Town of SHELBURNE

Planning Board

MINUTES

Regular Meeting via Zoom ~ March 12, 2024

A duly posted meeting of the Shelburne Planning Board was held remotely via Zoom, on Tuesday, March 12, 2024, at 6:30 p.m.

Present: John Wheeler

Will Flanders

Tricia Yacovone-Biagi

Faith Williams

Absent: None

Administrative Assistant: Absent

Guests: Kimberly Noake MacPhee

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

**Appointments –** Kimberly had reached out to the towns of Montague and Deerfield to see if there was anyone who could describe how storm water bylaws had been implemented. Montague has never adopted the storm water bylaw and relies on good relationships with engineering firms. The focus in that community has been to encourage businesses to come to town. Will suggested that maybe Shelburne didn’t need a bylaw and that there might be other ways to deal with storm water. Perhaps a talk with the Conservation Commission is needed. Kimberly said there are ways to tweak the existing bylaws. Kimberly had talked with Town Counsel about what other boards might be able to administer a storm water bylaw, with the Conservation Commission being the most logical. Counsel had suggested a more conservative approach rather than a new bylaw. For example, the sub-division regulations already mention storm water. At the least, a draft storm water bylaw has been created and can be kept in the files for future use or it could be used as a model for other towns. Will suggested that the commercial zone is the area most likely to need storm water regulations. That could be addressed by various bylaw amendments regarding parking, etc. or ways to break up large areas of asphalt with plantings could be encouraged, rather than regulated. Kimberly had sent the problem statement, which explains what the bylaw is attempting to solve. Board members had not had a chance to read it as yet. Will suggested that flooding might be addressed through the MVP program and be incentive-based rather than regulation-based. He also wondered if there should be a statement that the town recognizes that storm water is an issue and is looking at ways to address it. That might be similar to the Right to Farm statement, which is a general bylaw, or the pollinator-friendly statement, which was endorsed by town meeting. Kimberly will plan to attend the April 2 Planning Board meeting.

**Minutes**

A motion was made by Will, seconded by Faith, to approve the minutes of February 27. Roll call vote: Tricia – aye; Will – aye; John – aye; Faith – aye. Motion passed 4-0-0.

**Mail, Memos, and Other Correspondence –** None.

**ANR Plans/Subdivision** – None.

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

**OLD BUSINESS**

**2023 Bylaw Update** – The 2023 bylaws have been published in the *Two Town News*. John has posted them at both libraries, the Town Hall, the police station, and the fire station. They are now officially approved.

**MVP Planning Grant** – The MVP action plan had been for culverts. After meeting with Andrew Smith and other municipalities that were planning on culvert projects, it seemed clear that the state was not interested in culverts and the project was not likely to be approved. Andrew had announced that the financial match is now 10% and some communities will not have to match the grant at all. Andrew said to “dream big.” The state seems to look favorably on projects that have nature-based solutions to inland flooding. Tricia said that Dragon Brook has been flooding near the intersection of Bardwells Ferry and Allen Roads. That seems like a prime target for a nature-baaed solution. She is getting various groups involved for education and outreach. Tricia will be meeting with the Selectboard on March 25 to explain the new idea for MVP funding. In addition to Dragon Brook, Will wondered what other streams are in town. He thought the storm water bylaw might be able to do something to regulate beaver activity in the various streams and that storm water could be factored into beaver management plans. Tricia agreed that this would be a good opportunity to educate people about beavers. The board agreed that Dragon Brook is a good project to start with since a flooding problem already exists. During the first year a nature-based plan would be created. During the second year, hopefully funds would be available and the plan could be enacted. Tricia said grant applications will be available starting next week and then there will be six weeks in which to get the applications submitted.

**SPGA Bylaw, Municipal and Non-Profit Trails Bylaw,** **Proposed Town Bylaw for Food Trucks (MFEs)**, **Planning Board Roles Bylaw** – The public hearing for the bylaws has been advertised in the paper and abutter notices have been mailed. The SPGA bylaw, saying the ZBA is the SPGA, is self-explanatory. John will ask someone from the Open Space Committee to help explain the trails bylaw. The board can explain the food truck bylaw. Will has still not heard back from Town Counsel about whether the planning board roles bylaw should be a zoning bylaw or a general bylaw. It is the consensus of the board that it should be a general bylaw.

**NEW BUSINESS**

**Website Issues** – Faith said the zoom link on the town website did not get her to the planning board meeting. She also said meetings were not on the calendar.

**Committee and Regional Project Updates –** The Franklin Regional Planning group will be meeting on March 28. The Open Space Committee will be meeting on March 25. Tricia would like a copy of the new Open Space and Recreation Plan.

**Two Town News** – There should be information after the March 19 public hearing on the proposed bylaws.

**Other business not reasonably foreseen 48 hours prior to the meeting ­**– Tricia will not be seeking re-election to the board. Instead, she is running for Selectboard. Two positions will be open on the planning board.

**Public Comments –** None.

**Schedule Next Meeting** – The next meeting will be on March 19, at 6:30 p.m.

At 8:20 p.m. a motion to adjourn the meeting was made by Will and seconded by Tricia. Roll call vote: Will – aye; John – aye; Faith – aye; Tricia – aye. Motion passed 4-0-0.

Respectfully submitted,

Faye Whitney

Administrative Assistant