

Approved As Written
PLANNING COMMISSION MINUTES
December 2, 2015
7:00 PM
Jamestown Town Hall
93 Narragansett Ave.

I. Call to Order and Roll Call

The meeting was called to order at 7:00 p.m. and the following members were present:

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

Also present:

Lisa Bryer, AICP – Town Planner
Wyatt Brochu – Town Solicitor
Cinthia Reppe – Planning Assistant

II. Approval of Minutes November 18, 2015

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

III. Correspondence – nothing at this time

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

V. Reports

1. Town Planner’s Report
2. Chairperson’s report – Annette Bournefrom Grow Smart RI has been sending emails to the planning commission regarding workshops and training sessions. If any commissioners are interested in attending they are free and please sign up.
3. Town Committees
4. Sub Committees

VI. Old Business

1. **Proposed Zoning Ordinance Changes related to Conservation Development – Sections 82-103, 82- 300-302, 82-310, 82-1600-1609 – Recommendation to Town Council**

Commissioner Swistak said the planning commission has looked at this multiple times. Ms. Bryer, Town Planner said these are the zoning ordinance changes that we have gone over. Procedurally, this will now go to the Town Council and then the Town Council will review this, hold a public hearing and vote on it. Peter Ruggerio, Town Solicitor has reviewed this.

Commissioner Swistak made a motion seconded by Commissioner Cochran to send the Proposed Zoning Ordinance Changes related to Conservation Development – Sections 82-103, 82-300-302, 82-310, 82-1600-1609 to the Town Council for advertising and a hearing. The schedule of this will be at staff discretion. So unanimously voted.

Commissioners Swistak and Smith recused and left the table.

The Planning Commission Sitting as the Local Review Board pursuant to RIGL 45-53 Low and Moderate Income Housing Act

2. Jamestown Village Condominiums, Property Owner: Holy Ghost Society, Applicant: Douglas Enterprises, LTD., A.P. 8 Lot 79, 138 Narragansett Avenue, Application for Major Land Development Project , 16 Units, 2 buildings, Multi-Family Development proposal, Comprehensive Permit per Zoning Article 17, Zoning Variances and Special Use Permit. Discussion and potential action related to Technical Assistance for this project related to 82-410

Vice Chair Commissioner Pendlebury said he will entertain a motion to sit as the local review board for this issue, the motion was made by Commissioner Enright and seconded by Commissioner Cochran. So unanimously voted.

Commissioner Pendlebury explained that tonight we are only discussing a potential action of hiring technical assistance for this matter.

Town Planner Lisa Bryer stated there are 2 areas that we need assistance in, the first being architectural and the other is review of the financial pro forma for building and construction costs which relates to the density issue. When the developer says we need 16 units to make it work financially, the pro forma is what we have to look at. She provided a section of the ordinance that explains the cost review – 82-410. Ms. Bryer said we might postpone the TRC until next week if the board decides to go forward with this we can have the assistance needed at the meeting.

Commissioner Enright said she would definitely like someone to take a look at the pro forma. Commissioner Pfeiffer agrees with Enright with regards to the pro forma. Cochran defers to Ms. Bryer and if we need staff to review he agrees. Pendlebury agrees with this and would like someone that has been involved in projects like these to take a look at this application. He personally thinks the review assistance was very helpful when we did the fire station project. Pendlebury thinks it helped move the process.

Commissioner Pendlebury made a motion to authorize Town Planner Lisa Bryer to pursue hiring 2 consultants, one for architectural review and one to review the financial pro forma that has current

experience in these applications. Commissioner Cochran seconds the motion. So unanimously voted.

The master plan is not deemed complete yet said Ms. Bryer due to comments by the Department Heads.

Commissioner Pendlebury made a motion to go back to being the Planning Commission, Commissioner Cochran seconded the motion. So unanimously voted.

VII. New Business – nothing at this time

VIII. Adjournment

A motion to adjourn at 7:19 p.m. was made by Commissioner Pendlebury and seconded by Commissioner Cochran. All in favor.

Attest:



Cynthia L. Reppe
Planning Assistant