

TOWN OF SHELBURNE
Planning Board Meeting
Minutes of Meeting Oct. 10, 2018

A duly posted meeting of the Shelburne Planning Board was held on Wednesday, October 10, 2018 at 7:00 pm in the Town Hall Meeting Room, 51 Bridge St., Shelburne Falls, MA.

Present: John Wheeler, Chair

Will Flanders

Tom Johnson (arrived at 7:51)

Cam Stevenson

Tom Johnson

Alyssa Larose, FRCOG

Administrative Assistant: Liz Kidder

Audience:

Absent: Josiah

The meeting was called to order at 7:04 pm.

A motion to approve the minutes as corrected of the Oct. 10, 2018 meeting was made by Cam and seconded by Will .

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

ANR Plans – none

Special Permit/Variance Applications – Liz mentioned what she is doing, on the Nov. 1st meeting also with Donna McNichol who is going to discuss how to handle variances including can a variance be granted regarding access to a property from it's frontage and what conditions would support such a variance.

OLD BUSINESS

Shelburne Housing Study/Master Plan Housing Chapter/Sustainability and Resilience Grant – Alyssa Larose, FRCOG

Alyssa passed out maps which explored the changes to lot conformity if the lot size is reduced to either 5,000 or 8,000 sq ft. in the VC district. She also has a chart that shows lot sizes in other villages – including Charlemont, Colrain, etc. Orange has a commercial revitalization district has a minimum lot size of 5,000 sq ft and you can cover the whole lot. Greenfield has no minimum lot size in their downtown but they do have some setback requirements. In the VR it doesn't make sense to go to 5,000 since it is an incentive in the Affordable Housing Incentive Bylaw.

The purpose of doing this, is to help property owners to have more flexibility in how they use their land. Alyssa said that she would do a review of how changing the frontage requirement would impact conformity as well. Alyssa asked what does the Planning Board want the Village to be like in the future.

Will and Board discussed what is the Board trying to accomplish – are we trying to make the zoning to reflect what is there? The Board discussed setbacks and how to consider whether they should be changed – possibly even no setbacks in the VC. The Board also reviewed the situation that some communities use design guidelines with a committee reviewing proposals and using the criteria in the design guidelines.

It's a first step in reevaluating the overall zoning in the VC

Alyssa has submitted a draft of our model bylaw to the appropriate person at DCHC who is going to review the model for compliance with state guidelines.

Will suggested add a definition of zero-lot-line adjacent to affordable housing in our definitions. Alyssa will look at Northampton's definition. Will suggested making sure the definition was really clear as to what is meant so that the Building Inspector knows how to review plans and inspect projects.

The Nov. 24th information meeting will be at 6:30 to do business first and then information meeting at 7pm.

Press Release in the Independent, the recorder, a flyer, notice to GSFABA and SFVN on Facebook. Notice to West County Notebook. The Board discussed with Alyssa what would be useful handouts, posters to put on the wall (since we don't know how many people are going to be here), and Alyssa will do a powerpoint, Liz will put the info on the Town website. A FRCOG staff person was also posting a flyer at the local food pantry and the senior center. In fact, would the planning Board be interested about taking a presentation to the Senior Center. Talk to the minister at Trinity church about opportunities to spread the word. Alyssa will be taking over the 8th and 9th and will try to get me everything by the 7th.

Rural housing regulation analysis and revisions – the Board discussed in general having the same definitions of frontage in subdivision and zoning. This could allow for access from a minor street even if that street is not from the frontage of a lot but using access through an adjoining lot. This would be done through the Planning Board's subdivision responsibility.

John has sent the draft flaglot bylaw out to several committees such as open space, zba, but hasn't heard back yet.

Will will get the proposal for the frontage changes for the next meeting!!!!

Regulatory revisions for ATM 2019- liz read her list

Coordination with ZBA – John and Tom will try to get to the Nov. 1st meeting

NEW BUSINESS

COMMITTEE and REGIONAL PROJECT UPDATES

FRCOG Planning Board – nothing presented

Open Space – Tom reported they are still talking about the hiking trail along the river. They had hoped to have a contract for a survey to be done this month but the funds won't be available until December or later. In the meantime they are seeking permission from landowners for survey access and potentially trail use.

Other Town Board updates – nothing presented. Liz reported on the changes to the B&B regulations, the BOH going with the FRCOG, and the Board looked to see if there was any reason to reconsider changes to definitions.

Other business not reasonably foreseen 48 hours prior to the meeting-nothing presented.

Read Mail—the Board read mail as listed below.

Public Comments—none presented.

Schedule next meeting – November 14th with the public information meeting on November 28th. Will meet at 6:30pm to conduct business prior to the information meeting at 7pm.

[Tom, Cam and Will have to attend]

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

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

Meeting was adjourned at 8: pm.

Respectfully submitted by,

Liz Kidder
Administrative Assistant

LIST OF DOCUMENTS:

Legal notices from neighboring communities: Greenfield – 1, Deerfield – 2, Buckland – 1, Shelburne – 1
Oct. 12, 2018 letter from Register of Deeds - keep in regards unless we ever have to issue a document.
Handouts by Alyssa Larose relative to the draft Affordable Housing Incentive Bylaw

LIZ SEND OUT A REMINDER EMAIL ABOUT NEEDING INFO FOR THE 14TH ABOUT WHAT SHOULD BE PRESENTED AT THE PUBLIC INFORMATION MEETING