

Approved as amended  
**PLANNING COMMISSION MINUTES**  
**September 6, 2023**  
**7:00 PM**  
**Jamestown Town Hall**  
**93 Narragansett Ave.**

**I. Call to Order and Roll Call**

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

Michael Swistak – Chair	Duncan Pendlebury – Vice Chair
Mick Cochran	Rosemary Enright – Secretary
Diane Harrison	Bernie Pfeiffer
Dana Prestigiacomio	

Also present:

Lisa Bryer - Town Planner  
Carrie Kolb – Planning Assistant  
Wyatt Brochu, Esq. – Ruggiero, Brochu & Petrarca  
Bob Plain  
Job Toll

**II. Citizen’s Non-Agenda Item - none**

**III. Old Business**

1. Jamestown Zoning Ordinance update - review, discussion and/or action and/or vote

A. Accessory Dwelling Units (ADUs) - review, discussion and/or action and/or vote

Bryer explained to the Planning Commission that they approved the Zoning Ordinance Update at their meeting in July understanding that changes would be made to the ADU section removing the “family” aspect. Bryer stated that there was significant enough changes and she had time send it back to the Planning Commission to review prior to submission to the Town Council so that is why we are reviewing it tonight. The revision meets the intents of the State law and if the law changes in the future, then the ordinance will be updated then. There is no longer a review process with a TRC meeting, just the Building Official reviewing the submitted plans for compliance with the ordinance when applicants apply for a building permit. The notifications have also been removed. Restrictions on utilities are no longer allowed by State Law. Limitations on the number of bedrooms allowed in a dwelling unit are no longer allowed by State Law. The revised standards were discussed.

The uses and districts in table 6-1 were discussed. Swistak noted that ADUs are not listed in the CL zone as a permitted use, but there is abundant residential within the CL zone. It was determined that the CL zone should permit ADU use and table will be amended.

Discussion ensued regarding length of rentals within an ADU. The ordinance states that ADUs must be made available for long-term lease for one-year or more.

Discussion of septic systems ensued. The number of bedrooms permitted on a property is based on DEM regulations for a dwelling unit with a septic system. Lots located with the High Groundwater district will still have to meet the requirements of the High Groundwater Ordinance.

Discussion of water supply management plan ensued. Bryer said that she is working with Mike Gray, Director of Public Works, to update water supply management plan and build out analysis to include the potential for ADUs. The current plan does not have unrestricted ADUs as a factor. A question that Commissioner Pendlebury asked to get answered in the updated plan, what is the total population that we can support for the water system and wells?

Bob Plain of 18 Calvert Place spoke to the Planning Commission. He said that he believes the Town is moving in the right direction with ADUs. He said that there are positive externalities and to not focus just on the negative aspects of ADUs. He said that young people don't live here anymore because no real way to create rental housing. He gave the example of how South Kingstown does not increase property tax when an ADU is built and in the last three years there have been 12 non-family ADUs built. He thinks that, in Jamestown, the majority will continue to be built for children or parents. He said that it is important for local workers, like McQuade's Marketplace and Cumberland Farms, to have a place to live. It is important to have a mix of economic diversity and welcome people who are not extremely affluent. ADUs as rentals are a tool in the toolbox that can help with Affordable Housing and part of the Comp Plan is to create more rental housing.

Bryer said that M on third page should be removed because Solicitor Ruggiero and Solicitor Brochu do not think it is necessary. It was discussed and agreed that it will be removed.

Solicitor Brochu questioned the term family member in N on third page. Discussion ensued. The new sentence reads: "All ADUs and Accessory Family Dwelling Units formerly granted through this Ordinance, if rented, must be made available for long term occupancy through a long-term lease of one-year or more."

A motion was moved by Commissioner Swistak and seconded by Commissioner Enright to approve the amended Accessory Dwelling Units Ordinance with the following three changes: in Table 6-1, CL changes from "N" to "Y"; strike paragraph M; change wording in paragraph N. All in favor.

#### **IV. New Business**

1. 2023 Community Survey– Review, Discussion, and/or Action and/or Vote
  - A. Draft Community Survey

Bryer gave history on the Community Survey and that this will be the fourth such survey over the last 4 decades. The survey confirms policies for the Comprehensive Plan and gauges opinion and changes in policies, and current topics of interest.

The first and second surveys were mailed to every household. The third survey was available online and in a paper copy. This survey will be available online and in a paper copy with outreach to the community to encourage participation. The survey is an anonymous opinion survey.

Bryer said that the beginning of each section in the survey questions the existing goals. There are 11 sections including a profile section. The following are suggested changes to be made to each section:

Water Resources:

Question 5: consider listing desalination, cisterns, and treated wastewater separately and list a few more.

Question 9: remove

Vegetation and Wildlife:

Question 11: remove as it is similar to question 10.

Conservation and Open Space:

Discussion ensued and no changes to questions were brought up.

Agricultural Resources:

Discussion ensued and no changes to questions were brought up.

Recreation:

Question 24: add Pickleball courts to the list

Question 26: Ask a question regarding resident vs. non resident opportunities for boating moorings or slips

Historic and Cultural Resources:

Discussion ensued and no changes to questions were brought up

Economic Development:

Ask a question to whether people still support a multi-use working waterfront vs. dominated by Ferry and private slips

Ask an aquaculture question

Ask a question about tourism

Move Question 37 to before question 35 and check the number of bedrooms in the current 2 B&Bs

Question 38: ... be further regulated by parking, location, number per town or neighborhood or street?

Question 40: remove this question

Ask a question about the potential for large mass of structures for both residential and commercial.

Transportation and Circulation:

Question 43: remove this question

Ask a question if the Town of Jamestown should install an electric vehicles charging stations.

Ask is question about Low Speed Vehicles (street legal golf carts) in Jamestown.

Housing:

Bob Plain presented a handout and would like the following question amended in the housing section:

Question 47: To foster greater housing affordability/economic diversity, do you support a range of housing choices in your neighborhood such as:

a. Accessory Dwelling Units? (Secondary, smaller dwelling units within the primary dwelling unit)

Yes \_\_\_\_\_ No \_\_\_\_\_ Not Sure \_\_\_\_\_

b. Accessory Dwelling Units in detached accessory buildings? (As opposed to in the same building as the primary unit. An example of which would be an apartment over a detached garage or a smaller house on the same lot)

Yes \_\_\_\_\_ No \_\_\_\_\_ Not Sure \_\_\_\_\_

c. Duplexes or 2-family units? (Two separate and distinct dwelling units in the same structure and on the same lot)

Yes \_\_\_\_\_ No \_\_\_\_\_ Not Sure \_\_\_\_\_

d. 3+ unit dwelling structures? (More than three separate and distinct dwelling units within the same structure on the same lot)

Yes \_\_\_\_\_ No \_\_\_\_\_ Not Sure \_\_\_\_\_

Ask a question about supporting impact fees, exempting the first \$2,000,000 in building value of the building permit. This fee would go towards funding affordable housing/economic diversity programs in Jamestown.

Profile:

Question 58: add “home” as an option to select where you work

Miscellaneous:

Ask a question about siting commercial scale solar, wind or other alternative energy systems on public land only for the benefit of Jamestown residents and taxpayers.

Ask a question about public access and Right of Way.

Ask a question about Tourism and its impact in the summer months.

Ask a question about Senior Services.

**V. Correspondence**

1. Preliminary Approval letter for Slattery Landing, AP 9 Lot 19, Southwest Avenue, 64, 66 and 68 – 2 Lot Minor Conventional Subdivision
2. TRC recommendation to Zoning Board of Review for 959 East Shore Road, The Alexander Revocable Living Trust for Development Plan Review for an Accessory Family Dwelling Unit.
3. Letter from Marianne Eckert dated August 24, 2023 re: Hammett Court  
Correspondence recognized as received.

**VI. Reports**

1. Planner’s Report

A. Future meetings – topics and applications

Bryer said that the next meeting on September 20 is the public hearing for Hammett Court. The meeting for October 4 is cancelled. There is tentatively a high groundwater application on October 18.

At the end of 2023 there are three members whose terms end. To those members whose term is expiring, please submit a letter of interest if you are interested in continuing on the Planning Commission. The terms are 4-year terms and one of them will be staggered because State Law says that no more than 33% of a Board can leave in the same year. The Town Council adopted a new policy on advertising for open board positions, which includes reaching out to those who applied in the previous year to see if there are still interested. Bryer also said that she has developed a Request for Proposal for the update to the Comprehensive Plan. which will be advertised in October.

**VII. Approval of Minutes – review, discussion and/or action and/or vote**

1. July 19, 2023

Planning Commission Minutes

September 6, 2023

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A motion was moved by Commissioner Enright and seconded by Commissioner Cochran to approve the minutes from the July 19, 2023 meeting as amended. All in favor.

Page 1: Rachel changed to Rachael

Page 2: Paragraph 1: Sentence 1: Rachel changed to Rachael

Page 2: Paragraph 1: Sentence 3: newly create lot ~~line~~— the word line removed

Page 2: Paragraph 1: Sentence 3 & 4: new property line. That dwelling will be demolished

Page 2: Paragraph 2: Sentence 2: services changed to serviced

**VIII. Adjournment**

A motion to adjourn at 9:07pm was moved by Commissioner Enright and seconded by Commissioner Cochran. All in favor.

Attest:

Carrie Kolb