Town of SHELBURNE

Planning Board

MINUTES

Regular Meeting via Zoom ~ February 1, 2022

A duly posted meeting of the Shelburne Planning Board was held remotely via Zoom, on Tuesday, February 1, at 5 p.m.

Present: John Wheeler

Will Flanders

Cam Stevenson

Seth Wilschutz

Tricia Yacovone-Biagi

Administrative Assistant: Faye Whitney

Guests: None

Absent: None

The meeting was called to order at 5:02 p.m. by Chair John Wheeler, who noted the meeting was being recorded.

**Minutes**

Minutes from January 26 were not available.

**Mail**

There was no mail.

**ANR Plans/Subdivision**

None

**Zoning Relief/Special Permit Applications**

None

**Appointments**

None

**OLD BUSINESS**

**CPA** – The CPA group will be meeting tonight and again on February 8.

**Planning Response to Attorney General’s Comments** – Nothing new to report.

**Section 10, Findings/Variances** – It is hoped the ZBA will discuss the proposed changes at its next meeting.

**Master Plan/Economic Development update** – John has submitted the Planning Board’s request to the Selectboard for a DLTA grant for help to update the Master Plan Economic Development section. The Planning Board is responsible for the Master Plan but doing an update is costly. Assistance would be needed from the FRCOG or the state. The plan has not been updated for about 20 years. Some grants require a town to have a Master Plan. It is recommended that Master Plans be updated every 10 years. Tricia asked if it would be possible to share a Master Plan with other towns. Seth said a plan needs to be structured as a framework and that is hard to do well. He said it was easy to put down a lot of ideas then no one looks at it. Will thought that was just what happened in Shelburne. Tricia thought the plan should focus on resiliency and that it should be agile enough to refocus as things change.

**Mohawk Trail Commercial Zone and Scenic Byway/Sign Bylaws** – Seth made some suggestions to the sign bylaws. He felt the total area of signage should be the aggregate of all signs, not individual signs. He proposed that any sign larger than 48 square feet should require a Special Permit. Seth pointed out that bylaws sections 9.4.5 and 9.6.2 seem to conflict but people need to abide by all the bylaws. He suggested eliminating section 9.6 Non-Portable Commercial Signs. Changes to the sign bylaws should include defining total area, setting a size limit, and requiring a Special Permit for sigs between 48 and 64 square feet.

**Home-Based Businesses** – The only change for this year would be not allowing a Retail Store Building 2,500 sq. ft. or less of enclosed floor area in the Village Residential zone.

**Review of Use Table** – This item is complete for this year.

**Annual Town Report** – John has sent a draft. There was no discussion.

**New Business**

**MVP Update** – Nothing new to report.

**Committee and Regional Project Updates** – A summary of the FRCOG Planning Board January meeting has been sent to Planning Board members. The report on affordable housing in Buckland will be something to follow.

**Other business not reasonably foreseen 48 hours prior to the meeting**

None

**Public Comments**

None

**Schedule Next Meeting**

The next meeting will be on February 15, at 6:30 p.m.

At 6:08 p.m. a motion to adjourn the meeting was made by Will and seconded by Cam. Roll call vote: Will – aye; Seth – aye; Cam – aye; Tricia – aye; John – abstain. Motion passed 4-0-1.

Respectfully submitted,

Faye Whitney

Administrative Assistant

**List of Documents:**

None