

**City of Warwick Planning Board
Meeting Minutes
Wednesday, September 14, 2016**

Members Present: James Desmarais
Vincent Gambardella
Cynthia Gerlach
Philip Slocum
Sue Stenhouse

Member Absent: Steve Horowitz
Thomas Kiernan

Also in attendance: Patricia Reynolds, Senior Planner
Lidia Cruz-Abreu, Assistant Administrative Officer
Eric Hindinger, Engineer Project Manager
Diana Pearson, City Solicitor

Chairman Slocum called the meeting to order at 6:10 pm.

Public Meeting
Minor Subdivision
50-60 Yates Avenue
Preliminary Approval

Mr. Robert Clift, PLS, Clift Land Surveying, LLC; represented the Applicant who was requesting Preliminary Approval of a Minor Subdivision. The Applicant was proposing to subdivide (2) two lots totaling 29,917± square feet lot to create (3) three lots, (1) one 13,876±, square foot conforming lot with an existing single family dwelling (50 Yates Avenue) fronting on Yates Avenue and Kenneth Avenue; (1) one 8,550± square foot conforming lot with an existing single family dwelling (60 Yates Avenue) fronting on Yates Avenue; and (1) one new 7,490± square foot lot for the development of a single family dwelling fronting on Kenneth Avenue.

Mr. Clift indicated that he was hired by Denise Gilbert to perform a Class 1 survey and during his survey it was discovered that there was an encroachment onto another parcel by his client. Ms. Gilbert informed the abutter of the encroachment and the abutter agreed to transfer the encroached portion to Ms. Gilbert as part of her subdivision.

Mr. Slocum noted the three existing sheds located on the plan and Mr. Clift indicated that all the sheds were being moved or removed to meet the requirements of the City of Warwick Zoning Ordinance.

Being no further questions, the Planning Board waived the reading of the Planning Department Findings and Planning Staff read the Planning Department Recommendations into the record; which were as follows:

Planning Department Findings

The Planning Department finds this proposal to be generally consistent with Article 1, "*Purposes and General Statements*" of the City's *Development Review Regulations*, and:

1. That the proposed development is generally consistent with the Comprehensive Community Plan, and consistent with the existing neighborhood, having lots within the 200' radius containing single-family dwellings that meet and exceed the existing zoning requirements.
2. That the subject property is located along Yates Avenue and Kenneth Avenue and is identified as Assessor's Plat: 350, Assessor's Lots: 221 and 239.
3. That the subject property consists of (2) two Tax Assessor's lots totaling 29,917 square feet and is zoned A-7 Residential.
4. The Applicant is proposing to subdivide (2) two lots totaling 29,917± square feet lot to create (3) three lots, (1) one 13,876±, square foot conforming lot with an existing single family dwelling (50 Yates Avenue) fronting on Yates Avenue and Kenneth Avenue; (1) one 8,550± square foot conforming lot with an existing single family dwelling (60 Yates Avenue) fronting on Yates Avenue; and (1) one new 7,490± square foot lot for the development of a single family dwelling fronting on Kenneth Avenue.
5. That the subdivision, as proposed, is in compliance with the standards and provisions of the City's Zoning Ordinance, meeting or exceeding all of the requirements of the A-7 Residential Zoning District which require a minimum of 70 feet of frontage, and a minimum area of 7,000 square feet per individual lot.
6. That the subdivision will have access to City of Warwick Sewer and Water.
7. That there are no wetlands within 200', therefore there will be no significant negative environmental impacts from the proposed development.
8. That the development will not result in the creation of individual lots with such physical constraints to development that building on those lots according to pertinent regulations and building standards would be impracticable.

9. That the proposed development possesses adequate and permanent access to Yates Avenue and Kenneth Avenue.

Planning Department Recommendations

The Planning Department recommendation is to grant Preliminary Approval, with Final Approval through the Administrative Officer, upon compliance with the following stipulations:

1. That the Applicant shall submit a Final Development Plan and Record Plat that shall comply with Section 3.02C of the Procedural & Technical Standards for the Practice of Land Surveying in the State of Rhode Island and Providence Plantations, Effective April 1, 1994; Amended November 25, 2015.
2. That the Applicant shall submit a Final Development Plan and Record Plat that shall comply with Appendix B, Minor Subdivision/Land Development Application, of the Development Review Regulation governing Subdivisions, Land Development Projects, and Development Plan Review, Effective January 1, 1996; Amended January 01, 2000 and March 14, 2001, and shall include at a minimum, but not be limited to:
 - Note graphic scale (True North or Magnetic w/date).
 - Note locations and dimensions of existing and proposed utilities within and immediately adjacent to the subdivision.
 - Note location and approximate size of existing buildings or significant above-ground structures on or immediately adjacent to the subdivision.
 - Note the setback, to the proposed property line, from the existing shed noted on the 60 Yates Avenue parcel, as depicted on the Minor Subdivision plan, entitled The Gilbert Plat, dated July 18, 2016. Setback must comply with the City of Warwick Zoning requirements for accessory structures or the shed must be moved/removed to comply with the Zoning requirements.
 - Provide a grading plan that shall note existing and proposed contours.
 - Provide a drainage plan and calculations.
 - Note parcel identification. (Parcel 1, 2, 3 or Record Lot 1, 2, 3)
 - Note the sewer connection for the proposed dwelling via the existing infrastructure located in the recorded easement.
 - Note a clean-out valve and back-water valve outside each of the proposed residential dwellings, in proximity to the foundation. The clean-out valve shall be installed downstream and in close proximity to the backwater valve.
3. That prior to the Final Approval submission, the Applicant shall move/remove the three existing sheds located along the Kenneth Ave frontage of the newly created parcel, as depicted on the Minor Subdivision plan, entitled The Gilbert Plat, dated July 18, 2016.
4. That, prior to Final Approval, the Applicant shall coordinate with the Warwick Sewer Authority and enter into a Developer's Agreement and Work Order for the newly created parcel, as depicted on the Minor Subdivision plan, entitled The Gilbert Plat, dated July 18, 2016.

5. That, prior to Final Approval, the Applicant shall coordinate with the Planning Department, prior to the development of a Landscape Plan. The Applicant's Arborist shall determine if the existing trees can be adequately preserved and protected during construction, prior to the development of a Landscape Plan. That the Landscape Plan shall include, but not be limited to:
 - Note the Preservation and Protection of existing mature trees that do not require removal for the new proposed development. (Including drip line tree protection details.)
 - Note (1) one 2"-2.5" caliper deciduous shade tree for every 50 feet of lot frontage along Kenneth Avenue. This number may be reduced if there are existing mature trees in good condition that can be preserved and protected during construction.
5. That, prior to Final Approval, the Applicant/Developer shall provide deed descriptions for review.
6. That the Applicant shall provide a Performance Bond for the installation of Landscaping and Monumentation, prior to the recording of the "Final Record Plat".
7. That, prior to the issuance of a Certificate of Occupancy, the Applicant shall plant (1) one 2"-2.5" caliper deciduous shade tree for every 50 feet of lot frontage. This number may be reduced if there are existing mature trees in good condition that can be preserved and protected during construction.
8. That the Applicant shall coordinate with Planning Department Staff regarding species and location, prior to tree purchase.
9. That, prior to the issuance of a Certificate of Occupancy, the Applicant/Developer shall install all Landscaping and Monumentation, as depicted on the Final Record Plat.

Ms. Stenhouse, seconded by Mr. Desmarais, made a motion to adopt the Planning Department Findings and Recommendations, as presented and read, and to grant Preliminary Approval with Final Approval by the Administrative Officer. All in favor; none opposed.

Public Informational Meeting
Major Land Development/Street Abandonment/Zone Change Recommendation
Cumberland Farms/Lambert Lind Highway-Soule Street
Master Plan

Mr. Joseph Brennan, ESQ, Shekarchi Law Offices addressed the Board asking for a one month continuance, to review concerns by an abutting party.

Mr. Gambardella, seconded by Ms. Stenhouse, made a motion to open the public informational meeting and continue the public meeting until the October 12, 2016 Planning Board Meeting. All in favor, none opposed.

Public Informational Meeting
Major Land Development/Zone Change
91 Canonchet Condominiums
Master Plan

Mr. Joseph Brennan, ESQ, Shekarchi Law Offices represented Mr. Justin Hetherington, who was requesting Master Plan Approval of a Major Land Development Project of an existing parcel consisting of (3) three structures; (1) one residential unit to the front (southerly) portion of the property and (2) two commercial buildings to the rear (northerly) portion of the property (formerly Lad & Lassie Daycare). The applicant proposed to convert the (2) two commercial buildings to the rear of the property into (2) residential units, for a total of (3) three residential units on a 22,500 square foot lot, with less than required frontage and lot width and with existing structures having less than required space between buildings and front-yard, side-yard, and rear-yard setbacks.

That Applicant was also requesting a recommendation for a City Council Zone Change from A-7 Residential to A-7 Planned District Residential-Limited (PDR-L) w/waivers for less than required frontage and lot width and with existing structures having less than required space between buildings and front-yard, side-yard, and rear-yard setbacks.

Mr. Brennan indicated that front building has been used residentially and that the rear buildings, which are connected by a roof, had been used as a daycare facility for many years. Mr. Brennan stated that the Applicant was proposing three residential condo units and that the existing commercial parking along the front of the parcel would be removed. Mr. Brennan indicated that the two rear buildings would have a parking to the rear of the front dwelling and the front dwelling would use the driveway and existing garage for parking. Mr. Justin Hetherington indicated that the front building would consist of one-unit with four bedrooms and one of the rear buildings would consist of one-unit with two bedrooms and the other unit would contain three bedrooms.

Mr. Brennan indicated that there was a stone wall to the rear of the property that would not be removed. Mr. Hetherington indicated that he would not be adding additional living space to the structures.

Ms. Stenhouse asked if the two rear buildings were on slabs and if there would be sufficient parking for three units. Additionally, Ms. Stenhouse asked if there would be a condo association that would be responsible for property maintenance, mowing, trash collection, etc. and would the units be owner occupied or rentals. Mr. Hetherington indicated that the project would provide 2.5 parking spaces per unit stating that there would be sufficient parking for the property owners and additional parking for visitors. Mr. Hetherington stated that there would be a condo association that would be established and that there may be an association company that would be entrusted with the association maintenance. Mr. Brennan indicated that trash collection would be individual collection curb-side. Mr. Hetherington stated that his intention was to sell the units and not rent them, but that the subsequent owners may choose to rent the units.

Mr. Gambardella asked if the Fire Department had any concerns with access to the rear units. Mr. Hetherington and Mr. Brennan indicated that the City's Fire Marshall had requested residential sprinklers be installed in the rear units.

Being no further questions, Ms. Stenhouse, seconded by Mr. Desmarais, made a motion to open the public hearing; all in favor, none opposed.

Mr. Bob McDonald, 20 North Pearson Drive read a statement into the record (Exhibit 1). Mr. McDonald was concerned that the neighborhood would be significantly modified by adding two residential units to the back yard of 91 Canonchet. Mr. McDonald believed that one of the buildings had approvals from the Zoning Board of Review (ZBR) but that the other did not. He also believed that the units being taxed commercially was spot zoning.

Mr. Andrew McManus, 95 Canonchet, indicated that he has spoken to the property owner, and although he understands that current proposal may not appease all the abutters, he as a direct abutter is more concerned with the further abandonment of the property. He indicated that the property owner has made improvements to the appearance of the property, which has already increased the curb appeal to the area. He understands that there may be concerns about the structures being converted to single level condo units, but that both he and wife feel that the single level living condos is what young professionals are looking for and that these units would bring young people and young families to the Gaspee/Pawtuxet Village. He has found the property owner very easy to work with and he is concerned that if this property owner were to abandon the project, the next owner may not be as accommodating.

Karen Donovan, 46 Manchester Street, stated that she was concerned that a fire truck would not be able to access the units in the rear of the property and that if the units were condos that the units could become rental units at a later date, additionally she was concerned that this would set a precedence in the neighborhood and that others may decide to do the same with their properties. Mr. Slocum stated the Fire Department had reviewed the Master Plan project and requested residential sprinklers and that the Fire Department would review the project at each phase of the development. Additionally, Mr. Slocum indicated that the owners of the units would be have the legal right to rent the units similar to any property owner would be able to rent their property and that any new projects would be reviewed on their individual merits.

Mr. Ed Fracassa, 9 Parkside Drive, indicated that the reason this application is being considered is because the two building exist on the property. Mr. Fracassa believes that the buildings are not legally established. He was concerned that there should not be three units on one lot.

Bruce Robins, 41 Longwood, stated that Mr. Hetherington had contractors working on the property on a Saturday and Sunday and that he has not seen a permit on the property. Additionally, he was concerned that Mr. Hetherington had trash barrels and toys that were left in the front of the property.

David Ciccone, 81 Canonchet, would like a privacy buffer along his property line, he understands that Mr. Hetherington is adding fencing along the property line but he would also like to see vegetation added along the property line, in addition to the fence.

Kathy Fracassa, 9 Parkside Drive, was under the impression that the rear of the property was not a residence and that the front property was only approved for the three bedrooms and that several years prior there had been an application to add additional bedrooms to the front house which had been denied. She opposed this application.

Joan McDonald, North Pearson had questions regarding the waivers, indicating that the project required many variances.

Katherine Hypolite, 95 Canonchet, indicated that she is an immediate abutter to the project and is in favor of the project. She feels that this is an opportunity to make a depressed property into something beautiful. She sees this as a way to increase her property values. Additionally, she stated that the subject lot was a very large lot, much larger than most, in the neighborhood, and she did not feel that the project was too dense. She would also like to have additional screening along her property line.

Planning Staff explained the process for a PDR-L and the terminology regarding the waivers.

Being no further testimony, Mr. Gambardella, seconded by Ms. Stenhouse, made a motion to close the Public Hearing. All in favor; none opposed.

Mr. Brennan wanted to thank neighbors for remaining diligent through the process and he also wanted to thank the neighbors that spoke in favor of the project. Mr. Hetherington assured the Planning Board that he would provide both fencing and a vegetative buffer along the abutting property lines. Additionally, Mr. Hetherington indicated that he met with a contractor at the site over a weekend and that he was not aware that the contractor started the work over the weekend; he assured the Board that he had procured a building permit on the Monday morning.

Mr. Slocum gave detailed information regarding the review process.

Ms. Stenhouse indicated that she lived in the neighborhood for many years and that during time in which she lived there, the single family dwelling that abutted her property was a rental; indicating that rentals can be on lots with singular homes. She was concerned, however, with some of the comments regarding that the buildings were not being legally established.

Planning Staff indicated that there would be evidence read into the record as part of the findings that would detail the approval process of the existing structures and numbers of bedrooms were only regulated with an OWTS. The property was serviced by Municipal Sewer, therefore, the number of bedrooms was not regulated. Previous applications had been made to convert the front dwelling into a two-family.

Planning Staff and Mr. Slocum explained that zoning approvals went with the property and not with the owner.

The McDonald's were looking at the tax documents and felt that because the property was taxed commercially that it was zoned commercially.

Planning Staff read the Planning Department Findings and Recommendation into the record, which were as follows:

Planning Department Findings

The Planning Department finds this proposal to be generally consistent with Article 1, “*Purposes and General Statements*” of the City’s Development Review Regulations, and further finds:

1. That the proposed development is generally consistent with the City of Warwick Comprehensive Community Plan 2033; specifically, Part VI, Chapter 12 Future Land Use, Zoning and Urban Design which specifies limited commercial intrusion into residential neighborhoods; and Chapter 13 Stewardship and Implementation, which specifies the consideration of single-level-living, as a varied housing option.
2. That the subject property is located along Canonchet Avenue; and is identified as Assessor’s Plat: 292; Assessor’s Lot: 178.
3. That the subject property consists of (1) one Tax Assessor’s lots totaling 22,500 square feet and is zoned Residential A-7.
4. That the Applicant is requesting a Residential A-7 PDR-L Zone Change for three units, which requires 20,000 square feet of land area, 135’ frontage and lot width, 30’ front and corner side-yard, 20’ side-yard and 30’ rear-yard setbacks.
5. That the subject property consists of (3) three existing buildings (1) one single family dwelling constructed in 1925; (1) one 30’x50’ nursery school building, approved by the Zoning Board of Review in 1950; (1) one 32’x52’ nursery school building, approved by the Zoning Board of Review, Petition NO. 2349 in 1967.
6. That the Applicant and the Project’s Surveyor held a pre-submission meeting with Planning Staff to review the proposed development and that the Applicant has made revisions to the original plan based on the departmental comments.
7. That, based on the Planning Department’s request, the Applicant held a community outreach meeting at City Hall on August 10, 2016 to present the plan, as well as, to gain feedback from the community.
8. That the Project, as proposed, is not in compliance with the standards and provisions of the City’s Zoning Ordinance and therefore, requires a City Council Zone Change from A-7 Residential to A-7 Planned District Residential with waivers for less than required frontage and lot width and with existing structures having less than required space between buildings and front-yard, side-yard, and rear-yard setbacks.
9. That there a no wetlands present within 200’ of the subdivision; therefore there will be no significant negative environmental impacts from the proposed development.

10. That the project consists of a singular lot with existing non-conforming structure; therefore, the development will not result in the creation of individual lots with such physical constraints to development that the building on those lots according to pertinent regulations and building standards would be impracticable.
11. That the parcel will have access to Municipal Water and Sewer.
12. That the proposed development possesses adequate access to a public street along Canonchet Avenue.

Planning Department Recommendations

The Planning Department recommendation is to grant Master Plan approval, with the following stipulations:

1. That the Applicant shall receive a City Council Zone Change from A-7 Residential to A-7 Planned District Residential-Limited with for less than required frontage and lot width and with existing structures having less than required space between buildings and front-yard, side-yard, and rear-yard setbacks.
2. That the Applicant shall submit a Preliminary Development Plan that shall comply with Section 3.02C of the Procedural & Technical Standards for the Practice of Land Surveying in the State of Rhode Island and Providence Plantations, Effective April 1, 1994; Amended November 25, 2015.
3. That the Applicant shall submit a Preliminary Development Plan that shall comply with Appendix C, Major Subdivision/Land Development Application, of the Development Review Regulation governing Subdivisions, Land Development Projects, and Development Plan Review, Effective January 1, 1996; Amended January 01, 2000 and March 14, 2001; which shall include but not be limited to:
 - Note a clean-out valve and back-water valve outside each of the proposed residential dwellings, in proximity to the foundation. The clean-out valve shall be installed downstream and in close proximity to the backwater valve.
4. That, prior to Preliminary Approval, a Storm Water Management Plan shall be submitted in accordance with Rhode Island Storm Water Design and Installation Standards Manual, dated December 2010.
5. That the Applicant shall coordinate with the City's Sanitation Division regarding trash and recycling collection.
6. That the Applicant shall coordinate with the City's Water Division regarding water services, prior to the submission for Preliminary Approval.
7. That the Applicant shall coordinate with the City's Fire Marshall regarding residential sprinklers, prior to the submission for Preliminary Approval.

8. That all Monumentation shall be protected during all phases of construction. Any Monumentation that is disturbed or destroyed shall be replaced by the Applicant.

6. That, prior to Preliminary Approval, the Applicant shall coordinate with the Planning Department, prior to the development of a Landscape Plan. The Applicant's Arborist shall determine if the existing trees can be adequately preserved and protected during construction, prior to the development of a Landscape Plan. That the Landscape Plan shall include, but not be limited to:
 - Note the Preservation and Protection of existing mature trees that do not require removal for the new proposed development. (Including drip line tree protection details.)
 - Note (1) one 2"-2.5" caliper deciduous shade tree for every 50 feet of lot frontage along Canonchet Avenue.
 - Note vegetative screening and fencing along the property lines.
 - Note the removal of pavement/parking along the front-yard of the existing single family dwelling, Unit C, as depicted on the Master Plan dated June 20, 2016. This area shall be loamed and seeded to match the existing front-yards of abutting, City Assessor lots 177 and 180.
 - Note the removal of pavement to the west of Units A & B, as depicted on the Master Plan dated June 20, 2016. This area shall be landscaped.

Mr. Desmarais indicated that he looks at each project as though he would be the neighbor and he felt that this would clean-up the property and that the single level units would allow an elderly couple to remain in the Village.

Being no testimony, Mr., Desmarais, seconded by Mr. Gambardella, made a motion adopt the Planning Department's Findings and Recommendations, noting that the Preliminary application note vegetative screening along with fencing along the property line, and to grant Master Plan Approval. All in favor; none opposed.

Request for a Zone Change
Recommendation
Canonchet Avenue

Mr. Joseph Brennan, ESQ, Shekarchi Law Offices, represented the Applicant who was requesting a zone change recommendation to allow for the conversion of the (2) two commercial units (daycare) to residential units; to allow for (3) three residential units on a 22,500 square foot lot. The Applicant is requesting a zone change from A-7 Residential to A-7 Planned District Residential-Limited (PDR-L) with waivers for less than required frontage and lot width and with existing structures having less than required space between buildings and front-yard, side-yard, and rear-yard setbacks.

Being no further questions, the Planning Board waived the reading of the Planning Department Findings and Planning Staff read the Planning Department Recommendations into the record; which were as follows:

Planning Department Findings

The Planning Department finds this proposal to be generally consistent with Article 1 “Purposes and General Statements of the City’s Development Review Regulations, and:

1. That the proposed development is generally consistent with the City of Warwick Comprehensive Community Plan 2033; specifically, Part VI, Chapter 12 Future Land Use, Zoning and Urban Design which specifies limited commercial intrusion into residential neighborhoods; and Chapter 13 Stewardship and Implementation, which specifies the consideration of single-level-living, as a varied housing option.
2. That the Applicant is requesting a Residential A-7 PDR-L Zone Change for three units, which requires 20,000 square feet of land area, 135’ frontage and lot width, 30’ front and corner side-yard, 20’ side-yard and 30’ rear-yard setbacks.
3. That the subject property consists of (3) three existing buildings (1) one single family dwelling constructed in 1925; (1) one 30’x50’ nursery school building, approved by the Zoning Board of Review in 1950; (1) one 32’x52’ nursery school building, approved by the Zoning Board of Review, Petition NO. 2349 in 1967.
4. That the Applicant and the Project’s Surveyor held a pre-submission meeting with Planning Staff to review the proposed development and that the Applicant has made revisions to the original plan based on the departmental comments.
5. That, based on the Planning Department’s request, the Applicant held a community outreach meeting at City Hall on August 10, 2016 to present the plan, as well as, to gain feedback from the community.
6. That the Project, as proposed, is not in compliance with the standards and provisions of the City’s Zoning Ordinance and therefore, requires a City Council Zone Change from A-7 Residential to A-7 Planned District Residential with waivers for less than required frontage and lot width and with existing structures having less than required space between buildings and front-yard, side-yard, and rear-yard setbacks.
7. That there are no wetlands present within 200’ of the subdivision; therefore there will be no significant negative environmental impacts from the proposed development.
8. That the project consists of a singular lot with existing non-conforming structure; therefore, the development will not result in the creation of individual lots with such physical constraints to development that the building on those lots according to pertinent regulations and building standards would be impracticable.
9. That the parcel will have access to Municipal Water and Sewer.
10. That the proposed development possesses adequate access to a public street along Canonchet.

The Planning Department also finds the proposed zoning amendment to be generally consistent with the following purposes of the City's Zoning Ordinance, as presented in Section 100, "Title and Purpose", and:

- 103.1 Promote the public health, safety and general welfare of the City.
- 103.2 Provides for a range of uses and intensities of use appropriate to the character of the City and reflect current and future needs.
- 103.3 Provides for orderly growth and development, which recognizes:
 - A.) The goals and patterns of land use contained in the Comprehensive Plan of the City of Warwick.
 - B.) The natural Characteristics of the land, including its suitability for use based on soil characteristics, topography, and susceptibility to surface (water) or groundwater pollution
- 103.8 Promote a balance of housing choices, for all income levels and groups, to assure the health, safety and welfare of all citizens and their rights to affordable, accessible, safe and sanitary housing, including opportunities for the establishment of low and moderate income housing.
- 103.11 Promote implementation of the Warwick Comprehensive Community Plan, as amended.

Planning Department Recommendations

The Planning Department recommends a favorable recommendation to the Warwick City Council for a zoning amendment from A-7 Residential to A-7 Planned District Residential-Limited (PDR-L), with waivers for less than required frontage and lot width and with existing structures having less than required space between buildings and front-yard, side-yard, and rear-yard setbacks, with the following stipulations:

1. That the Applicant shall submit a Final Development Plan that shall comply with Section 3.02C of the Procedural & Technical Standards for the Practice of Land Surveying in the State of Rhode Island and Providence Plantations, Effective April 1, 1994; Amended November 25, 2015.
2. That the Applicant shall receive Preliminary and Final Approval from the City of Warwick Planning Board.
3. That the Applicant shall coordinate with the City's Sanitation Division regarding trash and recycling collection.
4. That the Applicant shall coordinate with the City's Fire Marshall regarding residential sprinklers.

5. That all Monumentation shall be protected during all phases of construction. Any Monumentation that is disturbed or destroyed shall be replaced by the Applicant.
6. That the Applicant shall coordinate with the Planning Department regarding the development of a Landscape Plan. The Applicant's Arborist shall determine if the existing trees can be adequately preserved and protected during construction, prior to the development of a Landscape Plan. That the Landscape Plan shall include, but not be limited to:
 - Note the Preservation and Protection of existing mature trees that do not require removal for the new proposed development. (Including drip line tree protection details.)
 - Note (1) one 2"-2.5" caliper deciduous shade tree for every 50 feet of lot frontage along Canonchet Avenue.
 - Note vegetative screening and fencing along the property lines.
 - Note the removal of pavement/parking along the front-yard of the existing single family dwelling, Unit C, as depicted on the Master Plan dated June 20, 2016. This area shall be loamed and seeded to match the existing front-yards of abutting, City Assessor lots 177 and 180.
 - Note the removal of pavement to the west of Units A & B, as depicted on the Master Plan dated June 20, 2016.

Mr. Desmarais, seconded by Ms. Stenhouse, made a motion to adopt the Planning Department Findings and Recommendations, and to forward a positive recommendation to the City Council for the requested Zone Change. All in favor; none opposed.

The Board was advised of actions by the Administrative Officer.

On a motion by Ms. Stenhouse, seconded by Mr. Gambardella, the meeting was adjourned at 7:40 pm. All in favor; none opposed.