

Town of Plainfield
Development Review Board Meeting
March 8, 2017
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), Hillary Sedelnick (Paul Rose Hearing), Tristan MacGregor-Stewart (Paul Rose Hearing), Scott Stewart (Paul Rose Hearing), Paul Rose (Paul Rose Hearing), Cella Rose (Paul Rose Hearing), Charlie Cogbill (Paul Rose Hearing, Health Center Status Report Hearing), Rachel Cogbill (Paul Rose Hearing, Health Center Status Report Hearing), and Denise Wheeler (Health Center Status Report Hearing).

Janice Walrafen called the meeting to order at 6:45pm.

AGENDA

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| 6:45pm | Call Meeting to Order
Review Agenda, Make any Adjustments |
| 6:50pm | Review and Approve Meeting Minutes from February 8, 2017
Review and Approve 2016-38 Parking Waiver Ibey |
| 7:00pm | Commercial Site Plan Review and Conditional Use Hearing 2017-03 CU Paul Rose located at 268 High Street. Plainfield Zoning Regulations Section 2.6 Commercial Site Plan Review and Section 2.8 Conditional Use and Related Sections for a Multi-Use Building to include on the 1st Floor Commercial Business that Is a Locally Sourced Farm-to-Plate Restaurant with Grocery and a Bakery. The Above Floors Continuing to Be 2 Apartments. This includes Conversion of the Garage/Barn to Market that Would Sell Local Produce, with Bakery and Deli Section. |
| 8:00pm | Hearing Status Report. 2017-01 CU Health Center at 157 Towne Ave. Amendment to Conditional Use Permit 2011-03 Site Plan, including the Landscaping, the Sign Location, New Drainage (Put in After Flood), Concrete Pad Beside the Accessory Building, Fence Location, and Retaining Wall. |
| 9:00pm | Adjourn |

Walrafen added two items to the agenda: an update on the progress of the new Unified Zoning Regulations and discussion regarding potential new Development Review Board members.

REVIEW AND APPROVE MEETING MINUTES FROM FEBRUARY 8, 2017

- Rob Bridges asked for clarification on two points in the draft minutes under the Health Center Hearing. After clarification of one of the points, review of the other was tabled until Sarah Albert was present to discuss.

REVIEW AND APPROVE 2016-38 PARKING WAIVER IBEY

- **Rob Bridges made a motion to accept the Findings of Fact and Conclusions of Law on the decision of the application of Nicole, Charlene, and Barry Ibey. Walrafen seconded the motion. The motion was approved unanimously.**

DISCUSSION REGARDING POTENTIAL NEW DEVELOPMENT REVIEW BOARD MEMBERS

- Walrafen stated that she had found two or three potential new Development Review Board members: Elaine Parker, Steve Farnham, and Karen Starr. Discussion followed on the Select Board officially appointing new members at its 3/27/17 meeting to establish a quorum that will allow the Development Review Board to conduct business at its April meeting after Rob Bridges and Neil Hogan step down on 3/31/17. Zoning Administrator Karen Storey noted that the Select Board allows for Planning Commission members to serve as temporary alternates on the Development Review Board for hearings if there is not a quorum and if no conflicts of interest are involved. Members of the Development Review Board must have their primary residence in Plainfield.

UNIFIED ZONING REGULATIONS

- Walrafen requested an update from Storey on the progress of the new Unified Zoning Regulations. Storey reported that the latest draft had been approved at the Planning Commission's last meeting and that the next step was to convene a public hearing. Walrafen stated that she would like to draft a letter on behalf of the Development Review Board to the Select Board and Planning Commission encouraging them to move the process forward as quickly as possible. Discussion followed on changes made to the document since the June 2016 draft was released. Walrafen stated that she is eager to see the three public hearings for community comment on the Unified Zoning Regulations scheduled. Sarah Albert stated the need for a discussion on parking regulations in the Village. Noting that it was time to begin the Paul Rose Commercial Site Plan Review and Conditional Use Hearing, further discussion on the Unified Zoning Regulations item was tabled until later in the meeting.

COMMERCIAL SITE PLAN REVIEW AND CONDITIONAL USE HEARING 2017-03 CU PAUL ROSE LOCATED AT 268 HIGH STREET. PLAINFIELD ZONING REGULATIONS SECTION 2.6 COMMERCIAL SITE PLAN REVIEW AND SECTION 2.8 CONDITIONAL USE AND RELATED SECTIONS FOR A MULTI-USE BUILDING TO INCLUDE ON THE 1ST FLOOR COMMERCIAL BUSINESS THAT IS A LOCALLY SOURCED FARM-TO-PLATE RESTAURANT WITH GROCERY AND A BAKERY. THE ABOVE FLOORS CONTINUING TO BE 2 APARTMENTS. THIS INCLUDES CONVERSION OF THE GARAGE/BARN TO MARKET THAT WOULD SELL LOCAL PRODUCE, WITH BAKERY AND DELI SECTION

- Storey explained that the item had been warned for both a hearing and a commercial site plan review in the *Times Argus* and posted in three public places; however, the warning to abutters was not received by them in time. Because the hearing needs to be re-warned, it was decided to instead hold an informational discussion tonight as well as schedule a site visit prior to the rescheduled Commercial Site Plan Review and Conditional Use Hearing. Discussion followed on the possible need for an Act 250 permit. Paul Rose stated that his architect is working with the State and does not think it will trigger an Act 250 event. Rose will be on the agenda for the next Plainfield Water/Wastewater meeting. Addressing the neighbors present, Rose detailed his plans for a farm-to-plate operation that will bring local foods at reasonable prices to the community. He has a small

farm in East Calais and would like to tie the farm operations to a retail operation in Plainfield with a rustic, home-style, comfort-food theme along with a market, bakery, and deli. He stated that he is committed to not negatively impacting the residents that share the road with his property. Discussion followed, including rights of way on Robert Lane, the offsite preparation of most of the food that will be served, that there are plans for five employees per shift for two shifts, and proposed seating for 25-30 inside in addition to some seasonal outside patio seating. He presented a diagram of the existing buildings and described the proposed changes to the first floor of the main building and first and second floors of the barn. He noted that the entire first floor, including the barn, will be approximately 1300-1400 square feet. Plans are to serve breakfast, lunch, and dinner between the general operating hours of approximately 7am to 9pm, depending upon the season, seven days a week. Outdoor lighting will include a light on the outdoor sign. Rose assured that he will have an intelligently designed and navigable parking area that will meet the code, and stated that he was open to improving Robert Lane. Discussion ensued on the water and sewer lines in the area and the possibility of widening the turn off to Robert Lane from Route 2. In terms of the timeframe, Rose stated that he hopes to start work on the barn area for the store after mud season, the first floor of the main building after the end of June when the first-floor tenants' lease expires, and open for business by the end of August or early September in time for leaf-peeping season. Stating that he was not an abutter of Rose's property, Charlie Cogbill noted that it appeared as if Rose will be increasing the impermeable areas of his property. This would increase the amount of storm water that combines with storm water from several other areas in the vicinity. Stating that the Development Review Board cannot consider impacts beyond Rose's property borders, Cogbill encouraged Stewart to keep in mind what is going on in terms of storm water. Rose noted that will do whatever is reasonable to address storm water issues. Cogbill also stated that he believes that Rose's property was outside the Village boundaries, and in the Rural Residential Zone. After checking two zoning maps, it was determined that Rose's property was in fact in the Village. The public hearing was scheduled for 4/12/17 at 7pm at the Town Hall Opera House with a 6pm site visit preceding the hearing.

CONTINUATION OF UNIFIED ZONING REGULATIONS DISCUSSION

- Discussion resumed regarding moving the process of completing the Unified Zoning Regulations forward. For both zoning and the parking regulations in the Village, it was decided that once the Development Review Board reads the revised zoning regulations, it would schedule a meeting with the Select Board and Planning Commission.

OTHER BUSINESS

- Storey asked if the Development Review Board wanted the Winooski Valley Co-op (dba Plainfield Co-op) to come back in to discuss its proposed expansion project. Walrafen asked Storey to get an update on it.
- Because two members would not be available for the 5/10/17 Development Review Board meeting, it was rescheduled for 5/3/17.
- Walrafen and Albert presented East Hill Tree Farm gift certificates to outgoing Development Review Board members Rob Bridges and Neil Hogan in appreciation for their service.

CONTINUATION OF REVIEW AND APPROVE MEETING MINUTES FROM FEBRUARY 8, 2017

- After clarifying a sentence in the 2/8/17 minutes, **Bridges made a motion to accept the 2/8/17 minutes as amended. Albert seconded the motion. The motion was approved unanimously.**

HEARING STATUS REPORT. 2017-01 CU HEALTH CENTER AT 157 TOWNE AVE. AMENDMENT TO CONDITIONAL USE PERMIT 2011-03 SITE PLAN, INCLUDING THE LANDSCAPING, THE SIGN LOCATION, NEW DRAINAGE (PUT IN AFTER FLOOD), CONCRETE PAD BESIDE THE ACCESSORY BUILDING, FENCE LOCATION, AND RETAINING WALL

- Denise Wheeler noted that the 2/23/17 meeting at Health Center Attorney Gerry Tarrant's office with the concerned neighbors was productive. The Health Center plans to make some concessions and the next step is to discuss with the Development Review Board and neighbors what the staff at the Health Center is willing to do to see if it is satisfactory. Drafting a memorandum of understanding to bring the issue to a close was also discussed at the meeting as well as including long-time monitoring to provide for follow up on situations such as dying trees. Discussion followed on appropriate nurseries for the purchase of hardy trees. Charlie Cogbill added various specifics that were discussed at the meeting, noting that everyone is more or less on the same page in terms of landscaping. Walrafen suggested a color other than white to help dampen the brightness of reflected light if at some point in the future the Health Center decides to repaint the building exteriors. Walrafen stated that new engineering information was not necessary, but that the Health Center should come back with the L3 site plan that was presented at the last Development Review Board meeting, noting places where the topography has changed due to the flood event of 2011 and where new trees will be planted. It was determined that the Health Center hearing will reconvene at the Development Review Board's 5/3/17 meeting.

The meeting adjourned at 8:20pm on a motion by Bridges. Neil Hogan seconded the motion. The motion was approved unanimously.

Respectfully submitted by Cindy Wyckoff