

Town of New Haven
PLANNING COMMISSION MEETING
New Haven Town Office
Monday, January 8, 2024
Meeting Minutes:

[Approved by unanimous voice vote at March 11, 2024 PC meeting.]

Planning Commission (PC) Members Present: Co-chairs Kathy Cahill (in person) and Rob Litch (remote), Benj Putnam (in person), Maggie Eaton (7:25) and Megan Ooms (remote).

Absent: Bev Landon

Staff Present:

Peggy Connor, Zoning Administrator & Minutes

I. Call to Order:

Kathy Cahill called the meeting to order at 7:05 p.m.

1. Adjustments to Agenda

None.

2. Visitors' Business

None.

II. ZA Report

Noting there are currently two versions of the current Town Plan posted on the Town's website: 1) 2017 Town Plan; and 2) 2021 Town Plan, it was clarified that the 2021 version includes the Enhanced Energy Plan approved in July 2021, on pages 83-134. Members agreed to work from the version marked as "2021," and Peggy will delete any ambiguous documents listed under "Planning Commission" on the Town's website.

Resources previously distributed to PC members included:

- Working with Existing Plan (pages 80-81) and Tips To Make Your Plan User-Friendly (Page 82):

https://outside.vermont.gov/agency/ACCD/ACCD_Web_Docs/CD/CPR/Planning-Your-Towns-Future/DHCD-Planning-Manual-Module1.pdf

- Tools for Improving Planning Process:

https://outside.vermont.gov/agency/ACCD/ACCD_Web_Docs/CD/CPR/Planning-Your-Towns-Future/CPR-Planning-Manual-CaseStudy.pdf

- Vermont Statute re: Municipal Development Plan:

<https://legislature.vermont.gov/statutes/section/24/117/04382>

<https://braintreevt.gov/draft-revised-town-plan-05-18-2023/>

III. Energy Committee Report Follow-up re: name change – Maggie Eaton

Maggie joined the meeting remotely at 7:25, and reported that members of the Conservation Commission plan to discuss the name change proposal at their next meeting.

IV. Update 2021 Town Plan: Strategy and Timeline

Following discussion, it was the consensus of Planning Commission members to eliminate any redundancies in the current Town Plan, while maintaining all required elements, and checking off any "Recommended Actions" on pp. 77-82 already achieved (i.e., updating the Town's Zoning and Subdivision Regulations). The Planning Commission hopes to engage the

57
58 community throughout the process, and will hold an initial public forum at its next monthly
59 meeting on February 12th, which will be publicized on Front Porch Forum, *The Addison*
60 *Independent*, as well as notices posted at the Post Office, Village Green, and Town Offices. For
61 those unable to attend, the public is encouraged to email the zoning administrator at
62 newhaventzoning@gmavt.net with their suggestions and comments.

63
64 In the meantime, the following sections will be reviewed by individual Planning Commission
65 members for discussion before the full commission, keeping in mind:

66
67 **pp. 4-32 [Kathy Cahill]**
68 Introduction
69 Population and Housing Data
70 Local Economy and Economic Development
71

72 **pp. 32-39 [Rob Litch]**
73 Utility and Facilities Plan
74 Education Facilities Plan
75 Transportation
76

77 **pp. 39-43 [Maggie Eaton]**
78 Transportation
79

80 **pp. 44-60 [Benj Putnam]**
81 Natural Resources
82

83 **pp. 61-76 [Megan Ooms]**
84 Land Use Plan
85

86 Peggy will reach out to Addison County Regional Planning Commission regarding updated
87 maps and census information.
88

89 **V. Approve PC Meeting Minutes for November 13, 2023**

90 Benj Putnam moved to approve PC meeting minutes for November 13, 2024; Kathy Cahill
91 seconded. **MOTION PASSED 4-0**; Rob Litch abstained.
92

93 **Approve PC Meeting Minutes for December 11, 2023**

94 Maggie Eaton moved to approve PC meeting minutes for December 11, 2023; Rob Litch
95 seconded. **MOTION PASSED 4-0**; Megan Ooms abstained.
96

97 **ADJOURN**

98 Benj Putnam to adjourn; Kathy Cahill seconded. **MOTION PASSED 5-0**. Meeting adjourned at
99 8:00 p.m.
100

101 The Planning Commission will next meet during the Public Forum on the Town Plan scheduled
102 for Monday, February 12, 2024 at 7:00 p.m. at the Town Offices
103

104
105 Respectfully submitted,
106 Peggy Connor, Zoning Administrator