

Fair Haven Planning Commission
Town of Fair Haven - June 18, 2025 - Regular Meeting

Commissioners Present: Robert Richards - Chair, Linda Sienkiewicz - clerk, Ann Finley

Commissioners Absent: Deborah Laiacona - Vicechair

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

Agenda

1. Call to Order:

The meeting was called to order at 7:32 pm by Chairman Richards.

2. Review of Minutes of Previous Meeting:

Approval of Minutes: Regular meeting - June 4, 2025

Mrs. Sienkiewicz stated that she saw a mistype on page 2, paragraph 3; doing should be changed to "*going*". No other changes were noted. Mrs. Sienkiewicz **motioned at 7:33 pm to accept the minutes of June 4th with the changes discussed.** The motion was seconded by Mrs. Finley. All were in favor and the motion passed.

3. New Business:

a. Review work on components required for Fair Haven to qualify for a Downtown Designation.

DownTown Designation Application Packet

(https://outside.vermont.gov/agency/ACCD/ACCD_Web_Docs/CD/CPR/State-Designation-Programs/CPR-DT-Application-Guidelines.pdf)

Mrs. Finley gave an update as to where she was with the Future Land Use Map project for RRPC. She reviewed the discussion held at the last meeting and shared what she had created from the discussion. She has drawn a map of their desired Future Village area and created a proposal to send to RRPC. The proposal stated proposed changes in written form, benefits to the local area, and next steps in the process. Mrs. Sienkiewicz asked for copies of the proposal to be mailed out to the PC members. Mrs. Finley stated she would do that when she returned home. Mrs. Finley reported she has not sent the proposal in to RRPC yet as she wanted PC approval and for Selectboard member Sam Lucci to review it first; but she plans to send it on June 19th.

Mrs. Sienkiewicz asked if the meeting with the State Historical Society had happened yet. Mr. Richards stated it had not, but was hoping to firm up a date for the meeting on June 19th.

ZA Adams stated he put the notice of the public hearing in the Zoning file, but he felt there were parts missing from his file. He's missing a document indicating he changes versus the old zoning document which allows the public to better view the changes. He asked if RRPC was informed of the change for the PUD, as it wasn't included in a handout from Logan Solomon. And he asked if someone was completing the checklist created by RRPC for amending the zoning bylaws. Chairman Richards stated there has been no update from RRPC since the e-mail received at the last meeting. He is unsure if a copy of the minutes were

enough notice for the RRPC for the change of bylaws. ZA Adams went to copy the Bylaw Amendment Checklist for each member of the PC.

Chairman Richards stated he wanted the PC to look over the Downtown Designation Checklist. Mrs. Sienkiewicz asked about pg 7 the question on the revolving loan fund. Chairman Richards confirmed that Mr. Holloway was ok with the fund as a source. Chairman Richards stated the wastewater was good. Mrs. Sienkiewicz asked about the reserve commitment, Chair Richards stated he would like to have a meeting with Mr. Solomon to look over the checklist and see his thoughts on the town's completion. He'd like a document from Mr. Solomon with next steps. He also believes that the town might be at a point where they need the State to tell them what is missing.

ZA Adams came back with the Bylaw Amendment Checklist and the PC held a discussion on what is required for hearings and the processes needed. ZA Adams asked if the PC could come up with the wording for the PUD change in the bylaws. Chair Richards stated the PC would do that. ZA Adams also asked if someone would complete the checklist and report back. Chair Richards stated he would do that. The July 2nd Public hearing covers all changes but the Historic district changes, which will have a separate hearing.

Chair Richards explained that the RRPC held a meeting on their Plan last night. They shared a website; realrutland.com/map where one can go and see areas of interest in each town. There is also a new submission button that people can use to add new areas of interest. The meeting also shared the most up-to-date draft of the Rutland Region Planning Commissions draft.

The PC held a discussion on questions for the Historic District meeting and desires for the town.

4. Other Business:

a. Review of Mail:

- i. None

b. Public Comment:

- i. None

5. Adjournment:

Mrs. Finley **motioned to adjourn at 8:09 pm**. Mrs. Sienkiewicz seconded the adjournment motion. All were in favor and the meeting was adjourned.

Respectfully Submitted,
Jennifer Jackson, Minute-taker

The Next Regular Commission Meeting will be held on July 2, 2025 at 7:00pm