



# Village of Manchester, Vermont

## Minutes of a Regular Meeting of the Development Review Board Held on the 5<sup>th</sup> day of February, 2020

**Members Present:** Chair Craig Powers, Vice Chair Orland Campbell, Donald Brodie, Renee Waller, Dana McCloskey, Richard Moore

**Member(s) Absent:** Gordon McClellan, Bill Mariano

**Others Present:** Karen Desautels, Jason Walla, Eric Scott, Administrative Officer

Chair Powers called the meeting to order at 10:00 A.M.

### **Minutes:**

#### **Approve the draft minutes of the January 08 meeting.**

On a motion by Waller, seconded by Brodie, the Development Review Board voted to approve the minutes of the January 08 meeting with the condition that expected time frame of permit 20-02 be added. Motion passed unanimously.

### **Applications:**

#### **20-03, Blue Heron Holdings LLC, 4313 Main St, Change of Use and Alteration**

Karen first described the Change of Use application. The previous use was Professional Services and the new use will be Retail. No specific business has been identified.

Second, the Alterations were described as follows. The front will have store front windows, a new portico and ADA ramp. Along the north side a window will be removed and a door added. The doors will be lit by two sconces. The front door trim will be green (Pine Brook) and the building will remain white. Parking for the 580 ft<sup>2</sup> space is satisfied by the parking spaces in front and throughout the existing shopping center. Landscaping will be planters the same as the existing shopping center.

On a motion by Campbell, seconded by Waller, the Development Review Board voted to approve the application (Change of Use and Alterations) as submitted. Motion passed unanimously.

### **Other Business:**

#### **Continue review of Section 9 – Special Regulations of the Bylaws.**

The Board reviewed Section 9. The changes will be attached.

There being no further business to come before the Board, the meeting was adjourned at 11:20 A.M.