

**Town of Shelburne Planning Board**  
**Minutes of Remote Participation Meeting Feb. 10, 2021**

A duly posted meeting of the Shelburne Planning Board was held remotely on Wednesday, Feb. 10th, 2021 at 7:00 pm using Zoom online software.

Present: John Wheeler, Chair  
Will Flanders  
Cam Stevenson  
Tom Johnson

Administrative Assistant: Liz Kidder

Audience:

Absent:

The meeting was called to order at 7:10 p.m. John Wheeler noted he was recording the audio of the meeting.

**Motion to approve minutes of the Planning Board meeting of Jan. 27, 2021, was made by Cam and seconded by Will.**

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

**ANR/Subdivision** – none submitted

**Special Permit** – none submitted

**OLD BUSINESS**

Request to Utilize Town Counsel – the Board had received an email from Terry Narkewicz saying that Selectboard is putting the Planning Board request for time to consult with Town Counsel on the February 16<sup>th</sup> agenda. In the meantime, the Selectboard and Town Administrator are working on identifying the status of Town maintained roads and reviewing the zoning status of abandoned Town owned properties. A question was raised as to whether a house could be rebuilt on a non-conforming lot after 12 years, with or without extenuating circumstances.

One town lot had a house that burned 12 years ago and the lot was abandoned. There was a question as to whether the process of the Town obtaining ownership and control of the lot could qualify as extenuating circumstances. This is a question for Town Counsel. Will suggested that if under current zoning, that lot could not be reused for a dwelling, maybe the bylaw could be revised in such a way as to create the opportunity that that lot could be reused for an Affordable House. The Board discussed the advantages to the Town of being able to receive annual property taxes on such a lot. The Board discussed two options to incorporate into the bylaw:

1. the ZBA is enabled to allow an exception on such a lot that had been abandoned for more than 2 years if an Affordable House is being constructed, or
2. the ZBA allows any structure to be built on the lot with a simple bylaw revision in order to allow the reuse of the lot.

This could be a simple one-line phrase added to the bylaw. This proposal would apply to only a few situations and not cause a major impact on the Town.

CPA – the Selectboard is meeting with Alyssa Larose of the FROCOG to discuss the CPA program during their meeting on February 16<sup>th</sup>. Will and John will both try to attend the Selectboard meeting for both the CPA discussion and the Planning Board request.

Communication with ZBA: Liz said she had talked with Faye Whitney, and that the ZBA is meeting the 1<sup>st</sup> Thursday of the month as needed. She said that if the Planning Board wanted to meet with the ZBA to just let her know and she will schedule a meeting. Liz noted that she had asked Terry whether the Selectboard had decided to hold off on scheduling ATM until June in order to hold an outdoor meeting and that Terry didn't know yet but would not be surprised if that happened. In order to be sure of being ready to submit a warrant article to the Selectboard, the Board considered the following schedule:

- Feb. 24<sup>th</sup> meeting – try to finalize draft bylaw revisions
- March 5<sup>th</sup> – meet with the ZBA to review proposed revisions
- March 10<sup>th</sup> meeting – finalize a public hearing draft
- March 31<sup>st</sup> – hold a public hearing and finalize submission to the Selectboard

This schedule allows the Planning Board to be ready for ATM in May. If the Selectboard decides to hold ATM in June, then there will be another month in which to prepare. John said he would ask the Selectboard when he meets with them on the 16<sup>th</sup>.

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

Mobile Homes/Campers – John has not yet heard back from Chris Myers as to whether the Planning Board should work on this issue.

Municipal Preparedness – Cam noted that he had received an email that afternoon from Andrew Smith, the Regional Coordinator for the state Municipal Vulnerability Program, asking to meet with the Board to discuss the program. The Board suggested they would be happy to have him attend the next meeting and noted that other boards, such as emergency management should be included.

Home Based Businesses – the consensus of the Board was to present the proposed revisions prepared by Tom at the public hearing for input. Will suggested that Tom prepare a short paragraph summary of what the Board is trying to accomplish with the suggested revisions. The board discussed the possibility of recommending a reduction in the size of signs allowed for home businesses in the VR, possibly 4 square feet.

5G – nothing new has been received from Jonathan Mirin. In an effort to keep all bylaw revisions to the most simple and effective form, the consensus of the Board was to modify the definition in the telecommunication bylaw to include small cell units such as 5G. Will noted that adding the small units to the bylaw through the definition could actually achieve the overall goal.

**Zoning Bylaw Revisions adopted SPTM 2020** – AG’s letter said should be received by the Town on Feb 18, 2021.

**Budget** – the Board’s FY22 budget, with the requested increase for an annual meeting with Town Counsel, has been submitted to the Town Administrator. John will sign up for a time to attend a meeting of the Selectboard and Finance Committee to discuss the Board’s budget for FY22.

**COMMITTEE and REGIONAL PROJECT UPDATES**

**FRCOG** – nothing presented.

**Open Space** – the committee is continuing to work on the proposed trail, they have also been quite actively developing trails on property owned by the Paynes. It was noted that those trails are beautifully marked.

**Other Town Board updates** – nothing presented.

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

**Read Mail** – only legal notices from neighboring towns have been received in the mailbox at Town Hall.

**Public Comments**—none presented.

**Schedule next meeting** - The Board will meet remotely again at 7pm on Wednesday, February 24<sup>th</sup> and March 10<sup>th</sup> and 24<sup>th</sup> or the 31<sup>st</sup>..

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

**Vote:** 3 in favor, 0 opposed, 0 abstentions

**Meeting was adjourned at 7:55 pm.**

**Respectfully submitted by,**

Liz Kidder  
Administrative Assistant

**LIST OF DOCUMENTS:**

Proposed bylaw revisions, home based businesses, Affordable housing, 5G.