



March 19th, 2025

Members Present: Richard Heilemann (Chair), Nick Parks, Anthony MacLaurin

Members Absent: Eric Dorsch

Others Present: Curan VanDerWielen (Zoning Administrator)

Call to Order: 11:01 AM by Heilemann.

Changes to Agenda

No changes were made to the agenda.

Motion: To approve of the regular meeting agenda, as posted.

Motion made by MacLaurin. Motion seconded by Parks.

Motion approved unanimously.

Approval of the Meeting Minutes

Motion: To approve of the draft regular and special meeting minutes, as warned and as written.

Motion made by Parks. Motion made by Heilemann.

Motion approved unanimously.

Review of BCRC Draft Land Use Regulations for Manchester Village, Section 5

Heilemann introduced the topic of discussion, noting a particular focus on the dimensional and use tables found within Section 5. MacLaurin asked several questions about the dimensional table, specific to the square footage restrictions and permissible lot sizes of the Mixed Use Residential 1 and Rural districts. A short conversation ensued regarding this matter. It was resolved to maintain the changes noted in the previous regular meeting. MacLaurin requested a clean version of the draft with all changes included. VanDerWielen confirmed that it was a work in progress and could be supplied soon.

Heilemann opened the conversation on the use tables. A conversation was engaged in regarding the use tables whereby the Commission reviewed each category and discussed items as they were brought up. Significant changes and conversations made included:

- Discussion on the appropriateness of motels within Manchester Village; resolved to uphold prohibition of use across all districts.
- Discussion on the need for a clearer definition of Emergency Shelters.
- Change Performance Hall to Conditional Use from Permitted Use in MU2
- Change Even Facility to Conditional Use from Permitted Use in MU2
- Change Indoor Recreation Facility to Conditional Use from Permitted Use in MU2



- Change Outdoor Sports Fields or Facilities to Conditional Use from Prohibition in MU3
- Change Personal Service to Prohibited from Conditional Use in VR1, VR2, MR2, and Rural
- Change Craft/Light Manufacturing to Conditional Use from Permitted Use in MU2
- Change Catering or Commercial Kitchen to Prohibition from Condition Use in Rural
- Change Farm Stand to Conditional Use from Prohibition in MU1
- Change Farm Stand to Conditional Use from Permitted Use in Rural
- Discussion on the need for a clearer definition of Nursery
- Change Passive Outdoor Recreation to Permitted across all districts

A short discussion was also had regarding Section 4.1. It was resolved that minor changes to the language agreed on in the previous special meeting would be made, specific to qualifying boundary line adjustments, the wording of several passages, and the notification procedure for issuing minor permits.

New Business

No new business was brought before the Commission.

Other Business

No other business was brought before the Commission.

Motion: To adjourn.

Motion made by MacLaurin. Motion seconded by Parks.

Motion unanimously approved at 12:23pm.

The next regular meeting of the Planning Commission will be held at 11:00am on March 19th, 2025.

Respectfully submitted,

Curan VanDerWielen,
Zoning Administrative Officer