

FINAL 12/2/24 MINUTES

APPROVED ON 12/16/24

On 12/16/24, Melissa Manson moved to approve the 12/02/24 minutes as amended and Vanesa Kittell seconded. The Board unanimously approved on 12/16/24. Melissa Manson signed the 12/16/24 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, December 2, 2024, 7:00 PM**

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

Not Present: Don Wells, Dan Pipes;

Minute Taker: Vanessa Kittell

Town Staff Present: NONE

Public Present: Craig Gilmond, Alexis Chagnon, Katherine Bennett, William Roberts, Christian Jablonski, Julia Callan, Savanna Crossman, Andy Crossman, Rusty Branon, Cathy Branon; Via Zoom: Torrey Crossman, Liesl Ulrich- Verderber, Shawn & Bridgette Kram, Megan Branon, Ron Kaye; Lynda Ulrich, Issac Jiwataram

1. **Meeting, Called to Order**, 7:00p.m. and the Board determined that a quorum was established.
2. **Adjustments to Agenda**: Chair, Melissa Manson amended agenda to add hiring of new Zoning Administrator; and public hearing regarding subdivision permit petition raised by William Roberts for Single Unit Subdivision at 230 Bloody Rock Road. Vanessa Kittell requested that the agenda also be amended to reflect that the Board review and approve minutes from the 11/18/24 Board meeting.
3. **Hiring of Zoning Administrator**: Vanessa Kittell moved and Melissa Manson seconded a motion that the Board approve the Select Board's hiring of Robert Karmin as the Town of Fairfield Zoning Administrator and appoint Robert Karmin to the position of Town Zoning Administrator. Board unanimously agreed.
4. **Review of 11/18/24 Meeting Minutes**: The Board determined that it was tabling the review and approval of the 11/18/24 minutes until the Board's 12/16/24 meeting.
5. **Public Comment Unrelated to Agenda**: None.
6. **PUBLIC HEARING Application: #24-424**, Application for a single-family home at 1359 Reynolds Rd. Parcel ID 053033001. Agricultural district. Petition by Craig Gilmond & Alexis Chagnon.
 - a. Melissa Manson swore in petitioners and confirmed that notice of hearing sent to adjacent landowners in compliance with notice requirements. No

- interested parties identified themselves.
- b. Craig Gilmond described petition and stated that in the course of planning project that he had all wetlands on the property delineated. This showed that a portion of the driveway to the proposed property bisects driveway. He presented Board with valid impact permit that he obtained from the State of Vermont, dated March 29, 2024. The permit sets forth that property owner has implemented a wetland and buffer restoration plan to restore unpermitted impacts and will implement permanent demarcation that will mark the areas that shall naturally revegetate across the site.
 - c. Petitioners stated that they understood and agreed to comply with all provisions in wastewater and wetland permits.
 - d. Petitioner stated that their proposal complies with all provisions required under Town Land Use Regulations.
 - e. Petitioners agreed to submit an updated survey map with wetland delineation showing the driveway with the wastewater permit conditions shown upon survey plat.
 - f. Aaron Forbes moved to approve the petition upon the production of the updated survey map. Demetrius Bolduc seconded the motion and the Board unanimously approved.

7. PUBLIC HEARING Application: #24-425, Sketch Plan for 3-lot subdivision at 261 Swamp Rd. Pond/Swamp district. Petition of Katherine Bennett.

- a. Melissa Manson swore in petitioner, Katherine Bennett and her engineer, Christian Jablonski. Melissa Manson confirmed that notice of hearing sent to adjacent landowners in compliance with notice requirements. No interested parties identified themselves.
- b. Katherine Bennett stated that she had not yet met with Town Zoning Administrator in a pre-hearing conference for subdivisions petitioners but would be glad to do so.
- c. Christian Jablonski of Barnard and Jarvis, LLC, presented the petition for approval. Christian Jablonski stated that the proposal would create a 1.84-acre lot, (Lot 3), a 1.66-acre lot, Lot 2, and make the original lot the remaining 24.01-acre lot (Lot 1), and provided a survey map in support thereof. (Exhibit 1.) Christian Jablonski stated that petitioner undertook a wetland delineation in 2023 and this demonstrated that the subdivision proposal as presented has no impact on any wetland. Christian Jablonski affirmed that the proposed Lots 2 and 3 would share a well, and that the proposed septic sloped away from the road and the proposed building lots. Christian Jablonski stated that the road frontage for proposed subdivision Lots met the 200' requirement and the proposed Lots were situated to minimize impact to prime agricultural soils on the open land in the overall parcel located between the existing barn and tree line. In support of the locating of the building sites to minimize impact to the prime ag soils, Petitioner presented a map overlay showing location of soils on property (Exhibit 2.)

- d. Katherine Bennett testified that no further building lots were planned. She intended to keep the existing barn as it is and had applied for historical protections. She testified that the lots were designed to make use of the open meadow land to preserve for agricultural use and possibly to make use of the barn for agricultural purposes, as well.
- e. Aaron Forbes moved to go into deliberative session on this matter. Demetrius Bolduc seconded and the Board unanimously agreed.

8. PUBLIC HEARING Application: Single Unit Subdivision at 230 Bloody Rock Road; William & Amy Roberts;

- a. Melissa Manson swore in petitioner and interested parties, Megan Branon, Shawn Kram, and Torrey Crossman. Melissa Manson confirmed that notice of hearing sent to adjacent landowners in compliance with notice requirements.
- b. Bill Roberts stated that he was raising a new petition for single unit subdivision as described in his 11/18/24 application. The proposal requests approval of a 1.5-acre lot with frontage on Fairfield Pond, creating, Lot 1, and Lot 2 would be the remaining 12.1-acre lot.
- c. Bill Roberts testified that the subdivision for Lot 1 does not include any proposal for a building site and no septic system. He stated that Lot 1 would be for camping, only. He testified that neither Lot 1 nor Lot 2 held any formal/deeded right of ways on Bloody Rock Road and that Bloody Rock Road ended at the proposed Lot 1. He stated that neither Lot 1 nor Lot 2 had road frontage at present. Bill Roberts stated that he had been granted permission to access his property, the proposed Lots 1 & 2, by creating access road through adjacent landowner G. Christie's property. He stated that the proposed subdivision and use created no conflict with the character of the vicinity.
- d. Bill Roberts testified that his proposal to create a new access through Christie property could assist the properties on Bloody Rock Road by straightening the curve at the corner of Madden and Bloody Rock road to allow emergency vehicles easier access to Bloody Rock Road.
- e. Shawn Kram stated that he was concerned that further development of this area raises concern about ongoing use of the Bloody Rock Road to access the proposed lots and any future Lots created.
- f. Ron Kaye stated that he had concerns that further sub-division of property located on Fairfield Pond had the potential to increase and intensify use in that area, a detriment to overall pond health and water quality.
- g. Torrey Crossman stated that the road access issue was not a limiting factor but could provide more options and easier access for benefit of

other nearby properties.

- h. Aaron Forbes moved to go into deliberative session on this matter.
Demetrius Bolduc seconded and the Board unanimously agreed

9. Confirmation of Upcoming Meetings:

- a) December 16, 2024, at 7:00 P.M. By-Law review meeting w/NWRPC.
- b) January 6, 2025, at 7:00 P.M Regular monthly meeting.

10. Deliberative Session: Motion to go into deliberative session made by Demetrius Bolduc and seconded by Aaron Forbes and unanimously approved by Board at 8:16 P.M. Board exited deliberative session at 8:50 P.M.

- a. Petition for 261 Swamp Rd: Motion to approve petition raised by Vanessa Kittell with the condition that petitioner provide a site plan that includes land contours. Peter Burns seconded and Board unanimously approved.
- b. Petition for 230 Bloody Rock Road: Melissa Manson moved to continue hearing upon this matter to the January 6, 2025, meeting to permit Board members to conduct individual site visits. Aaron Forbes seconded and Board unanimously approved. Melissa Manson will obtain permission from the landowner.

11. Adjourn:

- a. Motion to adjourn raised by Peter Burns and seconded by Vanessa Kittell.
Meeting adjourned at 8:52 P.M.