

PLANNING COMMISSION MINUTES

March 5, 2008

**7:30 PM**

**Jamestown Town Hall**

**93 Narragansett Ave.**

The meeting was called to order at 7:35 p.m. and the following members were present:

Barry Holland                Richard Ventrone

Michael Swistak            Nancy Bennett

Alexandra Nickol        Jean Brown

Not present:

Gary Girard

Also present:

Lisa Bryer, AICP – Town Planner

Cinthia L Reppe – Planning Assistant

**I. Approval of Minutes February 20, 2008**

A motion was made by Commissioner Ventrone and seconded by Commissioner Bennett to approve the minutes with the following changes on page 2: add after, The value of any kind of guideline is it gives the applicant an idea to start with **Commissioner Girard stated.**

page 2: add after Julio DiGiando's comment,

**Valerie Molloy – Columbia Ave. - thinks that the canopy and character of lots and taking trees is having an adverse effect in the village**

So unanimously voted.

**II. Correspondence**

1. FYI - Memo from Town Council – Re: Groundwater Study Proposal. Received
2. FYI – Administrative Subdivision AP 10 – Lots 133,134,140,43,137 – Sahagian, Waddington, Clarke. Received

**III. Citizen's Non Agenda Item – nothing at this time**

**IV. Reports**

1. Town Planner's Report

She has been spending time on the smart code hoping to have it in April. We might have to cancel the 2<sup>nd</sup> meeting of the month.

Commissioner Ventrone asked if it is proper to ask if things can be put off so the planner can devote more time to this?

Commissioner Ventrone made a motion for the planner to hold up any other business for a month as long as there are no application deadlines to be met so she can really

have the time to organize the new form based zoning. Commissioner Holland seconds for discussion purposes.

Discussion: We should dedicate at least 1 or 2 meetings for this. Commissioner Swistak stated that it would not be fair for applications in the works right now, and all agreed. Commissioner Ventrone said maybe we can meet for 2 extra meetings in a month for this. Commissioner Bennett feels strongly about wanting to deal with the smart code first before the design guidelines.

So unanimously voted. Motion approved

Commissioner Swistak asked if the original contract with Don Powers Architects included the rewrite of the zoning ordinance? Where does their involvement end? Lisa Bryer said they will be involved with the town council through the hearings.

2. Chairpersons report

3. Town Committees

Planning Commission Elections and Committee appointments

- Vice Chair and Secretary

Commissioner Holland said nominations would be taken for the Vice Chair and Secretary positions. Commissioner Nickol made a motion that was seconded by Commissioner Bennett to nominate Commissioner Holland for Vice Chair. So unanimously voted by:

Barry Holland	Richard Ventrone
Michael Swistak	Nancy Bennett
Alexandra Nickol	Jean Brown

Commissioner Swistak made a motion that was seconded by Commissioner Nickol to nominate Commissioner Brown for Secretary. So unanimously voted by:

Barry Holland	Richard Ventrone
Michael Swistak	Nancy Bennett
Alexandra Nickol	Jean Brown

- Fort Getty and Tree Committee

Commissioner Holland made a motion that was seconded by Commissioner Brown to nominate Commissioner Nickol to the Fort Getty Master Plan Committee. So unanimously voted by:

Barry Holland	Richard Ventrone
Michael Swistak	Nancy Bennett
Alexandra Nickol	Jean Brown

Commissioner Holland explained to the Planning Commission the duties of the Planning Commission representative on the Tree Committee. The Planning Commission liaison is a voting member of the committee. Commissioner Bennett is interested in serving on this committee, even though she is already a liaison to the Harbor Commission and does not want it to conflict with the Wind Energy Committee meetings that she attends but is not on the committee. Commissioner Holland made a motion that was seconded by Commissioner Ventrone to nominate Commissioner Bennett to the Tree Committee. So unanimously voted:

Barry Holland	Richard Ventrone
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Michael Swistak      Nancy Bennett  
Alexandra Nickol     Jean Brown

- b. Harbor
  - c. Fort Getty
  - d. Buildings and Facilities  
    The Buildings and Facilities committee is continuing to tour the town buildings.
  - e. Others
4. Sub Committees  
    Commissioner Brown reported at the last meeting of the Parking Committee they have decided that Union St. is going to have the no parking moved to the first driveway after the Recreation Center. Also there is a tree by The Bayview Terrace that makes it difficult to see the oncoming traffic, since this is a state road they will refer it to them.

**V. Old Business**

1. New Urbanism, Form Based Zoning and the Smart Code  
Lisa Bryer Town Planner gave a presentation with a brief history of Planning and then explained form based zoning and The Smart Code.  
Lisa Bryer Town Planner said we will look at the Zoning Ordinance and discuss whether this should just include the village or should the north end be looked at too. The downtown has more of an opportunity for growth and has the greatest opportunity for significant change. It is easy to customize but we may decide to keep the existing zoning that we have now and just adopt the Smart Code for the village.  
A discussion ensued with the Planning Commission members regarding their ideas.

**VI. New Business – nothing at this time**

A motion to adjourn at 9:15 was made by Commissioner Bennett and seconded by Commissioner Ventrone. So unanimously voted.

Attest:

  
Cynthia Reppe

*This meeting was digitally recorded*