

Town of Plainfield, Vermont
Development Review Board Meeting
August 11, 2021
Adopted Minutes

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

NOTE: Due to the ongoing COVID-19 pandemic, the DRB convened its meeting outdoors at the Recreation Field shelter.

Janice Walrafen called the meeting to order at 7:01pm.

AGENDA

- Call Meeting to Order
- Review Agenda; Make any Adjustments
- Public Comments
- Review and Adopt Meeting Minutes of July 14, 2021
- Review and Approve Decision and Conditions for ZPA 2021-12 V Chad Morse Section 2.9 Variance and Appeal. Section 4.2 Forest and Agricultural Land District Setback Minimum Requirements, and Section 3.14 Construction Along Watercourses, Waterbodies, and Designated Scenic Roads. Construction of a 20' by 30' Woodshed/Equipment Shed Pole Barn with Stone/Gravel Floor within the 50-Foot Setback Requirements
- Review and Approve DRB Decision and Conditions for ZPA 2021-21 Northeast Washington County Community Health, Inc. Change of Use and Amendment to Zoning Permit Application 2016-04
 1. Converting the Two-Apartment Building into One Apartment and Business/Professional Use.
 2. Garage Will House Two Minivans Used by the Health Center.
 3. Health Center Food Program: Once Weekly Distribution of Local Vegetables and Meals Prepared Offsite
- 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 JULY 14, 2021

- **Jim Volz made a motion to adopt the minutes from the 7/14/21 meeting as written. Alice Sky seconded the motion. The motion was approved unanimously.**

REVIEW AND APPROVE DECISION AND CONDITIONS FOR ZPA 2021-12 V CHAD MORSE SECTION 2.9 VARIANCE AND APPEAL. SECTION 4.2 FOREST AND AGRICULTURAL LAND DISTRICT SETBACK MINIMUM REQUIREMENTS, AND SECTION 3.14 CONSTRUCTION ALONG WATERCOURSES, WATERBODIES, AND DESIGNATED SCENIC ROADS. CONSTRUCTION OF A 20' BY 30' WOODSHED/EQUIPMENT SHED POLE BARN WITH STONE/GRAVEL FLOOR WITHIN THE 50-FEET SETBACK REQUIREMENTS

- After a brief discussion on the DRB's decision to approve Morse's permit application, **Sky made a motion to approve the conditions and decision on the Chad Morse variance and appeal. Walrafen seconded the motion. The motion was approved unanimously.** (Note: Sarah Albert had not yet joined the meeting.)

REVIEW AND APPROVE DRB DECISION AND CONDITIONS FOR ZPA 2021-21 NORTHEAST WASHINGTON COUNTY COMMUNITY HEALTH, INC. CHANGE OF USE AND AMENDMENT TO ZONING PERMIT APPLICATION 2016-04

1. CONVERTING THE TWO-APARTMENT BUILDING INTO ONE APARTMENT AND BUSINESS/PROFESSIONAL USE.

2. GARAGE WILL HOUSE TWO MINIVANS USED BY THE HEALTH CENTER.

3. HEALTH CENTER FOOD PROGRAM: ONCE WEEKLY DISTRIBUTION OF LOCAL VEGETABLES AND MEALS PREPARED OFFSITE

- Zoning Administrator Karen Storey confirmed that she had received the required proof from the Health Center that abutters to the property it was considering purchasing had been formally notified prior to last month's hearing on the issue. Sarah Albert, who had written the draft decision on the Health Center's change of use and amendment permit application, noted that she had not received the names of the property abutters. Jim Volz suggested that the DRB approve the decision subject to the correct abutters being added. It was also noted that an errant sentence fragment needed to be deleted. **Volz made a motion to approve the Health Center's permit application subject to the decision being revised by adding the correct abutters and deleting a sentence fragment.** After a brief discussion, **Sky seconded the motion. The motion was approved unanimously.**

OTHER BUSINESS

- Walrafen announced that the DRB wanted to honor Sarah Albert, who is resigning from the board, for her decades-long service to the Town of Plainfield, specifically with regard to its planning and zoning efforts. Various DRB members voiced their appreciation for the quality of work Albert has performed, reminisced about past planning and zoning matters she had dealt with, and expressed how enjoyable it has been working with her.
- A brief discussion took place regarding how to notify the public in the event that the venue for a warned meeting scheduled at an outdoor location, vis-à-vis the Recreation Field shelter, changes to another location due to severe storm warnings. It was decided that future agendas would include a standard note directing the public to look on the website for information and that a DRB member could post a notice of the changed venue at the shelter.
- Storey noted that Scott Stewart will be coming to the next meeting to discuss a sketch plan review for a subdivision.

- A brief discussion took place regarding ways to recruit new members to the DRB. It was decided that members would continue to make personal appeals to residents and Walrafen would post something on Plainfield People.

ADJOURN

- **Volz made a motion to adjourn at 8:02pm. Walrafen seconded the motion. The motion was approved unanimously.**

Respectfully submitted by Cindy Wyckoff