

TOWN OF SHELBURNE
Planning Board Meeting
Minutes of Meeting September 11, 2019

A duly posted meeting of the Shelburne Planning Board was held on Wednesday, September 11, 2019 at 7:00 pm in the Town Hall Meeting Room, 51 Bridge St., Shelburne Falls, MA.

Present: John Wheeler, Chair

Will Flanders

Tom Johnson

Alyssa LaRose

Administrative Assistant: Liz Kidder

Audience:

Absent: Cam Stevenson

The meeting was called to order at 7:01 p.m.

ANR/Subdivision – none presented

Special Permit/Variance – none presented

Motion to approve the minutes of August 14, 2019, was made by Will and seconded by John.

Vote: 2 in favor, 0 opposed, 1 abstention by Tom absent from that meeting.

MASTER PLAN Housing Chapter update, addressing housing needs in Shelburne through zoning/ Review of July meeting –

Master Plan Economic Development updates/review of Commercial District Zoning –

Alyssa looked at possible options for increasing housing potential town wide and not just through the Village. She noted that she is also working with Buckland on potential for infill and affordable housing options. The Buckland Planning Board is organizing a public forum to encourage as many residents as possible to express their opinions early in the process.

Alyssa reviewed the current Shelburne zoning bylaw using a sample 10-acre development in the RA district to evaluate housing potential. She set aside 10% of the property for infrastructure and reviewed all the incentives and bonuses available in the current bylaw and found that the bonuses are actually limited. Alyssa distributed a chart that outlined several development scenarios and how many units could be provided. She suggested considering the following options:

- allow an increase in the bonus incentives,
- increase the density bonus in exchange for the inclusion of affordable units,
- require a certain number of affordable units,
- require a percentage of affordable units,
- keep the bylaw as it is but increase the number of affordable units.

Alyssa noted that one town, in which she worked, developed a very complicated formula. Will suggested trying to keep it as simple as possible so that it is easy to explain at a public meeting or Town Meeting. Will suggested that it be applied to all developments.

Tom asked who manages the affordable units to ensure they stay affordable. Alyssa said that she has been reviewing management options for both home ownership with resale and management of rental units. Ideally the Regional Housing Authority could take on the management of both the private properties and the rental units. For private properties, if the income of the owner increases, that doesn't matter, however the resale price of the house is limited by a deed restriction. For rental units, there is an income eligibility review every year. This has been done on the Cape, in Bourne where they have staff to oversee their units, and in the metrowest region through the Metrowest Development Collaborative – a non-profit corporation that offers management services for small scale developers.

Approved: _____ Date: _____ 1

Alyssa noted that Buckland is looking at village/cottage development. One Chapter 40R program caps the total square footage of a starter family home at 1650 sq. ft. Alyssa passed out some examples from other communities. An Inclusionary zoning requirement is considered pretty straight forward and could be applied to the whole Town not just the village.

Will suggested the Board may want to follow one of Donna MacNicol's suggestions and put a non-binding referendum on the town warrant in May, that would lay out an outline of inclusionary zoning. If it is passed, then the Board can come back with a proposed bylaw the following year. Another option would be to include a question or bylaw allowing a smaller lot for an affordable housing unit, and see what the reaction is at Town Meeting. Alyssa said that Buckland is going to hold a public information meeting at which 3 options will be presented so their board can get input. The consensus of the Board was to review the Yarmouth examples and lot requirements. Alyssa said she could bring a basic inclusionary zoning bylaw and the Yarmouth affordable housing example for review by the Board.

Alyssa distributed copies of an updated comparison of several local town's lot sizes and density requirements in commercial areas with water and sewer. John noted the maximum lot coverages in nearby Towns were Colrain 70%, Buckland 50%, and Sunderland is 50% in their Village Residential.

The Board discussed how to modify the VC zoning to encourage the redevelopment of the Singley and Cantor lots and to look at the full VC district. For example, should the lot size be changed in order to encourage more commercial uses along Water or Main all the way back to Cross St. Another possibility discussed was to designate the VC district boundary as a certain number of feet to the north and parallel to Bridge St. instead of using streets as the boundary designation.

For the Board's meeting in October, Alyssa will draft possible bylaws for inclusionary zoning and a small lot for affordable housing unit. Alyssa will also have a map prepared of the VC district to reflect 5,000 SF lot size. Alyssa noted that her grant funding for this project will be completely used after that next meeting in October

OLD BUSINESS

Zoning Bylaw Definitions/Dover Amendment –

Liz presented a possible definition to address halfway, sober, or transitional supportive housing as was suggested during the meeting with Town Counsel and the ZBA. The Board suggested that Liz also research definitions of permanent supportive housing. Once those are ready for review, request permission from the Selectboard to seek Donna's input and suggestions for what the Board can regulate under the Dover Amendment. For example, can the Board regulate the number of required parking spaces or single or double occupancy.

Marijuana Zoning Bylaw coordination –

The proponents of a possible marijuana cultivation facility did not show for the meeting scheduled with the Selectboard and sent an email apologizing. John handed out information relative to the regulation of marijuana and hemp.

Shelburne Hazardous Mitigation Plan Update – nothing new from the Committee.

COMMITTEE and REGIONAL PROJECT UPDATES

FRCOG Planning Board – nothing presented

Open Space – nothing presented

Other Town Board updates – nothing presented

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 – Wednesday, October 9.

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

Vote: 2 in favor, 0 opposed, 1 abstention by John as Chair of the meeting

Meeting was adjourned at 9:02 pm.

Respectfully submitted by,

Liz Kidder

Administrative Assistant

LIST OF DOCUMENTS:

Legal notices from neighboring communities: Shelburne – 1, Greenfield-3, Charlemont-1, Buckland –2

July 26 email from Chris Myers

August 13 email from John Taylor, Shelburne Fire Chief

August 11 email from Tom Miner

August 13 email stream from Bill Grady to Town Administrator

July 12 email from Jonathan Mirin

August 11 email on Halfway House definitions

Dover Amendment Can Present Challenges for Cities and Towns article

Siting Opioid Treatment Programs article

Bernardston Business and Industrial Design Standards

Email from Kidder on model village center bylaw.