

**TOWN OF SHELBURNE
PLANNING COMMISSION
MINUTES OF MEETING
October 8, 2020**

***Meeting held via teleconference.**

MEMBERS PRESENT: Jason Grignon (Chair); Steve Kendall, Jean Sirois, Megan McBride, Neil Curtis, Deb Estabrook, Stephen Selin.
STAFF PRESENT: Dean Pierce, Planning Director.
OTHERS PRESENT: Dan York, Joyce George, Paul Irish.

AGENDA:

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes (9/24/20)
4. Disclosures/Potential Conflicts of Interest
5. Open to the Public
6. Public Hearing: Modify Regulations for Nonconforming Structures in Rural District and Definition of Setback
7. Budget Priorities
8. Other Zoning Issues
9. Other Business/Correspondence
10. 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 Stephen Selin, to approve the agenda with the addition of a TRB Executive Session following the conclusion of the Planning Commission meeting. **VOTING: unanimous (7-0); motion carried.**

3. APPROVAL OF MINUTES

September 24, 2020

MOTION by Megan McBride, **SECOND** by Neil Curtis, to approve the 9/24/20 minutes with the following correction(s)/clarification(s):

- **Zoning Issues, Frontage Zone, sentence reading: “There was also discussion of the requirement that frontage zones have an active ground floor use...” – add “and to date there has been limited interest by developers to include an active ground floor use”.**
- **Zoning Issues, Regulatory Reform – delete sentence reading “Jason Grignon commented it seemed the Selectboard did not discuss the merits...”.**
- **Budget Issues – preface the sentence reading: “The conservation fund should be shown separately from the budget.” with “Gail Albert further commented that” to read: “Gail Albert further commented that the Conservation Fund should be shown separately from the budget.”**

- **Other Business - correct the date of the ad for the balloon test to October 4, 2020.**

VOTING: unanimous (7-0); motion carried.

4. DISCLOSURES/POTENTIAL CONFLICTS OF INTEREST

None.

5. OPEN TO THE PUBLIC

None.

6. PUBLIC HEARING: Modify Regulations for Nonconforming Structures in Rural District and Definition of Setback

The public hearing was opened at 7:11 PM. Minor edits/corrections were made to the Bylaw Report as follows:

- Add “as well as streamline the approval process” to the second sentence of the explanation of the proposed bylaw amendment.
- Correct typographical errors as needed.
- Add qualifying language reading: “such that it adversely affects adjacent properties” to Sections 1920.2.C.1.b and 1920.2.C.2.b. pertaining to drainage patterns.

COMMENTS

Paul Irish, resident, spoke in support of the proposed modifications to the regulations.

There were no further comments.

MOTION by Jean Sirois, SECOND by Neil Curtis, to close the public hearing on proposed changes to the zoning bylaw which would modify requirements relating to a) nonconforming structures in the Rural District and b) definition of setback which were dully warned for 10/8/20. VOTING: unanimous (7-0); motion carried.

MOTION by Jean Sirois, SECOND by Deb Estabrook, to approve the associated Zoning Change Report, dated 10/8/20, as amended, and direct staff to forward copies of the amendment proposal and Bylaw Change Report to the Selectboard as required by statute. VOTING: unanimous (7-0); motion carried.

7. BUDGET PRIORITIES

The Planning Commission discussed the list of items in the “Planning Commission ‘Big Picture’ Budget Comments in 2019” document, and concurred with continuing support of funding open space protection efforts as a ballot item rather than part of the budget, and at least maintaining the same level of funding as last year. There was mention of the model of private investment in open space and use by the public (i.e. Shelburne Farms). The Planning Commission agreed all the items in the list are important and worthy of support, recognizing the Selectboard will make final budget decisions. The preferred order by the Planning Commission of the items in the list is as follows:

- Fund open space protection efforts

- Invest in bike/pedestrian connectivity
- Invest in village streetscape improvements/update village streetscape studies
- Invest in stormwater management
- Support Selectboard initiatives relating to economic development
- Maintain funds for grant matching
- Longer term – program funding to support creation of a Unified Development Bylaw

MOTION by Neil Curtis, SECOND by Deb Estabrook, to include match funds for municipal planning grants in the budget. VOTING: unanimous (7-0); motion carried.

8. OTHER ZONING ISSUES

Identifying Priorities in the Town Plan

Neil Curtis suggested the Planning Commission identify which recommendations in the town plan are the responsibility of the Planning Commission and the current status/level of effort required to meet the recommendation as well as the impact of the recommendation. Similar topics should be combined/grouped together. Jean Sirois added the recommendations could be prioritized and a timeline created to build a work plan.

Jason Grignon, Deb Estabrook, Steve Kendall, and Neil Curtis volunteered to narrow down the list of items to those under the control of the Planning Commission.

9. OTHER BUSINESS/CORRESPONDENCE

Housing Subcommittee

Lisa Boivert Mackenzie was appointed to the Housing Subcommittee.

Meeting of the Shelburne CBC Chairs on Regulatory Reform

CBC Chairs will discuss with their respective committees the items from their list of priorities to be coordinated with other town committees.

10. ADJOURNMENT

MOTION by Stephen Selin, SECOND by Neil Curtis, to adjourn the meeting. VOTING: unanimous (7-0); motion carried.

The meeting was adjourned at 9:04 PM and a TRB Executive Session was convened.