

Approved as amended  
**PLANNING COMMISSION MINUTES**  
**January 17, 2024**  
**7:00 PM**  
**Jamestown Town Hall**  
**93 Narragansett Ave.**

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

The meeting was called to order at 7:02pm and the following members were present:

Michael Swistak – Chair

Duncan Pendlebury – Vice Chair

Mick Cochran

Rosemary Enright - Secretary

Diane Harrison

Dana Prestigiacomio

Not present: Bernie Pfeiffer

Also present:

Lisa Bryer, AICP - Town Planner

Carrie Kolb – Planning Assistant

Wyatt Brochu, Esq. – Ruggiero, Brochu & Petrarca

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

**III. Correspondence**

1. No items at this time.

**IV. New Business**

1. Zoning Ordinance amendments – special use criteria

Bryer said that Zoning Ordinance amendments are necessary due to law changes from the 2023 legislative session. For the issuance of a special use permit (SUP), each category must have specific and objective criteria. Jeff Davis from Horsley Witten has provided initial guidance and Lisa Bryer has reviewed the draft criteria with a “local eye”.

At the meeting, the Planning Commission will review each use, discuss and make changes along the way. Brochu reminded the Planning Commission that any SUP is a permitted use.

**I. Residential**

**Two-family dwelling or duplex**

Discussion ensued regarding conversations in the past about having rows of duplexes in residential zones and North Kingstown was used as an example. Commissioner Pendlebury said that the duplex issue was a “no” years ago. Bryer pointed out that any lot over 20,000 sq ft also

qualifies for an ADU. Commissioner Prestigiacomo said if we say no now, we can change our minds later, once we know more about ADUs impact in Jamestown.

A straw poll was taken:

Leave R-8 in as permitted by right: 2 = yes and 4=no

Leave R-20 as SUP: 1=yes and 5=no

### **Multifamily dwelling development/structure**

Agree with Jeff Davis' comments

### **Mixed use +**

Agree with Jeff Davis' comments

### **Assisted Living Facilities**

This is a new category. The same criteria as Nursing or Convalescent Home will be used.

Brochu said that this also a licensed criterion. The size of the facility will depend on the size of the lot. Limiting factors will include sewer and water.

Agree with Jeff Davis' comments

## **II. Lodging**

### **Motel or Hotel**

SUP required in: DC is changed to no.

The criteria will be the same as same as Multifamily.

### **Bed and Breakfast**

SUP required in: CW and DC are changed to no.

A bed and breakfast is limited to 5 rooms and is subject to stricter state regulation.

## **III. Agricultural –**

### **Farms, Crops and Nurseries**

SUP required in: OS-II is changed to no.

### **Farm, Livestock**

SUP required in: R-20 and R-40 are changed to no

Permitted by right: add OS-II, P, RR-200, RR-80

### **Keep and raising of chicken hens accessory to permitted use**

SUP required in: OS-II is now permitted by right

SUP required in: R-40, R 20, R-8

Permitted by right in: all other districts except OS-1, CL, CD, CWe, CWw, DC

### **Aquaculture**

Discussion ensued. The Town does not zone below median high tide. Consider removing from table because landside aquaculture is permitted by State right to farm act. There can always be a zone change if an applicant comes to town.

Decision was no across the board.

## **IV. Government, Educational, Institutional**

### **School or college**

SUP required in: RR-80, R-40, R-20, R-8 are changed to no:

SUP required in: P, CL, CD

### **Religious institution**

Criteria to account for: parking, accessibility, hours of operation, noise, traffic

Keep as SUP.

### **Library, museum, etc.**

Change “etc” to “open to the public”

Criteria to account for: parking, noise, hours of operation, accessibility, traffic.

### **Cemetery**

Add a note that historic cemetery is not included in this category. This is for new cemetery only and there is a burial ordinance.

### **Crematorium**

This is a new category. No across the board.

### **Hospital or Clinic**

SUP required in: RR-80, R-40, R-20 and DC are changed to no.

Criteria #1 is removed

Criteria #3 for setbacks is same as district

### **Nursing or convalescent home**

SUP required in: R-80, R-40, R-20 and DC are changed to no

Criteria # 1 is removed and minimum lot size for district

Criteria #2 is removed and setbacks are the same as single family dwelling unit

Criteria #3 has maximum coverage that is standard for each district.

Criteria to account for: More parking because more staffing, more lighting, more emergency, drop off/pick up area.

### **Emergency Counseling Service**

Same as Hospital or Clinic

**Fire or Police Station; Government Facility; Government-owned garage, or utility facility; Charitable or fraternal organization** can all be lumped together with same standards. Will require DPR, lighting, outdoor storage, trash, hours of operation, parking, noise, signage

**Government-owned penal**

Is no across the board

**Recreational ballfields**

SUP required in: R-8 is changed to no

Criteria to account for: hours of operation, lighting, parking, traffic, facilities,

**Park and recreation use, including skateboard or ice rinks and playgrounds together with buildings, ancillary to the park use, such as bathrooms, education space and storage**

SUP required in: DC is changed to no

**V. Transportation and Utilities**

**Off street parking (accessory)**

OS-II – change to allow by right

**Off street parking (commercial)**

SUP required in: change to no across the board? This will be revisited.

Permitted by right in: change to no across the board? This will be revisited.

**Seasonal offsite marina parking**

This needs to be defined.

It was noted that boat storage is different. This is for car parking.

SUP required in: change R-40 to no

Commissioner Prestigiacoimo asked if other areas like schools or asphalt areas could be used?

Brochu said that the Town set up overlays.

The review of Special Use Permit Criteria stopped until the next meeting.

**VI. Old Business**

1. No items at this time

**VII. Reports**

1. Planner's Report

- A. Future meetings – topics and applications

The Town Council Public Hearing for the Zoning Ordinance Amendments is rescheduled to February 12<sup>th</sup> at 6:30pm.

The Town Council approved the concept for CISF at Fort Getty. There will be a DPR meeting on January 26 and the application will be reviewed by Planning Commission on February 7

The Town Council approved the awarding of the bid for the Hazard Mitigation Program

RIDOT presented a North Road Bridge study at the Town Council Meeting. Bryer will try to get a copy of the presentation.

The Affordable Housing Committee requested increased yearly funding and \$3 million bond from the Town Council.

Kolb explained that there are 107 Short-Term Rentals registered on the OpenGov platform. There have been 114 dwelling units inspected. The number inspected is greater than the number registered because inspections began before the registration platform was open due to the anticipated volume. Roberta Fagan sent letters to those: who have registered their STR with the State of Rhode Island; have an active listing on AirBnB, VRBO or another online platform; and those who have a completed inspection but have not registered with the Town. Commissioner Pendlebury asked if the Tax Assessor is doing anything different for STR now that the homes are income producing. Bryer said no.

Commissioner Swistak asked the commission if they are OK to move the meetings to a start time of 6:00pm or 6:30pm. It was decided that moving forward, Planning Commission Meetings will start at 6:30pm.

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

##### **1. January 3, 2024**

A motion was moved by Commissioner Pendlebury and seconded by Commissioner Cochran to approve the minutes from the January 3, 2024 meeting as written. All in favor. Commissioner Enright abstained from the vote.

#### **IX. Adjournment**

A motion to adjourn at 9:37 pm was moved by Commissioner Enright and seconded by Commissioner Cochran. All in favor.

Attest:

Carrie Kolb