

**Town of Plainfield**  
**Development Review Board Meeting**  
**January 13, 2016**  
**Approved Minutes**

**PRESENT:** Janice Walrafen (Development Review Board Chair), Rob Bridges (Development Review Board Member), Sarah Albert (Development Review Board Clerk), Karen Storey (Zoning Administrator), Cindy Wyckoff (Minutes Recorder), and Charles Cogbill (Interested Party).

**Janice Walrafen called the meeting to order at 6:47pm.**

After adding in the item of Dan Kitchen Final Plat, the agenda was as follows:

- Health Center: Site Plan Review
- R.L. Vallee: Red Store Application
- Goddard College: Timeline on Woodchip Plant
- Existing Small Lots/Merge Lots
- Approval for Legal Advice
- Dan Kitchen Final Plat
- Review and Adopt Minutes of the 12/9/15 Development Review Board Meeting
- Other Business
- Adjourn

**HEALTH CENTER: SITE PLAN REVIEW**

- Zoning Administrator Karen Storey displayed a printout of the Health Center's current site plan, noting the differences between the landscape plantings appearing on the site plan and that which actually exists as observed during a recent walk-through of the Health Center grounds. In addition to landscaping, the Development Review Board discussed other site plan/Act 250 violations, including the size of the Health Center sign, lighting, and the unauthorized construction of a retaining wall.
- Continued discussion included the need to retain legal counsel from an attorney that specializes in municipal law beyond what is available from the Vermont League of Cities and Towns; the Town's obligation to enforce zoning regulations equitably regardless of what entity in the Town is in noncompliance; and that all future site plans accepted by the Town include everything that is required by the Town and Act 250.
- It was decided that Walrafen will contact and inform the Select Board that the Development Review Board is in need of legal counsel and inquire as to whom that legal counsel is. Storey will speak with the legal counsel before determining if it is necessary to invite the attorney to attend a Development Review Board meeting.

## **R.L. VALLEE**

- In 12/14, the Development Review Board granted the Red Store property owner a conditional-use permit to convert the existing retail space and one-family dwelling to a refurbished retail space and two apartments. The owner now wishes to amend the proposed project to tearing down the retail store portion of the building and turning the one-family dwelling into two apartments. Because the Development Review Board does not consider the change to be a minor amendment to be granted by the Zoning Administrator, it was determined that the property owner should come back before the Development Review Board and apply for an amendment to the existing conditional-use permit. A brief discussion followed on the loss of a commercial space in the Town.

## **GODDARD COLLEGE: TIMELINE ON WOODCHIP PLANT**

- Discussion centered on clarifying the start date of the three-year timeframe of Goddard College's permit to build a woodchip boiler plant. In reviewing the timeline from when the Development Review Board originally granted the permit on 11/9/11 through the Vermont Supreme Court ruling allowing the planned project to go forward, it was determined that the 11/21/14 Vermont Supreme Court decision was the start date for all permits, giving Goddard until 11/21/15 to begin the project and 11/21/17 to complete the project. Site preparation began last fall with cutting of trees; Walrafen will find out the date.

## **EXISTING SMALL LOTS/MERGE LOTS**

- Storey requested the Development Review Board to advise on the question of whether two separate lots, one 3 acres and one 26 acres, located on the corner of Fowler and East Hill Roads and currently owned by the same person can be developed as separate lots. The Landowner submitted an extensive review of zoning and case law relating to lot mergers. The Development Review Board agreed that the 3-acre lot, although non-conforming, could be developed separately.

## **DAN KITCHEN'S FINAL PLAT**

- After reviewing the final plat, it was determined that it contained everything the Development Review Board had requested. **The plat for the Dan Kitchen subdivision was approved and signed by the Development Review Board.**

## **REVIEW AND ADOPT MINUTES OF THE 12/9/15 DEVELOPMENT REVIEW BOARD MEETING**

- **Sarah Albert made a motion to accept the minutes of the 12/9/15 Development Review Board meeting. Rob Bridges seconded the motion. The motion was approved unanimously.**

**The meeting adjourned at 8:15pm on a motion by Albert. Bridges seconded the motion. The motion was approved unanimously.**

Respectfully submitted by Cindy Wyckoff