

TOWN OF SHELBURNE
Planning Board
Minutes of Meeting July 20, 2016

A duly posted meeting of the Shelburne Planning Board was held on Wednesday, July 20, 2018 at 7:00 pm in the Town Hall Meeting Room, 51 Bridge St., Shelburne Falls, MA.

Present: John Wheeler, Chair Planning Board

Will Flanders

Josiah Simpson

Cam Stevenson

Administrative Assistant: Liz Kidder

Absent:

Audience:

Press:

The meeting was called to order at 7:02 pm.

A motion to approve the minutes of June 22, 2016 was made by Will and seconded by Cam.

Vote: 3 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

Liz distributed a draft schedule of meeting dates for the coming fiscal year. In general, the Board will meet on the 2nd and 4th Wednesday's of each month with changes for holidays.

The Board reviewed an email from Mass Fair Housing Center about a training program for municipalities relative to accessibility requirements for 4 and more family dwellings. Liz will email MFHC and ask for copies of any handouts and Will will ask Town Counsel what the town's responsibility is in regards to such a regulation. The Board discussed inserting a note in the zoning bylaw stating that 4 family dwellings need to be in compliance with the state regulations relative to accessibility.

OLD BUSINESS

Parking in the VC and VR: John read an email from Whit Sanford regarding concerns about parking in the Village. Liz mentioned that Joe Judd said the Selectmen are going to work on improving the signage in the Village that could direct people to parking areas. Several people mentioned that the town is giving out parking ticket/warnings along Bridge St. The Board reviewed maps in the parking study which identify existing town owned parking lots. Liz distributed working copies of the Section 11 "Parking Requirements" and Section 5.2 "Dimensional Schedule" for the Board to review. The Board discussed doing a "windshield" walking survey to view the appropriateness of the dimensional requirements in the VR district. John said this would be a good topic for the joint meeting with the ZBA--asking them how many special permits or variances have been needed in the VR. John noted that he read the census data in "Aging in West County" about the increasing number of seniors who may want to rent parts of their homes and it was noted that there are many young people who want to find apartments for rent as well. The Board decided to do this walking survey from 3-5pm before their meeting on Sept. 14th. The Board asked Liz to prepare and send out a small press release informing the public that the Board was going to do this walk and invite any community members to join the Board on its walk. Liz said she would talk to the Assessors to see if they could provide the Board with copies of the property cards for the VR district.

Approved: _____ Date: _____ 1

The Board discussed their need for additional information and how they want to prepare possible scenarios, considering revisions to the zoning bylaw, for review at a public meeting. The Board's goal would be to get public input before finishing their recommended revisions to the bylaw for ATM 2017.

John said he had talked with the Selectboard and there may be a special town meeting in December at which time the Board could present some possible zoning bylaw revisions relative to: housing related definitions, telecommunication tweaks (?), a couple of tweaks on open space and on signage. The Board would then present other revisions relative to housing issues and parking regulations Annual Town Meeting. Liz noted that any zoning bylaw proposed revisions will need to be submitted to the Selectboard by mid or early October in order to be included in a December SPTM.

Will suggested looking at parking in the VC district first and then consider parking revisions and dimensional requirements in the VR as a second project. John and Cam said they would look online at what other towns are doing relative to parking bylaws. Will suggested finding an intern or a student who wants to do a community service project. John said he would call Mohawk to see if there are any students who would be interested in a research project. The Board brainstormed which Town bylaws they should review: Northfield, Deerfield, Greenfield, Montague, Amherst, Northampton, Easthampton, Williamsburg.

Master Plan Updates and Zoning Revisions: The Board does not feel ready to work on a Master Plan update this year. The Board has submitted a request to the FRCOG for a workshop on how to update a Master Plan.

Sign Bylaw: Will is going to be talking with Town Counsel about legal issues relative to the new sign bylaw. The Board looked at the email from Joe Palmeri in which he questioned if there was a typo in the new bylaw. Will said he would review Joe's question and come back with a recommendation to the Board next month.

Telecommunications bylaw updates/ZBA : to be discussed with the ZBA however, the Board noted that John Taylor has resigned from the ZBA and he had been most active in keeping the telecommunications bylaw up-to-date.

Definitions/Use Table/Housing: Cam had put together a set of examples of zoning definitions related to housing from other towns and some state definitions. The Board reviewed the various definitions and started drafting possible revisions to the definitions in the Shelburne Zoning Bylaw. The Board considered the following revisions:

- Use the Buckland definition of dwelling units
- Use the Deerfield definition of family.
- Limit multi-family units to 4 families.
- Use the Buckland definition of Inn but without the 90 day limit.
- Use the Buckland definition of hotel
- Insert the Northampton definition of tourist home to address Air B&B rental of rooms on a transient basis.
- Use the Northampton definition of Lodging house/lodging unit.

The Board discussed whether there should be a limit on the number of short term apartment (whole dwelling unit) vacation rentals. The Board discussed whether it was appropriate to regulate such short term rentals through the zoning bylaw or if it should be regulated through a town bylaw, if regulated at all. This question was added to Will's list for his discussion with Town Counsel.

Joint Meeting with the ZBA : Liz will contact Joe Palmeri with a list of upcoming meeting dates.

COMMITTEE AND REGIONAL PROJECT UPDATES

- FRCOG – nothing to report

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- **Open Space** – John asked them about marking boundaries or marking trails on the new protected property at High Ledges. Open Space said that Mass Audubon does not want assistance with their trail systems.
- **Other Town Boards** – nothing presented.

READ MAIL – the Board read mail as listed below.

OTHER BUSINESS NOT REASONABLY FORESEEN 48 HOURS PRIOR TO THE MEETING – none presented.

PUBLIC COMMENTS – none presented

SCHEDULE NEXT MEETING – Wednesday, August 10, 2016 at 7:00 pm

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

Vote: 3 in favor, 0 opposed, 1 abstention by John as Chair of the meeting

Meeting was adjourned at 10:16 pm.

Respectfully submitted by,

Liz Kidder
Administrative Assistant

LIST OF DOCUMENTS:

Legal notices from neighboring communities: Buckland – 3, Charlemont – 1, Deerfield – 1, Greenfield -

Legal Notice of Shelburne ZBA Public Hearing for a variance at 9 Barnard Rd.

July 15 email from Peggy Sloan on Conflict of Interest Law Summary and Training

GSFABA June 30 email – New Parking Policy for Bridge St.

Air B&B July 13 email to help protect home sharing in Massachusetts

Shelburne and other town bylaw housing definitions as of 6/2016

Chapter 18 Rooming Houses, Legal Tactics: Tenants’ Rights in Massachusetts

FRCOG workshop notice for Commercial Scale Wood Heat & Air Quality Impacts

Proposed Planning Board Meeting and Hearing Dates for 2016-2017

July 20 email from Linda Overing on CDBG funding opportunities

Zoning Bylaw excerpt-Section 11 Parking and 5.2 Dimensional Schedule

Excerpt from MGL Section 81D Master Plans

June 24th email from Joe Palmeri regarding Section 9.4.17 of the Sign Bylaw

Project Overview Sustainable Franklin County