

**Town of Plainfield
Development Review Board Meeting
February 12, 2020
Approved Minutes**

PRESENT: Janice Walrafen (DRB Chair), Elaine Parker (DRB Member), Sarah Albert (DRB Clerk), James Volz (DRB Member), Karen Storey (Zoning Administrator), Cindy Wyckoff (Minutes Recorder), and Alden S. Clark (New Hamburger Homeowners' Association).

Janice Walrafen called the meeting to order at 7:07pm.

AGENDA

7:00pm	Call Meeting to Order Review Agenda; Make any Adjustments Public Comments/Announcements
7:05pm	Review and Adopt Meeting Minutes from January 8, 2020
7:15pm	Hearing: New Hamburger Homeowners' Association Permit Application 2020-02 CU for Property Tax Map # 05-010.00. New Hamburger is a Planned Residential Development. 2020-02 CU Permit Requests Amendments to the New Hamburger Development Plan as Revised 12/88 and Approved 3/16/89. A Major Site Plan Revision: the Survey Maps Dated 4/18/2019 with Delineation of Limited Common Areas associated with each Dwelling Shall Be Added to and Supplement the Overall Site Map Approved in 1989.
8:15pm	Other Business
9:00pm	Adjourn

REVIEW AGENDA; MAKE ANY ADJUSTMENTS

- There were no changes made to the agenda.

PUBLIC COMMENTS/ANNOUNCEMENTS

- There were no public comments or announcements.

REVIEW AND ADOPT MEETING MINUTES FROM JANUARY 8, 2020

- Sarah Albert made a motion to approve the minutes of the 1/8/20 Development Review Board meeting as written. James Volz seconded the motion. The motion was approved unanimously.

HEARING: NEW HAMBURGER HOMEOWNERS ASSOCIATION PERMIT APPLICATION 2020-02 CU FOR PROPERTY TAX MAP # 05-010.00. NEW HAMBURGER IS A PLANNED RESIDENTIAL DEVELOPMENT. 2020-02 CU PERMIT REQUESTS AMENDMENTS TO THE NEW HAMBURGER DEVELOPMENT PLAN AS REVISED 12/88 AND APPROVED 3/16/89. A MAJOR SITE PLAN REVISION: THE SURVEY MAPS DATED 4/18/2019 WITH DELINEATION OF LIMITED COMMON AREAS ASSOCIATED WITH EACH DWELLING SHALL BE ADDED TO AND SUPPLEMENT THE OVERALL SITE MAP APPROVED IN 1989.

- Walrafen opened the hearing at 7:15pm and read aloud an evidence affirmation oath, to which the public hearing participant affirmed. Alden S. Clark, representing the New Hamburger Homeowners'

Association, presented a two-page document with a summary and draft amendment to revise the New Hamburger Development Plan originally approved on 3/16/89. Clark explained that the reason for the requested revision was to make it a little easier to carry out simple projects that are within the “limited common areas” for each dwelling by requiring review by only the Zoning Administrator rather than having to come before the Development Review Board. Clark noted that the limited common areas generally extend out approximately 50 feet from the sidewall of each dwelling on all four sides. The proposed amendment would not affect the process if any new dwellings were to be built in the development. Albert inquired as to whether the Homeowners’ Association would have to approve proposed projects within the limited common areas before applying for a permit, to which Clark responded affirmatively. Zoning Administrator Karen Storey requested that the Homeowners’ Association’s approval accompany the permit application prior to her review, noting that this documentation would also be helpful for future zoning administrators. It was agreed that the approval could be in the form of a letter from the Homeowners’ Association or in the minutes from the Homeowners’ Association meeting at which the proposed project was approved. Albert noted that the same concept might be worthwhile to consider for future planned residential developments in Plainfield because it might encourage people to do planned residential developments rather than cookie-cutter subdivisions. Elaine Parker asked about the difference between planned residential developments and cluster housing, to which Albert responded that former is a form of legal ownership that governs several people who own different aspects of a property together, not a zoning issue. Clark noted that the New Hamburger development is celebrating 50 years this year. **Albert made a motion to amend New Hamburger’s existing permit to allow the zoning administrator to approve any permitted uses in the district in which they are located as long as such additions fall entirely within the limited common area assigned to the unit seeking the permit. The permit application must include a letter of approval from the New Hamburger Homeowners’ Association. Volz seconded the motion. The motion was approved unanimously.** It was agreed that the document presented by Clark will be attached to the decision. Storey stated that the written decision will be approved at the 3/11/20 meeting, and that because no one opposed to the decision was present at this meeting, a permit application could be submitted as early as 3/12/20 and approved by mid-April.

OTHER BUSINESS

- There was no other business.

ADJOURN

- **Volz made a motion to adjourn at 7:50pm. Parker seconded the motion. The motion was approved unanimously.**

Respectfully submitted by Cindy Wyckoff