

**TOWN OF SHELBURNE
Planning Board
Minutes of Meeting
October 8, 2014**

A duly posted regular meeting of the Shelburne Planning Board was held on Wednesday, October 8, 2014 at the Shelburne Town Hall, 51 Bridge St., Shelburne Falls, MA

Present: John Wheeler
Cam Stevenson
Will Flanders
Doug Finn

Administrative Assistant: Liz Kidder

Absent: Josiah Simpson

Audience:

Press:

CALL MEETING TO ORDER – 7: 03 PM

John noted that Josiah had emailed to let him know that he would not be able to attend the meeting tonight.

Minutes of Sept. 25, 2014 meeting:

A motion to approve the minutes of Sept. 25, 2014 was made by Cam and seconded by Doug.

Vote: 3 in favor, 0 opposed, 1 abstention by John as Chair of the meeting.

Minutes of Sept. 10, 2014 meeting:

Will noted a typo which was corrected on page 1, third line of Kinder Morgan Pipeline paragraph – “meet” should be “met.”

A motion to approve the minutes, as corrected, of Sept. 10, 2014 was made by Will and seconded by Cam.

Vote: 2 in favor, 0 opposed, 1 abstention by John as Chair of the meeting, and an abstention by Doug who was not in attendance at that meeting.

ANR Plans – none presented

New Business – none presented

OLD BUSINESS

Board schedule leading to Annual Town Meeting (ATM) 2015 : Will asked which bylaws do we need to prepare for this year’s town meeting. The consensus of the Board was to focus on the following for this year:

- The Sign Bylaw
- “Housekeeping” revisions
- Large Scale Ground Mounted Solar Energy Facilities
- Subdivision Regulations (for vote by the Board not ATM)

Will suggested the Board needs a plan or schedule to be ready for ATM. Will said he realized at the last meeting with the ZBA, that it is the Planning Board that sets the tone for land use in Shelburne.

Sign Bylaw: Will said he is willing to reorganize the draft bylaw to improve its clarity, not necessarily changing specifications. Will noted the following issues he considered as he was driving through Shelburne this past week:

- **Agriculture**
 - should agriculture be allowed more signs than regular commercial businesses,
 - seasonal vs year-around signage,
 - signs such as Apex Orchard off-premises signs are part of the agricultural culture of the town,

Approved: _____ Date: _____

- issue of farm market signage clutter/safety concerns and the weekly farmer’s market signs.
- **Route 2 and other scenic byways/roads**
 - Route 2/Mohawk Trail regional scenic byway designation
 - State highway signage regulations
 - Local scenic roads-Colrain Shelburne Rd., Bardswell Ferry Rd., etc.
- **Route 2 as the gateway to West County**
 - Issue of signs promoting locations/events in other towns
 - SFABA is striving to expand the economy in the neighboring 10 towns
 - Special rules for businesses in neighboring towns, such as ski area/resort in Charlemont or Crafts of Colrain sign
 - Special rules for other tourist signs in addition to state regulations for tourism signs
- **Separate zones for signs:**
 - Shelburne Center and rural areas as one zone
 - Shelburne Falls Village as a zone
 - Coordinate design of common signage standards with Buckland – village partnership group and the SFABA

The Board also discussed whether esthetic standards could be included in the bylaw and the relationship of local regulations to state regulations along Route 2. Liz was asked to find the state regulations online and forward the links to the Board members. The Board discussed the need to clarify what permits are needed – a local permit, a building permit, or a special permit. It was suggested that the Board seek information from the Building Inspector on this question.

Will said he is willing to create a new draft sign bylaw based upon his review of the Williamsburg bylaw format and input from the last meeting with the ZBA. He will try to get a draft to the rest of the board by the end of October so that the Board can focus on it at their next meeting in November. He will also forward the next draft to the SFABA for their review and input. Following discussion on November 12th, the next revised draft will be forwarded to the ZBA and the Building Inspector for their review and input, asking them to get feedback to the Board before their December meeting. There will be time for a public hearing in February or March prior to ATM. John noted that Whit Sanford had sent an email to him about the sign regulations which he gave to Liz for the files.

“Housekeeping” revisions - Liz will prepare a draft list of the housekeeping items for review at the next meeting that are based upon the Attorney General’s letter and other items which have been raised.

Draft Subdivision Regulations – sections 1 and 2: Will described an article he had read on a website that talks about the economic impact from new subdivision roads on municipalities and he will forward a link to everyone to review. Cam raised an issue in Rhode Island where there is a concern that if a town approves a subdivision with wells what happens if those wells fail-- has the Town guaranteed water for those residents? John reviewed the history of the Planning Board’s effort in 2006 to draft new Subdivision Regulations. The draft was developed working with the FRCOG planning staff but due to a lack of consensus of the board at that time, they never approved them.

The Board reviewed the first pages of the draft regulations through Section 2.4 Definitive Plan, B. Definitive Plan Contents (15). The Board created a list of questions for Peggy Sloan which Liz will forward to her in hopes of getting her answer back before the next meeting in November. The Board decided to continue their review of the subdivision regulations at their next meeting.

Large-Scale Ground-Mounted Solar Bylaw – Liz will send out her Shelburne Draft #1 and will try to get a copy of Buckland’s recently adopted bylaw for Board members to look at. The draft will be discussed as part of the November meeting as an initial review and to assess what else it needs to be done to finish it. John noted that it would be good to get it ready for ATM since many people have suggested it should be a priority.

Community Energy Strategies Pilot Program – John Wheeler reported he hasn’t heard anything regarding the FRCOG’s grant applications.

Natural Resource Zoning/Cluster – John said he had talked to John Payne about this possible bylaw revision effort. John is interested but he thinks there should be some discussion among the Selectboard and the Planning Board before proceeding further and seeking funds for assistance from Jeff Lacey. It was decided that the Planning Board would review the material from Leyden that Jeff Lacey prepared for their ATM and discuss strategies for proceeding with this at the November meeting.

Committee Updates

FRCOG Planning Board- the last FRCOG meeting was same night as the joint meeting with the ZBA and therefore Cam was unable to attend.

Open Space-John went to the Open Space meeting where they discussed the Kinder Morgan pipeline. The Open Space committee sent a letter to Shelburne’s state reps addressing their concerns. They also discussed the “Mohawk Trial Woodland Partnership”, a 20 town regional effort seeking grants related to forestry economic development.

Long Range Planning – Doug reported that committee met last night and they are trying to formulate a public presentation to explain their goals to residents. They are trying to identify each town owned building, what it can be used for, and a long range maintenance plan for each. The Committee is going to do a slide show presentation to the public about those buildings in the near future.

Other town board updates – John noted that the Agriculture Committee is having a harvest supper on Nov. 26th. It will cost \$12 and members of the Ag Committee are trying to sell tickets as a fund raiser for their committee and to promote farming in Shelburne.

Other Business not reasonably foreseen 48 hours prior to the meeting: None presented.

Read Mail – see list below

Public Comments - none presented.

Schedule next meeting: November 12, 2014

Motion to adjourn was made by Doug and seconded by Will.

Vote: 3 in favor, 0 opposed, 1 abstention by John as chair of the meeting.

Respectfully submitted by

**Liz Kidder
Administrative Assistant**

List of Documents:

Shelburne Draft Subdivision Regulations #7
Mail: CPTC Training Collaborative Fall 2014 Workshops Schedule flyer
Notices from neighboring towns:
Deerfield – 1
Greenfield – 4
Email from Whit Sanford

Approved: _____ Date: _____