

Fair Haven Planning Commission

Town of Fair Haven

August 3, 2022

Regular Meeting

*revise
approved*

Commissioners Present: David Eighmey - Chair, Cindy Pritchard, Deborah Laiacona - clerk, Lorraine Brown

Commissioners Absent: Robert Richards - Vice Chair, Patrick Frazier, Linda Sienkiewicz

Others Present: Phil Adams - Zoning Administrator, Jennifer Jackson - minute taker

Agenda:

1. Call to Order:

- a. Mr. Eighmey called the meeting to order at 7:04 pm.

2. New Business:

Mr. Eighmey let the Planning Commission know that ZA Adams stated that the metal sign that was next to the gazebo listing the concert schedule for this season was removed. ZA Adams spoke with Fred Capron and told him the process to place a sign in the Park would be to fill out an application and bring it to the PC. ZA Adams explained that Mr. Capron stated he would talk to the group. They decided to remove the permanent sign.

Mrs. Laiacona explained some of her dealings with trying to place signage around the park. She very specifically referred to the rules regarding banners that can be placed in the two locations on the north and east sides of the park where there are posts from which banners can be hung. She explained that the by-laws state that banners for markets can be hung for two weeks; however, the Fair Haven Street Market and the VT Farmers Market have been allowed extended time because these are season-long events. So long as no one else requests the space to hang banners for other events, the market banners have been allowed to remain. She appreciates this as the manager of the Fair Haven Street Market and a member of the VT Farmers Market. The Concert Committee has their own special posts from which they are allowed to display the concert schedule year-round, and she was told that the reason the concerts are given this special consideration is because the concerts are well-established events that draw large crowds to the town. If the town wants other events to be successful, we need to find ways to publicize those events that don't spoil the aesthetic of the park but allow residents to know what is going on. Mrs. Pritchard agreed it is a problem, and she likes that the park is left with minimal signage. She explained that it was in her understanding that in the design of the new parking area it was mentioned to place a community bulletin board at the corner by the bus stop.

3. Review of Minutes of Previous Meeting:

- a. Regular Meeting of July 20, 2022

Mrs. Brown noted that on page 1 section 2. New Business in the 4th paragraph a "W" was missing from the name of the Vineyards.

Mrs. Pritchard noted on page 3 section 3. A. first paragraph second line that there was a miss-type and should read *4 b iv. that the sentence.*

Mrs. Laiacona stated on page 2 paragraph 5 her name was misspelled.

ZA Adams stated on page 2 paragraph 4 the last line had a misspelling of *at least.* He also stated that in the last meeting he misspoke about the time that Mr. Bove from Rutland Regional Planning could attend a meeting. In section 4 b ii. ZA Adams stated that Mr. Bove was available in August; he meant to state that he was available for the second meeting in September. He will meet with the PC on September 21st rather than what was noted.

Mrs. Prichard made a **motion to approve the minutes of July 20th with the corrections noted.** Seconded by Mrs. Brown. All were in favor and the motion passed.

4. Other Business:

a. Review of mail:

- i. Mr. Eighmey passed around a postcard from VLCT informing town staff of the Town Fair to be held October 6-7 at the Killington Grand Hotel.
- ii. Included in the mail was the Town of Castleton Town Plan. Mr. Eighmey stated anyone may read and review as needed. ZA Adams made copies for all Commissioners present. He also stated that the copy was sent to the bordering towns and one state agency as required.
 1. Mrs. Pritchard asked if the process of updating the Town Plan was similar to the process of updating the Zoning Regulations. ZA Adams stated that no, it was different in that you look at the old document, review statistics, see if any modifications are needed and if the town still agrees with goals and recommendations.
 2. Mrs. Pritchard then asked if there was an electronic copy of the document for ease of change. ZA Adams stated he would check with the Town Clerk.

b. Zoning Regulation Update - thirty minutes

- i. Mrs. Laiacona stated that she has a scheduled meeting with Mr. Bove from Rutland Regional Planning Commission on Tuesday the 9th. They will meet virtually and they are planning to allow Mr. Bove to ask questions about the layout of the document and generate questions that Mr. Bove has for the PC to answer at a next meeting.

c. Public Comment:

- i. Mrs. Brown asked if every town required permits for businesses to start. Mrs. Laiacona stated that she knew some towns did not require signs for home occupation businesses. The PC did not know a definite answer to the question.

- ii. Mrs. Laiacona asked what happens when the PC was finished revising the bylaws. ZA Adams stated there is a handout he passed out a while back that outlines the process using state statute. He couldn't remember all the steps, but generally the PC must warn a public hearing. If there are no changes from the public hearing, then they send the document to the Select Board. The Select Board would warn a public hearing and adopt or change the bylaws as needed. If a change is required another public hearing is required before adopting the new Zoning Regulations.

5. Adjournment:

- a. Mrs. Pritchard **motioned to adjourn the meeting at 7:41 pm.** The motion was seconded by Mrs. Laiacona, all were in favor and the motion passed.

**** Next Scheduled Regular Planning Commission Meeting is on August 17, 2022****

Respectfully Submitted,
Jennifer Jackson, Minute-taker