Town of SHELBURNE

Planning Board

MINUTES

Regular Meeting via Zoom ~ April 4, 2023

A duly posted meeting of the Shelburne Planning Board was held remotely via Zoom, on Tuesday, April 4, at 6:30 p.m.

Present: John Wheeler

Will Flanders

Tricia Yacovone-Biagi

Rick LaPierre

Seth Wilschutz

Absent: None

Administrative Assistant: Faye Whitney

Guests: David Freitas, Ed Whitaker, Mark Naccarto

The meeting was called to order at 6:35 p.m. by Chair John Wheeler, who noted the meeting was being recorded.

**Minutes**

A motion was made by Seth, seconded by Tricia, to approve the minutes of March 21. Roll call vote: Will – aye; Rick – aye; Tricia – aye; Seth – aye; John – aye. Motion passed 5-0-0.

**Mail –** Four notices of upcoming hearings from the City of Greenfield.

**ANR Plans/Subdivision** – None

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

**Appointments – Public Hearing for Ed Whitaker, 278 Old Greenfield Road – 7 p.m.**

At 7 p.m. a motion was made by Will, seconded by Rick, to recess the regular meeting for the purpose of a public hearing for Ed Whitaker. Roll call vote: Will – aye; Rick – aye; Tricia – aye; Seth – aye; John – aye. Motion passed 5-0-0.

The hearing was opened by John at 7:01 p.m.

Mr. Whitaker has previously received an ANR to divide his parcel into three parcels. He plans to use an existing driveway to serve two of the parcels, rather than create two more curb cuts. The third parcel would have its own driveway. Rick noted that the driveway maintenance agreement seemed to be missing a page. Mr. Whitaker showed the missing page on his screen and sent a copy to Faye for the files. Looking at the provided map of the three parcels it was clear what the applicant was intending to do. The Board asked that the agreement be modified to make it clear that the driveway would not be serving parcel two and that the word “lots” be added to the first sentence. Mr. Whitaker was agreeable to the changes. The two abutters who were present had no comments. A motion was made by Will and seconded by Rick thattheBoard vote to grant approval of theproposed project, under Shelburne Zoning Bylaw Section 13.4 to Ed Whitaker Pleasant Street LLC to create a common driveway at property located at 278 Old Greenfield Road.Roll call vote: Will – aye; Rick – aye; Tricia – aye; Seth – aye; John – aye. Motion passed 5-0-0. At 7:29 p.m. a motion was made by Will, seconded by Seth, to close the public hearing. Roll call vote: Will – aye; Rick – aye; Tricia – aye; Seth – aye; John – aye. Motion passed 5-0-0. The regular meeting resumed at 7:30 p.m.

**OLD BUSINESS**

**Bylaw Update** – The 2023 proposed bylaw changes have been submitted for placement on the Annual Town Meeting warrant.

**Common Driveways** – Will plans to come up with language about common driveways that will be added to the ANR application.

**NEW BUSINESS**

**Annual Report** – John’s report for the Town Report has been submitted to the Town Administrator.

**Zoom License –** The Board feels that the town should have a second Zoom license so that personal Zoom accounts do not need to be used for town business. It is thought the cost would be about $160 per year. Faye will work with the Town Administrator on this. A motion was made by Rick, seconded by Will, to request that the town purchase an additional Zoom license for use by various Boards and Committees. Roll call vote: Will – aye; Rick – aye; Tricia – aye; Seth – aye; John – aye. Motion passed 5-0-0.

**Committee and Regional Project Updates –** John had attended an Open Space Committee meeting. They are working on an Open Space and Recreation Plan. Also, as part of the Eversource licensing renewal, the FERC plan that includes Wilcox Hollow is being considered.

Tricia said the FRCOG Regional Planning Board is working on pollinator plans. Shelburne already has an action plan for that. There was also a presentation on short-term rentals. Shelburne has 28 non-owner-occupied short-term rentals compared to 27 in Greenfield. Shelburne received $26,000 in taxes from the short-term rentals. John wondered if a town wide survey about short-term rentals would be useful. Tricia said the questions would need to be very specific. Rick felt that a bylaw relating to short-term rentals should be a general bylaw, not a zoning bylaw and it should be done by the Selectboard. It is unclear if this is something the Selectboard is concerned about. Will thought licensing would be a better way to control short-term rentals. The consensus of the Board was to wait for direction from the Selectboard.

**News Notes –** The May meeting date change should be noted.

**Other business not reasonably foreseen 48 hours prior to the meeting ­**– None

**Public Comments –** None

**Schedule Next Meeting**

The next meeting will be on May 9, at 6:30 p.m.

At 8:09 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; Seth – aye; John – aye. Motion passed 5-0-0.

Respectfully submitted,

Faye Whitney

Administrative Assistant