



Village of Manchester, Vermont

Minutes of a Regular Meeting of the Development Review Board Held on the 2nd day of August, 2017

Members Present: Chairman Donald Brodie, Vice Chair Craig Powers, Orland Campbell, Bob Johnston, Renee Waller, Dana McCloskey, Alternate
Member(s) Absent: Al Michaels, Gordon McClellan
Others Present: Frank Crane, Southern Vermont Signworks, Roger Aberth, Equinox Resort, Janet Walsh, Bill Marion, Brian Knight, Tom Deck, Eric Scott, Administrative Officer

Chairman Brodie called the meeting to order at 10:00 A.M.

Minutes:

Approve the draft minutes of the July 05, 2017, meeting

Member Campbell moved to accept the minutes as written. Member Johnston seconded the motion and the motion passed unanimously.

Applications:

17-21, Chop House Restaurant, Oly Equinox Holdings LLC, 3641 Main St, Sign.

Mr. Crane reviewed the history of the application and the changes the sign design has gone through. The DAC and member discussions did not favor another free standing sign. The applicant presented one free standing sign with two different sides. Chair Brodie recognized the current sign is in the ROW and asked if the Board of Trustees needed to review the application. Administrative Officer Scott stated that the existing sign and location was previously approved and additional review was not necessary. Member Johnston questions Mr. Crane and Aberth about the specifics of the design. Member Campbell asked if the proposed sign (one structure, two messages) constituted two signs. Other members questioned the effectiveness of the proposal, but the applicant stated the Resort was satisfied with their proposal.

The DAC had reviewed the application and recommended approving the design, but not two free standing signs. Member Campbell moved to accept the DAC recommendations and approve the two different messages. Member Johnston seconded the motion. Five members vote in favor, Member Campbell voted no. The motion passed.

17-22, Dormy Grill Restaurant, Oly Equinox Holdings LLC, 108 Union St, Sign.

Mr. Crane presented two options different than the option reviewed by the DAC. The DAC recommended approving the design, but did not recommend the location proposed by the applicant. Discussion focused on the location of the new sign to be below the current "Golf Club" sign. After some discussion between the applicant and DRB, it was agreed that the horizontal option (B) was preferred. Member Campbell moved to accept the DAC recommendations and approve the horizontal sign (B). Member Johnston seconded the motion and it was approved unanimously.

17-24, Janet Walsh, 126 Battenkill Ln, Accessory Building.

Ms. Walsh described the design, color and location of a proposed garden shed. The DAC recommended the approval of the design and color, but had reservations regarding the side yard setback. Between the DAC meeting and this DRB meeting Ms. Walsh moved the proposed location to comply with the Village setbacks. Member Waller commented how well the proposed shed matched the current home's style and color. Member Campbell moved to accept the recommendations of the DAC with the understanding that the proposal meets the setback requirements. Member Waller seconded the motion and the application was approved unanimously.

Other Business:

Election of Chair and Vice Chair.

Member Campbell moved that Donald Brodie, be chosen as the Chairperson. Member Johnston seconded. The Chair asked if there any other nominees. Hearing none, Member Campbell moved that nominations close. Member Johnston second the motion and nominations ended by unanimous vote. The Chair called for a vote on the Chairmanship and the vote by was unanimous in favor of Brodie.

Chair Brodie moved that Craig Powers, be chosen as the Vice-Chair. Member Campbell seconded. The Chair asked if there any other nominees. Hearing none, Chair Brodie moved that nominations close. Member Campbell second the motion and nominations ended by unanimous vote. The Chair called for a vote on the Vice-Chair and the vote by was unanimous in favor of Powers. The vote by was unanimous in favor.

Resolution establishing the place, time and dates of all regular DRB meetings July 2017 through July 2018.

Chair Brodie moved that all regular meetings of the DRB between August 2017 and September 2018 shall be held at the Village Office, 45 Union St.at 10:00 AM on the following dates unless notified differently. Member Campbell seconded the motion and the motion passed unanimously. The DRB meeting dates are listed below.

Wednesday, 08/02/2017	Wednesday, 02/07/2018
Wednesday, 09/06/2017	Wednesday, 03/07/2018
Wednesday, 10/04/2017	Wednesday, 04/04/2018
Wednesday, 11/01/2017	Wednesday, 05/02/2018
Wednesday, 12/06/2017	Wednesday, 06/06/2018
Wednesday, 01/03/2018	Wednesday, 07/11/2018
	Wednesday, 08/01/2018

Clarification of application withdrawal process.

The Administrative Officer Scott explained that the current Bylaws does not address application withdrawals and what situations fees are retained or returned. Discussion ensued and Scott stated that a long term solution would be resolved during the next Bylaw update, but a specific application was placed on the DAC agenda, but was withdrawn prior to the meeting. Scott asked if there was a consensus among the members to refund the applicant. Members unanimously agreed to refund the fee and work through the issue during the Bylaw update.

Administrative Officer's Update.

Administrative Officer Scott reported that the appeal of application 16-28B is nearly complete.

It was reported that a structure had been built without a zoning permit. Upon inspection it was discovered that the structure was a playhouse. The shed/playhouse does not have a foundation, is movable, within the setbacks and screened. Administrative Officer Scott stated that he determined the playhouse did not qualify as a structure and a zoning permit was not necessary.

Administrative Officer Scott posed the question, is a driveway a structure and subject to the zoning bylaws. Scott and other members did not consider driveways as structures, but believe that the driveway could only occupy 30% of the front yard per Section 3.3.3 of the Bylaws.

A properly permitted Special Event on Taconic Road received a negative comment. Although Special Events are considered a Trustee matter, Member Campbell thought it was relevant to the DRB and zoning because of what is allowed or not allowed in the zoning districts.

There being no further business to come before the Board, the meeting was adjourned at 11:10 A.M.