

Approved As Written
PLANNING COMMISSION MINUTES
April 18, 2018
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
Bernie Pfeiffer	Dana Prestigiacomio
Michael Smith	

Also present:

Lisa Bryer, AICP – Town Planner
Cinthia Reppe – Planning Assistant
Jeff Davis – Horsley Witten
Nate Kelley – Horsley Witten

II. Approval of Minutes April 4, 2018; review, discussion and/or action and/or vote

A motion was made by Commissioner Cochran and seconded by Commissioner Enright to accept the minutes with the following change:

Page 2, 4th paragraph - ~~Diek~~ **Mr. Pastore** explained the difference between our ordinance and the state stormwater manual.

So unanimously voted.

III. Correspondence

1. FYI – Memo to Zoning Board Douglas Properties. Received

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

V. Reports – nothing at this time

1. Town Planner’s Report
2. Chairpersons report
3. Town Committees
4. Sub Committees

VI. Old Business

1. **Zoning Ordinance Update with Horsley Witten**

Jeff Davis reviewed the Definitions Section and the Table of permitted uses.

- Section 103 – Definitions – they added definitions and consolidated some of the uses that were similar. Transient Rental (AirBnB) will need to be defined tonight in addition to other things. Commissioner Smith asked why is a B&B only allowed to provide one meal to guests daily? Commissioner Smith said as long as they are only serving their clientele why does it matter. Change to food for guests only. Commissioner Pendlebury asked when the commercial kitchens kick in? That is regulated by the Dept of Health.

Buildings of Value-what is this? Jeff Davis asked. It is from smart code, a place holder identifying buildings of value, Lisa Bryer said

Building envelope? It is not used anywhere in the zoning ordinance. If it is not used we may want to get rid of the definition.

Building height – A discussion ensued regarding the new regulations for coastal areas that allowed an additional 5 feet of height in flood zones. Proposed legislation this year being worked on to allow additional height. You may want to consider putting a 25 ft height limit for some of the coastal areas. We can discuss this later.

Home occupation and home professional should only be one definition.

Guest house is a separate structure.

- Table 3-1 – Permitted Uses

Discussed a few things in the use table for instance multi family dwelling unit vs. multi family dwelling structure.

Transient rentals was added

- Article 13 – Signage

A discussion ensued regarding signage and several suggestions were made to incorporate into our zoning regulations. Pendlebury said he does not know if this is a draft of the article he does not want to use color and he does not want the cartoon type pictures. Smith wants the page numbers and the article on each page.

- Parking and General Zoning Discussion

Nate Kelly said they want to introduce a little of where we think they should be headed.

Background – it is talked about in 3 different categories, Supply (zoning involved in), Parking Design (spaces, landscaping etc), and Parking Management which is enforcement. Zoning is not very active in the management aspect. It should be clear whether private lot owners can lease for parking; such as the special event parking category.

Regarding supply: it is worth mentioning historically parking minimums have been around for decades. In the planning world traffic engineers started compiling information on the maximum parking needs. This has somehow translated into a minimum parking requirement over the years. Jamestown has attempted to do what they should in reducing the requirements for older structures in the CD district. You also have shared parking provisions in your code.

The burden moving forward is a policy decision, should we continue this practice of shared parking? We don't want to lose any of the parking we have. Anytime you have a variance or special use applications they can be conditioned to say you will need a variance but you should never have fewer than 8 parking spaces.

Outside of zoning issues some of the things looked at in the community is, are we are doing the right thing. Good practice in terms of parking is we have standards for older non-conforming buildings and signage. They made some recommendations for signage.

Commissioner Swistak asked if we are headed in the direction of throwing away all the existing parking? Nate Kelly stated that the existing is a valuable resource and he does not recommend getting rid of what you have but having a zero-reduction policy is a good idea. Swistak stated that parking has been shrinking because of setbacks to corners and the new fire station. What about shuttles and free parking away from town? They will get draft together. Commissioner Smith said he has seen 2 lots disappear and 1 created.

Commissioner Swistak asked Lisa Bryer if there was anything she wanted to report before we closed the meeting and she said the council approved the budget Monday night. She is going to the National Planning Conference on Friday.

VII. New Business

VIII. Adjournment

A motion was made by Commissioner Cochran and seconded by Commissioner Enright to adjourn the meeting at 9:02 pm So unanimously voted.

Attest:



Cinthia L. Reppe