

Approved As Written
PLANNING COMMISSION MINUTES
February 18, 2015
7:00 PM
Jamestown Town Hall
93 Narragansett Ave.

I. Call to Order and Roll Call

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

Michael Swistak – Chair	Duncan Pendlebury – Vice Chair
Rosemary Enright – Secretary	Mick Cochran
Michael Jacquard	Bernie Pfeiffer
Michael Smith	

Also present:

Lisa Bryer, AICP – Town Planner
Cinthia Reppe – Planning Assistant
Wyatt Brochu – Town Solicitor
Maureen Coleman – Conservation Commission

II. Approval of Minutes February 4, 2015

A motion was made by Commissioner Enright and seconded by Commissioner Cochran to accept the minutes as written. So unanimously approved.

III. Correspondence – nothing at this time

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

V. Reports

1. Town Planner’s Report- Lisa Bryer, Town Planner said there are 2 applications that will be heard at a TRC next week. The first is for a 2 lot subdivision at the end of Ocean Ave. to the north. They are requesting waivers, it will be a public road with a hammerhead turnaround. This is currently being advertised for a public hearing at our March 4th 2015 Planning Commission meeting. We also have an administrative matter of an undersized lot in the Village District.
2. Chairpersons report
3. Town Committees
4. Sub Committees

VI. Old Business

1. Comprehensive Plan

- a) Final Amendments – Ms. Bryer made the changes after our last meeting and sent them back to the state.
- b) Letter from Division of Planning – the state responded that they are ready to give state approval to our plan subsequent to town acceptance.
- c) Recommendation to Town Council– Commissioner Swistak made a motion to send a memo to the Town Council from The Planning Commission officially requesting a joint public meeting with the Town Council regarding the changes to the Comprehensive Community plan at the Town Councils first available meeting.

2. Conservation Development - Amendments to Subdivision Regulations

Town Planner Lisa Bryer will review the changes to the Subdivision Regulations that were provided by Tony Lachowicz. These coordinate with the changes that were made to the Comprehensive Plan as well as the Zoning Ordinance. Conservation Development is a 10 step process as shown. It is very similar to Cluster except it is more comprehensive and is a more deliberate process of identifying what is valuable on the property prior to the subdivision design being finalized. This makes the open space more valuable to the residents and ecologically. Ms. Bryer went page by page and pointed out the changes that were made to the subdivision regulations.

They discussed whether coastal features should be included in the area unsuitable for development, namely the areas identified as special flood hazard areas. Pendlebury says there is the coastal line and the construction line. You cannot build beyond the construction line. A discussion ensued regarding the total lot size or the buildable area with wetlands being excluded from buildable area and maybe they should be included instead of excluded. Buffer area for coastal development and wetlands should be the same. This is for the purpose of calculating the lot area.

Commissioner Swistak asked why the land in Flood zone A-8 is excluded it is now called the special flood hazard area. Swistak said you can build in a flood zone. You can develop in A and B flood zone as long as you reach the elevation requirements, Swistak said. Bryer said it is a policy decision although given sea levelrise it seems a prudent policy to exclude these areas from developable area. Bryer will look at the special flood hazard area again. Definitions are used for looking at how much area you need to subdivide.

Commissioner Smith asked will the Planning Commission make the choice of Conservation vs. Conventional or will the applicant. The Planning Commission will request the applicant to show why they are making the choice they are making and Conservation Development is preferred. The applicant essentially must show that a conventional subdivision is a better use of the land. A discussion ensued regarding when and why an applicant can request something different then what might be required from them.

Maureen Coleman said the process is easier with Conservation Development because everyone knows what is expected and in the end the property is more valuable since more thought went into the design. Next step we will look which properties this may affect and take one of the parcels and show the planning commission how this actually works. Bryer clarified that they are asking staff for a map of the properties that can be divided for conservation. This amendment would affect all properties globally and we are not singling out any properties. Swistak asked if we should notify the owners letting them know we are going to be talking about if their property is being used as an example. Town Solicitor Wyatt Brochu said if staff puts together a list there is not legal obligation to notify the property owners that we are using their land as an example. When it comes to the public hearing stage then they will be notified if there is an impact to

their property. There is not an obligation to reach out to the owners. Brochu said “should you?” “If you do, it should be done very tactfully.” Brochu recommended that when you are looking at properties the staff and planning commission not label the parcel and discuss it as if it were generic. It does not necessarily have to be an actual parcel identified in Jamestown.

VII. New Business – nothing at this time

VIII. Adjournment

A motion to adjourn at 8:00 p.m. was made by Commissioner Cochran and seconded by Commissioner Enright. So unanimously approved.