Town of SHELBURNE

Planning Board

MINUTES

Regular Meeting via Zoom ~ February 7, 2023

A duly posted meeting of the Shelburne Planning Board was held remotely via Zoom, on Tuesday, February 7, at 6:30 p.m.

Present: John Wheeler

Will Flanders

Tricia Yacovone-Biagi

Rick LaPierre

Seth Wilschutz

Administrative Assistant: Absent

Guests: None

The meeting was called to order at 6:33 p.m. by Chair John Wheeler, who noted the meeting was being recorded.

**Minutes**

The minutes of the previous meeting were unavailable.

**Mail –** None

**ANR Plans/Subdivision** – An ANR plan from Ed Whitaker was received. He plans to divide one lot into three. The frontage and acreage requirements have been met. A common driveway is planned to be shared between Parcels 1 and 3. That application has not been completed. A motion was made by Will, seconded by Rick, to table this ANR application until the applicant provides an application for a Special Permit for the common driveway. Roll call vote: Will – aye; Tricia – aye; Rick – aye; Seth – aye; John – abstain. Motion passed 4-0-1.

**Zoning Relief/Special Permit Applications** – None

**Appointments –** None

**OLD BUSINESS**

**Master Plan/Economic Development** –Nothing new to report.

**Resilience/MVP Update** – Nothing new to report. Information on this will be in the March town newsletter.

**Sign Bylaws** – The Board discussed the draft of Seth’s proposed bylaw changes, submitted via email. The proposal would limit all signs in the VR district to 12 square feet. A motion was made by Will, seconded by Seth, to take this modification to Town Meeting and to have a public hearing, probably in March. Roll call vote: Will – aye; Tricia – aye; Rick – aye; Seth – aye; John – abstain. Motion passed 4-0-1.

**Affordable Housing –** Will had spoken with Town Counsel and submitted wording for bylaw changes for affordable housing. The Board made some changes to the proposed wording which will be discussed with Town Counsel for her feedback, hopefully before the next meeting.

**Short-Term Rentals** – The Board decided that it did not have enough information about the number of short-term rentals in town and what specific problems, if any, they cause or might create for the availability of affordable housing, to make any changes to the bylaws. The Board will initiate any necessary bylaws changes after receiving specific information. John will communicate this decision to the Selectboard.

**FY’24 Budget** – Tricia will send an email to the Town Administrator to make sure she has everything she needs for the FY’24 budget and if she needs John to speak with the Selectboard about it.

**DLTA Funding** **–** The Board’s recommendations for projects have been submitted to the Selectboard.

**NEW BUSINESS**

**Bylaw Submission** – John wants to clarify for the Board what the specific responsibilities are for the Town Clerk and the Board’s administrative assistant. Joe Judd will attend the next meeting to discuss this. Will suggested that as a matter of course the Board asks that Faye keep the Board apprised of her progress with the bylaw submissions in a timely manner.

**Committee and Regional Project Updates –** John said members of the Open Space Committee expressed an interest in the MVP grant and might be willing to help. Tricia was unable to attend the FRCOG Regional Planning Board meeting on January 26 and will send them an email inquiring about whether they considered overlapping the regional transportation and outdoor recreation plans, whether short-term rentals are part of the recreation plan, and whether a regional housing/short-term housing plan exists.

**News Notes –** Items for the March newsletter include MVP grant application, meeting times and URL for our agendas and minutes, new bylaws underway for signs and affordable housing.

**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 21, at 6:30 p.m.

At 8:02 p.m. a motion to adjourn the meeting was made by Will and seconded by Rick. Roll call vote: Will – aye; Tricia – aye; Rick – aye; Seth – aye; John – abstain. Motion passed 4-0-1.

Respectfully submitted,

Faye Whitney

Administrative Assistant

**List of Documents:**

None