

**MINUTES OF BUSINESS MEETING  
HELD BY THE PLANNING AND ZONING COMMISSION  
APRIL 2, 2012**

**ROLL CALL:**

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

Alternates: Susan Shanbaum  
John Chaput

Absent: Anthony Petrone

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

Time Convened: 7:04 P.M.

**NEW BUSINESS:**

TOWN OF MANCHESTER PUBLIC WORKS DEPT. – west side of Adams Street (near 401 Adams) – installation of hydrodynamic separator on an existing drainage system outfall to improve storm water quality – Inland Wetlands Permit – Determination of Significance (2012-009); Inland Wetlands Permit (2012-009)

Mr. Derrick Gregor, Assistant Town Engineer, is seeking permission to install a hydrodynamic separator for an existing drainage system on Adams Street. Since 2007, the Town has been working with the North Central Conservation District, who has inspected most of the large outfalls in the Hockanum River Watershed, looking for areas of significant erosion or other issues where improvements can be made. This particular location was one of the high priority locations. It has an approximate 16 acre watershed that is heavily commercial and urbanized. It discharges to Bigelow Brook which then flows into the Hockanum River. The project is partially funded by a grant from the Clean Water Fund. These types of projects are administered by the North Central Conservation District. The Town Engineering Department does the designing and administers construction.

Mr. Gregor oriented the Commission members to the plan he displayed, pointing out Adams Street. The area in which the work will take place is about 800 feet north of the intersection with Middle Turnpike West. He pointed out where Bigelow Brook crosses Adams Street. In blue are wetlands that were flagged at the site, located by field survey, and the dark line is the 100 year FEMA flood plain limit. The main system is a 30" RCP that discharges to a very heavily riprapped location on the slope. He said the issue here is not a scour issue but more just the size of the watershed and how developed it was. This system picks up a number of catch basins that extend southerly for quite a distance, extending east to Deerfield Drive. There is a secondary outfall a little further to the west. That system picks up a couple of catch basins from a private parking lot located to the West of Adams Street. He did look at including the secondary system, but it is much lower than the main system and the connection could not be made physically.

Mr. Gregor explained he would be putting in an offline hydrodynamic separator, which is shown in orange on the plan. That requires the installation of a manhole with a weir in it, diverting the first flush after a storm event, which is considered the most polluted. It gets pushed through the treatment system and ties back into that pipe for the same outlet location. The weir allows larger flows that exceed the first flush to bypass over the top of the weir and bypass this system. Generally that helps with reducing washout, he said. Offline systems are optimum when flows are this large. There will be no wetland or flood plain impact; all work will be in the western lane of Adams Street and just off the curb. He said the system cannot be placed off the road due to an 8" gas line located in the area. The system will have access manholes that the Town can access relatively easily for maintenance operations. This will be a small area of disturbance with silt fencing to be placed below all disturbed areas. Any disturbed areas will be loamed and seeded and the area will be well stabilized after construction. He said the object is to improve the water quality of the whole watershed area and this fits within that goal.

Mr. Bordeaux said this is a straightforward project. All activity will be within the 100' upland review area so there will be no impacts to the wetlands. The proposed erosion control measures are in accordance with the guidance manual. This project should result in an improvement of water quality discharge to the Bigelow Brook and eventually the Hockanum River.

In response to a question from Mr. Diminico, Mr. Gregor said work should commence this summer and will take two to four weeks at most.

In response to a question from Mr. Prause, Mr. Gregor showed the cross hatched area on the map, which will be the area of disturbance.

#### Inland Wetlands Permit – Determination of Significance (2012-009)

**MOTION:** Mr. Kidd 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 (2012-009)

**MOTION:** Mr. Kidd moved to approve the inland wetlands permit for five years with work within the wetlands upland review area to be completed one year from the beginning of construction. Mr. Prause seconded the motion and all members voted in favor.

TOWN OF MANCHESTER PUBLIC WORKS DEPT. – 387 Middle Turnpike West – for reconstruction of drainage outlets, installation of riprap and construction of a water quality basin – Inland Wetland Permit – Determination of Significance (2012-011); Inland Wetland Permit (2012-011); Erosion and Sedimentation Control Plan (2012-012); Flood Plain Permit (2012-013)

Mr. Gregor explained this is another project funded through the federal Clean Water Fund and is rated a high priority due to significant scour at the two outlets that come down to the site. This property consists of a 285 acre watershed that covers most of central Manchester and is in close proximity to the Bigelow Brook. Scour is beginning to be evident downstream with some sedimentation deposits just below the outlets. Mr. Gregor oriented the Commission members to the plan he displayed. There are currently two drainage outfalls. One is a 60" RCP and one is a 30" RCP. The area in blue is the existing watercourse. He said there is a lot of turbulence at both outfalls with a lot of erosion within the defined wetland areas. Wetlands are shown in a light blue color and the orange color is the 100 year flood plain. He pointed out an area within wetlands and flood plains. The yellow indicates the property lines.

Mr. Gregor explained the Town is proposing the installation of a water quality basin; basically, a storm water wetland. Hydrodynamic separators are not feasible because of the large amount of flow. He is looking to intercept the 60" pipe that goes through now, put in a new manhole structure and redirect it toward the west with a concrete end wall and a riprap scour hole to provide appropriate protection at the outfall. He would like to extend the 30" pipe into the basin. He said the shaded area on the plan is basically a big hole. It is a pool the Town will be digging that will hold as much of the water quality volume as possible, keeping in mind the constraints at the site. Work will be done within the wetland and flood plain areas. Both outfalls will have standard size riprap installed. A pervious riprap berm will be created at one end of the site. Water will flow into the basin through the two outfalls and migrate westward. This pool will maintain some of the wetness, increasing the wetlands at the site by about 13%. The pool will fill up and excessive storm flows will spill over the riprap into the naturally existing channel. All slopes are approximately 2:1 slopes that will be seeded with mix appropriate for that type of slope. Erosion control blankets will be applied around the perimeter of the entire basin to help with the stabilization. He pointed out where some tree plantings are proposed. There are three large sugar maple trees along the residential property line he is looking to maintain. A pipe in that same location will be abandoned in place so as not to disturb those trees.

Mr. Gregor explained the linear park trail currently crosses over Middle Turnpike West. A 10' shelf has been left along the eastern property line so the flat grade will continue out just in case the trail comes through this area. The pink line on the plan is a 21" interceptor sanitary sewer. The wetland is encroaching into the limits of the pipe. The concern is that the pipe may eventually be undermined with all of the scour and erosion currently occurring. As part of this project, that grade will be filled back in and built out to protect that sanitary sewer going forward.

The work in the wetlands will be done as quickly as possible during dry weather. There are plans to phase the project. The plan is to keep the current system operational as long as possible while building the rest of the improvements at the site. When there is a span of dry weather, the switch over will be completed. The project is located within the FEMA flood plain. Flood plain elevations are about 106 and the proposed berm has purposely been set at 105 to be below the flood plain, in effect, increasing the flood plain. Silt fencing will be placed below all disturbed

areas. He said some dewatering may be required. The plan is to put in pumps or silt bags within the limits of construction to clean any water that comes out before it migrates into the water course. The intention is not to store many materials on site. This project is primarily an excavation so the contractor will have to load material onto trucks and haul it off site almost immediately. There are two stockpiles identified for some materials as needed. The goal of this plan is to prevent the continued scour and sedimentation downstream, better protect the sanitary sewer and improve wetland areas and flood plain storage.

In response to questions from Mr. Brown, Mr. Gregor explained the pipe sizes and flows are cost prohibitive for a hydrodynamic separator. This basin acts as a water quality basin instead. The scour holes are depressed within the larger basin and serve as a pretreatment area. The idea is that the Highway Department can get in and clean out the holes he pointed out before having a spillover and filling up the entire basin.

In response to a question from Mr. Diminico, Mr. Gregor said about 2,000 yards of excavated material will be removed. Some of that excavated material will be used for fill as needed as long as it is appropriate.

In response to a question from Mr. Kidd, Mr. Gregor explained that given the scour condition that has formed, the wetlands are not in the best of condition. Work in the wetlands area is less than desirable, but an effort has been made to size the bottom of the basin and provide hydraulic considerations to keep it wet and actually expand and improve the wetlands area.

Mr. Dougan said since he has been on the Commission, there has never been a determination of significance which would require a public hearing. To strictly adhere to the statute the Commission can say this has a significant impact and call for a public hearing. That would not cause any harm, he said.

In response to a question from Mr. Diminico, Mr. Gregor said this work is slated for bid in the spring and work to be done this summer during the dry season.

Mr. Diminico said the wetlands are being significantly impacted now and the work will improve the quality of the wetlands. Holding a public hearing would follow the protocol but delay the process. Mr. Diminico feels the Commission should defer to the professionals in the field, the Town Engineer and Wetlands Agent.

Mr. Prause said the regulations address substantial effect, which in his opinion is an ultimate effect, so in this case the effect is an improved condition.

Mr. Dougan asked what the value in holding a public hearing was in the past, and if the public hearing changed the outcome of the proposed activity. Mr. Diminico said, in his experience, it has not changed the outcome.

Mr. Bordeaux said the Conservation Commission has reviewed this application and is comfortable with the proposed activity.

Inland Wetlands Permit – Determination of Significance (2012-011)

**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 (2012-011)

**MOTION:** Mr. Dougan moved to approve the inland wetlands permit for five years with work within the wetlands upland review area to be completed one year from the beginning of construction. Mr. Prause seconded the motion and all members voted in favor.

Erosion and Sedimentation Control Plan (2012-012)

**MOTION:** Mr. Dougan moved to approve the erosion and sedimentation control plan. Mr. Kidd seconded the motion and all members voted in favor.

Flood Plain Permit (2012-013)

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

WESLEY VANCOUR – 95 Avery Street – for removal & replacement of concrete sidewalk in the rear of the building, installation of required handicap ramp, and minor reconfiguration of existing parking area – SDC Site Plan (2012-016)

Mr. Peter Henry, Holmes and Henry, said he is representing the applicant and trying to gain approval of a site plan for 95 Avery Street. This property is 0.40 of an acre in an SDC zone and is located at the corner of Avery and Deming Streets. The existing building was shown in orange on the plan Mr. Henry displayed. The existing parking was shown in gray and is currently appropriate for fifteen cars. There are two sidewalks which he pointed out. Dr. Letrisa Miller is a feline veterinarian who has operated in another state for ten years. Mr. Henry said she will need parking for one employee and herself. She schedules appointments every 30 minutes and will have no more than sixteen patrons per day. The original traffic report stated she would have appointments every fifteen minutes. This use will have no impact to the traffic pattern. Several changes are proposed. One is to modify the existing parking to square it up in the north and front by the existing building. A five foot wide handicap ramp would be installed. The timber wall would be removed and replaced with bituminous curbing. A new 5' sidewalk would connect both rear doors with the parking lot. The front walk would be removed and replaced with another concrete walk. North of the parking lot, the applicant proposes a concrete block retaining wall. A 24" to 36" wall will blend with the topography in the northern portion of the property. Mr. Henry explained the applicant originally wanted access to the first floor by way of a rather long ramp but decided the cost was too expensive at this time. The applicant would still like approval for the ramp in order to maintain the option of installing it at some point.

Mr. Diminico noted the Building Department has allowed access on the ground floor level. Space 5 will be designated as a handicap space and hash marks will be placed on space 4.

Mr. Henry said if the ramp were built one day, the lot would need to be restriped. He displayed the new siding the applicant is proposing for the building.

In response to a question from Mr. Brown, Mr. Henry said Mr. Bordeaux provided a list of ten alternative noninvasive tree species, and the applicant will pick from that list.

Ms. Bertotti said she will require a revised landscaping plan when that decision is made. The Town Engineer asked that a portion of the median on Avery Street be removed. The median was put there by the State despite the fact that Avery Street is a Town road. Revised plans need to be submitted and modifications need to be made to the retaining wall.

In response to a question from Ms. Bertotti, Mr. Wesley Vancour, owner, said the building originally had cedar shingles on the front and siding on the other three sides. Dr. Miller would like vinyl on all four sides of the building.

In response to a question from Mr. Brown, Mr. Henry said there will be signage in the front of the building over the front entrance and on the side of the building facing Avery Street.

In response to a question from Mr. Brown, Ms. Bertotti said one portion of the median on Avery Street is affecting the entrance and exit from this location. The Town is agreeable to removal of a portion of the median.

In response to a question from Mr. Diminico, Mr. Henry said the wall materials will be concrete decorative block.

In response to a question from Mr. Prause, Mr. Henry said the walkway will be a 5' concrete wall with a ramp inside it. There will be rails on both sides.

Mr. Pellegrini advised that if the Commission approves the proposed plan, it should make it clear that the long handicap ramp shown on the plan is not required for a Certificate of Occupancy if an alternative is provided.

Mr. Vancour added he met with Mr. Greg Smith, Chief Building Official, and looked at the bottom floor. The configuration of the bathroom downstairs will be changed to be handicap compliant. There will be a reception area and examination room on the bottom floor allowing the same service on the bottom floor for handicap patrons.

#### SDC Site Plan (2012-016)

**MOTION:** Mr. Kidd moved to approve the SDC site plan with the condition that the handicap ramp shown on the plan does not have to be constructed in order to obtain a Certificate of Occupancy if a handicap accessible alternative has been approved by the Building Department, and with modifications as outlined in staff memoranda from James Mayer, Town Traffic Engineer, dated March 28, 2012, to Renata Bertotti, Senior Planner; Nick Francione, Civil Engineer, dated March 28, 2012; and Matthew Bordeaux, Environmental Planner/Inland Wetlands Agent, dated March 19, 2012. Mr. Prause seconded the motion and all members voted in favor.

SAM'S REAL ESTATE BUSINESS TRUST – 69 Pavilions Drive – for expansion of existing Sam's Club building by approximately 22,000 sq. ft. – Inland Wetlands Permit – Determination of Significance (2012-020)

Attorney John Knuff, Milford, CT, spoke on behalf of the applicant, Sam's Club. The applicant is proposing the expansion of the existing store from 116,000 square feet to approximately 138,000 square feet for an expansion of 22,000 square feet. This applicant does not propose any work within any water course or wetlands. The only disturbance will be within the upland review area. There will be about 3,400 square feet of new impervious coverage within the upland review area. Stormwater treatment will be improved significantly on this site. He said it does not meet the current DEP guidelines of 80% total suspended sediment (TSS) removal, but that will be remedied. Attorney Knuff handed out a copy of the plan he displayed as well as a memorandum detailing how this application does not meet any of the significant activity criteria.

Mr. Anthony Zemba, certified soil scientist, familiarized the Commission members with the wetland and watercourse resources adjacent to the site and their characteristics. There are two resources, one of which has a very small square footage on the actual property itself. The first is a forested broadleaf, deciduous, wetland on the toe slope on the western side of the property. That forested wetland is drained by an intermittent ravine system. The resource area is vegetated with skunk cabbage, cinnamon fern, spice bush, high bush blueberry, pin oak, red maple and northern red oak. The upland area adjacent to the resource is vegetated with a variety of species including box elder, multi flora rose, gray birch, sassafras, etc. The soils of the wetland are poorly drained Wilbraham silt loams. The hydrology is supported by groundwater discharge augmented by direct precipitation and stormwater discharge from a number of outfalls by the abutting property owners.

Mr. Zemba explained the proposed improvements to the site and the store expansion will create 14,500 square feet of land disturbance in the area indicated in brown on the map he displayed. Most of that disturbance is temporary as the slope will be regraded. He said there will be no direct impact to the wetlands. The slope will be revegetated with a conservation seed mix and erosion control mat.

Mr. Herb S. May, Jr., professional engineer, said the subject property consists of just over 13 acres in the northern part of Town. He pointed out the existing building footprint, including the loading dock and the liquor box, as well as the truck turnaround for deliveries. The building will be expanded to the west side by 22,200 square feet and a new access drive will be provided along the westerly side of the building with a new loading dock in the back. There is an existing retaining wall located around the western truck turnaround as well as in the smaller truck turnaround area. A similar segmental block retaining wall will be installed. The upland review area will be disturbed for installation. The only wetlands on the site are the small pocket which he pointed out and said will not be disturbed. All work will be in the upland review area.

Mr. May said the existing grades downgrade of the existing wall are now 2:1 or steeper. He is proposing slopes downgrade of the new wall to be 2.5:1. Currently the side slope consists of riprap. The new slope will have a turf mat instead. The existing site does not meet the 80% TSS removal as required by DEP. To correct this, all catch basins will be hooded. Proposed catch basins will have 4' deep sumps. Mr. May pointed out an existing grit chamber on the map. It is fairly deep and has been maintained twice per year along with all other catch basins. A vortex

will be added and Mr. May pointed out the location on the map. The impervious area will be increased by 3% and water quality will be improved, he said.

In response to a question from Mr. Diminico, Mr. May said the plan is to do the work this year provided the permitting process allows for enough time.

In response to a question from Mr. Prause, Mr. May confirmed there will be no work done at the outfall structures.

Mr. Bordeaux said Town staff has no comments. All work will take place in the upland review. Erosion control measures appear adequate. Proposed restoration will restore the site to current conditions.

#### Inland Wetlands Permit – Determination of Significance (2012-020)

**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 there will be limited disturbance to the upland review area and the proposed activity will have no direct impact to the wetlands. Mr. Prause seconded the motion and all members voted in favor.

#### BRUNELLE MANCHESTER, LLC & BRUNELLE WOODLAND STREET, LLC – Pre-application review for 2 two-story houses to be located on 123 & 129 Woodland Street

Attorney Antoinette Webster spoke on behalf of the clients, Michael and Richard Brunelle. She presented a preliminary plan for the property known as 123 and 129 Woodland Street. The applicant is proposing a two family house on each lot, which is a permitted use in the zone. Due to the size of the lot, a special exception is required. Attorney Webster displayed the front and rear elevations. She said the homes fit nicely on the lots. The lots will have a combined grading plan. The entrance to each lot will be off of Woodland with a straight driveway. There is one large tree on the boundary line which will need to be removed due to line of site, but it will be replaced with other landscaping.

Mr. Mark Peterson, Gardner and Peterson, said each lot is just under 0.188 acres. This is a flat site that is currently a lawn area. Public utilities such as gas, water, and sewer are available to the site. Mr. Peterson is still determining what the drainage system is on Woodland Street. The lot elevation is about 1.5” above Woodland Street. There will be nice, usable space behind each unit.

Attorney Webster said there are just shy of a dozen two family houses on Woodland and Westerly Street. She would love to hear some feedback from the Planning and Zoning Commission. She explained if the lot was a little larger, a special exception would not be required, but since the lots of record are undersized, her client needs a special exception.

In response to a question from Mr. Diminico, Mr. Pellegrini noted the two corner lots at Homestead are duplexes as are the houses at the corner of Regent. Houses at 112, 114, and 120 Woodland are also duplexes.

In response to a question from Mr. Dougan, Ms. Bertotti explained that there is a section in the Zoning Regulations that allows for a single family home on any size lot of record, but because the applicant wants a two family home on an undersized lot, a special exception is required. The lots are appropriate for a single family home now.

Mr. Pellegrini further explained that these are non conforming lots of record. Today the minimum frontage required is 75'; these lots have 62' of frontage. If a lot is a smaller lot of record, a single family home may be built as of right. A special exception, however, is required for a duplex because there have been problems with crowding and parking in the past.

In response to a question from Mr. Diminico, Mr. Mike Brunelle said each duplex will be a total of 2,400 square feet. He is not finished with the design but plans that each unit will be 1,200 square feet with two bedrooms, 1 ½ baths and a full basement. The house will be 40' in width and the front of the house will be 44' from the front of the lot. The garage will be in front of the house and the living and dining area will be located behind it. The driveways will go straight in toward the garage as he did not have room on the lot to make turns for driveways.

In response to a question from Mr. Diminico, Mr. Peterson said he and the applicant did have a discussion about moving the garages to the outside of the units. There is a site line issue with a 30" maple from the eastern most unit driveway location.

Mr. Brown said a good effort is being made to fill in empty lots on Woodland Street. The rest of it has been built out. From Regent Street to Broad Street, Woodland Street has one story small ranches. If one were to go toward Main Street, there are two family houses on the south side. He expressed concern with driving down the street and looking at the garage and not much else. He is also concerned about the size and scale of these homes in that neighborhood.

Mr. Diminico also expressed concern about the scale of the houses and said the garages in the front stick out like a sore thumb. He suggested presenting the garages differently.

Mr. Kidd said he didn't get a chance to drive by this location but is concerned that there is currently a row of homes that are fairly similar with these two starkly different homes right at the end.

Mr. Brown said that for the most part there is a group of ranches in this location but when one turns east it changes into a mix of housing. What bothers him the most is the garages, he said. It would help a great deal if that could be addressed.

Mr. Brunelle thought the garages would separate the duplex from the other typical colonials in town. He was trying to add amenities; it would benefit the tenant to park in a garage and walk directly into their house.

Mr. Pellegrini asked if he considered a detached garage in the rear as an alternative.

Mr. Brunelle said that would take away from the openness of the lot. He envisions young families living there and wants to allow for fenced in yards. The garage also adds privacy to the units and gives the tenant a feel of their own residence.

Mr. Prause said Manchester has a wide variety of houses, which is a good thing. That does make it difficult to know if it meets the special exception criteria of neighborhood compatibility though. It is important that Manchester has a mix of housing in all areas of town.

Mr. Diminico said these houses are very different for that area and strongly feels that the garages in front are not compatible with the neighborhood.

Mr. Brunelle wondered how the Commission would feel if the garage were recessed more so it was not protruding and less obvious.

Mr. Kidd thought the gable draws more attention to the garages. He suggested possibly pulling the garages back and making the house look more traditional. He echoed some of the concerns that were brought up by other members, and suggested better quality drawings, to help the Commission visualize the proposal. He does not have a problem with a two family house in this location.

Mr. Diminico said he hoped the Commission provided some direction to the applicant.

#### **ADMINISTRATIVE REPORTS:**

Mr. Pellegrini reported that the Broad Street reconstruction is underway and going reasonably well. The Town is waiting for the approval of the EPA for the PCB removal at the Parkade. Once that is received the demolition can begin. The buildings should be down by mid June.

Mr. Kidd suggested the Commission may be due for a planning session to review projects and priorities.

#### **RECEIPT OF NEW APPLICATIONS:**

**TOWN OF MANCHESTER PLANNING AND ZONING COMMISSION – Zoning Map Amendment (2012-026)** – for a zone change from GB to FBZ in the Broad Street redevelopment area.

**NORTHLAND PAVILIONS, LLC – CUD Detailed Plan Modification (2012-028)** – to add three windows to two sides of the existing recreation building at 345 Buckland Hills Drive.

**SHELTER FOR WOMEN – Site Plan (2012-029)** – for the installation of a 4-unit HVAC system in a Historic zone at 151 Hartford Road.

**AMERICAN GROUP, LLC – Certificate of Location Approval (2012-031)** – for the sale of four used automobiles at 266 Middle Turnpike West.

The Chairman closed the business meeting at 10:04 p.m.

I certify these minutes were adopted on the following date:

May 7, 2012  
Date

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Joseph Diminico, Chairman

**NOTICE: A DIGITAL RECORDING OF THIS PUBLIC HEARING CAN  
BE HEARD IN THE PLANNING DEPARTMENT.**