

**TOWN OF SHELBURNE
PLANNING COMMISSION
MINUTES OF MEETING
July 12, 2018**

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

AGENDA:

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes (6/28/18)
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

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

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

3. APPROVAL OF MINUTES

June 28, 2018

MOTION by Dick Elkins, **SECOND** by Stephen Selin, to approve the 6/28/18 minutes as written. **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

Public Utilities, Facilities, and Services

The Planning Commission made grammatical corrections and the following edits to the text:

- Recommended Action #1, first sentence – delete “Undertake and when necessary”; in the second sentence – delete “at a minimum”.

- Recommended Action #4, after “improvement projects” – add “including those selected and approved by the Selectboard”.
- Recommended Action #9 – insert “and waste water” between “stormwater” and “management”.
- Recommended Action #11 – move the entire text to the Telecommunications section of the town plan, add commas in the first sentence after “review” and “necessary”, insert “negative” between “their” and “impact” and delete “and resources is minimized” in the last sentence.

Mapping

There was discussion of winnowing down the number of maps in the plan or having electronically layered maps containing all the information. Some maps need to be updated or information is already represented on other maps. There was agreement the Composite Future Land Use Map should be retained in the plan and a link given to the other maps in Volume 1 (Planning Areas, Village Planning Sub-Areas, Growth Area 2 with Sub Areas, Rural Area with Sub-Areas). There was also discussion of maps that should be in the front section of the plan and those that can be in an appendix.

First tier maps include:

- Existing Land Use/Cover
- Wildlife Habitat and Associated Resources
- Natural Heritage Sites and Biological Natural Areas
- Public and Conserved Lands
- Priority Trails, Sidewalks, and Crosswalks

Second tier maps include:

- Base Map
- Topography
- Bedrock Geology
- Surficial Geology
- Agricultural Potential of Soils
- Potential of Soils for On-Site Sewage Disposal
- LaPlatte River Greenway
- Watercourses and Surface Waters
- Wetlands and Hydric Soils
- Archeologically Sensitive Areas
- Historic Resources
- Significant Views
- Flood Hazard Areas
- Moderate and Steep Slopes
- Housing Location and Sewer Service Area
- Daily Traffic Volumes (current information needed)
- Public Transit (routes only, not the schedule)
- Parking Supply in Village Core (current map is outdated)
- Fire Protection Water Supply Locations
- Water Service Area

- Stormwater Infrastructure, Impaired Watersheds and other Regulatory Boundary
- Public Facilities (need to show other land uses on the map, such as beach, museum)
- Fluvial Erosion Hazard Areas

Dean Pierce will do a table showing first tier maps for the front of the book, second tier maps for the appendix, and mockups of combined maps.

Public Input Sessions

The regular Planning Commission meetings on August 9 and 23 will be public input sessions. There will be an open door session to answer questions in the afternoon before the meetings. An information booth will be staffed at Shelburne Day on August 18th to answer questions and hear comments on the plan. The plan update will be posted online for review/comment by the public.

Telecommunications

The following edits were suggested:

- Change “Policies” to “Objectives”
- Change “Public Service Board” to “Public Utilities Commission”

Natural Resources

The Planning Commission concurred with the rewrite of Section 1.3 as presented.

Future Land Use

The Planning Commission made the following edits:

- Item 9 should read: “Initiate community discussion regarding the costs and benefits of adopting VT Route 7 from the LaPlatte River to Vermont Teddy Bear as a Class 1 highway. Municipal “ownership” of Shelburne Road could enable the community’s vision to take precedence over state determined priorities relating to topics such as vehicular levels of service, pedestrian accessibility, and storm water management.”
- Item 12 should read: “Recognize that the village is situated within the threatened McCabe’s Brook watershed. Storm water design solutions should support a high quality streetscape and sidewalks, and the safe and convenient movement of pedestrians.”
- Item 8 beginning with “Work with the Vermont Agency of Transportation..., sentence beginning “Develop a design for Shelburne Road...” – rewrite the sentence to read: “Develop a design for Shelburne Road as it passes through the village that is limited to two lanes, incorporates pedestrian amenities, and is sensitive to the visual quality of Shelburne village.”
- In Objective 6 delete “and that are comprised of small scale economic units that conserve the rural landscape”

7. UPDATES

None.

8. COMMISSIONER QUESTIONS/COMMENTS

- Kate Lalley mentioned a free consultation session facilitated by White & Burke with a cross-section of land use professionals to provide feedback on an issue identified by the town. Shelburne could be asked for feedback on what is needed to promote and ensure use of form based code for development.
- Stephen Selin drafted “quiet zone” language for the Transportation section of the plan that will allow individuals to petition for a quiet zone rail crossing. The town should pursue a quiet zone crossing on Harbor Road. Mr. Selin will forward the suggested language to Dean Pierce.

9. OTHER BUSINESS/CORRESPONDENCE

None.

10. ADJOURNMENT

MOTION by Kate Lalley, SECOND by Stephen Selin, to adjourn the meeting.

VOTING: unanimous (5-0); motion carried.

The meeting was adjourned at 9:27 PM.

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