

**MINUTES OF BUSINESS MEETING
HELD BY THE PLANNING AND ZONING COMMISSION
FEBRUARY 17, 2010**

ROLL CALL:

Members Present: Eugene Sierakowski, Chairman
Joseph Diminico, Vice Chairman
Kevin Dougan, Secretary
Andy Kidd
Eric Prause

Alternates: Anthony Petrone
Horace Brown
Susan Shanbaum

Also Present: Mark Pellegrini, Director of Neighborhood
Services and Economic Development
Renata Bertotti, Senior Planner
Ginger MacHattie, Recording Secretary

Time Convened: 8:40 P.M.

OLD BUSINESS:

770 LLC – 190 Coop Sawmill Road – resubmission of an expired erosion control plan to complete a 21-lot subdivision – Erosion Control Plan (S-217)

Ms. Bertotti said action on this item was tabled at the January 20 meeting because some questions were raised regarding limits on the hours of operation. The staff had recommended the applicant submit a report after each rain event and Commission members had several questions about how that requirement would be met. Since that meeting, the proposed requirement for the report has been clarified. There is currently one outstanding comment that is minor and technical in nature.

The Planning and Zoning Commission took a brief recess at 8:50 p.m. and returned at 8:57 p.m.

In response to several question from Mr. Prause regarding drainage, Attorney Bashe explained that a silk sack is a sediment control device is placed in the catch basin. Silt fencing is currently installed but there is no inlet control at this time. As soon as the weather warms up, his client will be able to get into the ground to repair any demand. No work will occur until the filter fabric controls are in place.

In response to a question from Mr. Prause, Ms. Bertotti said Town staff is recommending conditions regarding the hours of operation and reports related to a storm event. Mr. Diminico reviewed that work hours are 7:00 a.m. to 4:30 p.m., with no excavation before 8:30 a.m. or after 3:30 p.m. Saturday work hours are 8:30 a.m. to 3:30 pm. with no excavation to take place on Saturday. In response to a question from Mr. Diminico, Mr. Pellegrini explained that if the rain event reports are not received in a timely manner, Mr. Bordeaux would notify the Zoning

Enforcement Officer. Mr. Diminico emphasized that it is very important that Town staff visit this site.

Erosion Control Plan (S-217)

MOTION: Mr. Kidd moved to approve with modifications contained in a memorandum from Jeff LaMalva, Assistant Town Engineer, to Renata Bertotti, Senior Planner, dated February 5, 2010, and with the following conditions: 1) “No rock excavation work (defined as “blasting, pneumatic hammering, or rock crushing”), shall occur except during weekdays from 8:30 AM to 3:30 PM. No trucking of rock to or from the project will occur before 7:00 AM or after 4:30 PM during the week, or before 8:30 AM or after 3:30 PM on Saturday. No excavation work or trucking activities will occur on Sundays” ; and 2) “The developer will maintain and repair erosion controls after each rainfall event of 0.5 inches or greater within a 24-hour period. Remediation of erosion and sedimentation control measures will occur within 24 hours of the cessation of the event. A report shall be submitted to the Planning Department 24 hours thereafter (48 hours following the rainfall event) describing the maintenance and repair measures taken, the need for further control, if any, and the timetable for their installation.” Mr. Dougan seconded the motion and all members voted in favor.

NEW BUSINESS:

TOWN OF MANCHESTER PLANNING AND ZONING COMMISSION – Zoning Map Amendment – Design Overlay Zone (T-505)

Mr. Kidd said he would like to table this decision and think about specific properties. He would like Town staff to identify other properties in a similar situation as Sanford & Hawley. He explained that his intent is to be consistent.

Mr. Pellegrini thinks staff can provide a series of smaller map showing more detail. Mr. Diminico said he is not opposed to tabling this item. He would like time to review the report that Sanford & Hawley provided as well as make sure the Commission doesn't lose sight of the big picture. Mr. Prause noted the Commission wanted to have a process that was a fair application of the zoning regulations; this is now not a fair application. If it does not make sense, maybe we should go back and consider using a special exception.

Zoning Map Amendment (T-505) – Design Overlay Zone

MOTION: Mr. Kidd moved to table the decision on the proposed zoning map amendment to the next regular meeting. Mr. Prause seconded the motion and all members voted in favor.

TOWN OF MANCHESTER PUBLIC WORKS – 864 Middle Turnpike West and 325 Olcott Street – construction of new administration building, elevated scale and access roads at Manchester Landfill – Inland Wetlands Permit (T-506); Erosion Control Plan (T-507); Special Exception Modification (T-508)

Assistant Town Engineer Jeff LaMalva reviewed the plans for construction of a new administration building and access and circulation plan at the landfill. He said for the past five years, traffic has averaged 110 trucks per day with 60-70 vehicles bypassing the scale, and the landfill has approximately 5 to 10 years left under its current permit. Future permitting could expand this timeframe.

Mr. Derrick Gregor, Town Design Engineer, described current issues at the landfill. He said all traffic entering the site uses the same entrance, causing a lot of mixing of vehicles. There is limited parking and residents have to walk across the scale area to get to the service window. Immediate standing room is only 2.5 feet, which creates a dangerous situation. There is also a limited queue area for waiting vehicles. The administration building is old, outdated, and small and needs to be updated.

Mr. Gregor said the proposed plan will relocate the entrance to Botticello Road, with separate entrances for commercial and residential vehicles. There will be a one-way traffic flow over the scale, and a large parking area. The administration building will contain three service windows. The plan is to expand the existing transfer station and provide a paved area for additional material drop off. He showed the attendant shed. Mr. Gregor said the composting area would be expanded westward due to the new road encroaching the current area. Small improvements would be made to the road.

For drainage control, sheet flow will be channeled through grass swales. The primary stormwater treatment for the site will consist of a vegetated basin. There is an existing wetland at the base of the fill slope associated with this work, of which 1,400 square feet will be impacted at the north end. After construction, 2,200 square feet will receive wetland plantings, providing 50% more wetlands.

Erosion control will consist of construction entrances off of Botticello Road, an infiltration basin, and temporary sediment basins during construction. Trees will be planted to shade the wetlands and provide a visual barrier. Pine trees will be planted on the west side of the road and four additional ornamental trees planted around the parking lot for aesthetic value.

In response to a question from Mr. Diminico, Mr. Gregor said the infiltration basin is sized for the first 1" of a storm; everything else will spill into the wetland area.

Mr. Prause said he likes the addition of the trees and landscape features. He asked if additional lighting was considered near the attendant shed and whether there is additional lighting past the attendant booth.

Mr. Gregor said there are two light poles to the north toward the recycling area and lighting in the parking lot. There is no additional lighting past the attendant shed.

Ms. Bertotti said Town staff reviewed this application and there is one minor and technical comment to be addressed.

Inland Wetlands Permit (T-506)

MOTION: Mr. Dougan moved to approve with modifications contained in a memorandum from Matthew Bordeaux to Renata Bertotti, dated February 8, 2010. The approval is for five years. Mr. Prause seconded the motion and all members voted in favor.

Erosion and Sediment Control Plan (T-507)

MOTION: Mr. Dougan moved to approve the application. Mr. Prause seconded the motion and all members voted in favor.

Special Exception Modification (T-508)

MOTION: Mr. Dougan moved to approve with modifications contained in a memorandum

from Matthew Bordeaux to Renata Bertotti, dated February 8, 2010. Mr. Prause seconded the motion and all members voted in favor.

GMRI, INC. – 350 Buckland Hills Drive – CUD Final Plan Modification (G-156)

Ms. Bertotti explained that the representative of GMRI, Inc. who did the presentation for this company the last time could not attend. Ms. Bertotti explained that during the original presentation the applicant stated the LED band shown on the plans would not be part of the project in Manchester. The presenter sent an e-mail to the Planning Department correcting herself; the LED is in fact part of the project.

Mr. Prause said it sounds like she was confusing this location with another location where the LED was prohibited. If it is possible to have the building without the LED band, he would prefer to leave it off, as approved previously.

Mr. Kidd guessed the default for that business is to have the LED band on the building. It is not offensive and he was in favor of approving the modification.

CUD Final Plan Modification (G-156)

MOTION: Mr. Diminico moved to approve the addition of the LED light at the project. Mr. Kidd seconded the motion. The application was approved with 4-1 vote. Members Sierakowski and Dougan voted in favor and member Prause was opposed.

ADMINISTRATIVE REPORTS:

Discussion of proposed language for Article IV Section 11 – Earth Excavation

Ms. Bertotti made the amendments to the earth excavation section discussed during the previous meeting. She contacted the Assistant Town Attorney about the hours of operation. She also sought opinions regarding regulating hours of operation on the Planner's Listserv. Generally, the hours of operation are addressed either as a condition of approval. The Town Attorney prefers it be addressed as a condition of approval as well, instead of proscribing hours in the regulations.

Mr. Diminico would like to see a combination of the two options. He would like the applicant to be required to provide the hours of operation on the application and then have the Planning and Zoning Commission address the hours as a condition of approval. Mr. Pellegrini said the default hours are in the Town's noise ordinance. If the Commission would like to see different hours, it could be addressed as a condition of approval.

Mr. Kidd likes the idea of the hours of operation being a condition of approval.

Mr. Prause likes the option of an application requirement. If the Commission forgets to address this item during approval, it still has the right to impose restrictions based on the application. Mr. Dougan concurs with Mr. Prause. He thinks making it a part of the application right from the outset will prevent problems later. Mr. Brown asked for a clarification on page 6, Section 11.07.06B regarding screening, sifting, etc. within 300' of the property line. It was decided that Town staff would make the language changes discussed and file an application.

The chairman closed the business meeting at 10:23 p.m.

I certify these minutes were adopted on the following date:

June 21, 2010
Date

Eugene Sierakowski, Chairman

NOTICE: THE CASSETTE TAPE RECORDING OF THE BUSINESS MEETING CAN
BE HEARD IN THE PLANNING DEPARTMENT.

OFFICIAL TAPE NO. 1070 and 1071