

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

**ROLL CALL:**

Members Present: Joseph Diminico, Chairman  
Eric Prause  
Horace Brown, Acting Secretary

Alternates: Anthony Petrone (sitting)  
Susan Shanbaum (sitting)

Absent: Kevin Dougan, Vice Chairman  
Andy Kidd, Secretary  
John Chaput

Also Present: Mark Pellegrini, Director of Planning  
Renata Bertotti, Senior Planner  
Ginger MacHattie, Recording Secretary

Time Convened: 9:28 P.M.

**NEW BUSINESS:**

EVERGREEN CROSSING, LLC – 325 New State Road – for a 224 unit multi-family residential community in a PRD zone – PRD Zone Preliminary Plan of Development (2011-132)

PRD Zone Preliminary Plan of Development (2011-132)

**MOTION:** Mr. Brown moved to approve the PRD zone preliminary plan of development with modifications to correct the unit tabulation table on sheet A-201 of the submitted plans. Mr. Prause seconded the motion and all members voted in favor. The reasons for the approval were the proposal meets the growth principles of the Plan of Conservation and Development, provides protection of environmental assets, and meets the criteria for safety and neighborhood compatibility in relation to similar PRDs in the area.

THE SHOPPES AT BUCKLAND HILLS – 194 Buckland Hills Drive – for relocation of existing bus stop, construction of raised paved island, drainage system, two bus shelters, pedestrian walkway, pavement reconstruction, plantings & pavement re-striping in a CUD zone – CUD Detailed Plan Modification (2011-131)

Ms. Nancy Murray, General Manager of the Shoppes at Buckland Hills, said one of her main objectives is to provide customers, retailers, and employees a safe and secure shopping area. There have been recent concerns regarding the bus area. Bus customers have been standing in the mall entrance, which blocks egress and causes congestion, which is a safety concern. She is proposing a new transit site with a customer walkway to the site with shelters located at the site. Security staff is available for escort. She displayed renderings of the current site and the proposal which would be on the outer road of the property, Ring Road.

Mr. Cory Garro, Professional Engineer, further explained that the bus stop would be moved adjacent to Ring Road, opposite Dick's Sporting Goods store. To accomplish this a new crosswalk and pedestrian way would be constructed. It would be on a raised, paved island. Two shelters would be provided with benches and trash receptacles. The walkway would be 17' wide with an 8' sidewalk and 7' landscape buffer. Several trees, grass, and raised planters would be provided. The construction of the walkway would result in the loss of 71 parking spaces, but the property would still exceed the parking requirements. Existing lighting is adequate and additional lighting will be provided by the two shelters. Staff comments have been addressed and revised plans have been resubmitted. Connecticut Transit has requested larger shelters or an increase in the number, but two have been provided, which is more than is currently there. Connecticut Transit has asked to include call buttons. The mall has security and the Town's police is available as well. His experience is that call buttons have been misused. Connecticut Transit has asked that a small amount of island be removed to make room for the buses. The length of the bus area is 120', which is the same as the space in front of Macy's. In that location there are no structures shielding the buses from other vehicles. In the proposed bus shelter location a bump-out is being proposed for added safety. With the proposed structures, bus shelters, bump-out and the raised walkway, what is being provided is more than is currently existing and more than adequate.

Mr. Brown said this property is located in an area where we are making an effort to increase the use of mass transit. This is a commendable undertaking, but he wants to be sure two shelters will be enough. He also expressed concern over exposure to the elements if there are too many riders and not enough shelter.

Ms. Murray said one typically doesn't build for holiday traffic. The bus stop is currently at the mall entrance and spills out in front of Macy's; it is not really a bus stop. This is an enhancement over what is there today. Employees park in the last ten rows of the lot and are also exposed to wind and elements when they walk to their vehicles.

In response to questions from Ms. Shanbaum, Ms. Murray confirmed the shelters are 5' x 10' and thinks two are sufficient. This is a typical shelter size. She doesn't know the number of riders, but has been told by Connecticut Transit that they lose money on the Buckland route.

Mr. Brown understand what was said about employee parking, but pointed out that people waiting for the bus could be standing there for 30 minutes, which is very different that walking to a car and getting right in.

In response to questions from Mr. Diminico, Ms. Murray said she would be willing to add another shelter if the demand was there. She said she could look into a call button.

Mr. Diminico said 400' is very isolated from the building compared to waiting right in the entry of the building. He expressed concern over crime.

In response to a question from Mr. Prause, Ms. Murray said the shelters have a double opening. She has been told a larger shelter is available, but she has been unable to locate a vendor.

Ms. Bertotti said there are no outstanding staff comments.

Mr. Brown said he wished Connecticut Transit provided rider counts.

Ms. Bertotti said daily numbers were provided to the Traffic Engineer, but they are not hourly counts.

Mr. Pellegrini explained that the mall is not obligated to provide access to public transit. This creates a 17' wide pedestrian walkway with a drop off lane for a bus. This is creating the opportunity to dedicate a transit path which is a significant improvement over current conditions. Riders know the schedule and when the bus is scheduled to come. Recent improvements at Wal-Mart would further enhance the path for bus transit.

CUD Detailed Plan Modification (2011-131)

**MOTION:** Mr. Brown moved to approve the CUD detailed plan modification with the modification that a call button be installed in the bus shelters. Mr. Shanbaum seconded the motion and all members voted in favor.

The Planning and Zoning Commission took a recess at 10:21 p.m. and returned at 10:29 p.m.

TOWN OF MANCHESTER WATER AND SEWER DEPARTMENT – 864 Middle Turnpike West – for installation of approximately 2,000 linear feet of 8” water main in Thrall Road in Industrial and Rural Residence zones – Inland Wetlands Permit – Determination of Significance (2011-134); Inland Wetlands Permit (2011-134); Special Exception Modification (2011-135); Flood Plain Permit (2011-136)

Mr. Derrick Gregor, Assistant Town Engineer, said he is proposing the installation of an 8” water main along Thrall Road at the Manchester Landfill Facility. This project is required to provide domestic and fire service to the water pollution control facility. Currently the facility is getting service through a 4” water main that comes off of Love Lane. It is old and has had a number of issues. It also does not provide the minimum pressures needed at the facility. Recently, the water pollution control facility upgrade project came before the Commission. As part of that project they considered different alternatives to provide water service to the facility. It was determined that would not be done as part of that project but would be a separate project.

The property is owned and maintained by the Town of Manchester. Estimated cost of the project is \$315,000, funded by the Water and Sewer Department. Work should be completed within the next month as part of the landfill truck scale project. Mr. Gregor oriented Commission members on the plan, pointing out Olcott Street, Botticello Drive, the Public Works administration facility, Landfill Way and the existing truck scale, the administration trailer, and the intersection with Thrall Road. Water main will be installed from this intersection up Thrall Road to the water pollution control facility.

On the detailed plan he pointed out the wetland limits in green and the FEMA flood plain in orange. He showed where the water line would run. The project would terminate just outside the gate of the existing facility. There will be no impact on drainage patterns. A number of catch basins will have silt sacks placed in them and silt fence will be placed where the line will go off of the shoulder. Rip rap or an erosion control blanket will be used when going over the brook. There will be no stockpiling of earth or materials. The project will take approximately three weeks and will not impact the public. Work should be done at the end of this construction season.

Ms. Bertotti referred to a memorandum from Matthew Bordeaux, Environmental Planner/Wetlands Agent, which indicated that the proposed activity will have no significant impact on the wetlands. One comment has not yet been addressed and Ms. Bertotti recommended that it be included on the final mylar.

Inland Wetlands Permit – Determination of Significance (2011-134)

**MOTION:** Mr. Brown moved to find the proposed activity would not cause a significant impact to the wetlands and will not require a public hearing because the construction activities will occur predominantly in the paved area of Thrall Road. Ms. Shanbaum seconded the motion and all members voted in favor.

Inland Wetlands Permit (2011-134)

**MOTION:** Mr. Brown moved to approve the inland wetlands permit with modifications as outlined in a staff memorandum from Matthew R. Bordeaux, Environmental Planner/Inland Wetlands Agent, dated November 14, 2011, to Renata Bertotti, Senior Planner. The permit is valid for five years with work within the wetlands upland review area to be completed one year from the beginning of construction. Mr. Petrone seconded the motion and all members voted in favor.

Special Exception Modification (2011-135)

**MOTION:** Mr. Brown moved to approve the special exception modification. Mr. Prause seconded the motion and all members voted in favor. The reason for the approval was the water pollution control facility and landfill truck scale projects were recently approved with consideration of special exception criteria. The proposed water main installation will not change those conditions.

Flood Plain Permit (2011-136)

**MOTION:** Mr. Brown moved to approve the flood plain permit because the proposed installation will not result in a net loss of flood capacity. Ms. Shanbaum seconded the motion and all members voted in favor.

TOWN OF MANCHESTER PLANNING AND ZONING COMMISSION – for revisions to the Manchester Zoning Regulations at Article II Section 14.01.07 (B5 zone), Article II Section 18.02.15 and Article II Section 18 Table 1 (Historic zone) to allow alcoholic liquor sales as permitted use; and amend Article IV Section 8.01.01 to increase the types of establishments that would sell alcoholic liquor regardless of separation distances – Zoning Regulation Amendment (2011-119)

Zoning Regulation Amendment (2011-119)

**MOTION:** Ms. Shanbaum moved to approve the proposed zoning regulation amendment to allow alcoholic liquor sales as permitted use in Business V and Historic zones and to increase the types of establishments that could sell alcohol regardless of separation distances. Mr. Prause seconded the motion and all members voted in favor. The zoning regulation amendment will be effective December 7, 2011.

**MANDATORY REFERRAL REPORT – 901 MAIN STREET:**

Mr. Pellegrini explained that First Niagara Bank is offering 901 Main Street, which is the former Regal Men’s Shop to the Town. The Town will accept the gift of the building and a \$500,000 gift will be made to the MCC Foundation with the understanding that the funds will be committed to opening an art gallery. The second floor will be used for offices. The long term goal is to provide classrooms, show art, and provide business services offices for the college. This is a significant real estate asset and he believes the acquisition is appropriate for the Town.

Mandatory Referral (2011-138)

**MOTION:** Mr. Prause moved to make a favorable recommendation to the Board of Directors for acceptance of 901 Main Street from First Niagara Bank because the project and acquisition is consistent with the Town’s Plan of Conservation and Development, the members recognized the importance of developing the downtown, and the acquisition is supportive of the Downtown Special Services District’s strategic plan. Ms. Shanbaum seconded the motion and all members voted in favor.

**APPROVAL OF MINUTES:**

October 17, 2011 – Public Hearing/Business Meeting

**MOTION:** Mr. Brown moved to approve the minutes as written. Mr. Prause seconded the motion and all members voted in favor.

**RECEIPT OF NEW APPLICATIONS:**

**53-71 SPENCER LLC** – 53-71 Spencer Street – Special Exception (2011-139) – request a special exception under Article II Section 24.02.01(a) to allow the storage of ice cream vendor trucks at an existing Storage America facility in a General Business zone.

The Chairman closed the business meeting at 10:56 p.m.

I certify these minutes were adopted on the following date:

January 18, 2012  
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. 1128, 1139, 1140