

Planning Commission Minutes

May 21, 2003

7:30 PM

Jamestown Library

The meeting was called to order by Chairman Girard at 7:38 PM and the following members were present:

Betty Hubbard
Sue Barker
Barry Holland
Andrew Kallfelz
Victor Calabretta
Jean MacGregor-Brown

Also present: Lisa Bryer, AICP, Town Planner
Kimberly A. Turcone, Recording Clerk

I. Reading & Approval of Minutes from May 7, 2003

A motion was made by Commissioner Calabretta and seconded by Commissioner Kallfelz to approve the minutes as amended. The amendments are to read as follows:

Page 3: Old Business #1; strike second bullet and replace with – “Details of the front porch and elevation to the front door”

Page 5: Old Business #2; strike second sentence

So unanimously voted.

II. Correspondence

1. FYI – Zoning Board of Review Agenda
2. CRMC – Calendar

Accepted

III. Citizens Non Agenda Item

With nothing at this time move on to Reports.

IV. Reports

- 1) Town Planner’s Report (submitted)

The Town Planner stated that she had nothing to add at this time.

- 2) Town Committees

Commissioner Kallfelz stated that the Harbor Management Comprehensive Plan and Harbor Management Ordinance have been forwarded to the Town Council.

- 3) Sub Committees: None

V. Old Business

1. Zoning Ordinance Amendment Related to Off-Site Marina Parking – revisit pre 1995 definition and regulation

The Planner stated that it was brought to her attention that the previously submitted Zoning Ordinance Amendment related to Businesses operating from Marinas, Slips, Docks, and Moorings had within it several items that were thought to have been unintentionally omitted from the 1995 Ordinance re-write. They are as follows:

97.1 Seasonal Off-Site Marina Parking (unintentionally omitted in 1995 printing) -Parking during the period May 1st – October 31st for customers of a marina operation at a site other than the marina itself.

Section 1211 – Requirements for Seasonal Off-Site Marina Parking (unintentionally omitted in 1995 printing) - Where seasonal Off-Site Marina Parking is allowed by Special Use Permit pursuant to Table 3-1 of this Ordinance, in addition to considering the factors set forth in Section 600 of this ordinance, the Zoning Board of Review shall define specifically the maximum number of vehicles allowed to be parked upon a lot, the inclusive dates within each year when said lot is allowed to be used for “off-site parking” and the screening and buffering required with reference to type, dimensions and character of buffering material provided that there shall be maintained a minimum buffer of fifty (50) feet between parking areas on said lot and adjacent residential lots.

She stated that the Town Solicitor suggested that the Planning Commission not package these amendments with the proposed ordinance related to Businesses operating from Marinas etc. but send the two items separately so that one would not hold up the other during the public hearing process and the Town Council can make single and separate decisions on each amendment.

A motion was made by Commissioner Girard and seconded by Commissioner Hubbard to unbundled the Zoning Ordinance amendments and look at each amendment separately. So unanimously voted.

A motion was made by Commissioner Hubbard and seconded by Commissioner Girard to forward Section 97.1 Seasonal Off-Site Marina Parking (unintentionally omitted in the 1995 printing of the Zoning Ordinance) to the Town Council with a recommendation for approval. So unanimously voted.

A motion was made by Commissioner Barker and seconded by Commissioner Calabretta to forward Section 1211 Requirements for Seasonal Off-Site Marina Parking (previously

approved but unintentionally omitted in 1995 printing of the Zoning Ordinance) to the Town Council with a recommendation for approval. So unanimously voted.

2. Downtown Parking Discussion

The Planner requested that the Commission review the draft Downtown Parking Workshop Summary from April 2, 2003. The Commission and the Planner noticed the following names were missing from the list of attendees:

Joyce Lorensen (Chamber of Commerce)
Fred Lorensen (Chamber of Commerce)
David Pritchard (Harbor Management Commission)
James Archibald (Harbor Management Commission)

The Commission also agreed that page 4 (not counting the cover page), under “Parking in Village for more than 2 hours” should read: “Employees have no long-term parking and have to keep moving their cars during the summer. ~~Boaters have~~ *There is* limited, long term parking.”

The Planner requested that the Commission review the Table of Contents of the Downtown Parking Plan 2003. Commissioner MacGregor-Brown requested that her name be added to the list of Planning Commission members on the cover.

The Commission discussed the Parking Plan at length. The Planner agreed to work on the Plan for the next meeting. A subcommittee was formed by Commissioner Kallfelz, Commissioner Hubbard and Commissioner Girard to work on a parking survey for business patrons. The Subcommittee agreed to meet before the next meeting.

Members from the Chamber of Commerce agreed to help the Commission in developing the survey for distribution.

VI. New Business

With no further discussion a motion was made by Commissioner Barker and seconded by Commissioner Calabretta at 9:25 PM.

Attest:

Kimberly A. Turcone
Recording Clerk