

Approved As Amended  
**PLANNING COMMISSION MINUTES**

April 2, 2014

**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 – Chair	Duncan Pendlebury – Vice Chair
Rosemary Enright – Secretary	Mick Cochran
Michael Jacquard	Bernie Pfeiffer
Michael Smith	

Also present:

Lisa Bryer, AICP – Town Planner  
Cynthia Reppe – Planning Assistant  
Wyatt Brochu – Town Solicitor  
Barbara Herrmann  
Eleanor Burgess  
James Burgess

**Approval of Minutes March 19, 2014**

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

**I. Correspondence – nothing at this time**

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

**III. Reports**

1. Town Planner’s Report
2. Chairpersons report
3. Town Committees
4. Sub Committees

**IV. Old Business**

1. Historic and Community Character Preservation

- a) Discussion with Town Solicitor
- b) Amendments to Article 11

Town Planner Lisa Bryer said there was an internal meeting with the solicitors and staff. They talked about how to get where we want to be. The Planning Commission has an ambitious set of goals.

The solicitors want to amend 1105 and try to handle the Planning Commissions goals through amendment to Article 11. We have this tool in our tool box already. The Special development district in the village is already in zoning so let’s work through that.

Amending 1105 will narrow the scope of what will be protected and reviewed. The special development district right now covers Hamilton Ave. (in the south) to the Golf Course (in the north) approximately.

Solicitor Brochu said they are trying to focus on the goals the Planning Commission created and how we achieve those. Starting with Article 11 which sets out a review process including historic. Fred Brown would like to make it less ambiguous. Utilize the DPR process so we know what historic properties we are going to legislate.

Commissioner Swistak says if we regulate residential properties within the special development district Fred Brown wants them specifically identified. The Planning Commission needs to identify what properties will be regulated.

There are 107 houses including those on Narragansett Ave. Commissioner ~~Enright~~ **Smith** recommends checking the list **Commissioners Enright and Cochran** created by going house to house. That includes commercial properties on Narragansett Ave.

Barbara Herrmann – questioned whether we are talking about only houses in the purple book. There are other houses worthy of preservation that are not in the purple book, for instance houses on Union St. built in the 1800's.

Brochu noted that the trigger needs to be clear on what makes an application come through the DPR process. We need to identify the threshold clearly in the ordinance.

The solicitors are going to start with historic properties within the village district. We should not get bogged down trying to do it all at once. Let's start with something easily definable. This is a step in the right direction. The regulation is already in place for the most part. The community and council can meet and then we can see it applied and if the community supports it should it be applied island wide if we as a community decide this.

Commissioner Pendlebury asked Brochu ~~is~~ **if** his opinion is it in conformance with enabling legislation? Bryer stated that Statewide Planning told us that our form based zoning was consistent with the enabling legislation when we adopted it in 2009 because it utilized our development plan review process that was already in place.

Pendlebury said there should be an application process.

Discussion ensued about the TRC process. We have the ability to bring in a historic preservation expert for a certain project. The Public can attend TRC meetings. TRC meeting are not advertised on the Secretary of State website because they are a staff oriented meeting. They are advertised at the town hall currently.

Demolition is discussed now in the ordinance.

Commissioner Swistak asked Wyatt Brochu how long it will be before we get a draft for review. He responded that he could get the planning commission a draft hopefully by the first meeting in May. He would like the list of properties that the ordinance would apply to.

Eleanor Burgess –She thinks it should be island wide. Commissioner Enright answered her and she says there are 107 properties not just a few properties. Her property is defined by chimneys and one of the chimneys is leaking and cannot be fixed. Enright noted it is not the intent to stop someone from making their home safe, it is to and set up a process to give you the ability to change it. That is where the design guidelines come in. Certain guidelines will apply.

Jim Burgess – solar and wind turbines are the way to go in this day and age, will we be able to do this in Shoreby Hill. Commissioner Swistak says it is a good question. Pendlebury says standards should be developed within the guidelines.

Commissioner Swistak said this is tricky and there are people on both sides of this issue. No one here want to make rules that are so onerous and restrictive that no one is happy. The Commission asked the Planner to come up with a list of houses dated 1945 and earlier and compare it to the list from the purple book. We have assessors data base and can sort it out each commissioner can conduct their own tour. Two people can get together but cannot make any decisions. Ms. Bryer will get this information to the commissioners within the next few days.

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

A motion to adjourn at 9:05 pm. was made by Commissioner Smith and seconded by Commissioner Cochran. So unanimously voted.

Attest:

Cynthia L Reppe

This meeting was digitally recorded