

TOWN OF SHELBURNE
Planning Board
MINUTES
Regular Meeting ~ December 9, 2025

A duly posted meeting of the Shelburne Planning Board was held at the Town Hall meeting room, on Tuesday, December 9, 2025.

Shelburne Planning Board Meeting 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: Anthony Cammalleri --Greenfield Recorder

Megan Rhodes -- FRCOG

Meeting is being recorded.

Discussion of Battery Energy Storage Systems bylaw. The AG's office approved the bylaw that was passed at Town Meeting but recommended that we change the section relating to the use of herbicides. We can't require the use of herbicides because it violates the state limitation on the use of herbicides. Faith will investigate changing this or whether it might be better to just use a model bylaw template that just came from the State or just delete the section about herbicide use from our current bylaw. After discussion it was decided that we should probably check with Town Counsel about which is the best way to go. This will be put on our agenda and discussed more at our next meeting in January.

Will said he would email the Attorney General's comments to Anthony Cammalleri to better explain what we are talking about.

Megan Rhodes (FRCOG) then spoke about possible changes to mobile homes and multifamily housing definitions. She explained that our current mobile home definition is no longer correct because all homes now must be on a permanent foundation. She suggested that we might want to add a definition for a manufactured home to our bylaws.

A manufactured home can go onto a chassis, and it can be transported but for it to be considered a dwelling unit must be on a permanent foundation to pass the building code. Mobile homes are temporary, such as the RV or camper only for either recreational or replacement of homes after a fire or other emergency. Paul Hollings agreed to work with Megan Rhodes to come up with a proposed bylaw change regarding Manufactured Housing

/Mobile Homes. The Board decided to definitely leave this on the agenda to do some research and discuss more.

Multifamily dwellings were discussed next. We currently define multi families as up to four families living in separate dwelling units. Changing that to just more than two families living in separate dwelling units, we're not capping it. The applicant would still have to go through a special permit process, but it would give the ZBA more flexibility.

Megan also discussed the criteria needed to become a housing choice community. There is a pot of funding you apply through the one stop grant, and you can use it for a variety of things. It's supposed to encourage housing production, but it could be anything from complete streets to sewer, water repairs to parking lot fixes to actual housing development. It's a pretty wide range of eligible uses for that funding. So, there are benefits to working your way towards. But you do have to do some fairly heavy lifts to check things off, and so not every community thinks it is worth it.

The Shelburne Housing Plan was completed in 2017 with the help of Alyssa Larose (FRCOG), and we think it expired in 2023. It could probably be updated without having to make too many changes. Some of the stats will change, and a lot has changed in terms of affordability needs in the region. People are having a harder time affording housing. That would be good to show. Particularly if you're going to make any zoning changes that would help show what the needs of our population are. This is why we're making this change. A Housing Production Plan would be a little more complicated but could be done. The Board will try to read over the old Housing Plan and leave on our agenda for discussion at our next meeting.

The lot size discussion showed that our square footage and frontage requirements were much larger than all our neighboring towns, but the consensus was that it was better to wait until next year to work on this topic. We will need to do some public education first as to why you're proposing this change.

A motion and seconded to approve the minutes of the November 4th meeting. The motion was approved 4-0 with 1 abstention by Paul.

Review of mail memos and other correspondences -- We got one letter from Susan about posting. We thought before we could maybe post an in-person meeting like this and have a zoom as a backup, but Terry told her that you can't do that. It's got to be one or the other when it's posted.

Special Permit Application -- We received a special permit application from the ZBA, for Jay and April Hellenek who want to convert the Arrowhead shops on Route 2 to five

apartments. The consensus of the Board was that this would be a good use of the property but wondered if 5 units would conflict with our multi-family bylaw that allows only 4 units. John will send that question on to the ZBA.

Appointments: Megan Rhodes already spoke with us earlier

New business -- Follow up on manufactured home definition. We talked with Megan about that, and we'll leave that on our agenda for the next meeting address.

New maps for flood zones and need to get our bylaw to be in compliance -- Faye Whitney called about this, and said the ZBA had time right now and was willing to work on this and would get back to us later.

Committee and regional project updates. The Open Space Committee meeting has been mainly working on planning and fixing the current trails that they have and maybe increasing those.

Joe Judd and Randy Crosier will continue working on the Short-Term Rental Application

Meeting was adjourned at 8:15

Respectfully Submitted,

John Wheeler,
Planning Board Chair