



# Town of South Kingstown Planning Board

Work Session Meeting Minutes  
Thursday, November 20, 2025 at 7:00 PM  
South Kingstown Town Hall, Town Council Chambers  
180 High Street, Wakefield, RI 02879  
[www.southkingstownri.gov](http://www.southkingstownri.gov)

Maria H. Mack, Chair  
Susan Axelrod, Vice Chair  
Elizabeth Karp, Secretary  
Joseph Murphy  
Robyn Pothier  
Kaiper Wilson  
Armand Monaco

## A. Call to Order & Roll Call:

PRESENT: Planning Board A. Kaiper Wilson  
Planning Board Elizabeth Karp  
Planning Board Joseph Murphy  
Planning Board Maria Mack  
Planning Board Robyn Pothier  
Planning Board Susan Axelrod

ABSENT: Planning Board Armand Monaco

EXCUSED: None

Also present were James Rabbitt, Director of Planning; Brian Wagner, Principal Planner; Mark Conboy, Town Engineer; and Andrew Teitz, Special Legal Counsel.

## B. Land Use:

### 1. Old Tower Hill Road (Form Based Code)

Mr. Rabbitt presented some slides. Discussion ensued. Mr. Rabbitt stated the July 2025 document previously distributed is the most current and should be used by the Board members to review and markup if necessary. Discussion will continue at the January 13, 2026, Work Session.

### 2. Municipal Infrastructure Capacity (sewer/water) discussion.

Mark Conboy, Town Engineer, discussed the capacity of the Waste Water Treatment facility. Discussion ensued between the Board, Staff and legal counsel.

### 3. Long range planning: cumulative impact and comprehensive planning.

Mr. Rabbitt spoke of current projects, and anticipated projects falling into the long-range category.

Mr. Tietz spoke regarding "Transit Oriented Development", recently enacted by the General Assembly as a pilot program which identifies the Kingston Railway Station as a major transit center, and refers to a density of 12 units per acre, within a quarter of a mile of that site.

## C. Planning Board Liaison Activities: Updates from Planning Board members acting as liaison to various Board, Committees, projects, and activities.

Mr. Murphy reported that the most recent Affordable Housing Collaborative Committee meeting was dedicated to the "Lofts at Fairgrounds" project. He did not attend, but Brian Wagner did. Mr. Rabbitt stated that the AHCC plans on submitting a letter to the Planning Board stating their stance on the "Lofts at Fairgrounds" proposed project. Mr. Rabbitt also stated that the EDC, BPAC and the AHCC will all be submitting letters regarding the "Form Based Code".

Mr. Rabbitt briefly discussed attending the Grow Smart Rhode Island Main Street workshop a month ago, and the application to be submitted on behalf of the Town for cohort training.

Ms. Mack asked the Board for comments on the past Saturday's Statewide Training: Ms. Wilson expressed her thoughts on the training.

**D. Update from Planning Department Staff - General update from Planning Director regarding Planning Department staffing and activities including Budget Process and Capital Improvement Program.**

Mr. Rabbitt briefly discussed the CIP, the start of the budget process for the fiscal year 2026-2027, and the application process for the Deputy Planner position. Discussion ensued.

1. Legislative Update

**E. Update on Legal Issues - Update from Special Legal Counsel for Planning and Zoning relative to any new or ongoing legal issues.**

1. Upcoming training.

Mr. Teitz stated there is no upcoming in-person training; Sea Level Rise training will be online; and Zoom sessions will start in January for new Planning Board members. UTR may be available to hold a training session in the spring.

2. Land Use Legislation — Regulatory implications to local regulations.

Mr. Teitz reported that other than "Transit Oriented Development" (TOD) previously discussed, Historic District Zoning may be next on the legislators' list.

**F. Adjournment:**

Upon Motion made by Ms. Karp, duly seconded by Ms. Wilson, the meeting was adjourned at 8:00 p.m., by unanimous vote.