Town of SHELBURNE

Planning Board

MINUTES

Regular Meeting via Zoom ~ September 20, 2022

A duly posted meeting of the Shelburne Planning Board was held remotely via Zoom, on Tuesday, September 20, at 6:30 p.m.

Present: John Wheeler

Will Flanders

 Seth Wilschutz

 Tricia Yacovone-Biagi

Administrative Assistant: Faye Whitney

Guests: Rick LaPierre, Mike Skalski, Dan Moro, Becca Moro, John Richardson

Absent: None

The meeting was called to order at 6:36 p.m. by Chair John Wheeler, who noted the meeting was being recorded.

**Minutes**

A motion was made by Will, seconded by Tricia, to approve the minutes of July 5. Roll call vote: Will – aye; Seth – aye; Tricia – aye; John – abstain. Motion passed 3-0-1.

**Mail**

Notice of Special Permit from Buckland

**ANR Plans/Subdivision**

None

**Zoning Relief/Special Permit Applications**

None

**Appointments**

At 6:45 p.m. the meeting was recessed for the purpose of a Public Hearing for 4 Pleasant Street LLC.

The hearing was opened by John Wheeler at 6:45 p.m.

4 Pleasant Street is dividing its property into two lots and due to topography, a common driveway seems to be the best way to access the second lot. The driveway would be 80 feet in length from Route 2 and would serve a dwelling and a garage. The drive is 50 feet wide at Route 2 but tapers to 21 feet. A 50-foot wide easement would extend along the length of the driveway. Will pointed out that a maintenance agreement is required including details on plowing, pavement, finances, drainage, and resolution of any disputes. The requirements of Shelburne Zoning Bylaw Section 13.4.4 have not been met. A letter had been received from the ZBA expressing concern that 13.4.4 be followed. Will suggested that he assist Atty Richardson by providing a template of such an agreement. The landowner, Mike Skalski, agreed to creating such a document. A motion was made by Will, seconded by Tricia to continue the Public Hearing to October 4, at 6:45 p.m. Roll call vote: Will – aye; Seth – aye; Tricia – aye; John – abstain. Motion passed 3-0-1.

The regular meeting resumed at 7:14 p.m.

**OLD BUSINESS**

**CPA** – Will reported that the CPA will be the fifth question on the November ballot. The committee has a publicity plan including website notices, lawn signs, and a mailing to all residents. The group has a PAC and a bank account and is accepting donations towards its goal of raising $1,200.

**Master Plan/Economic Development**

Still waiting to hear from FRCOG

**Resilience Plan** – Will and Tricia plan to start work on an application for the next round of grants.

**Sign Bylaws** – Nothing new to report.

**Tag Sale/Flea Market /Event Bylaw** – Comments were received from Greg Bardwell and Terry Narkewicz. Both have concerns about traffic and parking along Route 2. It is unclear what the Board might be able to do. Seth suggested creating a permit process, which could require traffic control. Perhaps the DOT or state police could be contacted about parking on Route 2. Northfield has a special event application. Tricia suggested speaking with the three businesses that seem to be causing the most traffic disturbances. A public meeting with the businesses and town officials was considered.

**NEW BUSINESS**

**Zoom**

Faye suggested that the three Boards for whom she works should get a Zoom account in order not to have to schedule meetings around other town boards. A motion was made by Tricia, seconded by Will, to support getting a Zoom account to share with other boards at a contribution not to exceed $100. Roll call vote: Will – aye; Seth – aye; Tricia – aye; John – abstain. Motion passed 3-0-1.

**Committee and Regional Project Updates**

Open Space continues to work on trail maps and brochures. Tricia will be attending Franklin Regional Planning Board meetings. She also plans to attend Energy Committee meetings.

**Other business not reasonably foreseen 48 hours prior to the meeting**

None

**Public Comments**

Rick Lapierre expressed his interest in joining the Board to fill out Cam Stevenson’s unexpired term. He was previously a member of the Board and served as Chair. A motion was made by Tricia, seconded by Will, to recommend Rick Lapierre to fill the unexpired term. Roll call vote: Will – aye; Seth – aye; Tricia – aye; John – aye. Motion passed 4-0-0.

**Schedule Next Meeting**

The next meeting will be on October 4, at 6:30 p.m.

At 8:01 p.m. a motion to adjourn the meeting was made by Tricia and seconded by Will. Roll call vote: Will – aye; Seth – aye; Tricia – aye; John – abstain. Motion passed 3-0-1.

Respectfully submitted,

Faye Whitney

Administrative Assistant

**List of Documents:**

Notices of Special Permit from Buckland