

**MINUTES OF BUSINESS MEETING  
HELD BY THE PLANNING AND ZONING COMMISSION  
MARCH 21, 2011**

**ROLL CALL:**

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

Alternates: Anthony Petrone  
Susan Shanbaum (sitting)  
John Chaput

Absent: Eric Prause

Also Present: Mark Pellegrini, Director of Planning  
Matthew Bordeaux, Environmental Planner  
and Wetlands Agent  
Ginger MacHattie, Recording Secretary

Time Convened: 8:04 P.M.

**NEW BUSINESS:**

ASSOCIATION OF MUSLIM COMMUNITY – 46 Cottage Street – for a place of worship –  
Special Exception (A-150)

Mr. Brown said he was originally concerned about the building being too small if the mosque's congregation grew in the future, but the explanation given by the applicant that should their congregation exceed 48 persons they will relocate, satisfied him that the site was suitable.

Mr. Kidd agreed with Mr. Brown's comments. He thinks the mosque will benefit the neighborhood. He did not see any negative impacts for the neighborhood. He was concerned about the parking area but said he would not belabor that point.

Special Exception (A-150)

**MOTION:** Mr. Kidd moved to approve the special exception with modifications as outlined in a staff memorandum from James Mayer, Traffic Engineer, dated March 18, 2011, and with the condition that the maximum number of participants present on the site not exceed 48 people at the same time. Mr. Brown seconded the motion and all members voted in favor. The reason for the approval was the proposal meets the special exception criteria.

TOWN OF MANCHESTER WATER & SEWER – 105 Birch Mountain Road – for upgrades to the existing wastewater pump station – Inland Wetlands Permit – Determination of Significance (T-532); Inland Wetlands Permit (T-532)

Inland Wetlands Permit – Determination of Significance (T-532)

**MOTION:** Ms. Shanbaum moved to table action on this application. Mr. Dougan seconded the motion and all members voted in favor.

Inland Wetlands Permit (T-532)

**MOTION:** Ms. Shanbaum moved to table action on this application. Mr. Dougan seconded the motion and all members voted in favor.

TOWN OF MANCHESTER – 864 Middle Turnpike West – for upgrades to the Hockanum River Water Pollution Control Facility – Inland Wetlands Permit – Determination of Significance (T-527)

Chris Pierce, Wright-Pierce Engineering, explained the primary goal of the project was to meet the more stringent regulatory requirements for removal of nitrogen and the reduction of phosphorous from wastewater. The facility operates 24 hours a day, seven days a week and needs to be upgraded and improved. Work includes two separate areas: the main site and another location about one-half mile away near the existing scale house. The solids handling facility currently located near the scale house will be demolished and consolidated with the main site.

Total wetlands disturbance was originally 26,400 square feet and is now 10,320 square feet. Of that, 7,350 square feet will be permanent disturbance. Mr. Pierce said other locations were investigated but this is the only location that can be utilized given the existing plant location. There will be some disturbance within the 100-year flood plain. In response to a question from Mr. Diminico, Mr. Pierce said on the edge of the wetlands compensatory flood storage will be provided. Erosion and sedimentation control plans are shown on the drawings. He is not anticipating any negative effect on the wetlands and the same storage will be provided. There will be no substantial changes to the water flow.

Inland Wetlands Permit – Determination of Significance (T-527)

**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. Kidd seconded the motion and all members voted in favor. The proposed activity will be an improvement to the water quality and there is no feasible or prudent alternative to the location of the additional structures.

**ADMINISTRATIVE REPORTS:**

Revised April Meeting Schedule

Mr. Pellegrini said a meeting is currently scheduled for April 18, which is the start of the Passover Holiday and Easter Holy Week. He suggested cancelling that meeting. If the Commission wants, it can reschedule to April 26 and cancel the May 2 meeting. The consensus among Commission members was to cancel the April 18 meeting and keep the scheduled May 2 meeting.

## **OTHER BUSINESS:**

Mr. Diminico noted some recent comments in the newspaper and wanted to be sure the public is aware of the facts. He received a letter from General Manager Shanley regarding open space and cluster zoning. He believes the letter was precipitated by the Meadowbrook Fields open space recommendation made by the Commission. He asked Mr. Pellegrini to review the current regulations regarding open space dedication.

Mr. Pellegrini explained that Meadowbrook Fields was planned in the 1980s for a single family subdivision. There was a considerable amount of wetlands in the area. The applicant identified an area of open space to be deeded to another entity. The plan was approved, and then the subdivision was approved. Open space was not required by the zoning or subdivision regulations except for an approximately four acre parcel for a playground and fields. The design was accepted as part of the subdivision. When open space land is not required by the regulations, it is up to the Board of Directors to accept the land.

Mr. Diminico said it is important that the public and developers know the ground rules. He suggested Mr. Pellegrini prepare a memorandum explaining the ground rules and parameters. He mentioned a meeting between the Board of Directors and the Planning and Zoning Commission to discuss any underlying issues. He welcomes their comments and concerns.

After some discussion among Commission members, Mr. Pellegrini said he would be glad to work with the Town Attorney to draft a letter to the Board of Directors. An offer to meet will be included in the letter.

## **APPROVAL OF MINUTES:**

### November 1, 2010 – Business Meeting

**MOTION:** Mr. Kidd moved to approve the minutes as written. Mr. Dougan seconded the motion and members Diminico and Brown voted in favor. Ms. Shanbaum abstained; the motion passed 4-0.

### December 13, 2010 – Public Hearing/Business Meeting

**MOTION:** Mr. Brown moved to approve the minutes as written. Mr. Kidd seconded the motion and members Diminico and Dougan voted in favor. Ms. Shanbaum abstained; the motion passed 4-0.

### January 3, 2011 – Public Hearing/Business Meeting

**MOTION:** Mr. Kidd moved to approve the minutes as written. Mr. Brown seconded the motion and members Diminico and Dougan voted in favor. Ms. Shanbaum abstained; the motion passed 4-0.

**RECEIPT OF NEW APPLICATIONS:**

**TOWN OF MANCHESTER – 864 Middle Turnpike – Declaratory Ruling Regarding Inland Wetlands Permit (T-535)** – for removal of invasive wetland plant species in Laurel Marsh along the Hockanum River in an Industrial zone.

**HARTFORD DISTRIBUTORS, INC. – 131 Chapel Road – Declaratory Ruling Regarding Inland Wetlands Permit (H-206)** – for construction of a wooded memorial garden in an Industrial zone.

The chairman closed the business meeting at 9:39 p.m.

I certify these minutes were adopted on the following date:

June 20, 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. 1108 & 1109