

**TOWN OF SHELBURNE
PLANNING COMMISSION
MINUTES OF MEETING
May 28, 2020**

MEMBERS PRESENT: Jason Grignon (Chair); Neil Curtis, Steve Kendall, Jean Sirois, Megan McBride. (Stephen Selin was absent.)
STAFF PRESENT: Dean Pierce, Planning Director; Britney Aube, DRB Coordinator.
OTHERS PRESENT: Joyce George, David and Michelle Palmer.

AGENDA:

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes (5/14/20)
4. Disclosures/Potential Conflicts of Interest
5. Open to the Public
6. Public Hearing: Zoning Bylaws - Amend PUD Buffer Requirements
7. Possible Tools to Address COVID-19 and Aftermath
8. Planning Commission Priorities
9. Other Business/Correspondence
10. Adjournment

1. CALL TO ORDER

Chair Jason Grignon called the 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 (5-0); motion carried.**

3. APPROVAL OF MINUTES

May 14, 2020

MOTION by Steve Kendall, **SECOND** by Jean Sirois, to approve the minutes of 5/14/20 as presented. **VOTING: unanimous (5-0); motion carried.**

4. DISCLOSURES/POTENTIAL CONFLICTS OF INTEREST

None.

5. OPEN TO THE PUBLIC

David and Michelle Palmer asked the Planning Commission to consider amending the zoning bylaw to allow greater than 25% expansion of a house in the Rural District that is within the front yard setback. The Palmers explained the needed 1,000 s.f. addition to their 1,600 s.f. house for their growing family. The addition will be on the side and rear of the structure ("L" shaped expansion). Expanding the house into the meadow will impact the agricultural activities on the land.

There was discussion of using a square footage number or the percentage whichever is greater as the allowed expansion. The Planning Commission agreed to give the matter further consideration on a future agenda.

6. PUBLIC HEARING: Zoning Bylaws - Amend PUD Buffer Requirements

The public hearing was opened at 7:32 PM. Dean Pierce reviewed the proposed amendments pertaining to fences and retaining walls in the PUD buffer. There were no comments from the public.

MOTION by Steve Kendall, SECOND by Jean Sirois, to close the public hearing on the proposed changes to the zoning bylaw duly warned for 5/28/20 which would add fences and retaining walls to the list of structures allowed within certain PUD buffers, add a definition of “retaining wall” and requirements related to retaining walls, and modify references to PUD buffers. VOTING: unanimous (5-0); motion carried.

MOTION by Steve Kendall, SECOND by Neil Curtis, that the proposed changes to the zoning bylaw as described be forwarded to the Selectboard for consideration and action along with a copy of the associated “Bylaw Change Report”. VOTING: unanimous (5-0); motion carried.

7. POSSIBLE TOOLS TO ADDRESS COVID-19 AND AFTERMATH

Dean Pierce explained interim zoning per state law (24VSA4415) which could be a tool the town could use to help businesses and restaurants. Stowe adopted interim bylaws to address restaurants, retail, outdoor displays, service establishments. Following discussion, the Planning Commission agreed the adopted Stowe interim bylaws should be forwarded to the Selectboard for consideration of adoption in Shelburne. The Planning Commission wants to create as much flexibility as possible for businesses in town to operate. The interim bylaws though temporary could become permanent if they work for the town. There was mention of putting tents up on the town green and parade and allowing restaurants to provide takeout service.

8. COMMISSION PRIORITIES

Items mentioned included:

- Interim zoning to help businesses/restaurants in town.
- Addressing nonconformities by re-writing the regulations (Section 1920) to allow some nonconformities or allow the nonconformity as a permitted use
- Responding to the request from the Palmers to increase the percent of building expansion allowed in the Rural District for structures within the 75’ setback.
- Discussion of having a unified bylaw.
- Consider having administrative approval of site plans and reducing parking requirements.

9. OTHER BUSINESS/CORRESPONDENCE

Staff reported the executive summary of the form based code amendments was provided to the Selectboard as requested, and the dog park in Shelburne received a state wetlands permit.

10. ADJOURNMENT

MOTION by Megan McBride, SECOND by Neil Curtis, to adjourn the meeting.

VOTING: unanimous (5-0); motion carried.

The meeting was adjourned at 8:44 PM.

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