

Approved as amended  
**PLANNING COMMISSION MINUTES**  
**February 7, 2024**  
**6:30 PM**  
**Jamestown Town Hall**  
**93 Narragansett Ave.**

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

The meeting was called to order at 6:35pm 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, AICP - Town Planner  
Carrie Kolb – Planning Assistant  
Wyatt Brochu, Esq. – Ruggiero, Brochu & Petrarca

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

**III. Correspondence**

1. Administrative Subdivision AP 1 Lots 63 & 242; 50 Prospect Avenue and 1336 North Main Road; Bennett J. and Debra G. Cinquegrana and Antonio and Janet Giarrusso
2. Final Approval of Minor Subdivision AP 9 Lot 19; 64-66-68 Southwest Avenue, Michael and Deborah Slattery

Commissioner Swistak asked about cesspool letter sent to the Cinquegranas from Jean Lambert. Bryer said that there was septic approval from DEM and OWTS was addressed in conditions of approval.

**IV. New Business**

1. No items at this time

**V. Old Business**

1. Zoning Ordinance, Chapter 82 of Jamestown Code of Ordinances – Amendments related to the 2023 Legislative changes - Review, Discussion and/or Action and/or Vote

Bryer said that changes to special use permit criteria will be finished. The additional changes to Zoning Ordinance provided by Jeff Davis of Horsley Witten based on the legislative changes

were provided in the information packet. Subdivision changes will occur later in the year. Bryer said that zoning ordinance changes will probably be a yearly process due to the state legislature involvement in land use regulations, which in the past was left up to each town.

Commissioner Swistak brought up the conservation commission's letter that is against communication tower in OSI and OSII. Commissioner Swistak said that based on the Carr Lane application, federal law allows cell towers to be put up where needed. Bryer said that a "no" across the board is not allowed and there has to be a "yes" even if it is for a special use permit.

The review of Zoning Ordinance amendments related to Special Use Permit criteria continued. Starting on page 11 of memo from Lisa Bryer to Planning Commission dated January 11, 2024:

## **V. Transportation and Utilities**

### **Off-street parking (commercial)**

SUP required in: changed to no across the board

Permitted by right in: change to no across the board

### **Seasonal offsite marina parking**

This needs to be defined.

SUP required in: change R-40 to no

### **Special event parking**

Discussion ensued. A special event license is required. No changes made.

### **Ship & boat storage – non commercial**

No changes made.

### **Bus Passenger shelter**

This needs to be defined as an overhead shelter.

Change SUP required in to Permitted by right in: P, R-20, R-8, CL, CD, CW

### **Sewage treatment plant (publicly owned)**

Conditions to account for are general nuisances

### **Transmission lines, towers or substations**

This item is removed

### **Radio or TV studios**

No changes made

### **Solid waste transfer station**

SUP required in: remove R-80

Criteria for public district is noise, odor, discharges, vibration, waste, air emissions and other environmental nuisances.

### **Satellite dish**

Conditions to account for: location, size, buffering

**Wind energy facility**

See Sec. 1205 for criteria related to wind energy

**Communication towers**

SUP required in: OS1 is changed to no; OSII leave as S;

See Sec. 1205 for criteria related to wind energy

**Major Solar Energy System**

SUP required in: P (should be handled in 1204.3 A; we changed this from N to S to allow for use at the Transfer Station).

**VI. Commercial Retail**

**A. Heavy Equipment**

**Lumber and building materials**

SUP required in: CW is changed to no

Permitted by right in: CL, CD

**Heavy Equipment sales or rentals**

SUP required in: CL and CD changed to no

**B. Food**

**Grocery, bakery, dairy, fruit, and vegetable, meat and fish, etc.**

SUP required in: DC change to no.

Need criteria for CW.

**Sale of produce raised on the premise**

SUP in OSII: criteria are: parking, infrastructure, hours of operation, lighting, trash, size

Public – changed to SUP

OSI, CW and DC are changed to no

**Packaged liquor stores**

CL is changed to permitted by right

**Eating and drinking places (no alcoholic beverages)**

No changes made

**Tavern, bar or nightclub (alcoholic beverages)**

Keep as SUP

**Luncheon or restaurant (alcoholic beverages)**

SUP required in: CL, CD, CW

Permitted by right in: DC is changed to no

**D. Motor vehicles**

**Motor vehicle dealers, including repairs**

No changes made

**Fuel service station**

See Sec. 1211 for criteria related to fuel service stations

**Commercial recreation**

Need to develop criteria for general commercial

**Theatre of concert hall**

SUP required in: CL and CD

**Golf Course**

SUP required in: OS II and R-20, and add P

SUP required in: RR-200, RR-80 changed to no

**Tent or recreational vehicle camps**

Make standards more general.

**Riding academies**

No changes made

**Marina**

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

CL, CD, CW changed to SUP

**Yacht club and beach club (no alcoholic beverages)**

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

SUP required in: add CW

**Yacht club and beach clubs (alcoholic beverages)**

SUP required in: add CW

**Beach, cabanas and baths (move from page 18)**

SUP required in: CL, CD and CW

Permitted by right in: No districts

**Ship, boat storage and repair (boat yard)**

Definition is for commercial.

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

SUP required in: P, CD, CL and CW.

Permitted by right: no districts

6. Screening

Add: evergreen preferred to the SUP criteria

**F. Miscellaneous Retail**

**Radio, tv, records and tapes**

Permitted by right in: CD, CL

**Fuel oil, bottled gas, including storage**

No changes made

**Gift, souvenir, and tobacco shops**

SUP required in: CWw changed to no

**Sale of horticultural and agricultural products raised on the premises**

Make consistent with Food –Sale of produce raised on premise

**Sale of home crafts products manufactured and sold on premises – adding “and sold”**

Meets definition of home occupation – Y in all residential

Does not meet the definition of home occupation – No in all residential

Homecrafts/cottage industry is not defined – it should include food.

**VII. Commercial Services**

**A. Professional Office**

SUP required in: DC changed to no

**Temporary real estate office or model home**

Criteria to account for: signage, hours, lighting

**Freestanding ATM**

Remove

**Daycare center**

SUP required in: R-8 change to no

**B. Personal Services**

**Caterer**

SUP required in: DC change to no

SUP changed to “Y” in the CL and CD

**Boarding of Animals (excluding dogs)**

Develop standards – use kennel and grooming standards

**Pet grooming**

Use same criteria for boarding of animals

**Industrial non-manufacturing**

**Welding/sheet metal –**

SUP required in: CL and CD. CW is changed to no.

**Wholesale business and storage of nonhazardous materials in a building**

SUP required in: CW is changed to no

**Open lot storage of building materials and machinery**

SUP required in: CL is changed to no

**Open lot storage of sand and gravel**

SUP required in: CL is changed to no

**Storage or transfer of fishery products**

No changes made

**Storage or transfer of fishery equipment (fishing industry, limited to storage and transfer)**

SUP required in: RR-80 and R-8 are changed to no

Permitted by right: RR 200 is changed to no

SUP required in: P and OS-II

**Underground storage tanks**

Keep residential as a no

**Industrial Manufacturing**

**Fish packing or processing**

Accessory to a permitted use. SUP required in: CW – reference 1208

**Ship and Boat buildings**

No changes made

**Wooden boat building**

SUP required in: CD change to no

**X. Environmental Criteria for Industrial Uses**

No changes made

**VIII. Reports**

1. Planner's Report
  - A. Future meetings – topics and applications

Bryer reported that there may not be an application at next meeting. We will continue to go over Zoning.

The Public Hearing for Zoning Ordinance is on Monday February 12 at 6:30pm.

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

1. January 17, 2024

A motion was moved by Commissioner Enright and seconded by Commissioner Pendlebury to approve the minutes from the January 17, 2024 meeting as amended. All in favor.

Page 1: Two-family dwelling or duplex: Sentence 3: replace duplicate “that” with “any” and remove ~~on the main dwelling unit.~~

Page 3: Hospital or Clinic: Criteria #3: change “a” to “as”

**X. Adjournment**

A motion to adjourn at 8:30pm was moved by Commissioner Enright and seconded by Commissioner Cochran. All in favor.

Attest:

Carrie Kolb