

**TOWN OF SHELBURNE
PLANNING COMMISSION
MINUTES OF MEETING**

February 22, 2023

***Hybrid meeting.**

MEMBERS PRESENT: Jean Sirois, Tom Karlhuber, Shawn Sweeney, Stephen Selin. (Steve Kendall, Marla Keene, and Jeff Hodgson were absent.)

STAFF PRESENT: Aaron DeNamur, Planning Coordinator.

OTHERS PRESENT: Members of the public participating in the meeting included Pam Brangan and members of the Housing Subcommittee, Rowland and Dianne Davis, Gail Albert, Robilee Smith, Tracey Beaudin, Media Factory.

AGENDA:

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes (2/8/23)
4. Disclosures/Potential Conflicts of Interest
5. Open to the Public
6. Presentation: Housing Subcommittee
7. Update from the Planning Coordinator
8. Other Business
9. Adjournment

1. CALL TO ORDER

In the absence of Chair, Steve Kendall, Jean Sirois facilitated the meeting and called to order at 7 PM.

2. APPROVAL OF AGENDA

MOTION by Stephen Selin, **SECOND** by Shawn Sweeney, to approve the agenda. **VOTING: unanimous (4-0); motion carried.**

3. APPROVAL OF MINUTES

February 8, 2023

MOTION by Shawn Sweeney, **SECOND** by Stephen Selin, to approve the minutes of 2/8/23 as presented. **VOTING: unanimous (4-0); motion carried.**

4. DISCLOSURES/POTENTIAL CONFLICTS OF INTEREST

None.

5. OPEN TO THE PUBLIC

None.

6. PRESENTATION: Housing Subcommittee

Pam Brangan and members of the Housing Subcommittee were in attendance to discuss zoning districts allowing accessory dwelling units (ADU), duplexes, and multi-family units (four or more dwelling units) as conditional or permitted uses. There was mention that the state legislature is soliciting comments on H.68 and DR23-0091 relative to housing in the state. Ms. Brangan reviewed suggested proposals from the subcommittee including:

- eliminating the two bedroom limit on ADUs
- setting 1,500 s.f. as the maximum size for an ADU
- retaining the ‘owner occupied’ requirement
- setting lot frontage at 100’ for duplexes that are permitted uses
- increasing building coverage percentage to encourage residential infill development.

There was brief discussion of Airbnb rentals in town and the suggestion of the subcommittee to limit the number due to lack of staff to regulate the use.

Pam Brangan submitted an article on ways to encourage access to food and nutrition (e.g. raising backyard chickens) for the Planning Commission to keep in mind when considering zoning changes.

Public comment on housing growth in Shelburne included:

- Ensure the town’s infrastructure and staffing can support the additional housing.
- Monitor/adjust accordingly the growth projection outlined in the town plan when planning for more housing.
- Evaluate where the town is in relation to when the goals were written in the town plan and today, and where the town wants to go in the future.
- Form based overlay (i.e. much greater density) says the opposite of the findings on the bylaws presented by the Housing Subcommittee.
- Look at the plan by the town to consolidate the wastewater treatment facilities and the flow rate with regard to the town being able to support more housing growth.
- There could be a large number of the raised ranch style houses in town that could easily be converted to an ADU and the town may not have the sewer capacity for this.

7. UPDATE FROM PLANNING COORDINATOR

Staff reported:

- There were 61 dwelling units added in town last year and 41 were single family houses, 12 were duplexes, and eight were multi-family housing. None were considered affordable housing.
- In 2022, the town permitted three new ADUs.
- Jeff Hodgson’s comments are in support of staff’s memo regarding creating a village zoning district. Mr. Hodgson urged looking specifically at the shopping center lot.

- Staff suggests the Planning Commission consider creating a village zoning district with more infill residential in the village. The purpose is to create a village setting that feels like a village and not just increasing density. The relationship of Route 7 north and south to the village makes the town more broadly accessible and livable for a wider range of people. Making the village more walkable, evaluating Route 7 north and south, and making form based code function better needs to be considered with any zoning changes.
- Form based code will be discussed at the next Planning Commission meeting.
- The consultant who responded to the RFP on the bylaws will be interviewed next week.
- Staff is meeting with the Department of Housing & Community Development to discuss creating a neighborhood development area in the village that will create incentives for development (e.g. qualified mixed income projects are exempt from Act 250 regulations in that area; there are other incentives as well).

8. OTHER BUSINESS

Next Meeting

The Planning Commission will discuss form based code at the March 8, 2023 meeting.

9. ADJOURNMENT

MOTION by Stephen Selin, **SECOND** by Tom Karlhuber, to adjourn the meeting.

VOTING: unanimous (4-0); motion carried.

The meeting was adjourned at 8:45 PM.

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