

Fair Haven Planning Commission
Town of Fair Haven - May 20, 2026 - Regular Meeting

Commissioners Present: Robert Richards - Chair, Ann Finley - Vice Chair, Sam Lucci - clerk, Linda Sienkiewicz, Mick Richards

Commissioners Absent:

Others Present: Phil Adams - Zoning Administrator, Jennifer Jackson - recording secretary, Eric Hier - NorthLand Real Estate broker

Handouts: None

Agenda

1. **Call to Order:** The meeting was called to order at 7:39 pm by Chair Richards. Mrs. Sienkiewicz **motioned to add approval of minutes to the agenda for the evening.** The motion was seconded by Mrs. Finley. All were in favor and the motion passed.

2. Review of Minutes of Previous Meeting:

a. Approval of Minutes: Regular meeting - May 6, 2026

Mrs. Sienkiewicz, at 7:40pm **motioned to accept the minutes of May 6th as written.** The motion was seconded by Mrs. Finley. All were in favor and the motion passed.

3. Meeting adjournment

At 7:41 pm Chair Richards adjourned the meeting for the purposes of moving to Prospect Street for the consideration of change of district.

4. New Business:

a. Site visit near the corner of Prospect and Main St. regarding: Commission consideration of changing the Zoning District from Industrial to Mixed River for the three parcels Tax Map numbers 24-52-49, 24-52-50, and 24-52-1, totalling 2.29 acres, that are located on the South Side of 3 Prospect Street.

At 7:47 pm Chair Richards reconvened the meeting. He asked Mr. Hier to explain the change of district request. Mr. Hier utilized his phone to show the mapped land and he described the property length; South Main to J. Sheldrick house. He described that the office of the previous business had been removed from the floodway, then he went on to describe what a floodway was. ZA Adams stated that a floodway means that there can be no building or filling in the area. ZA Adams asked where the parcels in consideration end. Mr. Hier explained. Chair Richards asked about setbacks from the floodway. Mr Hier explained that the new owners could apply for a LOMA (*A Letter of Map Amendment (LOMA) is issued by FEMA to verify that your structure is not at risk of base flood inundation, based on its elevation. In other words, it shows that your home sits above the Base Flood Elevation (BFE), even if the flood map says otherwise.*

<https://letterofmapamendment.com/?msclkid=ca3c56d9349d1ae460463cff25defd17>). Mr. Hier explained that there is enough room on either side of the previous loading ramp to build housing. The areas comply with the Town of Fair Haven zoning setback requirements. Chair Richards asked if there were any concerns from the PC with the desired changes? Chair

Richards asked if the land goes to the Railroad right-of-way. Mr. Hier confirmed. Mrs. Finley asked where that was. Mr. Hier explained it ranges from 15 to 30 feet front eh center of the track. ZA Adams explained that the zoning bylaws allow for different set back requirements around railways.

Chair Richards called for any other questions at 7:57 pm. There were none and he adjourned the meeting to resume back at the Town Office to finish the scheduled business.

Chairman Richards, at 8:05 pm, resumed the meeting at the Town Office. He then opened the meeting up for discussion consideration for changing the zoning rule. At 8:07 pm Mr. Lucci **motioned to change the Zoning District from Industrial to Mixed Rlver for the three parcels Tax Map numbers 24-52-49, 24-52-50, and 24-52-1, totalling 2.29 acres, that are located on the South Side of 3 Prospect Street.** Mr. M Richards seconded the motion. Chair Richards called for discussion. Mrs. Finley asked what acreage is actually buildable on the lots? ZA Adams stated the acreage is covered in zoning under the family unit acreage. Mrs. Finley asked about removing the floodway designation from the acreage, if that would change the buildable area. ZA Adams explained the area still in calculation per family unit. He cautioned that the consideration for the change should be about how the change would affect the area; if the change is beneficial for the area and neighborhood. Chair Richards stated it is a tiny industrial site. At 8:11 pm Chair Richards called for a vote on the motion on the table. All were in favor and the motion passed. Chair Richards explained that the PC will set the process in motion. Mr. Hier asked if any notice needed to be posted on the land. ZA Adams stated no. Mr. Hier asked if he needed to do any presentation for the selectboard. Chair Richards explained no. ZA Adams explained the entire process. Mr. Hier thanked the PC and left at 8:14 pm.

Chair Richards stated the next meeting would be June 10th. At 8:15pm, Mr. Lucci **motioned to hold a public hearing for the proposed zoning changes to Prospect Street on June 10, 2026.** Mrs. Finley seconded the motion. All were in favor. ZA Adams requested that the notice be given to all those that can publish the notice within enough time.

b. Discussion of the latest developments of Vermont Act 181

[Community Investment Program Downtown Designation: Step Three Center Application: https://outside.vermont.gov/agency/ACCD/ACCD_Web_Docs/CD/CPR/State-Designation-Programs/CPR-DT-Downtown-Designation-Step-Three-Guidelines-FINAL.pdf](https://outside.vermont.gov/agency/ACCD/ACCD_Web_Docs/CD/CPR/State-Designation-Programs/CPR-DT-Downtown-Designation-Step-Three-Guidelines-FINAL.pdf) .

Chair Richards explained that the Act is still being juggled around and any more discussion isn't needed until clarification on the ACT is reached. He will contact Devon Neary and Gary Holloway for clarification that placing the Step Three application on hold is a good choice.

5. Other Business

- a. Public Comment:** ZA Adams asked for someone to contact the Regional Planning Commission for a clean copy of the new approved Town Zoning Regs. He'd like to put them up on the town website. Chair Richards stated he had reached out to Mr. Neary, but hadn't received a response yet.
- b. Review of Mail:** NONE
- c. Other:** NONE

5. **Adjournment:**

Mrs. Finley **motioned to adjourn at 8:19 pm.** Mr. Lucci seconded the motion. All were in favor and the meeting was adjourned.

Respectfully Submitted,
Jennifer Jackson, Minute-taker

The Next Commission Meeting will be held on June 10, 2026 at 7:30 pm