

**Town of Plainfield
Development Review Board (DRB)
Minutes of Meeting held on April 8, 2015**

Final Minutes Approved on: May 13, 2015

Present:

_____ Janice Walrafen, Chair
 _____ Rob Bridges
 _____ Neil Hogan
 _____ Sarah Albert, Clerk

Also Present:

Karen Storey – Zoning Administrator (ZA)
Bram Towbin – selectboard
Ben Graham – bus shelter designer

**6:47 P.M. -- Meeting Called to Order by Chair Walrafen
Agenda Item # 1 – Review/Adjust Agenda and
Review/Adopt
Minutes of 3/11/15**

Items added to agenda: Kitchen-Fowler property & tiny houses Chair Walrafen makes a **MOTION** to adopt the March 11, 2015 minutes. Clerk Albert seconds the motion and it passes unanimously.

6:52 P.M: We have time before the hearing to address one of the items under other business.

Health Center update: the last communication we had was last summer from Linda Bartlett when she responded to the DRB's request for an updated, comprehensive site plan, saying they needed more time and would have it by September. Janice proposed sending a letter with a definitive date as a deadline for submitting then updated site plan. It will also be cc'd to the Health Center board. Janice will draft a letter and circulate it to the DRB before sending.

**Agenda Item #2 – 7:00 P.M. – Hearing on ZPA 2015-02 and
2015-02V Park & Ride located at 165 Main St.**

Revision to 2010-27 site plan, and amendment to approved 2010-27 Conditional Use permit for change in roof design and lighting; variance for inclusion of two signs on the shelter

Because the previous CU review on the Park & Ride bus shelter had not been

written up as a decision, Karen would like to use this hearing to bring the documentation on the Park & Ride up to date. Bram noted that town had received funds for paving the park & ride area; this job came in under budget. The leftover funds can be expended until June 30th; plans are to refurbish bus shelter and add solar panels. However, the shelter roof was recently damaged during snow removal, making repairs more imperative.

Ben stated that there are no longer two signs planned for the bus shelter, so there is no need for a variance. There is one sign that says Plainfield Village, which is smaller than the original design, 8" high. The roof design is intended to protect solar panels and equipment. The current metal bench will be replaced with a more comfortable wooden bench.

Rob asked whether any special fasteners would be used on the ceiling access to the solar panels to prevent vandalism. Ben will discuss it with Ed Hutchinson. Ben stated that the ceiling lights aren't recessed, but they are directed downward.

Janice read the regulations concerning conditional uses from Section 2.8 of the zoning regulations.

Neil made a motion to approve the site plan for the conditional use and the application for changes to the original bus shelter. Approved 4-0.

Agenda Item #2 – 7:35 P.M. – Other business Harold & Deborah Breer, 515 Lee Road: expired house permit and expired temporary structure permit.

Owner has listed the house for sale and broker contacted Karen concerning compliance with town zoning. Karen had an undated letter found in the files from former ZA Sarah Albert concerning this project, but it was not dated. Sarah had two letters on her computer. The follow-up on the temporary permit fell through the cracks when another ZA took over; however, the owner had been made aware of what he needed to do to bring his property into compliance and it was never done. The mobile home is already within the setback from the road; it will have to be permanently removed from the property in order to be in compliance with zoning.

Tiny houses: as these become more popular, we need to clarify zoning regulations in order to make people aware that they do need a zoning permit. Whether mobile (i.e. on wheels) or not, they are governed by the zoning regulations.

Meeting adjourned – 8:45 P.M.

Respectfully submitted,
Sarah Albert, Clerk

