



# Village of Manchester, Vermont

## Minutes of a Regular Meeting of the Planning Commission Held on the 28th day of July 2021.

**Members Present:** Chair Audrey Kolloff, Vice-Chair Richard Heilemann, Renee Waller, Anthony MacLaurin, Lu French, Jock Lawrason

**Member(s) Absent:**

**Others Present:** Jennifer Woolf Administrative Officer and PC Clerk

Chair Audrey Kolloff called the meeting to order at 11:33 A.M.

**Minutes:**

### **Approve the draft minutes of the June 16, 2021 meeting**

On a motion by MacLaurin seconded by Lawrason, the Planning Commission voted to approve the draft minutes of the meeting of June 16, 2021. Motion passed unanimously.

**Business:**

### **Meet the New Zoning Administration Officer**

Jennifer Woolf introduced herself to the group and gave a brief background on herself.

### **Recap of Municipal Planning Grant Special Meeting on July 14**

Discussion about many issues regarding the grant; firstly, traffic. Lengthy discussion about traffic issues in the area specifically due to the equinox preserve, special events, and sporting events at the football/soccer fields used by BBA and a "pro team" in the area. The traffic issues are more serious than expected and impact an area much greater than intended by the study. A suggestion was made to possibly have police assistance during busy traffic times or at least traffic guards at the busy school intersections; at which point Kolloff mentioned hearing *about \$80,000* for that. French brought up the possibility of installing a stop sign at 7A Northbound that may mitigate some of the aforementioned traffic issues.

Discussion then began on the BCRC SurveyMonkey; specifically how it's not reaching a big enough crowd. Many suggestions were made on how to promote the survey and increase its reach. Mailers by BCRC to residents, posting on Manchester Community Facebook group(s), post in News Guide and Manchester Journal, send to EOB residents, include in Ekwanok Country Club member newsletter; potentially creating and circulating paper surveys to be mailed into BCRC for those who may have trouble using the internet. A discussion occurred on potentially inviting all responders to a public meeting.

### **Open Discussion on Recruiting New Members for the Planning Commission, Including Discussion about Shifting Time Slot to Accommodate New Recruits with Day Jobs.**

With Lawrason leaving in the fall, the commission is looking for 2 new members. At the moment there is 1 potential member but she is unable to join the commission unless meetings occur later in the day. The commission discussed potentially moving the meeting to the 4:30pm on the 2<sup>nd</sup> Wednesday of the month, that time appeared to work with the schedules of all meeting attendees. Kolloff was to follow up with Anharad Llewelyn and Lawrason was to reach out to Jason Walla and family.

### **Review of Solar Screening Ordinance**

Discussion occurred on the creation of the Solar Ordinance and a potential memorandum in which the clearest guidelines and rules would be put in. Kolloff sent members a draft in June which was written modeled off the solar ordinances of Woodstock and Shelburne. Cat Bryars of the BCRC informed Kolloff that the draft written, in its current form, cannot stand up to legal challenge. The village can pass any ordinance it likes, however the issue of its ability to stand up to legal challenge must be considered; if the ordinance is too strict/specific it may be dismissed as soon as it gets to court. Kolloff spoke to *Lee Crohn?*, Shelburne town manager, whose solar ordinance appears to be working as it has not yet seen any legal challenges. Crohn recommended that statute references not be included in the ordinance as they may be updated/alterd which would destroy the integrity of the ordinance. The village is unique in its historic nature/aesthetic so the ordinance cannot be modeled off of Bennington's as it is too simplistic and industrial. According to Cat Bryars, the ordinance needs to be somewhat modeled off of existing bylaws and ordinances for other utilities (such as Air Conditioning, Satellite Dishes, Parking Lots, etc.) as a new solar ordinance cannot be *invented*.

Heilemann discussed how the solar screening ordinance and what has been learned from the process of its creation may affect the "Energy Plan", specifically its language; and vice-versa. Further discussion must be had on the "required" electric vehicle charging stations outside the village office. This has been requested as an agenda item for next month's meeting.

The commissioners discussed bylaw revisions worked on by the DRB, and agreed that the responsibility for bylaw revisions should be brought under the auspices of the Planning Commission. It was agreed that the Zoning Administration Officer would work to retrieve the bylaw revisions from the files in the office and forward to the Planning Commission.

#### **Other Business:**

##### **Approve the draft minutes of the May 19, 2021 meeting**

On a motion by Heilemann seconded by Waller, the Planning Commission voted to approve the draft minutes of the meeting of May 19, 2021. Motion passed unanimously.

There being no further business to come before the Commission, the meeting was adjourned at 12:51 P.M.