

**MINUTES OF BUSINESS MEETING
HELD BY THE PLANNING AND ZONING COMMISSION
SEPTEMBER 19, 2016**

ROLL CALL:

MEMBERS PRESENT: Eric Prause, Chairman
Michael Stebe, Secretary
Jessica Scorso
Timothy Bergin

Alternate Member Sitting: Patrick Kennedy

Alternate Members: Julian Stoppelman
Teresa Ike

Absent: Andy Kidd, Vice Chairman

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

Time Convened: 9:35 P.M.

NEW BUSINESS

Mr. Prause reminded attendees that the doors of the Lincoln Center would automatically be locked after 10 p.m.

JIN YOUNG PARK (Continued from September 7, 2016) – Request a special exception under Art. II Sec. 22.04.08 for a health and recreation use in an SDC zone at 608 East Center Street. - SDC Special Exception (2016-092)

Mr. Prause called for comments from the Commission and staff. There were none.

SDC Special Exception (2016-092)

MOTION: Mr. Kennedy moved to approve the special exception under Art. II Sec. 22.04.08 for a health and recreation use in an SDC zone at 608 East Center Street with the modifications as specified in staff memoranda from:

1. James A. Davis, Zoning Enforcement Officer, dated September 8, 2016;
2. Bernard Kalansuriya, Design Engineer, dated September 7, 2016;
3. Matthew Bordeaux, Environmental Planner/Wetlands Agent, dated September 6, 2016; and
4. Michelle Handfield, Assistant Town Engineer, dated August 30, 2016.

Ms. Scorso stated that this was a positive move and an appropriate use in repurposing an existing building. Mr. Stebe echoed Ms. Scorso's sentiments and said he endorsed the investment in the property. Mr. Prause agreed that the applicant met the special exception criteria and that this was an appropriate use for the building.

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

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

MATTHEW AND JON REICHELTL – Request a special exception under Art. II Sec. 18.03.07 to allow a bed and breakfast at 131 Hartford Road, Historic Zone. - Special Exception (2016-097)

MOTION: Mr. Kennedy moved to approve the special exception under Art. II Sec. 18.03.07 to allow a bed and breakfast at 131 Hartford Road, Historic Zone, with the modifications as specified in staff memoranda from:

1. Michelle Handfield, Assistant Town Engineer, dated September 9, 2016; and
2. Raymond Myette, Jr., Design Engineer, dated September 8, 2016.

Mr. Stebe stated that he thought it was nice to have another bed and breakfast in the area. He acknowledged the concerns of the other property owner who is also operating a bed and breakfast. He liked the idea of having a new use for these buildings. He supported the application.

Mr. Kennedy acknowledged the concerns raised by the abutting property owners but felt that was an issue for the Superior Court.

Ms. Scorso said she appreciated that the owners planned to maintain the integrity of the property.

Mr. Prause agreed that the application met the special exception criteria and that this was a suitable location and an appropriate use for this property. He appreciated the comment from Ms. West that these homes should be seen by more people.

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

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

THE PLAZA AT BURR CORNERS, LLC. (Continued from September 7, 2016) – To revise Art. II Sec. 24 (General Business Zone) and Art. IV Sec. 20 (Special Exceptions) to allow multi family housing in the General Business Zone and provide additional special exception criteria for review of such applications. - Zoning Regulation Amendment (2016-095)

Mr. Kennedy noted that he is always cautious when retail space is changed into residential, but that changing times demand changing zoning. He felt this change would be good for future economic development.

Mr. Prause added that the General Business Zone has changed, driven by the market. This was an interesting way to address the issue. He said that it seemed positive and the Commission could always amend the regulations later if it didn't work out. He felt the plan that was presented was a good one.

Mr. Stebe echoed the Chair's comments. He noted that the Planning and Zoning Commission will maintain a lot of control regarding how the regulation changes play out. He said this was a very strong idea and a good set of revisions, and he applauded the work that Town staff and the applicant put into the revisions.

Zoning Regulation Amendment (2016-095)

Art. II Sec. 24 (General Business Zone):

MOTION: Mr. Kennedy moved to approve the zoning regulation amendment to revise Art. II Sec. 24 (General Business Zone) to allow multifamily housing in the General Business zone with the following modifications:

1. As specified in a memorandum from Mark Pellegrini, Director of Planning and Economic Development, dated September 19, 2016.
2. In the proposed Art. II Sec. 24.02.01.j.1.b.ii, the word "and" will be changed to "or" in the first sentence, to read "Maximum height shall comply with GB zone requirements if more than one half mile from existing mass transit **or** if existing commercial space is less than 200,000 square feet."

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

The reasons for the approval were that the proposed amendments are consistent with the 2020 goals of redeveloping and investing in existing or potential mixed use centers or districts; promoting walkable neighborhoods; and diversifying the Town's housing stock.

The zoning regulation amendment will be effective on October 7, 2016.

Art. IV Sec. 20 (Special Exceptions):

MOTION: Mr. Kennedy moved to approve the zoning regulation amendment to revise Art. IV Sec. 20 (Special Exceptions) to provide additional special exception criteria for review of applications for multifamily housing in the General Business zone. Ms. Scorsio seconded the motion and all members voted in favor.

The reason for the approval was the proposed amendments are consistent with the 2020 goals of redeveloping and investing in existing or potential mixed use centers or districts; promoting walkable neighborhoods; and diversifying the Town's housing stock.

The zoning regulation amendment will be effective on October 7, 2016.

TOWN OF MANCHESTER – For renovations to Waddell Elementary School at 163 Broad Street. - Erosion and Sedimentation Control Plan (2016-090); Special Exception Modification (2016-091)

Mr. Christopher Till, Head of Facilities for the Town of Manchester, presented the plan for renovations of Waddell School. He introduced Mr. Matthew Geary, Superintendent of Schools, Mr. Randall Luther, Senior Associate of Tai Soo Kim Partners Architecture, and the engineers from Milone and MacBroom who consulted on this application.

Mr. Geary spoke first, noting the excitement about this project. He stated that the result of the changes being proposed would ultimately lead to creating a 21st century learning environment for every Manchester student.

Mr. Luther began his presentation by noting that Waddell School will be increasing student enrollment from 370 to 530 and changing grades served from kindergarten through 5th grade to kindergarten through 4th grade, and that an additional 17,000 sq. ft. of classroom and administrative space needed to be added to accommodate the proposed changes. Additionally, parking space and bus capacity would need to be increased. Mr. Luther described the current physical organization of the school, parking and bus activity patterns at the school.

The proposed changes call for an additional parking lot being added on both the south side of the building with an entrance across from Oliver Street, and on the east side of the building. The lot on the south side of the school would be shared with the ballpark adjacent to the school during off school hours. The playground area for the school would be moved to the rear area of the school, with the parking lot on the east serving as paved play area.

The bus loop would be extended along Broad Street to accommodate additional bus traffic, and the parking lots on the south and east sides of the building would be configured to serve as pick up and drop off areas for parents and students.

Mr. Luther continued by describing the changes proposed for the floor plan of the building. He demonstrated the location of the building addition and showed new classroom space, the library, cafeteria, Board of Education storage space and access, and the location of administrative offices. Plans call for perforated aluminum panels which would provide shade on the east and west sides of the building, in addition to a courtyard.

Finally, Mr. Luther concluded, the proposal calls for a solar panel array, noting that with State of Connecticut funding the panels should pay for themselves within 9 or 10 years. He demonstrated the location of the array on the elevations of the proposed building.

Mr. Stebe asked if the buses line up in the main entrance on the south side of the building. Mr. Luther stated that the buses will line up along Broad Street to pick up students coming out of the current main entrance.

Ms. Scorso commented that the design for the renovations was beautiful. She asked if there was extra room for classes to grow or just enough space for anticipated student enrollment. Mr. Luther responded that there would be room for student enrollment growth and that there were also swing classrooms that could accommodate enrollment growth.

Mr. Bergin asked if there was a reason for the placement of the perforated panels. Mr. Luther replied that some are random and some of the panels provide visual interest and aesthetics. Mr. Bergin asked if there would be any classrooms that would be completely covered by the panels and Mr. Luther said there would not.

Mr. Bergin asked if the fence had a function and Mr. Luther said that it does.

Mr. Stebe asked how the gate on Irving Street would be used. Mr. Luther responded that the gate would remain closed except for emergency and town vehicles for access to the pool. Mr. Stebe verified that the fence would be chain link with a gate and Mr. Luther confirmed that was correct.

The next speaker was Mr. Shield of the engineering firm, Milone and MacBroom. He presented information on the storm water management plan. He stated that because of the increase in the parking areas, there would be an increase in the impervious surface. The storm water runoff would be handled by an underground detention and infiltration system. Water entering the storm water management system would be treated by a hydrodynamic separator. Additionally, erosion controls would be in effect during construction, including anti tracking pads and silt fencing.

Mr. Neil Wilinski of Milone and MacBroom presented the results of the traffic study. The study considered the increased student enrollment, as well as increased staff for the school. The analysis of the peak hour traffic patterns indicated that a good level of service at the site will remain in effect after the renovation is complete and the school has realized the increase in enrollment.

Mr. Prause asked what time of year the construction would take place. Mr. Luther responded that according to the current schedule, they plan to start in late April with early site work and that once school is out for the summer, construction will take over the entire site. Mr. Prause asked if the anti-tracking pad would be on the south entrance and Mr. Luther stated that was correct, although the staging plan had yet to be developed.

Mr. Prause asked if there would be any stockpile areas at that time and Mr. Luther said that the stockpiles would be located along Broad Street, south of the current bus loop and parking areas.

Mr. Bergin asked what type of trees would be placed around the playground area. Mr. Luther said that there would be sugar maples and London planetrees.

Mr. Prause asked how the number of parking spaces was calculated. Mr. Wilinski replied that after counting traffic, it became clear that parents arrive and depart at different times, and after school activities had students leaving the school grounds at different times. Mr. Prause went on to ask if the current parking lot configuration with 102 parking spaces was not sufficient. Mr. Wilinski responded that there are not enough parking spaces currently, but that there is parking available on the street.

Mr. Bergin asked where the students who do not take the bus will exit the building. Mr. Luther said that this will be decided by school staff when they get into the building. The plan is to have students assigned to a specific exit, by classroom.

Mr. Prause called for comments from staff. Mr. Bordeaux noted that outstanding comments from staff were minor and technical in nature and that staff recommended approval subject to the conditions in staff memos.

Mr. Stebe moved to extend the meeting beyond 11:00 p.m. Mr. Kennedy seconded and all members voted in favor. The motion passed.

Erosion and Sedimentation Control Plan (2016-090)

MOTION: Mr. Kennedy moved to certify the erosion and sedimentation control plan for renovations to Waddell Elementary School at 163 Broad Street with the modifications as specified in staff memoranda from:

1. Russell Johnston, Eighth Utilities District Contract Engineer, dated September 6, 2016;
2. Michelle Handfield, Assistant Town Engineer, dated August 30, 2016;
3. Raymond Myette, Jr., Design Engineer, dated August 30, 2016; and
4. Jim Mayer, Traffic Engineer, dated August 25, 2016.

Mr. Prause commented that the plan looked good, taking into account traffic flow and great landscaping.

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

The reason for the approval was the proposal meets the requirements of the regulations.

Special Exception Modification (2016-091)

MOTION: Mr. Kennedy moved to approve the special exception modification for renovations to Waddell Elementary School at 163 Broad Street with the modifications as specified in staff memoranda from:

1. Russell Johnston, Eighth Utilities District Contract Engineer, dated September 6, 2016;
2. Michelle Handfield, Assistant Town Engineer, dated August 30, 2016;
3. Raymond Myette, Jr., Design Engineer, dated August 30, 2016; and
4. Jim Mayer, Traffic Engineer, dated August 25, 2016.

Mr. Prause stated that the plan meets the special exception criteria and is suitable and well thought out.

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

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

TOWN OF MANCHESTER PLANNING AND ZONING COMMISSION

Zoning Regulation Amendment (2016-099) – Comprehensive Urban Development Zone

Zoning Regulation Amendment (2016-100) - Parking

Zoning Regulation Amendment (2016-101) – Signs for Theaters

Zoning Regulation Amendment (2016-096) - Minor Modifications to Approved Plans

MOTION: Mr. Kennedy moved to open the public hearings on these applications and continue them to a special meeting to be held on September 29, 2016. Mr. Stebe seconded the motion and all members voted in favor.

ADMINISTRATIVE REPORTS

Mr. Bordeaux reported on an administrative approval of a hook up to a sewer line at 463 Birch Mountain Road. Mr. Prause asked if the existing septic was within the 100' upland review area and Mr. Bordeaux stated that it was not, as it was located at the rear of the property.

APPROVAL OF MINUTES

July 18, 2016 – Public Hearing/Business Meeting

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

September 7, 2016 – Public Hearing/Business Meeting

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

RECEIPT OF NEW APPLICATIONS

1. **ST. JAMES CHURCH – Special Exception Modification (2016-113)** – Request a special exception modification under Art. II Sec. 4.02.02 to add a handicapped entrance and handicapped bathrooms and to renovate the south sacristy at 896 Main Street.
2. **THE PLAZA AT BURR CORNERS, LLC – Special Exception Modification (2016- 114)** – Request a special exception modification under Art. II Sec. 9.14.02 (a) and (b) for replacement of the existing building and associated layout and grading at 62 Buckland Street.

The Chairman closed the business meeting at 11:15 p.m.

I certify these minutes were adopted on the following date:

October 17, 2016 _____
Date

Eric Prause, Chairman

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