

Fair Haven Planning Commission
Town of Fair Haven - January 18, 2023 - Regular Meeting

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

Commissioners Absent:

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

Agenda

1. **Call to Order:** Mr. Eighmey called the meeting to order at 7:00 pm.
2. **New Business:** None
3. **Review of Minutes of Previous Meeting:**
 - a. **Approval of Minutes: Regular Meeting January 4th, 2023**
 - i. ZA Adams suggested a correction/clarification to section 4 c ii; "no state or local requirements to limit the size of a sign (please add) *on a building.*" As the state does have restrictions for billboards and stand alone signs.
 - ii. Mrs. Sienkiewicz **motioned to approve the minutes of January 4th with the corrections.** The motion was seconded by Mrs. Brown. The motion passed with Mr. Frazier's abstention from voting due to his absence from the Jan. 4 meeting.
4. **Other Business:**
 - a. **Review of Mail:**

None
 - b. **Other- Zoning Regulation update - 30 minutes:**
 - i. Mr. Richards asked the Planning Commission if they wanted to go over the requirements for the Bylaw Modernization Grant. He believed that maybe the PC should highlight the areas that Fair Havens zoning bylaws match up with the Grants criteria. He also asked if maybe the PC should just wait until the grant committee had questions or if the PC felt they should be proactive in modernizing the FH bylaws. Which path did the PC think was a better use of their time? He thought maybe Mr. Bove and Mrs. Laiacona needed to get together to talk through some of the changes before the PC did any big work, as they understand the criteria and FH's bylaws the best. Mrs. Laiacona wasn't sure Mr. Bove had worked with a Bylaw Modernization Grant recipient before, but was sure he was more familiar and could give advice. ZA Adams confirmed that Mr. Bove will be at the February 15th Planning Commission meeting. The

PC felt it would be a better use of time to wait for Mr. Bove's advice before they moved forward on any new changes.

- ii. ZA Adams explained that on the 15th Mr. Bove will be the only New Business on the agenda. He also let the PC know that he spoke with the Floodplain Coordinator for the district, Kyle. ZA Adams asked for a review because FEMA is coming out with new maps and ZA Adams doesn't want Fair Haven to be in noncompliance. He stated that they are using new technology to create the floodplain maps. Citizens are allowed to question the plan. ZA Adams stated that in the past the Planning Commission had chosen to adopt the least restrictive plan for Flood Hazard Regulations.
- iii. ZA Adams stated he asked Manager Gunter about the Bylaw Modernization Grant timeline and Manager Gunter stated that the grant will start later because of paperwork. Mngr Gunter will be the administrator of the grant.

c. Public Comment:

- i. Mrs. Brown stated she was still concerned about the large sign being put up in town. She realized that there was nothing to be done about it now, but she wanted to know if there was something the PC could do so that large signs, that didn't flow with the downtown aesthetic, were not allowed in the future. ZA Adams stated that unless there is a design district, he is not sure you can choose a district to set sign limitations for or just place generic sign limitations for the entire town. Maybe this is a question for Mr. Bove. Mrs. Pritchard agreed with Mrs. Brown. She doesn't agree with defacing the Downtown buildings in general. ZA Adams advised the PC to ask Mr. Bove on the process of how they could restrict sign design in the town in general. He cautioned them though that sign restriction can affect business advertising and that the town wants businesses. Mrs. Pritchard suggested they might want to ask Mngr Gunter if he has any information as she seemed to remember him talking about the downtown district and its regulations. ZA Adams suggested that the PC review the current sign regulations so they are familiar with them before meeting with Mr. Bove in February.
- ii. Mrs. Pritchard commented about the stipend that committee members are supposed to be receiving. 3 out of her 4 years of service she has not received a stipend. The stipend isn't the reason she joined the planning commission, but if she is due one she'd like to receive it. Mr. Richards stated he has asked Mngr Gunter to make sure each member of the PC receives the proper forms they need to complete to be granted their stipends. He stated he will remind Mngr Gunter again.

5. **Adjournment:**

- a. Mrs. Pritchard **motioned to adjourn the meeting at 7:37 pm.** The motion was seconded by Mrs. Sienkiewicz. All were in favor and the meeting was adjourned.

**** Next Scheduled Regular Planning Commission Meeting is on February 1, 2023****

Respectfully Submitted,
Jennifer Jackson, Minute-taker