

DRAFT 8/3/26 MINUTES

APPROVED ON _____

On _____, _____ moved to approve the 8/3/26 minutes as drafted (OR AMENDED) and _____ seconded. The Board unanimously approved and on _____, Melissa Manson signed the 8/3/26 minutes as drafted and submitted them to the clerk for publication.

**TOWN OF FAIRFIELD
PLANNING COMMISSION AND ZONING BOARD OF ADJUSTMENT
MEETING MINUTES**

Monday, August 3, 2026, 7:00 PM*

Members Present: Dan Pipes, Melissa Manson (Chair), Vanessa Kittell, Demetrius Bolduc, Aaron Forbes, Julia Callan

Not Present: Don Wells

Public Present: Kate Magnant, John Ovitt, Molly Mashtare (Town Zoning Administrator)

Via Zoom: None

Clerk/Minute Taker: Vanessa Kittell

- 1. Meeting, Called to Order**, 6:58 PM, and the Board determined quorum established.
- 2. Adjustments to Agenda:** None. Julia Callan moved to adopt agenda as noticed and Dan Pipes seconded. The Board unanimously approved.
- 3. Minutes: Approval of Minutes 7/6/26:** Demetrius Bolduc requested amendment by striking, "Special Meeting," notation. Aaron Forbes moved to approve as amended and Vanessa Kittell seconded. The Board unanimously approved amended minutes.
- 4. Public Comment not Related to Agenda:** None.
- 5. Public Hearing: Final Review of Ovitt, Application for (2)-Lot Subdivision at 250 Elm Brook Road:**
 - a. Town Zoning Administrator, Molly Mashtare, affirmed that hearing was properly warned, and all abutting property landowners had been noticed of public hearing.

***Zoom Users will not be admitted unless each user identifies themselves by full name.**

- b. Melissa Manson requested that Petitioner or anyone on their behalf and/or any interested persons that sought to be heard regarding this petition, come forward.
 - c. John Ovitt (Petitioner) and his niece, Kate Magnant, came forward and Melissa Manson swore them in to provide testimony regarding the proposed project.
 - d. The Board received the following Exhibit:
 - Exhibit 1.1, Application for (2)-Lot subdivision at 250 Elm Brook Road, John B. and Julie Ovitt;
 - Exhibit 1.2, Screen Shot of Proposed Development Location;
 - Exhibit 1.3, Survey Plat;
 - Exhibit 1.4, Overlay Map Showing Prime Ag Soil Locations at Application Site;
 - e. John Ovitt testified that no material aspects of the proposed (2)-Lot Subdivision proposal had changed since Petitioner testified at the initial sketch plan hearing regarding this project. John Ovitt testified in accord with Exhibit 1.1 Application, proposing the creation of two lots from current lot size of approximately 206 acres into Lot 1 of 173.20-acres, and Lot 2 of 30.08 acres for purposes of the creation of an agricultural business with home, owned and operated by his niece, Kate Magnant. John Ovitt testified in accord with Exhibit 1.3, Survey Map, showing Lot 2 to be a contiguous lot, with Elm Brook Road running across the northern section of proposed Lot 2. John Ovitt testified that the proposed Lot 2 would continue to permit landowners' access to agricultural activity on adjacent lands and did not propose to install gates.
 - f. Kate Magnant testified that her intent was to create a business for boarding and caring for up to 10 horses at the proposed Lot 2.
 - g. Kate Magnant testified in accord with Exhibit 1.2 indicating that the proposed development of the site will include a tiny house, horse barn, parking, well and septic system for anticipated development of house (also indicated on Exhibit 1.3., Note 6.)
 - h. Kate Magnant testified in accord with Exhibit 1.4, demonstrating that proposed development of site, approximately covering a 1 – 1.5-acre area, is not located upon agricultural soils. Septic is located at tree/growth line to minimize fracture of open land.
 - i. The Board found that the proposed (2)-lot subdivision met all use, road and set-back requirements.
6. **Zoning Administrator's Report:** Town Zoning Administrator stated that she has fielded various inquiries regarding proposals including one for a care-facility. Zoning Administrator will be in touch with the Board where any applicant submits a petition to the Board.
7. **Confirmation of next meeting:**
- Regular Monthly Meeting of PC/ZBA: Monday, September 7, 2026, at 7:00 PM.

8. **Deliberative Session:** Melissa Manson moved to go into deliberative session and Aaron Forbes seconded at 7:24 pm.
9. **Upon exiting Deliberative Session:** Upon exit of the deliberative session, the Board announced decision with regard to:
 - **Ovitt Application for (2)-Lot Subdivision at 250 Elm Brook Road:**
Dan Pipes moved to approve the application and Julia Callan seconded. The Board unanimously approved application, subject to Applicant submitting Final Plat for recording with Lot 2 description showing land contours and description of location of all present and proposed wells within subdivided parcel.
10. **Adjourn:** Vanessa Kittell moved to adjourn and Dan Pipes seconded. Meeting adjourned at 7:48 PM.