

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
October 18, 2023**

MEMBERS PRESENT: Mark Sammut (Chair); Allyson Myers, Mike Major, Bob Glover, Steve Kredell, Anne Bentley, David Hillman.

STAFF PRESENT: Kit Luster, DRB Coordinator.

OTHERS PRESENT: Jeremy Matosky, Joyce George, Media Factory.

AGENDA:

1. Call to Order and Agenda
2. Public Comment
3. Minutes (10/4/23)
4. Disclosure of Conflicts of Interest
5. Applications:
 - Amendment of Previous Approval, Expand Building Envelope on Lot 1, Solar Canopy, 68 Summerfield Road, Jeremy & Catherine Matosky (SUB98-10R5)
6. Other Business
7. Adjournment

1. CALL TO ORDER and AGENDA

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

2. PUBLIC COMMENTS

None.

3. MINUTES

October 4, 2023

MOTION by Mike Major, SECOND by Allyson Myers, to approve the minutes of 10/4/23 as presented. VOTING: 5 ayes, 2 abstentions (Anne Bentley, David Hillman); motion carried.

4. DISCLOSURE OF CONFLICTS OF INTEREST

None.

5. APPLICATIONS

SUB98-10R5: Amendment of the previous approval to expand the building envelope on Lot 1 to allow for construction of a solar canopy at 68 Summerfield Road in the Rural District by Jeremy and Catherine Matosky

Jeremy Matosky appeared on behalf of the application.

STAFF REPORT

The DRB received a written staff report on the application, dated 10/18/23. Kit Luster explained the application is to expand the building envelope for a solar canopy with panels under 15 kw. The applicant has a Certificate of Public Good. The structure is exempt from permitting so a zoning permit is not required.

APPLICANT COMMENTS

Jeremy Matosky explained the solar canopy will be post and beam construction to house lawn equipment and the solar panels will help offset electricity costs. The canopy will be built on the existing paved basketball court that is no longer used. The location can be adjusted to avoid the wetlands buffer. Sona tubes will be drilled through the asphalt of the basketball court so there will be no soil disturbance.

PUBLIC COMMENT

None.

DELIBERATION/DECISION

Amendment of Previous Approval, Expand Building Envelope on Lot 1, Solar Canopy, 68 Summerfield Road, Matosky (SUB98-10R5)

MOTION by Mark Sammut, SECOND by Mike Major, to finalize the record, close the hearing, and direct staff to prepare a decision of approval for SUB98-10R5, application to amend the previous approval to expand the building envelope for a solar canopy on Lot 1 at 68 Summerfield Road by Jeremy and Catherine Matosky with the following conditions:

- 1. A mylar of SUB98-10R5 depicting the adjusted building envelope shall be recorded in the Shelburne Land Records within 180 days of the signed approval.**
- 2. Prior to any site work or construction a zoning permit for that work must be obtained from the Planning & Zoning Office if it is determined necessary.**
- 3. Irrespective of the approved building envelope boundaries structures shall not be located within the Class II wetlands buffer.**
- 4. The building envelope shall be adjusted to remain outside the wetlands buffer.**

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

6. OTHER BUSINESS

DRB Meeting Schedule

October 26, 2023 – Regional Planning Essentials of Lane Use Planning training session

November 1, 2023 – no meeting

November 15, 2023 – application(s); update of DRB photo

Town Email Address for Development Review Board Members

Staff will pursue establishing a town email address for the Development Review Board.

7. ADJOURNMENT

MOTION by Anne Bentley, **SECOND** by Mark Sammut, to adjourn the meeting.

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

The meeting was adjourned at 7:19 PM.

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