

**TOWN OF SHELBURNE**  
**Planning Board Meeting**  
**Minutes of Meeting July 11, 2018**

A duly posted meeting of the Shelburne Planning Board was held on Wednesday, July 11, 2018 at 7:00 pm in the Town Hall Meeting Room, 51 Bridge St., Shelburne Falls, MA.

Present: John Wheeler, Chair

Will Flanders

Cam Stevenson

Administrative Assistant: Liz Kidder

Audience:

Absent: Tom Johnson, Josiah Simpson

**The meeting was called to order at 7:00 pm.**

**A motion to approve the minutes of the June 13, 2018 meeting was made by Will and seconded by John.**

Vote: 2 in favor, 0 opposed, 1 abstention by Cam who was not in attendance.

**ANR Plans** – none presented

**Special Permit/Variance Applications** – none presented

**OLD BUSINESS**

**Shelburne Housing Study/Master Plan Housing Chapter/Resilience and Sustainability Grant –**

Alyssa Larose, FRCOG, was present to continue the discussion regarding Affordable Housing options and Zoning. Over the past month, the Board had reviewed a draft Affordable Housing Incentive Zoning Bylaw and draft Village Design Guidelines for Residential Structures. Based upon discussions during the last month’s meeting, Alyssa distributed possible revisions to the Dimensional Schedule in the current bylaw. She also distributed copies of a sheet that explains the difference between “affordable” and “Affordable” that is an example of material and concepts that will need to be discussed at a public hearing. Discussion with Alyssa included the following points:

- If the Board is proposing to allow for smaller lots in the VR district, should the Board consider separating out the land zoned VR that is on the east side of Route 2 into a separate zoning district in order to maintain larger lot sizes—VR1 and VR2 for example.
- The current Open Space Development option could be used on the east side of Route 2 while the central core of the VR district does not include any properties with enough land for an OSD.
- The whole Route 2 corridor is within the Mohawk Trail Scenic Byway.
- What would be the “Affordable Housing” option incentive for splitting the VR district? To calculate affordable rents and home sale prices, all the towns in Franklin County except Sunderland are used to determine what is “Affordable”.
- In addition to Affordable houses created with state funds, a new category of local initiative to create an affordable unit was created that allows for houses built by Habitat for Humanity, with certain conditions, to be consider for the Town’s SHI.
- Alyssa has requested information from the Regional Housing Authority regarding how much they would charge to help the Town create and manage local affordable housing units.
- For the Affordable housing project in Greenfield, that is just being completed, the Town provided the land for \$1.
- The Board suggested talking with the Selectboard and the Town’s CDBG consultant to find out whether there is as an option of using Shelburne CDBG money to help create affordable housing or help existing units be brought up to code.
- An incentive for increased units in the Village Commercial district could be allowing for up to 8 dwelling units in a structure by right.
- The Board could take a four prong approach – focus on infill/increased density in the Village, Inclusionary zoning for rural Shelburne, review mobile home parks, and consider recommending the CPA program. Mobile home parks and CPA may take more time than is available for this year.

Approved: \_\_\_\_\_ Date: \_\_\_\_\_ 1

- Some towns require developments over a certain number of units to require a percentage of the units to be Affordable with a density bonus to help offset the cost to the developer. The Board considered reviewing the OSD bylaw to see if this could include such a requirement and bonus without preparing a whole new bylaw.
- If the Town considers density bonuses should it be included in both an OSD and a regular subdivision or used as an incentive to encourage more OSDs.

For next month’s meeting, Alyssa said she would prepare possible revisions to the OSD bylaw for the Board to review.

It was decided that Alyssa would try to arrange for a meeting in September with a representative of the Mass Housing Partnership now that the Board feels they have a better idea of the questions they would like to ask. It was also discussed that it would be helpful to talk to possible developers to get their input on what incentives they would need in order to include Affordable units in a development and they could be invited to the September meeting. Habitat for Humanity and Rural Development Inc. are also organizations that can help create Affordable housing units.

The Board would like to be ready to schedule a general public discussion about how to create more Affordable Housing in Shelburne in October. The Board received revised proposed design guidelines that they will review and be ready to discuss during the next meeting in August.

**Rural housing zoning analysis/flaglots and other options:** John Wheeler mentioned zoning for flaglots to the Agriculture and open space committees and there were not against it but they would like to see more information

**NEW BUSINESS** – nothing presented.

**COMMITTEE AND REGIONAL PROJECT UPDATES**

**FRCOG** - John W. attended the FRCOG Planning Board meeting on June 28<sup>th</sup> where they talked about a 5 year plan for Economic Development, including 5G wireless infrastructure. There is a 5G project in Warwick and they expect it to be used in high density areas of small towns to fill in dead spots. The industry is seeking to reduce local regulations, bylaws, and local review. The FRCOG planning board is in favor of local review and regulation. The FRCOG won’t meet in August. John noted that both Charles Washer and Tom Miner were both there.

**Open Space:** John reported that Open Space had received positive feedback on new walking tour brochure.

**Other Town Boards:** BOH passed their Adult-Use Marijuana regulations that incorporated the planning board’s comments and received assistance with wording from Will. The BOH had sincerely appreciated the Planning Board’s input.

**READ MAIL:** the Board read mail as listed below.

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

**PUBLIC COMMENTS:** none.

**SCHEDULE NEXT MEETING:** August 8th at 7 pm with Alyssa

**A motion to adjourn the meeting was made by Will and seconded by Cam.**

**Vote:** 3 in favor, 0 opposed, 0 abstentions

Meeting was adjourned at 9: 16 pm.

**Respectfully submitted by,**

Liz Kidder  
Administrative Assistant

**LIST OF DOCUMENTS:**

Legal notices from neighboring communities: Buckland – 1, Greenfield-2  
Notice of Shelburne ZBA Hearing on July 12

Draft revisions to Dimensional Schedule

Map-Existing Minimum lot Size in VC & VR Districts

Map-Proposed Minimum Lot Size in VC & VR Districts

First Draft Affordable Housing Incentive Zoning

First Draft Village Design Guidelines for Residential Structures

Copy of the Final BOH regulations relative to Adult-Use Marijuana

Letter from Archaeological Services at UMass Amherst