mr. Byre's building is an area of 200,000 sq. ft., his proposed tenant JDL already have a

license and is already operating in the State of RI, they want to become or upgrade to a super cultivator.

Councilman Fagnant informed the board that there is already a cultivator and compassion center located in RI (Providence), the facility grow their own marijuana. He suggested to the board that they visit the facility to get a thorough understanding of its operation.

Councilman Fagnant stated that on May 16, 2018 he visited a medical marijuana cultivator center located in Warwick, RI, the facility is located in an industrial park (he spend four hours there). Councilman Fagnant stated that there are no signs, its a single lot building, and there are no odors of any kind. Councilman Fagnant stated that these facilities are regulated by the DBR, security cameras monitor the facility 24/7. He stated that the facility utilize barcodes to track each and every marijuana plant throughout the entire process. Every one of the plants is accounted for.

Councilman Fagnant stated that its his opinion that these facilities do not need a security fence, none of the facilities he visited have one, but they all have security cameras with big screen tv's that show what's going on in every room 24/7. Councilman Fagnant stated that the ordinance, as written, with the stipulation of being no less than 1,000 ft. from any school , youth center or licensed day care center would probably need a zoning variance. He noted that Mr. Byre's property due to the proximity of Cold Spring Park would need a zoning variance.. He stated that the DRB's regulations do not include this stipulation, nor does major cities and towns where these facilities are already established, He stated that if the City Council were serious about allowing a marijuana cultivation facility in the City they would adopt DBR's standards, instead our Council produce legislation that's basically a roadblock for these types of facilities. Councilman Fagnant noted that no marijuana cultivation facility in the State of RI has ever been broken into.

Councilman Fagnant thanked the board for allowing him to speak and share some of the information he has learned about a marijuana cultivation facility. Hopefully this information will help the board make the right decision for everyone concerned.

Chairman Finlay called Councilman Fagnant's attention to Section 6.16-1.4, paragraph 6 "*The building in which marijuana cultivation is to occur shall be no less than 1,000 ft. from any school, youth center or licensed day care center...*" Chairman Finlay stated that a school, youth center or licensed day care center is not located at Cold Spring Park, what is the exemption for the zoning variance? Councilman Fagnant stated that the Zoning Officer would need to answer that question. Mr. McElwee stated that there could be some confusion here, he believes the exemption would be the "*300 ft. from the nearest residential property.*" Mr. Byer's stated that in his opinion his property line is more than the 300 ft. and 1,000 ft as stipulated in paragraph 2. He stated however that the zoning official, Carl Johnson, has the exact measurements. Councilman Fagnant stated that these are all issues that could be easily resolved if the Council would rely on DBR's standards.

Secretary Crisafulli stated that his question is why in addition to DBR's standards were additional zoning stipulations added? Mr. McElwee stated that if this ordinance were approved with the stated distances of 300 ft. and 1,000 ft., applicants could always apply for a zoning variance and argue as to why their property should be exempt from this stipulation. Mr. McElwee noted that in this situation abutting property owners would have the opportunity to voice their opinion - either pro or con.

Vice-Chairwoman Capwell stated that her understanding is that the Singleton Street property, under Section 6.16-1.4, paragraph 2 of this ordinance, would technically be an ineligible site for a licensed marijuana cultivation facility, but could be eligible with a zoning variance. The zoning variance is just another step the applicant would need to take.

Chairman Finlay stated that this ordinance needs clarification before the Planning Board can make its decision - there are too many gray areas in the ordinance as currently written.

Mr. Byer's invited the board to tour his building if they feel it would be helpful in making its decision.

Acknowledging that no other member of the public wished to speak before the Board; MOTION by Vice -Chairwoman Capwell, seconded by Secretary Crisafulli to close the public hearing. The MOTION carried.

Chairman Finlay stated that DRB regulations do not require a fence of any height around the building or property, and DBR regulations do not require any of the restrictions listed in the paragraph 2. He stated that DBR regulations require a security system in the building with a double lock that's monitored and recorded by DBR 24/7. Additionally, he stated that DBR requires the utilization of an odor-control system; DBR's restrictions are very stringent . Chairman Finlay stated that tDBR and the State Fire Marshall regulate and control these types of facilities, local cities and towns have very little authority. Chairman Finlay stated that last week he spoke with Mr Birenbaum of the DB, and John Kearn of the State Fire Marshal's office, and was informed that there have not been one issue with any of the 71 facilities currently in operation.

Chairman Finlay stated that his opinion is that putting up a six ft. high fence around the building would make it look like a detention center, the fence would not be appealing to any part of the building, and a detriment to the existing tenants. He sees no real benefit of requiring this fence. Chairman Finlay stated that having been in the building he can testify that its a well-kept, well-maintained building, he sees no possibility of the building falling into disrepair with the granting of this ordinance. However, Chairman Finlay stated that there are sections of the ordinance that can be amended.

Chairman Finlay stated that with the approval of the board his recommendation is to strike paragraphs 2 and 3 under Section 6.16-1.4; and under paragraph 6, b add "...and inspected by the municipality *and State Fire Marshal as is required by law.*" Chairman Finlay stated that this amendment would be reflected in the board's Findings of Fact.

MOTION by Secretary Crisafulli, seconded by Vice Chairwoman Capwell to AMEND *Ordinance 18-0-45* as follows: strike paragraphs 2 and 3 under Section 6.16-1.4; and under paragraph 6, b add "...and inspected by the municipality *and State Fire Marshal as is required by law.*"

VOTE ON MOTION

Secretary Crisafulli	YES
Member Eappen	YES
Vice-Chairwoman Capwell	YES
Member Pratt	YES

Chairman Finlay

YES

Chairman Finlay read the Findings of Fact as follows:

Response To Request for Advice & Recommendation from the Woonsocket City Council

18-0-45 - In Amendment of the Code of Ordinances of the City of Woonsocket, Rhode Island, Appendix C, Entitled "Zoning" regulating Licensed Marijuana Cultivation

Regarding a proposed amendment to the City of Woonsocket, RI Zoning Ordinance as enacted December 19, 1994 and amended November 17, 2017, the City Council of the City of Woonsocket, RI pursuant to § 45-24-52 adoption review by Planning Board or Commission of the RI Zoning Enabling Act of 1991, §17.2 Planning Board Review and Recommendation of the Zoning Ordinance of the City of Woonsocket has referred the above titled matter to the Woonsocket Planning Board created by §10, Article 6 of the Home Rule Charter in accordance with Chapters be submitted an opinion on all proposed amendments to the City Zoning Ordinance to the City Council and the Mayor or any matter that may be referred to the Planning Board by the City Council or by the Mayor for advice and recommendation. After a public hearing conducted by the Woonsocket Planning Board at its meeting held October 2, 2018, which was duly advertised and posted in accordance with the RI Open Meetings Act, R.I.G.L. 42-46, testimony was received on the above referenced matter duly resolved based on facts admitted in evidence as follows:

That the subject matter was received by the Woonsocket City Council at their regular meeting on Monday, September 4, 2018, where it was received, placed on file, ordered advertised in accordance with R.I.G.L. 45-34-53 and where it was received, placed on file, ordered advertised in accordance with R.I.G.L. 45-24-53, referred to the Woonsocket Planning Board and the Associate Director of the RI Department of Administration; all of which was accomplished.

That the Woonsocket Planning Board will receive an explanation of the proposed and effect of the proposed ordinance titled above from the City Planner/Administrative Officer and the staff of the Department of Planning & Development at their regularly scheduled meeting of October 2, 2018

That the City Planner/Administrative Officer and staff of the Department of Planning & Development will brief the Planning Board at the aforementioned meeting on the compliance and consistency of the titled matter with the provisions of the Woonsocket Comprehensive Plan 2012 and the "general purpose of zoning ordinances" as outlined in R.I.G.L. 45-24-30 and §§ 1.2 & 1.3 of the Zoning Ordinance of the City of Woonsocket as enacted December 19, 1994 and amended on November 17, 2017, as follows:

- (1) *Promoting the public health, safety, and general welfare.*

The Planning Board is satisfied that the proposed ordinance change will allow for the cultivation of marijuana to occur in such a way that the public's health and safety is not compromised. While the security measures listed in 6.16-1.4 of the ordinance will protect the cultivation business from potential loss of product, the required chain-link security fence with a

height of no less than six (6) feet around the building housing the cultivation will not provide significant security benefits when coupled with security systems required in 6.16-1.4 subparagraph (5). Additionally, many of the existing buildings located in an I-1 and I-2 zone are large and can house multiple businesses which don't require the additional security, and a chain-link fence around the entire property would detract from the visual feel of the City and would give the impression that the buildings are abandoned which could attract deviant behavior that is bad for all businesses.

(3) *Providing for orderly growth and development recognizes:*

(i) *The goals and patterns of land use contained in the Comprehensive Plan of the City of town adopted pursuant to chapter 22.2 of this title;*

The Planning Board is satisfied that the proposed amend is consistent with the goals and patterns of land use contained in the Woonsocket Comprehensive Plan 2012 as recommended by the Planning Board of February 1, 2012, enacted by the Woonsocket City Council on April 4, 2012 and approved by the Director of the RI Department of Administration on April 24, 2012. The City Planner believes that the proposed Amendment promulgates the enactment of such legislation as consistent with the goals and objectives of the Plan by providing governance of such uses in a reasoned and responsible manner. The type of space required fouch cultivation can easily be found or created in buildings currently housed in I-1 and I-2 locations and the type of business is in line with other businesses currently promoted and allowed in those zones per the Plan and Zoning Ordinance.

(vii) *The use of innovative development regulations and techniques.*

The Planning Board is convinced that limiting marijuana cultivation to existing structures located in industrial zones listed as I-1 and I-2 is an innocative use of development regulations and techniques to the betterment of the community.

(15) *Providing for procedures for the administration of the zoning ordinance, including, but not limited to variances, special-use permits, and, where adopted procedures for modifications.*

The Planning Board is convinced that the proposed amendment establishes a reasoned and responsible series of procedures under the provisions of the Zoning Ordinance To protect individual rights under the Act and provide for community-wide input into the regulatory process.

The Woonsocket Planning Board agrees with the recommendations of the Woonsocket City Planner/Administrative Officer and the staff of the Department of Planning & Development in these conclusions. That no remonstrants appeared before the Woonsocket Planning Board to address the titled matter.

MOTION by Secretary Crisafulli, seconded by Vice-Chairwoman Capwell to APPROVE *Ordinance 18-0-45* In Amendment of the Code of Ordinances of the City of Woonsocket, Rhode Island, Appendix C, "Zoning" regulating Licensed Marijuana Cultivation, as AMENDED.

VOTE ON MOTION:

Vice-Chairwoman Capwell YES
Secretary Crisafulli YES
Member Eappen YES
Member Pratt YES
Chairman Finlay YES

VOTE TO APPROVE: 5-0

b. **2018-CP-11 - Request for Advice & Recommendation from the Woonsocket City Council** pursuant to resolution 18-0-50 - Referring to an amendment of the code of ordinances, City of Woonsocket, Rhode Island Appendix C, Entitled "Zoning" regulating office co-ops to the Woonsocket Planning Board

Chairman Finlay read *Ordinance 18-0-50* in its entirety for the record.

Mr. McElwee stated that there's nothing in the City's Comprehensive Plan that would prevent the Planning Board from approving this ordinance. He stated that the City's adoption of this ordinance could actually attract new businesses to the city, especially small, start up businesses. Mr. McElwee stated that he's in favor of approving this ordinance.

Chairman Finlay opened the meeting to public comments.

Acknowledging that no member of the public wished to speak before the Board, Chairman Finlay closed the public hearing.

Chairman Finlay noted that Mr. McElwee the City Planner/Administrative Officer has testified that approving this ordinance would not be counter-productive to the City's Home Rule Charter or Comprehensive Plan; is in favor of adopting the ordinance. He therefore sees no reason not to approve *Ordinance 18-0-50*, as submitted to the board for advice and recommendation from the City Council. The board members were in agreement with Chairman Finlay.

Chairman Finlay stated that the Board's Findings of Fact are as stipulated.

MOTION by Secretary Crisafulli, seconded by Member Eappen to APPROVE *Ordinance 18-0-50* In Amendment of the Code of Ordinances of the City of Woonsocket, Rhode Island, Appendix C, Entitled "Zoning" Regulating Office Co-Ops

VOTE ON MOTION

Vice-Chairwoman Capwell YES
Secretary Crisafulli YES

Member Eappen	YES
Member Pratt	YES
Chairman Finlay	YES

VOTE TO APPROVE: 5-0

c. **2018-CP-12- Request for Advice & Recommendation from the Woonsocket City Council** pursuant to resolution 18-0-51 - Referring to an amendment of the code of ordinances, City of Woonsocket, Rhode Island Appendix C, Entitled “Zoning” regulating hotels, motels, and bed & breakfast inns to the Woonsocket Planning Board

Chairman Finlay read *Ordinance 18-0-51* in its entirety for the record.

Secretary Crisafulli stated that in his research of the definition of bed and breakfast inns he found that a b & b is described as housing three or more guest rooms, not defined by private bathrooms that anyone with a three-bedroom house and a single bathroom can airbnb their house as long as they want. Mr. Crisafulli noted that he don't know how an airbnb is regulated tax wise. He stated that he has personally witnessed an airbnb create a parking issue, which he feel is all too common in some neighborhoods, creating problems for the city. Mr. Crisafulli stated that he feel that the definition of a bed & breakfast needs to be redefined. Chairman Finlay asked Mr. Crisafulli if he have a solution for this problem.

Mr. McElwee stated that he's aware that various cities and towns have been grappling with airbnb's of late; it appears that the most common solution has been to limit the number of registered airbnb's and other types of bed & breakfast facilities. He stated, however that there's no available information that specify the number of people that can stay in a room.

The board discussed the differences between an airbnb and a licensed bed & breakfast inn and concluded that there is a significant gray area between the two. Chairman Finlay read the definition of a bed & breakfast as follows - *“Currently a bed & breakfast is a occupied single-family dwelling that contains no more than three guess rooms for short-term lodging, not to exceed thirty days with meals for compensation.”* Chairman Finlay recommended amending Section 18.1 Definitions (14) by adding owner-occupied, and reduce length of stay.

Secretary Crisafulli stated that he understand access to the airbnb by tourist, travelers, etc., however he has a problem with just anyone having the ability to create an airbnb; these facilities have the potential to become a big problem for the neighborhood they're located in, and the city. There should be more oversight and scrutiny of these facilities.

Mr. McElwee stated that he could forward the board's concerns and recommendations regarding this ordinance to the City Council. The members were in agreement that the definition of a bed & breakfast should include *“owner-occupied”*.

Chairman Finlay stated that at issue is the ability to regulate airbnb's. Using another state as an example, Secretary Crisafulli noted that the State of Massachusetts' excise tax on lodging defines a bed & breakfast as a *“private occupied house with four or more rooms that are rented, food is included.”* Vice-Chairwoman Capwell noted that an example of a neighboring town's parking regulation is: *“one off street parking space for each room used for the purpose of lodging for the traveling public.”* Secretary Crisafulli stated that the City of Newport consider a bed & breakfast and include airbnbs in the language as a *“guest house use which is required*

by a Special Use Permit and must have off street parking requirements of one space per bedroom.” He also stated that Newport do not require the facility be owner-occupied.

Chairman Finlay stated that the board don't have an issue with the hotel or motel use, however the bed & breakfast needs additional language. The board recommended that Mr. McElwee communication to the Council their recommendation that the ordinance be amended to include language that a “bed & breakfast” be owner-occupied, additional consideration be given to airbnbs and similar services, define what is considered a “*guest room*”, and that language be included to address sufficient parking.

Mr. McElwee stated that he would notify the Council of the Board's concerns and recommendations.

MOTION by Secretary Crisafulli , seconded by Vice Chairwoman Capwell that the City Council AMEND Section 18.1 Definitions: (14) Bed & Breakfast Inn with the following concerns: (1) one off street parking space per bedroom; (2) consideration for further recommendation be made on airbnbs and similar services; and (3) bed & breakfast inns must be owner-occupied.

VOTE ON MOTION

Vice Chairwoman Capwell	YES
Secretary Crisafulli	YES
Member Eappen	YES
Member Pratt	YES
Chairman Finlay	YES

MOTION by Vice Chairwoman Capwell, seconded by Secretary Crisafulli to APPROVE *Ordinance 18-0-51* In Amendment of the Code of Ordinances of the City of Woonsocket, Rhode Island, Appendix C, Entitled “Zoning” regulating Hotels, Motels, and Bed & Breakfast Inns

VOTE ON MOTION

Vice-Chairwoman Capwell	YES
Secretary Crisafulli	YES
Member Eappen	YES
Member Pratt	YES
Chairman Finlay	YES

VOTE TO APPROVE: 5-0

V. Review and Adoption of 2019 Meeting Calendar for Planning Board, Design Review Commission & River Corridor Commission

MOTION by Secretary Crisafulli, seconded by Member Pratt to approve the 2019 Meeting Calendar as submitted. The MOTION carried.

VI. Administrative Officer's Report

Mr. McElwee stated that he's currently working on a RIDOT grant for \$5M, over ten year, that would provide a lot of roadway. infrastructure improvements along Main Street, which is the priority.

One Administrative subdivision on Manville Road -he forwarded the application to the Zoning Officer due to a zoning issue.

A Minor Subdivision for 92 Roberge Avenue that was approved last month was recorded.

Saffire Estates recorded their Phase I lots and have applied for two building permits for houses; they're on track to finish in November the roadway infrastructure work for Phase I.

The Design Review for 40 South Main Street for landscape improvements to the patio located at the corner of Main Street and Bernon Street was approved with stipulations. They altered the design of the sculpture; he must review the final design plans.

Mr. McElwee stated that the Planning Department have a new Administrative Coordinator, Shelly O'Coin, she started two weeks ago.

VII. Next Meeting

Scheduled for Monday, November 5, 2018 at 6:00 p.m. in the 2nd Floor Conference Room, Woonsocket City Hall.

Adjournment

There being no further business lawfully before the Woonsocket Planning Board at this time, a MOTION was made by Member Pratt, seconded by Vice Chairwoman Capwell to adjourn. The MOTION carried, the meeting adjourned at 8:40 P.M

Respectfully submitted,

Pauline Washington
Recording Secretary