

Approved by ZBA on 2-15-18

TOWN OF PLAINFIELD

Zoning Board of Appeals

Thursday, January 18, 2018 at 7:00 p.m.

at the Plainfield Town Hall

Meeting Minutes

Members Present: Peg Keller, Chair, members Joan Wattman and Laurie Israel, and Alternate Ann Irvine. Alternate Sandra Morann was not present at the meeting.

1. Call to Order: The Chair called the ZBA meeting to order called to meeting to order at 7:04 p.m.
2. Public Comment Period. No townspeople were present at the meeting.
3. Review and Approve Minutes from last meeting. Ann made a motion to approve the minutes from 12/14/17 as Joan had not yet arrived. Laurie seconded the motion. The vote to approve the minutes as submitted was unanimous.
4. Project Updates: Informational Sheet for Future Applicants. Peg Keller is reviewing files and working on reviewing Special Permit/Variance applications and an applicant Information Sheet.

Peg will talk with Howard Bronstein about a few topics, and get the Select Board's permission for Peg to have a meeting with the Building Inspector and Town Clerk about the application process. Ideally would be after the application and information sheet draft is created. Another topic Peg intends to discuss with the Select Board is the issue of the absence of the second alternate member. In addition, she wishes to gain a better understanding of the Building Inspector's work hours and accessibility, and for the Select Board to appoint another liaison from Select Board to the ZBA.

In Peg's review, she noticed that the January 2003 Town of Plainfield permit application information sheet has a fee that may vary on the basis of square feet of the building. This was applicable when Swift River applied. Peg will scan this permit application information sheet and get it to the ZBA members.

Peg would like us to eventually create draft of new Rules and Regulations for the ZBA which ready for when the Town Zoning By-Laws are amended, and when the site plan review that are in the current Rules and Regulations are stripped out and placed into the Town Zoning By-Laws.

We discussed posting the Agendas (Meeting Notices) online. Joan will henceforth post each Agenda online.

Peg will talk with Larry Smith about whether building inspectors in other towns answer questions posed by potential applicants about whether to apply for a Special Permit or a Variance.

5. Other Business:

Laurie shared the Plainfield List of Public Ways compiled by Arvilla Dyer, former Town Clerk with the other ZBA members. This List was provided to Laurie by Brian Hawthorne.

Ann has written a draft ZBA annual report that she shared with us. The ZBA members reviewed and suggested revisions to the draft annual report.

We questioned about who does the Site Plan Review for large scale solar in Article Eight of our Town by-laws. Article Eight says the Site Planning Review Authority does the Site Plan Review. In 8.3.2.1, it states that the Site Plan Review Authority is the ZBA.

We discussed how to respond to the Request for budget from ZBA. Last year we budgeted for \$500. We spent nothing last year. We had budgeted \$500 as we thought we'd need to pay for legal ads. The applicants pay for legal ads, also for PVPC and the Engineering consultant. We need to give a detailed expense estimate in the Request. We will likely have training expenses and mileage. Peg will ask the Select Board whether we have any legal fees, will that come out of our budget. We will ask for \$300 as our budget for the new fiscal year. If we ask PVPC for By-law changes, that could be covered by their technical assistance grant.

6. Future Meetings: Our next scheduled meetings will be held on the following dates: We will meet at 7 p.m. on the following Thursdays: February 15, March 15, April 19, May 17, June 21, July 19, August 16, September 20, October 18, November 15, December 20. Joan will post the meetings schedule on the Town website.

Alternate Ann Irvine will notify the Plainfield Post and town office personnel and post notices of our upcoming meetings at Town Hall and Town Hall Offices Member Joan Wattman will post the approved minutes on the Town website and send a copy of the approved minutes to Town Clerk, Ruth Osgood.

7. Adjournment: There being no further business to discuss, the meeting was concluded by a motion to adjourn made by Joan, seconded by Laurie, with a unanimous vote in favor. The meeting was adjourned at 8:04 p.m.

Plainfield Zoning Board of Appeals
Laurie Israel, Clerk