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**Town of New Haven
PLANNING COMMISSION
New Haven Town Hall
Monday, September 27, 2021
Meeting Minutes**

Planning Commission Members Present:

Co-chairs Rob Litch and Benj Putnam; Maggie Eaton, Pat Palmer, Kathy Cahill, Bev Landon (appeared by phone).

Staff Present:

Aaron Brown, Zoning Administrator & Town Administrator
Peggy Connor: Minutes

Visitors Present:

Jeff Glassberg and Amanda Bodell (appeared by phone), John Mazzuchi, and DRB member Kathy Barrett.

I. Call to Order:

Co-chair Rob Litch called the meeting to order at 7:07 p.m.

1. Adjustments to Agenda:

Add:

- Executive Session to discuss personnel matter
- Discussion on next month's meeting date(s)

2. Visitors' Business:

None

II. Review of Public Comments Related to Draft Unified Bylaws

https://www.newhavenvt.com/index.asp?Type=B_BASIC&SEC={06ED6615-35B0-4C71-B554-30DE8085707E}

PC members began their review of comments and questions submitted by Kathy Barrett
[Unified Bylaws review Barrett August 2021 \(newhavenvt.com\)](#)

- ✓ Section 321, pp. 14-15, #13 – typo: Should read “for an individual requiring accommodation.”
- ✓ Zoning Administrator vs. Administrative Officer: should read “Zoning Administrator” throughout document
- ✓ Contour lines on maps submitted by applicants: All agreed that the DRB may request maps showing contour lines, as noted in Section 1250.6. Aaron added that the Addison County Regional Planning Commission (ACRPC) also has county contour maps available.
- ✓ Section 342(2): All references to “Board of Adjustment” should read: “Development Review Board”
- ✓ All references to “PRD” or “PUD” should read “PUD” only
- ✓ Move Section 1130 to Section 120
- ✓ Section 1140: Delete (now falls to DRB)

- 56
57 ✓ All Articles of Subdivision: change “Commission” to “Development Review Board”
58
59 ✓ Section 340: Should include Subdivision and Boundary Line Adjustments not decided by
60 ZA
61
62 ✓ **Section 345: Aaron will research timeline regarding when a written decision is**
63 **rendered**
64
65 ✓ Sections 504A(13) and 504B(13): Should read “all applicable state regulations” (not
66 “any”)
67
68 ✓ Section 518: Revise to match current statute 24VSA §4413; add subsection to include
69 uses not regulated (i.e., any private or public school or other educational institution
70 regardless of what organization certifies it); reference to interim zoning to be deleted
71 entirely
72
73 ✓ Section 522: Change #2 to read: “Lot size shall be a minimum of one acre.”
74
75 ✓ Section 524(1): Delete (covered by current bylaws)
76
77 ✓ Section 528(4b): Delete: “...except for mobile home parks under Section 532.”
78
79 ✓ Section 530: Delete
80
81 ✓ Page 68: Delete definitions of “Mobile Home” and “Mobile Home Park or Mobile Home
82 Subdivision”
83
84 ✓ Article 536(6): Substitute “State Agency of Environmental Conservations regulations”
85 with “all applicable state departments”
86
87 ✓ Section 540(3): Delete
88
89 ✓ Section 596B: Delete
90
91 ✓ **Section 596: Set aside to further research definition of “affordable housing”**
92
93 ✓ Section 740.3: Leave as is (“directory” is correct)
94
95 ✓ Section 790: Should read “Development Review Board”
96
97 ✓ Section 910 (last paragraph): Substitute “Vermont Department of Water Resources” with
98 “all applicable state departments.”
99
100 ✓ **Section 912(n): “zones A 1-30” refer to FEMA maps; however, because the flood**
101 **hazard section is complex, all agreed to consult with ACRPC**
102
103 ✓ Section 914: Delete
104
105 ✓ Section 915: Delete (covered elsewhere in zoning regulations)
106
107 ✓ Section 916: Delete

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✓ Section 918: Delete

Discussion on next month's meeting date(s)

The Planning Commission will continue its review of public comments at their next meeting scheduled for Tuesday, October 12th.

Executive Session

Benj Putnam moved to enter into Executive Session to discussion a personnel matter; Rob Litch seconded. **MOTION PASSED BY UNANIMOUS VOICE VOTE 6-0.** Planning Commission members moved to Executive Session at 8:40 p.m.

No action taken in Executive Session. Meeting adjourned at 9:00 p.m.

Respectfully submitted,
Peggy Connor

Benj Putnam

Rob Litch

Pat Palmer

Maggie Eaton

Kathy Cahill

Beverly Landon