

**MINUTES OF BUSINESS MEETING
HELD BY THE PLANNING AND ZONING COMMISSION/INLAND WETLANDS AND
WATERCOURSES AGENCY
APRIL 1, 2015**

ROLL CALL:

Members Present: Andy Kidd, Chair
 Horace Brown, Secretary
 Susan Shanbaum
 Michael Stebe

Alternates: Julian Stoppelman
 Pat Kennedy (Sitting)

Absent: Eric Prause, Chair
 Teresa Ike

Also Present: Mark Pellegrini, Director of Planning
 Renata Bertotti, Senior Planner
 Matthew Bordeaux, Environmental Planner
 Karen Logan, Recording Secretary

The Chairman opened the Business Meeting at 7:45 p.m.

SERGIO SQUATRITO - For installation of an in-ground swimming pool, 1,000 sq. ft. of patio, and a pool shed at 81 Steele Farm Drive. – Inland Wetlands Permit – Determination of Significance (2015-017); Inland Wetlands Permit (2015-017)

The applicant, Mr. Squatrito, owner and resident of 81 Steele Farm Drive, said he was seeking an inland wetlands approval to install a pool in the rear yard of his property. Mr. Jason Guilmette, Aqua Pool and Patio, stated the wetlands approval is needed because the proposed location of the pool is within 100 feet of wetlands.

Mr. Matthew Bordeaux, Environmental Planner, said the Determination of Significance was necessary because the proposed location of the swimming pool, patio and pool shed was within 100' of a wetlands area and, because of the amount of excavation and earth disturbance, he did not feel comfortable issuing the approval administratively. The proposed swimming pool will be 24' x 40' and there will be a patio and a shed used for storage and pool supplies. Currently the area is a grass backyard and a fence will be installed at the back of the yard. Most of the activity will occur more than 50' from the wetlands areas. After visiting the site and reviewing the proposal, Mr. Bordeaux deemed that the project will not have a significant impact on the inland wetlands area.

Mr. Kidd stated he felt the proposal was straightforward and called for a motion.

Inland Wetlands Permit – Determination of Significance (2015-017)

MOTION: Mr. Kennedy moved to find the proposed activity at the above referenced location as shown on the Inland Wetlands Permit application 2015-017 will not have a

significant impact on the wetlands and therefore will not require a public hearing. Ms. Shanbaum seconded the motion and all members voted in favor.

Inland Wetlands Permit (2015-017)

MOTION: Mr. Kennedy moved to approve the inland wetlands permit. Mr. Brown seconded the motion and all members voted in favor.

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

The approval is valid for 5 years. The work in the regulated area must be completed within one year of commencement.

OUTBACK STEAKHOUSE OF FLORIDA, LLC – For replacement of exterior façade for Outback Steakhouse at 170 Hale Road – CUD Detailed Plan Modification (2015-018)

Mr. Benjamin Bell, Architect, 1305 Northwest McClain Road, Suite 7, Bentonville, Arkansas, representing the applicant, described the project. The proposed changes include adding a tower element in front of the building (north side), along with new paint and the addition of a tower element on the west side of the building, near the take out door, along with new paint. The intent is to upgrade the existing exterior of the building, he said. Mr. Bell described the proposed changes to the building elevations, the tower elements and the paint changes. He showed pictures of a recent renovation of another Outback Steakhouse restaurant so members would have an idea of what it will look like. He noted one of the staff comments regarding the number of handicapped parking spaces was addressed on the revised plan he showed. The revised plan now shows six handicapped parking spaces.

Mr. Kidd asked where the stonework would be found on the building. Mr. Bell indicated it would only be on the proposed tower elements.

Mr. Stebe asked what the height difference was between the existing ridgeline and the proposed tower. Mr. Bell said the existing ridgeline is about 24 feet and the new one is about 25 feet.

Ms. Shanbaum asked if the applicant was planning on changing the roofing material. Mr. Bell responded that the plan was simply to paint it a different color. Ms. Shanbaum asked about what colors were being planned in each area. Mr. Bell replied the Spicy Hue would be on the lower portion of the building and above that on the main walls would be the Squire Mill Buff and the trim would be Wheat Penny.

Mr. Brown asked if the predominant color of the lower portion of the building on all sides will be the Spicy Hue. Mr. Bell said that was correct.

Mr. Kidd stated that the changes were positive and appealing.

There were no staff comments on this application.

CUD Detailed Plan Modification (2015-018)

MOTION: Mr. Kennedy moved to approve a non-material change to the approved CUD Zone Detailed Plan. Mr. Stebe seconded the motion and all members voted in

favor.

CENTRO BRADLEY MANCHESTER I, LLC – For a proposed change of 38,688 +/- sq. ft. from Land Use Type I to Land Use Type VI for a proposed indoor recreation facility in Land Use Area “A” at 49 Pavilions Drive – CUD Preliminary and Detailed Site Development Plan Modification (2015-023)

Mr. Pellegrini began by clarifying there were two applications presented to the Commission during the public hearing, Land Use change and Site Plan. Because the hearing is closed, he said, the applicant could not answer questions from the Commission regarding the Land Use change application; however, staff could answer technical questions.

Ms. Shanbaum commented that the Commission did not get the hours of operation for the facility and one of the comments by Mr. Santangelo made during the Public Hearing was that there was the possibility of 2,000 visits to the facility per day. She said she believed this activity was less of an issue if the facility were open 12 or 14 hours per day instead of 8 or 10.

Mr. Kennedy indicated that he felt the comparison between the Fairfield and Stratford area and Manchester was inappropriate. Those Towns and those sites differ from the site in Manchester. He said he felt there is plenty of parking available at the location and he saw no reason why the Commission should not approve the request.

Mr. Kidd noted that he agreed with Mr. Kennedy. The proposed facility seems compatible with market trends, he said. The infrastructure is already in place and the Commission cannot worry about what people might do illegally if they choose to make illegal turns, Mr. Kidd said.

CUD Preliminary and Detailed Site Development Plan Modification (2015-023)

MOTION: Mr. Kennedy moved to approve the CUD Preliminary and Detailed Plan Modification for a proposed change of 38,688 +/- sq. ft. from Land Use Type I (Retail) to Land Use Type VI in Land Use Area “A” at 49 Pavilions Drive with the modifications:

1. As specified in a staff memorandum from Raymond Myette, Jr., Design Engineer, dated March 25, 2015 to Renata Bertotti, Senior Planner, and
2. To correct the sign error on the property and replace the existing “Keep Right” sign on the west side of the driveway with the previously approved “Right Turn Only” sign.

Ms. Shanbaum seconded the motion and all members voted in favor.

The reason for the approval was that the proposed land use change, as well as traffic and utility impacts of the proposed development, are consistent with the purpose and intent of a Comprehensive Urban Development (CUD) zone in Article II Sec. 8.01.

TOWN OF MANCHESTER DEPARTMENT OF PUBLIC WORKS – For road improvements and sidewalk installation along 5,550 lineal feet of Spencer Street from East Hartford town line to Hillstown Road and South to Wetherell Street – Erosion and Sedimentation Control Plan (2015-020); Mandatory Referral (2015-022)

Mr. Derek Gregor, Assistant Town Engineer, reviewed the details of the plans for improvements.

He indicated that the State is planning to work in the same area at the same time. The town is incorporating some of the State's plans into their own, and hopes to begin work this summer. The overall goal of the project is to improve pedestrian and vehicle safety.

Mr. Gregor showed the location where the Charter Oak Greenway crosses Spencer Street near the on ramp for Route 384 and said the intersection will be realigned and the slip ramp eliminated, which will provide a much shorter and safer crossing for the Charter Oak Greenway and improve safety for pedestrians.

On the south side of Spencer Street the Town will install concrete sidewalks to the town line and will continue to connect to the walks that go over the bridge, replacing the paths that have been worn into the grass by pedestrians, Mr. Gregor said. The Town is working with the State DOT to design the signal improvements that will go along with the project, he said. There will be grass shelf wherever possible. The Town is discussing a 10' easement with some of the business owners to construct some of these sidewalks and crosswalks, he said.

At the intersection of Hillstown Road and Spencer Street, the Town is proposing a double left turn lane out of Hillstown, a straight through lane, and a right turn lane through a widening of Hillstown Road. McDonald's granted a right of way to the Town to accommodate the widening of Hillstown Road, which will provide the space for a double left turn lane, said Mr. Gregor. Because of this widening, there will be sufficient width for cars to make the left turn from Hillstown Road into McDonald's without delaying the pass by traffic.

Hillstown Road will be reconstructed south to Wetherell Street, said Mr. Gregor. The Town will repave and restripe the road and leave plenty of space for bicycles. The project includes proposed pedestrian crossing at the intersection of Great Path Lane, which is the entrance for MCC, he said.

Mr. Kennedy remarked that it is a good thing that the town is improving the safety of the East Coast Greenway.

Ms. Shanbaum asked about the width of Hillstown Road at the overpass over Route 384 and asked why a bike path on Hillstown Road was not included. Mr. Gregor responded that currently there is no space for bicycles, but when the town restripes the road, there will be a 5' space on the shoulder for bicycles, which will provide a connection to the paths at MCC.

Mr. Kidd asked if the Town was modifying what was approved for the McDonald's driveway on Hillstown Road. Mr. Gregor replied that the road will be widened enough to allow for a left turn into their property from southbound traffic on Hillstown Road. Ms. Bertotti stated once the details are worked out, the Planning staff will have to review the approval for McDonald's. It is possible that changes will require the Commission's approval or it may be that the change can be approved administratively, she said.

Ms. Shanbaum stated that part of the original agreement with McDonald's application was that they would give the town the right of way it needed to widen the road and asked if that has changed. Mr. Gregor explained that the original has not changed.

Mr. Brown asked if, with the widening of the road, the left hand turns into McDonald's from Hillstown Road will be allowed. Mr. Gregor replied that that was the case and added that the

Town traffic engineer, Mr. Jim Mayer, feels comfortable with this configuration.

Mr. Stebe asked about the intersection on Spencer Street and the entrance to the proposed WalMart. Mr. Gregor said that at this point, the work on north side of Spencer Street is considered more cosmetic and intended to make the ramps for the sidewalk handicapped accessible. This was a request from the State DOT for the north side of Spencer Street.

Mr. Stebe continued by asking if the bus stop on Spencer Street would be affected by the planned work. Mr. Gregor responded that the bus shelter would not be impacted.

Mr. Kidd added that the Commission approved the WalMart application upon the condition that the driveway intersection be aligned with the entrance to the Shoprite Plaza.

Mr. Kidd called for comments from staff.

Ms. Bertotti responded that there were no comments from Town staff.

Mr. Kidd said this looked like a nice project and people would be happy with the improvements.

Mr. Stebe asked staff to detail the rules regarding whether the change in the left turn for McDonald's has to be approved by the Commission or if it can be approved administratively.

Ms. Bertotti replied that under the regulations for special exception modifications, there are two ways in which a change could be approved. More significant changes would have to come before the Commission. Minor plan amendments can be approved by the Chair and the Planning Department. Once the plans are revised, staff will review the regulations and the proposed revisions and decide whether the application can be approved administratively or if it has to be brought to the Commission.

Mr. Pellegrini clarified that the work that is being done is being done by the town on town-owned property. The turn restriction is on the town's right of way. The Town will need to sort this out and research if the McDonald's has any obligation to come back to the Commission. Mr. Pellegrini indicated he would make a report at the next Commission meeting.

Mr. Brown commented that McDonald's is planning to take the island out of their driveway, so they are involved in this situation. Mr. Gregor noted that the work Mr. Brown described is being done as part of the Town project on Hillstown Road.

Erosion and Sedimentation Control Plan (2015-020)

MOTION: Mr. Kennedy moved to approve the erosion control plan. Mr. Stebe seconded the motion and all members voted in favor.

Mandatory Referral (2015-022)

MOTION: Mr. Kennedy moved to issue a favorable report on the Spencer Street and Hillstown Road improvement project. Mr. Stebe seconded the motion and all members voted in favor.

The reason for the approval is the proposal is consistent with the Manchester 2020 Plan of Conservation and Development and specifically with the *GMP4: Concentrate Development Around Transportation Nodes and Major Transportation Corridors* Goals A and C.

ADMINISTRATIVE REPORTS

Mr. Matthew Bordeaux, Environmental Planner, reported the Inland Wetlands Permit (2015-019) is for road improvements and sidewalk installation on Hillstown Road proposed within the regulated non-wetlands 100' upland review area. The inland wetlands Permit was administratively approved by the Wetlands Agent on March 25, 2015. The application was reviewed by town staff and there are no outstanding comments.

Ms. Bertotti reported that she was working on the revised signage regulation proposal and asked the Commission if they wanted to review the document one more time on their own or if they preferred to have a workshop with the Chamber of Commerce and other business leaders to ask for their input on the document.

Mr. Kidd stated that he thought it would be better to review it within the Commission one more time.

APPROVAL OF MINUTES

September 3, 2014 – Public Hearing/Business Meeting

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

September 15, 2014 – Public Hearing/Business Meeting

MOTION: Mr. Brown moved to approve the minutes of the September 15, 2014 Public Hearing and Business Meeting. Mr. Stebe seconded the motion and all members voted in favor.

February 18, 2015 – Public Hearing

MOTION: Mr. Brown moved to approve the minutes of the February 18, 2015 Public Hearing. Mr. Stebe seconded the motion and all members voted in favor.

February 18, 2015 – Business Meeting

MOTION: Mr. Brown moved to approve the minutes of the February 18, 2015 Business Meeting with the modification to the last sentence in the second paragraph on page 4 to read: “Mr. Gregor said the owner and Town **intend to make** these agreements in order to create better parking layout conditions.” Mr. Kennedy seconded the motion and all members voted in favor.

RECEIPT OF NEW APPLICATIONS

EVERGREEN CROSSING, LLC – Inland Wetlands Permit (2015-024); Erosion and Sedimentation Control Plan (2015-025); PRD Detailed Site Development Plan Modification (2015-026) – For modified grading and landscaping along the northern boundary, reconstruction of a drainage swale on the abutting parcel, and relocation of a sewer force main at 325 New State Road.

TOWN OF MANCHESTER PLANNING DEPARTMENT – Inland Wetlands Permit (2015-032); Erosion and Sedimentation Control (2015-033); Flood Plain Permit (2015-034) – For removal of remnants of a former dam, stabilization of eroding banks, channel realignment, in-stream fish habitat features, and floodplain connectivity at 375R, 381, and 401 Adams Street.

Mr. Kennedy moved to adjourn the meeting; Mr. Stebe seconded and all members voted in favor.

The Chairman closed the business meeting at 8:58 p.m.

I certify these minutes were adopted on the following date:

June 15, 2015

Date

Eric Prause, Chairman

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