Town of SHELBURNE

Planning Board

MINUTES

 Regular Meeting via Zoom ~ September 5, 2023

A duly posted meeting of the Shelburne Planning Board was held remotely via Zoom, on Tuesday, September 5, at 6:30 p.m.

Present: John Wheeler

Will Flanders

 Tricia Yacovone-Biagi

 Faith Williams (arrived 6:42)

 Seth Wilschutz

Absent: None

Administrative Assistant: Faye Whitney

Guests: Kimberly Noake MacPhee

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 Tricia, seconded by Will, to approve the minutes of August 8. Roll call vote: Will – aye; Tricia – aye; John – aye; Seth – aye. Motion passed 4-0-0.

**Mail, Memos, and Other Correspondence –** Four notices of upcoming hearings from Greenfield and an email from Cynthia Boettner regarding an upcoming solar forum.

**Appointments – Kimberly Noake MacPhee, Climate Resilient Zoning Changes – 6:45 p.m. –** Kimberly had spent time looking into both zoning and general bylaws for options for storm water management. Option 1 would be to update the zoning bylaws which would involve changing seven sections and the use table. The Board had previously decided this was not the way to go. Option 2 would be to update only zoning bylaw section 6, adding additional criteria to section 6.6.5. Option 3 would be to make additions to section 14 Environmental Controls. Option 4 would be to add a new section to the zoning bylaws requiring a storm water permit from either the Planning Board or the ZBA. This would apply to all new development that is not specifically exempt. All of these options would require input from the ZBA. Option 5 would be to create a general bylaw for storm water regulations. FRCOG feels this is the best option. If this option were to be accepted it was suggested that the Planning Board would be the permitting authority. Kimberly said the Shelburne subdivision standards have good management policies and those could be used as a starting point. The first step would be to draft a bylaw, then present it to the Selectboard and the ZBA.

**ANR Plans/Subdivision** – None.

**Zoning Relief/Special Permit Applications** – Catamount Cannabis plans to open a retail cannabis shop in the Arrowhead Shops on Route 2. A motion was made by Will, seconded by Seth, to inform the ZBA that the Planning Board approves this project. Roll call vote: Will – aye; Tricia – aye; Faith – aye; John – aye; Seth – aye. Motion passed 5-0-0.

Kenneth Milotte plans to extend a porch on a non-conforming lot on Water Street. The porch would be further away from the front setback, but closer to the side setbacks. A motion was made by Seth, seconded by Tricia, to inform the ZBA that the Planning Board approves this project. Roll call vote: Will – aye; Tricia – aye; Faith – aye; John – aye; Seth – aye. Motion passed 5-0-0.

**OLD BUSINESS**

**Bylaw Update** – The Attorney General’s office said the bylaw changes would be reviewed by the end of November.

**Administrative Assistant Search –** No applications have been received. Faye is willing to stay on and do minutes if recorded, agendas and postings, and email. She cannot attend meetings.

**NEW BUSINESS**

**MVP Planning Grant** – A meeting has been scheduled for September 13. A wide representation of the community, town officials, non-profits, and consultants is expected to attend. As there will be a quorum of the Planning Board in attendance, Tricia has posted the meeting.

**Cannabis Control Commission Public Hearing –** A hearing is scheduled for September 8, at 10 a.m. to present changes to the regulations and receive public input. Someone from the Board may attend.

**Committee and Regional Project Updates –** Nothing new to report.

**Other business not reasonably foreseen 48 hours prior to the meeting ­**– None.

**Public Comments –** None.

**Schedule Next Meeting** – The next meeting will be on October 3, at 6:30 p.m.

At 8:31 p.m. a motion to adjourn the meeting was made by Will and seconded by Tricia. Roll call vote: Will – aye; Tricia – aye; Faith – aye; John – aye; Seth – aye. Motion passed 5-0-0.

Respectfully submitted,

Faye Whitney

Administrative Assistant