

**TOWN OF SHELBURNE
PLANNING COMMISSION
MINUTES OF MEETING**

March 25, 2021

***Meeting held via teleconference.**

MEMBERS PRESENT: Jason Grignon (Chair); Megan McBride (Vice Chair); Steve Kendall, Jean Sirois, Stephen Selin, Neil Curtis. (Deb Estabrook was absent.)

STAFF PRESENT: Dean Pierce, Planning Director.

OTHERS PRESENT: Gail Albert, Don Rendell, Joyce George.

AGENDA:

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes (3/11/21)
4. Disclosures/Potential Conflicts of Interest
5. Open to the Public
6. Bylaw Revision/Regulatory Reform
7. Other Business/Correspondence
8. Adjournment

1. CALL TO ORDER

Chair Jason Grignon called the teleconference meeting to order at 7 PM.

2. APPROVAL OF AGENDA

MOTION by Steve Kendall, **SECOND** by Megan McBride, to approve the agenda as presented. **VOTING: unanimous (6-0); motion carried.**

3. APPROVAL OF MINUTES

March 11, 2021

MOTION by Steve Kendall, **SECOND** by Jean Sirois, to approve the minutes of 3/11/21 as presented. **VOTING: unanimous (6-0); motion carried.**

4. DISCLOSURES/POTENTIAL CONFLICTS OF INTEREST

Megan McBride mentioned relative to bylaw changes pertaining to fences that she and her husband are considering installed a fence on their property.

5. OPEN TO THE PUBLIC

None.

6. BYLAW REVISION/REGULATORY REFORM

The Planning Commission discussed the following:

- Amendments to bylaws to be warned for public hearing (Section 1970.5 – Signs, Section 2110.85 – Definitions Land Development, Section 2010.8 – Permits).
Minor grammatical corrections were made.

- Deleting the language in Section 2110.85 reading: “Internal renovations including internal structural alternations...” because it occurs in Section 2010.8.H.
- “Mini-library” or pantry type structures not requiring a permit and being no larger than 16 s.f. The structures can be located in the front yard without a specified setback.
- Fences (Section 1930.1.C) not impacting wildlife movement and giving the DRB authority in review of a PUD development to allow a fence in the PUD buffer.
Don Rendell and Gail Albert, Shelburne Natural Resources Committee, said the committee is concerned that fences block animal/wildlife connectivity. One suggestion is to add language such as “bordering a wildlife corridor” to key the DRB to ask questions as to whether the fence will be in a wildlife area. Dean Pierce pointed out there are still building envelopes and the buffer is a portion of the PUD development. Many lots in a PUD are not part of the buffer. There was discussion of what is meant by wildlife and wildlife travel corridors, and agreement to add “as long as such fence does not impede the movement of wildlife within mapped or ground verified wildlife corridors” to Section 2010.1.C in the sentence beginning “As part of this authority, the DRB shall be authorized....”.
- Shelburne Historic Preservation & Design Review Committee reviewing fences in the town’s historic district. There was agreement Section 2010.8.C should be rewritten to read: “A residential fence that does not obstruct sight lines onto roads and drives This exemption shall apply only to areas outside the Village Design Review Overlay District or the National Historic Register District(s).”
- Amending Section 2010.8.D to add “provided they comply with applicable setback requirements” pertaining to roof mounted residential solar panels and residential heat pumps.

Dean Pierce noted the proposed changes in response to regulatory reform need to be described in the paragraph titled “Brief explanation of the proposed bylaw amendment” in the Planning Commission Reporting Form.

MOTION by Steve Kendall, SECOND by Neil Curtis, to direct staff to warn a public hearing on April 22, 2021 regarding amendment of the zoning bylaw and the amendment if enacted would modify aspects of the bylaw relating to a) nonconforming signs, b) activities exempt from permit requirements, and c) authorizing the DRB to permit signs in PUD buffers as reflected in documents previously distributed and as edited on 3/25/21 and approved for discussion at public hearing. VOTING: unanimous (6-0); motion carried.

MOTION by Steve Kendall, SECOND by Jean Sirois, to approve the Zoning Change Report presented March 25, 2021 and as edited, and direct staff to distribute the report and copies of the amendment proposal as required by statute. VOTING: unanimous (6-0); motion carried.

There was discussion of Section 810 of the subdivision regulations – Site Preservation, Landscaping, Grading and Excavation. The amendments proposed by Shelburne Natural

Resources Committee were reviewed. Neil Curtis expressed concern the language makes it more difficult to develop. Gail Albert stressed it is important for the community to understand where rare and endangered resources are located and to have a voice to protect that resource.

The paragraph beginning “The project does not violate...” which clarifies what is meant by the wording “must not have an undue adverse impact on rare and irreplaceable natural areas” was amended to read: “The project does not violate a clear, written community standard such as the language contained in the town plan, open land studies, bylaws, and other municipal documents intended to preserve rare and irreplaceable natural areas.”

Staff will forward additional information on 10VSA151§6086 for review by the Planning Commission.

7. OTHER BUSINESS/CORRESPONDENCE

Annual Organizational Meeting

Election of the Planning Commission Chair and Vice Chair will be done at the next meeting.

8. ADJOURNMENT

MOTION by Stephen Selin, SECOND by Jean Sirois, to adjourn the meeting.

VOTING: unanimous (6-0); motion carried.

The meeting was adjourned at 9 PM.

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