

**Town of Plainfield, Vermont**  
**Development Review Board Meeting**  
**June 9, 2021**  
**Approved Minutes**

**PRESENT:** Janice Walrafen (DRB Chair), Sarah Albert (DRB Clerk), Alice Sky (DRB Member), Jim Volz (DRB Member), Karen Storey (Zoning Administrator), Cindy Wyckoff (Minutes Recorder), and Lynda Volz (Resident).

**NOTE:** Due to the ongoing COVID-19 pandemic, the DRB convened its meeting outdoors at the Recreation Field shelter.

**Janice Walrafen called the meeting to order at 7:10pm.**

**AGENDA**

- Call Meeting to Order
- Review Agenda; Make any Adjustments
- Public Comments
- Review and Adopt Meeting Minutes of May 12, 2021
- Review and Approve Conditions and Decision on Tamera Ferro ZPA 2021-11 CU Section 2.8 and Section 3.7 Fences over 4 Feet within the Setback Area
- Other Business
- Adjourn

**REVIEW AGENDA; MAKE ANY ADJUSTMENTS**

- Jim Volz noted that the date in the agenda item regarding reviewing and adopting meeting minutes from May 5, 2021 should be corrected to May 12, 2021 (which has been corrected in the agenda above). Zoning Administrator Karen Storey stated that the DRB needs to discuss the schedule for the meeting on 7/14/21, which will involve a site visit and two hearings.

**PUBLIC COMMENTS**

- There were no public comments.

**REVIEW AND ADOPT MEETING MINUTES FROM MAY 12, 2021**

- Storey noted two changes needing to be made in the discussion regarding Melanie Sargent. **Sarah Albert made a motion to approve the minutes from the 5/12/21 meeting as amended. Alice Sky seconded the motion. The motion was approved unanimously.**

**REVIEW AND APPROVE CONDITIONS AND DECISION ON TAMERA FERRO ZPA 2021-11 CU SECTION 2.8 AND SECTION 3.7 FENCES OVER 4 FEET WITHIN THE SETBACK AREA**

- **Sky made a motion to approve the Conditions and Decision of the Tamera Ferro permit application. Volz seconded the motion. The motion was approved unanimously.**
- A brief discussion took place regarding who on the DRB will draft Conditions and Decisions once DRB Clerk Albert leaves.

**OTHER BUSINESS**

- Storey noted that a site visit and two public hearings need to be scheduled for the 7/14/21 meeting. The site visit and one of the hearings would be for Chad Morse regarding a variance for a structure that was built too close to the brook and property line. The second hearing entails the Plainfield Health Center's plan to purchase the former Red Store and convert the first floor to offices and park trucks on the property with the second-floor apartment remaining as is. Albert noted that the traffic pattern will also change due to plans for a food pick-up site on the property. It was decided that the Morse site visit would be at 6:00pm with the public hearing beginning at 7:05pm and the Health Center public hearing beginning at 7:30pm. Regarding the Morse site visit, Walrafen agreed to provide transportation from the Recreation Field to the Morse property for both Sky and Minutes Recorder Cindy Wyckoff.
- Storey provided an update on the Melanie Sargent issue, noting that according to the Vermont League of Cities and Towns, the Plainfield Select Board needs to request a ticket book, from which Storey can then issue Sargent a ticket related to the violations. Regarding the status of the Select Board's actions on the issue, Volz reported that Select Board member Sasha Thayer was going to explore what the next steps would be. Volz stated that he had also made a request to Plainfield Health Officer Baylen Sky that Sky visit the property and investigate to determine if there was a health violation related to the septic. In response to a question from Alice Sky, Storey explained that Storey was charged with dealing with the zoning issues while Ned Swanberg from the Vermont Department of Environmental Conservation was the person Sargent needed to be speaking with regarding flood plain guidelines.
- Discussion continued regarding the purchase of the Red Store property by the Health Center, which included that the Health Center would need to apply for an amendment to the property's existing conditional use permit for the changes proposed to the property, especially the expected change to parking and the existing traffic pattern. A brief discussion followed regarding restrictions that current property owner R.L. Vallee has included in the property deed.

**ADJOURN**

- **Walrafen made a motion to adjourn at 8:12pm. Volz seconded the motion. The motion was approved unanimously.**

Respectfully submitted by Cindy Wyckoff