

PLANNING COMMISSION MINUTES

October 1, 2003

7:30 PM

Jamestown Library

The meeting was called to order at 7:37 p.m. and the following members were present:

Gary Girard	Andrew Kallfelz
Betty Hubbard	Victor Calabretta
Sue Barker	Barry Holland

Not present:

Jean Magregor-Brown

Also present:

Lisa Bryer, AICP – Town Planner
Cinthia Reppe – Recording Clerk
Richard Pastore – Town Engineer
Bob Cournoyer – Surveyor
Julia Gerald – Designer
Barbara Lundy
Sterling Graham

I. Approval of Minutes from September 17, 2003

A motion was made by Commissioner Kallfelz and seconded by Commissioner Girard to approve the minutes with the following amendment; page 2 V. Old Business 1. first paragraph middle of, after to code 40” add **minimum depth to frost**,. So unanimously voted.

II. Correspondence

1. FYI – Letter to Town Council Re: Zoning Ordinance Amendment related to Low and Moderate Income Housing -Received

III. Citizen’s Non Agenda Item

Commissioner Girard stated that there would be no public input during the discussion/training session with the Town Engineer regarding the high-groundwater ordinance.
Sterling Graham stated that the parking committee is not directly involved with the downtown parking plan.

IV. Reports

1. Town Planner's Report

Town Planner Lisa Bryer discussed the upcoming training sessions through Grow Smart Rhode Island and let the commissioners know to call the office right away if they were interested in signing up for any of the classes.

2. Town Committees – nothing at this time

3. Sub Committees – nothing at this time

V. New Business

1. Jamestown Fitness Center – 36-38 Southwest Ave – Development Plan Review/
Recommendation to Zoning Board

Julia Gerald, designer representing property owner Barbara Lundy, gave a presentation of the fitness center plan to the Planning Commission. Bob Cournoyer was present to address any drainage issues. Commissioner Hubbard asked if the cisterns could have overflow valves on them that are directed to the swale, and also suggested that a hedge be put across the front of the property instead of or supplementary to the grasses by the street. Commissioner Kallfelz stated that this is one of the most well thought out plans that have been presented to the Planning Commission in a long time. Barbara Lundy owner of proposed Fitness Center would have nautilus equipment, free weights and a gym, but would not have classes with loud music. Ms. Lundy also stated that the busiest times of operation would be from 6:00-8:00 a.m. and 6:00-8:00 p.m. Commissioner Calabretta agreed with Commissioner Kallfelz about this being a well-prepared plan. Commissioner Kallfelz made a motion that was seconded by Commissioner Calabretta to recommend approval of the Development Plan Review to the Zoning Board with the following changes:

- Buffer left natural (regrowth) from swale back to wetlands
- Overflow valves on cistern
- Concrete walks noted on plan
- Low growing evergreen shrubs across the front of property
- **Lighting specs**

All of these additions and changes need to be noted on the plan that will be submitted to the Zoning Board of Review and the changes will be approved by the Town Planner, Lisa Bryer prior to submittal to the Zoning Board. So voted:

Gary Girard – Aye

Andrew Kallfelz – Aye

Betty Hubbard – Aye

Victor Calabretta – Aye

Sue Barker – Aye

Barry Holland – Aye

Motion Passes by a vote of 6-0

VI. Old Business

1. Zoning Ordinance Discussion with Town Engineer – article 314 - protection of critical lands containing freshwater wetlands, high ground water table and/or shallow impervious layer

Star Snell asked the Planning Commission if an existing homeowner meets the requirements why does she have to appear before the Planning Commission? She submitted a letter and

was told to contact the Town Planner regarding procedure and that this was a training session for the Planning Commission regarding the Ordinance.

Fred Brown, Town Building Inspector stated that this ordinance is protecting our drinking water and also preventing flooding issues. Town Engineer Dick Pastore asked the Planning Commissioners what the questions were that they have regarding these issues. Site disturbance was one issue. Fill should not be encouraged, instead maybe ask for 12” of gravel under the footings if they are in the water table and the void space in the gravel would compensate for the footings. Mr. Pastore also commented that flooding and drainage is on a case-by-case basis. There was talk about the footprint of plans that come in under this ordinance and how limiting square footage is not denying residential use. **There was no consensus on this issue. There was discussion regarding various engineering aspects and the meaning of least disturbance to the site as possible.** Town Building Inspector Fred Brown commented that a slab foundation would be the least amount of disturbance. **There was discussion on the intent of Section 314 C. 1. b. and** the Planning Commission will discuss the planning related issues with the Town Solicitor at an upcoming meeting.

2. Comprehensive Community Plan – Review of State Comments

Town Planner Lisa Bryer updated the Planning Commission of the comments that were made by the state and showed them the suggested changes that she had made to the plan with those comments in mind. One of the comments came from the Town of North Kingstown and they wanted it made clear that it is an emergency water line. A motion was made by Commissioner Kallfelz and seconded by Commissioner Girard to forward these preliminary comments to the state. So voted:

Gary Girard – Aye

Andrew Kallfelz – Aye

Betty Hubbard – Aye

Victor Calabretta – Aye

Sue Barker – Aye

Barry Holland – Aye

Motion passes by a vote of 6-0

3. Downtown Parking Plan – continued until the next meeting

The following items were suggested for future agendas; Budget, Architectural Review, Applicants submitting a plan to Zoning without the changes that the Planning Commission makes and the commission would like to have the solicitor present for this discussion. A motion was made by Commissioner Kallfelz and seconded by Commissioner Calabretta to adjourn the meeting at 10:00 p.m. So unanimously voted.

Attest:

Cynthia Reppe

This meeting was recorded on 1 micro-cassette