

**Town of Plainfield**  
**Development Review Board Meeting**  
**May 11, 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 Hearing Participant for the Town Hall Opera House), David Strong (Hearing Participant for the Bus Shelter and Town Hall Opera House), Jay White (Architect and Hearing Participant for the Town Hall Opera House), Keith Swann (Hearing Participant for the Town Hall Opera House), and Donald Cain (Hearing Participant for Donald Cain, East Hill Road).

At 6:15pm, the Development Review Board convened for a site visit for the Town of Plainfield Zoning Permit Application 2015-16 CU and V for a 5' by 7' plexiglass bus shelter on an 8' by 11' concrete pad next to a bus stop in the AOT right-of-way near the Plainfield Post Office on Route 2.

**Janice Walrafen called the meeting to order at 7:00pm.**

**AGENDA**

- Review Agenda, Make any Adjustments
- Review and Adopt Minutes of 4/13/16 Meeting
- Hearing for Town of Plainfield Zoning Permit Application 2015-16 CU and V for a 5' by 7' plexiglass bus shelter on an 8' by 11' concrete pad next to a bus stop in the AOT right-of-way near the Plainfield Post Office on Route 2. Variance for setback distances.
- Historic Site Plan Review. Town of Plainfield ZPA 2016-07 at High Street. Section 3.14 Historic Sites and Building Preservation Site Plan Approval for a two-story addition on the rear of the Town Hall Opera House. The addition to include a handicapped bathroom, a costume changing area, a workspace, and a costume storage area.
- Historic Site Plan Review. Donald Cain ZPA 2016-13 at 4304 East Hill Road. Section 3.14 Historic Sites and Building Preservation Site Plan Approval for moving the current home to a new foundation on the same lot. The new location will be greater than 50' from the edge of road.
- Adjourn

Walrafen proposed that the agenda be revised to adopt the minutes from the 4/13/16 meeting later in the meeting, to which there was no objection.

**HEARING FOR TOWN OF PLAINFIELD ZONING PERMIT APPLICATION 2015-16 CU AND V** for a 5' by 7' plexiglass bus shelter on an 8' by 11' concrete pad next to a bus stop in the AOT right-of-way near the Plainfield Post Office on Route 2. Variance for setback distances.

- Prior to beginning the review, Walrafen read an evidence affirmation oath, to which public hearing participants affirmed. Walrafen requested that Development Review Board members indicate

which conditional use points stated in the Zoning Regulations might be adversely affected by siting the bus shelter in the proposed location. It was deemed that there might be an impact on traffic in the area. Rob Bridges stated that the intersection of Towne Avenue and Route 2 has for years been a dangerous spot. Walrafen noted that the presence of the bus shelter may help to slow down traffic. Sarah Albert stated that once drivers get used to it, its presence will have no effect on slowing traffic. David Strong noted the reason for the removal of the oak trees several years ago was to improve the site distance so it may not be as dangerous as it once was. Walrafen stated that visibility will be increased due to the lighting of the bus shelter. It was determined that the lighting will be directed downward thus will not be excessive, and that both the lighting and the seating bench that is in the shelter in its current location will go with it to the new location. In terms of parking, it was noted that those riding the bus will be walking to the bus shelter and those needing to park their cars should use the Park and Ride. Bridges noted that Plainfield Postmaster Deborah Blondin was not opposed to siting the bus shelter in front of the Post Office unless it became an issue. Strong suggested that a sign could be posted in the Post Office lot indicating that parking is for Post Office patrons only. In terms of conformance with the Town Plan, it was deemed in conformance by encouraging both renewable energy and the use of public transportation. Walrafen concluded that there were no major obstacles in permitting it under the conditional use requirements.

- Walrafen opened up the discussion to reviewing the provisions necessary to authorize a variance in terms of minimum setback distance since the physical circumstances do not permit it to be sited at a greater distance from the road. It was noted that VTRANS had given approval for it to be situated in the right-of-way. A concern related to it being detrimental to the public welfare was raised by Albert, who stated that the proposed siting is on the opposite side of the road from where most of the passengers need to board the bus heading west, necessitating that they cross Route 2. Discussion followed regarding potential dangers involved in crossing the crosswalk, particularly after dark and for people not taking the same safety precautions, especially those accompanied by children or developmentally disabled individuals, if the crossing process involves the anticipatory aspect of seeing a bus coming and wanting to catch it. Discussion turned to the possibility of siting the bus shelter across the street on the Black Bear Biodiesel property, including the additional work necessary in installing a culvert in the existing ditch over which to lay the concrete pad, along with the associated costs that the Town is not in a position to bear. Bridges stated that he believed that the discussion should focus on the issue before the Development Review Board to allow or not allow the bus shelter to be sited in the proposed location, and suggested approving it for a trial period. **Bridges made a motion to approve the permit per application, with its variance, with the following three conditions, that: 1) should it become a target of regular vandalism; or 2) should it result in an increase in traffic accidents due to its location; or 3) if a sign is not posted notifying users with cars to use the Park and Ride and not park in the Post Office parking lot, then the permit will be revoked. Neil Hogan seconded the motion. Three members voted aye and one voted nay. The ayes prevailed and the motion was approved.** Walrafen thanked Strong for his time and dedication to the Town of Plainfield.

## REVIEW AND ADOPT MINUTES OF 4/13/16 DEVELOPMENT REVIEW BOARD MEETING

- After review of the minutes from the 4/13/16 meeting, **Rob Bridges made a motion to accept the minutes of the 4/13/16 Development Review Board meeting as drafted. Neil Hogan seconded the motion. The motion was approved unanimously.**

## ELECTRIC VEHICLE (EV) CHARGING STATION

- Following up on a discussion at the 4/13/16 meeting, Bridges noted that he had measured the space allocated for handicapped parking next to the EV Charging Station. A brief discussion followed with the decision that the issue be revisited for discussion once the Zoning Administrator determines the distance requirements.

## HISTORIC SITE PLAN REVIEW. TOWN OF PLAINFIELD ZPA 2016-07 AT HIGH STREET. Section 3.14

Historic Sites and Building Preservation Site Plan Approval for a two-story addition on the rear of the Town Hall Opera House. The addition to include a handicapped bathroom, a costume changing area, a workspace, and a costume storage area.

- Walrafen read an evidence affirmation oath, to which public hearing participants affirmed. Hogan read the Vermont statute on Local Historic Districts and Landmarks. David Strong provided a brief history of the work previously performed on the Town Hall Opera House and the Preservation Trust of Vermont's recent approval of the plan for the proposed addition. Zoning Administrator Karen Storey confirmed that the proposed addition meets all the Town's zoning criteria, however, there were some concerns about the need for railings and the location of the door. Architect Jay White noted that the door needs to be where planned primarily because it would be less safe as a fire exit if it were to be located on the drip side of the roof where snow falling off the roof might block egress. Discussion followed regarding the door being designated as an emergency only alarmed exit; the proposed installation of a railing around the foundation that would meet the historic criteria; the purpose of both the existing doors in the main building and the proposed doors in the new addition; descriptions of the areas on both floors of the proposed addition; sill, clapboard, and cornice repairs to the main building prior to replacing the roof and painting the exterior; the schedule of work in terms of the timeframe of the permit; installing safety caps on the exposed anchor bolts along the top of the retaining wall; and concerns over preserving the existing trees located between the proposed new addition and the north-side abutter's property during the construction process, which could be placated by identifying the trees as needing to be protected in a detailed specification in the bid documents to contractors. **Bridges made a motion to grant the application with the approval of the Historic Preservation site plan. Hogan seconded the motion.** Albert added the condition that the Town work with the abutters to protect the trees along the boundary and Walrafen added the condition that an alarm be installed on the emergency door proposed for the second level of the new addition. While not specifying that it be part of the motion, Hogan reiterated the need to install safety covers over the anchor bolts on the retaining wall and discussion ensued on ways to accomplish it. **The motion to grant the application with the approval of the Historic Preservation site plan with the conditions that that the Town work with the abutters to protect the trees along the boundary and that an alarm be installed on the emergency door was approved unanimously.**

**HISTORIC SITE PLAN REVIEW. DONALD CAIN ZPA 2016-13 AT 4304 EAST HILL ROAD.** Section 3.14 Historic Sites and Building Preservation Site Plan Approval for moving the current home to a new foundation on the same lot. The new location will be greater than 50' from the edge of road.

- Landowner Donald Cain noted that there would be no changes to the exterior of the house, only moving it back. A new basement will be built for the house at its new location and the current basement will be filled in and its granite blocks repurposed to build a new retaining wall. Cain presented photos of the house at its current location and indicated to where it would be moved, which will bring it into compliance by increasing the setback from the road. Cain noted that Green Mountain House Movers will be the company moving the house. Any needed sill work will be done once the house is raised off its current location. **Hogan made a motion to accept the proposal as is to move the house back to a new location. Bridges seconded the motion. The motion was approved unanimously.**

#### **UPCOMING**

- A brief discussion took place on potential issues coming before the Development Review Board for the next meeting, with nothing as yet confirmed.

**The meeting adjourned at 8:45pm on a motion by Hogan. Bridges seconded the motion. The motion was approved unanimously.**

Respectfully submitted by Cindy Wyckoff