



Village of Manchester, Vermont

Minutes of a Regular Meeting of the Planning Commission Held on the 17th day of November 2021

Members Present: Chair Audrey Kolloff, Vice-Chair Richard Heilemann, Renee Waller

Member(s) Absent: Lu French, Anthony MacLaurin

Others Present: Cat Bryars, Andrew McKeever, Mark Anders, Orland Campbell, Jennifer Woolf
Administrative Officer and PC Clerk

Chair Audrey Kolloff called the meeting to order at 11:06 A.M.

Minutes:

Approve the draft minutes of the October 20, 2021 meeting

Kolloff reviewed the spelling errors in the draft minutes and proposed simple corrections be made. Waller motioned with a second by Heilemann, and the Planning Commission voted to approve the draft minutes of the meeting of September 15, 2021 with Kolloff's suggested spelling corrections. Motion passed unanimously.

Planned Business:

Brief discussion of preferred parcel acreage in the energy plan

Kolloff presented her thoughts that by including the larger parcels of privately owned business properties, we presented an unrealistic view of development potential and proposed that the total acreage be adjusted to be more realistic. After some discussion, Kolloff proposed tabling the idea to consider. Heilemann asked if this would mean removing golf courses and wooded lots that obviously have no plans to be clear cut. Bryars suggested that Kolloff ask property owners before they are removed from the list.

Brief discussion of the presentation of the energy plan to the BOT. Special meeting date TBD

Kolloff wanted to verify and inform the commission and meeting attendees that the special meeting will be on December 6th at 10am. Kolloff requested that the presentation be boiled down to the most relevant and important points, specifically with the reintroduction and refreshment of Act 174 and the village's desire to receive "substantial deference" from the PUC. The commission will review how it has followed the plan of development and bylaws in the creation of the Energy Plan and then will go over preferred sites. Waller asked the committee what will happen if a homeowner decides to remove the required screening after the installation is complete, Kolloff answered that it is the same enforcement as the village has for parking lot screening. Woolf stated that there are issues with enforcement of all ordinances. Bryars stated that the PUC can revoke a CPG if the holder is in violation of its issuing terms. Heilemann stated that he would like to engage the trustees and have them pre-review the draft plan so that they can discuss it in an educated manner. Woolf said that she will post the draft minutes and the draft energy plan on the village website. Campbell stated that any enforcement issues are civil and must go to court. Bryars explained that an alternative enforcement option is to place a lien on the property and prevent the homeowner from developing on or selling the property until the issue is resolved.

Municipal Planning Grant Study update from Cat Bryars and Mark Anders

Bryars stated her intent to catch us up and go over the timeline. She plans to have a draft report for us by the holidays and reviewed the survey findings relating to the courthouse and the former music hall site.

Anders reviewed the transportation-related findings from the MPG survey. Specifically parking, driving, traffic, walking, and biking.

Summary of BOT meeting and topic of town/village merger

Kolloff and Heilemann agreed to table the discussion until more members of the commission were present. Campbell stated that there was a public meeting regarding this matter.

Noise ordinance discussion

Kolloff reviewed that village residents have complained to Woolf about excessive noise and there is a desire to create a noise ordinance. Campbell reviewed the situation in Woolf's absence and stated that the issue is primarily near Riverbend relating to the Wilburton Inn and the River Rd Farm Barn.

Campbell reviewed that Woolf provided the commission with the Woodstock noise ordinance as an example and will be contacting an attorney about this issue and the creation of a noise ordinance.

Campbell reviewed that there was previously no issue as the Wilburton did not have outdoor music in the past, but recently this has become an issue. Campbell additionally explained the issue on West Rd. that has extensive complaints from the residents of Village Glen. Campbell reviewed the potential need to have AirBNBs register and file change of use permits. All present meeting attendees agreed that AirBNBs are a problem and are taking away affordable housing, a lengthy discussion followed.

There being no further business to come before the Commission, the meeting was adjourned at 12:46 P.M.