



TOWN OF COVENTRY, RI
DEPARTMENT OF PLANNING & DEVELOPMENT

STAFF REPORT

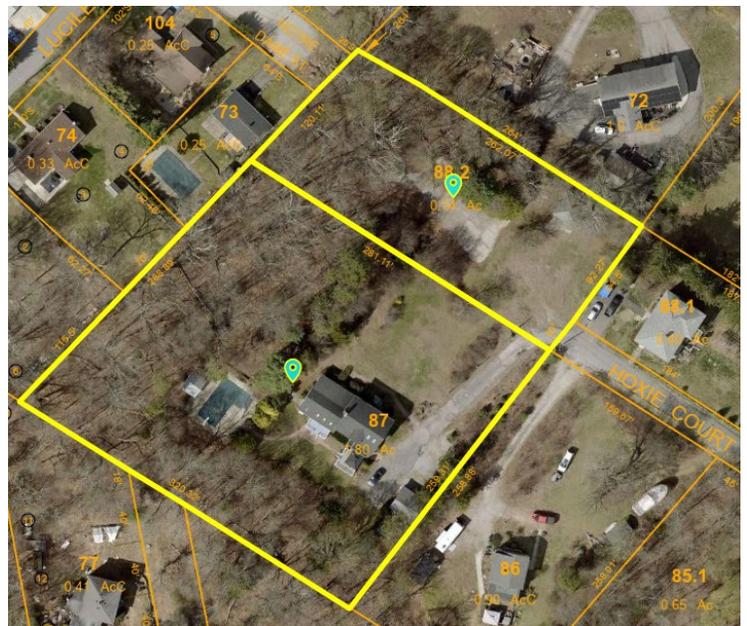
Project Name:	Hoxie Court Place
Plan Type:	3-Lot Minor Subdivision w/ a Street Extension
Plan Review Phase:	Preliminary Plan
Owner/Applicant:	Bruce B. Gibb and Victoria M. Gibb
Address:	Hoxie Court and Notre Dame Street
Plat / Lot / Zone:	AP 88 Lots 87 and 88.2 Zone R-20 Lot Size 9.33 acres
Existing Use:	Single-Family Dwelling
Proposed Use:	Single-Family Dwelling with 2 Additional Buildable Lots
Description:	The applicant seeks to merge two existing lots and subdivide them into three new conforming lots. The existing dwelling at 31 Hoxie Court will remain on Proposed Lot 2, which will be 1.24 acres in size. Proposed Lots 1 and 3 will be 0.49 and 0.46 acres in size, respectively, and would be developed with one single-family dwelling each.

I. PROJECT INFORMATION

Background and Existing Conditions

This item will be reviewed as the Preliminary Plan for a proposed Minor Subdivision to create three new conforming lots out of the two existing lots, which are located at the stub-ends of Hoxie Court, Notre Dame Street, and Kernan Street. Per Article VI, Section F (“Minor Subdivisions Involving Street Creation or Extension”) of the Subdivision Regulations, this proposal will be reviewed by the Planning Commission, rather than administratively, because it includes a street extension.

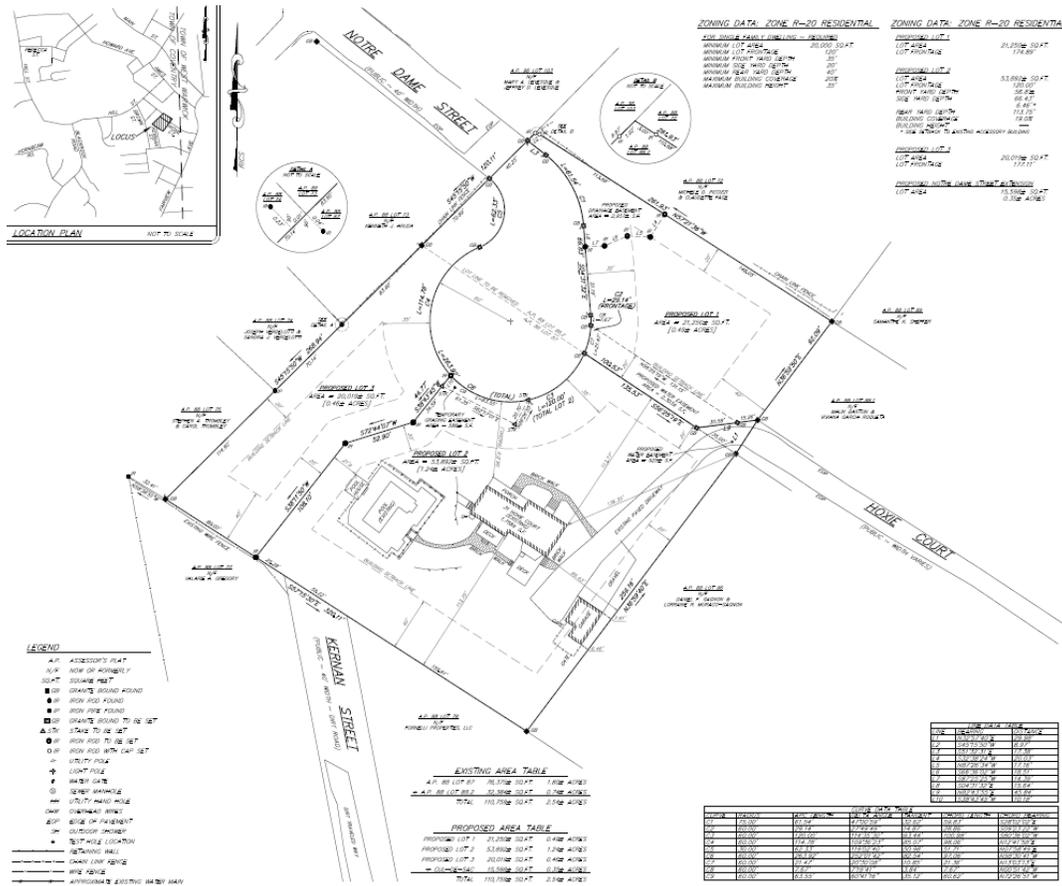
Lot 87, which is approximately 1.80 acres in size, currently consists of mostly undeveloped land and hosts a detached, single-family dwelling (31 Hoxie Court) and a swimming pool in the southerly portion. Lot 88, which is 0.74 acres in



size, currently consists of mostly vacant land and a tennis court. Both subject parcels are zoned R-20, as are the surrounding abutters. There are no wetlands or watercourses on site or within 200' of the subdivision perimeter; additionally, the site lies within Zone "X" (defined as area outside the 0.2% annual chance floodplain) of the National Flood Insurance Maps for the Town of Coventry.

Proposed Conditions

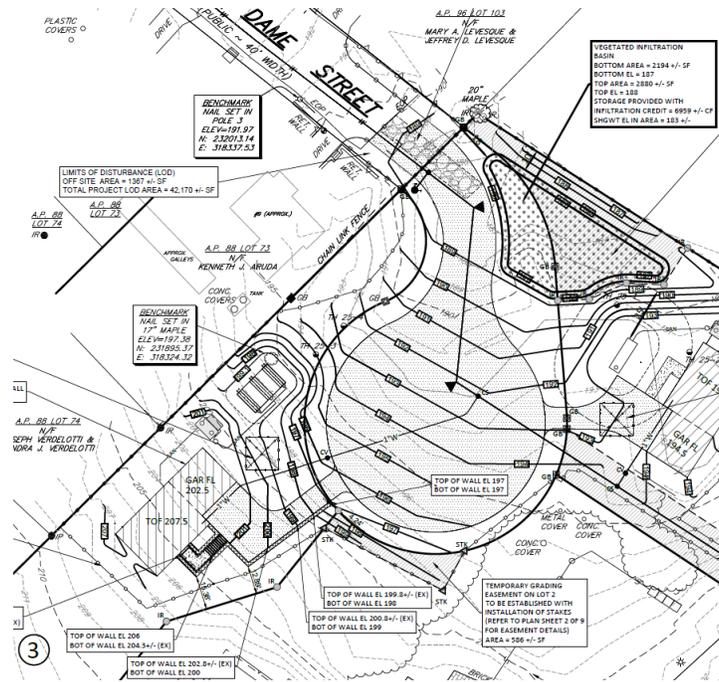
This minor subdivision, as submitted, would administratively merge Lots 87 and 88.2 and subdivide the subject parcel into three new conforming lots, each of which would host a single-family residential dwelling – referred to as Proposed Lots 1, 2, and 3 on the site plan:



To achieve the required frontage in the R-20 zone, the applicant has proposed an extension of Notre Dame Street that would culminate in a cul-de-sac, which would be 187.13' in length. Thus, the cul-de-sac is consistent with Article XIII, Section B.8 of the Subdivision Regulations regarding dead-end streets/cul-de-sacs, which limit their length "to a minimum of one-hundred eighty (180) feet and a maximum of eight-hundred (800) feet." The paved cul-de-sac area will have a radius of 50' and omit a center landscaped island. An additional 26.18' in proposed pavement will connect the existing end of pavement on Notre Dame Street to the subject property.

Proposed Lot 1, which would be a portion of Lot 88.2, would be approximately .49 acres in size and have frontage of 174.89' along Notre Dame Street as a result of the proposed cul-de-sac extension. Proposed Lot 2 will continue to host the existing single-family house at 31 Hoxie Court, with an area of 1.24 acres and 120' of frontage along Notre Dame Street. Proposed Lot 3 would be 0.46 acres in size and have 177.11' of frontage along Notre Dame Street. All three proposed lots will have (1) public water access, through a KCWA-approved extension of the dead-end water mains on Hoxie Court and Notre Dame Street to provide a loop connection, and (1) OWTS, which is under RIDEM review.

No sidewalks or curbing are proposed for this project – the applicant has formally requested waivers from the requirements in the Subdivision Regulations for those items. As coordinated with the Central Coventry Fire District, streetlights will not be required. In addition, the applicant will provide a formal Landscape Plan with their Final Plan submission. In their revised Project Narrative, the applicant stated: "Landscaping will be provided along the perimeter of the project area and within the proposed lot areas around the proposed residences with their associated amenities. Existing vegetation within the project's LOD shall be preserved and protected to the greatest extent possible." The applicant confirmed that the proposed street trees will conform to Article XIII, B.13 of the Subdivision Regulations for location, type, size, quality, planting, inspection, maintenance, and other standards.



The applicant has proposed to keep the existing drainage pattern on the project site, though an additional infiltration basin is proposed within a proposed drainage easement on Lot 1 to address the increase in anticipated runoff. However, two issues have arisen through project review by Planning and Engineering staff: (1) the amount of existing impervious coverage used in the drainage calculations and (2) the maintenance responsibilities for the new basin (public or private).

The Town Engineer met with the Engineer of Record (Pat Walker) for the project on January 23, 2026 to discuss the drainage calculations and agreed on an overall approach to revise the stormwater design. The drainage calculations failed to include existing impervious amenities, such as the garage, concrete pad, and tennis court. At the second TRC meeting on February 17, 2026 the Town Engineer expressed concerns that the lack of all required stormwater analysis, including accurate drainage calculations that include existing impervious surface coverage, may lead to significant negative environmental impacts. The additional infiltration basin will be partially located on the proposed cul-de-sac extending from the Notre Dame Street public right-of-way (see drainage plan above). The applicant contests that the Town should assume maintenance responsibilities for the proposed basin following the construction of the proposed improvements.

Zoning

The subject property is in the R-20 (Residential) zone. For a single-family dwelling with public water access, the following dimensional requirements must be met. The applicant's desired cul-de-sac design would meet all R-20 dimensional standards.

Interdepartmental Review and Comments

Please see the two attached reports from the Technical Review Committee (dated January 20, 2026 and February 17, 2026) for interdepartmental comments on this application.

OUTSTANDING ISSUES

- Bond Estimates – The applicant has provided bond estimates for this project with a final total amount of \$187,500, which encompasses public roadway and drainage components, on February 12, 2026. The Town Engineer did not have sufficient time to assess the bond estimates and prepare a bond recommendation for the Planning Commission to review.
- Proposed Infiltration Basin – The applicant and the Town do not agree on the proposed maintenance responsibilities for the proposed infiltration basin on Lot 1. DPW has no separate maintenance division for stormwater infrastructure and the Town will not accept maintenance responsibilities for the proposed basin. At the second TRC meeting, Planning staff suggested that the applicant can assign maintenance responsibility to the future property owner for Lot 1 or multiple property owners through a HOA. In addition, DPW has questioned the proposed location of the new basin, which currently straddles the proposed public right-of-way extension – additional review of this matter with relevant Town staff is required prior to finalizing a staff recommendation.
- Drainage Calculations – The applicant provided adjusted drainage calculations on February 18, 2026, which include existing impervious surface coverage. The Town Engineer did not have sufficient time to review these drainage calculations to determine whether his previous concerns have been properly addressed.

Staff Recommendation – Minor Subdivision & Bond Setting

Staff therefore recommends that the Planning Commission continue the Preliminary Plan Application and the Bond Setting to the regular **March 25, 2026** meeting, pending additional discussion of the issues as detailed above. The applicant has granted an extension of the statutory 95-day decision deadline to April 1, 2026 to enable further review and deliberations.



TOWN OF COVENTRY
Department of Planning & Development
1675 Flat River Road, Coventry, RI 02816
Phone (401) 822-9184 Fax (401) 822-6236

TECHNICAL REVIEW COMMITTEE REPORT

DATE: January 20, 2026
PROJECT NAME: "Hoxie Court Place"
PROPERTIES: AP 88, Lots 87 and 88.2
ADDRESS: Hoxie Court and Notre Dame Street
ZONE: R-20 (Residential)
OWNER: Bruce B. Gibb and Victoria M. Gibb
APPLICANT: NBG Construction

This matter came before the Coventry Technical Review Committee at its January 20, 2026 meeting as a Preliminary Plan for a Minor Subdivision in accordance with Article V, § D.3. of the Coventry Subdivision & Land Development Regulations.

An application and plan were submitted for review on November 26, 2025. The applicant seeks to merge two existing lots and subdivide them into three new conforming lots. The existing dwelling at 31 Hoxie Court will remain on Proposed Lot 2, which will be 1.24 acres in size. Proposed Lots 1 and 3 will be 0.49 and 0.46 acres in size, respectively, and would be developed with one single-family dwelling each. All three lots would be accessible via a proposed extension of Notre Dame Street terminating in a cul-de-sac.

The members of the Technical Review Committee reviewed the following documents related to this application when preparing the comments below:

Hoxie Court - Planset.pdf
Hoxie Court - Drainage Analysis.pdf
Hoxie Court - Narrative.pdf

TOWN ENGINEER

- A) As the submitted 11/14/25 project memorandum notes, a Town of Coventry Soil Erosion and Sediment Control Permit will be required
- B) Engineering requests a meeting with the Engineer of Record to discuss the project's stormwater design related to impervious area

PRINCIPAL PLANNER

- Planning Staff notes that the applicant seeks submission waivers from providing the detailed information regarding checklist items #53 (street trees) and item #73 (landscape plan). Staff expects that the proposed street trees will conform to the Article XIII, Section B.13 of the Subdivision Regulations for location, type, size, quality, planting, inspection, maintenance, etc.

- The applicant shall itemize any requested waivers from the Subdivision Regulations, including for sidewalks and curbing. The project narrative states that “As coordinated during the Pre-application stage of the project, no formal sidewalks or curbing are required.” Planning Staff’s TRC comments from Pre-App offered support for these waivers, but they still need to be itemized and formally requested as part of the Preliminary Plan Application for the Planning Commission’s consideration.
- Note that all waivers from the Subdivision Regulations must be granted by the Planning Commission at Preliminary Plan, and cannot be granted by the Administrative Officer during a staff-level review of the Final Plan stage.
- The applicant shall provide bond estimates for the roadway and drainage components before the Planning Commission review in February.
- No street lights will be required for this subdivision, as agreed upon with the fire district.
- The applicant must confirm in writing that the proposed cul-de-sac will still be 188.22’ in length. Per Article XIII, Section B.8 of the Subdivision Regulations, the cul-de-sac must be 180’ at minimum and 800’ at maximum.

PUBLIC WORKS DIRECTOR

- No comments at this time.

FIRE REPRESENTATIVE

- No comments at this time.

POLICE CHIEF

- No comments at this time.

PLANNING COMMISSION CHAIR

The Planning Commission Chair recused as this item will be heard before the Planning Commission.



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TECHNICAL REVIEW COMMITTEE REPORT

DATE: February 17, 2026
PROJECT NAME: "Hoxie Court Place"
PROPERTIES: AP 88, Lots 87 and 88.2
ADDRESS: Hoxie Court and Notre Dame Street
ZONE: R-20 (Residential)
OWNER: Bruce B. Gibb and Victoria M. Gibb
APPLICANT: NBG Construction

This matter came before the Coventry Technical Review Committee at its February 17, 2026 meeting as a Preliminary Plan for a Minor Subdivision in accordance with Article V, § D.3. of the Coventry Subdivision & Land Development Regulations.

An application and plan were submitted for review on November 26, 2025, and revised narrative documents were provided on February 9, 2026. The applicant seeks to merge two existing lots and subdivide them into three new conforming lots. The existing dwelling at 31 Hoxie Court will remain on Proposed Lot 2, which will be 1.24 acres in size. Proposed Lots 1 and 3 will be 0.49 and 0.46 acres in size, respectively, and would be developed with one single-family dwelling each. All three lots would be accessible via a proposed extension of Notre Dame Street terminating in a cul-de-sac.

The members of the Technical Review Committee reviewed the following documents related to this application when preparing the comments below:

Hoxie Court Place - Preliminary Plan Set.pdf
Hoxie Court Place - Project Narrative Supplement.pdf
Hoxie Court Place - Revised Project Narrative.pdf
Hoxie Court Place - Submission Waivers.pdf
Hoxie Court Place - Water Design Calculations.pdf
Hoxie Court Place - Water Project Memo.pdf
Hoxie Court Place - Wetlands Biologist Report.pdf

TOWN ENGINEER

- As stated in the Project Narrative dated November 2025 (Revised February 2026), all existing impervious amenities on Lot 2 are required to be included in the Stormwater Analysis. Engineering is not in receipt of all required stormwater design information and without receipt of this information, concerns exist that this may lead to significant negative environmental impacts.

PRINCIPAL PLANNER

- Planning staff notes that the applicant has itemized all necessary waivers from the Subdivision Regulations in a new Project Narrative Supplement, which satisfies prior TRC comments on this matter.
- The applicant shall provide a formal Landscape Plan and street tree specifications with the Final Plan submission for this proposed subdivision. The applicant's new Project Narrative Supplement confirms that the proposed street trees will conform to the Subdivision Regulations standards for street trees – Article XIII, B.13.
- The proposed cul-de-sac extending from Notre Dame Street will be 187.13' in length, which is consistent with the Subdivision Regulations for minimum and maximum cul-de-sac widths – Article XIII, Section B.8.
- The applicant has stated their intent to complete the construction of all public improvements prior to Final Plan. The applicant submitted bond estimates on February 13th, which are under review by the Town Engineer at this time.
- The applicant and/or future owners of the subdivided lots will be responsible for long-term maintenance of the stormwater infrastructure. The section of the drainage basin located in proposed Lot 1 can remain in its current location straddling the proposed public right-of-way extension, but should be privately maintained.
- The applicant can assign maintenance responsibility to the future property owner for Lot 1 or multiple property owners through an HOA. Final legal documentation, such as deed restrictions, easements, and HOA provisions (if applicable), shall be required as part of the applicant's Final Plan submission.

PUBLIC WORKS DIRECTOR DESIGNEE

- Right-of-way width and roadway width shall at minimum be the width of existing roadway/right Notre Dame Street, shown on plans as 40 ft right-of-way. If the applicant would like to apply to the Town Council to accept the street as public, the street must meet the minimum conditions of construction and approval process found in Coventry Town Code Article III Acceptance of Private Streets.
- Should a public right-of-way be established, no plantings or infrastructure in the public right-of-way will be the maintenance responsibility of the Town of Coventry.
- Adequate area must be established for the storage of snow.
- As no sidewalks are proposed, all driveways and associated aprons are the maintenance responsibility of others, not the Town of Coventry.
- Stormwater management will remain private property and shall be maintained in perpetuity by others – not the Town of Coventry. The Town of Coventry will not maintain stormwater management proposed by the developer.
- The landscaping, as described in the November 7, 2025 letter from Thomas J. Cronin, including clearing of land, removal of existing vegetation, revegetation and/or landscaping showing buffer areas, screening, fencing and plantings and a schedule for landscaping is required and must be submitted by the applicant with adequate time for staff review, comments, and revisions by the applicant if required prior to final approval.

- No weak-wooded or invasive plants will be approved. A list of all plantings to be installed shall be provided with the landscape plans. Plans must show all measures to be taken to protect all plantings, particularly trees, during construction.
- Existing septic system and associated leach field shall be protected during construction. Please include protection methods to be used on landscape plan.

FIRE REPRESENTATIVE

- No comments at this time.

POLICE CHIEF

- No comments at this time.

PLANNING COMMISSION CHAIR

The Planning Commission Chair recused as this item will be heard before the Planning Commission.