



Village of Manchester, Vermont

Minutes of a Regular Meeting of the Development Review Board Held on the 7th day of March, 2018

Members Present: Chairman Donald Brodie, Vice Chair Craig Powers, Orland Campbell, Bob Johnston
Member(s) Absent: Gordon McClellan, Renee Waller, Dana McKloskey, Bill Mariano
Others Present: Eric Scott, Administrative Officer

Chairman Brodie called the meeting to order at 10:04 A.M.

Minutes:

Approve the draft minutes of the February 14 Meeting.

Scott noted that the opening paragraph of 4.3.3 NEW CONSTRUCTION IN THE HISTORIC SUB-DISTRICT and language regarding roofs in 4.3.2 ALTERATIONS AND ADDITIONS IN THE HISTORIC SUB-DISTRICT is incomplete. Scott also removed the third paragraph as it is redundant to language in the first paragraph. Scott asked that these changes be considered an amendment to the draft minutes of the February 14th meeting.

Member Johnson moved that the draft minutes of the January 03, 2018, meeting as amended be approved. Member Campbell seconded the motion as amended and it passed unanimously.

Applications:

None

Other Business:

Administrative Officer's update regarding Historic Maps.

Scott updated the Board regarding discussions he has had with the BCRC. The BCRC has not finished with a new draft map. Scott still believes the 1998 map should be the basis of the current Historic Design Control Sub-District. Scott stated that the draft map should be reviewed and available to the Board at the next meeting. Chair Brodie tabled further discussion until the next DRB meeting.

Review possible changes to Village Bylaws, Section 4-DESIGN CONTROL DISTRICTS. Sections 4.4.3-4.8.

Changes to Bylaws Section 4.4.3 approved are attached. Attached are the changes approved. Deleted passages have a ~~striketrough~~ effect and insertions are underlined. Passages in **black** require further review.

A brief discussion regarding the scheduling of the next DRB meeting ensued. Several of the members and Scott have scheduling conflicts on April 4. Chair Brodie with concurrence of the members present set the next regular DRB meeting on April 11, 2018, 10:00 A.M.

There being no further business to come before the Board, the meeting was adjourned at 11:23 A.M.

4.4.3 NEW CONSTRUCTION IN THE PRESERVATION SUB-DISTRICT

a. DESIGN

- i. New structures should present an architecturally consistent appearance that is compatible with late 19th and early 20th century structures.
- ii. New designs should minimize broad appearance differences in massing, between the new and adjacent neighboring structures.

b. LOCATION ON LOT

- i. To provide a uniform streetscape, new principal structures in the Preservation Sub-District should be located with their fronts parallel to the street, centered between the lot lines, and set back a distance comparable to adjacent structures.
- ii. Free standing accessory buildings or attachments, such as garages, should be located at the rear of the main structure, so that they do not detract from the streetscape.
- iii. Where possible, garages, whether free standing, or built into the dwelling, should be positioned so that their doors are not visible from the street or sidewalks.

c. SIZE

- i. To maintain uniform appearance in size, the total footprint of new structures on a lot should be comparable to those on adjoining lots on the same street.
- ii. The number of stories of the principal structure can vary from one and one half to three. Single story structures will not be approved.

d. EXTERIORS

- i. Painted wooden clapboards or shingles, when used with appropriate corner and sill boards, cornices and crown moldings, are the preferred siding materials for structures in Manchester Village, though other materials may be approved permitted, on an ad-hoc basis.
- ii. The preferred color of the body and trim of a structure is white, though other subtle colors may be approved, if the applicant can demonstrate to the Board that they are historic and/or appropriate for the structure.

e. WINDOWS

- i. Mirrored glass or severely tinted glass will not be approved.
- ii. Storm windows are permitted. ~~The frames of the storm windows should align with the frames of the windows they protect.~~
- iii. Wooden shutters are encouraged, though other materials aluminum or vinyl shutters may be approved on new structures if they adequately simulate wood.
- iv. ~~Solar walls, picture windows, or other large expanses of glass will not be approved on exterior surfaces that are visible from the street or sidewalks.~~

f. ENTRANCE

- i. Front entrances convey a significant traditional design element. An appropriate entrance for new construction in Manchester Village shall be located on a prominent façade, and whose size and style clearly identifies the formal entrance to the structure.

g. PORCHES

- i. As long as their design and architectural detail complements the rest of the structure, porches may run across the house front, wrap around the sides and rear, and may be one or two stories high.
- ii. Exposed brick or stone piers supporting porches are acceptable. Wood lattice screening is preferred. Exposed cement blocks or concrete piers are not permitted.
- iii. ~~Tongue and groove board flooring is preferred.~~

h. DECKS AND TERRACES (PATIOS)

- i. Generally, decks and terraces should not be located on the front or public side of a house.

j. ROOFS

- i. Gabled roofs are preferred in Manchester Village and should be pitched at a minimum of 7/12 slope. Hip roofs may be permitted, but, Shed and flat roofs, with the exception of porches, should be used only when they cannot be viewed from the street or sidewalk.
- ii. The roof shall not overhang ~~any~~ the most exterior support structure by more than ~~2~~ two feet. Soffits and fascia must be finished so that no portion of the roof rafters is visible, unless the roof rafters are treated as a decorative architectural detail.
- iii. Slate roofing or shingles are preferred, but manufactured roofing resembling slate, dark colored asphalt shingles, or seamed metal roofing may be used. Rolled roofing is not appropriate, and may be used only on roofs ~~out of sight~~ that cannot be viewed from the street and sidewalks.
- iv. Dormers may be used to provide light and ventilation to the upper floors of buildings. The size, number and location of dormers should complement the overall appearance and symmetry of the structure.
- v. Skylights may be used on structures only when they are inconspicuous and cannot be viewed from the street or sidewalks.
- vi. Solar panels and TV antennas and dishes may not be visible from the streets or sidewalks.
- vii. TV dishes shall not exceed two feet in diameter.

k. CHIMNEYS AND FOUNDATIONS

- i. All visible chimney surfaces should be stone or brick. Concrete blocks or formed concrete (whether or not covered with stucco), or metal flues should not be visible from the street. Boxed chimneys will be permitted only when the boxing material adequately simulates stone or brick.
- ii. ~~Foundations of natural stone are preferred.~~ With appropriate foundation plantings for screening, poured concrete or concrete blocks, with a thick mortar wash coat or stucco, may be used. ~~No c~~ Concrete blocks or foundation insulation shall should not be visible above grade.

l. FENCES AND WALLS

- i. No fence or wall, of any height, with the exception of the historic wall along River Road, will be allowed ~~in front yards between Manchester Village structures and the street and sidewalk.~~ Fences and walls will be allowed only as permitted.
- ii. Fencing materials such as rails, pickets, slats, mesh, etc., shall be attached to the center or outside surfaces of fence posts, so as to present the most finished surface to neighboring properties.
- iii. **Height?**