

Approved As Written 9-2-09
PLANNING COMMISSION MINUTES
August 19, 2009
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:

Michael Swistak	Gary Girard
Richard Ventrone	Duncan Pendlebury
Nancy Bennett	Michael Smith

Not present:
Barry Holland

Also present:
Lisa Bryer, AICP – Town Planner
Cinthia Reppe – Planning Assistant
Jack & Mary Brittain

I. Approval of Minutes August 5, 2009

A motion was made by Commissioner Girard and seconded by Commissioner Ventrone with the following changes:

Commissioner Bennett - page 3, 7th paragraph, 1st sentence, All of the Commissioners are in agreement section 82-411 **with the elimination of designee** will become part of the ordinance.

Commissioner Ventrone - page 3, last paragraph, 3rd sentence, You have a right **to use nighttime lighting** as long as it does not offend ~~my~~ rights **of others** Commissioner Ventrone said.

Commissioner Pendlebury – page 3, last paragraph, 4th sentence, any new lighting cannot increase **existing** off site light.

So unanimously voted.

II. Correspondence

1. CRMC – “Administrative Procedures Act” – change in the management plans, policies, procedures and regulations of the agency regarding planning and management of the coastal resources of the State. Received

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

IV. Reports

1. Town Planner’s Report
2. Chairpersons report – next agenda Tree voting member Harbor liason
3. Town Committees
 - a. Harbor

Report from Commissioner Bennett:

A temporary touch and go dock was placed at Fort Getty for the 420 Regatta. It was very successful and the suggestion was made to have one there permanently.

Management for the touch and go dock at the East Ferry will be discussed at the next meeting.

The Commission discussed how the Harbor office should function now and in the future. After much discussion, it was decided the Chairman will draft job descriptions. There seemed to be consensus that, in the future, the Harbor Master position may need to be responsible for many more office related tasks such as ordinance enforcement, interfacing with local, state, and Federal agencies, grant applications, IT functions, etc., in addition to the waterfront activities currently covered and that there may be a need for more part time Assistant Harbor Masters to cover the waterfront at critical times. There also seemed to be consensus to change the Harbor Master job from 7 months with unemployment to a "year round position" and with added responsibilities now currently outsourced. There was also discussion of the reporting structure of the Harbor Office and whether it should be changed in the future. And there was agreement for the need for increased flexibility for the Executive Director in terms of assigning coverage for weekends and evenings. The Harbor Commission will discuss these issues in more detail at the next meeting.

- b. Fort Getty – Have not met
- c. Buildings and Facilities – Have not met
- d. Tree Preservation and Protection

Report from Commissioner Bennett:

The Town Barn will be ready for site planting around September 8th. There will be other plantings at Meadow Lane and Wright Lane at the same time.

The Police Station plantings will follow.

The beech tree that was transplanted from one location to another at the Police Station seems to be holding its own.

There will be a Tree Preservation table at Hey Day Sept. 27th with the RI Tree Council. The Tree Council will have a display of the Asian Longhorned Beetle with information and pictures so residents will be able to recognize this very invasive and destructive beetle.

The Cross Island Highway maintenance and governance has been transferred from the state to the Bridge Authority. Committee members were pleased with the care and attention the Bridge Authority has been giving to the plantings along the Highway.

The committee discussed Trees New England's Lower Narragansett Avenue Tree Report and recommendations. This committee member felt the report was not as balanced as it might be about the current shade protection afforded by the trees at the Eastern end of Narragansett Avenue and the length of time it will take to replace that shade should those trees be replaced with smaller trees. It was felt that the Committee would like more information about the interface between the Town and the State on the Narragansett Avenue sidewalk project and how new trees will be maintained in the future. While most of the committee supported the idea of taking down many of the Zerkovias on the Northeast side of Narragansett and replacing them with what might be considered today more appropriate tree species, that the conditions of planting and the care the trees will receive after planting are critical to the future success of the new plantings. It was decided that the Chairman will first approach the Town for more information. The Committee will consider making recommendations to the Town and possibly the State to go along with Trees New England's report.

The Planning Commission liaison told the committee that, due to a change in her schedule, the Planning Commission will be assigning a new liaison soon. The Chairman wanted to stress to the Planning Commission that the liaison is a voting member on the Tree Committee and he hope that

the next liaison will be as interested in the issues of trees in Jamestown and the importance of the Committee as the current one has been.

- e. Affordable Housing Committee – Have not met
 - f. Wind Energy – Have not met
 - g. North Rd. Bike Path Committee – Have not met
4. Sub Committees

PUBLIC HEARING – advertised 8/5/09
Church Community Housing Corporation – Plat 8 Lot 97, 79 North Rd.
Letter to withdraw Comprehensive Permit Application

Commissioner Bennett asked why they are withdrawing the project. The Town Planner reported that we did not receive the 200,000 that we requested from the CDBG for housing acquisition from the State. We have not received funds for housing acquisition for the last few years. In addition, Church Community Housing Corporation was not able to make the 10 unit scheme they planned on fit on the lot due to a significant error between the survey and the deed, so they have withdrawn the application.

V. Old Business

1. Zoning Update Discussion – Planning Commissioners and Public Comments

Commissioner Swistak said we are still waiting for review from the solicitor. The Planner asked the Planning Commission for comments on the second draft and the Town Planner to take a second look at the draft in light of the comments by both the Planning Commission and Public. It was easier to address specific comments over questions the planner noted. She made notes about how and if each question was addressed in case a Planning Commissioner wants to know how a comment was addressed.

Town Planner Lisa Bryer gave a power point presentation with comments made by the public and the Planning Commissioners incorporated into the draft zoning ordinance.

Regarding buildings of value Commissioner Ventrone thinks that all buildings should be considered buildings of value in all districts. Commissioner Smith disagrees with this statement and Commissioner Bennett agrees with Smith. Commissioner Pendlebury agrees that only in CD and so does Girard. The majority of the Planning Commission agrees that all buildings in CD be considered buildings of value. The Town Planner will add some additional language to the definition to address this point.

A discussion ensued regarding boarding of animals (excluding dogs) in the use table. The majority of the commissioners do not think that dogs should be excluded. The Planner will look at boarding and kennels and write definitions.

A discussion ensued regarding Lot width minimums and maximums. Commissioner Swistak asked if any Commissioners are in favor of lot max in R8 and R20. No was the majority response. They discussed CD and CL districts. Currently there is no max in CL and CD for lot width. Smith - max is too small, he wants the Town Planner to come back with more information on lot widths in CD and CL so we can see that if we combine any 2 lots in the CL district, whether it would be non-conforming.

The Commission weighed in on the issue.

Pendlebury– max will serve us well

Girard – Wants to maintain maximum

Ventrone – Strongly agrees with having a maximum setback

Swistak – The guidelines will serve us well and this is the first step

This proposed Zoning Ordinance will go to public hearing at the town council level.

Jack Brittain disagrees with this whole discussion because he does not remember it being discussed previously. Commissioner Bennett stated that it was discussed many times previously.

Commissioner Bennett cannot attend the September 2, 2009 meeting and would like the Planning Commission to delay their discussion of the Zoning Ordinance to a date when she would be in attendance. Commissioner Girard does not want to delay this zoning discussion, he stated that there will always be times that some Planning Commissioners will need to be absent for important meetings but we need to continue to move forward on zoning. Town Planner Lisa Bryer stated she will have Copies of these proposed changes to give to the Planning Commissioners for the next meeting.

2. Memo from Town Council – Preparation of a Historic District Ordinance
Setting a future date for discussion

Commissioner Swistak said we need to concentrate on zoning and the Comprehensive Plan update. The planner thinks it might be able to be addressed at the same time of comp plan update. The Board voted to delay this discussion until after the Zoning Ordinance is adopted. The Planner will let them know this.

VI. New Business – nothing at this time

A motion to adjourn at 9:45 p.m. was made by Commissioner Girard and seconded by Commissioner Ventrone. So unanimously voted.

Attest:



Cinthia Reppe
Planning Assistant

This meeting was digitally recorded