

TOWN OF FAIR HAVEN
 PLANNING COMMISSION
 REGULAR MEETING – September 16, 2009

Commission Members Present

MEMBER	X = HERE	MEMBER	X = HERE
Rebecca Audet		Nicholas Michael	X
James Coombs		Bonnie Rosati, Clerk	x
Kevin Durkee		George Stannard, Chair	X
Dave Eighmey, Vice Chair	X		

Others Present: Phil Adams - Zoning Administrator;

CALL TO ORDER:

Meeting called to order at 8:02 pm by George Stannard – Chair

NEW BUSINESS

None

UNFINISHED BUSINESS

David Nelson

Clarification of request for approval of minor changes to previously approved site plan, zoning application A2008-003. Location: 49 Main Street. Tax # 24-51-64.

No action needed. See Planning Commission minutes of August 19, 2009 and September 2, 2009.

REVIEW OF MINUTES OF PREVIOUS MEETING

Dave Eighmey moved the Commission to approve the minutes of the August 19, 2009 regular meeting. Nick Michael seconded. Motion carried.

Nick Michael moved the Commission to approve the minutes of the September 2, 2009 regular meeting. Dave Eighmey seconded. Motion carried.

OTHER BUSINESS

Review of Mail

None

Public Comment

No public present

Zoning Administrators Report

Zoning Administrator Adams spoke concerning a sign banner being displayed at the Exit One RV display lot on VT RT 22A. The State brought the sign banner to Mr. Adams attention. The banner is considered a billboard by the state and is a violation of the state billboard law and is not what was permitted by the Planning Commission. Mr. Adams will speak with the property owner to have the banner removed.

Planning Commission budget for fiscal year 2010-2011

The Commission compared each line item of the current fiscal year budget with each line item of the proposed FY2011 budget. The Commission discussed each line item to determine if the proposed figures were sufficient to support the financial needs of the Commission for the next fiscal year.

Line Item 010-3600-10.00 Municipal Planning Salaries

FY2010 Budget amount is \$750

FY2011 Proposed amount is \$750

This line is the stipend that is divided and paid to Commission members.

Line Item 010-3600-20.00 Office Supplies

FY2010 Budget amount is \$0 FY2011 Proposed amount is \$0
Office supplies are not needed.

Line Item 010-3600-30.00 Advertising

FY2010 Budget amount is \$250 FY2011 Proposed amount is \$250
While this line item may be overspent in the current fiscal year the Commission determined that the amount would be sufficient for FY2011.

Line Item 010-3600-40.00 Dues and Meeting

FY2010 Budget amount is \$0 FY2011 Proposed amount is \$0
It was determined that this line item is not needed for FY2011.

Line Item 010-3600-56.00 Other Purchased Services

FY2010 Budget amount is \$425 FY2011 Proposed amount is \$425
This line items pays for minute taker services at a rate of \$10 per hour, however, the minute taker bills by the quarter hour. The Commission discussed this at length. The minute taker has been billing based on the length of the meeting not the time spent preparing the minutes. The Commission determined that the minute takes should bill a minimum of \$10 for preparing the minutes. Mrs. Rosati, the minute taker, abstained from this discussion and decision. It was determined that even with the decision to pay a minimum of \$10 per hour for minute taker services the proposed budget would be sufficient to cover the cost.

Line Item 010-3600-60.00 Professional Services

FY2010 Budget amount is \$600 FY2011 Proposed amount is \$600
This line item is used for consultation with professionals such as attorney's or other professionals if needed. If the Commission needs to seek the assistance of a professional in conjunction with an zoning application, the applicant is responsible for the reasonable expenses under 24 VSA Chapter 117, Section 4440.

Line Item 010-3600-62.00 Printing

FY2010 Budget amount is \$0 FY2011 Proposed amount is \$0
This line item is not needed at this time

Total Proposed budget for FY2011 is \$2,025 and is unchanged from the current fiscal year.

Dave Eighmey moved the Commission that each line item in the FY2011 budget would remain the same as each line item in the current FY2010 budget for a total proposed FY 2011 budget of \$2,025. Nick Michael seconded. Motion carried.

OTHER

The Commission discussed and asked questions to clarify the current zoning bylaws and how they pertain to a lot on Fourth Street Extension. The Commission felt clarification was needed so that changes could be made to the draft new zoning bylaws if necessary.

Proposed Hearing Date for the Draft Zoning Bylaws

Bonnie Rosati proposed a hearing date of October 21, 2009 at 7:30 at Fair Haven Grade School if the space is available. Dave Eighmey seconded. Motion carried. The proposed date and time will be confirmed or changed at the next meeting. The proposed date will not be made public until the warning is finalized and published in the media.

Bonnie Rosati moved the Commission to adjourn. Dave Eighmey seconded. Motion carried

ADJOURNMENT

9:14 PM – Meeting Adjourned

Respectfully submitted,
Bonnie Rosati