



# Town of South Kingstown Planning Board

Work Session Agenda Meeting Minutes  
Tuesday, April 14, 2026 at 6:30 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 Susan Axelrod  
Planning Board Armando Monaco

ABSENT: Planning Board Robyn Pothier

EXCUSED: None

Also present were James Rabbitt, Director of Planning; Brian Wagner, Deputy Director of Planning; and Andrew Teitz, Special Legal Counsel.

## B. Approval of Minutes:

None

## C. Recommendations to Town Council:

None.

## D. Land Use:

1. Old Tower Hill Road Neighborhood Project - Form-Based Code discussion as follow-up to 4/9/2026 Town Council meeting.

The follow-up discussion included Mr. Rabbitt reviewing examples of what the code covers and what it does not. Also discussed was the public's misunderstanding of the requirements of the proposed code and when, if ever, it would come into play for existing property owners. Discussion on the proposed Form-based Code continued.

A discussion ensued regarding the timeline to present the proposed Form-Based Code to the Town Council for an introduction/discussion.

Mr. Rabbitt suggested the Board clearly codify particular items in the code, and focus on building form, and not the use within the building.

The consensus was that the Planning Board members felt comfortable directing the Planning Staff to make the changes to the five items discussed, working with legal counsel and the consultant on revising the draft and submitting it to the Town Council.

## E. Updates from Planning Department Staff:

General updates from Planning Director regarding Planning Department staffing and activities including Budget Process and Capital Improvement Programs.

Mr. Rabbitt reported that the drafting phase is 99% complete for the Hazard Mitigation Plan, and it will be put up on the Town's webpage and will be available at two of the Libraries in Town for a 30-day comment period, then it will be

presented to the Town Council for adoption.

**F. Update on Legal Issues:**

Update from Special Legal Counsel for Planning and Zoning relative to any new or ongoing legal issues.

Mr. Teitz stated that he had nothing new to report.

Ms. Mack added that House Bill No. 8004 is coming up for a vote this week where the definition of a Minor Subdivision has been further revised. Ms. Mack read some of the proposed revisions (1:03:03) and encouraged the other Board members to review them as well.

**G. Planning Board Liaison Activities:**

Updates from Planning Board members acting as liaison to various Board, Committees, projects, and activities.

No reports.

**H. Designation of Duty Member for Next TRC Meeting:**

Ms. Axelrod volunteered to attend the May 13, 2026, TRC meeting at 9:00 a.m.

**I. Adjournment:**

Upon Motion made by Mr. Murphy, duly seconded by Ms. Karp, the meeting was adjourned at 7:35 p.m., by unanimous vote.