

**Town of Plainfield  
Development Review Board Meeting  
February 10, 2016  
Approved Minutes**

**PRESENT:** Neil Hogan (Development Review Board Member), Janice Walrafen (Development Review Board Chair), Rob Bridges (Development Review Board Member), Sarah Albert (Development Review Board Clerk), Karen Storey (Zoning Administrator), Cindy Wyckoff (Minutes Recorder), and Charlie Cogbill (Interested Party).

**Janice Walrafen called the meeting to order at 6:46pm.**

**AGENDA**

- Review Agenda, Make any Adjustments
- Review and Adopt Minutes of 1/13/16 Meeting
- Review Letter from Attorney
- R.L. Vallee Referral
- Adjourn

**REVIEW AND ADOPT MINUTES OF 1/13/16 DEVELOPMENT REVIEW BOARD MEETING**

- **Rob Bridges made a motion to accept the minutes of the 1/13/16 Development Review Board meeting as submitted. Neil Hogan seconded the motion. The motion was approved unanimously.**

**REVIEW LETTER FROM ATTORNEY**

- Walrafen presented a correspondence received from an attorney who had been consulted on providing legal counsel to the Development Review Board. The attorney advised that it was the Zoning Administrator's responsibility to enforce the zoning ordinance. If the Zoning Administrator's actions are appealed, the issue would then come before the Development Review Board, which would act as a neutral arbitrator.

**R.L. VALLEE REFERRAL**

- Zoning Administrator Karen Storey reviewed a request by owner R.L. Vallee to amend the original conditional-use permit of December 2014 for development of the Red Store property. While deciding that there was no need for another site visit, the Development Review Board scheduled a public hearing on the permit amendment for 3/9/16 at 7pm. It was determined that the property owner needed to submit a plan with dimensions and scale. Discussion followed on ascertaining which neighbors (abutters or those beyond the first layer) constituted the neighborhood that comprises the property. Storey will notify the abutters of the upcoming public hearing.

**DRAFT OF FINAL ZONING REGULATIONS**

- Storey reported that the final draft of the Plainfield Zoning Regulations had been approved by the Planning Commission and agreed to email a copy of it to members of the Development Review Board. A public hearing on the final draft will be scheduled in March.

**The meeting adjourned at 7:05pm on a motion by Bridges. Neil Hogan seconded the motion. The motion was approved unanimously.**

Respectfully submitted by Cindy Wyckoff