

Town of Lincoln
Planning Board
100 Old River Road, Lincoln, RI
Minutes of February 28, 2024, Meeting

Meeting of the Planning Board was held on February 28, 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, Chairman Ken Bostic, Member Tom Salvatore, Member Tom Tuytschaevers, and Member Jeff Almond.

Excused: Member Meagan Bellamy, Member Ned London, Member Mike Reilly

Also in attendance: Town Planner Joshua Berry, Town Engineer Leslie Quish, and Legal Counsel DeSisto.

3. Major Land Development

A. Windmoeller & Hoelscher Building Addition AP 28 Lot 149 Preliminary Plan Review Windmoeller & Hoelscher Corp. 23 New England Way

Town Planner Berry: This Major Land Development Project preliminary plan involves two (2) additions to a 20,604sq. ft. existing industrial building and associated site improvements to expand the owner/applicant's manufacturing business. The applicant proposes a 12,297 sq. ft. addition for warehouse space to the rear (east) of the existing building and a 5,874 sq. ft. addition for office space in the front of the building (west). The project includes parking and drainage improvements associated with the additions. Zoning relief was granted in March of 2023 to allow the encroachment into the front setback and off-street parking relief. No road extension or new curb cuts are required as the site has frontage and two existing access points on New England Way. Public sewer and water are available to accommodate the expansion. Conditions of Master Plan Approval. The master plan was approved in February of 2023, subject to the following conditions:

1. Obtain necessary dimensional relief for parking and setbacks from the Zoning Board of Review 2. Provide applicable RIDEM permits for this application as part of the Preliminary Plan Submittal. The applicant has complied with condition #1, having received approval to allow 51 off street parking spaces where 78 are required, and to allow the building addition to be 11.66' from the front property line where 50' is required. There were no conditions attached to the zoning approval. The applicant is in the process of obtaining the wetlands permit from RIDEM but has not yet complied with this requirement. For this reason, the Administrative Officer has NOT certified the application as complete. The applicant has provided correspondence from RIDEM regarding wetlands permit # 23-0145 and has verbally confirmed that they have submitted the requested materials for review. Due to the application being otherwise substantially complete, the applicant was permitted to begin the preliminary plan review process, but the application will not be certified complete, and a public hearing will not be held on the application until the wetlands permit has been submitted.

Paul Carlson- Insight Engineering: 20,00 sq./ ft. existing building, parking in the northern and western side. Wetland in the NE corner of the property. Within the project, there are a few different elements, a 20,000 sq./ft. warehouse addition and a 5700 sq./ft. office/ entrance addition. There will be additional parking spaces along the northern side and additionally, in the

southern side of the project. A loading dock will be along the NW corner, there is an existing one on the existing building. Correspondence with the town to look at comments from the Town Engineer and Town Planner- will bring those up. Main portion is really the storm water, the existing project did not have any stormwater. Submitted two rounds of comments to RIDEM, should hear back with approvals very shortly, for both wetlands and stormwater perspectives. AS part of the application seeking two waivers, front curbing and sidewalks both along New England Way.

David Christy: One the front half of the building addition on the left side of the plan, renovations on the right side of the plan. Renovating the existing office spaces. Back of the building warehouse addition, loading dock adjacent to the existing loading dock. *shows how the final project will look on the plan. Addition- clad metal panels and add metal panels to make it look more cohesive (addition and existing building). The new warehouse is clad in metal panels.

Town Planner Berry: You mentioned 18,000sq./ft. on the plan it states 12,297sq./ft just want to clarify.

Paul Carlson: 12,297sq./ft. is correct.

Chairman Bostic: One of the waivers you ask for is for sidewalks, can you elaborate.

Paul Carlson: The sidewalk waiver is along the frontage of New England Way- it does not currently have any sidewalks- we feel it is a necessary item to address.

Tom Salvatore: The hold up with RIDEM permit that is ordinarily administrative?

Paul Carlson: Yes, we addressed their comments, going back and forth two different times and met with them. To follow up to the comments of Town Planner, we do realize that is an element of the Public Hearing process and is necessary to obtain prior.

Town Planner Berry: TRC comments at master plan level to move dumpster out of the easement. There is a drainage easement that runs through the northern side of the parking lot. The applicant agreed. TRC just wants a condition- any repaving of that parking lot, the obligation to service the pipe is that of the applicant.

Chairman Bostic: If everything goes well with the Public Hearing, when do you expect to break ground on the project?

Paul Carlson: Building permit squared away and documents sent to the Building Official, ideally by June.

Motion to move forward to Public Hearing- motion made by Member Almond pending the DEM approval. Second by Member Tuytschaevers. All in favor.

4. TRC Policies and Procedures (continued from January)

A. Review and potential adoption of the proposed TRC Policies and Procedures.

Town Planner Berry: Couple more changes from last meeting. Changes are on the main first page- "membership"- struck out some language. Took language from Sub Regulation and mirrored that language. Stated the Administrative officer "shall" be a member of the TRC. Hopefully that brings the two issues into conformity. All other changes were live in the last meeting, and the red reflects what was discussed.

Chairman Bostic: Any other changes The Board would like to make on the draft?

Town Planner Berry: This does not need notification to change, I can put it on the agenda for the next meeting to have a vote.

Motion to adopt proposed TRC Policies and Procedures, motion made by Member Almond. Second by Member Tuytschaevers. All in favor.

5. Appointments

A. Appointment of Lincoln Fire Marshall Representative on the TRC

B. Appointment of Conservation Commission Representative on the TRC

C. Appointment of alternate Planning Board Member on the TRC

Chairman Bostic: Appointment of Lincoln Fire Marshall Representative on the TRC, which is Member Almond. Appointment of Conservation Commission Representative on the TRC which is Francine Jackson. Appointment of alternate Planning Board Member on the TRC assuming it is Member Reilly.

Town Planner Berry: Member Reilly is the primary, can have an alternate member. Not required.

Chairman Bostic: Maybe at that time when he is not available, we can pick someone to sit as an alternate.

Town Planner Berry: That is correct.

Motion to make these appointments, motion to move Jeff Almond as the Lincoln Fire Marshall Representative on the TRC, Appointment of Conservation Commission Representative on the TRC which is Francine Jackson, motion made by Member Tuytschaevers. Second by Member Salvatore. All in favor.

Town Planner Berry: Are we passing on the alternate address on a later date?

Chairman Bostic: I think address in December.

6. Communications

A. Request from the Lincoln Budget Board for a Planning Board representative to attend their meeting on March 13 at 7pm to discuss the budget.

Town Planner Berry: Received the following email from Nicholas Rodrigues, first time this request has been made. The budget Board feels with the Comprehensive Plan being drafted the Planning Board may have knowledge about potential projects and spending. Want to be on the same page for the fiscal year.

Attorney DeSisto: Makes a suggestion, since you have correspondence- you (Town Planner Berry) can email back. Not necessary to go to the meeting but here is information to add to records. Will draft something for the Town Planner, to respond for The Board.

7. Review of Minutes

A. January 24, 2024, Planning Board Meeting

Dispensing of the minutes, motion made by Member Almond, second by Member Salvatore. All in favor. Motion made to accept minutes with the corrections. Motion made by Member Almond second by Member Tuytschaevers. All in favor.

8. Planner's Report

**A. Lonsdale Ave Minor Land Development AP 44 Lot 191 Final Plan Recorded
Town**

B. Fairgrounds Subdivision AP 42 Lot 13 Final Plan Recorded

Town Planner Berry: Subdivision Regulations require that I report out when I approve administrative plans. They met all the regs, and preliminary conditions. Final plans have been recorded to the land evidence. Building permits will be submitted.

Attorney DeSisto: Under 42-46-C, would you mind adding another item to the agenda "Solicitors Report".

Motion to add item "Solicitors Report", made by Member Almond, Second by Member Salvatore. All in favor.

Attorney DeSisto: The last time I was here you asked about the Kirkbrae Development on George Washington Highway to put in the gas station and Arby's. The law changed, if there was an appeal from Planning it would go to Zoning then it goes to Superior Court. The Zoning Board upheld your decision and the applicant went to Superior Court. They did not process their appeal. There is one judge in the Superior Court who hears these cases, the parties have been notified, they explained why they want to go forward with it, and the judge set a briefing

schedule. For this case he just said file the briefs, I don't expect a decision before your next meeting.

9. Adjournment

Motion to adjourn at 7:32 pm was made by Member Almond. Second by Member Tuytschaevers. All in favor.

Respectfully submitted,
Grace Gervais