

**TOWN OF SHELBURNE  
PLANNING COMMISSION  
MINUTES OF MEETING  
August 25, 2022**

**\*Hybrid meeting**

**MEMBERS PRESENT:** Steve Kendall (Chair); Stephen Selin, Shawn Sweeney, Tom Karlhuber, Marla Keene, Jean Sirois, Deb Estabrook.

**STAFF PRESENT:** Adele Gravitz, Planning Director.

**OTHERS PRESENT:** Members of the public participating in the meeting included Jim White, Rowland Davis, Robilee Smith, Don Rendall, Steve Brandon, Media Factory.

**AGENDA:**

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes (8/11/22)
4. Disclosures/Potential Conflicts of Interest
5. Open to the Public
6. Road Map to Regulatory Reform
7. Old/Other Business
8. Adjournment

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**1. CALL TO ORDER**

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

**2. APPROVAL OF AGENDA**

**MOTION** by Marla Keene, **SECOND** by Estabrook, to approve the agenda as presented. **VOTING:** unanimous (7-0); motion carried.

**3. APPROVAL OF MINUTES**

*August 11, 2022*

**MOTION** by Jean Sirois, **SECOND** by Shawn Sweeney, to approve the minutes of 8/11/22 with the addition of Greg Doremus and Barb Grant to the list of attendees, and on Page 2, the comment from Steve Brandon on the timing of the amendment and not being able to submit an application, add to the end of that sentence “for the updated development proposal though the original proposal could be submitted”. **VOTING:** 6 ayes, one abstention (Deb Estabrook); motion carried.

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

None.

**5. OPEN TO THE PUBLIC**

None.

**6. ROAD MAP TO REGULATORY REFORM**

There was discussion of the start of regulatory reform beginning with identifying what is out of alignment between the comprehensive plan and the bylaws, and whether this work can be done in-house or outside consultants are needed (funding is an issue; grants are available). There was also discussion of looking at the regulations as a whole (the regulations need simplification) or focusing on form based code first (a public hearing is already scheduled on the form based MRCD). There was public comment in support of hiring a consultant to outline a work plan for regulatory reform.

**MOTION by Stephen Selin, SECOND by Jean Sirois, to request staff to prepare a grant application for the Bylaw Modernization Grant. VOTING: unanimous (7-0); motion carried.**

There was continued discussion of ‘big picture’ items relative to regulatory reform, such as SAFE, natural resources, bike/ped items, housing. There was public comment on the goal of the town plan to have balanced growth which is a mismatch with form based code.

## **7. OLD/OTHER BUSINESS**

### *Training for PC Members*

There was discussion of having a general training session for Planning Commission members on items such as conversations outside of meetings and other matters.

### *Stormwater Regulations*

Dave Wheeler from South Burlington is assisting the town in updating the stormwater regulations. The updates are mainly technical changes. The Planning Commission will receive a ‘red line’ version of the regulations and hear a presentation at the October 13, 2022 meeting. Chris Robinson will discuss McCabe Brook at the meeting as well.

### *Local Options Tax (LOT)*

The Planning Commission can attend the presentation to the Selectboard on the LOT.

### *Media Screen*

Staff will investigate having the media screen on a wheeled cart for flexibility in the location in the meeting room.

## **8. ADJOURNMENT**

**MOTION by Deb Estabrook, SECOND by Jean Sirois, to adjourn the meeting. VOTING: unanimous (7-0); motion carried.**

The meeting was adjourned at 8:35 PM.