

Town of Lincoln
Planning Board
100 Old River Road, Lincoln, RI
Minutes of January 24, 2024, Meeting

The special meeting of the Planning Board was held on January 24, 2024. This meeting was at the Lincoln Town Hall, 100 Old River Road, Lincoln, Rhode Island.

This was an in-person meeting. The public was able to view the meeting in person or by utilizing the web streaming available on <https://lincolnri.civicclerk.com/web/home.aspx>.

Application materials are available on the Planning Department's webpage:

<https://www.lincolnri.gov/181Planning>

Chairman Ken Bostic called the meeting to order at 7:00 p.m.

Present, Member Meagan Bellamy, Member Jeff Almond, Member Ned London, and Member Tom Tuytschaevers. Excused: Member Tom Salvatore, Member Mike Reilly

Also in attendance: Town Planner Joshua Berry, Town Engineer Quish, Legal Counsel Mark Hartmann, and Attorney DeSisto

3. Zoning Applications (Consent Agenda Items)

I. Angela DiDomenico AP 12 Lot 217 2 Nottingham Dr. Dimensional Variance Side and Rear Setbacks.

Application for dimensional variances to allow an addition to a single-family residence to encroach into the side and rear yard setbacks in a RL-9 zone. Based upon the findings that the granting of the dimensional relief would be consistent with the neighborhood and that the request is consistent with the Comprehensive Plan, the Planning Board voted (5-0) to recommend that the Zoning Board of Review *approve* this application.

Motion to dispense consent agenda; Motion made by Member London, second by Member Almond. All in favor.

4. TRC Policies and Procedures: Review and potential adoption of the proposed TRC Policies and Procedures

Town Planner Berry: This is a follow up of provisions. Met practices of TRC and is consistent with policies.

Chairman Bostic: Concerns with conflicting items in the Town Charter.

Town Planner Berry: Don't believe the TRC is in the Charter Minimal overlap with TRC and Sub-regulations. The Planning Board member who is on the TRC is Mike Reilly.

Member London: Can we have more than one?

Town Planner Berry: Yes, those are day meetings for commitment.

Member London: Sound like official minutes too, do they get posted too.

Town Planner Berry: I take notes and turn into minutes for the TRC- these are TRC minute notes. I think I will start having the members of the TRC write their notes.

Member London: Item 5A it says [insert date] just don't want you to miss that.

Town Planner Berry: Not a big deal to tweak in the future too.

Member Tuytschaevers: Item 2B Organization "equal" equal to what?

Town Planner Berry: Each other, not the chair. Do you want me to clarify this language.

Member Tuytschaevers: Yes

Member London: Suggests "to each other".

Member London: What happens if you are absent?

Town Planner Berry: We would reschedule if it is short term. Long term, we would come up with a solution. We could write in a backup plan.

Chairman Bostic: In theory it would be Planning Board. We're not appointing its exclusive positions being appointed.

Town Planner Berry: We could amend the language Consistently in both.

Chairman Bostic: Is this from the State?

Town Planner Berry: State says we need a TRC.

Chairman Bostic: Are we following this (points to sub-regulations)?

Town Planner Berry: Yes.

Chairman Bostic: Reads page 72, doesn't say how many members.

Town Planner Berry: We will have to rectify that with what page 14 says.

Legal Counsel Mark Hartmann: The language doesn't necessarily conflict. State law only requires a minimum of three members.

Chairman Bostic: What happens if someone like the fire marshal retires, how would we replace/ appoint a new one?

Town Planner Berry: We would figure it out or change the sub regulations.

Member Almond: There are a number of fire marshals in town.

Town Planner Berry: It is general enough to cover the position.

Member London: It does say "may and not limited to" gives us flexibility, change this to the same "may".

Town Planner Berry: I will strike this and copy and paste straight from the sub regulations.

Member Tuytschaevers: B item #5, what if you fail to record?

Legal Counsel Mark Hartmann: New AG guidance, open meeting act providing video. It is not great to not record/ videos go missing. I would like to make the language less binding. My recommendation is to remove it.

Chairman Bostic: What is the quorum?

Legal Counsel Mark Hartmann: Three members based on State Law.

Town Planner Berry: Majority of appointed members four out of seven

Member London: Do you need it to say, "no less than three"?

Legal Counsel Mark Hartmann: To reflect State Law? - we comply to it anyways. Want to keep policies thinner than the sub regulations.

Town Planner Berry: Remove last sentence of C "Planning Board Member" and add "appointed member remains unless replaced"

Member Tuytschaevers: 4B paragraph two, wants to include date of submission. 5B change "the" to "a".

Member London: Questions members residency.

Town Planner Berry: I am not a Lincoln resident, but residents can be appointed.

The Board agrees to make the changes for a final clean copy for the missing members to look at.

Motion to move to next month's meeting- February meeting. Motion made by Member London, second by Member Almond. All in favor.

5. Appointments- Appointment of Planning Board Representative on the Technical Review Committee

Town Planner Berry: Talked to Mike Reilly, he wants to continue being the TRC member from the Planning Board.

Motion to reappoint Mike Reilly on the TRC- Motion made by Member Tuytschaevers, second by Member Almond.

Roll call motion: Chairman: Aye, Member London: Aye, Member Tuytschaevers: Aye, Member Almond: Aye, Member Bellamy: Aye.

6. Review of Minutes: October 30, 2023, Special Planning Board Meeting and December 11, 2023, Planning Board Meeting.

Dispensing of the minutes, motion made by Member Almond, second by Member London. All in favor.

Corrections made by Member Tuytschaevers.

Motion made to accept minutes with the corrections. Motion made by Member Tuytschaevers second by Member London. All in favor.

7. Planner's Report:

A. Comprehensive Plan update-

Town Planner Berry: Wrapping up some. Public Hearing target date for late April and take back comments to revise.

B. Regulatory updates – Tier II

Town Planner Berry: Got through tier I, tier II State Law governs, less decisions for us to make- less of a choice. Unless it is to clean up work- and to go over second stage of the Special Use Permits.

8. Adjournment

Motion to adjourn at 8:00 pm was made by Member Almond. Second by Member London. All in favor.

Respectfully submitted,

Grace Gervais