

Town of Plainfield
Development Review Board (DRB)
Minutes of Meeting held on March 11, 2015

Final Minutes Approved on: April 8, 2015

Present:

___x___ Janice Walrafen, Chair

___Absent___ Rob Bridges

___x___ Neil Hogan

___x___ Sarah Albert, Clerk

(Quorum of DRB in attendance)

Also Present:

Karen Storey – Zoning Administrator (ZA)

Mary Lane – Administrative Assistant

Charles Cogbill – Guest

Adam Drake – Guest

Hilary Conant – Guest

6:52 P.M. -- Meeting Called to Order by Chair Walrafen

Agenda Item # 1 – 6:54 P.M. – Review/Adjust Agenda and Review/Adopt Minutes of 1/16/15 and 2/11/15.

- A change is made to the agenda by the Administrative Assistant Lane to review and adopt the minutes of January 26, 2015, because they were adopted with a date that was wrong. The date 12/10/14 was in the minutes, but the actual date was 12/18/14 because of a rescheduled snow date.

- Chair Walrafen makes a **MOTION** to adopt the January 26, 2015 minutes as amended. Member Hogan seconds the motion and it passes unanimously.

- Chair Walrafen makes a **MOTION** to adopt the minutes of the February 11, 2015 minutes. Clerk Albert seconds the motion and it passes unanimously.

Agenda Item #2 – 7:00 P.M. – Adam Drake: Informational meeting on variance for a 2 car garage at 223 Martin Meadow.

- Adam Drake and Hilary Conant who reside at 223 Martin Meadow, were invited to the meeting by Z.A. Storey to discuss a possible variance to build a 2-car garage. Mr. Drake provides a hand drawn map showing the approximate dimensions. The DRB members discuss the setback measurement requirements. Z.A. Storey mentions a possible water/sewer line that runs in the area of the proposed garage. Mr. Drake is given the phone number of the Chief Facility Water/Wastewater Operator, Greg Chamberlin, and is encouraged to call him to get the information about the location of the lines.

- Charlie Cogbill, who is an abutter to this property, introduces himself to them.

- The DRB Members inform Mr. Drake and Ms. Conant of some information they need to gather for the permit, and what requires a variance. Z.A. Storey mentions the abutting neighbor may hire a surveyor to see if the property line pins were replaced in the correct location after the waterline construction, because this could change the set back measurements.

- Chair Walrafen states Mr. Drake will be responsible to show proof they notified their neighbors about the hearing, if they decide to seek a variance. Z.A. Storey reports she will provide a checklist to them. Mr. Cogbill asks to see a design plan, as part of the permit to show what the building will look like. Mr. Drake and Ms. Conant exit the meeting.

Agenda Item # 3 – 7:25 P.M. – Health Center Site Plan discussion.

- Z.A. Storey reports she has organized the Health Center file, and displays three site plans with different information on each of them. The first

site plan is from 9/14/07 and is labeled "L1-1.0" and shows the plans for the generator, another is labeled as a Zoning Permit inset (L-2), and is an Act 250 Map from 2011, and another map labeled SP1 & SP3, was created as a result of the Act 250 hearing when they were given a criteria for storm water.

- A discussion ensues about information requested a year ago The Health Center was to bring to the DRB. They discuss what they want from The Health Center and what to include in a letter. They want an integrated site plan to include the lighting, sign, and landscape design. In addition they would like to do a site visit when the snow melts. Z.A. Storey would also like a mylar. Chair Walrafen will write a letter to The Health Center reminding them about the information they were to bring in a year previously, and will also suggest a site visit on May 13, 2015. She will write a draft of the letter and distribute it to the board members for suggestions/approval, and then send it to The Health Center.

Agenda Item # 4 – 7:45 P.M. – Discussion on the decision in regards to the fence at Town Hall/Opera House.

- Clerk Albert reports that Garrett Baxter, an attorney for Vermont League of Cities and Towns (VLCT) responded to the question of what the DRB needs to do since a person was named in the Decision as the property owner, but it was pointed out by Linda Wells, the Town Clerk that he is not actually the property owner. Mr. Baxter reports that since the Decision has been adopted, there is nothing to do. If the property owner wants her name in the Decision as the property owner, then another hearing would have to be held. However, Mr. Baxter reports he is more concerned about the maintenance agreement the Town made with this person. Mr. Baxter suggests a new maintenance agreement be executed or the property owner produce a letter of agency. Chair Walrafen will contact a Select Board member about the maintenance agreement.

Other Business --

Z.A. Storey states she has not received a permit from the Select Board, or any information from Ben Graham about the design, so that is why it was not on the agenda as was planned at the last meeting.

7:50 P.M. – Meeting Adjourned.

- DRB Member Hogan **MOVES** to adjourn the meeting. Clerk Albert seconds the motion, and the motion passes unanimously.

Respectfully Submitted,
Mary Lane, Administrative Assistant