

Minutes of the Planning Commission

January 25, 2011

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SHAFTSBURY, VERMONT

Present: Chris Williams (Chair), Norm St. Onge (Vice Chair), Bill Pennebaker, David Spurr

Others Present: Suzanne Bushee (Zoning Administrator), Robert Whitney (Recording Clerk)

1. Call to Order: This meeting of the Shaftsbury Planning Commission was called to order at 7:04 pm by Chair Chris Williams.

2. Approval of Minutes:

January 11, 2011. **Bill made a motion to approve the Minutes of the January 11, 2011 meeting. Norm seconded.** Norm suggested that section 4B and the last paragraph in section 4 be moved to section 3, Old Business. **A motion was made to amend the Minutes accordingly by Bill and seconded by Norm, all in favor 4-0-0.**

3. Old Business:

A. Mobile Home Parks: Norm proposed the following language

Mobile Home parks

DRAFT Bylaw January 24, 2011

Norm St. Onge

(A) Applicability. *A mobile home park may be allowed in designated zoning districts subject to review and approval by the Development Review Board and in compliance with the provisions of this section. All standards applicable to dwellings in the District within which the Mobile Home Park is located shall apply equally to dwellings within the park, unless otherwise specified below.*

(B) Application Requirements. *The application for a mobile home park shall submit a site development plan that shows the following:*

(1) lot boundaries, required setbacks and buffers, and distances to the nearest interesting streets;

(2) designated mobile home sites;

(3) existing and proposed building foot prints and elevations, including existing buildings on adjoining lots which are within 100 feet of the boundaries of the mobile home park;

(4) existing and proposed vehicle and pedestrian circulation, including accesses, park roads, pedestrian paths, and parking areas;

(5) existing and proposed open spaces and other common areas,

(6) existing and proposed park infrastructure, including water and wastewater systems, utilities, drainage and stormwater management systems, and associated easements or rights-of-way; and

(7) a detailed landscaping plan.

(C) Siting Requirements. *All mobile home parks shall be sited on a lot that is:*

(1) a minimum of 6 acres in area,

(2) served by a public or community water supply and wastewater system sufficient to handle the maximum proposed capacity of the park, and

(3) well-drained, with land and soil conditions that are suitable for park development

(D) Design Standards.

(1) The maximum number of mobile homes in a mobile home park shall not exceed four (4) mobile homes per gross acre of the park.

(2) The mobile home park shall meet all set back requirements for the district in which it is located. A landscaped buffer strip, not less than 20 feet in width, shall be provided along all property and street lines. The Development Review Board may require increased set back distances and/or buffering or screening to minimize or avoid adverse impacts to adjoining properties and public rights-of way.

(3) Open space for recreation and playground purposes, occupying not less than 10 percent of the gross mobile home park area, shall be provided in convenient location(s) for use by park residents. Such open space shall be suitable landscaped, equipped and furnished, and screened or protected from parking and service areas.

(4) Designated rights-of-way for mobile home park roads shall be at least 50 feet wide; park roads shall have a maintained gravel or paved surface at least 20 feet wide and be adequately lighted.

(5) Each individual mobile home shall be located on a site having a minimum width of 50 feet and a minimum area of 6,000 square feet, which is defined by 4"x 4"x 3" reinforced concrete markers at each corner.

(6) Each mobile home, and associated accessory structure, shall be setback a minimum of 20 feet from adjoining sites and roadways.

(7) Each site shall contain permanent, immovable service connections.

(8) There shall be two parking spaces per mobile home, at least one of which is on the mobile home site. Common parking areas, and bicycle or storage areas, for the use of residents and visitors may also be provided.

(E) Operation & Maintenance. The mobile home park owner, or designated operator shall, as a condition of DRB approval;

(1) maintain all park buildings, roads, parking areas, paths, utilities, infrastructure, landscaping, open space and common areas in good condition, and shall provide for the regular weekly collection and removal of recyclables, waste and garbage;

(2) remove snow from all park roads, parking and service areas;

(3) plant and maintain a minimum of two trees (minimum 2.0" diameter at breast height or greater) on each mobile home site; and

(4) not engage in the sale of mobile homes in connection with the operation of the park.

Failure to meet these operation and maintenance requirements shall constitute a violation of permit conditions and these regulations, subject to enforcement action.

(F) Mobile Home Accessory Structures. The owner of a mobile home within an approved mobile home park may apply for a zoning permit for a deck or accessory structure which meets site setback requirements under Subsection (D), without additional approval by the Development review Board.

Chris said that this could fit in the bylaws as 6.6 Mobile Home Park Overlay District.

Bill and Chris agreed that a careful legal review will be needed.

A rigorous discussion ensued as to whether a mobile home park bylaw is needed.

It was decided to take this proposed bylaw to Rob Wilmington for legal review with the intention to prevent mobile home parks from growing.

B. Adaptive Reuse language. The language "10% of the total number of units, rounded up to the nearest whole unit, with a minimum of one whole unit," is included. **A motion to approve as corrected was made by David, seconded by Bill and approved 4-0-0.**

4. New Business:

A. Satellite Dish Regulations: The proposed and approved language is in the Minutes of December 14, 2011. Satellite dish regulation and the expansion of the village residential district will be warned for the February 15, 2011 public meeting.

5. Other Business:

A. Chris reported a conversation with Rob Wilmington on Paulin's appeal. Rob said the conversation was helpful. Suzanne's sense is that there will be an out-of-court settlement between Paulin's and the Town.

B. Assignments:

David will investigate protection of the water supply.

David and Chris will determine addresses of historic properties in the Town of Shaftsbury.

Chris will determine the State description of historic district.

Norm will work on affordable housing.

6. Adjourn: The next meeting of the Planning Commission will be on February 8, 2011, the second Tuesday of the month. There will not be a quorum available On February 22, 2011, the fourth Tuesday, so the second meeting of the month will be held on February 15, 2011. **Bill made a motion to adjourn, Norm seconded, all in favor 4-0-0. The meeting was adjourned at 9:05 pm.**

Respectfully submitted,

Bob Whitney