

**TOWN OF SHELBURNE**  
**Planning Board**  
**Minutes of Meeting January 3, 2017**

A duly posted meeting of the Shelburne Planning Board was held on Tuesday, January 3, 2017 at 7:00 pm in the Town Hall, 51 Bridge St., Shelburne Falls, MA.

Present: John Wheeler, Chair Planning Board  
Will Flanders  
Cam Stevenson  
Andrew Baker, Selectman

Administrative Assistant:

Absent: Josiah Simpson

Audience:

**The meeting was called to order at 7:06 pm.**

**A motion to approve the minutes, with typos corrected, of the December 14, 2016 meeting was made by Will Flanders and seconded by Cam Stevenson.**

Vote: 2 in favor, 0 opposed, 1 abstention by John as chair of the meeting.

**ANR Plans** – none presented

**Special Permit /Variance Applications** – none presented

**NEW BUSINESS:**

Green Communities Act: Andrew Baker spoke to the Planning Board about the possibility of Green Community designation for Shelburne. He informed us of a FRCOG technical assistance grant that the Select Board applied for and had been approved. Andrew said he was here to get our input and suggested that a FRCOG representative might do a presentation to the Planning Board at a future meeting. There are 5 criteria, all of which must be met to qualify as a Green Community. Andrew indicated that Criteria 1, 2, and 5 would be directly relevant to the Planning Board.

Criterion 1 – A municipality must provide As-of-right Siting for commercial scale (can be at least 1 parcel)

1. Renewable or alternative energy generating facilities which must be at least 250 kW, OR
2. Renewable or alternative energy research and development facilities, OR
3. Renewable or alternative energy manufacturing facilities

He did not know if siting by right would have to comply with existing bylaws but said that the identity of the parcel must be decided. Will suggested still requiring Special Permits for others. The Industrial Zoned Rainville property was discussed as a possibility. Someone could contact Bill Greene, the owner of the new wood-working shop that is being built there.

Criterion 2 – Expedited Permitting may not exceed one year from the date of initial application to the date of final approval. It was discussed that the timeline for the permitting process in Shelburne was already less than one year. Will suggested tweaking the existing bylaw for less than one acre.

Criterion 5 – Stretch Code can be adopted by the town to existing bylaws or it may be the norm in existing building codes. Will asked if the Stretch Code is permanent or can the State continue to change it?

Criterion 3 – 5 year Energy Reduction Plan (ERP) to reduce municipal building use by 20%

Approved: \_\_\_\_\_ Date: \_\_\_\_\_ 1

Question: Should this be brought to Town Meeting this year or next? We will look at Ashfield and Buckland's plans and if it looks easy we will try for this year. The Planning Board consensus is to proceed with working on bylaws for Green Community designation. Andrew will ask Finance Committee and the ZBA to go over this plan.

Public Record Law and Designated RAO : Planning Board suggested designating Liz to be RAO, but it isn't in our budget to pay her so we would rather have it covered by the Town Clerks' budget. Most records are digital so they can be provided that way.

Parking: Planning Board gave Andrew info that had been discussed at the parking informational meeting in December. Will presented beginning of a draft of a new preamble and bylaw.

**FRCOG Technical Assistance Grants** - John will give the request form to Terry for the Select Board

Planning Projects – Housing Planning

Regional Projects – Emergency Management Planning

Community Compact Projects – Housing and Economic Development

**OLD BUSINESS:**

**Parking in the VC and VR district** – Will presented the Preamble draft and said he would continue working on it.

**Housing Needs/Dimensions Table/Definitions/Transient Accommodations/Use Table:** tabled until next meeting due to Liz's absence and no new material to review.

**Large-Scale Commercial Facilities zoning bylaw:** Liz prepared a sample revision to the Town Bylaw to make it a zoning bylaw and it has been forwarded to the ZBA to review at their meeting on Thursday night. She recommends waiting to hear comments from the ZBA before doing more work on this draft.

**Sign Bylaw:** Will is still reviewing this.

**Telecommunications by law updates/ZBA :** Awaiting ZBA report

**Master Plan Update** – The text chapters of the 1999 Master Plan have been forwarded by Peggy Sloan, FRCOG. John has received a copy and the Board will begin reviewing it.

**COMMITTEE AND REGIONAL PROJECT UPDATES**

**FRCOG:** None

**Open Space:** None

**Other Town Boards:** nothing presented.

**READ MAIL** – the Board read mail as listed below (in folder).

**OTHER BUSINESS NOT REASONABLY FORESEEN 48 HOURS PRIOR TO THE MEETING –**

**PUBLIC COMMENTS –**

**SCHEDULE NEXT MEETING** – next regular meeting will be Wednesday, January 11<sup>th</sup> and January 25<sup>th</sup>.

**A motion to adjourn the meeting was made by Will and seconded by Cam.**

Vote: 2 in favor, 0 opposed, 1 abstention by John as Chair of the meeting

**Meeting was adjourned at 9:20 pm.**

Respectfully submitted by,

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**LIST OF DOCUMENTS:**

**Green Communities Program Guidelines**

**EAK Notes on Green Communities Program**

**Dec. 15, 2016 email from Joe Judd on New Public Records Law**

**Dec. 27,2016 Discussion Draft Section 20 Siting Large Scale Industrial & Commercial Facilities**