

**MINUTES OF BUSINESS MEETING  
HELD BY THE PLANNING AND ZONING COMMISSION  
March 2, 2015**

**ROLL CALL:**

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

Alternates: Pat Kennedy (Sitting)  
Teresa Ike  
Julian Stoppelman (Sitting)

Absent: Susan Shanbaum  
Michael Stebe

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

Time Convened: 7:02 P.M.

Mr. Brown moved to table the Public Hearing portion of the meeting until after the Old Business portion. Mr. Stoppelman seconded and all members voted in favor.

**OLD BUSINESS:**

**COMMUNITY HEALTH RESOURCES – Special Exception (2014-104); Erosion and Sedimentation Control (2014-105); Design Overlay (2014-106).**

Members sitting on these applications were Mr. Prause, Mr. Brown, Mr. Kennedy, Ms. Ike and Mr. Stoppelman. Mr. Kidd recused himself from sitting on the applications 2015-104, 105 and 106.

Mr. Kennedy asked if the conditions referenced by Ms. Bertotti would take care of the damaged retaining wall and she replied that the outstanding Engineering comments had not addressed that concern, but the applicant stated on the record that they were willing to repair or replace the damaged portion. She recommended the Commission make repairing the retaining wall a condition of approval. In response to questions from Mr. Prause, Ms. Bertotti clarified that the cracked retaining wall is on the corner abutting 93 and 91 West Center Street.

Ms. Bertotti said there were no new changes to the plans other than the changes to address outstanding staff comments discussed at the previous meeting. She said staff comments had been addressed with the exception of ten remaining comments, two of which dealt with survey plans and eight of which dealt with either erosion and sediment control plan issues or notes and labels. She said these remaining comments were minor and technical comments that could be addressed as modifications subject to approval. In response to a question from Mr. Prause, Ms. Bertotti summarized the concerns the residents of 93 and 91 West Center Street had raised to the Commission about planting higher growing screening trees and whether or not the applicant would plow snow into that corner which would further damage the retaining wall. She said the applicant said they wouldn't plow snow into that corner. The neighbors also mentioned that the height of the screening fence around the dumpster was higher than the 6' proposed stockade fence, she said.

Mr. Stoppelman noted it wasn't clear whether the driveway entrance onto Proctor Road had a physical divider between the two lanes to accommodate the plans for a right-only turn out of the parking lot, along with a left-only turn into the parking lot. Ms. Bertotti indicated there was a physical divider between lanes.

## **COMMUNITY HEALTH RESOURCES**

444 and 470 Center Street  
Special Exception (2014-104)

**MOTION:** Mr. Kennedy moved to approve the special exception for construction of a new medical office which requires more than 60 parking spaces, with modifications as specified in a staff memorandum from Bernard Kalansuriya, P.E., Design Engineer, to Renata Bertotti, Senior Planner, dated March 2, 2015, and with the condition that the applicant replace the broken section of the retaining wall abutting 91 and 93 West Center Street. Mr. Brown seconded the motion and all members voted in favor.

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

Mr. Pellegrini asked if the condition could be "to repair or replace" the retaining wall. Mr. Kennedy said he specified "repair" in his motion because the applicant's representative said at the public hearing that the wall was too far gone and had to be replaced. Ms. Bertotti said the applicant was already replacing a portion of the wall and would just need to extend that replacement by a few feet to include the cracked section.

Mr. Prause said the plan is laid out well considering the space they have on the lot and he appreciated the location of parking. He said the building would be adequately screened with evergreens and he appreciated the applicant's efforts to use materials consistent with the Design Overlay zone. Mr. Prause said he heard the applicant has been a good neighbor on Center Street. The application meets the special exception criteria and fits in

well with existing infrastructure in that part of town, he said.

Erosion and Sedimentation Control (2014-105)

**MOTION:** Mr. Kennedy moved to approve the erosion and sediment control plan with modifications as specified in a staff memorandum from Bernard Kalansuriya, P.E., Design Engineer, to Renata Bertotti, Senior Planner, dated March 2, 2015. Mr. Brown seconded the motion and all members voted in favor.

Design Overlay (2014-106)

**MOTION:** Mr. Kennedy moved to approve the construction of a new building in a Design Overlay Zone. Mr. Brown seconded the motion and all members voted in favor.

The reason for the approval was that the proposed building meets the criteria of Article II Section 25.

The Old Business portion of the meeting closed at 7:14 p.m.

After conducting the public hearing portion of the meeting, the New Business portion of the meeting was called to order at 7:50 p.m. The first order of business was the Manchester Planning and Zoning Commission proposal to revise zoning regulations to define the term “livestock,” to allow the keeping of hens and pot bellied pigs as accessory uses in residential zones, and to remove the keeping of poultry (permitted under the proposed definition of livestock) from the list of permitted uses in the Rural Residence zone.

**TOWN OF MANCHESTER PLANNING AND ZONING COMMISSION**  
Zoning Regulation Amendment (2015-006)

Members sitting on this application were Mr. Prause, Mr. Brown, Mr. Kennedy, Ms. Ike and Mr. Stoppelman. Mr. Kidd recused himself from sitting on the application 2015-006.

**MOTION:** Mr. Kennedy moved to approve the zoning regulation amendment. Mr. Stoppelman seconded the motion and all members voted in favor.

The reason for the approval was that the proposal is consistent with the opportunities identified in Section II of the Manchester 2020 Plan of Conservation and Development. The Plan specifically finds that the interest in sustainable living, food source protection and local foods is increasing and recommends more effort in this area.

The amendment will become effective on March 20, 2015.

**ADMINISTRATIVE REPORTS**

There were no Administrative reports.

APPROVAL OF MINUTES

There were no minutes to approve.

RECEIPT OF NEW APPLICATIONS

There were no new applications.

Mr. Kennedy moved to adjourn the business meeting and Mr. Brown seconded.

The Chairman closed the business meeting at 7:55 p.m.

I certify these minutes were adopted on the following date:

May 4, 2015 \_\_\_\_\_  
Date

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

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