

Town of Plainfield
Development Review Board Meeting
April 13, 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), and Cindy Wyckoff (Minutes Recorder).

Janice Walrafen called the meeting to order at 6:50pm.

AGENDA

- Review Agenda, Make any Adjustments
- Review and Adopt Minutes of 3/9/16 Meeting
- Review and Adopt R.L. Vallee Conditional Use Hearing 2016-04/04 CU Amendment to 2014-17 CU Findings and Decisions
- Discussion of Town of Plainfield APA 2015-16 CU Bus Shelter at Post Office. How to Proceed?
- Next Month's Agenda: Winooski Co-op and Town Hall Addition
- Adjourn

Zoning Administrator Karen Storey requested discussion regarding a possible minor site-plan review of the recently installed electric car charging station in the Village due to it being a new feature on a current conditional-use permit. Development Review Board members agreed to discuss the issue following the Bus Shelter at Post Office agenda item.

REVIEW AND ADOPT MINUTES OF 3/9/16 DEVELOPMENT REVIEW BOARD MEETING

- After clarification of two points in the draft minutes, **Rob Bridges made a motion to accept the minutes of the 3/9/16 Development Review Board meeting as written. Neil Hogan seconded the motion. The motion was approved unanimously.**

REVIEW AND ADOPT FINDINGS AND DECISIONS OF 3/9/16 R.L. VALLEE CONDITIONAL USE HEARING 2016-04/04 CU AMENDMENT TO 2014-17 CU

- Development Review Board Clerk Sarah Albert added in the names of Robert and Linda Dole as abutters to the R.L. Vallee property. Storey noted that new maps had been sent in subsequent to the public hearing and that she had received proof-of-mailing documentation from the Post Office that abutters Scott Stewart and Jill Bessette had been sent notification of the public hearing prior to the 3/9/16 date. A brief discussion followed on a notice received by the Development Review Board from the State of Vermont Department of Health regarding asbestos removal. **Neil Hogan made a motion to accept the Findings and Decisions of the R.L. Vallee Conditional Use Hearing 2016-04/04CU Amendment to 2014-17 CU as amended. Rob Bridges seconded the motion. The motion was approved unanimously.**

TOWN OF PLAINFIELD APA 2015-16 CU BUS SHELTER AT POST OFFICE. HOW TO PROCEED?

- Bridges noted correspondence he had received from Plainfield Select Board Chair Bram Towbin regarding Development Review Board approval for moving the Green Mountain Transit Authority (GMTA) bus shelter currently located at the Park and Ride to in front of the Post Office on Route 2. GMTA has offered Plainfield a new, larger bus shelter that would replace the one currently located at the Park and Ride. Storey, noting that discussion on the bus shelter had been tabled at the 11/11/15 meeting, requested clarification of the process of taking the item off the table for new consideration. After reviewing Robert's Rules of Order protocol, Walrafen determined that by virtue of the Development Review Board discussing the issue, it was formally taken off the table and put back into consideration. Discussion followed regarding needed representation from the Select Board at a Development Review Board meeting concerning the issue; the need for a site visit to the relocation site; lighting requirements for the new bus shelter; the need for a new permit given the larger pad required for the new shelter; safety issues at the relocation site associated with commuters having to cross Route 2 to board the bus traveling west from St. Johnsbury and the possibility of the bus picking up passengers in the Health Center's parking lot; maintenance issues; and the list of Development Review Board concerns regarding the relocation of the bus shelter previously sent to the Select Board. Walrafen will send correspondence to Select Board Chair Towbin stating the need for a site visit at the proposed relocation site and proposing it for 5/11/16 at 6:15pm, the time when the bus is scheduled to pass; the need for a new or amended permit request and electricity requirements for the new bus shelter; confirmation that the Select Board had received the list of concerns previously raised by the Development Review Board; and if the Select Board would like to move forward with a public hearing in May. Further discussion included the possibility of donating the old bus shelter to another community or to another bus stop location along the route. In terms of other yet unscheduled public hearings, Storey noted that information was needed before several proposed projects could be scheduled. It was decided that the Development Review Board would wait for the State's historic site plan review and ruling on the proposed Town Hall Opera House addition before beginning its own consideration of it.

ELECTRIC CAR CHARGING STATION DISCUSSION

- It was noted that the recently installed electric car charging station is situated in the striped access aisle next to the handicapped parking space, an area that is used for wheelchairs entering and exiting vans. While Plainfield Energy Coordinator Bob Atchinson has stated that there is sufficient room, Storey believes that it is an encroachment on a disabled person's ability to maneuver. Walrafen suggested that measurements be taken to confirm that the space allocations fall within the required ADA compliance parameters. Discussion followed regarding the exemption of projects designated with certifications of public good and the need for such projects to at least provide a site plan before being able to move forward. It was decided that Storey as Zoning Administrator would send a correspondence to Atchinson expressing concern about the location, requesting actual measurements, and proposing a site plan review.

The meeting adjourned at 7:45pm on a motion by Bridges. Neil Hogan seconded the motion. The motion was approved unanimously.

Respectfully submitted by Cindy Wyckoff