

**MINUTES OF BUSINESS MEETING  
HELD BY THE PLANNING AND ZONING COMMISSION  
AUGUST 4, 2014**

**ROLL CALL:**

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

Alternates: Julian Stoppelman  
Teresa Ike (sitting)

Absent: Susan Shanbaum  
Donald Palmer

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

Time Convened: 9:08 P.M.

**NEW BUSINESS:**

TOWN OF MANCHESTER PLANNING AND ZONING COMMISSION – To revise Article II Section 22 of the Zoning Regulations, adding 22.02.07 to allow residential units above the first story as a Permitted Use in the Special Design Commercial Business Zone if there are four or fewer residential units or if the combined maximum gross floor area of all residential units does not exceed 5,000 square feet; and adding 22.04.07 to allow residential units above the first floor as a Special Exception Use when there are five or more dwelling units or the floor area of residential units exceeds 5,000 square feet – Zoning Regulation Amendment (2014-047)

Zoning Regulation Amendment (2014-047)

**MOTION:** Ms. Ike moved to approve the Zoning Regulation Amendment 2014-047 to allow the residential use above the first story in the Special Design Commercial Zone. Mr. Stebe seconded the motion and all members voted in favor.

The reason for the approval was that the amendment is consistent with the Plan of Conservation and Development and in keeping with permitted uses in other business zoning districts.

The Zoning Regulation Amendment will be effective on August 19, 2014.

RAY HARPER – For outside building elevation changes at 194 Buckland Hills Drive, Space 1023, CUD zone – CUD Detailed Site Development Plan Modification (2014-073)

Travis Blake, Architect, presented the design proposal for Maggie McFly's Restaurant. The existing façade will be repaired and maintained. Renovation will not impact parking or traffic.

The existing restaurant space will be reinvented with a new restaurant. An enclosed covered patio will be added within the existing footprint. There will be no expansion to the sidewalk area.

Mr. Pellegrini explained to the Commission that this restaurant is located on the northern side of the Buckland Hills mall, in the space previously occupied by Vinnie T's. There is no entrance to the restaurant from inside the mall. The applicant will be making more than routine changes to the building façade, which is why this application is before the Commission.

Mr. Blake explained that the restaurant will be given a fresh look with new paint and awnings. Lights will be placed on the exterior. The changes will mesh well with what is currently there.

Ms. Bertotti said there are no staff comments on this application.

CUD Detailed Site Development Plan Modification (2014-073)

**MOTION:** Ms. Ike moved to approve the CUD Detailed Site Development Plan Modification for outside building elevation changes at 194 Buckland Hills Drive. Mr. Stebe seconded the motion and all members voted in favor.

VONTELL, JOHN – For re-subdivision of an existing lot at 143 Carter Street, RR zone – Inland Wetlands Permit – Determination of Significance (2014-044); Inland Wetlands Permit (2014-044); Resubdivision (2014-045)

Inland Wetlands Permit – Determination of Significance (2014-044)

**MOTION:** Mr. Stebe moved to find the proposed activities at the above referenced location as shown on the Inland Wetlands Permit application 2014-044 will not have a significant impact on the wetlands and watercourses and therefore will not require a public hearing. Ms. Ike seconded the motion and all members voted in favor.

Inland Wetlands Permit (2014-044)

**MOTION:** Mr. Stebe moved to approve the Inland Wetlands Permit 2014-044 with modifications as specified in staff memoranda from:

1. Bernard Kalansuriya, Design Engineer, dated July 31, 2014 to Renata Bertotti, Senior Planner;
2. Bernard Kalansuriya, Design Engineer, dated July 8, 2014 to Renata Bertotti;
3. Matthew R. Bordeaux, Environmental Planner/Wetlands Agent, dated July 8, 2014 to Renata Bertotti.

Mr. Brown seconded the motion and all members voted in favor.

The reason for the approval was that the proposed activity in the upland review area does not disturb the natural or indigenous character of the land by significant impact or major effect.

The approval is valid for five years. The work in the regulated area must be completed within one year of commencement.

Resubdivision (2014-045)

**MOTION:** Mr. Stebe moved to approve the re-subdivision of the existing lot at 143 Carter

Street into two lots, with modifications as specified in staff memoranda from:

1. Bernard Kalansuriya, Design Engineer, dated July 31, 2014 to Renata Bertotti, Senior Planner;
2. Bernard Kalansuriya, Design Engineer, dated July 8, 2014 to Renata Bertotti;
3. Matthew R. Bordeaux, Environmental Planner/Wetlands Agent, dated July 8, 2014 to Renata Bertotti;

And with the condition that the installation of sewer lateral serving the existing home at 143 Carter Street shall be completed prior to filing of mylar plans of the approved subdivision. A proof of completion shall be submitted to the Planning Department prior to the endorsement of mylar plans.

Mr. Brown seconded the motion and all members voted in favor.

WILLIAM GUINAN – Request a special exception under Article III Section 6 to create a rear lot at 436 Middle Turnpike East, RA zone – Special Exception and Preliminary Plan of Development (2014-050)

**MOTION:** Ms. Ike moved to approve the Special Exception and Preliminary Plan of Development to create a rear lot under Article III, Section 6, with the following modifications:

1. Memo from Bernard Kalansuriya, Design Engineer, dated August 4, 2014 to Renata Bertotti, Senior Planner;
2. Memo from James A Davis, Zoning Enforcement Officer, dated July 10, 2014 to Renata Bertotti;
3. Memo from Renata Bertotti, Senior Planner, dated June 20, 2014 to Michael Dion;
4. That the house design and orientation match the approved preliminary site plan and the garage doors face Middle Turnpike East;
5. That there will be vegetative screening along the eastern property line.

All required modifications shall be addressed on the detailed development plan.

Mr. Stebe seconded the motion and all voted in favor.

The reason for the approval was that the proposed rear lot meets the special exception criteria.

MANDATORY REFERRAL REPORT – Proposed Wireless Facility – 358 South Main Street

Lucia Chiochio, Cuddy & Feder, spoke on behalf of the applicant. AT&T is proposing new wireless telecommunications on Town-owned property. The property consists of just over 300 acres. A 94' tall monopole is proposed approximately 100' from the water tank. The existing access drive will be used. It is needed for cell reception for the southern central portion of town. A recommendation from the Planning and Zoning Commission is required. The height and location of the monopole is pretty well screened from the neighboring properties. She explained that the demand for data usage is causing a need for more infrastructure.

Mandatory Referral (2014-074)

**MOTION:** Mr. Brown moved to issue a favorable referral regarding leasing of Town-owned

land for a telecommunication monopole tower. Ms. Ike seconded the motion and all members voted in favor.

The reason for issuing a favorable referral was that reliable wireless service is important and beneficial to the public's health, safety and welfare.

### **ADMINISTRATIVE REPORTS:**

#### Proposed Wireless Telecommunications Facility – 701 Lydall Street

Lucia Chiochio, Cuddy & Feder, spoke on behalf of American Tower Corporation and AT&T. The property, 701 Lydall Street, is located in the northeast corner of town and consists of 64 acres of vacant land. The tower will be 104' tall. In response to questions from Mr. Kidd, Mr. Prause and Ms. Ike, Ms. Chiochio explained how the cell tower site locations are chosen and the screening options.

### **APPROVAL OF MINUTES:**

#### February 3, 2014 – Public Hearing/Business Meeting

**MOTION:** Mr. Brown moved to approve the minutes of the February 3, 2014 Public Hearing and Business Meeting. Mr. Kidd seconded the motion and all members voted in favor.

#### February 19, 2014 – Public Hearing/Business Meeting

**MOTION:** Mr. Brown moved to approve the minutes of the February 19, 2014 Public Hearing and Business Meeting. Mr. Kidd seconded the motion and all members voted in favor.

#### March 17, 2014 – Public Hearing/Business Meeting

**MOTION:** Mr. Brown moved to approve the minutes of the March 17, 2014 Public Hearing and Business Meeting. Mr. Kidd seconded the motion and all members voted in favor.

#### April 7, 2014 – Business Meeting

**MOTION:** Mr. Brown moved to approve the minutes of the April 7, 2014 Business Meeting. Mr. Kidd seconded the motion and all members voted in favor.

#### April 7, 2014 – Aquifer Protection Agency Meeting

**MOTION:** Mr. Brown moved to approve the minutes of the April 7, 2014 Aquifer Protection Agency meeting. Mr. Kidd seconded the motion and all members voted in favor.

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

**IGLESIA DE LA FAMILIA – Special Exception (2014-068)** – Request a special exception under Article II Section 16.15.02(c) to have a place of worship at 66 Sheldon Road, Industrial Zone.

**TMC NEW ENGLAND 2 LLC – Special Exception (2014-069); Erosion & Sedimentation Control (2014-070)** – Request a special exception under Article II Section 9.14.02(b) for a use

that requires more than 60 parking spaces for a +/- 14,600 s.f. pharmacy with a drive-through and a +/- 3,500 s.f. bank with a drive-through at 1229 Main Street, Business III and Overlay Zones.

**RAY HARPER** – CUD Detailed Site Development Plan Modification (2014-073) – For minimal renovation to re-occupy a restaurant space at 194 Buckland Hills Drive, Space 1023, CUD zone.

**TOM STAGIS** – CUD Detailed Site Development Plan Modification (2014-075) – For temporary tent sales from 9/18/14 to 10/1/14; from 9/17/15 to 9/29/15; and from 9/15/16 to 9/27/16 at 230 Hale Road, CUD zone.

**TOWN OF MANCHESTER** – Inland Wetlands Permit (2014-076); Erosion and Sedimentation Control (2014-077); Special Exception Modification (2014-078); Flood Plain Permit (2014-079) – Hockanum River Water Pollution Control Facility effluent pipe replacement at 864 Middle Turnpike West, Industrial and Rural Residence zones.

The Chairman closed the business meeting at 10:31 p.m.

I certify these minutes were adopted on the following date:

March 16, 2015  
Date

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Eric Prause, Chairman

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