

Fair Haven Planning Commission
Town of Fair Haven - March 20, 2024 - Regular Meeting

*** In the March 6, 2024 regular meeting the Commission decided to start the March 20, 2024 regular meeting at 6:30 PM ***

Commissioners Present: Robert Richards - Chair, Cindy Pritchard - vice-chair, Lorraine Brown

Commissioners Absent: Patrick Frazier, Jason Coupal

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

Agenda

1. **Call to Order:** Chairman Richards called the meeting to order at 6:38 pm.

2. **Review of Minutes of Previous Meetings:**

a. **Approval of Minutes: Regular Meeting - March 6, 2024**

Mrs. Pritchard **motioned to approve the minutes of March 6, 2024 as written.** The motion was seconded by Mrs. Brown. All were in favor and the motion passed.

3. **New Business:**

a. **Annual Election of Chairman Vice-Chair, and Clerk of the Planning Commission**

Mrs. Pritchard **nominated Robert Richards as Chair of the Planning Commission.** She stated he does a good job, keeps the meetings together, and keeps them timely. Mrs. Brown seconded the nomination. All were in favor and **Mr. Richards was elected as Chair of the Commission.**

Mrs. Brown **nominated Jason Coupal as vice-chair of the Planning Commission.** Mrs. Pritchard seconded the nomination. All were in favor and **Mr. Coupal was elected as Vice-Chair of the Planning Commission.**

Mrs. Brown **nominated Cindy Pritchard as Clerk of the Planning Commission.** Mr. Richards seconded the motion. All were in favor and **Mrs. Pritchard was elected Clerk of the Planning Commission.**

4. **Other Business:**

a. **Review of the Fair Haven Town Plan for approval**

On page 15 in the Police Department section the sentence reading *"Since the close of the Castleton State Police barracks, some state police officers use the Fair Haven Police Department office facilities. In addition to helping with expenses, their presence in and around town is valuable and appreciated."* should be removed.

On page 17 in the Solid Waste section the last sentence of the first paragraph should read, *"Fair Haven has a transfer station and SWAC towns work cooperatively to manage hazardous and solid waste in a cost-effective and environmentally responsible manner."*

It was asked if the RRPC will do a final review of the proposed Town Plan before any public hearings. ZA Adams stated they could if the Planning Commission asked them to. Chair Richards reviewed the checklist for Municipal Plan Adoption from the *The Municipal Plan*

Planning Manual - Module 1 April 2017 pg. 109 (<https://accd.vermont.gov/community-development/town-future/municipal-planning-manual>)

On page 14 the dates and data needed to be combined for Summary of Collection System Improvement.

It was decided that the photo of Eagle Lake AKA "The Old Marsh Pond" taken by Sue Reed be included in the Town Plan on page 3 below the Table of Contents.

At 6:57 Mrs. Pritchard **motioned to adopt the Proposed Fair Haven Town Plan with the modification added in today's meeting.** The motion was seconded by Mrs. Brown. All were in favor and the motion passed. The next steps are to deliver copies of the Proposed Plan to adjoining municipalities Mr. Richards will check with RRPC to see if they can assist. The Public Hearing date will be set at the next meeting, April 3, 2024.

b. Review Mail:

One letter was received from SRH VTReal Estate Holdings 2LLC concerning "Fair Haven Solar"; the Solar Project on the Sheldon Property to the North of town. The Planning Commission held a discussion about what their and the Town's role is in the process of development. Mrs. Pritchard asked what the benefit of a large solar project was to the town. Mr. Richards explained the town will generate money from property taxes. ZA Adams stated the land was being subdivided to allow a lot for a substation which will improve the power supply to the town. Future project may be asked to come to the Planning Commission to talk and allow a screening of the project to take place.

c. Public Comment:

i. Renewal of Commission terms.

ZA Adams reminded the Planning Commission that R. Richards and J. Coupal's terms are expiring. He suggested that at the next selectboard meeting they should be asked to be reappointed to keep a working quorum.

ii. Discussion on Absent Members

5. Adjournment:

Mrs. Pritchard **motioned to adjourn at 7:26 pm.** The motion was seconded by Mrs. Brown. All were in favor and the motion passed.

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

Respectfully Submitted,
Jennifer Jackson, Minute-taker