

**WARREN PLANNING BOARD
MINUTES
DECEMBER 19, 2011**

The regular scheduled meeting of the Warren Planning Board began at 7:01 PM. Present were F. Massie, J. Piepowski, E. Stanley, M Heald, M. Jamiel. C. Thibaudeau arrived at the end of the meeting at 7:40 PM. Also present was W. Nash, and Attorney Stephanie Federico. R. Mello was absent. Former Planning Board members Jane MacDougall and Andy Asselin were also in attendance.

Special Administrative Items:

1. Recognition of outgoing Board Members

F. Massie acknowledged the many years of distinguished volunteer service given by Jane MacDougall and Andy Asselin, outgoing members of the Planning Board. In recognition of their past efforts, he made a motion for the Town Council to recognize Ms. MacDougall and Mr. Asselin and thank them for their service of 25 and 17 years respectively. J. Piepowski seconded the motion and the motion was unanimously approved.

New members of the Planning Board, Doug Kallfelz and Richard Silva, were introduced and welcomed. Attorney Stephanie Federico was introduced and welcomed as the interim replacement for outgoing Attorney Paul Ryan. F. Massie made a motion for the Town Council to recognize Paul Ryan for his years of service to the Town. The motion was seconded by M. Jamiel and approved unanimously.

2. Election of Officers

A motion was made by M. Jamiel, seconded by J. Piepowski nominating F. Massie as Board Chairman. The nomination was unanimously approved. M. Jamiel nominated J. Piepowski as Board Vice Chairman. F. Massie seconded the nomination. The nomination was unanimously approved.

Minutes of November 28, 2011

On a motion by E. Stanley seconded by R. Silva, the minutes were unanimously approved.

Old Business:

Gary D. Fenster, owner; Plat 15A, Lots 71 & 72 Seymour St; Minor Subdivision
(continued from November 28, 2011)

The applicant and his engineer met with W. Nash and Shawn Martin, the Town Engineer and Shawn Martin noted the need for a 7 point Grading and Drainage Plan before he could provide a recommendation. The TRC met on Dec. 19th. However, based on the Town Engineer's concerns, the review was tabled until applicant's engineer addresses S. Martin's 7 points. After this is done, the matter will be brought before the TRC for review and comment before it is again submitted to the Planning Board. J. Piepowski made a motion, seconded by M. Jamiel to carry this request for Board consideration to the January 23, 2012 Planning Board meeting. The motion was unanimously approved.

On a related matter, F. Massie requested W. Nash provide Planning Board members with all meeting materials, including the meeting agenda, previous meeting minutes, and all relevant documentation for any matters coming before the Board for consideration, in accordance with written procedure, no later than one week prior to the meeting, ensuring appropriate time for Board members to review the

information before the meeting. F. Massie encouraged members to personally visit any locations identified for Board consideration prior to the meeting. A. Asselin noted that Board members' freedom of access to properties requesting Planning Board action is provided by law.

New Business:

W. Nash explained that the information, regarding the property located at Assessor's Plat 21, lot 23, provided at the previous Planning Board meeting on November 28, 2011 representing an Administrative Subdivision, was incorrect. Mr. Nash provided the accurate details, noting this was not, in fact, an Administrative Subdivision, but, rather, a Corrective Plan for the lot previously approved by the Warren Zoning Board. As the Corrective Plan requires Planning Board approval to clear the property's title, a motion was made by M. Jamiel, seconded by J. Piepowski to accept the Corrective Plan. The vote to accept was unanimous.

Administrative Matters:

Zoning and Planning: W. Nash reported that a Coastal Resources Management Council (CRMC) staff visited the location referred to as the Warren Marina on Water Street in response to complaints of illegal activity. CRMC cited the property owner for the following: 1) unauthorized activity; 2) incomplete and unapproved application; and 3) activity beyond the application's scope. F. Massie expressed concern that in addition to the illegal activity at the Water Street property, other illegal actions along the Town's coastal properties, including, but not limited to, the extensive debris on the Koolen property on the Kickemuit River and the adjacent large network of illegal floating docks and derelict boats reflect serious coastal protection problems in the Town and raise issues concerning the effectiveness of past, present and future protection and enforcement efforts. This matter will be discussed at a future Planning Board meeting with the intent of forwarding recommendations to the Town Council.

GrowSmartRI is offering a workshop on Conducting Effective Land Use Reviews in two locations: Middletown on Jan. 26, and Bristol on Feb. 23. The Town pays Board Members' attendance fees, so members were asked to contact W. Nash if they are planning to attend either one of the sessions, as if three or more Board members attend any one of the sessions, these will need to be publically posted. F. Massie noted that GrowSmartRI runs excellent programs and urged Board members to participate. F. Massie, M. Jamiel and E. Stanley noted their intention to attend the Bristol session in February.

R. Silva asked if the Board would receive a full presentation of the complete Wightman's Farm petition for a zoning change. As two Planning Board members have left, and two new members were appointed since the initial hearing, F. Massie asked W. Nash to ensure the applicant was told to prepare for a full presentation at the January meeting.

The meeting was adjourned at 7:47 PM.

Respectfully submitted,

Catherine Gresh
Recording Secretary