

Approved As Written
PLANNING COMMISSION MINUTES
August 15, 2018
7:00 PM
Jamestown Town Hall
93 Narragansett Ave.

I. Call to Order and Roll Call

The meeting was called to order at 7:05 p.m. and the following members were present:

Michael Swistak – Chair	Duncan Pendlebury – Vice Chair
Mick Cochran	Bernie Pfeiffer
Dana Prestigiacombo	Michael Smith
Rosemary Enright – arrived at 7:20	

Also present:

Lisa Bryer, AICP – Town Planner
Wyatt Brochu – Town Solicitor
Mike Darveau – Darveau Land Surveying

II. Approval of Minutes July 18, 2018; review, discussion and/or action and/or vote

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

III. Correspondence

1. FYI – Memo to Zoning Board Re: Clen HGWTO. Received

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

V. Reports

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

VI. Old Business

1. **Rafferty – 2 Lot Minor Subdivision with Variances, Final Approval, Discussion and/or action and/or vote**

Mike Darveau made a presentation to the planning commission, discussion ensued about the bounds and the following motion was made by Commissioner Swistak and seconded by Commissioner Pendlebury.

At the August 15, 2018 Planning Commission meeting, the Planning Commission voted unanimously to Grant Final Plan approval in accordance with the Town of Jamestown Subdivision Regulations, RIGL 45-23-37 and the plans entitled "**Final Plan, Subdivision Plan for The Town of Jamestown, Plat 4 Lot 52, 91 Carr Lane, Jamestown, RI**; prepared by **Darveau Land Survey, Inc., P.O. Box 7918, Cumberland, RI 02864, Phone 401-475-5700; dated August 8, 2018**. The Conditions of Preliminary Approval, as granted on June 20, 2018 have been met as follows:

1. The Final Plan is for 2 lots, one conservation lot and one lot for affordable housing;
2. That payment of a fee in-lieu-of land dedication shall not be required for this subdivision since no new lots for development are being created.
3. Survey markers have been placed at all corner points at the new property line;
4. The temporary easement for the OWTS shall be extinguished once approval is granted for the new OWTS on the house lot and the OWTS is constructed;
5. Approval was granted by the Zoning Board on July 24, 2018 for the following variances:
 - a. Parcel A has 59,119 square feet, where 200,000 square feet are required, and
 - b. Frontage for the Conservation Parcel (10 feet where 300 feet are required)

This approval shall expire in 90 days unless the final plan is recorded in the office of the Town Clerk prior to that time.

So voted:

Michael Swistak – Aye

Duncan Pendlebury – Aye

Mick Cochran - Aye

Bernie Pfeiffer - Aye

Dana Prestigiacomio - Aye

Michael Smith - Aye

Motion Carries

2. Sustainability Plan – Review of Website - review, discussion and/or action and/or vote
The Planning Commission reviewed the Sustainability website and discussed the changes they would like to see.

Lisa Bryer, Town Planner presented the website and walked the Planning Commission through the set up and pages. The Planning Commission made the following suggestions:

General comments

- a. It is difficult to know where you are in the website because it has multi layers. It would be helpful to have a site map either on the left hand side or elsewhere so that you always know where you are within the website; or an index as suggested by Commissioner Smith.
- b. Some of the pages are long and it would be helpful to have a header that does not move at the top so you always know where you are.
- c. You cannot get from one issue to another without back, back, back.
- d. The Back button should be bigger.

- e. Don't like the word "issues". It has a negative connotation. Maybe something different?
- f. Don't like the phrase "concrete steps" since that is not what we are proposing
- g. Things like LEED and Zero Waste should be linked

Calendar

- a. This needs guidelines of what type of events should be allowed to post.
- b. Needs to be rethought. Is this something that we want to maintain. Lisa should talk to the Library to see what level of effort is required to maintain a calendar.

Infrastructure Section:

Start out with discussion on water, since that is Jamestown's biggest issue, and not climate change at this point.

We will be hearing back from Horsley Witten on this project when they finish the tracking method and report card sections. Possibly in September, for sure in October.

VII. New Business

1. Planning Commission - Election of Officers - review, discussion and/or action and/or vote

The election for these officers will remain in effect until June of 2019.

A motion was made to elect Michael Swistak to remain as Chair of the Commission by Commissioner Smith and was seconded by Commissioner Cochran. So unanimously voted.

A motion was made by Commissioner Cochran and seconded by Commissioner Pfeiffer to elect Duncan Pendlebury to remain as Vice Chair. So unanimously voted.

A motion was made by Commissioner Pfeiffer and seconded by Commissioner Cochran to elect Rosemary Enright to remain as Secretary. So unanimously voted.

The Planning Commission would like the Rules of Procedure on a future agenda.

VIII. Adjournment

A motion to adjourn the meeting at 9:35 was made by Commissioner Cochran and seconded by Commissioner Enright. So unanimously voted.