



June 7, 2023

Members Present: Craig Powers (Chair), Donald Brodie, Dana McCloskey, Orland Campbell, Andrew Cairns, Jack Morris

Others Present: Deborah Towslee, Zoning Administrative Officer, Frank Parent, Long Trail Engineering P.C., Daniel Rohde

**Call to Order:** 10:03 AM by Chairman Powers

**Changes to Agenda:** None.

**Public Comment:** None.

**Motion: To approve May 3, 2023, minutes as presented.** Made by Mr. Brodie, second by Mr. Cairns. Passed unanimously.

Mr. Powers introduced a newly appointed member of the Development Review Board, Mr. Cairns. (The Village of Manchester Board of Trustees voted unanimously for Mr. Cairns' appointment during the Regular Meeting of the Board of Trustees June 5, 2023.)

Zoning Permit Applications considered pursuant to the agenda.

Mr. Parent presented for:

1. Burr and Burton Academy – 2023-07A - (*Amending 2023-07 Approved April 5, 2023*)
  - a. 43 Williams Street
    - i. Demolition of existing garage/storage building rear of lot
    - ii. Adding parking area and permeable paved walkway
    - iii. Minor landscaping improvements.

Motion to approve by Mr. Campbell, second by Mr. Cairns. Approved unanimously.

Mr. Rohde presented for:

2. Mr. and Mrs. Daniel Rohde – 2023-16
  - a. 359 Longview Drive
    - i. New construction residential
    - ii. 5-bedroom, 2-story home, 2-car garage w/ 1-bedroom apartment on 2<sup>nd</sup> level

Chairman Powers noted that the Design Advisory Committee approved the application with exceptions warranting additional information and specifications. There was consensus among the members that Mr. Rohde satisfied the DAC's requirements. Motion to approve by Ms. McCloskey, second by Mr. Brodie. Approved unanimously.

Chairman Powers noted that the typical 1-year initial permit period seemed unreasonable for the project after further discussion with Mr. Rohde. Mr. Rohde agreed that although outdoor work may be completed in one year, the substantial work required inside would take much longer. The required certificate of occupancy satisfying the completed project and closing the permit application would not be feasible within 1 year.

Chairman Powers reopened deliberation on zoning permit number 2023-16 for reconsideration to approve the project for an initial zoning permit term of 2-years. Motion to approve by Ms. McCloskey, second by Mr. Brodie. Approved unanimously.

Being no further business, the meeting was adjourned at 11:00:58 am.

Respectfully submitted,

Deborah Towslee  
Zoning Administrative Officer