

A VIDEO RECORDING OF THE MEETING IN ITS ENTIRETY IS AVAILABLE THROUGH VERMONTCAM.ORG. THE WRITTEN MINUTES ARE A SYNOPSIS OF DISCUSSION AT THE MEETING. MOTIONS ARE AS STATED BY THE MOTION MAKER. MINUTES SUBJECT TO CORRECTION BY THE SHELBURNE PLANNING COMMISSION. CHANGES, IF ANY, WILL BE RECORDED IN THE MINUTES OF THE NEXT MEETING OF THE COMMISSION.

**TOWN OF SHELBURNE
PLANNING COMMISSION
MINUTES OF MEETING
February 11, 2016**

MEMBERS PRESENT: Ron Bouchard (Chairman); Jaime Heins, Kate Lalley, Dick Elkins, Mark Brooks, Ann Hogan [via teleconference at 7:31 PM].
STAFF PRESENT: Dean Pierce, Planning Director.
OTHERS PRESENT: Esther Lotz, Tammy Schley.

AGENDA:

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes (1/28/16)
4. Commissioner Questions/Comments
5. Open to the Public
6. Current Zoning Issues
7. Energy Facility Siting Ordinance
8. Housing Issues
9. Other Business/Correspondence
10. Adjournment

1. CALL TO ORDER

Chairman Ron Bouchard called the meeting to order at 7 PM.

2. APPROVAL OF AGENDA

MOTION by Mark Brooks, **SECOND** by Dick Elkins, to approve the agenda as presented. **VOTING: unanimous (5-0)[Ann Hogan not present for vote]; motion carried.**

3. APPROVAL OF MINUTES

January 28, 2016

MOTION by Jaime Heins, **SECOND** by Dick Elkins, to approve the minutes of January 28, 2016 as written. **VOTING: unanimous (5-0)[Ann Hogan not present for vote]; motion carried.**

4. COMMISSIONER QUESTIONS/COMMENTS

None.

5. OPEN TO PUBLIC

None.

6. CURRENT ZONING ISSUES

Pet Care Facilities

Esther Lotz read a letter from Bob Bouchard, dated 2/10/16, regarding an apartment project on Shelburne Road that was built to be “pet friendly” and the view of the pet care industry as an amenity to tenants. Ms. Lotz said Shelburne is the only municipality with

restrictive provisions not allowing pet care facilities. Regarding the requirement for three acres of land for the facility, other dog facilities in the area operate on less acreage or shared acreage. Ms. Lotz cited examples of dog care places located next to businesses without complaints filed in the zoning offices. None of the facilities have a cap on the number of animals. Shelburne has many attractions and many area hotels allow companion animals whose owners would seek out a pet care facility while visiting area attractions. It is time for Shelburne to look at the town's restrictions that make it prohibitive to operate in the pet care industry.

Tammy Schley reviewed statistics on users of the pet care industry. Ms. Schley said with the cost of land having a 25 dog limit at the facility creates a problem. Regarding noise, dogs are most noisy at drop off and pick up times, typically not during the day. Barking dogs are brought inside.

Mark Brooks asked about possible locations. Esther Lotz said the restrictions must be removed before a location can be found. The ideal location would be close to Route 7. The former Yankee Doodle site has been mentioned.

Jaime Heins suggested looking at the corridor of Route 7 rather than the broader district. Kate Lalley pointed out form based zoning allows a finer grained approach. The Yankee Doodle site is in the green corridor so the pet care facility may be a compatible use. More local businesses are envisioned in the corridor with more regional uses located closer to the South Burlington boundary line. Commerce & Industry may also be an option for pet care facilities. Esther Lotz noted Harbour Industries was the first choice for a location.

Mark Brooks asked about the number of employees and if the business offers overnight boarding. Tammy Schley said pet care facilities do offer overnight boarding. The number of employees ranges between 10 and 12 with a payroll in excess of \$100,000.

Dick Elkins commented the town has been trying to bring in different uses along Route 7, but a kennel may deter a business from locating next door. Having the facility in Commerce & Industry would work.

The Planning Commission agreed to add the subject to a future agenda for further discussion.

7. ENERGY FACILITY SITING ORDINANCE

Jaime Heins suggested the Town Attorney review the Energy Facility Siting Ordinance. There is language in the ordinance that says the DRB review process is needed. Mr. Heins offered to gather comments on the document from the DRB Chair, Mark Sammut, and forward the document to the Town Attorney for review.

Suggested edits from the Planning Commission:

- Be clear and say there are negative impacts.

- Have consistent language with regard to 15 kilowatts with small scale and community projects.
- Add language that ties the ordinance to the town's comprehensive plan.
- Label the information on the first page as "Background Information". The standards begin with the Purpose section.
- Clarify that the standards are for larger installations, not roof top residential installations.

MOTION by Kate Lalley, SECOND by Mark Brooks, to forward the Energy Facility Siting Ordinance with the amendments noted to the Selectboard for review and adoption. VOTING (by roll call): Ron Bouchard – aye, Jaime Heins – aye, Dick Elkins – aye, Mark Brooks – aye, Kate Lalley – aye, Ann Hogan – aye (unanimous); motion carried.

8. HOUSING ISSUES

Ron Bouchard reviewed his thoughts on forming a Housing Committee that will take a broad and detailed view to understand the housing stock in the community. The committee would be autonomous and without bias, only dealing with information and numbers.

The Planning Commission was in agreement with forming a housing committee. The following was noted:

- Jaime Heins stated having the group unbiased and focused on data and numbers will help advise the Planning Commission.
- Kate Lalley added the committee is visionary and will help the Planning Commission look into housing for town residents long term.
- Mark Brooks pointed out the demographics in town are changing. Housing needs to match what people in Shelburne can afford to pay.
- Ann Hogan stressed the annual town report should again show the number of new units built and the number of affordable units. Ms. Hogan suggested beginning with an ad hoc task force to gather information and make the recommendation on having a permanent housing committee.
- Dick Elkins suggested having a committee of three people to research what the town has been doing for the last 10 years (i.e. identify housing trends) and provide the information to the Planning Commission to make decisions. The committee could be broader and more diverse than a subcommittee of the Planning Commission and involve community members.

Staff will provide examples of how other towns have established a similar subcommittee.

9. OTHER BUSINESS

Rail Intermodal Facility

Staff will provide information on the review process for a rail intermodal facility if rail projects were not exempt from the local review process.

10. ADJOURNMENT

With no further business and without objection the meeting was adjourned at 8:15 PM.

RScty: MERiordan