

**MINUTES OF BUSINESS MEETING
HELD BY THE PLANNING AND ZONING COMMISSION
JUNE 3, 2013**

ROLL CALL:

Members Present: Eric Prause, Chair
Andy Kidd, Vice Chair
Horace Brown, Secretary
Michael Stebe
Chirag Thaker

Alternates Absent: Anthony Petrone
Susan Shanbaum

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

Time Convened: 7:45 P.M.

NEW BUSINESS:

TOWN OF MANCHESTER PLANNING AND ZONING COMMISSION – to amend the regulations regarding financial guarantees to comply with recent revisions to the State statutes – Subdivision Regulation Amendment (2013-025)

Subdivision Regulation Amendment (2013-025)

MOTION: Mr. Stebe moved to approve the subdivision regulation amendment. Mr. Brown seconded the motion and all members voted in favor. The reason for the approval was the proposed amendments reflect recent legislative changes and bring Manchester Subdivision Regulations into compliance with Section 8-25 of the Connecticut General Statutes. The proposed changes will become effective on June 21, 2013.

TOWN OF MANCHESTER PLANNING AND ZONING COMMISSION – to amend the regulations regarding financial guarantees to comply with recent revisions to the State statutes – Zoning Regulation Amendment (2013-026)

Zoning Regulation Amendment (2013-026)

MOTION: Mr. Brown moved to approve the zoning regulation amendment. Mr. Stebe seconded the motion and all members voted in favor. The reason for the approval was the proposed amendments reflect recent legislative changes and bring Manchester Zoning Regulations into compliance with Section 8-3 of the Connecticut General Statutes. The proposed changes will become effective on June 21, 2013.

ADOPTION OF A RESOLUTION TO DELEGATE AUTHORITY FOR CERTAIN ADMINISTRATIVE APPROVALS TO THE WETLANDS AGENT

Mr. Bordeaux explained that he is proposing a resolution authorizing an expansion of the existing administrative review and approval process within the upland review area on all properties. He referred to a memorandum to the Commission in which he listed anticipated types of activities that would be administratively approved.

In response to a question from Mr. Brown, Mr. Bordeaux said the Commission will be advised of approvals during regular meetings. Mr. Brown would like to see that included in the resolution. In addition, the resolution refers to a memorandum; he thought this should be changed.

In response to a question from Mr. Prause, Mr. Bordeaux said he has administratively approved about ten applications since the original authorization for administrative approvals took place in 2009.

MOTION: Mr. Stebe moved to table this item. Mr. Brown seconded the motion and all members voted in favor.

ADMINISTRATIVE REPORTS:

Discussion of Manchester 2020 Plan Implementation Survey

Mr. Pellegrini explained that the Planning Department is ready to publish a survey on the 2020 Plan implementation. It will be directly e-mailed to all Town board and commission members, as well as all residents that participated in the planning process. It will also be available on the Town's website, he said.

Mr. Brown suggested a place at the end where people could add any other comments or suggestions. Mr. Kidd said the survey was well crafted. Mr. Prause and Mr. Thaker agreed with Mr. Brown's suggestion of adding a space for comments or suggestions.

APPROVAL OF MINUTES:

February 20, 2013 – Public Hearing

MOTION: Mr. Kidd moved to approve the minutes as written. Mr. Stebe seconded the motion and Mr. Prause, Mr. Thaker, Mr. Kidd and Mr. Stebe voted in favor. Mr. Brown abstained. The motion passed four to zero.

February 20, 2013 – Business Meeting

MOTION: Mr. Kidd moved to approve the minutes with the correction that the first part of the fourth paragraph on page 5 be revised to read, "*Mr. Kidd said he was not as worried about the small portion of wetlands being eliminated as he was about the significant amount of activity in the other higher quality wetlands area.*" Mr. Stebe seconded the motion and Mr. Prause, Mr. Thaker, Mr. Kidd and Mr. Stebe voted in favor. Mr. Brown abstained. The motion passed four to zero.

March 18, 2013 – Public Hearing/Business Meeting

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

RECEIPT OF NEW APPLICATIONS:

TOWN OF MANCHESTER PLANNING AND ZONING COMMISSION – Zoning Regulation Amendment (2013-033) – revisions to the zoning regulations to add Bed and Breakfast Inn establishments as a permitted use in Residence AA and Rural Residence zones.

ST. BRIDGET – Special Exception Modification (2013-034) – for the installation of outdoor playground equipment at 70 Main Street, Residence B and Residence C zones.

The Chairman closed the business meeting at 8:34 p.m.

I certify these minutes were adopted on the following date:

September 16, 2013

Date

Eric Prause, Chairman

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