

Town of Plainfield
DEVELOPMENT REVIEW BOARD MEETING
May 8, 2024
Municipal Offices at 149 Main St., Plainfield, VT and Via Zoom
Minutes – Draft

Agenda:

- **Call meeting to order**
- **Review Agenda - make any adjustments**
- **Review and Adopt Historic Site Plan Review Decision on Alicia Weiss and Philip Parisi Zoning Permit Application 2024-07 for a 2 story 10' by 12' extension with mudroom off the kitchen**
- **Review and Approve April 10, 2024 Meeting Minutes**
- **Adjourn**

Present: Development Review Board members Janice Walrafen (Chair), Seth Mullendore, Mary Niebling, and Jim Volz. Also in attendance were Zoning Administrator Karen Storey and Town Administrative Assistant Kristin Brosky.

Chairperson Walrafen called the meeting to order at 7:00 pm.

Review Agenda - make any adjustments:

Walrafen suggested the addition of an executive session to discuss personnel issues at the end of the meeting. Storey suggested the addition of discussion of the June DRB Meeting/Hearing continuance and the proposal of a site visit. Walrafen stated these agenda items would be added after “Review and Approve April 10, 2024 Meeting Minutes”.

Review and Adopt Historic Site Plan Review Decision on Alicia Weiss and Philip Parisi Zoning Permit Application 2024-07 for a 2 story 10' by 12' extension with mudroom off the kitchen:

Niebling commended Volz for his work to writing the draft of the Historic Site Plan Review Decision. Storey stated the spelling of her name needs to be corrected on the decision. **Niebling moved to adopt the Historic Site Plan Review Decision on Alicia Weiss and Philip Parisi Zoning Permit Application 2024-07 for a 2 story 10' by 12' extension with mudroom off the kitchen, as written with Storey's name corrected. Walrafen seconded. The motion carried unanimously.**

Review and Approve April 10, 2024 Meeting Minutes:

Walrafen commended Brosky for her work writing the April 10, 2024 draft meeting minutes. **Volz moved to adopt the April 10, 2024 draft meeting minutes. Niebling seconded. The motion carried unanimously.**

Discussion of June DRB Meeting/Hearing continuance and the proposal of a site visit:

Storey explained that if a site visit were added to the June DRB Meeting/Hearing, which is a continuance of the March 13, 2024 DRB Meeting/Hearing, it would have to be re-warned. Mullendore shared the opinion that a site visit may not be warranted as the appeal is based on claim of a wetland which does not fall under the purview of the Development Review Board. Development Review Board members agreed that a site visit is not warranted as maps and engineered drawings can be reviewed. Walrafen asked Storey to post notice of the continuance on the property.

Executive Session to discuss personnel issues:

Walrafen requested a motion for the Development Review Board members and Zoning Administrator to enter Executive Session. **Volz moved to enter Executive Session to discuss personnel issues. Niebling seconded. The motion carried unanimously.** The Development Review Board and Zoning Administrator entered Executive Session at 7:19 pm. The Development Review Board and Zoning Administrator returned from Executive Session at 7:36 pm. Walrafen reported that no action needed to be taken following Executive Session.

Adjourn:

Volz moved to adjourn at 7:37 pm. Mullendore seconded. The motion carried unanimously.

Minutes respectfully submitted by Kristin Brosky, Town Administrative Assistant.