

## **FINAL 10/21/24 MINUTES**

### **APPROVED ON 11/4/24**

**On 11/4/24, Peter Burns moved to approve the 10/21/24 minutes as drafted and Aaron Forbes seconded. The Board unanimously approved and on 11/4/24, Melissa Manson signed the 10/21/24 minutes as drafted and submitted them to the clerk for publication.**

## **TOWN OF FAIRFIELD PLANNING COMMISSION AND ZONING BOARD OF ADJUSTMENT SPECIAL MEETING MINUTES Monday, Oct. 21, 2024, 7:00 PM**

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

**Minute Taker:** Vanessa Kittell

**Town Staff Present:** NONE

**Public Present:**, Zoom: Lynda Ulrich Dawn Menard, Albert Menard;

In person: Rusty Branon, Cathy Branon, Liesl Ulrich-Verderber, Sarah Duffy Howrigan, Dan Branon, Cecil Branon, John Branon, Damian Branon, Brian Dubie, Kristina Bolduc, Emily Kloft (NWRP), Robin Yates, Steve Yates, Linda Hodet, Kyle Branon, Peggy Howrigan

1. **Meeting, Called to Order**, 7:01 p.m. and the Board determined that a quorum was established.
2. **Adjustments to Agenda**: Melissa Manson moved to amend the agenda to include the review and approval of the 7/3/24 and 8/5/24 meeting minutes and to undertake a proposed Executive Session to discuss a personnel matter. Dan Pipes seconded and the Board unanimously adopted the amended agenda.
3. **Planning Meeting: By-Law Review Project**:
  - a. Emily Kloft presented Subdivision Regulations – Density Standards memorandum, available at: [https://www.nrpcvt.com/wp-content/uploads/2024/10/NRPC\\_Fairfield\\_MemoZoningDistrictsResourceProtection\\_October2024.pdf](https://www.nrpcvt.com/wp-content/uploads/2024/10/NRPC_Fairfield_MemoZoningDistrictsResourceProtection_October2024.pdf)
  - b. Board discussed various divisions Vermont towns make in rural zoning districts including higher density districts adjacent to Village District, resource-based zoning districts, and districts based upon roadway types.
  - c. Public comment included discussion of “Development Constraints Map & Memo,” prepared by NWRP for Town for Sept. 16, 2024, meeting and available at: [https://www.nrpcvt.com/wp-content/uploads/2024/09/FairfieldDevelopmentConstraintsMapMemo\\_2024\\_September16.pdf](https://www.nrpcvt.com/wp-content/uploads/2024/09/FairfieldDevelopmentConstraintsMapMemo_2024_September16.pdf)

- d. Public comment included finding a balance in regulation that would encourage helping Town landowners such as farmers that owned substantial amounts of land to be able to affordably provide lots for family members to live in Fairfield while avoiding land speculation.
- e. Public comment included recognition that taking land out of Vermont's Current Use tax program incurs a fee, "Land Use Change Tax," that is 10% of the full market value of land that is developed.
- f. Board stated that it sought public input prior to adopting or rejecting any proposed revisions to by-laws as part of the By-Law Review Project led by NWRP. Board expressed no interest in adding or revising any Districts in Fairfield at this time.
- g. Emily Kloff stated that NWRP anticipated that a public forum would be part of the NWRP By-Law Review Project for Fairfield and this would be likely to occur in January 2025.

**4. Review of Meeting Minutes:**

- a. Board reviewed the draft July 3, 2024, meeting minutes. Vanessa Kittell moved to adopt as drafted, and Peter Burns seconded the motion. The Board unanimously adopted as drafted.
- b. Board reviewed the draft August 5, 2024, meeting minutes. Vanessa Kittell moved to amend the minutes to address name misspellings and to add clarification to page 5, "Public Hearing" on 525 Swamp Road, at 6(e), noting Mr. Jiwitaram's statements that he had no present plans for him personally to add buildings to the proposed lots. Dan Pipes moved to adopt as amended, and Peter Burns seconded the motion. The Board adopted the Aug. 5, 2024, minutes as amended.

**5. Confirmation of Next Meetings:**

- a. Next regular Board meeting to occur on Nov. 4, 2024, at 7:00 P.M.
- b. Next By-Law Review Project meeting to occur Nov. 18, 2024, at 7:00 P.M.

**6. Executive Session:**

- a. Dan Pipes moved to go into Executive Session, and this was seconded by Peter Burns and approved by the Board. The Board entered Executive Session at 8:33 P.M.
- b. At 8:52 P.M., Vanessa Kittell moved to exit Executive Session, and this was seconded by Demetrius Bolduc, and approved by the Board.

**7. Adjourn:**

- a. Motion to adjourn raised by Dan Pipes and seconded by Vanessa Kittell at 8:53 P.M.