

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 DEVELOPMENT REVIEW BOARD. CHANGES, IF ANY, WILL BE RECORDED IN THE MINUTES OF THE NEXT MEETING OF THE BOARD.

**TOWN OF SHELBURNE  
DEVELOPMENT REVIEW BOARD  
MINUTES OF MEETING  
June 21, 2023**

**MEMBERS PRESENT:** Mark Sammut (Chair); Allyson Myers, David Hillman, Mike Major, Bob Glover, Anne Bentley, Steve Kredell.  
**STAFF PRESENT:** Kit Luster, DRB Coordinator.  
**OTHERS PRESENT:** Dave Marshall, Charlie Jones, Don Porter, Media Factory.

**AGENDA:**

1. Call to Order and Agenda
2. Public Comment
3. Minutes (5/24/23 and 6/7/23)
4. Disclosure of Conflicts of Interest
5. Applications:
  - Conditional Use\Site Plan, Three Pickleball Courts, 5353 Spear Street, Gonzo's Golf Academy (CU17-03R3\SP20-03R1)
6. Other Business
7. Adjournment

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**1. CALL TO ORDER and AGENDA**

Chair, Mark Sammut, called the meeting to order at 7 PM.

**2. PUBLIC COMMENTS**

None.

**3. MINUTES**

*May 24, 2023*

**MOTION by Allyson Myers, SECOND by David Hillman, to approve the minutes of 5/24/23 as presented. VOTING: 5 ayes, 2 abstentions (Anne Bentley, Bob Glover); motion carried.**

*June 7, 2023*

**MOTION by Allyson Myers, SECOND by Mike Major, to approve the minutes of 6/7/23 as presented. VOTING: 6 ayes, one abstention (Steve Kredell); motion carried.**

**4. DISCLOSURE OF CONFLICTS OF INTEREST**

None.

**5. APPLICATIONS**

**CU17-03R3\SP20-03R1: Conditional Use\Site Plan for three pickleball courts and supporting infrastructure at 5353 Spear Street in the Rural District and Stormwater Overlay District by Gonzo’s Golf Academy at Kwiniaska Golf Club, LLC**

David Marshall, CEA, appeared on behalf of the application.

STAFF REPORT

The DRB received a written staff report on the application, dated 6/21/23. Staff explained the proposal to add three pickleball courts, parking and related facilities resulting in 9,500 s.f. of impervious surface (the size of one and a half tennis courts) on 15.2 acres of land at 5353 Spear Street.

APPLICANT COMMENTS

David Marshall pointed out the location of the proposed pickleball courts north of the golf course. The area is currently used for golf practice. The courts and parking will be setback 100’ from Spear Street. Overflow parking is available at the golf driving range. A port-a-let will be placed in the northeast quadrant of the court area and screened with a wooden fence on three sides. There is stormwater management on the site. Wetlands will not be impacted by the ditching that will be done. Shelburne Natural Resources had no concerns, but asked to be sensitive to the views. The distance of the courts to the houses across the street on Spear Street is 180’ to the north and 250’ to the west.

Following discussion of the parking, the number of spaces was corrected to seven regular spaces and one accessible space for a total of eight parking spaces for the pickleball courts.

There was discussion of potential to add more courts (Dave Marshall said this is not anticipated) and relocating the port-a-let from Spear Street (port-a-let has a solid screen and will not be visible). The applicant agreed to add more plantings around the port-a-let.

PUBLIC COMMENT

None.

DELIBERATION/DECISION

Conditional Use\Site Plan, Three Pickleball Courts, 5353 Spear Street, Gonzo’s Golf Academy (CU17-03R3\SP20-03R1)

**MOTION by Mike Major, SECOND by Steve Kredell, to finalize the record, close the hearing, and direct staff to prepare a decision for CU17-03R3 and SP20-03R1 for three pickleball courts, parking, and related facilities at 5353 Spear Street by Gonzo’s Golf Academy with the following conditions:**

1. A zoning permit shall be required prior to commencing any site work.

2. **The Water Quality Superintendent will approve or provide comments on the proposed stormwater plan prior to building permit application.**
3. **Documentation of a state stormwater permit will be provided before any zoning permit can be issued.**
4. **The applicant shall provide financial surety for the proposed landscaping.**
5. **The applicant shall add one to two additional trees or shrubs to screen the area by the port-a-let.**

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

## **6. OTHER BUSINESS**

### *DRB Meeting Schedule*

July 19, 2023 – application(s)

### *Bike/Ped/Paths Committee Strategic Plan*

Charlie Jones with the Bike/Ped/Paths Committee and member of the strategic plan working group reviewed the meetings held to date to gather input on the strategic plan on path facilities which should be ready by September 2023 and included for budget submission by October 2023. Funding for an integrated network of paths, sidewalk, and shared use would come from developers who will build the facility or from a fund formed by the town when the facility is on town owned land. The committee is trying to lay a foundation for the future. Submit any comments to the committee

There was mention of having the Planning Commission and Selectboard approve ordinances to establish impact fees for these facilities (the town could then prioritize the facilities that use the fees) and promote denser housing stock and linkages separate from vehicular traffic. There was discussion of having a vision for how all connections are made (i.e. a map). Charlie Jones explained the vision is in the strategic plan goals and objectives. The details will be in the programming for projects. Costs will be covered each year for each project being done with submission of the budget. Mark Sammut urged lobbying the Selectboard to consider establishing an impact fee on development that occurs in the public right-of-way. Also, a master plan of the linkages is needed to know what conveyances are necessary. The DRB can then act to have a developer build the facility or contribute to fund prioritized projects (low, medium, high cost projects) within the town's purview.

## **7. ADJOURNMENT**

**MOTION by David Hillman, SECOND by Anne Bentley, to adjourn the meeting.**

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

The meeting was adjourned at 8:13 PM.

*RScty by tape: MERiordan*