

Approved 5-18-11  
PLANNING COMMISSION MINUTES  
May 4, 2011  
**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:

Michael Swistak - Chair	Duncan Pendlebury – Vice Chair
Rosemary Enright	Michael Jacquard
Susan Little	Richard Lynn

Not present: Michael Smith

Also present:

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

**I. Approval of Minutes April 20, 2011**

A motion to approve the minutes as written was made by Commissioner Enright and seconded by Commissioner Pendlebury. 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 – The Chambers of Commerce has requested that we have a joint meeting. This is consistent with our Comprehensive Plan. I suggested when we met during their breakfast meeting in March that we work together to create an economic development plan and that they need to be an integral part of the plan. If we receive an application we will have that on the first meeting in June, if not we will continue on with comp plan update.
2. Chairpersons report –Fort Getty workshop is on the 19<sup>th</sup> do we want to hold a meeting on the 18<sup>th</sup> too. We will meet at 7:00 p.m. on the 18<sup>th</sup> for a 1 hour planning meeting.
3. Town Committees
  - a. Harbor – working on harbor management plan
  - b. Buildings and Facilities – working on the first draft report for the country club
  - c. Affordable Housing Committee – endorsed CDBG for 2011 – The Chair asked the Planner if she had information on a new non profit that was set up primarily to assist with affordable housing in Jamestown. She gave a brief overview and stated that the founder was in the audience if they wanted to know more. The Board was introduced to Geoff Campbell. Geoff noted that it was called The Equity Project and it is a 501C3 now pending approval from IRS to raise funds. Their goal is

assist in any way possible to reach the goal of affordable housing for employees that work in Jamestown to afford to live in Jamestown. He will make a presentation to the Planning Commission after he presents to the Town Council. The website address is [www.jamestownequityproject.org](http://www.jamestownequityproject.org)

d. North Rd. Bike Path Committee

4. Sub Committees

## V. Old Business – nothing at this time

## VI. New Business

### 1. CDBG - Endorsement of Application for PY 2011

We have submitted since 1987 for HUD funds through the State of Rhode Island, there are 5 municipalities in the state that are entitlement communities and the remainder of the communities compete for the rest of the grant money. We receive letters of interest to provide funding for low and moderate income families and submit an application on behalf of the other sub-recipients. This year we have twelve applicants and administration costs. CCHC (Church Community Housing Corporation) is always a regular applicant that applies for funding. We have a \$250,000 cap. Jamestown Housing Authority applied for funding for a new fire alarm system. Bridges is proposing to buy property on Hammett Court and move more of their services to this location and in addition build a few units for those individuals that need minimal caretaking assistance and there will be a caretaker at the site too. The state decides on who gets funded and how much. Commissioner Swistak asked some questions about how they decide. The Town Council confirms on the ranking of the projects.

A motion was made by Commissioner Enright and seconded by Commissioner Pendlebury that states: The Jamestown Planning Commission hereby certifies that the proposed PY2011 Community Development Block Grant activities are in compliance with local development policy as set forth in the 2002 Jamestown Comprehensive Community Plan as amended in 2004 and with the Jamestown Subdivision and Land Development Regulations and Jamestown Zoning Ordinance.

The Town of Jamestown is preparing a Community Development Block Grant application to undertake the following activities:

- 1) Housing Rehab – Provide funding to Church Community Housing Corporation for repairs and improvements to the 20 unit Bayside Apartments Affordable Housing Development.  
Amount: \$75,000
- 2) Housing Development: Provide funding to Church Community Housing Corporation for the creation of three new Affordable Housing units at 13 Swinburne Street.  
Amount: \$ 100,000
- 3) Operating Costs: Church Community Housing Corp to administer the Regional Revolving Loan Fund for home rehabilitation, Homeownership Assistance, and RI Housing Loan programs in Jamestown.  
Amount: \$ 20,000

- 4) Housing Development: Provide funds to Bridges to acquire property located at 2 Hammett Court for the purpose of developing affordable housing and creating economic opportunities for people with developmental disabilities.  
Amount: \$200,000
- 5) Public Facility: Provide funding for East Bay Community Action Program for furnishings and equipment at their new community health center in Newport's North End.  
Amount: \$10,000
- 6) Public Facility: Provide funding for East Bay Community Action Program to support the start-up operation of its health and dental services that will be provided to low income, uninsured and underinsured residents of Newport County at its new facility in Newport's North End.  
Amount: \$10,000
- 7) Public Services: Support for the Women's Resource Center to provide services for battered women and children.  
Amount: \$ 5,000
- 8) Public Services: Provide operating support for the Housing Hotline of Newport County to provide housing counseling, referral services, and education and outreach on Fair Housing Laws and issues regarding discrimination in housing.  
Amount: \$ 1,500
- 9) Public Services: Provide Funding to Sensational Child to train individuals from the town of Jamestown with specific skill sets (transferable to the community) while providing onsite practical application of those skills in retail settings.  
Amount: \$10,000
- 10) Housing Development: Funding for the Jamestown Housing Authority to make fire code improvements to the Pemberton Apartments elderly and disabled housing development.  
Amount: \$60,000
- 11) Housing Operating: Provide operating support to the Community Housing Land Trust of RI to provide essential operating support for the newly developed statewide Foreclosure Property Recap Program, as well as continued technical assistance implementing their Affordable Housing Plans.  
Amount: \$3,000
- 12) Public Services: Narragansett Affordable Housing Corporation – Provide Education and Outreach on Fair Housing Laws and issues regarding discrimination in housing. (Housing Information Program)  
Amount: \$ 3,000
- 13) Administration:

Amount: \$5,000

		Total:
(amount subject to \$250,000 limit)		\$202,500
	Amount not subject to \$250,000 limit:	\$300,000
	TOTAL	\$502,500

So unanimously voted:

Michael Swistak - Aye

Rosemary Enright - Aye

Susan Little - Aye

Duncan Pendlebury – Aye

Michael Jacquard - Aye

Richard Lynn - Aye

## 2. Fort Getty Workshop – Planning & Discussion

Town Planner Lisa Bryer went over the process of the workshop with more detail. There will be tables set up and it will be split up into 5-6 categories. Discussions will take place at the table asking for realistic ideas for Fort Getty's future. For example, if people feel revenue is still very important and the top uses are not revenue generating then we will need to make adjustments to the list. There is a whole range of possibilities.

Development costs, revenue and operating costs will be developed for the final report. If the majority of the participants decide they would like a passive park that does not generate revenue which is estimated at approximately \$50.00 per year/household based on a \$400,000 home value that is also an option. There are so many different ideas that will come out with this workshop. We will briefly discuss this at the meeting May 18, 2011 in terms of the Planning Commissions role.

A motion to adjourn was made by Commissioner Pendlebury and seconded by Commissioner Lynn at 8:15 p.m. So unanimously voted.

Attest:



Cynthia L Reppe  
Planning Assistant

This meeting was digitally recorded