

FINAL MINUTES

APPROVED ON October 7, 2024

Don Wells moved to approve the July 15, August 19, September 9, and September 16, 2024, minutes as drafted.

Vanessa Kittell seconded.

Board unanimously agreed and Melissa Manson signed the July 15, August 19, September 9, and September 16, 2024, minutes and submitted to clerk to publish.

TOWN OF FAIRFIELD PLANNING COMMISSION AND ZONING BOARD OF ADJUSTMENT MEETING MINUTES August 19, 2024, 7:00 PM

Members Present: Aaron Forbes, Demetrius Bolduc, Dan Pipes, Don Wells Peter Burns, Melissa Manson (Chair), Vanessa Kittell

Minute Taker: Vanessa Kittell

Public Present: Lynda Ulrich, Chuck Verderber, Liesl Ulrich-Verderber (via Zoom), Emily Klofft (NWRPC), Emily Biron (via Zoom), Greta Brunswick (NWRPC), Dawn Menard, Albert Menard, Julia Callan, Rusty Branon

- 1. At 7:06 PM:** The meeting was opened, and a quorum was established.
- 2. Adjustments to and adoption of the agenda:** Dan Pipes moved to approve as drafted, Peter Burns seconded, and the Board unanimously adopted the agenda.
- 3. Public Comment Not Related to Agenda:** None.
- 4. Planning Meeting: By-Law Review Project**
 - a.** Discussion Led by NWRPC Emily Klofft. Links to all documents referenced in discussion available at: <https://www.nrpcvt.com/municipalities/fairfield/fairfield-zoning-bylaw-update/>
 - b.** Emily Klofft presented the NWRP development constraints mapping tool to help determine development potential of land based on natural resource constraint and community preservation goals. Board discussed and adopted scores for the (17) various criteria set forth in the analysis, referencing NWRPC's Memo "Development Constraints Analysis."
 - c.** Emily Klofft introduced the standards to determine the base density of subdivisions referencing NWRPC's memo, "Fairfield Subdivision Standards_2024," for the Board to discuss in greater detail at the next by-law review meeting to occur in September.

5. Confirmation of next regular meeting and events of interest.
 - a. The next regular monthly meeting is on **September 9, 2024** at **7:00 P.M.**
6. **MOTION:** to adjourn is made by Peter Burns and seconded by Dan Pipes at **8:34 P.M.**