

Technical Review Committee Minutes
January 26, 2024
1:00 PM
Town Hall – Small Conference Room
93 Narragansett Avenue, Jamestown

I. New Business

1. Development Plan Review for Conanicut Island Sailing Foundation (CISF) New Building and Campus Plan at Fort Getty – Recommendation to Planning Commission. Review, Discussion, and/or Action and/or Vote

The meeting was called to order at 1:00pm and the following members were present: Lisa Bryer, Town Planner; Jean Lambert, Department of Public Works; Michael Swistak, Planning Commission; Rosemary Enright, Planning Commission.

Also Present: Meg Myles, CISF; Jim Bryer, CISF; Elliott Richmond, Union Studio; Kyle Tiexiera, Deputy Chief Jamestown Fire Department; Carrie Kolb, Planning Assistant

Not present: Peter Medeiros, Building and Zoning Official

Lisa Bryer said that CISF is here for Development Plan Review (DPR), based on their lease arrangement with the Town, and is not covered by the Zoning Ordinance. CISF has presented the plans to the Town Council already and they have approved them to proceed to Planning. The next step is DPR with the Planning Commission.

Richmond explained the topography of the existing site. Per the leased area, CISF has a primary use area(A) and primary use parking (A1) and (A2). The flex use areas are (B) and (E). Shared storage area in section (D). Access to boat ramp at area (C).

Richmond explained the existing footprint with tent on slab and trailers. Union Studios used the CRMC 200 ft jurisdictional limit to layout the site. The coastal feature has been flagged and accepted by CRMC as submitted by the Town. The Workshop & Storage building is 1,120 sq. ft. for a workshop, storage, and day storage. There is also a covered spar & sail storage rack. The Primary Building is 2,400 sq. ft. for offices, class rooms, storage, indoor bathrooms for men, women and handicap access/gender neutral, cubbies, kitchenette, and wet lab, which is a classic science lab with tanks and aquarium. There is also an outdoor terrace that will be raised up

above grade. There are two covered porches. There will be two parking areas with 3 spaces each on oyster shells in the front. The outside façade is a simple gable form. The goal is to have a minimal impact on-site. Union Studios used a style that is familiar in Jamestown. The building will be open a lot of the time in the summer. The building is built into the hill, to bring down the scale. There will a new set of stairs up to the terrace. The terrace will be built into the hill and the retaining wall will create a seating area. The tent area on the terrace will be the same scale as the current tent. Both buildings are single-story buildings.

There is an existing town septic system used by the upper bathroom. The engineer did research at DEM and research and onsite. There was an addendum to the septic design that was filed with DEM one month later than the original. Richmond said that there is good reason to believe the septic was put in place based on the addendum, and this will make the new build easier. Jim Bryer said that coming out of the septic tank there is a metal tank or distribution tank. Jim Bryer said CISF and DPW will dig to try and find the lines.

Richmond has done some preliminary thinking for site lighting. Fort Getty is a campsite in the summer months. There will be Dark Sky compliant light fixtures. Lighting for winter programs would only have lights on when there is a program. The parking areas would have Dark Sky compliant bollards.

Richmond discussed parking. The total occupant load is 46 in the buildings and 10 parking spaces are needed. Six parking spaces are on the areas with oyster shells. There are six more parking spaces with off-street parking. The areas at A1 and A2 accommodate 10 parking spaces each. The nature of the camps is drop off and pick up for an in-and-out use. Counselors use the parking spaces in area A1. Myles said that parents who chose to stay for the day, have to get a day pass from the front gate at Fort Getty. Lambert asked about the bike racks in the drawings? The bike racks will be incorporated into the plans

Richmond said that they are in the early phase of engaging civil engineers for hardline drawings. Any water that falls on roof of building will be diverted into drains and underground storage, or raingarden swales. They hope to be able to retain water for boat wash down. They are trying to be as environmentally conscious as possible. The idea is to go above and beyond code because the building is set with nature. The buildings will be air tight, high-performing and have solar.

Richmond discussed the landscape. There is an existing tree that CISF would like to keep. They have not engaged landscape architect yet. The trees, and plantings will create a nice environment and will be incorporated to bring down scale of the building. They will use native plants.

Swistak asked about the bathroom at the top of the hill. Bryer said that they have been in discussion with Town Administrator Mello. The bathrooms will be separate. They are building

bathrooms inside the primary building for the children's safety. Richmond said that the septic will be designed once the soil conditions are calculated. Lambert said that it is a State permit.

Swistak said that he understands that there is enough parking. He asked that when the plans are presented to the Planning Commission that the parking spaces are delineated on the plans. They will do that.

Swistak said that a lighting plan will be a condition of approval and submitted prior to final approval.

Swistak asked where the boats will be stored in the off-season? Jim Bryer said that the plan is that all the boats will go into the storage building. Myles said that they keep some of the masts outside now. Richmond said that the building, with open ceilings, was designed to hold the current number of boats. The question was raised, what happens when people donate? Myles said that they can utilize storage racks inside. Area D is a shared storage area. They would have to get Town Council approval for additional storage. Also Myles turns down donations if they do not fit the needs of CISF.

Swistak asked if they have an emergency plan. If there is a weather event, the tent top and walls are taken down. The outhauls are moved inside. CISF would utilize the existing emergency plan for the new building.

Swistak asked about hours of operation. He noted the Fort Getty pavilion allows events to 10:00pm. CISF has classes until 6:00pm. There are been one overnight camp and it was coordinated with the Jamestown Recreation Department.

Discussion of trash and dumpster ensued. Trash is brought down to the dumpster. Swistak referenced that the CISF lease says that they can use a dumpster. Myles said that CISF has brought in their own dumpster for controlled access for the last two years. Jim Bryer said that they will show the dumpster on the plans.

Swistak asked about traffic and circulation. There is a non-paved path shown on the plans that the students may use. Their current operation of bringing the boats down the road has worked fine. Swistak asked if they should utilize moveable signage that say "slow down" and "crossing"?

Swistak discussed the electrical service and asked if it was adequate. Jim Bryer stated that the town and CISF put in 200 amp service last year. Richmond said that 200 amp should be adequate for the new build.

Swistak inquired about (potable) water. Lambert said that Mike Gray, Director of Public Works, said that he will be upgrading the lines and burying it deeper to the frost level. Lambert also said

that there is a fee for connecting to water. Jim Bryer said that they are connected already. CISF shuts off the water in October so it doesn't freeze.

Swistak said that a landscaping plan should be a condition of approval and submitted prior to final approval.

Discussion of signage ensued. It should be clear who the building belongs to. There has to be signage for handicap parking.

Discussion of the terrace ensued. The question was raised if the terrace is pervious or impervious? Richmond said that right now it is impervious. It will be determined by the civil engineers and part of the landscape plan.

Discussion of CRMC assent ensued. Lambert said that it is a town policy to submit a CRMC assent when the line is that close. Lisa Bryer said that it will be a condition of approval that State and local permits be obtained prior to final approval.

Discussion of fencing ensued. There are no plans for fencing yet. There is no public access to the bathrooms from outside, so a fence is not needed. Richmond suggested putting plantings around the dumpster instead.

Swistak asked about the building code and the fact that the building is in a vulnerable area. Richmond said that they will meet the building code for sure and can look at other design elements that could reasonably be met above code for storm conditions. The building will have roof tie downs, steel rods and a metal roof that is not corrugated.

Discussion of archeological and historic issues ensued. Enright said she doesn't believe that there are archeological or historic issues. She looked at pictures from 1940 and the area was a barrack then in this location. Lambert said that CRMC will most likely send it to Historic Preservation & Heritage Commission. Enright said that it is not an area on the Narragansett Tribe list. Enright would like to put in a historic sign, with a write up that the area was used for training from WWI to WWII and for POWs. Richmond will put a sign on the plans. Enright believes that the sign is approximately 24"x36" and would design it to national park service standards.

The TRC recognized Fire Marshal Kyle Tiexiera in attendance and discussion ensued. It was noted that Fire Marshal review is part of the building permit process and Tiexiera would be notified with plans at the appropriate stage. Jim Bryer said that the building has a fire alarm system. It does not meet the threshold for a sprinkler system.

Swistak wanted to talk about the location of the Workshop and Storage Building. Richmond noted that the Workshop and Storage Building might move up the hill. It is close to the CRMC

limit line. Once the flags for the CRMC jurisdictional limit line are placed onsite, they will determine if the building should move. They will look at high water levels. The bottom slab of the building is at 18 feet. Lambert suggested looking at sea level rise maps. Lisa Bryer said that the CRMC line was flagged two years ago and verified recently. Mike Darveau did the survey with the flags.

Discussion of bike racks ensued. Richmond will show bike racks on the drawings. Myles wants to encourage bike riding.

Discussion of the tent ensued. The question was asked if the tent stays up year-round? Myles said that the structure stays up year-round but the tent is removed for the off season. When asked by Swistak what they will do if they are very successful and CISF responded that they would consider turning the tent into a 3-season pavilion. But that is in the future.

Discussion of the concrete foundation ensued. Enright thinks the concrete is from the old barracks. Richmond said that during the building that the old buried concrete will be removed. Jim Bryer said that it is a safety issue because the children trip over the weather-and time-worn concrete. Enright said that she does not have a problem removing the concrete. It was mentioned again that the plans will most likely go to the State Historic Preservation Commission as part of the CRMC assent.

A motion was moved by Swistak and seconded by Enright that the application of Conanicut Island Sailing Foundation Development Plan Review be forwarded to the Planning Commission (for approval) as early as February 7, 2024. All in favor

II. Adjournment

A motion to adjourn at 2:08pm was moved by Enright and seconded by Lambert. All in favor.

Attest:

Carrie Kolb