Town of SHELBURNE

Planning Board

MINUTES

Regular Meeting via Zoom ~ March 7, 2023

A duly posted meeting of the Shelburne Planning Board was held remotely via Zoom, on Tuesday, March 7, at 6:30 p.m.

Present: John Wheeler

Will Flanders

 Tricia Yacovone-Biagi

 Rick LaPierre

 Seth Wilschutz

Absent: None

Administrative Assistant: Faye Whitney

Guests: Roger Bowen Weld

The meeting was called to order at 6:32 p.m. by Chair John Wheeler, who noted the meeting was being recorded.

**Minutes**

A motion was made by Will, seconded by Rick, to approve the minutes of February 21. Roll call vote: Will – aye; Rick – aye; Tricia – aye; Seth – abstain; John – abstain. Motion passed 3-0-2.

**Mail –** None.

**ANR Plans/Subdivision** – The ANR plan from Ed Whitaker had been tabled until the time of a public hearing for a Special Permit for a common driveway for the property. That hearing will be scheduled for April 4. Is it possible to require the submission of a common driveway application at the same time as an ANR? Faye said that an ANR needs to be handled within 21 days of submission, while a Special Permit application takes at least 35 days, due to the required review period. Will will ask Town Counsel about this. Seth said the Board has only a limited role with ANR, considering only acreage and frontage. Rick felt the Board had acted on the ANR application by tabling it. Seth noted that an ANR application says nothing about common driveways. John noted that the majority of ANRs do not show driveways. The consensus was that the Whitaker application remains tabled.

**Zoning Relief/Special Permit Applications** – None.

**Appointments –** None.

**OLD BUSINESS**

**Sign Bylaws** – This item is waiting for the results of the March 21 public hearing.

**Affordable Housing –** Will had forwarded new bylaw language, as approved by Town Counsel, to Board members. The Board discussed the proposed referendum question regarding affordable housing. Rick felt uncomfortable with the language, feeling it instructed the town to use town-owned lots only for affordable housing. Tricia felt the language was only allowing the Selectboard to do what it already had the authority to do. Seth felt the language was not granting any authority, merely showing the preference of Town Meeting. He thought the language might cause a lengthy debate at Town Meeting and wasn’t sure it was needed. Seth asked if the Board was passing the referendum language on to the Selectboard with an endorsement from the Board. It was decided to pass it on to the Town Administrator noting that there was no consensus of the Planning Board as to whether it was a good idea. A motion was made by Tricia, seconded by Rick, to take the language of the proposed bylaw changes, as presented on March 7, and approved by Town Counsel, to the March 21 public hearing. Roll call vote: Will – aye; Rick – aye; Tricia – aye; Seth – aye; John – abstain. Motion passed 4-0-1.

**Short-Term Rentals** ­– Selectboard Chair Andrew Baker plans to attend the rental discussion to be held at the FRCOG Regional Planning meeting.

**FY’24 Budget** – John will be presenting the budget to the Selectboard and Finance Committee on March 13.

**Bylaw Update** – There has been no response from the Attorney General’s office.

**NEW BUSINESS**

**Zoning Infractions** – The Building Inspector said in order for a zoning infraction to be addressed, a complaint must be received in writing, email counts. Included in the complaint must be the address and the zoning bylaw which has been violated.

**Rick’s Concerns** – Rick had several suggestions that could help make the Board more efficient and effective. These were as follows:

1) Pare down the non-Planning Board specific items from the agenda.

2) Meet once a month. Get the agenda out a week ahead of the meetings.

3) Clean up the website. Get the minutes posted more quickly.

4) Ask for another town Zoom account instead of using a private Zoom account.

5) All members of the Board should vote. The Chair should not abstain.

6) Review, update if necessary, and use existing Planning Board schedule.

Board members seemed to be agreeable to these suggestions. This will be discussed at a future meeting.

**Committee and Regional Project Updates –** John attended the February 27 Open Space Committee meeting. The Open Space and Recreation Plan surveys are being sorted with help from FRCOG. More than 250 responses were received.

**News Notes –** The Whitaker common driveway hearing will be announced.

**Other business not reasonably foreseen 48 hours prior to the meeting ­**– Tricia announced that she will be running for Selectboard. If elected, she plans to continue on with the Planning Board, if possible.

**Public Comments –** Mr. Weld said he was present just to see what the Board was up to.

**Schedule Next Meeting**

The next meeting will be on March 21, at 6:30 p.m.

At 8:18 p.m. a motion to adjourn the meeting was made by Will and seconded by Rick. Roll call vote: Will – aye; Tricia – aye; Rick – aye; Seth – aye; John – aye. Motion passed 5-0-0.

Respectfully submitted,

Faye Whitney

Administrative Assistant