

Members Present: Martha Varney, Mark Hunziker, Mark Kane, Greg Heyer, Richard Wimble
Public Present: Laurence Beliveau, Leo Beliveau, Leon Beliveau, Amber Soter, Zoning Administrator

7:00 PM- **G. Heyer** called the meeting to order.

7:01 PM – **M. Varney** moved to approve the minutes from January 19, 2016; **M. Hunziker 2nd**. All in favor.

7:03 PM – Discussion of establishing an Energy Committee, if it would be a “sub-committee” of the Planning Commission or Ad-hoc. Discussion about how to advertise and what the mission would be. It was decided to attempt to organize the committee first and see about interest then allow the committee to establish a mission statement and goals. The hope is the committee would act as an advisory committee and education committee to the residents about programs available to them.

7:11 PM – Planning Grant – **A. Soter** will reach out to NWRPC to start the process on getting bids and working on the grant. The goal is to have the public interest portion ready to launch in the Fall.

7:15 PM – **Laurence Beliveau, Leo Beliveau and Leon Beliveau** were present to discuss Leon’s recent correspondence to the Planning Commission regarding definition clarity. The main items he would like addressed are “Family”, “Household”, and “Rooming and Boarding House”. The Planning Commission engaged in conversation with the Beliveau’s and listened to his reasoning and suggestions. Leon would like clarity between family and non-family. He would like “Household” to be clearly defined or taken out. There was discussion about creating a “Multi-Tenant” dwelling unit which would be a single dwelling unit with multiple tenants. Leon feels that a rooming and boarding house should be providing the “boarding” portion to be considered as such. For example, meals prepared, laundering etc.

The Planning Commission discussed with Leon the importance to be able to establish who is living in a unit for safety, parking, lighting and other items. The purpose isn’t to prevent residents from making income off of their properties, the purpose is to insure that residents are safe, parking and lighting is adequate and the home meets state fire safety standards. This is also important in protecting the owner of the property in the event of an accident. Discussion of distinguishing between multi-tenant and apartment building was discussed.

8:30 PM – Discussion of proposed changes to the sign regulations in the Fairfax Development Regulations. Working on consolidating the list of “Temporary” signs as well as clarifying what type of sign lighting would be appropriate for in certain districts.

The Planning Commission’s next scheduled meeting is February 16, 2016.

9:07 PM- **M. Hunziker** moved to adjourn; **M. Varney 2nd**. All in favor.

Respectfully submitted,
Amber Soter, Zoning Administrator, Planning and Zoning Assistant

Signed: _____ **Date:** _____
For the Planning Commission

These draft minutes are unofficial until approved at the next regularly scheduled meeting. All motions were unanimous unless otherwise indicated.