

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  
May 10, 2018**

**MEMBERS PRESENT:** Jason Grignon (Chair); Andrew Everett, Kate Lalley, Susannah Kerest, Stephen Selin. (Dick Elkins, Asim Zia, and Graham Byers were absent.)  
**STAFF PRESENT:** Dean Pierce, Planning Director.  
**OTHERS PRESENT:** Steve Baietti.

**AGENDA:**

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes (4/26/18)
4. Disclosure of Potential Conflicts of Interest
5. Open to the Public
6. Comprehensive Plan
7. Updates
8. Commissioner Questions/Comments
9. Other Business/Correspondence
10. Adjournment

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**1. CALL TO ORDER**

Chair Jason Grignon called the meeting to order at 7:05 PM.

**2. APPROVAL OF AGENDA**

**MOTION** by Andrew Everett, **SECOND** by Kate Lalley, to approve the agenda.  
**VOTING: unanimous (5-0); motion carried.**

**3. APPROVAL OF MINUTES**

*April 26, 2018*

**MOTION** by Kate Lalley, **SECOND** by Dick Elkins, to approve the minutes of April 26, 2018 as written with the note that items for the Housing Subcommittee will be discussed during review of the Housing section of the town plan. **VOTING: unanimous (5-0); motion carried.**

**4. DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST**

None.

**5. OPEN TO THE PUBLIC**

There were no comments from the public at this time.

**6. COMPREHENSIVE PLAN**

*Housing*

The Planning Commission reviewed the Housing section of the town plan and made the following suggestions/edits:

- Cite the reference “Building Homes Together” in the opening paragraph with regard to affordable housing and job growth.
- Insert “dwelling” before “units” in Objective #3.
- Cross reference the Housing section with the Growth & Development section. The impact of housing units on growth and development varies because not all housing units are the same (elderly housing has a different impact than single family housing).
- In Objective #9 add a mandate for rooftop solar and improved insulation and air filtering for all new residential building designs and require new construction to generate a majority of the energy used. Have the same apply to commercial development.
- Add to Recommended Action #6 to amend the regulations to increase the size limit on accessory dwellings to allow up to two bedrooms and have this pertain to all districts, not just the sewer service area. Focusing on the sewer service area will result in increased density and more affordable housing. Additional affordable housing can happen by incentivizing the use of accessory dwelling units.

**MOTION by Andrew Everett, SECOND by Jason Grignon, to task the Housing Subcommittee to further explore accessory apartments, forming a housing trust fund, how the town can assist with maintenance/restoration and rehab of existing housing stock rather than tear down, and methods/tools for retention of existing affordable housing. VOTING: unanimous (5-0); motion carried.**

#### *Growth & Development*

The Planning Commission reviewed the Growth & Development section of the town plan and made the following suggestions/edits:

- Objective #2 under Population Growth is a new objective and relates to the impact of affordable housing on growth.
- Add “and invest as necessary” to the end of Recommended Action #6 under Population Growth.
- Having an economic development staff person or volunteer or a town economic development committee would be beneficial. Dean Pierce will forward the survey and map of businesses done by Ann Hogan to the Planning Commission.
- Add a Recommended Action under Economic Development to create an Economic Development Committee tasked with identifying and attracting businesses that the town needs/wants.
- Recommended Action #14 under Community Utilities, Facilities, and Services should read: “Incorporate triggers for infrastructure capacity in ongoing and future planning efforts.”
- Recommended Action #15 should read: “Growth and development should not result in increased storm water impacts and burdens. Manage growth and development to avoid increase in impacts.”

#### *Transportation*

Kate Lalley noted her edits integrated cycling and walking along with getting around by car, and used the language of placemaking with land use. The plan needs to strive for multi-modality in the village district, but less so in the rural district. The importance of having redundancy in the network for pedestrians and bicyclists needs to be emphasized. There can be many different routes into the village.

Following discussion there was agreement the same layout as other sections of the plan (i.e. Goals, Objectives, Recommended Actions) should be used. Also, the text should separate bike, pedestrian, and highway features as the original text does. Some of the revised statements are more of a vision.

A work session with up to three planning commissioners will be scheduled to work on the Transportation section. Transportation will be discussed at the next meeting. The Planning Commission will also discuss heliports at the next meeting.

Steve Baietti, Bay Road, requested there be wording in the plan about facilities fitting the neighborhood in scale and setting.

#### **7. UPDATES**

- The Selectboard authorized use of money to pay for the graphic design consultant for the town plan. The consultant will do a template for review by the Planning Commission. An introduction with pictures followed by text is one model.

#### **8. COMMISSIONER QUESTIONS/COMMENTS**

Jason Grignon reported on the site visit to Kwiniaska with the Act 250 commissioners to view the readjusted golf holes along the fence line. Dean Pierce will forward the comments from ANR to the Planning Commission.

#### **9. OTHER BUSINESS/CORRESPONDENCE**

None.

#### **10. ADJOURNMENT**

**MOTION by Kate Lalley, SECOND by Andrew Everett, to adjourn the meeting.  
VOTING: unanimous (5-0); motion carried.**

The meeting was adjourned at 9:30 PM.

*RScty: MERiordan*