



Village of Manchester, Vermont

Minutes of a Regular Meeting of the Development Review Board Held on the fifth day of December, 2018

Members Present: Chairman Craig Powers, Vice Chair Orland Campbell, Donald Brodie, Renee Waller, Dana McCloskey, Richard Moore Alternate
Member(s) Absent: Gordon McClellan, Bob Johnston
Others Present: Daniel Ransom, John and Paola DeBitetto, Eric Scott, Administrative Officer

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

Member Brodie announced to the Board that long time Village resident and past Planning Commission Chair, Diana Olcott had passed away November 18, 2018. Mr. Brodie reminisced how Ms. Olcott used to run the Planning Commission meetings.

Minutes:

Approve the draft minutes of the November 07 and November 14 meetings. Member Brodie moved to accept the minutes of both meetings. Member McCloskey seconded the motion and the minutes were approved unanimously.

Applications:

18-36, Dorothy Casale & Daniel Ransom, 16 Prospect St., Sign & Home Occupation

Daniel presented his business plan for the studio currently on the property. He described an working art studio and frame shop. The members discussed parking and Daniel stated that he expected most customers to be by appointment. The small sign was shown to the members and its location will be on the studio. Chair Powers asked what the DAC's recommendation was and Alternate Member and DAC member Moore reported that the Home Occupation was not discussed, but the sign met the criteria of the Sign Regulations.

Member Brodie moved that the DRB accept the DAC recommendation and approve the applications. Member Campbell seconded the motion and the Board unanimously approved the application.

18-37, 3800 Main Street, LLC (Alpine Physical Therapy), 3800 Main St. (formerly Main Physical Therapy), Sign

Mr. DeBitetto introduced himself, his wife and their new business at 3800 Main Street. The proposed sign will hang on the existing sign post, will not be lit and black letters and border on a white background. Chair Powers asked for the DAC recommendation and Alternate Member Moore reported that the DAC found the proposed sign meets the criteria within the Sign Regulations and recommended approving the application.

Member Campbell moved that the DRB accept the DAC recommendations and approve the application. Member McCloskey seconded the motion and the Board unanimously approved the application.

Other Business:

Review possible changes to Village Bylaws;

Changes to Bylaws Sections 5.5 and 6 were approved and are attached. Deleted passages have a ~~strike~~through effect and insertions are underlined. Passages in **black** require further review.

There being no further business to come before the Board, the meeting was adjourned at 11:05 A.M.

~~5.5 PLANNED RESIDENTIAL OVERLAY (PRD) DISTRICTS~~ **MAJOR DEVELOPMENTS**

5.5.1 PURPOSE

To provide a thorough review process for major developments, to determine compliance with the requirements of this ~~Planned Residential Overlay (PRD) District~~section, as well as other applicable provisions of the Zoning Bylaws, to plan for provision of municipal facilities at an orderly rate, to provide for protection of valuable natural resource areas such as wetlands, streams and wildlife habitat, and to guide development away from unsuitable areas for building, such as steep slopes, poor soils and floodplains.

5.5.2 APPLICABILITY

~~The Planned Residential Overlay (PRD) District~~This section is applicable to new land developments or expansions of existing land developments by five dwellings or more, for new land developments proposing five or more lots for single-family dwelling units, or any residential project with an improved road of greater than 400 feet.

5.5.3 DENSITY

The allowed density of major land developments shall be based on net density. Net density is determined by subtracting from the gross acreage of the site:

- a. the acreage of slopes over 20%
- b. wetlands as defined by the National Wetlands Inventory maps, or other established source.
- c. ~~major drainage ways~~the area under any pond, lake, river, or stream, as shown on the ~~Town Village's Plan of Development~~ Natural Resources Map.
- d. floodplains as shown on the National Flood Insurance maps.
- e. ~~the area under any pond, lake or stream.~~
- f. for land developments which are proposed for on-site sewage disposal, those soils which are identified as being unsuitable for on-site sewage disposal.

The net density is then divided by the allowed units/acre as provided by the Zoning Bylaws in the particular underlying residential district to determine the number of units allowed on the site.

5.5.4 PROCEDURE

No permit shall be issued under Section 10.1 for a building or use in ~~the Planned Residential Overlay (PRD) District~~this section, until a site plan, as provided in Section 3.8 is approved by the Development Review Board.

5.5.5 PERMITTED USES

As required by the residential zoning district in which the proposal is located, unless a cluster subdivision is proposed or required.

5.5.6 WATER

Major land developments shall be connected to public water supply where possible. If an additional water line is required for the connection, in advance of municipal plans for expansion, the installation costs must be paid by the applicant. A Water Permit must be issued prior to final approval of a ~~PRD~~Major Development by the Development Review Board. For developments proposed on wells, information about well logs in the area must be submitted, if available, to show potential for adequate water supply. For those developments proposed for private community water systems, State approval of the proposed system must be received prior to final approval of the ~~PRD~~Major Development by the Development Review Board.

5.5.7 SEWAGE DISPOSAL

Major land developments shall be connected to public sewer systems where available. Where lines must be extended to connect the proposed development in advance of planned municipal expansion, costs therefor shall be paid by the applicant. For land developments proposed to be served by on-site sewage disposal systems, all designs must meet the requirements of the applicable health regulations, and shall be installed according to the approved design. **The project engineer shall so certify prior to issuance of any occupancy or use permit.**

5.5.8 STORM DRAINAGE

Each major land development shall provide a storm drainage plan for the entire development proposed. Such plan shall be prepared by a licensed civil engineer. It shall be based on 10-year storm criteria, with provision for snow stockpiling and runoff, and shall allow no increase in off-site drainage over that occurring prior to development.

5.5.9 STREETS

All streets shall be built to the standards ~~contained in the Manchester Village Design Criteria for Acceptance of Highways~~ set forth by the Vermont Agency of Transportation Standard A-76 or Standard B-71 whichever is applicable. However, design and construction of private streets to those standards does not obligate the Village Board of Trustees to accept such streets as Village streets. The Development Review Board shall require that each deed contain a notification that the internal streets in the ~~PRD~~ Major Development are private streets and that maintenance and repair are the sole responsibility of the owners/developer and/or the individual homeowners as described in the covenants of the homeowners association.

5.5.10 UTILITIES

Utility lines shall be underground ~~if possible,~~ and otherwise shall be located off-street.

5.5.11 STREET LIGHTS

Streetlights may be required at the discretion of the Development Review Board. Such lights must meet the requirements of the Criteria for Approval of the Design Control District.

5.5.12 SIDEWALKS

The Development Review Board may require pedestrian walkways as appropriate to facilitate pedestrian movement ~~within or between PRDs, or between PRDs and other community facilities.~~

5.5.13 SIGNS

All signs shall meet the requirements of the Village of Manchester Sign Regulations.

SECTION 6 - OPEN USE DISTRICTS

6.1 FOREST (F) DISTRICT

6.1.1 PURPOSE

The purpose of the Forest District is to preserve lands for their resource and recreation value, and to protect public water supplies.

6.1.2 PERMITTED USES IN THE FOREST DISTRICT

The following uses, subject to the limitations and requirements of Sections 3.5 and 3.6 of this Bylaw:

- a. Accepted silvicultural practices or forestry operations ~~Commercial forestry and related uses.~~
- b. Forestry carried on for research, demonstration, education and related uses.
- c. Municipal recreation area, or private recreation area, not operated for profit, which is suitable to a forest environment.

6.1.3 CONDITIONAL USES IN THE FOREST DISTRICT

- a. Water collection, storage and underground transmission facilities.

6.1.4 SIGNS PERMITTED IN THE FOREST DISTRICT

All signs shall meet the requirements of the Village of Manchester Sign Regulations.

6.2 FLOOD HAZARD AREA DISTRICT

See Section IV of the Village Ordinances. NOTE: The DRB recommends that Section IV of the Ordinances be moved to this Bylaw section.

~~6.2.1 PURPOSE~~

~~The purpose of the Flood Hazard Area (FHA) District is to minimize hazards from flooding, erosion and sedimentation, to maintain the capacity of stream channels to carry the flood waters, to protect the recharge and water storage benefits of streams as they relate to flooding, to protect streams as wildlife habitat and to minimize potential threats against life and property.~~

~~6.2.2 PERMITTED USES IN THE FLOOD HAZARD AREA (FHA) DISTRICT~~

~~In any area designated by the Federal Emergency Management Agency, and shown on the Flood Insurance Map of the Federal Emergency Management Agency as Zone "A," no building shall be erected, altered, or moved, and no land shall be used other than as provided for in the Manchester Village Flood Hazard Area Bylaw.~~