

TOWN OF SHELBURNE
Planning Board
MINUTES
Regular Meeting ~ January 6, 2025

A duly posted meeting of the Shelburne Planning Board was held at the Town Hall meeting room, on Tuesday, January 6, 2025.

Shelburne Planning Board Meeting is called to order at 6:05.

Members present: John Wheeler, Will Flanders, Faith Williams, Paul Hollings, and Geoff Stack.

Absent: Administrative Assistant Susan Durkee.

Guests Present: Rick LaPierre – Selectboard
Ted Hanna
Tori Hanna

Meeting is being recorded

The meeting was called to order at 6:05

Review and approval of any prior minutes – None

Review of the Mail, Memos and Other Correspondence – None

Zoning Relief/Special Permit Applications - Jay and April Hellenek Love Thy Neighbor LLC
Arrowhead Shops public hearing scheduled for January 8, 2026.

Appointments – Ted and Tori Hanna spoke about how they are hoping to convert the second and third floors of the old bank building across the street into apartments, hopefully 4 units. They showed printouts of their plans but had questions about parking requirements. The building is three stories with about 4300 square feet. The first floor would remain commercial. Everyone present agreed that there was a large and growing demand for more housing in the area. They had questions and were looking for recommendations about parking requirements.

The consensus of the Board was what they were talking about is what we've been encouraging for many years -- commercial space downstairs and buildings with apartments upstairs. This is something that would have to go through the ZBA. They would make the final decisions on parking and whatever, but whenever they get an application such as this, they always ask for recommendations or opinions of the Planning Board and the Selectboard. So that's probably what Will stated they have the authority to modify the normal parking requirements as appropriate to facilitate the general policies. One thing I went back to was it says that the policy of the town is to preserve the existing mix of commercial and residential style buildings. They try if reasonably possible to maintain the existing diversity of residential, retail, and commercial uses.

We recommended that Ted and Tori ask for a pre-application meeting with the ZBA to explain what they are proposing to do. The ZBA actually encourages that.

Old Business:

- Paul will work on drafting a Manufactured home definition bylaw
- Multi-family housing recommendation to be greater than two instead of four
- Battery Energy Storage Systems (BESS) -- Faith looked over the letter from the office of the Attorney General and would like to talk to Donna about this. The consensus of the Board was this year that we make the changes to what we adopted last year, removing the herbicide requirement.
- ADU bylaw – no changes recommended for this year
- Lot Size – wait until next year to discuss possible changes
- Housing Plan update – Board members will read over before next meeting
- Master Plan discussion – Geoff will talk with the Conway School about possibly working with us in the future

New Business:

- Marijuana Consumption – Discussion about whether a town bylaw was needed to not allow this in Shelburne. It was decided that a state referendum was voted for in town by about 70%, so we didn't allow it by right but only by special permit in certain areas. So, if somebody wanted to do something like this, it would have to go through the ZBA to get a special permit, and they could look at whatever the issues were and decide. The consensus was to leave the current bylaws unchanged.
- An information session will be part of our next scheduled meeting
- Formal public hearing will be during our March regular meeting

Committee and Regional Project Updates – John went to the Open Space Committee meeting and reported they are doing trail work and looking for new possible trails in town.

Two Town News – Official public hearing notice to go in newspaper and Two Town News

Any other business not reasonably anticipated 48 hours prior to the meeting - None

Public Comments - none

Next Meeting's agenda items -- general bylaws, proposed bylaws, and a follow up discussion based upon the informational session.

Motion to adjourn made and meeting adjourns at 8:05

Respectfully Submitted

John Wheeler, Planning Board Chair