

**MINUTES OF BUSINESS MEETING
HELD BY THE PLANNING AND ZONING COMMISSION
NOVEMBER 21, 2016**

ROLL CALL:

MEMBERS PRESENT:	Eric Prause, Chairman Andy Kidd, Vice Chairman Michael Stebe, Secretary Jessica Scorso Timothy Bergin
Alternate Member Sitting (For 2016-128 only)	Teresa Ike
Alternate Members:	Patrick Kennedy Julian Stoppelman
Also Present:	Gary Anderson, Director of Planning Renata Bertotti, Senior Planner Karen Logan, Recording Secretary
Time Convened:	7:32 P.M.

OLD BUSINESS:

MICHAEL EVANS – For a building addition and a handicapped accessible ramp at 457 Center Street. - Design Overlay Review (2016-128)

Mr. Michael Evans, of Michael Evans Home Improvement, presented the request on behalf of the applicant. He showed a drawing depicting the proposed renovations and addition for 457 Center Street. He noted that Mr. Muro, the owner of the property, had plans to add landscaping such as planting yew bushes in the front of the building to cover the foundation.

Mr. Kidd stated that he appreciated the effort that was made to improve the look of the addition and he felt the property would be much nicer looking.

Mr. Stebe echoed Mr. Kidd's comment, stating that it was a great improvement and thanking Mr. Evans.

Mr. Prause asked what color the trim board would be. Mr. Evans answered that it would be grey or light grey. Mr. Prause asked about the color of the shutters and Mr. Evans responded that the shutters would be black.

Mr. Prause called for staff comments and there were none.

Design Overlay Review (2016-128)

MOTION: Mr. Stebe moved to approve the request for a building addition at 457 Center Street. Ms. Ike seconded the motion and all members voted in favor.

The reason for the approval is that the proposed addition meets the general standards of the Design Overlay Zone.

NEW BUSINESS:

THE PLAZA AT BURR CORNERS, LLC – 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. - Special Exception Modification (2016-114)

Ms. Katie Enright, an Engineer with Howard Stein Hudson of Chelmsford, MA, presented the applicant's request for a Special Exception Modification at 62 Buckland Street at the Plaza at Burr Corners. The applicant is proposing to demolish the existing building and replace it with a smaller, one-story building. As part of this process, some of the pavement will be removed and landscaping will be increased. Parking will be reconfigured to provide handicapped parking spaces. The drainage system and utilities will remain the same. Ms. Enright concluded by passing samples of the proposed materials to the members of the Commission.

Mr. Prause asked what the change in square footage would be and Ms. Enright stated that the original building is 4,200 square feet and the proposed building would be 2,100 square feet.

Ms. Bertotti commented that staff had reviewed the applications and there were no outstanding comments.

Mr. Prause asked if the plan called for changing the parking configuration. Ms. Enright indicated that the plan called for adding handicapped compliant parking spaces and, as a result, some of the parking spaces would shift.

Mr. Prause asked Mr. Kevin Kolstad of Enterprise Car Rental if the business had moved. Mr. Kolstad replied that Enterprise has relocated within the plaza.

Ms. Scorso commented that the proposed plan is a substantial improvement and she commended the presentation.

Mr. Prause asked if the new building will provide better sightlines. Ms. Enright responded that the roadway is quite elevated, but the new building will provide a beautiful entry to the plaza.

Mr. Prause asked whether traffic flow had been taken into consideration. Ms. Enright indicated that traffic flow would be considered in future development.

Special Exception Modification (2016-114)

MOTION: Mr. Kidd moved to approve the special exception modification for replacement of the existing building and associated site work and grading at 62 Buckland Street. Ms. Scorso seconded the motion and all members voted in favor.

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

ANTHONY G. AND PAULA C. VISCOGLIOSI – Request a special exception under Art. II Sec. 18.03.08 to operate an inn at 50 Forest Street, Historic Zone. - Special Exception (2016-116) – Request for extension until December 12, 2016.

Special Exception (2016-116) - Request for extension until December 12, 2016

MOTION: Ms. Scorso moved to approve the extension of time to open a public hearing until December 12, 2016. Mr. Stebe seconded the motion and all members voted in favor.

APPROVAL OF MINUTES

October 17, 2016 – Public Hearing/Business Meeting

MOTION: Mr. Stebe moved to approve the minutes with the modification on page 13 of the Business Meeting minutes to correct “Ms. Stoppelman” to “Mr. Stoppelman.” Mr. Bergin seconded the motion and all members voted in favor.

ADOPTION OF 2017 MEETING SCHEDULE

After some discussion regarding the proposed meeting dates for 2017, it was decided to delay voting on the schedule until the next meeting.

RECEIPT OF NEW APPLICATIONS

1. **TOWN OF MANCHESTER PLANNING & ZONING COMMISSION – Zoning Regulation Amendment (2016-133)** – To revise Art. IV Sec. 13.10.05.03 to limit the size of multiple tenant signage in business plazas.
2. **TOWN OF MANCHESTER – Inland Wetlands Permit (2016-135); Erosion and Sedimentation Control Plan (2016-136); Flood Plain Permit (2016-137)** – For replacement of the bridge over Hop Brook on Hartford Road.
3. **EVERGREEN CROSSING, LLC – PRD Zone Change and Combined Preliminary and Detailed Plan of Development (2016-139); Inland Wetlands Permit (2016-140); Erosion and Sedimentation Control Plan (2016-141)** – To add one additional multifamily building with 26 units at 317 New State Road.

The Chairman adjourned the business meeting at 8:05 p.m.

I certify these minutes were adopted on the following date:

January 18, 2017 _____

Date

Eric Prause, Chairman

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