Town of SHELBURNE

Planning Board

MINUTES

Regular Meeting via Zoom ~ July 2, 2024

A duly posted meeting of the Shelburne Planning Board was held remotely via Zoom, on Tuesday, July 2, 2024, at 6:30 p.m.

Present: John Wheeler

Will Flanders

Faith Williams

Paul Hollings

Absent: None

Administrative Assistant: Absent

Guests: Kimberly Noake-MacPhee

The meeting was called to order at 6:32p.m. by Chair John Wheeler.

**Minutes**

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

**Mail, Memos, and Other Correspondence –** Buckland ZBA Public Hearing about an Accessory Use Dwelling -- July 3 at 6:30 pm.

**ANR Plans/Subdivision** – None.

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

**Appointments –6:45** Kimberly Noake MacPhee, Land Use & Natural Resources Program Manager from the FRCOG attended the meeting to discuss how the Shelburne Planning Board might be able to develop new Storm water Bylaws that address inland flooding. Kimberly had some suggestions about investigating climate smart storm water management updates to existing sections of the Zoning Bylaws and Subdivision regulations. For example, she suggested we might look at requirements for parking, cul-de-sacs, and subdivision road dimensions. Bylaw changes could also be used to encourage the use of “low impact development practices,” such as reducing impervious cover, percent lot coverage, and preserving green space and other natural areas to reduce storm water runoff and maintain hydrologic function. Will said the CPA committee might eventually be able to provide some funding for stream easements

The FRCOG will finalize the Storm water Bylaw and regulations as a Model Bylaw that other Franklin County towns can consider. In the future, Shelburne could consider it too.

**OLD BUSINESS**

**2024 Bylaw Update** –Faye and Joe Judd both have their information ready to submit to the AG’s Office but have not yet found a time when they could work on it together. They hope to be doing that soon.

Discussion of planning for next year – The consensus of the Board was that we should try to schedule a joint meeting with the ZBA in September. The Planning Board will try to have some potential bylaw changes ready for them to look at and discuss. John will check with Faye to see if the ZBA is interested in doing this.

The Board decided to look at the recently passed Buckland Short-Term Rental bylaw as a possible template for Shelburne.

The Board will continue to research possible Mobile Food Establishment Bylaws that might be appropriate for Shelburne. We will also try to get input from the Selectboard about what they think might be needed and useful in Shelburne.

The need for a battery storage bylaw like the one that was recently proposed in Wendell was discussed. Paul agreed to research this issue more and report back to the Board.

**New Business -** None

**Committee and Regional Project Updates** – Paul agreed to be the Planning Board representative to the Franklin Regional Planning Board. Their next meeting is scheduled for September 26.

**Two Town News** – It should be noted that the Planning Board is still looking for another member.

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

**Public Comments** – None.

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

At 7:06 p.m. a motion to adjourn the meeting was made by Will and seconded by Faith. Roll call vote: Will – aye; John – aye; Faith – aye; Paul – aye. Motion passed 4-0-0.

Respectfully submitted,

John Wheeler

Shelburne Planning Board Chair