

**Town of Plainfield, Vermont  
Development Review Board  
February 8, 2023  
Approved Minutes and Hearing**

**Meeting and Hearing:**

**NOTE:** Meeting was convened remotely via Zoom

**PRESENT:** Janice Walrafen (DRB Chair), Seth Mullendore (DRB member), Jim Volz (DRB member), Mary Niebling (DRB member), Karen Storey (Zoning Administrator) and Erik Gillard (Heidi Wilson representative for 2022-20 BLA hearing)

**Janice Walrafen called the meeting to order at 7:03 pm.**

**AGENDA:**

- Call meeting to order
- Review Agenda make any adjustments
- Public Hearing for Heidi Wilson ZPA 2022-20 Boundary Line Adjustments between Heidi Wilson and Andrea Miksic. Properties located at 113 and 133 Creamery Street.
- Review and Approve 2022-08-02 DRB Meeting Minutes
- Other Business
- Adjourn

**Review Agenda make any adjustments:**

- Administrative Assistant
- Draft Zoning Regulations
- Next Meeting

**Public Hearing for Heidi Wilson ZPA 2022-20 Boundary Line Adjustments between Heidi Wilson and Andrea Miksic. Properties located at 113 and 133 Creamery Street:**

- Walrafen opened the public hearing at 7:05 pm and administered an evidence affirmation oath, to which the public participants affirmed. Eric Gillard was the only public hearing participant.
- Erik Gillard stated the Boundary Line Adjustment (BLA) as .26 acres which required a Development Review Board Hearing. The new survey showed the former barn and driveway was located partially on Andrea Miksic property.
- Jim Volz asked, If this change was to reflect the current use of the property? Erik responded, yes.

**Volz moves to approve Zoning Permit Application 2022-20 BLA. Niebling 2nds. The motion was approved unanimously.**

**Review and Approve 2022-08-02 DRB Meeting Minute:**

**Volz moves to approve 2022-08-02 DRB Meeting Minutes as written, Niebling 2nds. The motion was approved unanimously.**

**Discussion: Administrative Assistant Position**

- The DRB would like to hire an Administrative Assistant to take notes
- The Town is currently looking to hire an Administrative Assistant for the Town Clerk Office and to take Selectboard minutes.
- Volz will contact Robin Miller, the Town Clerk, to inquire about having that person also attend and take notes for the DRB
- Other questions considered. Amount of pay and hours?

**Discussion: Draft Zoning Regulation**

- The Planning Commission held a hearing on the Draft Zoning Regulations December 5, 2022. It was attended by Jesse Cooper (PC member), Karen Storey (PC member), Will Colgan (PC Chair) and Rob Bridges (Plainfield Resident).
- The Draft was forwarded to Plainfield Selectboard
- The Plainfield Selectboard to schedule a hearing

**Discussion: Next Month Meeting**

- The Meeting will be scheduled for March 8, 2023
- The agenda will include the 2022-20 BLA Condition and Decision
- Karen Storey may not be in attendance. Will set up an agenda and send out to DRB members.

**ADJOURN**

**Walrafen made the motion to adjourn at 7:27 pm. \_\_\_\_\_ 2nd. The motion was approved unanimously.**

Respectfully submitted by Karen Storey