

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 25, 2016**

MEMBERS PRESENT: Ron Bouchard (Chairman); Dick Elkins, Mark Brooks, Ann Hogan [via teleconference]. (Jaime Heins and Kate Lalley were absent.)

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 (2/11/16)
4. Commissioner Questions/Comments
5. Open to the Public
6. Bylaw Issues
7. Housing Issues
8. Vermont Railway Project
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 (4-0); motion carried.**

3. APPROVAL OF MINUTES

February 11, 2016

MOTION by Ann Hogan, **SECOND** by Mark Brooks, to approve the minutes of 2/11/16 as written. **VOTING: unanimous (4-0); motion carried.**

4. COMMISSIONER QUESTIONS/COMMENTS

Ann Hogan asked if the growth planning tool has been used. Dean Pierce explained there has been limited use because some figures in the model need to be more Vermont specific versus nationally specific in order to have more confidence in the results.

5. OPEN TO PUBLIC

None.

6. BYLAW ISSUES

Pet Care Facilities

The Planning Commission discussed the email from Esther Lotz, dated 2/25/16, listing pet care facilities in the greater Burlington area and the number of animals at the

facilities. Mark Brooks commented some facilities are better at self-regulating than others. Esther Lotz stated if a business cannot operate safely then they will not be in business long. Tammy Schley said she would be willing to have a reasonable limit on the number of animals, such as 75 to 100 animals. Dean Pierce noted as a benchmark the number of 75 is applied to human daycare facilities in the Mixed Use District. Dick Elkins said he can support including pet care facilities in Commerce & Industry, but wants to see how form based zoning will work before allowing the use there. Ron Bouchard agreed there would be a better balance in Commerce & Industry, and there should be a cap on the number of animals. Ann Hogan and Mark Brooks concurred.

MOTION by Dick Elkins, SECOND by Ron Bouchard, to allow pet care facilities in the Commerce & Industry district with up to 75 animals, and to direct staff to prepare the appropriate documents. VOTING by roll call: Ron Bouchard – aye, Dick Elkins – aye, Mark Brooks – aye, Ann Hogan – aye; motion carried.

Zoning Changes Suggested by DRB

The following assignments to work on the proposed changes to zoning from the DRB were made:

1. PUD buffers, Redevelopment PUD and ability to waive setbacks – Dick Elkins
2. Vehicles used as storage trailers and no longer registered for road – Ann Hogan/staff
3. Waive design review for minor items (sheds, steps) on mobile homes in Shelburnewood Mobile Home Park – Ann Hogan/staff
4. Expansion of nonconforming structures – Jaime Heins
5. Sidewalk requirements – Kate Lalley
6. Private rights-of-way and setbacks – Mark Brooks
7. Design review approvals on consent agenda – Ann Hogan/staff
8. Expansion in the 100' lakeshore setback – Dick Elkins
9. Excavation and fill – staff/Ann Hogan
10. Signage in Shelburne Road corridor – staff/Ann Hogan

Staff will draft a proposed schedule to work on the list of items.

7. HOUSING ISSUES

Ron Bouchard reviewed his suggestion to form a housing subcommittee to collect and analyze information on housing in Shelburne to assist various town departments and committees in decision making. Following discussion “types of housing” and “employment opportunities and income levels” were added to the list of information to be compiled by the subcommittee. Mark Brooks and Ron Bouchard volunteered for the three member subcommittee. Ron Bouchard will refresh the document listing the charge of the committee.

8. VERMONT RAILWAY PROJECT

Dean Pierce gave an update on the zoning discussion on the parcel currently owned by Vermont Railway in the Commerce & Industry District. Development of a Commercial PUD in Commerce & Industry requires conditional use review, site plan review, and

subdivision review (sketch, preliminary, final plan) in consideration of issues such as noise, odor, character of the area, traffic, lighting, landscaping, screening, erosion prevention, sediment control, preservation of site amenities. The front yard setback is increased to 100' with a PUD. The Planning Commission did discuss changing the zoning at one time per a request from prior owners of the parcel. The Planning Commission considered low density residential or mixed use, but the property owner was not interested. Shelburne Natural Resources had concern the impact by single family houses could be greater on wildlife than a business.

9. OTHER BUSINESS

UPWP Projects

Staff reviewed the letter from the Town Manager to Regional Planning, dated 1/22/16, requesting inclusion of six projects in the work plan (village transportation study, Phase 2 form based zoning for walkability, Envision Tomorrow improvement/maintenance, Bay Road transportation study, build-out analysis, and updating GIS mapping).

Comprehensive Plan Changes to Regional Planning

Staff reported Regional Planning will review changes to the bike/ped map. The Paths Committee will attend the next Planning Commission meeting.

PSB Denial of Bennington Solar Project

Staff reported the Public Service Board denied a solar project in a rural residential district in Bennington. There was agreement the town's comprehensive plan needs to be as specific as possible to address renewable energy installations. A list of items that need to be tightened up in the comprehensive plan needs to be compiled.

Thanks to Ron Bouchard

Dick Elkins publicly thanked Ron Bouchard for chairing the Planning Commission. Election of officers on the Planning Commission will be held March 24, 2016.

10. ADJOURNMENT

MOTION by Mark Brooks, SECOND by Dick Elkins, to adjourn the meeting.

VOTING: unanimous; motion carried.

The meeting was adjourned at 8:20 PM.

RScty: MERiordan