

Approved As Amended 11-17-10
PLANNING COMMISSION MINUTES
November 3, 2010
7:30 PM
Jamestown Town Hall
93 Narragansett Ave.

The meeting was called to order at 7:30 p.m. and the following members were present:

Rosemary Enright Susan Little
Richard Lynn Duncan Pendlebury
Michael Swistak

Not present:

Dan Lilly Jr.
Michael Smith

Also present:

Lisa Bryer, AICP – Town Planner
Cinthia Reppe – Planning Assistant

I. Approval of Minutes October 20, 2010

A motion was made by Commissioner Pendlebury and seconded by Commissioner Little to accept the minutes as written. So unanimously voted.

II. Correspondence – nothing at this time

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

IV. Reports

1. Town Planner's Report

There will be a TRC meeting tomorrow afternoon at 3:00 for the Muckell subdivision on Narragansett Ave. The town council will be holding a charette to talk about the future use of Fort Getty. A proposal for a facilitator will be presented to the council on Monday November 15th.

2. Chairpersons report

3. Town Committees

a. Harbor

Commissioner Little said the Harbor Commission is hoping the ordinance and management plan will be approved at the December meeting so they can get it to the Town Council for approval. If there is anything that the planning commission would like to see please let her know.

Commissioner Swistak would like to know if the Harbor Commission has looked at the Comprehensive Plan goals with regards to the plan. She will suggest they do that.

b. Buildings and Facilities

Buildings and Facilities Committee toured the Golf Course clubhouse and the new addition at Recreation Center.

- c. Affordable Housing Committee
 - d. North Rd. Bike Path Committee
4. Sub Committees

V. Old Business

- 1. Comprehensive Plan Survey – Discussion
- 2. Comprehensive Plan Discussion

Town Planner Lisa Bryer told the Planning Commission that they have received the full survey including the write in questions. In the 2004 Comprehensive Plan we stated very clearly on page 244 of the Comprehensive Plan how we used the questions and why. She recommends the Planning Commission talk about the results and formally state what the results are and how the results will be used.

Lisa Bryer went through the process on how we got to the survey questions at previous meetings. We used some questions from the last survey as a baseline. There were several hot button issues at the time of last survey which may have encouraged a bigger response. The planning commission decided on the topics of questions and reviewed and made changes to some of the questions with a keen eye on bias. It is important to look at the profile information to see who responded.

Commissioner Lynn stated he remembered the process and he thinks this was a staff survey because he was told that it was a staff survey. He questions the validity and how we can use the survey results. Ms. Bryer stated, "It is not a staff survey; you, the planning commission came up with the question topics and edited the survey. It was clearly a planning commission survey.

Commissioner Lynn is questioning the survey results.

Commissioner Swistak stated there are many major decisions that are made in town by boards and commissions and those decisions are made with less input than we received from the survey. He would challenge to show where some of the other town decisions have been made with 500 opinions. It is being used as a guide for discussion and it is valuable information that should be used.

Ms. Bryer stated we received a 19% response rate compared to 30% from the last survey. Commissioner Lynn is afraid **advised against** including the results in the update because ~~he~~ **thinks it becomes fact of the results.**

Commissioner Enright said it does not have to be one for one. She herself further analyzed it and it is right on target, with exception of the 61-80 year old group is overrepresented in the survey. This needs to be noted in the plan but she feels this does not invalidate the survey. Commissioner Lynn is not sure that he is saying to throw it out he wants to analyze the results of it.

Commissioner Pendlebury stated this is participatory democracy. If you don't fill it out we cannot force you to. The people that care filled out the survey. We cannot go door to door to make sure they fill it out. He feels this is a very valid survey. We do not worry about who did not vote in the election yesterday or why. They chose not to participate and the results are just that. Commissioner Lynn understands this but thinks a lot of people did not know to fill out the survey. Town Planner Lisa Bryer asked Commissioner Lynn if there is another form of public participation

that he would have preferred. He said we should have mailed out the survey. She asked him if his concern regarding the survey is about the survey itself or the distribution of the survey. It went to every household by mail in the paper and he thinks it should have been mailed separately. We might want to compare the true demographics.

Commissioner Little said her initial concerns about the number of people that responded, and using it as a guide is one thing but using it in a manner that indicates that this is what the majority of the people in Jamestown feel is not the case. We hope that we do have a sense of feeling for what is right for the community as planning commissioners. She likes the write in comments the most. When we write something in the Comprehensive Plan the Planning Commission uses it for their recommendations. The public hearings are additional input.

Lisa Bryer noted that when the Planning Commission decided how we are going to involve the public you decided not to have small groups of the community since those applying for the group would be possibly have a bias on their topic of interest.

A Motion was made by Commissioner Swistak and seconded by Commissioner Pendlebury to accept the 2010 Jamestown Community Survey as an integral planning tool for development of the 5 year update of the Comprehensive Community Plan.

Discussion of the motion: Commissioner Lynn said there are 3 points he wants to make. Including statistical pieces of the survey in update should not be done unless we have an analysis done by an outside company or group from URI. We have knowledge of who has responded if we include it and don't look at this it might not represent the wishes of the population. Commissioner Pendlebury gave an example of some of the statistics from the last one. He does not think that we shouldn't use some of the statistics. To summarize his three points - the Planning Commission take into account the age skew of the respondents and to consider if economically feasible to have a statistical analysis, and that items included as part of the update be voted upon by the commission.

Commissioner Swistak suggested that his points be addressed in a separate motion and called for a vote of the motion on the floor.

Rosemary Enright - Aye

Susan Little - Aye

Richard Lynn - Aye

Duncan Pendlebury - Aye

Michael Swistak - Aye

A motion was made by Commissioner Lynn that the planning commission discusses anything from the survey before it is included in the Comprehensive Community Plan. Commissioner Enright stated it is unnecessary because we always as the Planning Commission discuss before we put it into the plan. The motion was withdrawn.

Commissioner Lynn made a motion to consider a statistical analysis be done of the survey if economically feasible. Commissioner Enright seconded this motion for discussion purposes.

The Planning Commission discussed using caution with regards to putting statistics into the Comprehensive Plan from the survey as it is reviewed.

Rosemary Enright - Nay

Susan Little - Nay

Richard Lynn - Aye

Duncan Pendlebury - Nay

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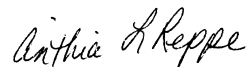
Michael Swistak - Nay

At the next Planning meeting which will be the first of December we will try to have 2 elements of the Comprehensive Plan on the agenda. We have done 3 elements and we have 4 left for review if we can get through two elements at the next two planning work session meetings we will be able to get to the public hearings within the next few months.

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

Commissioner Enright made a motion to adjourn at 8:50 p.m. and Commissioner Lynn seconded the motion. So unanimously voted

Attest:



Cynthia Reppe

This meeting was digitally recorded