

Town of Plainfield
Development Review Board (DRB)
Minutes of Meeting held on May 13, 2015

Final Minutes Approved on: June 10, 2015

Present:

Janice Walrafen, Chair

Rob Bridges

Absent Neil Hogan

Absent Sarah Albert, Clerk

Paula Emery, Substitute from Planning Commission

(Quorum of DRB in attendance)

Also Present:

Karen Storey – Zoning Administrator (ZA)

Mary Lane – Administrative Assistant

Dan Kitchen – Guest

6:51 P.M. – Meeting Called to Order, Review Agenda

- Meeting called to order by Chair Walrafen

Review/Adopt Agenda

- Chair Walrafen adds an update on the Health Center to the agenda
- Decision by DRB members to move approval of the Park & Ride Decision and the April 13, 2015 minutes, before the Kitchen Sketch Plan Review at 7:00 P.M.

Agenda Item #1 – 6:54 P.M. – Review and Approve Minutes from April 8, 2015; Review and Approve DRB Decision 2015-02 Park and Ride Shelter

- DRB members, Ms. Emery and Z.A. Storey, reviewed the Decision, and discussed a new, very nice shelter Bob Atchison said Plainfield “won, for being so energy efficient” reported Chair Walrafen. ZA Storey reminded everyone that because of the different dimensions, another hearing would have to be held to approve the new shelter. They suggested it could be located at the bus stop by the Health Center. DRB member Bridges **moved** that DRB Decision 2015-02 Park and Ride Shelter be approved as written, and Chair Walrafen seconds. The motion passes 3-0.

- DRB members review the minutes of April 13, 2015. DRB member Bridges makes a **motion** to approve the minutes as written. Chair Walrafen seconds and the motion passes 3-0.

Agenda Item #2 – 7:00 P.M. – Sketch Plan Review and Subdivision Determination Daniel Kitchen ZPA 2015-04 Subdivide 5 acre parcel

- Z.A. Storey explains this is not a formal hearing, but a sketch plan review so that Dan Kitchen, the property owner who wants to subdivide his land, will be prepared for the Site Plan Review Hearing. Z.A. Storey and Mr. Kitchen report the history of the ownership of the current property. Z.A. Storey explains the difference between a minor and major subdivision according to the Plainfield Subdivision Regulations. Paula reads part of the minutes from 10/06/08, and 11/10/08 when this property was discussed. In Feb of 2009, 5 acres were transferred to Mr. Kitchen, and the 2 lots were merged to form the current parcel. Mr. Kitchen would like to subdivide and sell a five (5) acre parcel.

- Chair Walrafen reads from the Plainfield Subdivision Regulations, a list of nine (9) requirements to be included on the sketch plan. Mr. Kitchen has a sketch plan but it is not complete. He will need to show the topography, slope, building envelope, access road, and utilities. The DRB members discuss waivers with Mr. Kitchen, and Z.A. Storey will assist Mr. Kitchen determine what waivers he will need, and how to obtain them. Member Bridges asks Mr. Kitchen to read

back the information he needs to have for the final hearing. Member Bridges makes a **motion** to determine this as a minor subdivision. Chair Walrafen seconds the motion and it passes unanimously.

Mr. Kitchen exits the meeting.

Agenda Item #3 – 7:50 P.M. – Other Business, Health Center Update

- Chair Walrafen reports she was in contact with Linda Bartlett who said their architect is on holiday from the end of May until mid June, and they will provide the information requested by the DRB at that time. Chair Walrafen will continue to remind Mrs. Bartlett until the information is received.

8:00 P.M. Meeting Adjourned

- Substitute member Emery **moves** to adjourn the meeting. Member Bridges seconds the motion and it passes unanimously.

Respectfully Submitted,
Mary Lane, Administrative Assistant