

**MINUTES OF BUSINESS MEETING  
HELD BY THE PLANNING AND ZONING COMMISSION  
JUNE 6, 2011**

**ROLL CALL:**

Members Present: Joseph Diminico, Chairman  
Kevin Dougan, Vice Chairman  
Andy Kidd, Secretary  
Eric Prause  
Horace Brown

Absent: Anthony Petrone  
Susan Shanbaum  
John Chaput

Also Present: Renata Bertotti, Senior Planner  
Matthew Bordeaux, Environmental Planner  
and Wetlands Agent  
Ginger MacHattie, Recording Secretary

Time Convened: 7:12 P.M.

**NEW BUSINESS:**

STEPHEN H. WEBBER – 122C Hilliard Street – for a General Repairer’s license for an auto detailing business under Connecticut General Statutes 14-54 in an Industrial zone – Certificate of Location Approval (W-142)

Certificate of Location Approval (W-142)

**MOTION:** Mr. Prause moved to approve the certificate of location approval for a General Repairer’s license for an auto detailing business under Connecticut General Statutes 14-54. Mr. Dougan seconded the motion and all members voted in favor. The reason for the approval was there would be no impact to the neighborhood and the proposed operation is a natural fit for the existing business on site.

CHENEY HALL FOUNDATION, INC – 177 Hartford Road – for free-standing identification sign – Historic Zone Site Plan (C-232)

Mr. Kidd recused himself for this application (C-232).

Attorney Geoffrey Naab, 188 South Main Street, President of Cheney Hall Foundation, Inc. explained that his organization leases the building at 177 Hartford Road from the Town of Manchester and subleases the building to the Little Theater of Manchester. The Little Theater of Manchester runs the day-to-day operations. The Cheney Hall Foundation has been working with the Little Theater of Manchester to design a permanent sign for placement in front of the building that will be consistent with the area. Last week, he presented the sign information to the Cheney Brothers National Historical District Commission and the proposal was recommended for approval.

He referred to two diagrams, the first is a picture of the proposed sign and the other depicts the location of the sign. He said there has been some confusion about the placement of the sign and this diagram should help. The sign will be placed five feet from the property line.

Attorney Naab explained that the sign will be slightly different from what was in the original application. After speaking with contractors he found there will be slight differences. They will not be significant and will not exceed the size limitations of the ordinance, he said.

In response to a question from Mr. Brown, Attorney Naab said all metal work will be black and the sign will have interior lighting. He tried to be sensitive to the lighting requirements in the regulations. This sign is being made by the same people who made several others in the area, and he expects it will be easy to read with no glare, like the others.

In response to a series of questions from Mr. Diminico, Attorney Naab said the sign will be translucent plastic with lighting behind it to highlight the black lettering and will have a theater marquee effect. He confirmed it will be brick similar to Cheney Hall. Originally, leftover brick from reconstruction of the building was going to be used for an exact match; however, that is no longer available. A contractor had been identified who can provide brick that will look the same and construction is planned for this year.

Ms. Bertotti said there are no outstanding staff comments. This application went before the Cheney Brothers National Historical District Commission, which recommended approval as modified and presented.

Mr. Prause asked if the presentation documents shown match what the Cheney Brothers National Historical District Commission approved. Ms. Bertotti answered in the affirmative and explained that the information provided in Commission members' packets did not show the location of the sign. What has been provided by Attorney Naab shows the location of the sign.

#### Historic Zone Site Plan (C-232)

**MOTION:** Mr. Dougan moved to approve the site plan for a free-standing identification sign. Mr. Brown seconded the motion and members Diminico and Prause voted in favor. The motion passed four to zero. The reason for the approval was the proposed sign will complement the existing building and help bring in business.

#### TOWN OF MANCHESTER – 864 Middle Turnpike West – for upgrades to the Hockanum River Water Pollution Control Facility – Inland Wetlands Permit (T-527); Erosion and Sedimentation Control Plan (T-528); Special Exception Modification (T-529); Flood Plain Permit (T-530)

Ms. Julie Bjorkman, JKB Consulting, displayed an aerial view of the main portion of the water pollution control facility site. The areas in blue are the proposed improvements. The treatment plant is undergoing a major upgrade to meet new receiving water quality requirements and more stringent DEP permit limits, as well as other process improvements. JKB Consulting is in the process of a permit application with the DEP for flood management certification because this site is surrounded by wetlands and a flood plain. She is also pursuing an Army Corps permit application for wetlands activity.

Ms. Bjorkman said the work will take place at the main site and a little further south of the treatment plant near the landfill at the existing solids handling facility. Those facilities are to be consolidated on the main site. There will be demolition of the old facilities at the old solids handling facility. The facilities will be consolidated on the eastern side of the main site. The site is surrounded by wetlands on the west, north and east sides. The main portion of the impact will be due to the construction of the new final settling tank on the far western side of the site. There will be some grading and roadway work on the western access road that will also have some impact to the wetlands. Impact is approximately one-quarter acre or 11,000 square feet total disturbance, of which 8,000 square feet will be permanent. The 3,000 square feet temporarily impacted will be regraded and restored as wetlands once construction is complete. The applicant requested the permit be for five years as the construction schedule is currently set for 39 months.

Ms. Bjorkman explained there are three flood plain elevations applicable to this site. The Hockanum River runs west of the plant and the Hockanum River flood plain is applicable to the western side of the plant from the west access road over. The Hop Brook runs to the south of the plant and there are two separate cross sections with two separate flood elevations. The center portion of the site has a flood elevation of 78 and the eastern side has a flood elevation of 80. Construction of the final settling tank and the associated grading around it causes a slight loss in flood plain storage. She said the area will be regraded to provide the requisite compensatory storage. All facilities are fully flood proofed and designed to meet all flood plain design requirements. On the eastern portion of the site, the structures are all elevated to be a foot above the base flood elevation and are flood proofed. The actual construction on the east side results in a net gain of flood storage.

The erosion and sedimentation control plan includes silt fencing between construction work, silt sacks in catch basins, temporary stockpile locations, and hay bale barriers. Temporary dewatering sedimentation basins have been located. The contractor will be required to register and prepare a P.E. certified plan.

There are some very minor changes to stormwater routing on the site. The existing stormwater outfalls may be slightly modified and will be provided with hydrodynamic separators to provide stormwater treatment and refreshed rip rap protection will be placed at the outlets.

In response to a question from Mr. Brown, Ed Soper, Water and Sewer Administrator, explained that there have been ongoing discussions about a regional animal control facility. Four towns are still working on a long-term solution. In the meantime, Manchester has an RFP out for sheltering dogs on a temporary basis since the current facility will be demolished to permit the sewer plant construction.

In response to a question from Mr. Brown, Mr. Soper said the Town is receiving a substantial subsidy. Between 21% and 23% of the \$60 million it will cost to complete this project will be funded through the State. Manchester is fourth on the State's priority list. The rest of the project will be funded through low interest loans through the Clean Water Fund.

In response to a question from Mr. Diminico, Ms. Bjorkman said a small portion of tank five is within the flood plain.

In response to a series of questions from Mr. Diminico, Ms. Bjorkman said she expects to go out to bid this month and award the contract in October. Work will begin in the field late this year. Methanol is coming from a liquid chemical storage tank.

Mr. Bordeaux said Town staff does have some comments and they should be addressed as modifications. Approving this application with a five year construction period allows for flexibility if any issues arise. If more time is required, the applicant can come back to the Commission with an extension request.

Inland Wetlands Permit (T-527)

**MOTION:** Mr. Dougan moved to approve the inland wetlands permit for five years with modifications as outlined in a memorandum from Jeff LaMalva, Assistant Town Engineer, dated May 25, 2011, to Renata Bertotti, Senior Planner. Mr. Prause seconded the motion and all members voted in favor.

Erosion and Sedimentation Control Plan (T-528)

**MOTION:** Mr. Brown moved to approve the erosion and sedimentation control plan with modifications as outlined in a memorandum from Jeff LaMalva, Assistant Town Engineer, dated May 25, 2011, to Renata Bertotti, Senior Planner. Mr. Dougan seconded the motion and all members voted in favor.

Special Exception Modification (T-529)

**MOTION:** Mr. Dougan moved to approve the special exception modification with modifications as outlined in a memorandum from Jeff LaMalva, Assistant Town Engineer, dated May 25, 2011, to Renata Bertotti, Senior Planner. Mr. Kidd seconded the motion and all members voted in favor. The reason for the approval was the proposal meets the special exception criteria and existing use.

Flood Plain Permit (T-530)

**MOTION:** Mr. Kidd moved to approve the flood plain permit. Mr. Dougan seconded the motion and all members voted in favor. The reason for the approval was the application is required to provide compensatory storage for loss of the flood plain.

TOWN OF MANCHESTER – 340 Broad Street – for replacement of the Bigelow Brook culvert – Inland Wetlands Permit – Determination of Significance (T-537); Inland Wetlands Permit (T-537); Erosion and Sedimentation Control Plan (T-538); Flood Plain Permit (T-539)

Mr. Antonio DiCamillo, Project Engineer with Santec, reviewed the project, which includes the reconstruction of 3,400 linear feet of Broad Street and will include new sidewalks, new pavement, landscaping and drainage improvements. As part of that project, the applicant proposes replacing the 78” culvert that carries Bigelow Brook. The culvert’s head walls and wing walls are in poor structural condition and need to be replaced. In addition, there is a scour hole that has been forming at the outlet of the culvert that will be addressed as well. He proposed replacement in-kind of the 78” culvert, new wing walls, new head walls, and new rip rap scour counter measures at the outlet. At the outlet area, the natural streambed will be removed, the rip rap will be installed and then natural streambed material will be placed back on top of the rip rap to resemble existing conditions. The grades in that area will be the same as

they are now. A fish weir will be installed downstream of the culvert at the request of the DEP to improve fish passage in the area. The construction in the regulated area will be done in phases. Sandbags will be installed, blocking off the southern portion of the channel and isolating the area. The area will be dewatered so work can be done in dry conditions and sediment will not go into the water course. Once that area is stabilized, the dam will be switched to the other side and work will be done in that area.

Mr. DiCamillo said there will be two hydrodynamic separators in the area to help improve water quality. The project has been designed in conformance with erosion and sediment control guidelines and all sediment and erosion control measures will have to stay in place until everything is stabilized. He said the culvert reduces the 100 year FEMA flow by six inches upstream and one foot downstream. The grading in the area will be approximately what is there today and there will be no loss of flood storage. This project has been through rigorous review with the DEP and Army Corps of Engineers for flood management certification and water quality. Approvals have been received from both agencies.

In response to a question from Mr. Diminico, the applicant said construction will take approximately two years.

In response to a concern expressed by Mr. Kidd, Mr. Bordeaux explained that activity will have a significant temporary effect but will result in the same angle slopes and will be stabilized with rip rap rather than invasive species as it is now. The fish weir will replicate an existing condition caused by concrete blocks and there will be an improvement in safety. Mr. Bordeaux does not consider this work to have a significant impact because it will result in the same conditions.

In response to a question from Mr. Prause, the applicant said there will be minor relocation of utility poles.

Ms. Bertotti said she has one staff comment asking that all easements be labeled on the plan.

#### Inland Wetlands Permit – Determination of Significance (T-537)

**MOTION:** Mr. Dougan moved to find the proposed activity would not cause a significant impact to the wetlands and will not require a public hearing. Mr. Prause seconded the motion and all members voted in favor.

#### Inland Wetlands Permit (T-537)

**MOTION:** Mr. Dougan moved to approve the inland wetlands permit for five years with work within the wetlands and wetlands upland review area to be completed two years from the beginning of construction with modifications as outlined in a memorandum from James Davis, Zoning Enforcement Officer, dated May 26, 2011, to Renata Bertotti, Senior Planner. Mr. Brown seconded the motion and all members voted in favor.

Erosion and Sedimentation Control Plan (T-538)

**MOTION:** Mr. Kidd moved to approve the erosion and sedimentation control plan with modifications as outlined in a memorandum from James Davis, Zoning Enforcement Officer, dated May 26, 2011, to Renata Bertotti, Senior Planner. Mr. Prause seconded the motion and all members voted in favor.

Flood Plain Permit (T-539)

**MOTION:** Mr. Kidd moved to approve the flood plain permit. Mr. Brown seconded the motion and all members voted in favor.

**APPROVAL OF MINUTES:**

March 21, 2011 – Public Hearing/Business Meeting

Mr. Diminico asked for clarification of comments made by Mr. Hossain on page four of the public hearing minutes concerning a contact for the Association of Muslim Community. Therefore, no action was taken on the minutes.

**RECEIPT OF NEW APPLICATIONS:**

**TOWN OF MANCHESTER – Inland Wetlands Permit – Determination of Significance (T-540); Inland Wetlands Permit (T-540); Erosion and Sedimentation Control Plan (T-541)** – for demolition of two existing buildings, removal of existing parking lot and restore area with grass.

**GERBER CONSTRUCTION – Special Exception (G-158)** – to crush rock on lots 38, 39, and 40 Collingridge.

**ODYSSEY COMMUNITY SCHOOL – Inland Wetlands Permit – Determination of Significance (2011-001); Inland Wetlands Permit (2011-001); Special Exception Modification (2011-002)** – to change the driveway at the south side of the building, convert 8,450 sq. ft. of parking to play area and extend the sidewalk on the west side of building.

The Chairman closed the business meeting at 8:51 p.m.

I certify these minutes were adopted on the following date:

July 6, 2011  
Date

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Joseph Diminico, Chairman

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

OFFICIAL TAPE NO. 1115 & 1116