

**Town of Plainfield**  
**Development Review Board Meeting**  
**July 14, 2017**  
**Approved Minutes**

**PRESENT:** Sarah Albert (Development Review Board Clerk), Janice Walrafen (Development Review Board Chair), Elaine Parker (Development Review Board Member), Karen Storey (Zoning Administrator), Cindy Wyckoff (Minutes Recorder), Charlie Cogbill (Resident), Jeff Swift (New Hamburger Cooperative), and Sarah Phillips (New Hamburger Cooperative).

**Janice Walrafen called the meeting to order at 8:10pm.**

**AGENDA**

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| 8:00pm  | Call Meeting to Order<br>Review Agenda, Make any Adjustments   |
| 8:05 pm | Review and Approve Meeting Minutes from June 14, 2017<br>Review and Approve Decision 2017-06 Right of Way Approval   |
| 8:10 pm | Vote to Continue Hearing per Request of Applicant 2017-01 CU Health Center<br>Amendment to Site Plan 2017-16 Variance for Sign   |
| 8:15 pm | Vote to Continue Hearing per Request of Applicant 2017-03 CU Paul Rose Commercial<br>Site Plan Review and Conditional Use Hearing for Property Located at 268 High 2017-14<br>CU Paul Rose Sign at 268 High Street   |
| 8:30 pm | New Hamburger Cooperative's Application 2017-13 CU for Property Located at 154 New<br>Hamburger Road. New Hamburger is a Planned Residential Development. Any New<br>Construction or Additions Require a Hearing. The Hearing Is for a 12' by 12' Bedroom<br>Addition to House Labeled "H" on Site Plan. Changing House "H" from 2 Bedrooms to 3<br>Bedrooms. House labeled "M" Will Go from Being a 2 Bedroom House to a 1 Bedroom<br>House |
| 9:00 pm | Adjourn  |

**REVIEW AGENDA, MAKE ANY ADJUSTMENTS**

- Sarah Albert requested a few minutes to pose a couple of questions prior to the New Hamburger Cooperative's agenda item.

**REVIEW AND APPROVE MEETING MINUTES FROM JUNE 14, 2017**

- **Albert made a motion to approve the minutes from 6/14/17 as written. Elaine Parker seconded the motion. The motion was approved unanimously.**

**REVIEW AND APPROVE DECISION 2017-06 RIGHT OF WAY APPROVAL**

- **Parker made a motion to approve Decision 2017-06 Right of Way Approval as written. Albert seconded the motion. The motion was approved unanimously.**

**VOTE TO CONTINUE HEARING PER REQUEST OF APPLICANT 2017-01 CU HEALTH CENTER AMENDMENT TO SITE PLAN 2017-16 VARIANCE FOR SIGN**

- Charlie Cogbill asked a procedural question regarding the order in which the two Health Center applications, one for a variance and the other for an amendment, will be acted upon. Albert and Walrafen responded that the amendment to the site plan would be addressed first, followed by a decision on the variance.
- After a brief discussion regarding the scheduling of upcoming public hearings, it was decided that for the 8/9/17 meeting, the Kyle Farnham hearing would be scheduled for 7:00pm and the continuance of the Health Center hearing would follow at 7:45pm. The continuance of the Paul Rose hearing would be scheduled for the 9/13/17 meeting at 7:00pm.
- **Parker made a motion to continue the Health Center hearing on 8/9/17 at 7:45pm. Albert seconded the motion. The motion was approved unanimously.**

**VOTE TO CONTINUE HEARING PER REQUEST OF APPLICANT 2017-03 CU PAUL ROSE COMMERCIAL SITE PLAN REVIEW AND CONDITIONAL USE HEARING FOR PROPERTY LOCATED AT 268 HIGH 2017-14 CU PAUL ROSE SIGN AT 268 HIGH STREET**

- **Albert made a motion to continue the Paul Rose hearing to 9/13/17 at 7:00pm. Parker seconded the motion. The motion was approved unanimously.**

**OTHER BUSINESS**

- After a brief discussion regarding where to hold the next two meetings/public hearings, it was decided that Zoning Administrator Karen Storey would request use of the Town Hall Opera House for both the 8/9/17 and 9/13/17 meetings.
- Albert asked if the recently demolished house on the corner of Creamery and Main Streets was on the National Register of Historic Places. Discussion followed on the interpretation of Section 3.15 in the 2011 Plainfield Zoning Regulations, with Storey noting that there was no mechanism currently in place for an historic site review. Albert will write up a suggestion to the Plainfield Planning Commission that the language in Section 3.15 of the Zoning Regulations be strengthened to require that houses slated to be torn down first undergo a review prior to demolition. Discussion ensued regarding lead paint issues that are particularly associated with older buildings.
- Albert noted that Goddard College is advertising the availability of one of its buildings on campus for lease and queried if the new use of that building, if it is not a nonprofit or educational enterprise, should come before the Development Review Board. A brief discussion followed regarding the increase of zoning violations reported as a result of postings on Front Porch Forum. Albert sent Storey the Front Porch Forum posting.

**NEW HAMBURGER COOPERATIVE'S APPLICATION 2017-13 CU FOR PROPERTY LOCATED AT 154 NEW HAMBURGER ROAD. NEW HAMBURGER IS A PLANNED RESIDENTIAL DEVELOPMENT. ANY NEW CONSTRUCTION OR ADDITIONS REQUIRE A HEARING. THE HEARING IS FOR A 12' BY 12' BEDROOM ADDITION TO HOUSE LABELED "H" ON SITE PLAN. CHANGING HOUSE "H" FROM 2 BEDROOMS TO 3 BEDROOMS. HOUSE LABELED "M" WILL GO FROM BEING A 2 BEDROOM HOUSE TO A 1 BEDROOM HOUSE**

- Walrafen called the New Hamburger Cooperative public hearing for a conditional use permit to order at 8:33pm and read aloud an evidence affirmation oath, to which all public hearing participants affirmed.
- Walrafen reviewed the requirement of a public hearing for a conditional use permit application for any new construction or addition to a planned residential development. It was noted that no one

was present among the abutters who were notified of the permit application hearing. After reviewing the site map, it was determined that it should be updated to reflect any structures that were added to the property since the site map was drawn. Jeff Swift, a representative from the New Hamburger Cooperative, drew in by hand the location of the barn structure that was not included in the site map, and signed and dated the revision. Because it was a simple change that does not impinge on neighbors or property boundaries and conforms with the septic/wastewater permits, Walrafen noted her opinion that there was no need to go through all of the conditional uses for a planned residential development. Parker requested verification that the neighbors who were sent a warning about the planned changes are those who appear on the current map, to which Walrafen confirmed. **Albert made a motion to approve New Hamburger Cooperative's application to increase the number of bedrooms in the big house by one so that it is a three-bedroom and three-bedroom duplex and to decrease the number of bedrooms in Hawaii by one. Parker seconded the motion. The motion was approved unanimously.**

#### **OTHER BUSINESS**

- Storey asked if a site visit was necessary prior to the Kyle Farnham public hearing for a conditional use permit application. It was determined that a site visit was not needed.

#### **ADJOURN**

- **The meeting adjourned at 9:16pm on a motion by Albert. Parker seconded the motion. The motion was approved unanimously.**

Respectfully submitted by Cindy Wyckoff