

**TOWN OF MANCHESTER  
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT**

**TO:** Joseph V. Camposeo, Town Clerk  
**FROM:** Megan Pilla, Senior Planner *MP*  
**DATE:** August 4, 2020  
**RE:** Proposed Zoning Regulation Amendment (2020-047)  
Light Industrial Uses in CUD Zone

Amber Properties, LLC proposes to amend the Town zoning regulations in Art. II, Sec. 8, Comprehensive Urban Development (CUD) zone, to allow light industrial uses in the zone.

Enclosed, please find a copy of the application submitted by Amber Properties, LLC, a copy of the proposed text changes, and 2 copies of the legal notice for the August 17, 2020 Planning and Zoning Commission meeting at which this application will be discussed.

Please date stamp this memo, as well as one copy of the enclosed legal notice, and return them to the Planning Department for our records.

mp/kw

Encls.

**TOWN OF MANCHESTER  
PLANNING AND ZONING COMMISSION  
AND INLAND WETLANDS AGENCY**



**GENERAL APPLICATION FORM**  
(Please TYPE or PRINT CLEARLY all information)

**1. OWNER/APPLICANT INFORMATION**

Applicant: Amber Properties, LLC  
Last Name / Legal Entity Name First Name  
1333A North Avenue, Box 765  
Street & No.  
New Rochelle, New York 10804  
Town State Zip  
 Telephone: 860-885-2228  
 Fax/Email: plevine@amberpropplc.com

Agent: Penny, Stephen  
Last Name First Name  
 Company: Law Office of Stephen T. Penny  
Legal Entity Name  
 Address: 202 West Center Street  
Street & No.  
Manchester, CT 06040  
Town State Zip  
 Telephone: 860-646-3500  
 Fax/Email: 860-643-6292; spenny@pbolaw.com

Applicant's Authority to File Application:

- Legal Owner of Record (provide copy of deed)
- Power of Attorney (attach evidence of authority)
- Contract to Purchase (attach evidence of authority)
- Other Owner Consent (attach evidence of authority)

Specify Nature of Agent:

- Attorney at Law
- Partner / Corporate Officer
- Design Professional
- Other (Specify) \_\_\_\_\_

**NOTE: All information will go to agent (if one is specified) instead of the applicant**

**2. APPLICATION REQUESTED (Check all that apply)**

The following applications require or may require a public hearing:

- Inland Wetlands Permit
- Inland Wetlands Boundary Amendment
- Special Exception – Preliminary Plan
- Special Exception – Detailed Plan
- Special Exception – Combined Preliminary & Detailed Plan
- Subdivision / Resubdivision
- PRD Zone Change and Preliminary Site Development Plan
- EHD Zone Change and Preliminary Site Development Plan
- CUD Zone Preliminary Site Development Plan
- Change of Zoning District
- Change of Regulations Zoning  
(Specify: zoning, subdivision, wetlands)

The following applications generally do not require a public hearing:

- Erosion and Sedimentation Control
- Special Exception Modification
- CUD Zone (Detailed Site Development Plan/Modification)
- EHD Zone (Detailed Site Development Plan/Modification)
- PRD Zone (Detailed Site Development Plan/Modification)
- Flood Plain Permit
- Historic Zone (Site Development Plan)
- Special Design Commercial Site Plan
- Roof Sign
- Excavation
- Other (Specify) \_\_\_\_\_

3. **SITE/ACTIVITY INFORMATION** (Answer all questions)

Parcel Address(es):

Street No.	Street Name	Street No.	Street Name
Street No.	Street Name	Street No.	Street Name

Site Acreage: \_\_\_\_\_ Existing Zoning: \_\_\_\_\_

Acres disturbed by proposed activities (if applicable) \_\_\_\_\_

**NOTE: For projects disturbing one or more acres of land, applicants should be aware of the requirements of CT DEEP's General Permit for the Discharge of Stormwater and Dewatering Wastewaters Associated with Construction Activities. The applicant must provide a copy of the Storm Water Pollution Control Plan (required by the construction general permit) upon request.**

Description of proposed activity or change in regulations (attach additional sheet if needed):

Amend CUD zoning regulations to add light industrial uses in zone per attached new Article II, Section 8.03.09, with current Section 8.03.09 to be renumbered 8.03.10.

**YES      NO**

- Is any part of the site within 500' of town line?
- Will traffic attributable to the completed project on the site use streets within the adjoining municipality to enter or exit the site?
- Will sewer or water drainage from the project site flow through and impact the sewage or drainage system within the adjoining municipality?
- Will water run-off from the improved site impact streets or other municipal or private property within the adjoining municipality?
- Are there wetlands on any part of the site? \*
- Is any work proposed in wetlands or watercourses? \*\*
- Is any work proposed within 100 feet of a wetlands or watercourse? \*\*
- Is any work proposed in a 100 year floodplain?
- Is public water available or proposed to the site?
- Are public sanitary sewers available or proposed to the site?
- Is there a utility ROW on the site? (i.e. electric, gas)  
Specify: \_\_\_\_\_
- Is project with a public water supply area and/or an aquifer protection area? \*\*\*

\* If yes, and you are applying for a subdivision or resubdivision, an Inland Wetlands Permit Application must be submitted

\*\* If yes, an Inland Wetlands Permit Application must be submitted.

\*\*\* If yes, applicant must notify CTDPH within 7 days of filing application and provide verification to the Planning Department.

4. **SPECIFIC APPLICATION TYPE(S)** (Complete applicable section(s) only)

**A. SUBDIVISION/RESUBDIVISION**

Name of Subdivision: \_\_\_\_\_

Number of Lots: \_\_\_\_\_

**B. SPECIAL EXCEPTION/MODIFICATIONS**

Per Article: \_\_\_\_\_ Section: \_\_\_\_\_

Plans shall show locations of all existing and proposed structures, accurate lot dimensions, site drainage, landscaping, and distance along road from nearest street intersection and any other requirements specified in the applicable zoning regulations.

**C. PLANNED RESIDENTIAL DEVELOPMENT/ELDERLY HOUSING DEVELOPMENT**

Type of units: SF  2F  MF  Other

Number of units: \_\_\_\_\_

**D. COMPREHENSIVE URBAN DEVELOPMENT**

Existing land use type: \_\_\_\_\_

Proposed land use type: \_\_\_\_\_

**E. ZONE DISTRICT CHANGE**

Current Zone: \_\_\_\_\_ Proposed Zone: \_\_\_\_\_

Provide a legal description of the land involved in the zone district change. Plans shall show:

- Accurate description and acreage of tract to be changed with existing buildings and uses. If the tract is undeveloped the plan shall show existing ground formation contours and all wetlands and watercourses.
- All lots or parts of lots contained in an area within 500 feet in all directions of the zone change tract, with current zoning district boundaries.
- All lots shown in this area and within the zone change tract shall contain the name and address of owners as recorded in the Assessor's records and shall show the nature of use.
- North point, and distance along road from nearest road intersection.

5. **GIS CONVERSION FEE (Initial appropriate section)**

The developer/owner of any project receiving land use approval within the Town of Manchester may be required to submit a fee to cover digital GIS conversion costs incurred by the Town.

Excluded Activity (*Residential additions, ancillary residential structures (i.e. decks, pools, sheds, etc.) and non-residential structural additions less than 10% of the existing building (not to exceed 500 sq. ft.).*)

Required Digital Conversion (*Primary single and multi-family residential buildings; commercial, industrial, apartment and condo buildings; and structural additions to commercial, industrial, apartment and condo buildings*). A GIS Conversion fee will be provided with approved plans for stamping. **A fee of \$50 for each required 24" x 36" plan and \$25 for each required 18" x 24" or smaller plan.**



Stephen T. Penny

7/31/2020

Signature of Legal Owner of Record or Authorized Agent / Print or type name of Owner/Agent

Date

I certify that the information contained in this application is correct to the best of my knowledge.

**Planning Department Use Only**

	<u>File No.</u>	<u>Type</u>
Fee Total: _____	_____	_____
Receipt #: _____	_____	_____
Date in Office: _____	_____	_____
PZC Receipt Date: _____	_____	_____

**PROPOSED AMENDMENT TO THE ZONING REGULATIONS**  
**TOWN OF MANCHESTER**  
**JULY 29, 2020**

**New Section:**

Article II, Section 8.03.09

- 8.03.09 Industrial and technical uses with a principal character of light industrial including the manufacture and/or treatment of finished and semi-finished products from previously prepared materials.
- a. Such activities shall be conducted wholly within an enclosed building
  - b. Storage of materials, products, or finished or semi-finished goods or products shall be inside the building only
  - c. Warehousing, wholesaling, and transportation/distribution of the finished products produced at the site are allowed as part of this use.
  - d. Such activity shall not operate in such a manner as to create external effects of the manufacturing process such as noise, dust, odor, smoke, glare or vibration outside the building in which the activity takes place.
  - e. The processes and uses enumerated in Article II, Section 16.17 (c-k) of these regulations are specifically prohibited.

Renumber current section 8.03.09 (Special Exceptions approved by the Zoning Board of Appeals) to be 8.03.10.

7.29.20

**TOWN OF MANCHESTER  
LEGAL NOTICE**

The Planning and Zoning Commission will hold a virtual public hearing on August 17, 2020 at 7:00 P.M. to hear and consider the following petitions:

**WALTER LANDON – PRD Zone Change & Preliminary Site Development Plan (2020-007)** – Zone change from Residence A zone to Planned Residential Development zone at 321 Oakland Street (a.k.a. 321-1/2 Oakland Street) and 27 Lillian Drive.

**AMBER PROPERTIES, LLC – Zoning Regulation Amendment (2020-047)** – To amend the Comprehensive Urban Development (CUD) zoning regulations at Art. II, Sec. 8 to allow light industrial uses in the zone.

At this virtual hearing interested persons may be heard and written communications received. This meeting will be shown live on Cox Channel 16 and streamed live at <http://www.channel16.org/CablecastPublicSite/watch/1?channel=1>. Individuals who wish to speak at the meeting must complete a Request to Speak form, available at <https://manchesterct.seamlessdocs.com/f/RequestToSpeakPlanning>. These individuals will need to join the Zoom meeting and will be allowed to speak when directed by the Chairman. Zoom meeting information will be sent to individuals who request to speak. Only individuals requesting to speak will be allowed to join the Zoom meeting. Individuals may also submit comments in writing to the Planning and Economic Development Department via email to [pzccomments@manchesterct.gov](mailto:pzccomments@manchesterct.gov), or by mail to the Planning Department, 494 Main Street, P.O. Box 191, Manchester, CT 06045-0191. All written comments will be presented and recorded as part of the hearing. A copy of the proposed zoning regulation amendment or the proposed zoning district change may be reviewed online at <http://planning.townofmanchester.org>; by contacting the Town Clerk's office at [townclerkdept@manchesterct.gov](mailto:townclerkdept@manchesterct.gov) or (860) 647-3037 to request a PDF by email; or by calling (860) 647-3048 to schedule an appointment in the Planning and Economic Development Department, 494 Main Street. Information about these applications will also be available online at <http://planning.townofmanchester.org> by the Friday before the hearing.

Planning and Zoning Commission  
Eric Prause, Chair