

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
August 11, 2016**

MEMBERS PRESENT: Mark Brooks, Dick Elkins, Ann Hogan, Kate Lalley, Jason Grignon, Don Posner [arrived 7:10 PM]. (Jaime Heins and Peter Antinozzi were absent.)
STAFF PRESENT: Dean Pierce.
OTHERS PRESENT: Bonnie Christie, Marty Illick, Roberta Nubile.

AGENDA:

1. Call to Order
2. Approval of Agenda
3. Disclosure of Potential Conflicts of Interest
4. Approval of Minutes (7/28/16)
5. Commissioner Questions/Comments
6. Open to the Public
7. LaPlatte Watershed Water Quality Scorecard
8. Zoning Issues
9. Form Based Zoning Phase 2
10. Other Business/Correspondence
11. Adjournment

1. CALL TO ORDER

In the absence of Chairman Jaime Heins, Mark Brooks, Vice Chair, called the meeting to order at 7:02 PM.

2. APPROVAL OF AGENDA

MOTION by Ann Hogan, **SECOND** by Dick Elkins, to approve the agenda with advancement of discussion of setbacks from private rights-of-way and, if there is time, the RFP for Phase 2 of Form Based Zoning. **VOTING: unanimous (5-0)**[Don Posner not present for vote]; motion carried.

3. DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

None.

4. APPROVAL OF MINUTES

July 28, 2016

MOTION by Dick Elkins, **SECOND** by Ann Hogan, to approve the minutes of 7/28/16 with the following correction(s)/clarification(s):

Page 2, Item #7, Zoning Issues, 1st bullet – correct the spelling of “connectivity”;

Page 3, Setbacks on Private Roads, paragraph beginning “Dick Elkins asked about...” – change “where change would not be good” to “where the standard already exists”.

VOTING: unanimous (5-0)[Don Posner not present for vote]; motion carried.

5. COMMISSIONER QUESTIONS/COMMENTS

None.

6. OPEN TO PUBLIC

None.

7. LAPLATTE WATERSHED WATER QUALITY SCORECARD

Marty Illick, Director of Lewis Creek Association, reviewed and discussed the Surface Water Conditions & Project Improvement List for the LaPlatte River and direct drainage watersheds. Copies of the 2015 water quality summary for the McCabe Brook watershed and the LaPlatte River watershed were also provided. Ms. Illick highlighted “hot spots” in Shelburne (Route 7 at Teddy Bear, Teddy Bear/Nordic Farm, and School Street area). Feedback on the watershed reports and the surface water map is requested.

There was discussion of demonstration sites showing ways to slow stormwater runoff. Kate Lalley mentioned the rain garden by the library that was installed to help solve the drainage problem there, stressing the message needs to get out that incremental approaches work and do not necessarily involve the cost of an engineer. Also, Shelburne needs to align the public works standards with stormwater goals. For example, pavement in the center of a cul-de-sac could be removed and the area used for stormwater storage or snow storage. Marty Illick said Lewis Creek Association does not have technical staff, but would use an engineer consultant. DEC does stormwater master planning and has a template for each town. The matrix tool that Shelburne has (developed as part of the swale study) is very useful. Kate Lalley suggested the Natural Resources Committee look at the existing information to see what is most relevant for the stormwater summit.

Bonnie Christie, Shelburne Natural Resources Committee, said the committee needs to finish the Open Space Plan and is moving forward with the showing of “What’s Your Watermark” film on September 13, 2016 which is a week before the stormwater summit. The surface water map can be available for viewing on Shelburne Day.

8. ZONING ISSUES*Setbacks on Private Roads*

Mark Brooks noted the consensus of the Planning Commission is the setback for Clearwater Road will be 20’ from the center line of the road. Due to the width of Windmill Bay Road the setback will be 10’ or alternatively 20’ from the center line whichever is the least. Roads in the Rural District are not impacted.

MOTION by Dick Elkins, SECOND by Jason Grignon, to add setbacks on private roads as 20’ from the center line of the road for Clearwater Road and 10’ or alternatively 20’ from the center line whichever is the least for Windmill Bay to the list of zoning changes to go to the Selectboard for consideration and adoption. VOTING: unanimous (5-0)[Don Posner not present for vote]; motion carried.

Sidewalks

Dean Pierce explained in Section 1900.7(a) paved sidewalks are required in the densest districts in town. The DRB wanted flexibility to say there could be a path, for example, but under certain circumstances. The DRB wants some guidance on reasonable waiver criteria. Section 1900.7(a) & (b) are related to the site itself and the core of the DRB concerns. Subsection (c) is more broad. Kate Lalley suggested changing what is meant by paved sidewalk in the Public Works Specifications and providing a range of options, stressing the need for connectivity for pedestrians, not just vehicles. The regulations need to be clear that bikes and pedestrians are part of the calculus. Dick Elkins said sidewalk is needed within a development. Mark Brook said a sidewalk for more densely developed areas is appropriate, but a path is more appropriate for less densely populated areas. Don Posner agreed there are developments where sidewalk does not make sense, but a path of some sort would be acceptable. Jason Grignon urged having all the documents be consistent with the same guiding principle and adding language to enable bike and pedestrian access. Ann Hogan said the specifications should state what the town wants for appropriate pedestrian circulation facilities (list the facilities and definitions).

The Planning Commission will look more broadly at Article XIX and continue discussion of sidewalks on September 8, 2016. Staff will update the work plan schedule.

9. FORM BASED ZONING PHASE 2

The Planning Commission approved the RFP with the following minor edit:

- Section 3.2 Develop Supplemental Form Based Code, bullet reading: “Revisit stormwater requirements...” – insert “e.g.” before “by encouraging density” in parenthetical text.

10. OTHER BUSINESS/CORRESPONDENCE

Shelburne Day

Dean Pierce is working on displays for the Planning Commission table.

11. ADJOURNMENT

MOTION by Don Posner, SECOND by Dick Elkins, to adjourn the meeting.

VOTING: unanimous (6-0); motion carried.

The meeting was adjourned at 8:45 PM.

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