

Fair Haven Planning Commission
Town of Fair Haven - December 27, 2023 - Special Meeting

Commissioners Present: Robert Richards - Chair, Cindy Pritchard - vice-chair, Lorraine Brown, Jason Coupal(via phone)

Commissioners Absent: Patrick Frazier

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

Agenda

1. **Call to Order:** Chairman Richards called the meeting to order at 7:00pm.

2. **New Business:**

- a. **Ms. Alexandra Martin, application # A2023-047 for proposed change in commercial use from Retail Sales of art to Retail Services of yoga/meditation studio with some bodywork/massage appointments. New commercial sign replacement proposed in the existing metal, freestanding sign. Property owner: Michael Davidson. Property location 9 Main Street. Tax Map # 24-51-27-02**

Chair Richards asked if anyone had any questions on the application. He did mention that the members present spoke with Ms. Martin about her plan at a non-quorum meeting she attended.

ZA Adams asked the Planning Commission to consider the condition that employers and employees park outside of the two hour downtown parking spaces. **Mrs. Pritchard motioned to add the condition of employee and employer parking outside of the two hour free parking area.** The motion was seconded by Mrs. Brown. All were in favor and the motion passed.

Chair Richards asked about the need for a site plan review. Mrs. Pritchard stated that she didn't believe the application needed a site plan review and she **motioned to consider the application as a minor change application and therefore exempt from site plan review.** Mrs. Brown seconded the motion. All were in favor and the motion passed.

Mrs. Pritchard motioned to accept the application with the condition of parking outside of the two hour parking. Mr. Coupal seconded the motion. All were in favor and the motion passed.

- b. **Discussion of reduction in the 7 - member Planning Commission to aide in maintaining a quorum.**

Mr. Richards asked the PC about their opinions on reduction in size to meet quorum needs. Mrs. Pritchard stated that to get anything done with the commission the size needs to be addressed. Mrs. Brown asked what happens if after reduction in size someone does want to join, how does the PC adapt? ZA Adams stated that the Select Board does still have the ability to change the numbers.

Mr. Coupal agreed that if the PC is going week to week without a quorum it is not acceptable and a change then is important. Mr. Richards stated that he and Mr. Coupal will

bring the reduction to 5 members to the Select Board's next meeting and they will ask Town manager Gunter to add the item to the agenda.

3. Other Business:

a. Public Comment: None

4. Adjournment:

Mr. Coupal **motioned to adjourn at 7:07pm.** The motion was seconded by Mrs. Pritchard. All were in favor and the motion passed.

**** Next Scheduled Regular Planning Commission Meeting is on January 3, 2024****

Respectfully Submitted,
Jennifer Jackson, Minute-taker