

TOWN OF SHELBURNE
Planning Board Meeting
Minutes of Meeting October 9, 2019

A duly posted meeting of the Shelburne Planning Board was held on Wednesday, October 9, 2019 at 7:00 pm in the Town Hall Meeting Room, 51 Bridge St., Shelburne Falls, MA.

Present: John Wheeler, Chair

Will Flanders

Tom Johnson

Cam Stevenson

Alyssa LaRose

Administrative Assistant: Liz Kidder

Audience:

Absent:

The meeting was called to order at 7: 00 p.m.

ANR/Subdivision – none presented

Special Permit/Variance – none presented

Motion to approve the minutes of September 11, 2019, was made by Will and seconded by Tom.

Vote: 2 in favor, 0 opposed, 1 abstention by John as Chair of the meeting and 1 abstention by Cam who was absent.

MASTER PLAN Housing Chapter update, addressing housing needs in Shelburne through zoning–

Master Plan Economic Development updates/review of Commercial District Zoning –

Alyssa reviewed a new draft Affordable Housing Zoning bylaw that she had prepared for the Board. She explained that it was looking at the whole Town of Shelburne rather than just the Village. She reviewed the purpose behind each section. She distributed a table that lays out the minimum affordable unit requirement for projects that have at least 10 dwelling units. The bylaw is not designed to make subdivisions more likely to happen; it is designed so that if there is a subdivision proposed for at least 10 units, then that subdivision would have to include at least 2 units of affordable housing. The Board reviewed options that could create opportunities for Habitat for Humanity to work with current properties owners or with the Town on properties that have been taken for back taxes and, on which, are uninhabitable structures. Alyssa described an incentive the Town could include to allow for conversion of a large house to more than 4 units, if there is an inclusion of affordable units into the project.

The Board discussed explaining these changes to residents as steps that are being taken by the Board to meet the needs identified in the Housing Plan. The Board would hold a public information discussion during which they could explain the steps the Board is considering to present over the next couple of years and ask for input prior to preparing submittals for Town Meeting vote.

In reviewing Alyssa’s draft bylaw, the Board decided that they would propose 23.1 through 5 as revisions along with the proposed definitions. Then present 23.6 as a non-binding resolution (as suggested by Donna MacNicol) and get input at Town Meeting 2020. If there is a positive response, present that section at ATM 2021.

Alyssa passed out copies of an enlarged map of the VC zoning district, without the former Sweetheart restaurant; it identified the lots that are less than 5,000 SQ FT. The Board discussed ways to encourage the redevelopment of both the “Singley” and the “Molly Cantor” lots.

Alyssa will make the revisions discussed tonight on the draft Affordable Housing bylaw and get them to the Board. At that point, she will have used up all the time available under the grant started last year. Alyssa mentioned that there is a meeting of the Small Town Housing Group on Oct. 23rd at 6pm. This group will be reviewing different types of programs that local towns have initiated

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through CPA and CDBG funds. This group is an effort to bring local boards and agencies together to discuss options for a regional or multi-town approach to achieve Affordable Housing. Gina Govoni, the new Executive Director of the FCRHRA, will be participating.

Tom Johnson reported that he has taken a walk, with Andrew Baker, of the lot that is located at the north end of Highland Village on Route 2 and abutting part of a wooded area behind the BSE property. He said that there is access available from Route 2 but not through Highland Village or the end of Maple St. It is level and if developed would not impact the neighbors. He thinks there is real potential for a small-scale development of affordable family units although it is just under 1 acre in size. Tom will explore the ownership of the property to determine if they have any interest in selling or helping the Town with such a project.

OLD BUSINESS

Zoning Bylaw Definitions/Updates for ATM 2020 –

The board discussed density and decided not to address that this year unless a specific concern is presented to the Board.

Will suggested the Board look at how to allow variances using the special permit process. Will said he would ask the selectboard for an hour of time to talk to Donna on this subject.

Marijuana Zoning Bylaw coordination – At present there are no proposals being considered by the Town. The Board decided to ask the ZBA for input on issues they would like to see addressed through a bylaw that would help them in their special permit review responsibilities should a project be proposed for Shelburne.

Shelburne Hazardous Mitigation Plan Update – Chris Myers has asked the Board to review the recommendations for changes to the zoning bylaw and subdivision regulation that start on page 208 of the latest draft plan. The next step for the Board is to go through those sections highlighted and identify any tweaks that are needed. The Board wants to ask Chris Myers as to what the goal of a water supply protection bylaw would be. John will try to go the next meeting of the Haz. Management Committee to try to get a sense of what they want and ask Alyssa Larose for some examples of water protection bylaws that have been adopted by other Towns. Will suggested not doing anything more until we have specifics of what they want accomplished or get examples from other towns. The Board will also look over Buckland’s impact bylaw.

FRCOG Training Workshops – the Board noted that there is a CPTC training workshop on “Zoning through Overlay Districts” at the FRCOG on Tuesday evening Dec. 10th. The cost of registration is \$35/person and there is sufficient money in the Planning Board budget for all 4 members to attend. Tom Johnson and John Wheeler are going to try to make it.

COMMITTEE and REGIONAL PROJECT UPDATES

FRCOG Planning Board – nothing presented

Open Space – nothing presented

Other Town Board updates – nothing presented

Other business not reasonably foreseen 48 hours prior to the meeting- nothing presented

Read Mail—the Board read mail as listed below.

Public Comments—none presented.

Schedule next meeting – Wednesday, October 23rd. Next month discuss meeting dates over the holidays – the 4th Wednesdays in both Nov and Dec are holidays.

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

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

Meeting was adjourned at 9:11 pm.

Respectfully submitted by,

Liz Kidder
Administrative Assistant

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LIST OF DOCUMENTS:

Legal notices from neighboring communities: Shelburne – 1, Greenfield-6, Charlemont-1, Buckland –1, Deerfield -1
FRCOG brochure on Drone Services for Planning, Engineering, and Emergency Response
Draft Affordable Housing Zoning bylaw prepared by Alyssa Larose, FRCOG
Yarmouth Affordable housing bylaw excerpt
Dennis Affordable Lot bylaw excerpt
Recommendations for Planning Board Action in the Shelburne Hazardous Mitigation Draft Plan
Excerpts from other towns on erosion and storm water control bylaws