

Town of Plainfield, Vermont
Development Review Board Meeting
October 13, 2021
Draft Minutes

PRESENT: Janice Walrafen (DRB Chair), Alice Sky (DRB Member), Jim Volz (DRB Member), Seth Mullendore (DRB Member), Karen Storey (Zoning Administrator), Cindy Wyckoff (Minutes Recorder), Scott Stewart (Resident), and Mary Niebling (Resident).

NOTE: Due to the ongoing COVID-19 pandemic, the DRB convened its meeting remotely via Zoom.

Janice Walrafen called the meeting to order at 7:04pm.

AGENDA

- Call Meeting to Order
- Review Agenda; Make any Adjustments
- Public Comments
- Review and Adopt Meeting Minutes of August 11, 2021
- Scott Stewart: Plainfield Subdivision Regulation Section 200 Sketch Map Review, Classification of Subdivision, and Action on Sketch Plan for Property Located at 182 High Street
- Other Business
- Adjourn

REVIEW AGENDA; MAKE ANY ADJUSTMENTS

- There were no adjustments made to the agenda.

PUBLIC COMMENTS

- There were no public comments.

REVIEW AND ADOPT MEETING MINUTES OF AUGUST 11, 2021

- **Jim Volz made a motion to adopt the minutes from the 8/11/21 meeting as written. Alice Sky seconded the motion. The motion was approved unanimously.**

SCOTT STEWART: PLAINFIELD SUBDIVISION REGULATION SECTION 200 SKETCH MAP REVIEW, CLASSIFICATION OF SUBDIVISION, AND ACTION ON SKETCH PLAN FOR PROPERTY LOCATED AT 182 HIGH STREET

- Scott Stewart was present to begin the review process for a proposed second subdivision of an existing lot attached to his 183 High Street property. He submitted a sketch plan and other maps for the DRB to determine if it is classed as a major or minor subdivision as well as if any additional information was needed from Stewart at this time. Stewart intends to retain ownership of the proposed new lot and has no immediate plans to develop it. Discussion followed regarding what

determines if a proposed subdivision is major or minor and the specific documentation needed for each classification. Zoning Administrator Karen Storey explained that in a subdivision review, the number of lots is the critical part. Stewart has previously subdivided his lot once, to make two lots. A second subdivision will make a total of three lots. Three lots is considered minor; more than three lots is considered major. **Jim Volz made a motion to approve the proposed subdivision as a minor subdivision. Seth Mullendore seconded the motion. The motion was approved unanimously.** Storey noted that because the lot being created does not have any frontage on a road or public waterway, it would need to be accessed by a right-of-way, which the DRB would need to approve. Thus, Storey will include approving the right-of-way as part of the public hearing on the application. After a brief discussion, it was decided to schedule the public hearing for the 12/8/21 DRB meeting. The DRB agreed that a site visit would not be necessary. Storey will check tomorrow and let Stewart know if there is anything else needed besides the land survey coming from Chase and Chase.

OTHER BUSINESS

- Walrafen welcomed Seth Mullendore as an official member of the DRB. Walrafen reported that Mary Niebling, who was present at the meeting, was interested in joining the DRB. Niebling was advised to contact Town Clerk Linda Wells to apply.
- Storey asked Volz about the status of the old firehouse, which will come before the DRB at some point. Volz responded that Select Board member Tammy Farnham would likely be giving a briefing on that at the Select Board's next meeting. Storey will send the Inundation Regulations to the DRB prior to any discussion that may involve those regulations.
- Niebling asked about the liability of the DRB in terms of decisions and was advised to check with the Town Clerk.

ADJOURN

- **Volz made a motion to adjourn at 7:47pm. Sky seconded the motion. The motion was approved unanimously.**

Respectfully submitted by Cindy Wyckoff