

TOWN OF SHELBURNE
Planning Board
Minutes of Meeting October 11, 2017

A duly posted meeting of the Shelburne Planning Board was held on Wednesday, October 11, 2017 at 7:00 pm in the Town Hall, 51 Bridge St., Shelburne Falls, MA.

Present: John Wheeler, Chair

Will Flanders

Tom Johnson

Cam Stevenson

Josiah Simpson

Administrative Assistant: Liz Kidder

Audience: Josh Simpson, Susan Stark, Jonathan Stark

Absent:

The meeting was called to order at 7:02 pm.

A motion to approve the minutes of the Sept. 27, 2017 meeting was made by Josiah and seconded by Tom.

Vote: 4 in favor, 0 opposed, 1 abstention by John as chair of the meeting.

Special Permit/Variance Applications – Susan Stark and Josh Simpson presented an update on their efforts to redevelop the former Singly Building into a mixed use commercial structure with 5 affordable and accessible housing units. Susan reported they did not receive a grant through the Community Scale Housing Initiative (CSHI) program. However, they did receive very positive feedback on their project from the program staff and were enthusiastically encouraged to apply again during the next round in the spring. She pointed out that the original application cost \$11,000 to prepare including the \$6,000 application fee. To apply in the spring would require updating parts of the application package and submitting the \$6,000 application fee again.

Apparently the program staff had the following concerns about the proposal:

- The reliance on owners of the building to manage it and to assure compliance with the income eligibility requirements of the tenants, and
- Potentially insufficient income from the rental units to ensure sufficient, long-term financial stability although the program did not take into consideration income from the rental of the commercial spaces.

They noted that this was the first round of funding for this program and their application was different because the Ancient Glacier property owners are self-financing the project.

Josh said they are weighing whether they will apply again. They have to proceed with the demolition of the building and they are reviewing the architectural plans to see if there are ways to reduce costs. Josh and Susan said they would stay in touch and keep the planning board informed of their progress.

ANR Plans – The Board reviewed an ANR plan regarding an exchange of property between Bill Mazanac and James Stacey at 135 Zerah Fiske Road.

Moved by Will and seconded by Josiah to endorse the ANR of Bill Mazanac and James Stacey, 135 Zerah Fiske Rd.

Vote: 4 in favor, 0 opposed, 1 abstention by John as Chair of the meeting.

NEW BUSINESS:

Sustainability and Resilience Planning Assistant Grant – the Board reviewed an RFR from the Executive Office of Energy and the Environmental Affairs and related emails from the FRCOG, Noah Grunberg and Andrew baker. The Board discussed the option of participating in a grant submitted by the FRCOG helping specific communities address methodologies for increasing the affordable

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housing options in their towns. The Board noted that they are looking forward to seeing the results of the housing survey being coordinated by the FRCOG staff and those results should be available the end of this month. However, it is fully expected that the survey will identify a need for more affordable housing units in the Village.

Will noted that the Board has been reviewing various zoning options that could be adopted, such as: form based zoning, dimensional changes, infill with tiny houses, cottage zoning, village center zoning, chapter 40R smart growth overlay district, and others. He felt that the Board needed help with understanding the pros and cons of each zoning technique and how they could help the Town implement a housing production plan while maintaining the character of the village.

Will moved that the Shelburne Planning Board request to join the regional grant being prepared by the FRCOG to research the various zoning options available for Shelburne to use to achieve additional affording housing in the Town while maintaining the historic character of the Village and to request that the Shelburne Selectboard support this request and take whatever actions required to support the Town’s participation in the Mass Office of Energy and Environmental Affairs grant program.

Vote: 4 in favor, 0 opposed, 1 abstention by John as Chair of the meeting.

OLD BUSINESS:

Zoning Bylaw Revisions for ATM 2018 – Liz will put together an initial draft list of the discussed changes to the zoning bylaw that can be used as the public hearing draft for review by the Board.

Parking Study – the Nelson Nygard consultants gave a presentation of their draft report to the parking study committee. Cam and John gave a summary of the presentation noting that it was consistent with the study done in 1999 with many of the same recommendations. The final parking study should be available soon. The consultant noted that they had looked at 3 of the projects in the pipeline in Shelburne, the Singley Building/Ancient Glacier project, Molly Cantor’s project and “Baked”, and said there is sufficient parking capacity in Town to accommodate those projects’ parking needs.

Junkyard/recycling center – Cam noted that the State defines recycling but not recycling centers and there is a definition of junkyard that lists various items that could be on-site. A simple definition of recycling center could be: a place where used and discarded items are stored for sorting prior to resale or recycling. This definition or the use table could reference the need to comply with “any applicable State regulations.” The consensus of the Board was to keep the definition simple for zoning purposes since there are complicated State regulations that would oversee such a site.

Use Table – the Board reviewed the first half of possible changes to the use table prepared by Tom. They will continue their review at their next meeting.

AIR B&Bs – Liz presented information distributed at the recent workshop at the FRCOG. She noted that the Board of Health will now refer all applicants for permits for B&B’s to the building inspector first since there are evolving building code issues to be addressed, such as whether or not sprinkler systems would be needed. As recommended at the workshop, the Board will add an asterisk to the appropriate lines on the use table stating that “Board of Health Regulations and Building Code requirements must also be met” to the list of proposed bylaw revisions for ATM 2018.

Subdivision Regulations and Fire Protection – Will presented a revised note to include in the Subdivision Regulations regarding the standards which will be used by both of the Shelburne fire departments when they make comments on potential subdivisions:

NOTE: The Shelburne Fire Department (projects outside the Village of Shelburne Falls) or the Shelburne Falls Fire and Water District (projects inside the Village of Shelburne Falls) will review proposed subdivisions with respect to their impact on water supplies for firefighting (as well as drinking water availability in the Village of Shelburne Falls). The Shelburne Fire Department will be evaluating subdivision applications based on National Fire Protection Association Standards NFPA 1141, *Standard for Water Supplies for Suburban and Rural Firefighting*. Applicants seeking approval of a subdivision located

outside the Village of Shelburne Falls are encouraged to review this standard prior to submitting an application. Applications for approval of subdivisions in the Village of Shelburne Falls are evaluated by the Shelburne Falls Fire and Water District on a case-by-case basis. Applicants seeking approval of a subdivision located in the Village of Shelburne Falls are encouraged to contact the Fire and Water District prior to submitting an application.

This note will be included in the next public hearing for zoning bylaw revisions.

Master Plan Update/Housing Chapter – The Board discussed the possible role of the Shelburne Housing Authority in the development of additional affordable housing units. The planning board would like to see the actual charter for the SHA. John Wheeler had received an email from Rita Macini, the current chair that said she would be happy to meet with the Board and suggested inviting the Executive Director of the regional housing authority as well.

Parking Study – The Board tabled this discussion until the final Parking Study is done.

Recreational Marijuana Moratorium bylaws –The Board tabled this discussion until the state regulations have been issued.

COMMITTEE AND REGIONAL PROJECT UPDATES

FRCOG – John attended the meeting where Alyssa Larose gave a presentation on affordable housing. Nothing was presented that would be a new consideration for Shelburne.

Open Space: There hasn't been a meeting since the last planning board meeting.

Other Town Boards: nothing presented.

READ MAIL: the Board read mail as listed below.

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

PUBLIC COMMENTS: none presented.

SCHEDULE NEXT MEETING: next regular meeting will be Wednesday October 25, 2017 at 7pm. The focus of that meeting will be a review of the use table. The Board will invite the Chair of the Shelburne Housing Authority and the director of the FCRHRA to an upcoming meeting.

A motion to adjourn the meeting was made by Josiah and seconded by Tom.

Vote: 4 in favor, 0 opposed, 1 abstention by John as Chair of the meeting.

Meeting was adjourned at 9:46 pm.

Respectfully submitted by,

Liz Kidder
Administrative Assistant

LIST OF DOCUMENTS:

Legal notices from neighboring communities: Greenfield – 2

Sept. 29 email on parking study

Oct. 2 Extension of 90-day review period from Attorney General's office

Oct. 11 email regarding Shelburne Housing Authority

Oct. 4th email regarding Sustainability and Resilience Grant

Oct. 9 email regarding Ancient Glacier project update

Overview of Chapter 40R

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