

Town of Plainfield, Vermont
Development Review Board Meeting
November 11, 2020
Approved Minutes

PRESENT: Janice Walrafen (DRB Chair), Sarah Albert (DRB Clerk), Alice Sky (DRB Member), Karen Storey (Zoning Administrator), and Cindy Wyckoff (Minutes Recorder).

Note: Due to the ongoing COVID-19 pandemic, the Development Review Board convened remotely via Zoom.

Janice Walrafen called the meeting to order at 7:02pm.

AGENDA

- Call Meeting to Order
Review Agenda; Make any Adjustments
- Public Comments/Announcements
- Review and Adopt Meeting Minutes from October 14, 2020
- Other Business
- Adjourn

REVIEW AGENDA; MAKE ANY ADJUSTMENTS

- There were no changes to the agenda.

PUBLIC COMMENTS/ANNOUNCEMENTS

- There were no public comments/announcements.

REVIEW AND ADOPT MEETING MINUTES FROM OCTOBER 14, 2020

- **Alice Sky made a motion to approve the minutes of the 10/14/20 Development Review Board meeting as written. Sarah Albert seconded the motion. The motion was approved unanimously.**

OTHER BUSINESS

- Zoning Administrator Karen Storey reported that the new owner of 50 High Street would like to convert the current two-family dwelling into a triplex, which would require a conditional use permit. Storey noted that everything may be ready for a public hearing to take place in December, mainly to review the parking situation. In response to a question from Albert, Storey stated that the new owner does not appear to be including in the permit request an additional entrance door for the third unit. She noted the areas for parking that the new owner has proposed and that the neighboring business, Wrisley Auto Care, will likely put in a four-foot chain link fence between the two properties. The neighbor in the brick house to the right has inquired about a privacy fence between his yard and the two yards, but has not moved forward as yet with a permit request. A

brief discussion took place regarding whether a public safety inspection by the fire marshal is required, which Storey will investigate. A tentative date of 12/9/20 at 2:30pm was set for a site visit at 50 High Street with the public hearing taking place either at 6:00pm or 7:00pm. Storey will check with the owner about his availability at those times for the site visit and public hearing and report back.

- Regarding whether the Development Review Board can get a Town Zoom account, Walrafen noted that she had contacted the chair of the Select Board, but has not heard back. Walrafen's personal Zoom account allows for meeting durations of only 40 minutes, which might not be enough time for a public hearing. Walrafen will follow up with the Select Board chair.
- A brief discussion followed regarding clarification about posting DRB-related items to the website and questions around general Plainfield zoning regulations.

ADJOURN

- **Albert made a motion to adjourn at 7:30pm. Sky seconded the motion. The motion was approved unanimously.**

Respectfully submitted by Cindy Wyckoff