

Project Narrative Supplement
Review of Applicable Requirements / Waivers
HOXIE COURT PLACE
Preliminary Application
Revised March 2026

Relief / Waivers Requested from the Planning Commission

There are waivers and/or relief that are requested for this project. The following benefits are being provided as part of the Hoxie Court Place project that should be taken into consideration in reviewing these requests as summarized herein:

- Elimination of the dead-end Notre Dame Street with the provision of the cul-de-sac terminus
 - Which meets fire turnaround requirements and provides for improved and safer town service and school vehicles to the area. The cul-de-sac also eliminates the need for the backing of town service vehicles at the existing dead end of Notre Dame Street.
- Installation of a public hydrant
 - As noted, there are no public hydrants found in the Notre Dame Street area by survey.
 - With the installation of the hydrant, public safety and fire-fighting capabilities are improved
- Elimination of 2 dead end water mains with the installation of a loop connection being provided from Hoxie Court and Notre Dame Street.
 - The loop connection should provide for overall water service improvements to the areas surrounding the Hoxie Court Place project, both in the Hoxie Court and Notre Dame Street neighborhoods.

The following items are requested for relief to be granted from the Subdivision and Land Development Regulations (amended 2/28/2024) and the Town Checklist requirements for Preliminary Submission of a Minor Subdivision:

ARTICLE V - PROCEDURE FOR REVIEW AND APPROVAL OF PLATS AND PLANS

C. Certification of a Complete Application

- Timeclock for commencing the certification period shall not be deemed to start until such checklist is provided to the satisfaction of the Administrative Officer.
- Every certification of a complete application required by these regulations shall be made in writing by the Administrative Officer upon a form entitled Certificate of Completeness. A copy of said Certificate shall be provided to the applicant. In the event such certification of the application is not made within the time specified in these regulations for the type of plan being proposed, the application shall be deemed complete for purposes of commencing the review period unless the application lacks information required for such applications as specified in Article XV (Checklists).

REQUEST AND JUSTIFICATION

- No Certificate of Completeness has been received from the Town Planning Department in writing to date.
- The submission of all materials was made to the Town on November 26, 2025.
- A notice of Incompleteness was received on December 29, 2025, exceeding the 25-day period for review.
- Notification of this matter was sent to the Planning Department by the Project Legal Counsel upon Incompleteness notice received 12/29/25.
- Request made that the Certificate of Completeness for the Hoxie Court Place project be issued and be effective as of 12/22/25, the required 25-day review period by the Planning Commission.

D. Procedure for Approval 3.d.

- Certification of Preliminary Plat - The application shall be certified complete or incomplete by the Administrative Officer within twenty-five (25) days of its receipt according to the provisions of Section C. of this Article so long as a completed checklist of the requirements for submission are provided as part of the submission.

REQUEST AND JUSTIFICATION

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ARTICLE VII - GUARANTEES OF PUBLIC IMPROVEMENTS

B. General Procedures (Checklist Item 64)

At the preliminary plat review stage, the subdivider shall submit either of the following: (1) a letter to the Planning Commission indicating his/her intent to complete the required improvements prior to the Planning Commission's endorsement of the Final plat;

REQUEST AND JUSTIFICATION

- Waiver Request Letter was sent by Thomas J. Cronin to Doug McLean, Director of Planning & Development, dated 8/25/25 regarding this matter and was included in the Preliminary Submission.

ARTICLE IV – SPECIAL REQUIREMENTS

F – Minor Subdivisions Involving Street Creation or Extension

Any subdivision of a parcel of land into nine (9) or fewer lots for the purpose of development and which requires the creation or extension of a public or private street shall be considered a minor subdivision and shall be reviewed by the Planning Commission in accordance with the procedures set forth in Article V, Section D.3. Standards for the design and required improvements of such minor subdivisions shall be as follows:

1. Creation or Extension of a Public Street

Any minor subdivision which proposes the creation or extension of a public street shall be required to meet the design improvement standards for public streets as provided in Article XIII.

ARTICLE XIII – DEVELOPMENT DESIGN AND PUBLIC IMPROVEMENT STANDARDS

B. Street Design Standards

2. Street Design

Street design within a proposed subdivision shall conform to a street classification system as established herein. Requirements for right-of-way and pavement width, on-street parking, drainage and other utilities, sidewalks, bicycle path and other design standards shall be tailored to zoning district.

3. Street Rights-of-Way

Street rights-of-way shall conform to the widths shown in Table 1 below and as illustrated in Figures 1-8. Specific design criteria will be determined by the Planning Commission on a case-by-case basis. Figure 1 is a typical cross section of a street proposed for acceptance and maintenance by the Town. Refer to Section D of this Article entitled Drainage for Specific Design Criteria.

Table 1

Street Type	Right-of-Way Width	Figure No. (feet)
Typical Roadway Cross Section		1
R-20 Zone	60	2

REQUEST AND JUSTIFICATION

- **Sidewalks and curbing**
 - Applicant requests relief from requirement to install sidewalks or curbing along the proposed road extension.
 - Waiver requested was supported during the TRC for the Pre-Application review period but requires to be formalized during the Preliminary Review by the Planning Commission.

- The existing area and specifically Notre Dame Street does not provide any curbing and sidewalks.
- The proposed extension of Notre Dame Street was originally requested by the Town and was implemented in the design of the project.
- As there are no existing curb or sidewalks in the area, the provision of such for the minor extension of the existing roadway would not complement the existing area design or aesthetics.
- **Right-of-Way width of 60 feet required in R-20 zone**
 - Applicant requests relief from requirement to install sidewalks or curbing along the proposed road extension.
 - The proposed extension of Notre Dame Street was originally requested by the Town and was implemented in the design of the project.
 - The existing intersection of the existing Notre Dame Street only provides a 40-foot ROW, which is where the proposed extension will connect.
- **Pavement Width for R-20 zone of 30 feet**
 - The proposed extension of Notre Dame Street will serve 2 proposed single family residences with a cul-de-sac terminus.
 - The existing pavement width of Notre Dame Street varies and generally averages 35 to 36 +/- feet wide within a 40-foot ROW, which leaves minimal area for any roadway improvements without impacting the adjacent properties and also the existing roadway is dead-ended providing for no turnaround areas.
 - Standard acceptable roadway designs require 12-foot travel lanes, or 24 feet of pavement for 2-way traffic operation. Given the limited existing ROW, a 24-foot pavement allows for 8 +/- feet of area within the ROW.
 - Typical residential roadways provide a wider pavement width to provide for on-street parking for visitors to the residences. As noted, the extension of Notre Dame Street provides access to two (2) single family residences at the cul-de-sac terminus. If needed the cul-de sac paved area could provide for additional on-street parking for visitors, if needed.

8. Dead-End Streets (Cul-de-sacs)

All dead-end streets shall end in a cul-de-sac turnaround constructed according to Figures 7 & 8, and shall be clearly marked at their entrances. Length of cul-de-sacs shall be limited to a minimum of one hundred eighty (180) feet and a maximum of eight hundred (800) feet. The Planning Commission may limit the length of the dead-end street (cul-de-sac) where necessary, to ensure the adequate and safe circulation of vehicular traffic. The interior island of the cul-de-sac for local streets shall be landscaped according to Section 14, Landscape Standards, of this article. Cul-de-sacs shall not be allowed in major subdivisions.

REQUEST AND JUSTIFICATION

- Applicant requests relief from requirement to install an interior landscaped island within the cul-de-sac area. These types of interior islands create maintenance issues.
- Waiver requested was supported during the TRC for the Pre-Application review period but requires to be formalized during the Preliminary Review by the Planning Commission.

12. Street Lighting

In all new subdivisions where utilities are being installed underground, the developer shall provide street lighting and associated infrastructure. Such infrastructure shall be shown as part of the Preliminary Plan submittal, consistent with the applicable Fire District's review.

REQUEST AND JUSTIFICATION

- Chief Cady and Fire Marshal McCann have provided written confirmation that no streetlights are required for this project.
- Request confirmation from the Planning Commission that no streetlights are required.

13. Street Trees (Checklist Item 53)

Approved street trees are required in all subdivisions, including cluster subdivisions. The subdivider shall plant street trees appropriate for the terrain, soil and climatic conditions encountered in the subdivision, and in accordance with the following standards:

a. Location - Street trees shall be located as shown in Figures 2 thru 5. Street trees shall not be located so as to interfere with overhead or underground utility lines and intersection sight lines. Planting is recommended to occur after building and construction in order to avoid harm to street trees. Should planting occur during or prior to construction, assurance can be given by the subdivider that trees will not be disturbed during building activities.

Spacing should generally follow these recommended spacing limits as appropriate for the tree species and site location:

Large 50 to 75 feet

Medium 35 to 50 feet

Small 15 to 35 feet

REQUEST AND JUSTIFICATION

- Street trees will be provided in accordance with the Town regulations.
- The street trees have not yet been shown on the plan set dependent upon determination of the waiver request to the Planning Commission related to the RLA prepared plan, which is part of the requests noted herein.
- Letter was submitted by Thomas J. Cronin to Doug McLean, Director of Planning & Development dated 11/7/2025 related to this matter and was submitted as part of the Preliminary submission.

14. Landscaping Standards (Checklist Item 73)

a. Landscaping shall be provided as part of site plan and subdivision design. It shall be conceived in a total pattern throughout the site, integrating the various elements of site design, preserving and enhancing the particular identity of the site and creating a pleasing site character.

c. Landscape Plan - A landscape plan prepared by a registered landscape architect shall be submitted to the Planning Commission when the Commission determines that (a) existing landscaping is insufficient; (b) the site of the proposed subdivision has been disturbed so as to require significant new vegetation;

(c) the pre-existing site conditions and/or site disturbance is such that the Planning Commission deems necessary; or (d) additional landscaping is necessary to protect, preserve, or enhance significant visual characteristics of the site.

REQUEST AND JUSTIFICATION

- Applicant requests a waiver from the requirement for a RI Registered Landscape Architect to prepare a landscape plan. As an alternative, the necessary landscaping design information would be provided by Nature Pro Landscaping, who would also install the landscaping on site in accordance with all applicable Town Requirements, Regulations, and standards.
- Letter was submitted by Thomas J. Cronin to Doug McLean, Director of Planning & Development dated 11/7/2025 related to this matter and was submitted as part of the Preliminary Submission.
- Applicant requests to submit the descriptions of street trees at the time of Final approval as prepared by the local landscaping company for approval.
- The proposed street trees will conform to the Article XIII, Section B.13 of the Subdivision Regulations for location, type, size, quality, planting, inspection, and maintenance, etc. as proposed by the local landscaper.
- It should be noted that neither a RI PLS nor a RI PE have the appropriate expertise or licensure to locate required street trees or other landscape measures.
- It is proposed to include on the plans if this waiver request is granted, to provide additional plan notes related to all applicable requirements without showing actual locations of any landscaping measures.
- If the RLA waiver is not granted, the Landscape Plan and associated details will be incorporated in the Final submission plan set.

17. Sidewalks

Sidewalks shall be required to be installed on one or two sides of all proposed new public streets in subdivisions located in R-20 zoning district or in all residential cluster developments or multifamily developments.

REQUEST AND JUSTIFICATION

- Applicant requests relief from requirement to install sidewalks along the proposed road extension.
- Waiver requested was supported during the TRC for the Pre-Application review period but requires to be formalized during the Preliminary Review by the Planning Commission.
- The existing area and specifically Notre Dame Street does not provide any sidewalks.
- The proposed extension of Notre Dame Street was originally requested by the Town and was implemented in the design of the project.
- As there are no existing sidewalks in the area, the provision of such for the minor extension of the existing roadway would not complement the existing area design or aesthetics.

C. Lot Design Standards

3. Easements

d. Grading Easements - The Planning Commission may require the dedication of an easement to the Town in order to grade or to maintain grading on private property where such grading is necessary to establish or maintain adequate drainage, sight distances, or topographic features required as a condition of subdivision approval.

REQUEST AND JUSTIFICATION

- A temporary grading easement is proposed at the southerly end of the Notre Dame Street extension.
- This easement will only be temporary and will provide for the needed grading within the area.
- Once the surface coverage within said easement is stabilized, the easement will be dissolved.
- Applicant requests acceptance by the Planning Commission of the proposed temporary easement.

ARTICLE IX SUPPLEMENTARY REGULATIONS

255-960 Utilities

All utilities installed through the provisions of this chapter or any other Town ordinance governing utility installation shall, in developments and/or subdivisions, be installed underground unless specifically waived by the Commission.

REQUEST AND JUSTIFICATION

- The applicant is requesting approval from the Planning Commission to allow the proposed new lots to be served by overhead electric, cable, and telephone utilities.
- Existing lots and the surrounding area are currently serviced by overhead utilities.