

TOWN OF SHELBURNE
Planning Board
Minutes of Meeting
July 24, 2013

On Wednesday, July 24, 2013, a duly posted regular meeting of the Shelburne Planning Board was held at 7:00 pm in the Town Hall Meeting Room, 51 Bridge St., Shelburne Falls.

Present: Matt Marchese, Chair
Doug Finn, Secretary
John Wheeler
Cam Stevenson

Absent: Beth Simmonds, had sent an email explaining that she was unexpectedly out of town

Press:

Audience: Bob Warren, Mike Parry

The meeting was called to order at 7:00pm by Matt Marchese, Chair

Motion to accept the minutes of June 12, 2013, with the correction of the typo on page 2, was made by Doug and seconded by Cam.

Vote: 4 in favor, 0 opposed, 0 abstentions

NEW BUSINESS:

7:15 pm ANR – Robert Warren, 38 Bardwells Ferry Rd.

Matt greeted Bob Warren and received a copy of his Form A and a check made out to the town of Shelburne for \$35. Bob distributed copies of a plan showing his proposed land swap on Bardwells Ferry Rd. His neighbor is going to be selling his property and is working with Mr. Warren to move property boundaries to protect woodland- neither piece of property involved in the land swap has frontage. Bob owns 6 acres on one side of the road and after the property boundary is reconfigured will still own 6 acres.

Motion to approve the ANR as presented by Robert Warren was made by Cam and seconded by Doug.

Vote: 4 in favor, 0 opposed, 0 abstentions.

The board signed copies of the plan; one will be given to the town clerk along with the check and a copy of Form A and one will be placed in the Planning Board files.

7:30 pm Open Space Committee – results of the Open Space Survey and possible action plan for the Planning Board.

Larry Flaccus of the open space committee (OSC) reviewed the process used to update an open space plan. The Town needs to have an updated plan in order to qualify the town for grant opportunities. Larry reviewed the package distributed to the board members, which included all the responses to the survey. The packet was organized by the survey questions and the OSC had highlighted those areas which may be of specific interest to the Planning Board. Larry and Cam both noted that certain responses indicated the views in town were evenly split- for example should there be commercial zoning along Route 2. Larry suggested that those could form the basis of a public discussion at some future date.

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Larry reviewed the goals, objectives and action plan from the last open space plan noting that the open space committee is seeking input from each of the town boards before they develop the new/updated action plan. The OPC has identified three basic goals. They are asking the Planning Board to consider actions they can take over the next seven years to help achieve these goals for the Town. After each board has submitted their input and action proposals, the OSC would like to hold a general public meeting, hopefully in October.

Matt asked Larry if he had a list of actions that he felt the Planning Board should consider. Larry stated that his "hot button list" included:

- Site plan review
- Cluster development
- Route 2 zoning
- Flag lot/shared driveways/250 foot frontage issues
- Scenic Views

Matt asked Larry to email Liz a list of any areas/actions which the OSC felt the Planning Board should consider addressing. Larry noted the OSC is working with the FRCOG and their assistance grant, which includes the printing of the plan, closes the end of December. Matt noted that in the future, the Planning Board would appreciate having a little more time to work on their part of the planning effort.

Larry noted that if the OSC just identified actions without input from other boards-- then the other boards, would not feel accountable for making those action steps happen. Matt noted he appreciates the OSC asking the planning board for their input. Larry noted the town is not eligible for certain grant programs until the plan is done and the action plan is pretty much the last leg of the process to complete the plan.

Matt thanked Larry for coming in and said the board would discuss the OSC request and get back to Larry. Matt asked for comments from the board. Doug noted, the OSC has been working for two years on this process and working very hard. Matt asked Liz to put the Open Space Plan action plan on the agenda under New Business for our September meeting. Matt asked Liz to identify our current activities and see if we can put those into one of the three goals for an action plan.

OLD BUSINESS

Windpower Advisory Committee Update – John reported that Kevin Parsons, chair of the WAC, feels the WAC does need a second extension. Mike Parry explained that the members have been investigating wind turbines in other towns--it has been hard to make contact with building inspectors in the other communities in order to get the information necessary to complete the requested research. Mike has just started to hear back from the communities he was researching and John said that he has just started to hear back as well. Mike guessed they will have information on about 15 different turbines by the time they finish their report.

Motion to extend the WAC charter until Wednesday Sept. 25, 2013 was made by Matt and seconded by Cam.

Vote: 4 in favor, 0 opposed, 0 abstentions

Solar zoning bylaws: The Board reviewed the first working draft that had been prepared by Liz and which was based upon the Heath Large-Scale Ground-Mounted Solar Energy Facilities bylaw recently adopted at their Town Meeting. Liz noted that she had also included sections that were in the draft wind bylaw prepared for Shelburne by Tighe & Bond. Issues the Board felt need to be addressed, were as follows:

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- What constitutes small scale? 25KW?
- Can the Town identify specific sites in Town what would be appropriate for a large-scale solar facility
- Should the Board include site plan review as part of the implementation procedures in the bylaw
- Can the Board find grant funds to develop a solar overlay map for the Town.

Concerns that may be addressed by a solar advisory subcommittee would include:

- Size – what is small scale versus large-scale
- Site plan review and what criteria should be included for the review
- What should be allowed by right
- What would the overlay district look like
- Setbacks
- All the areas highlighted in the working draft bylaw that need clarification.

The board agreed that they would like to have a working advisory committee set up by October. Matt asked Liz do the same outreach that was done to establish the wind advisory committee, including reaching out to the Recorder and the Independent, other town boards, the WAC members, and posting a notice at Town Hall. The Board wants to review letters of interest at their meeting on Sept. 18, 2013.

Community Energy Strategies Pilot Program update: Matt and Liz noted that of the individuals invited to participate in this program from Shelburne, John Walsh, Lynn Benander, Kevin Parsons and John Wheeler had responded that they would participate and had been sent an agenda for a “kick-off” meeting on August 7, 2013. Mike Parry noted that he had responded and he was not on the list. Liz noted that Bob Jaros had also responded and Liz said she would get their names on the FRCOG list of participants.

Matt reported that he had participated in a conference call and that he feels the state learned from the wind experience in Shelburne. This pilot program is trying to get thorough public input; look at options and then search for grants. Matt was very pleased with the direction the group was taking. He noted he is on the oversight group for this project and he asked Mike Parry to let him know if the working group starts going in another direction – Mike assured him he would.

Draft Subdivision Rules & Regulations for the Town of Shelburne, process update: Matt noted that the Board has a meeting scheduled with Peggy Sloan for Sept. 11 and that she felt the Board would need the full meeting to focus on the draft subdivision regulations. Matt asked Liz to get a copy of our working draft to the open space committee and to ask for their review in relation to the open space survey. Matt asked Liz to also send a copy of the draft regulations to all the pertinent town boards to ask for their input as the Board continues its review throughout the fall.

Medical Marijuana Regulations: Matt noted that Beth wanted to discuss this so the board tabled this agenda item until the next meeting.

COMMITTEE UPDATES:

FRCOG Planning Board: no report due to Beth’s absence.

Long Range Planning: –Doug said he has been to two meetings, met with the selectmen to organize, and then a second meeting to inventory all the buildings of the town. Since that meeting, Doug has not heard from other members and had tried to meet but nobody else showed up. Matt asked Liz to check with Terry to make sure that Doug is notified of meetings.

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OTHER BUSINESS NOT REASONABLY FORESEEN 48 HOURS PRIOR TO THE MEETING – none presented.

READ MAIL: board members reviewed the mail and read aloud those items that were pertinent. Matt and the Board members reviewed a memo from the Selectboard that described the rules for remote participation by board members which is now allowed in Shelburne. Matt asked Liz to digitally send a copy of the remote participation information to all the board members.

PUBLIC COMMENTS – none presented

SCHEDULE NEXT MEETING – September 11, 2013 - Doug noted that he can't make the 11th. Matt asked Liz to contact Peggy and Beth to see if the 18th or 25th would work for them. It was also decided to start at 6pm in order to deal with all regular board issues and then have enough time for meeting with Peggy Sloan.

MOTION TO ADJOURN THE MEETING WAS MADE BY DOUG AND SECONDED BY CAM.

VOTE: 4 in favor, 0 opposed, 0 abstentions.

ADJOURN – the meeting was adjourned at 9:07 pm.

Respectfully submitted by:

Liz Kidder
Administrative Assistant

Approved: _____ Date: _____