

TOWN OF SHELBURNE
Planning Board Meeting
Minutes of Remote Participation Meeting April 8, 2020

A duly posted meeting of the Shelburne Planning Board was held remotely on Wednesday, April 8, 2020 at 7:00 pm using Zoom online software.

Present: John Wheeler, Chair

Will Flanders

Tom Johnson

Cam Stevenson

Administrative Assistant: Liz Kidder

Audience: none

Absent:

The meeting was called to order at 7: 02 p.m.

John Wheeler called the meeting to order and introduced everyone in attendance. He noted that he was recording the audio of the meeting.

ANR/Subdivision – 441 Mohawk Trail, Butler ANR

On or about Monday, March 9th, the surveyor Dan Werner had dropped off an ANR for endorsement by the Planning Board in the Town Clerk's office. The Town Clerk was not there at the time and did not notify the Planning Board assistant that there was an ANR to be reviewed by the Board during their March 11th meeting. Under the subdivision regulations, if a Planning Board does not take action on an ANR within 21 days, the Town Clerk can issue a certificate and the plan can be recorded by the Registry of Deeds. The Board reviewed the plan and noted that a parcel on Route 2 was being divided into 2 lots and there was sufficient frontage and acreage to be in compliance with the Zoning Bylaw.

A motion to endorse the ANR plan for 441 Mohawk Trail was made by Cam and seconded by Tom.

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

Since the 21 days have passed and the Town Hall is closed due to the COVID 19 emergency, the Planning Board will ask the Town Clerk to issue the certificate of no action by the Planning Board to the owners of the property.

A motion to ask the Town Clerk to issue a Certificate of No Action by the Planning Board within 21 days of the receipt of the ANR for 441 Mohawk Trail was made by Will and seconded by Cam.

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

Special Permit – 10 Deerfield St., Residences at Mill Falls. The Board noted that they had reviewed a letter that was written based upon the Planning Boards discussion at their last meeting. This letter reviewed past plans for the Village that were urging a mixed-use project in that building. This letter has been emailed to the ZBA, Selectboard and the applicant.

Minutes of the meeting:

Motion to approve minutes of March 11, 2020 was made by Will and seconded by Cam.

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

OLD BUSINESS

Zoning Bylaw Revisions for ATM 2020 –Rescheduling of Annual Town Meeting (ATM)

The Planning Board discussed their options for articles to present at ATM that has been rescheduled to June 15th. Liz noted that all of the “housekeeping” articles of proposed bylaw revisions had been covered at the public hearing on Feb. 26th. If those are the only items submitted to the Selectboard for consideration at ATM, the Board would not have to hold another public hearing. During the meeting on March 11th, Town Counsel had indicated that it would be good to proceed with those updates to the bylaw. If the board wanted to present the article related to the non-conforming uses in the bylaw, the Planning Board would need to hold a public hearing and due to the COVID 19 emergency, that would have to be done remotely. The Selectmen have urged the Planning Board to not submit any warrant articles that have potential for being controversial. The consensus of the Board was that even though they have held several meetings and have worked with the ZBA on the proposed language for the revisions, there were still certain issues that need further consideration and revising. Therefore, it made sense to save those proposed revisions until either next year’s annual town meeting or a special town meeting.

A motion was made by Will and seconded by Cam to submit proposed revisions to the Shelburne Bylaw designed to update 6 sections of the Zoning Bylaw, to the Selectboard for inclusion in the Warrant for the next Annual Town Meeting currently scheduled for June 15th 2020.

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

COMMITTEE and REGIONAL PROJECT UPDATES

FRCOG Planning Board- no news

Open Space – Tom reported that this committee is still working through the special permit process for the proposed trail and working with landowners to obtain the necessary paperwork. In addition, the committee is working on trails on part of the Payne property in rural Shelburne.

Other Town Board updates – nothing

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

Read Mail – mail was not read due to the remote nature of this meeting.

Public Comments—none presented.

Schedule next meeting - due to the COVID 19 state of emergency, the Planning Board will only meet as needed to address ANR’s or other subdivision applications. Liz was asked to post a notice to that effect on the Planning Board webpage asking anyone who needed an action by the Board or who had a question, to contact the Board through Planning@townofshelburnema.gov.

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

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

Meeting was adjourned at 7:40 pm.

Respectfully submitted by,

Liz Kidder
Administrative Assistant

LIST OF DOCUMENTS:

Summary of discussion with Town Counsel during March 11th meeting