

**TOWN OF SHELBURNE  
PLANNING COMMISSION  
MINUTES OF MEETING  
April 22, 2021**

**\*Meeting held via teleconference.**

**MEMBERS PRESENT:** Steve Kendall (Chair); Jason Grignon (Vice Chair); Megan McBride, Jean Sirois, Stephen Selin, Deb Estabrook. Neil Curtis [via telephone].

**STAFF PRESENT:** Lee Krohn, Town Manager.

**OTHERS PRESENT:** Gail and Ken Albert, Dan York, Mark Sammut, Anne Bentley, Mike Major, Joyce George, Meir.

**AGENDA:**

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes (4/8/21)
4. Disclosures/Potential Conflicts of Interest
5. Open to the Public
6. Bylaw Revision/Regulatory Reform: Public Hearing on Nonconforming Structures and Setbacks
7. Other Business/Correspondence
8. Adjournment

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**1. CALL TO ORDER**

Chair, Steve Kendall, called the teleconference meeting to order at 7 PM.

**2. APPROVAL OF AGENDA**

**MOTION** by Stephen Selin, **SECOND** by Jason Grignon, to approve the agenda as presented. **VOTING: unanimous (7-0); motion carried.**

**3. APPROVAL OF MINUTES**

*April 4, 2021*

**MOTION** by Jason Grignon, **SECOND** by Megan McBride, to approve the minutes of 4/4/21 with the following correction(s)\clarification(s):

- **Bylaw Revision/Regulatory Reform, 1<sup>st</sup> bullet – change the word “pertain” to “pertaining”, and in the 15<sup>th</sup> bullet, 1<sup>st</sup> and 2<sup>nd</sup> sentences – rewrite to read: “Jean Sirois stated regarding development give and take needs to happen.”**

**VOTING: unanimous (7-0); motion carried.**

**4. DISCLOSURES/POTENTIAL CONFLICTS OF INTEREST**

None.

**5. OPEN TO THE PUBLIC**

None.

**6. BYLAW REVISION/REGULATORY REFORM PUBLIC HEARING:****Nonconforming Structures and Setbacks**

**MOTION by Jason Grignon, SECOND by Jean Sirois, to open the public hearing on Nonconforming Structures and Setback. VOTING: unanimous (7-0); motion carried.**

*Section 1970.5 Nonconforming Signs*

It was clarified that changes to nonconforming signs will be approved administratively except if there is a change to the square footage of the sign which will need DRB approval.

*Section 2010.8 Setbacks*

There was discussion of the following:

- The words “residential heat pumps” in Section 2010.8.E - The Planning Commission agreed “residential heat pumps” in Section 2010.8.E should be changed to “HVAC system”.
- There was discussion of adding parameters to better define residential fences in Section 2010.8.C and staff drafting clarifying language on when a fence is considered exempt from DRB review and can be approved administratively - The consensus of the Planning Commission was to remove the section (2010.8.C) from the list to be forwarded to the Selectboard at this time and continue the discussion on revisions at a future meeting.
- Review of ag buildings or uses that impact viewscapes and the burden on the town to ascertain if a building is an ag use. Lee Krohn pointed out state statute on ‘right to farm’ says ag is exempt from requiring a permit. The town can be informed of an ag building or use, but cannot regulate agriculture.
- Section 1930.1 Review Process – there were no comments.

**MOTION by Jason Grignon, SECOND by Jean Sirois, to close the public hearing on the bylaws concerning nonconforming structures and setbacks as modified (i.e. remove Section 2010.8.C from the list to be forwarded to the Selectboard and change “heat pumps” to “HVAC system” in Section 2010.8.E). VOTING: unanimous (7-0); motion carried.**

**MOTION by Deb Estabrook, SECOND by Jason Grignon, to forward the proposed bylaws revisions to the Selectboard for consideration and adoption. VOTING: unanimous (7-0); motion carried.**

**7. OTHER BUSINESS/CORRESPONDENCE***ANR Course on Natural Resources*

Jason Grignon urged all to attend the informative ANR sessions on Natural Resources.

*Selectboard Hearings*

Lee Krohn reported the Selectboard scheduled hearings on May 11, 2021 to discuss extending the interim zoning amendment relative to outdoor business activities, wastewater allocation ordinance, and E-911 ordinance.

*Interim Staffing*

Lee Krohn mentioned there will be interim staff additions in the Planning & Zoning Office to assist with DRB Zoning Administrator work in the absence of Dean Pierce.

**8. ADJOURNMENT**

**MOTION by Jason Grignon, SECOND by Jean Sirois, to adjourn the meeting.**

**VOTING: unanimous (7-0); motion carried.**

The meeting was adjourned at 8:27 PM.

*RScty: MERiordan*