

## Fair Haven Planning Commission

Town of Fair Haven - March 15, 2023 - Regular Meeting

**Commissioners Present:** David Eighmey - Chair, Robert Richards - Vice Chair, Deborah Laiacona - clerk, Cindy Pritchard, Linda Sienkiewicz, Lorraine Brown

**Commissioners Absent:** Patrick Frazier

**Others Present:** Phil Adams - Zoning Administrator, Jennifer Jackson - minute-taker, Ed Bove Rutland Regional Planning Commission via phone

### Agenda

1. **Call to Order:** Mr. Eighmey called the meeting to order at 7:04 pm.
2. **New Business:** Ed Bove of the Rutland Regional Planning Commission - Assistance with the completion of the Fair Haven Zoning Regulation update.

Due to family matters Mr. Bove could not meet in person today so he called into the meeting. ZA Adams placed him on speaker phone. He began by apologizing to the Planning Commission for his absence. He had wanted to go over a map with zoning and zoning districts with the PC. He said that it can wait a month and suggested to the PC that they plan a special meeting with him so they can focus solely on the zoning update project. He explained he was free any of the next few Wednesdays. Mrs. Pritchards suggested they meet on March 29th. Mr. Bove stated he was available, the rest of the PC voiced their availability as well.

Mr. Bove explained what he had wanted to go over at this meeting; the map, functionality of the ordinances, the fact that lots of grant leg work had already been completed. He explained that the process does drag on, but that is by design. Although their zoning regulations, at a point, could begin the process of adoption. The PC would still be able to do planning work that would jive with the rest of the town projects. Mrs. Pritchard stated that the PC has already completed 5 plus years of zoning update work, there is pressure from others to have the update finished. She doesn't want to rush the project, but she is just ready for the project to be behind them so the PC can move forwards with the next projects. Mr. Bove stated he had spoken with Mrs. Laiacona and had received the updated Zoning Bylaws. Mrs. Laiacona explained how to read the changes. She also explained how the document will look for public review; it will be in color and have strikethrough edits. Mr. Richards stated how Mrs. Pritchard completed a lot of work making sure that all historic missed motions were included in the current document. Mrs. Laiacona explained that ZA Adams stated that color printing at the town office took a while with the current printer.

Mr. Bove suggested that at the March 29<sup>th</sup> meeting the Planning Commission chart a path forward with next steps. Or if they wanted they could complete a planning exercise. Mrs. Pritchard stated she was fine with charting a path forward. Mr. Richards stated maybe they could choose a date for a presentable document. Mr. Bove stated

that the Flood Hazard update will take some time. He also explained that the PC cannot use grant money for the Town Plan update, but use information to inform the Town Plan.

Mrs. Laiacona readdressed the downtown designation talk from the last meeting with Mr. Bove. She asked if he could explain the difference in Design Control District versus Historic District. And asked if Fair Haven had either. She explained that the Economic Development Committee (EDC) wants a Downtown Designation, and because they are prioritizing this for grant money she feels that the current adoption of the Zoning Bylaws needs some bylaw changes that will help them in their efforts. She believes the process would start with the Planning Commission. Mr. Bove stated that Vermont State Law [Title 24 Chapter 11 §4414](#) lists standards permissible in zoning under section F. local historic districts. Mr. Richards stated that no the process would start with a request from the Economic Development Committee and that the PC might already be fulfilling part of the requirements in the application. Mr. Bove stated that there is still some level of design review needed. They would need to mimic what is already there but promote what is asked. The PC has already done a lot of work for Downtown Designation satisfaction. The political layer is the hard part. Mrs. Laiacona asked if Poultney had a historic district. Mr. Bove explained yes, and Rutland has an architecture review zone. Mr. Richards asked if any of these changes could be an add on? Mrs. Laiacona stated yes, but we could get ahead of it because we know the EDC wants it.

Mr. Bove stated he will come in two weeks with what is needed to get to the finish line with the Zoning Bylaw update. Then they will plan from there. He asked if 7:00pm is a good time. The PC agreed. Mr. Bove signed off at 7:30.

The PC had a quick discussion of what happens with the Bylaws for adoption. Mrs. Pritchard asked going forward, after this current adoption, how do bylaws change after that? ZA Adams stated that each change would need to go through the same process as this larger change. Mrs. Pritchard expressed the need to be on the ball with updating the changes and adopting them. Maybe yearly the PC could have changes voted on. ZA Adams stated that hopefully the changes you are making now will last. But the PC needs to makes sure changes in zoning reflect the town plan. They need to match each other.

### **3. Review of Minutes of Previous Meeting:**

- a. Approval of Minutes: Regular Meeting February 15<sup>th</sup>, 2023 and March 1, 2023**
- b. Mr. Richards **motioned to accept the minutes of February 15th as revised.** Mrs. Laiacona seconded the motion. All were in favor and the motion passed.
- c. Mr. Richards **motioned to accept the minutes of March 1, 2023 as written.** The motion was seconded by Mrs. Laiacona. All were in favor and the motion passed.

### **4. Other Business:**

- a. Review of Mail: None**

**b. Other: None**

**c. Public Comment: None**

**5. Adjournment:**

- a. Mrs. Pritchard **motioned to adjourn the meeting at 7:39 pm.** The motion was seconded by Mr. Richards. All were in favor and the meeting was adjourned.

**\*\* Next Scheduled Regular Planning Commission Meeting is on April 5, 2023\*\***

Respectfully Submitted,  
Jennifer Jackson, Minute-taker