

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

June 9, 2022

***Hybrid meeting.**

MEMBERS PRESENT: Steve Kendall (Chair); Marla Keene, Stephen Selin. (Deb Estabrook and Jean Sirois were absent.)

STAFF PRESENT: Adele Gravitz, Planning Director; Aaron DeNamur, DRB Coordinator & Assistant Zoning Administrator.

HOUSING COMMITTEE: Pam Brangan, Mark Capeless, and Joyce George

OTHERS PRESENT: Members of the public participating in the meeting included Gail Albert, Robilee Smith, Rowland Davis, Jim White, Judy Raven, Don Rendall, Tracey Beaudin, Ann Hogan, Media Factory.

AGENDA:

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes (5/26/22)
4. Disclosures/Potential Conflicts of Interest
5. Public comments on matters not on the agenda
6. Conversation with Shelburne Housing committee
7. Old Business
8. Other Business/Correspondence
9. Adjournment

1. CALL TO ORDER

Chair, Steve Kendall, called the hybrid meeting to order at 7 PM.

2. APPROVAL OF AGENDA

MOTION by Stephen Selin, **SECOND** by Marla Keene, to approve the agenda as presented. **VOTING: unanimous (3-0); motion carried.**

3. APPROVAL OF MINUTES

May 26, 2022

Tabled to next meeting.

4. DISCLOSURES/POTENTIAL CONFLICTS OF INTEREST

None.

5. OPEN TO THE PUBLIC

None.

6. CONVERSATION WITH SHELBURNE HOUSING COMMITTEE

Pam Brangan gave a history of the Shelburne Housing Committee created in 2016 to look at the housing situation in Chittenden County, housing in Shelburne, and where resources

for housing can be found. The committee produced a booklet of information. The booklet needs to be updated with current census information. An interactive map has also been created showing where development is located and development constraints (floodplain, wetlands, and such). As of 2020 there were 3400 housing units in Shelburne of which 64% are single family, 29% are multi-family, 3% are mobile homes, and 4% are crew quarters (camps, accessory units). Only 3.4% of housing stock is affordable in Shelburne. If mobile homes are included, then the percentage increases to 6.7%. Other activities by the housing committee include:

- a retreat held in 2017 with the Planning Commission
- reviewing hamlets
- attending regional housing meetings through CCRPC
- commenting on the housing section in the town plan
- exploring accessory units
- housing trust fund
- exclusionary zoning
- crafting bylaw changes for accessory units and duplexes
- producing an accessory dwelling resource page
- promoting accessory units via FPF
- listening to developers, CHT, and state housing representatives
- Going forward the housing subcommittee will focus on workforce housing and accessory units.

Steve Kendall asked how Shelburne compares to other towns in Chittenden County. Pam Brangan will investigate.

Gail Albert asked about Airbnb's in town. Pam Brangan said these have not been counted. Gail Albert mentioned addressing changes from single family to duplex or four-plex being done in the village district.

Adele Gravitz said correlation to places to work in Shelburne and housing needs to be researched.

Rowland Davis stressed it is critical to get the data updated.

Robilee Smith commented on the mix of affordability with mobile homes and workforce housing and asked if anyone is monitoring population growth and the number of dwelling units being built to meet the objective of 25-50 units per year on average. Pam Brangan said the housing must fit into the sewer and stormwater capacity of the town. The distribution of affordable housing in Shelburne should be researched.

Ann Hogan asked who manages growth numerically. Adele Gravitz said the ECOS plan is tracking different kinds of housing. Public Works looks at growth. Housing Committee looks at the numbers.

Joyce George observed a raised ranch house is ready made for an accessory dwelling unit.

Steve Kendall asked the Housing Committee to give thoughts on what housing in Shelburne looks like in the next 15-20 years. The Planning Commission needs to think about decisions to get the desired outcome and what is needed for that. Adele Gravitz noted the Housing Committee will be looped into the application review process.

7. OLD BUSINESS

Staff reported:

- The consultant has started on the RFP and will meet with the Planning Commission on 6/23/22.
- Proposed appointees to the Planning Commission are being finalized for the Selectboard to bring the number back up to 7 members.

8. OTHER BUSINESS/CORRESPONDENCE

SNRCC to Meet with Planning Commission

Shelburne Natural Resources Committee will be the next committee to meet with the Planning Commission, perhaps in August.

9. ADJOURNMENT

MOTION by Marla Keene, SECOND by Stephen Selin, to adjourn the meeting.

VOTING: unanimous (3-0); motion carried.

The meeting was adjourned at 8:44 PM.

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