

DRAFT

**August 2, 2005**

**MINUTES**

Chairman William Guglietta called the Planning Commission meeting to order in the City Council Chamber at 7:25 p.m. He announced that Mr. DeLuca will be leaving the City's employ to assume the position of Planning Director in the Town of Narragansett. He praised Mr. DeLuca for his many years of professionalism, integrity and service to the citizens of Cranston. The entire Commission wished him well.

The following Commission members were in attendance:

William Guglietta, Chairman  
Paul M. Petit, Vice Chairman  
Councilwoman Paula McFarland  
Charles Rossi  
Marco Schiappa  
Stephen Devine  
Jerome Baron

Also present were:

Kevin M. Flynn, Planning Director  
Michael J. DeLuca, Principal Planner  
Lynn Furney, Associate Planner  
Jared Rhodes, Senior Planner  
Joanne Resnick, Senior Clerk  
Jen Moore, Stenographer

Please refer to the attached attendance sheet for those members of the public that attended.

**MINUTES**

Upon motion made by Mr. Rossi, seconded by Mr. Schiappa, the Commission unanimously voted to approve the minutes of the July 12, 2005, Planning Commission meeting.

## **ORDINANCE COMMITTEE ITEMS**

### **Ordinance #6-05-6 – Zoning Ordinance-Amending Historic District Commission application for a Certificate of Appropriateness**

Lynn Furney, Historic District Commission secretary, explained the purpose of this amendment is to authorize the Historic District Commission Administrative Officer to give administrative approval for some exterior building renovations that do not change the appearance of the houses within Local Historic Districts. The proposed amendment would give the HDC Administrative Officer authority to issue Certificates of Appropriateness for re-roofing and building re-siding, as long as the renovations or repairs match exactly the existing materials being replaced. This eliminates the need for a public hearing, required advertising for the public hearing (time lost when trying to make emergency repairs to leaky roofs) and would allow homeowners in the Local Historic District to make emergency repairs at their earliest convenience.

Councilwoman McFarland asked that the Chairman of the Historic District Commission submit a written request to the Ordinance Committee.

Upon motion made by Mr. Rossi, seconded by Mr. Petit, the Planning Commission unanimously voted to APPROVE the requested amendment to the City Zoning Code.

(Voting Aye: Chairman Guglietta, Mr. Petit, Mr. Rossi, Mr. Devine, Mr. Baron, Mr. Schiappa and Councilwoman McFarland. There were no nay votes.)

## **SUBDIVISION AND LAND DEVELOPMENT PLANS**

### **Sailor Way Extension-Master Plan (Major subdivision with street creation) Amflex Drive & Comstock Parkway AP 36/4, Lots 46 & 63**

Attorney Joshua Berlinsky, representing owners A & R Realty Associates, Ronald R.S. Picerne and Robert DeBlois, Sr., described the proposal to divide this 29.27 acre parcel into 17 separate industrial lots in an M-1, M-2, S-1 and A-20 Zoning Districts.

Attorney Richard Licht described the zoning history; stating that there may be a need for a zone change. He explained that errors were found in the City's zoning maps. The area of the parcel zoned S-1 is in the middle of the parcel; with access only through the industrial zone. He further explained that Charcalee Drive is 150 ft. south of what is depicted on the City's map. He stated that the existing condominium complex, Crossroads Condominiums, was originally zoned M-2 and was re-zoned for the current residential use.

Mr. Dennis DiPrete, P.E., noted that the wetland edge has been delineated and approved by RIDEM. The site will be serviced with public water and sewer. He stated that the plan presented is conceptual. Some proposed lots may be combined, if so desired by potential clients. Site Plan Review Committee approval will be required on each lot as plans are proposed.

Several property owners of the Crossroads Condominiums complex expressed their concerns. Mr. Frank Donahue and Mr. Aldo Testa expressed concern with possible noise and proposed exterior lighting and would like to see a larger vegetative buffer than what is proposed (50 ft.). Ms. Ellen Falvey, Charcalee Drive, expressed concern with the impact of this type of industrial proposal on neighboring property values. She stated that the proposed 50 ft. vegetative buffer is insufficient, as there is already more noise and headlights from Rt. 295 with the existing development on Amflex Drive.

Mr. Harry Aljenian, Sweet Pea Drive, would also like to see a larger vegetative buffer than what is proposed and expressed concern with the traffic pattern and increased traffic on Comstock Parkway. He also asked if this project would be built in phases.

Chairman Guglietta informed the residents that this is an informational hearing only. The next stage of the proposal will require more specific, detailed plans. He explained that the purpose of this hearing is to allow the developer to show the proposed plan and respond to public concerns. He explained that phasing a project is not unusual, and no decision on this proposal would be made at this meeting.

Ms. Linda Pasic, Charcalee Drive resident for 18 years, expressed concern with the disappearance of wildlife, trees already removed and the affect this type of development will have on neighboring homeowner's property value.

Mr. Paul Caito, 33 Charcalee Drive, stated that he would prefer the area remain an S-1 (Open Space) Zone and be designated an "uncut/no grading" area.

Chairman Guglietta, asked the applicants what type of buffering is proposed and how the developer proposes to address residents concerns with lighting.

Mr. Berlinsky responded that the plan presented is conceptual. He explained that each lot will require Site Plan Review Committee review, which addresses the esthetics; lighting, landscaping, etc. He stated that the RIDEM delineation has been received and the buffer required will be adhered to. Permitting will be phased, and neighbors concerns will be addressed on an on-going basis.

There being no further discussion on this matter, Chairman Guglietta closed this informational hearing at 8:05 p.m.

**Stamas/Baptista Subdivision - Dover Street  
Preliminary Plan  
AP 7, Lots 2269,2271,2272,2273,2988 & 3864  
Reconsideration of Preliminary Plan**

Chairman Guglietta stated that the Zoning Board of Review, sitting as the Platting Board of Review, determined that the Planning Commission exceeded their authority by stipulating conditions placed on this development. Therefore, this matter will be continued, pending determination by the City Solicitor.

**Emerald Estates – Master Plan  
(Major subdivision with street creation)  
Scituate Avenue  
AP 32, Lot 2**

Mr. William Drexel, North West Engineering, explained the proposal to divide this 24.25 acre parcel into 8 separate house lots in an A-80 Zoning District. The development will be served with individual wells and septic systems. He noted the southeast corner wetland has been delineated and approved by RIDEM. The area closest to the street (Scituate Avenue) is pasture-like. A Physical Alteration Permit has been received. The development will be accomplished in two phases. The proposed plan indicated septic system for Phase I only. Phase 2 is subject to change, based on ISDS site suitability. Drainage will outfall to a detention pond in the southwest corner of the property. There is a possible merger of land, Plat 32-Lot 19, as land ownership is in question.

Mr. Henry Deion, property owner across the street (Hank and Judy's Homestead) expressed concern with the hard-pan (clay-like) impervious soil in the area. He is concerned that the proposed detention pond is not large enough and homes in the area will probably require French drains.

Mr. DeLuca explained that a detailed drainage plan is not required at Master Plan. Mr. Deion asked if the proposed detention pond will service both Phases of development. Mr. DeLuca responded that it would.

Councilwoman McFarland asked if well and septic data are required at this time for the three lots in the back of the site. Mr. DeLuca stated that he has an agreement with the applicant, Mr. Frank Gaglione, to provide well drinking water analysis for the three lots in Phase 2 prior to Preliminary Plan submittal.

Mr. Drexel stated that the detention pond proposed has been designed for a 100 year storm. He stated the pond will drain quickly and will be dry and that it is more than adequate for this development.

Upon motion made by Mr. Schiappa, seconded by Mr. Devine, the Commission unanimously voted to accept the Planning Department's staff findings as their own and APPROVE this Master Plan subject to the following conditions:

1. That concerns of Conservation Commission, if any, and technical comments provided by the City Engineer, and Public Works Director be addressed at preliminary plat review.
2. That applicant receive RIDOT/PAP prior to preliminary plan application.
3. That applicant provide drinking well data for staff review at preliminary plan application.
4. That applicant address relocation of the onsite well at preliminary plat application or pursue an administrative subdivision to return sufficient land area to the owner of plat 32 lot 19 in order to relocate the well on his property.
5. That applicant permanently identify the limit of disturbance on each property by use of bounds, rocks, treeline etc., and add appropriate covenants to the deeds to restrict alterations in these areas.
6. That the roadway be completely constructed in phase 1.
7. That the preliminary plat include a detailed landscaping plan designed to provide an effective buffer between Scituate Avenue and the development.
8. Allow flexibility in Phasing for up to five lots in Phase I - pending subdivision site suitability for three lots in the rear of the property.

(Voting Aye: Chairman Guglietta, Mr. Petit, Mr. Rossi, Mr. Baron, Mr. Devine, Mr. Schiappa and Councilwoman McFarland. There were no nay votes.)

**Burlingame One – Preliminary Plan**  
**(Minor Subdivision without street creation)**  
**Burlingame Road**  
**AP 23, Lot 25**

Attorney Robert Murray, representing applicants Joseph Mariah and John Giusti, explained the proposal to divide this 13 acre parcel into two buildable lots in an A-80 zone. Lot 1 would be 2.64 acres in area and Lot 2 would be 10.37 acres in area. Both lots would have sub-standard frontage and share an articulated side lot line. Parcel A is shown for illustrative purposes. The applicant has an adverse possession court case pending in Superior Court with the neighboring land owner, Florence Gemma. Should the court decide in favor of Ms. Gemma, the applicants are prepared to transfer Parcel A to her subsequent to an administrative plat approval. The application is pending Zoning Board of Review approval as it lacks the required 400 ft. frontage for the two house lots and side lot line variance is required for the newly created lot.

Mr. Richard Bzdyra, President, Ocean State Planners, noted that wetland has been flagged and verified by RIDEM. He stated that large homes are proposed, with septic systems in front.

Ms. Florence Gemma-Siravo, who is represented by an attorney, stated for the record that the property is currently pending Superior Court decision.

Mr. Rossi, neighboring property owner, expressed his feeling that each home should have its' own driveway, as proposed, rather than the Planning Department staff's recommendation of a shared driveway.

Attorney Robert Murray requested that the Planning Commission remove the shared driveway as a condition of approval as space is sufficient to allow vehicles to exit in a forward motion.

Upon motion made by Mr. Rossi, seconded by Councilwoman McFarland, the Planning Commission unanimously voted to accept the Planning staff's findings as their own and APPROVE this Preliminary Plan, eliminating staff's condition #3, subject to the following:

1. Capital Facilities Impact Fee of \$2,779.00.
2. Western Cranston Water District Fee of \$2,704.00.
3. Receipt of Zoning variance for sub-standard frontage and side lot line deviation prior to final plat application.
4. Transfer of Parcel A to the appropriate owner via administrative subdivision within 180 days following court decision.

(Voting Aye: Chairman Guglietta, Mr. Petit, Mr. Rossi, Mr. Baron, Mr. Devine, Mr. Schiappa and Councilwoman McFarland. There were no nay votes.)

### **ZONING BOARD OF REVIEW ITEMS**

**REVEREND PETER M MONGEON 26 FAIRVIEW AVENUE CRANSTON RI 02905 (OWN/APP)** has filed an application for permission to leave an attached deck closer to a property line than allowed by a prior Zoning Board approval, on an existing legal non-conforming single family dwelling with restricted frontage side and rear yard set back on an undersized lot at **26 Fairview Avenue**. AP 2/2, Lot 2944, area 3,640+/- SF, zoned A-12. Applicant seeks relief from Sections; 17.92.010 Variance, 17.20.120 Schedule of Intensity.

Findings:

1. The applicant's prior Zoning Board approval in 2003 was for a deck with a 5 ft. side yard setback.
2. A registered surveyor's survey shows the new deck's corners are actually 2.62 ft. and 3.04 ft. from the side property line.
3. The house is the last house on the right on a dead end street.
4. There is no dwelling on the lot which abuts the deck.

Upon motion made by Chairman Guglietta, seconded by Mr. Petit, the Planning Commission unanimously voted to recommend APPROVAL of this application.

(Voting Aye: Chairman Guglietta, Mr. Petit, Mr. Devine, Mr. Schiappa, Mr. Baron, Mr. Rossi and Councilwoman McFarland. There were no nay votes.)

**ALLEN & BARBARA RUBINE 1438 NARRAGANSETT BOULEVARD CRANSTON RI 02905 (OWN/APP)** have filed an application for permission to build a 397+/- SF addition and deck and a 24' X 24' attached two car garage to an existing legal non-conforming single family dwelling with restricted side and corner side yard setback at **1438 Narragansett Boulevard**. AP 2/2, lot 3631, area 6118+/- SF, zoned B-1. Applicant seeks relief from Sections; 17.92.010 Variance, 17.20.120 Schedule of Intensity.

Findings:

1. The existing dwelling has existing non-conforming corner and front yard setbacks of 17 ft. and 18.8 ft.
2. The proposed setback from Strathmore Place will be 9ft.4 inches for the addition and approximately 3.5 ft. for the garage.
3. Strathmore Place is a dead end.
4. There is a 4-5 ft. retaining wall along the Strathmore Road property line.
5. The addition will not interfere with line-of-sight distances on Strathmore Place.
6. The property is within 200 feet of a coastal wetland and under CRMC's jurisdiction.

Upon motion made by Mr. Devine, seconded by Mr. Rossi, the Planning Commission voted to recommend APPROVAL of this application, providing the applicant receive CRMC's approval prior to building permit application.

(Voting Aye: Chairman Guglietta, Mr. Devine, Mr. Schiappa, Mr. Baron, Mr. Rossi and Councilwoman McFarland. Vice Chairman Paul Petit recused his vote. There were no nay votes.)

**CHARTER REALTY LLC 55 PINE STREET PROVIDENCE RI 02903 (OWN/APP)** has filed an application, pending minor administrative subdivision, for permission to convert an existing two-family dwelling into a one-family dwelling and leave it on a proposed 5200+/- SF undersized lot [parcel 1] with restricted rear and corner side yard set back and detached garage with restricted side yard set back and build a new 28' X 36' single family dwelling on the proposed remaining 5200+/- SF undersized lot [parcel 2] with restricted frontage at **1139 Narragansett Boulevard**. AP 2/4, lot 2913, area 10,400+/- SF, zoned B-2. Applicant seeks relief from Sections; 17.92.010 Variance, 17.20.120 Schedule of Intensity.

Findings:

1. The applicant received a conditional approval for the preliminary subdivision in May, 2005.
2. The proposed new house meets all yard setbacks.
3. The surrounding residential density is approximately 5,400 sq. ft. per dwelling unit.
4. The conversion of the two-family to a one-family will result in a zero net increase in density with the addition of the proposed new single family dwelling.

Upon motion made by Councilwoman McFarland, seconded by Mr. Schiappa, the Planning Commission unanimously voted to recommend APPROVAL of this application; it conforms with the surrounding density.

(Voting Aye: Chairman Guglietta, Mr. Petit, Mr. Devine, Mr. Schiappa, Mr. Baron, Mr. Rossi and Councilwoman McFarland. There were no nay votes.)

**800 WELLINGTON LLC 800 WELLINGTON AVENUE CRANSTON RI 02910 (OWN /APP) AND ALEX FITNESS ENTERPRISES INC d/b/a THE GYM ON WELLINGTON PETER L VACHON 20 TAYLOR STREET CRANSTON RI 02920 (LESSEE)** have filed an application for permission to convert a 6400+/-sf portion of an existing 68,185+/- SF manufacturing building into a gym at **800 Wellington Avenue**. AP 5/2, Lot 2434, area 173,440+/- SF, zoned M-2. Applicant seeks relief from Sections; 17.92.010 Variance.

Findings:

1. The applicant has applied for and received a pre-application approval from the Site Plan Review Committee.
2. The parking lot areas on the site contain a total of 144 spaces.
3. The proposed building sign will be 10 ftx 2 ft (20 sq. ft.). Other signs on the building will measure 4 ft. x 12 ft (48 sq. ft.). There are two other existing building signs which are 39.12 sq. ft. total.
4. Total building signage will be 107.12 sq. ft. (45 sq. ft. maximum is allowed for wall signs, but a total of 300 sq. ft. is allowed in an M-2 Zone for all signage).

Upon motion made by Mr. Petit, seconded by Mr. Rossi, the Planning Commission unanimously voted to recommend APPROVAL of this application; providing the applicant receive final Site Plan Review approval.

(Voting Aye: Chairman Guglietta, Mr. Petit, Mr. Devine, Mr. Schiappa, Mr. Baron, Mr. Rossi and Councilwoman McFarland. There were no nay votes.)

**PARK AVENUE PUPPYS GROOMING AND RETAIL LLC 112 SPRUCE STREET PROVIDENCE RI 02903 (OWN/APP)** has filed an application for permission to operate a pet grooming business with related retail sales from an existing legal non-conforming building with restricted rear yard set back **843 Reservoir Avenue**. AP 9/4, Lot 2260, area 6000+/- SF, zoned C-1. Applicant seeks relief from Sections; 17.92.010 Variance, 17.20.120 Schedule of Intensity, 17.20.030 Schedule of Uses.

Findings:

1. The property is located on the corner of Riverfarm Road and abuts commercial uses to the rear and side.
2. The site contains six off-street parking spaces.
3. The site plan submitted is requesting a new curb cut on Riverfarm Road and two curb cuts on Reservoir Avenue (38 ft and 20 ft.). The 38 ft. curb opening is 8 ft. from the corner radius curve on Reservoir Avenue.
4. The City Traffic Engineer denied the proposed parking plan.
5. No sign plans were submitted with the application.

Upon motion made by Councilwoman McFarland, seconded by Mr. Devine, the Planning Commission unanimously voted to recommend APPROVAL of this application with the following conditions:

- 1) No sign variance to be allowed
- 2) A revised parking plan be submitted and approved by the City Traffic Engineer.

(Voting Aye: Chairman Guglietta, Mr. Petit, Mr. Devine, Mr. Schiappa, Mr. Baron, Mr. Rossi and Councilwoman McFarland. There were no nay votes.)

**PAUL A AND DEBRA CARUSO 68 BELGIUM STREET CRANSTON RI 02920 (OWN /APP)** have filed an application for permission to leave an existing pool deck less than the required setback to a side lot line at **68 Belgium Street**. AP 11/4, Lot 2459, area 6000+/- SF, zoned A-6. Applicant seeks relief from Sections; 17.92.010 Variance, 17.20.120 Schedule of Intensity.

Findings: The existing pool deck is 8.5 ft. from the rear property line and 2.5 ft. from the side lot line.

Upon motion made by Councilwoman McFarland, seconded by Mr. Devine, the Planning Commission unanimously voted to recommend APPROVAL of this application.

(Voting Aye: Chairman Guglietta, Mr. Petit, Mr. Devine, Mr. Schiappa, Mr. Baron, Mr. Rossi and Councilwoman McFarland. There were no nay votes.)

**NANCY A PELLEGRINO 80 OLD SPRING ROAD CRANSTON RI 02920 (OWN/APP)** have filed an application, pending minor administrative subdivision, for

permission to leave an existing single family dwelling on a proposed 17,406+/- SF lot [parcel B] and build a new 36' X 50' raised ranch style single family dwelling with on the remaining proposed 23,047+/- SF lot [parcel A] with restricted frontage at **80 Old Spring Road**. AP 15/2, lot 11, area 40,480+/- SF, zoned A-8. Applicant seeks relief from Sections; 17.92.010 Variance, 17.20.120 Schedule of Intensity.

This subdivision application was denied by the Planning Commission in July, 2005. The application for Zoning Board variance cannot proceed.

**DEBORAH A ZOGLIO 61 METROPOLITAN AVENUE CRANSTON RI 02920 (OWN /APP)** has filed an application for permission to build a new 28' X 40' two story two family dwelling on an undersized lot at **57 Metropolitan Avenue**. AP 17/2, Lot 1795, area 8949+/- SF, zoned A-6. Applicant seeks relief from Sections; 17.92.010 Variance, 17.20.120 Schedule of Intensity.

Findings:

1. The site plan submitted shows an existing one-family dwelling on the site will be removed.
2. The westerly lot line abuts a paper street (Abbott Street).
3. The site plan shows an existing garage that will not be removed.
4. There is a City of Providence Water easement on the back 70 ft. of the property.
5. There is one 2-family home two lots away, built in 1973, on a 13,973 sq. ft. lot.
6. A two family on 10,853 sq. ft. was constructed in 1920 (Metropolitan Avenue).
7. All other homes within the 400 ft. radius are single family dwellings.

Upon motion made by Mr. Schiappa, seconded by Mr. Petit, the Planning Commission unanimously voted to recommend DENIAL of this application for the following reasons:

1. Out of character with the single family neighborhood.
2. No apparent hardship. The applicant is already making reasonable use of the property with a single family in an A-8 single family zone.

(Voting Aye: Chairman Guglietta, Mr. Petit, Mr. Devine, Mr. Schiappa, Mr. Baron, Mr. Rossi and Councilwoman McFarland. There were no nay votes.)

**RICHARD J & HELGA M MATZKO 595 NATICK AVENUE CRANSTON RI 02920 (OWN) AND EASTERN PROPERTIES INC 23 BETTY POND ROAD SCITUATE RI 02831 (APP)** have filed an application, pending minor administrative subdivision, for permission to leave an existing single family dwelling on a proposed 218,116+/- SF lot with restricted frontage [parcel B] and build two new single family dwellings, with access from Briar Hill Drive, on remaining proposed parcels A and C at

**595 Natick Avenue.** AP 22/4, lot 121, area 440.471+/- SF, zoned A-80. Applicant seeks relief from Sections; 17.92.010 Variance, 17.20.120 Schedule of Intensity.

Upon motion made by Mr. Petit, seconded by Mr. Rossi, the Planning Commission unanimously voted to CONTINUE this application to September, it has not been before the Planning Commission for Preliminary Minor Subdivision approval.

(Voting Aye: Chairman Guglietta, Mr. Petit, Mr. Devine, Mr. Schiappa, Mr. Baron, Mr. Rossi and Councilwoman McFarland. There were no nay votes.)

**JOHN B GIUSTI AND JOSEPH A MARAIA PO BOX 7537 WARWICK RI 02887 (OWN/APP)** have filed an application for permission, pending minor administrative subdivision, to build a new single-family dwelling on a proposed 3.14 acre parcel [lot 1] and build another new single-family dwelling on the proposed remaining 9.86+/- acre parcel [lot 2] at **70 Burlingame Road.** AP 23, lot 25, area 566,585+/- SF, zoned A-80. Applicant seeks relief from Sections; 17.92.010 Variance, 17.20.090 Specific Requirements, 17.20.120 Schedule of Intensity.

Findings:

1. Parcel 1 frontage will be 112.93 ft.
2. Parcel 2 frontage will be 225.65 ft.
3. The only buildable area of Parcel 2 is along Burlingame Road. Eight of the remaining acres are wetlands.
4. There is a pending court case on a portion of Lot 2, which could reduce the frontage to 112.92 ft.

Upon motion made by Councilwoman McFarland, seconded by Mr. Devine, the Planning Commission unanimously voted to recommend APPROVAL of this application.

(Voting Aye: Chairman Guglietta, Mr. Petit, Mr. Devine, Mr. Schiappa, Mr. Baron, Mr. Rossi and Councilwoman McFarland. There were no nay votes.)

**CARL C AND FRANCES FERRUCCI 9 BEACON HILL DRIVE WARWICK RI 02886 (OWN) AND DDB PONTIAC LLC 76 DORRANCE STREET SUITE 212 PROVIDENCE RI 02903 AND RICKY GREIGRE 415 LINDSEY STREET ATTLEBORO MA 02703 (APP)** has filed an application for permission to operate a Dunkin Donuts coffee shop with drive-thru and a convenience store from an existing legal non-conforming gasoline service station at **480 Pontiac Avenue.** AP 5/1, lots 630, area 19,829+/- SF, zoned C-3. Applicant seeks relief from Section 30-28 Variance, 30-8 Schedule of Intensity, 30-18 (e), (2), (b), (c), (d), Additional Performance Standards and 30-18 (r) Signage (e) Driveway openings and 30-18 (p) Off-Street Parking.

## Findings:

Upon motion by Mr. Rossi, seconded by Mr. Petit, and so voted unanimously, the Planning Commission recommended that the Zoning Board TABLE the application to comply with Section 17.84.030 of the Cranston Zoning Code entitled “Coordination with the Zoning Board of Review” which states that the site plan review process must take place prior to consideration of a variance application to the zoning board of review (ZBR) for a special permit. The ZBR shall not consider an application for a special permit until the applicant has received a certificate of completeness from the SPR committee as provided for in Section 17.84.060. The findings of the SPR committee shall be considered by the zoning board of review in its decision of the matter before it.

A Certificate of Completeness has not been issued by the SPR Committee as of this date, because of several issues that need to be addressed by the applicant.

(Voting Aye: Chairman Guglietta, Mr. Petit, Mr. Devine, Mr. Schiappa, Mr. Baron, Mr. Rossi and Councilwoman McFarland. There were no nay votes.)

## **MISCELLANEOUS ITEMS**

### **Comprehensive Plan Update**

Mr. Flynn stated that he is meeting with the Cecil Group consultants the last week in August to discuss revisions to the draft Comprehensive Plan.

### **Discussion of interim Planning Director and staffing issues**

Due to Kevin Flynn’s recent announcement that he will be leaving the City’s employ to become the new Associate Director of Planning for the State, Chairman Guglietta asked commissioners to review their schedules and allow time for interviews and a special meeting to appoint a new Planning Director; as required by the City Charter. He requested immediate advertisement in the Providence Journal, with an application deadline of August 12, 2005. The Commission will review resumes and narrow the selection to the three best qualified candidates for interview. Commissioners Steve Devine, Councilwoman McFarland and Chairman Guglietta, as well as Kevin Flynn, will serve as the interview panel. Chairman Guglietta stated that all Commission members may attend the interviews.

Due to the fact that this was Planning Commission Secretary Michael DeLuca’s last meeting, as he is leaving the City’s employ to become Planning Director of the Town of Narragansett, Kevin Flynn nominated Jared Rhodes, Senior Planner, for Secretary.

Upon motion made by Mr. Rossi, seconded by Mr. Petit, the Commission unanimously voted to elect Jared Rhodes as Secretary of the Planning Commission. (Voting Aye: Chairman Guglietta, Mr. Petit, Mr. Rossi, Mr. Schiappa, Mr. Devine, Mr. Baron and Councilwoman McFarland.)

Mr. Flynn then took a few moments to praise Mr. DeLuca's qualities of honesty and integrity and his tireless community involvement (Earth Day and RIAPA), hard work and dedication to the City for the past 19 years. He received the Commissions best wishes in his new position as Planning Director for the Town of Narragansett.

**DATE AND TIME OF NEXT MEETING**

Tuesday, September 13, 2005 at 7 p.m.

*Please note special date*

**ADJOURNMENT**

Upon motion made by Mr. Rossi, seconded by Mr. Petit, the Commission unanimously voted to adjourn at 10:55 p.m.

Respectfully submitted,

Michael J. DeLuca  
Secretary

