

**FAIRHAVEN PLANNING BOARD
JULY 26, 2016
EAST ROOM**

A. ADMINISTRATIVE BUSINESS:

Gary Staffon called the meeting to order at 6:31 p.m. and noted it was being televised and recorded.

Quorum/Attendance:

Present: Jeffrey Lucas, Ann Richard, Gary Staffon, Peter Nopper, John Farrell, Jr. and Rene Fleurent, Jr.

Absent: Wayne Hayward and Cathy Melanson.

William Roth, Planning Director, was also in attendance.

Acceptance of Minutes:

None.

Planning Board Bills:

None.

B. CURRENT PLANNING:

1. None.

Receipt of Plans:

None.

Approval of Plans:

None.

Revised Plans:

None.

C. PUBLIC HEARINGS AND MEETINGS:

1. Special Permit – **Antone Medeiros, Jr.** – 345 Alden Road

Antone Medeiros and Ms. Medeiros were present along with his daughter and her husband. They are here to request approval for an Accessory Dwelling Unit to their existing house. The daughter bought the house and they want a separate place to live in the house.

Mr. Roth reviewed his memo dated July 20, 2016. Mr. Roth noted that if the Board considers the proposed new living area a garage and not a den then condition #2 would be need to approve the request. If did not consider it a garage, then condition #2 could be stricken. Based on conditions of approval, he feels it can meet applicable criteria as conditioned.

Mr. Lucas had discussion of interior of garage/den.

Mr. Farrell, Jr. asked how they would access bathroom and Mr. Medeiros said you enter it through the former sun room that has been converted into a bed room.

The Board discussed conversion or no conversion.

Mr. Lucas asked when the new garage was added and Mr. Medeiros said it was April 2016.

Mr. Nopper feels it meets the criteria. It meets the zoning criteria, parking criteria and building code/requirements. He felt that it would be cleaner to leave condition #2 in place with regards to converting from garage to dwelling unit

Ms. Richard motioned to approve the Special Permit request with the 4 conditions stated in Mr. Roth's report; seconded by Mr. Farrell. The vote was unanimous.

D. LONG RANGE PLANNING:
Master Plan – RFP Discussion.

Mr. Roth added to the background and introduction sections by adding demographic information, history and Town government information. Under page 5, items 4, 5, and 7, under Project goals, should they be taken out or left? Mr. Roth also noted that Mr. Hayward e-mailed today and noted he was fine with the RFP changes.

Mr. Farrell asked if they have a Capital Needs Assessment and Mr. Roth noted they do have a Capital Improvement Plan. Mr. Roth will leave in.

Ms. Richard asked timeline?

Mr. Roth explained the timeline for Central Register advertisement and then out for bid, allowing 4 weeks to get proposals back.

The Board discussed their approach, review team, etc. Discussion of budget, bidding and also of the following steps took place. The Board also discussed of Central Register and its wide use. The Planning Board is required under the Procurement Law to advertise in the Central Register. Mr. Roth indicated he was going to add additional procurement language to the RFP.

Ms. Richard suggested motioning to approve the RFP and get out for the August 10, 2016, Central Register.

Mr. Farrell would like to see the final draft and the Board agrees.

Mr. Roth indicated he would have a final draft for the August 9, 2016, meeting.

E. CORRESPONDENCE:
None.

F. OTHER BUSINESS:

Mr. Fleurent gave a quick update on SRPEDD discussion. SRPEDD meeting tomorrow, House Bill 4140 suspect will pass the House and have new updated bylaw requirements.

Mr. Roth does not believe it is the full Zoning Reform Act. Mr. Fleurent, Jr. noted he had all emails pertaining to it and can forward to Mr. Roth.

Mr. Farrell motioned to adjourn; seconded by Ms. Richard. The meeting is adjourned at 7:16 p.m.

Respectfully Submitted,

Tracy White,
Recording Secretary