Town of SHELBURNE

Planning Board

MINUTES

Regular Meeting via Zoom ~ June 6, 2023

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

Present: John Wheeler

Will Flanders

Tricia Yacovone-Biagi

Seth Wilschutz

Faith Williams

Absent: None

Administrative Assistant: Faye Whitney

Guests: None

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

Newly elected member, Faith Williams, was welcomed to the Board. She has been sworn in by Town Clerk Joe Judd.

**Minutes**

A motion was made by Will, seconded by Tricia, to approve the minutes of May 9. Roll call vote: Will – aye; Tricia – aye; Seth – aye; Faith – abstain; John – aye. Motion passed 4-0-1.

**Mail, Memos, and Other Correspondence –** Notices of upcoming hearings were received from Buckland, Greenfield, and Charlemont. Will reported that Buckland had decided to table a short -term rental bylaw. John said that Colrain is working on a short-term rental bylaw. He will send that proposed bylaw to everyone and he hopes to be able to listen in on the hearing. Tricia will continue to represent Shelburne on the Franklin County Planning Board.

**ANR Plans/Subdivision** – None

**Zoning Relief/Special Permit Applications** – A Special Permit application for a ground mount solar panel for Casey Griswold, on Lucy Fiske Road, has been received. The board has no issues with it.

**Appointments** – None.

**OLD BUSINESS**

**Bylaw Update** – Faye will work with the Town Clerk to submit the 2023 bylaw changes to the Attorney General’s Office. The CPA bylaw will be submitted at the same time.

**Common Driveways** – Will drafted the following language to be added to the ANR application:

*Attention: If your proposed ANR plan includes a driveway which serves more than one lot, the plan must have the following note on it near the space for the Planning Board’s signatures:  
“The common driveway shown on this plan requires a Special Permit issued by the Planning Board and the Special Permit must be recorded with the Franklin County Registry of Deeds in order for building permits to be issued for the lots served by the common driveway.”  
If the plan does not contain this note, the Planning Board will approve the ANR plan (assuming it meets all legal requirements) but will inform the Building Inspector via letter that no building permits shall be issued for the lots served by the common driveway shown on the plan until the required common driveway Special Permit has been issued and recorded.*

It was the consensus of the Board that the language be added to the ANR application.

**NEW BUSINESS**

**Board Reorganization** – A motion was made by Will, seconded by Faith, to appoint John as Chair, Will as Vice Chair, and Tricia as Clerk for FY’24. Roll call vote: Will – aye; Tricia – aye; Seth – aye; Faith – aye; John – aye. Motion passed 5-0-0.

**Committee and Regional Project Updates –** Greenfield Community College, in an arrangement with the Center for Rural Innovation, is increasing access and partnership for technical jobs. Shelburne may see some benefits from that.

John will keep the Open Space Committee informed about the climate resilient zoning changes and also about the MVP process.

**News Notes –** Faith will be introduced as the new Board member. The next FRCOG regional meeting, on June 22, will be announced. People will be asked for input concerning climate resilient zoning.

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

**Public Comments –** None

**Schedule Next Meeting**

The next meeting will be on July 11, at 6:30 p.m.

At 7:28 p.m. a motion to adjourn the meeting was made by Will and seconded by Tricia. Roll call vote: Will – aye; Tricia – aye; Faith – aye; Seth – aye; John – aye. Motion passed 5-0-0.

Respectfully submitted,

Faye Whitney

Administrative Assistant