Town of SHELBURNE

Planning Board

MINUTES

Regular Meeting via Zoom ~ February 21, 2023

A duly posted meeting of the Shelburne Planning Board was held remotely via Zoom, on Tuesday, February 21, at 6:30 p.m.

Present: John Wheeler

Will Flanders

Tricia Yacovone-Biagi

Rick LaPierre

Absent: Seth Wilschutz

Administrative Assistant: Faye Whitney

Guests: None

The meeting was called to order at 6:34 p.m. by Chair John Wheeler, who noted the meeting was being recorded.

**Minutes**

A motion was made by Will, seconded by Tricia, to approve the minutes of January 17. Roll call vote: Will – aye; Rick – aye; Tricia – aye; John – abstain. Motion passed 3-0-1.

A motion was made by Rick, seconded by Will, to approve the minutes of February 7. Roll call vote: Will – aye; Rick – aye; Tricia – aye; John – abstain. Motion passed 3-0-1.

**Mail –** A notice of an upcoming hearing in Charlemont.

**ANR Plans/Subdivision** – The ANR plan from Ed Whitaker was again tabled until the time of a public hearing for a Special Permit for a common driveway for the property. No date for that hearing has been set, as the application is not yet complete.

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

**Appointments –** Joe Judd, Town Clerk – 7 p.m.

Faye explained that due to misunderstandings as to the roles of the Planning Board and Town Clerk, the 2022 bylaw changes were submitted late to the Attorney General. The situation has been addressed. Faye praised Joe for his help. In the future the Planning Board’s Administrative Assistant will complete Form 1 Section 8 and Form 7 of the Attorney General’s submittal forms. The Town Clerk will complete the rest of the forms. This item will be kept on the agenda, each year, until it is completed, with progress reports.

**OLD BUSINESS**

**Master Plan** –Rick said the Master Plan was too large a project for the Board to take on at this time. It was agreed to remove it from future agendas.

**Resilience/MVP Update** – Rick said that the MVP program is not a Planning Board matter. Tricia and Will have taken it on, but as individuals, not as members of the Planning Board. Tricia agreed that it is not a Planning Board matter and it will be removed from the agenda.

**Sign Bylaws** – It was questioned whether the proposed changes to the sign bylaw were necessary at this time. Will said it was a good idea to clean things up before problems arose.

**Affordable Housing –** Will and Town Counsel Donna MacNicol have made some small changes to the proposed bylaw. A referendum question has also been written. A lengthy discussion followed. The referendum question will be given to the Selectboard, who can choose to put it on the Town Meeting warrant or not. Rick questioned whether the language was forcing the Selectboard to sell tax title lots for affordable housing. The others felt it only allowed for that as an option.

**Short-Term Rentals** ­– The Board will initiate any necessary bylaws changes after receiving specific information that such a bylaw is needed. The Regional Planning Board will be discussing short-term rentals at its March 23 meeting

**FY’24 Budget** – John will be presenting the budget to the Selectboard and Finance Committee on March 13.

**NEW BUSINESS**

None

**Committee and Regional Project Updates –** Tricia said the COG was updating the regional transportation plan. She shared links to a survey and an interactive map.

**News Notes –** Items for the next newsletter include: the FRCOG transportation plan, an MVP update noting that it is separate from the Planning Board, the Planning Board’s meeting schedule, the bylaws that are being worked on, and a date for a public hearing on the bylaws.

**Other business not reasonably foreseen 48 hours prior to the meeting ­**– Rick’s term on the Board is up this year. He has not decided whether to run for a full five-year term or not. Rick expressed his frustration, saying that the Board does things that are out of its scope. He said he had ideas how to make things better, which will be part of the agenda for the next meeting.

**Public Comments –** None

**Schedule Next Meeting**

The next meeting will be on March 7, at 6:30 p.m.

At 8:55 p.m. a motion to adjourn the meeting was made by Will and seconded by Tricia. Roll call vote: Will – aye; Tricia – aye; Rick – aye; John – abstain. Motion passed 3-0-1.

Respectfully submitted,

Faye Whitney

Administrative Assistant