Fair Haven Planning Commission

Town of Fair Haven - October 28, 2026 - Regular Meeting

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

Commissioners Absent:

Others Present: Phil Adams - Zoning Administrator, Jennifer Jackson - recording secretary, Caitlin Edwards - applicant.

Agenda

1. **Call to Order**:

   The meeting was called to order at 7:40 pm by Chair Richards.

2. **Review of Minutes of Previous Meeting:**
   a. **Approval of Minutes: Regular meeting - October 14, 2026**

Mr. Lucci, at 7:40 pm **motioned to accept the minutes of October 14th.** The motion was seconded by Mr. M Richards. All were in favor and the motion passed.

3. **New Business:**
   a. **Application #A2026-40, property owner Caitlin Edwards requests review for approval of a massage therapy Home Occupation using a 126 ft² room on the first floor of the duplex residence. Location: 8 Caernarvon Street. Fair Haven Tax Map #21-52-54.**

Chair Richards read the application summary and passed the application around to the Commissioners. He then asked Ms Edwards to summarize the contents of the application. She stated she was looking to create a massage space in her dining room. Taking clients only when her husband and son were away for work and school. She would only have one client at a time. She is creating a 12" by 24" sign that she will paint herself to announce the business "Tranquility Care". Mr. Lucci asked is she had a Vermont Licence. She stated she is registered in Vermont. Mr. Lucci then asked if the business space conformed with the floor plan percentage in statute. ZA Adams stated she was well within the limit. ZA Adams asked where the sign would hang. Ms Edwards stated it will be hung with twine above the entrance to the massage business. ZA Adams then asked about lighting for the entrance. Ms. Adams stated there was already lighting in place for the home, but stated she would be finished with her massages by 3pm the end of the school day. ZA Adams explained the zoning bylaws on lighting. Mr. Lucci asked her rate; she stated $80/hour, $110/90 mins, and $140/2 hour sessions, 1st time clients will receive a 20% discount.

Chair Richards summed up the discussion for Ann FInley who arrived at 7:45 pm. Mrs. Finley then asked about parking. Mr. Richards stated it shouldn't be an issue because she will only have one client at a time and will be open when the family is away.

Mr. Lucci **motioned at 7:48 pm to approve the application as written.** Mr. M Richards seconded the motion. All were in favor and the motion passed.

b. Update on progress with the Downtown Designation for Fair Haven.

Chair Richards stated the Selectboard has a public hearing and asked the question whether the "outlet" property was included in the zoning change. Chair Richards explained he wasn't certain what the status of that property was at the time of discussion, so the Selectboard approved the change with the amendment to include the "outlet" parcel if needed to the mixed river zoning. ZA Adams explained that the land was included in the commercial district already. Chair Richards stated he would inform the Selectboard. ZA Adams stated the property has options already, and wouldn't see any benefit from the change in zoning.

Mrs. Finley asked if the building where people were displaced this fall was included in the Historical District or not. ZA Adams stated the owner would have to come to the Planning Commission before demolition if that was the intent. Chair Richards confirmed its inclusion and need to come before the PC before changes to the building. ZA Adasm stated he should write a letter to the owner informing them of the regulation. Chair Richards asked for consensus from the board for the letter, they were in agreement.

Chair Richards moved on to the Downtown Designation. Mrs. Finley stated she sent in the EDC bylaws to Mr. Neary just the day before. Chair RIchards stated he does not have pictures yet of the buildings as he wasn't sure which buildings were needed.

c. Update of the zoning regulations Article IX - General Regulations, Section 910-Keeping of Animals, Following the enactment of the State Law Act 166 (H.941.)

Mrs. FInley asked Mr. Lucci for an update at 8:02pm. Mr. Lucci stated he called Kevin Kite who he believed was the town lawyer. Mr. Kite stated he would be happy to look at them and that there is a person in his office who helped with their legislation. He was waiting until after the next selectboard meeting to actually request the help.

4. Other Business

a. **Public Comment:** ZA Adams stated he is still waiting for a clean copy of the zoning regulations. Chair Richards will ask again. ZA Adams stated he asks again because he had an attorney confused by the online copy versus approved regs.
b. **Review of Mail:** None
c. **Other:** None

5. Adjournment:

Mrs. Finley **motioned to adjourn at 8:06 pm.** Mr. M. Richards 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 November 11, 2026 at 7:30 pm