

Approved As Written 11-16-11  
PLANNING COMMISSION MINUTES  
November 2, 2011  
**7:30 PM**  
**Jamestown Town Hall**  
**93 Narragansett Ave.**

The meeting was called to order at 7:30 p.m. and the following members were present:

Michael Swistak – Chair	Duncan Pendlebury – Vice Chair
Rosemary Enright	Michael Jacquard
Richard Lynn	Michael Smith

**I. Approval of Minutes October 19, 2011**

A motion to approve the minutes as written was made by Commissioner Smith and seconded by Commissioner Enright. So unanimously voted.

**II. Correspondence – nothing at this time**

**III. Citizen’s Non Agenda Item – nothing at this time**

**IV. Reports**

1. Town Planner’s Report – She noted that a flyer for the Housing Forum next Wednesday November 9, 2011 for Affordable Housing was provided along with a brochure for the new affordable housing non-profit “The Equity Project”. The planner attended the Southern New England APA two day conference a few weeks ago. Last week we had a Safe Routes to school national course workshop with the school, the police dept, public works and other stakeholders. They did an assessment of our walking and bicycling system and we are ahead of the other towns. Discussed how they will spend the money. DOT is reviewing combining Phase 1 & 2 Safe Routes to School grant funds, 200,000 in 07 and 250,000 in 09. We will then bid construction of both together. They will be paving Narragansett Ave. on Monday and then stripping.
2. Chairpersons report
3. Town Committees
  - a. Harbor
  - b. Buildings and Facilities – will meet on November 16<sup>th</sup>. Their charge has been amended and they will be focusing on the golf course.
  - c. Affordable Housing Committee
  - d. North Rd. Bike Path Committee – meets Tuesday

4. Sub Committees

Commissioner Lynn said he heard National Grid will be trimming trees in Nov and Dec and will shut off power, the planner told him that they are coordinating with Public Works but that they would be notified if the power is to be turned off and to call National Grid to find out for sure.

## **V. Old Business**

### **1. Amendments to the Comprehensive Plan**

#### **a. Natural and Cultural Resources – Action Plan**

Town Planner Lisa Bryer went through the Action Plan. Commissioner Smith asked if there is anything in this section about ROW Public Access. He says nothing in there about maintaining public access but there is under policy 2. Commissioner Enright thinks that a mention of water resources would be better in the text but Town Planner Lisa Bryer suggested both. Policy - Establish a commission on permanent basis to continue to protect and enhance our water resources. A Committee to plan for the future needs of Jamestown. Commissioner Smith wants the watershed area managed. Commissioner Pendlebury though we should consider creating an education program to manage this, the state does some of this already. Whether or not the town can tell a property owner to do this and have them respond and do it is another thing. They decided to add an action under Policy 3 regarding using best management practices to manage the public drinking water watershed area. The Commissioners made some minor changes to the Action Plan which will be updated.

Town Planner Lisa Bryer asked if there were any comments on the three pages of the Natural resources element included in this packet that were changed at last meeting regarding sole source aquifer, the Water Resources Protection Committee and the Water Study Committee? She added more information about sole source Aquifer and Water Resources Protection and Water Study Committee.

#### **b. Economic Development – Discussion**

At the Planning Commission workshop with the Chamber of Commerce the Chamber felt we do not need an economic develop plan. Town Planner Lisa Bryer always thought of the Village District as our economic driver, but with more home based businesses, which technology is allowing, we should definitely consider a plan for Jamestown that focuses on not only the village district but on other creative economies such as arts, home based businesses and our heritage. For example the Arts Center has asked the Town Council for a tax exemption for the property on Valley St. Previously artists were looking for a tax free district which would permit them to sell out of their homes but since that is spread throughout Jamestown it would be hard to say one certain area. If a tax free district is developed, they would not have to pay taxes on sales. We need to identify those creative economies that we want to support as a community so that it is clear and the Town Council has some direction on issues that may come before them. Jamestown's history is very important to the Island. We need to look at this more holistically and how we the Planning Commission want things to be moving forward. When it gets to the Town Council they can then decide if it will go forward. Ms. Bryer wants to look at the Economic Development actions again and is looking for feedback from the commission.

A discussion ensued about the local businesses getting credit and looked at during a bidding process for town projects. Commissioner Swistak said Jamestown businesses should be given preference. Any municipal event should benefit local businesses and not off island businesses unless they cannot provide the service on the island. Commissioner Swistak also said the guidelines with regards to leases should be stricter. The leases do not always benefit the lease

holder and more benefits the town. Preference for locals needs to be defined and consistent from council to council.

Commissioner Smith asked if we talked about the farms in Jamestown in the Economic Development Section. We do talk about farm viability. We allow anything that has been raised on the farm to be sold there. Commissioner Smith thinks it should be part of our economic plan. Identify assets and resources. We have gas stations, a supermarket, hardware store, pharmacy, package stores, gift stores, clothing store in addition to the bank and restaurants which are very valuable to the citizens of Jamestown. The Planning Commission has no objections so the Planner will look at wording.

**VI. New Business – nothing at this time**

A motion to adjourn at 8:45 p.m. was made by Commissioner Enright and seconded by Commissioner Lynn. So unanimously voted.

Attest:



Cynthia L Reppe  
Planning Assistant

*This meeting was digitally recorded*