

**MINUTES OF BUSINESS MEETING  
HELD BY THE PLANNING AND ZONING COMMISSION  
OCTOBER 7, 2013**

**ROLL CALL:**

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

Alternates: Julian Stoppelman

Absent: 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: 8:31 P.M.

**NEW BUSINESS:**

ADELBROOK, INC. – for the installation of an outdoor playground at an existing school building at 42 Prospect Street, Residence C – Special Exception Modification (2013-059)

Amy Gates, Director of Education, explained that Adelbrook, Inc. just purchased 42 Prospect Street, which was previously New Hope Manor. Adelbrook serves children ages three to ten and will need a playground. She is proposing a playground designed for students with many types of disabilities.

In response to questions from Mr. Prause, Ms. Gates explained that the playground will be built in three phases. The first phase will be the key elements such as a sandbox and swings, which help with sensory and motor perspectives. The area where the playground is to be located is currently grass, with chain link fencing existing.

Tom Bush, Architect, explained that the playground will be constructed following a three-year plan, beginning with the least expensive items. First will be a tricycle path and a sand box. The project will be taken one step at a time to provide the best equipment for the children attending the school.

In response to a question from Mr. Prause, Larry Marino presented pictures taken from the neighboring condominium complex and from the yard of the neighbor across the street. Mr. Marino said he did not intend to add screening because the property is elevated above the neighbors.

In response to a question from Mr. Brown, Ms. Gates said the chain link fencing will remain. White vinyl fencing will be placed near the parking lot.

In response to a question from Mr. Brown, Mr. Bush said the chain link fencing could be black, green, or with strips. Mr. Brown said he desired green vinyl strips in the fencing.

In response to a question from Mr. Prause, Ms. Gates confirmed that the hours are 8:30 a.m. to 3:00 p.m. Monday through Friday, with the possibility of an extended day program from 3:00 p.m. to 6:00 p.m.

In response to questions from Mr. Thaker, Ms. Gates said there will be a maximum of 40 students with a 2:1 student to staff ratio. The children will not be able to access I-384 because of the fencing.

Ms. Bertotti said the Civil Engineer has some outstanding comments that are minor and technical in nature and can be addressed on the final Mylars.

In response to a question from Mr. Prause, Ms. Bertotti said the applicant will be losing three existing parking spaces. To compensate, the applicant is proposing a total of five new spaces. Ms. Bertotti said the Town Engineer asked about grading with regard to drainage.

Mr. Bush said the landscape architect provided a print that addressed those issues. He requested that the Commission make the fencing with slats a condition of approval if that is the desire.

#### Special Exception Modification (2013-059)

**MOTION:** Mr. Brown moved to approve the special exception modification to add a playground and parking with modifications as outlined in the staff memorandum from Derrick Gregor, Assistant Town Engineer, dated October 7, 2013 to Renata Bertotti, Senior Planner; and with the modifications to add landscaping in the areas lacking screening and to add slots to the existing chain link fence on the north side of the playground. Mr. Kidd seconded the motion and all members voted in favor. The reason for the approval was the proposal is compatible with the use on the site and the neighborhood.

The Planning and Zoning Commission took a brief recess at 8:52 p.m. and returned at 9:07 p.m.

SHOPPES AT BUCKLAND HILLS, LLC – for development of a restaurant and associated parking at 90, 96, 98, 100 & 102 Buckland Hills Drive, CUD zone – Inland Wetlands Permit – Determination of Significance (2013-049); Inland Wetlands Permit (2013-049); CUD Preliminary Plan of Development (2013-050); Erosion and Sedimentation Control Plan (2013-051); CUD Detailed Plan of Development (2013-052)

#### Inland Wetlands Permit – Determination of Significance (2013-049)

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

#### Inland Wetlands Permit (2013-049)

**MOTION:** Mr. Brown moved to approve the inland wetlands permit with modifications as

outlined in the staff memorandum from Derrick Gregor dated September 27, 2013 to Renata Bertotti. This permit is valid for five years with work in the upland review area to be completed one year from the beginning of construction. Mr. Stebe seconded the motion and all members voted in favor.

CUD Preliminary Plan of Development (2013-050)

**MOTION:** Mr. Stebe moved to approve a material change to the CUD Preliminary Site Development Plan under Article II Section 8.11 of the zoning regulations for a proposed change in land use from Land Use Type IV (free standing restaurant) to Land Use Type I (general commercial use) and a proposed preliminary plan approval for a 26,400 sq. ft. restaurant and amusement use and associated parking with modifications as outlined in the staff memoranda from: (1) Derrick Gregor dated September 27, 2013 to Renata Bertotti; (2) Raymond Myette, Jr., Design Engineer, dated September 27, 2013 to Renata Bertotti; and (3) Kenneth Roback, Eighth Utilities District Fire Marshal, dated September 23, 2013 to Renata Bertotti. Mr. Brown seconded the motion and all members voted in favor. The reason for the approval was the proposal is appropriate in use and scale for a CUD zone.

Erosion and Sedimentation Control Plan (2013-051)

**MOTION:** Mr. Stebe moved to certify the erosion and sedimentation control plan for a 26,400 sq. ft. restaurant and amusement use and associated parking with modifications as outlined in the staff memorandum from Derrick Gregor dated September 27, 2013 to Renata Bertotti. Mr. Thaker seconded the motion and all members voted in favor.

CUD Detailed Plan of Development (2013-052)

**MOTION:** Mr. Stebe moved to consent to an extension until the October 21, 2013 meeting. Mr. Thaker seconded the motion and all members voted in favor.

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

TOWN OF MANCHESTER PUBLIC WORKS DEPT. – for the removal of approximately 0.75 cubic yards of concrete from an existing weir linking the west and east Globe Hollow reservoir – Inland Wetlands Permit – Determination of Significance (2013-064); Inland Wetlands Permit (2013-064); Flood Plain Permit (2013-065)

Derrick Gregor, Assistant Town Engineer, explained that the application is for the removal of a concrete weir for Globe Hollow Reservoir, 358 South Main Street. Globe Hollow is the main source of raw water for the Water Treatment Plant. On the plan he displayed, Mr. Gregor pointed out that the reservoir is split into two sections with South Main Street bisecting a west to east section. Flows are from the west side to the eastern reservoir, then northward up to Globe Hollow Water Treatment Plant.

Current, there is a 6' diameter arch culvert located underneath the causeway that splits the reservoir. It is located approximately 20' below the road. Immediately above that on the western side of the causeway is a concrete weir, which is typically submerged under water. During drought conditions, the water level in the western reservoir drops down to the point where it is below the top of the weir and therefore water cannot flow easterly to the treatment

plant. There is a whole reservoir of water that is not accessible during drought periods. The purpose of the project is to lower the weir down about 3' in order to access the water when drought conditions are experienced.

Mr. Gregor explained that a turbidity curtain will be placed immediately adjacent to the weir. Mechanical equipment will pulverize the concrete, allowing the excavator to sit in the southbound lane of South Main Street, reach over the fence and guiderail, and start breaking down the weir. As part of the project, debris located in the area will be excavated, loaded into a truck, and hauled off site. There will be no disturbance to the ground surface.

Mr. Gregor said Town staff did consider other alternatives. To dry the area and work with dry conditions would be difficult; steel sheeting and coffer dams would have to be installed. Staff also considered replacing the culvert with shallow pipe or possibly pumping during drought conditions. Town staff believes the proposed option causes the least disturbance to the reservoir and the wetlands.

Mr. Bordeaux said he reviewed this application in terms of the wetland impact and does not anticipate any impact.

Inland Wetlands Permit – Determination of Significance (2013-064)

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

Inland Wetlands Permit (2013-064)

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

Flood Plain Permit (2013-065)

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

L & J MANCHESTER II, LLC – for replacement of a concrete headwall with a storm pipe outlet at 346 Middle Turnpike West, Form-Based zone – Inland Wetlands Permit – Determination of Significance (2013-054) – *Request for Extension until November 4, 2013*; Inland Wetlands Permit (2013-054) *Request for Extension until November 4, 2013*; Flood Plain Permit (2013-055) *Request for Extension until November 4, 2013*

Inland Wetlands Permit – Determination of Significance (2013-054) – *Request for Extension*

**MOTION:** Mr. Stebe moved to consent to a 65-day extension for the inland wetlands permit – determination of significance. Mr. Thaker seconded the motion and all members voted in favor.

Inland Wetlands Permit (2013-054) – *Request for Extension*

**MOTION:** Mr. Stebe moved to consent to a 65-day extension for the inland wetlands permit. Mr. Thaker seconded the motion and all members voted in favor.

Flood Plain Permit (2013-055) – Request for Extension

**MOTION:** Mr. Stebe moved to consent to a 65-day extension for the flood plain permit.  
Mr. Thaker seconded the motion and all members voted in favor.

**ADMINISTRATIVE REPORTS:**

Mr. Bordeaux reported that he issued one Inland Wetland Permit administratively. East Catholic will install two dugouts at its softball field. Activity will take place in the upland review area only. The applicant is aware that a building permit is required.

**APPROVAL OF MINUTES:**

Business Meeting of June 17, 2013

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

**RECEIPT OF NEW APPLICATIONS:**

**JAMES GEYER – Inland Wetlands Permit – Determination of Significance (2013-070); Inland Wetlands Permit (2013-070)** – for removal of silt and sand accumulation in an existing pond at 20 Reed Drive, Rural Residence zone.

The Chairman closed the business meeting at 10:26 p.m.

I certify these minutes were adopted on the following date:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Eric Prause, Chairman

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