

Town of Shelburne Planning Board
Minutes of Remote Participation Meeting Jan. Feb 24, 2021

A duly posted meeting of the Shelburne Planning Board was held remotely on Wednesday, Feb 24, 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 7:03 p.m. John Wheeler noted he was recording the audio of the meeting.

Motion to approve minutes of the Planning Board meeting of Feb. 10, 2021, was made by Tom and seconded by Cam.

Vote: 3 in favor, 0 opposed, and 1 abstention by Tom who was not in attendance.

ANR/Subdivision – none submitted

Special Permit – none submitted

There had been a request for information on signage for Strawberry Fields and the owner was referred to the Building Inspector. Will noted that DOT also has responsibility for signs along a state highway.

Municipal Vulnerability Program – the Town Administrator had sent an email stating that both the FROG and a private consultant contacted the Selectboard about this program. Chris Myers, of the emergency management committee felt that conducting another planning program right after finishing the emergency management plan was more than his committee was prepared to do. Therefore, any Town involvement in preparation of such a plan are on hold for now. Cam said that he would respond to Andrew Smith, the regional MVP coordinator.

OLD BUSINESS

Request to Utilize Town Counsel – the Selectboard are taking the first steps on researching town roads and reuse of abandoned properties. Will said that he would work on language that represents a very simple approach to enabling the reuse of abandoned properties for affordable housing so that the Board can get input from other boards and the public. At that time, it will be appropriate to also get Town Counsel review. John noted that he is meeting on March 15th to discuss the budget for next year. He will mention that the Board will need time with Donna since there are the first major changes to the Zoning Act in decades and it will be important to understand how those changes may affect the Shelburne zoning bylaws.

CPA -- March 24th Alyssa Larose, FRCOG, will be leading a zoom discussion at 6:00pm with several Town boards and committees participating. The Planning Board meeting for that night will be scheduled for 7:30pm. John will work out the logistics of the zoom account. The Board recognizes that the Selectboard are proceeding with the appropriate education of Town boards who could be involved if CPA were to be adopted.

Shelburne Housing needs, town owned land, Section 10, Findings/Variations – the Board discussed the need to educate residents as to what affordable housing and Affordable housing are according to State programs. Cam noted that using abandoned lots for an Affordable house leads to scattered siting rather than grouping an Affordable housing project in one section of Town. The consensus of the Board was to wait to discuss how to approach findings and variances until they have been able to review the recent changes to the Zoning Act.

Meeting with ZBA – the Board set their March 24th meeting as a time to meet with the ZBA to discuss possible zoning bylaw revisions.

Mobile Homes, Campers, and Tiny Homes / Shelburne Hazardous mitigation plan – the consensus of the Board was to take this off the agenda until they hear from the Emergency Management Committee that the Board should address this more fully.

Home Based Businesses – the Board reviewed the proposed revisions to Section 7. Home Based Business and Section 9 Signs. The consensus of the Board was to reduce the maximum size of a sign for a home-based business to 4 square feet on each side.

Approved: _____ Date: _____ 1

A Motion to present the proposed revisions related to Home Based Businesses in Section 2, 4, 7, 9 and 11 of the Shelburne Zoning Bylaw at a duly posted and advertised public hearing was made by Will and seconded by Cam.

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

5G – Jonathan Mirin is trying to meet with the ZBA to present his proposed bylaw revisions related to small cell tower units. The consensus of the Board was to consider just modifying the definition section of the bylaw and to not present a major new section that includes procedures for reviewing such an application to just address 5G. The Board will have this on the agenda for the meeting with the ZBA.

Planning Board goals/proposed bylaws for 2020-2021/ATM and Public Hearing Schedule - Liz will talk to Terry to find out if the ATM will be in May or June since this will influence when the Board will hold a public hearing on the proposed bylaw changes. At this time, the Board is expecting to present the home-based business revisions and revisions related to the reuse of abandoned properties for scattered Affordable housing sites.

Resiliency, Sustainability, Climate Change impact on Franklin County - for discussion at future meetings as material becomes available.

Master Plan/Economic Development update - the Board is waiting until the new census data is available before proceeding with this update.

Zoning Bylaw Revisions adopted SPTM 2020 – a letter from the Attorney General’s office has been received approving the adoption of some of the changes but letting the Town know that they are extending their review of some of the changes for another couple of months.

Planning Board Budget for FY22 – John is meeting with Selectboard and Finance Committee on March 15th.

Conflict of Interest Certification – Cam and John have both updated their certifications and notified the Town Clerk.

COMMITTEE and REGIONAL PROJECT UPDATES

FRCOG – nothing presented.

Open Space – Tom was not able to participate in the last meeting.

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, March 10th and 24th. Possibly the 31st.

Tom noted his position on the Board is up for reelection this year and he is not running again. The Board discussed reaching out to members of the community to encourage more participation.

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

Vote: 3 in favor, 0 opposed, 0 abstentions

Meeting was adjourned at 8:19 pm.

Respectfully submitted by,

Liz Kidder
Administrative Assistant

LIST OF DOCUMENTS:

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