

**ACTIONS  
OF THE TOWN OF MANCHESTER  
PLANNING AND ZONING COMMISSION/INLAND WETLANDS AND  
WATERCOURSES AGENCY  
FOR THE MEETING OF  
AUGUST 15, 2016**

**MEMBERS PRESENT:** Eric Prause, Chairman  
Andy Kidd, Vice Chairman  
Michael Stebe  
Jessica Scorso  
Timothy Bergin

Alternate Members: Julian Stoppelman  
Patrick Kennedy  
Teresa Ike

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**MICHAEL G. AND SALLY A. FLYNN**

230 Middle Turnpike West

Zone Change (2016-083)

**MOTION:** Mr. Kidd moved to deny the change of zoning district from Form-Based Zone to Business II Zone at 230 Middle Turnpike West without prejudice. Ms. Scorso seconded the motion. Mr. Stebe, Mr. Kidd, and Ms. Scorso voted in favor of the motion. Mr. Prause and Mr. Bergin voted against the motion. The motion to deny without prejudice passed 3 to 2.

The reason for the denial is that there needs to be a larger discussion about the Form-Based Zone and the parcels within it before the Commission proceeds with rezoning any given parcel in that zone.

**HILLIARD MILLS, LLC**

640 and 642 Hilliard Street

Inland Wetlands Permit – Determination of Significant Impact (2016-075)

**MOTION:** Mr. Stebe moved to find the proposed activity at the above referenced location as shown on the inland wetlands permit application 2016-075 will not have a significant impact on the wetlands and therefore will not require a public hearing. Mr. Kidd seconded the motion and all members voted in favor.

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Inland Wetlands Permit (2016-075)

**MOTION:** Mr. Stebe moved to approve the inland wetlands permit. Mr. Kidd seconded the motion and all members voted in favor.

The reason for the approval is that 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.

Special Exception (2016-076)

**MOTION:** Mr. Stebe moved to approve the special exception with the modifications as specified in staff memoranda from:

1. Matthew Bordeaux, Environmental Planner/Wetlands Agent, dated August 1, 2016;
2. James Davis, Zoning Enforcement Officer, dated August 3, 2016;
3. Michelle Handfield, Civil Engineer, dated August 4, 2016;
4. Renata Bertotti, Senior Planner, dated August 5, 2016;
5. Jim Mayer, Traffic Engineer dated August 8, 2016; and
6. Shawn Morris, 8th District Utilities Deputy Fire Marshal, dated August 11, 2016.

Mr. Bergin seconded the motion.

**AMENDED MOTION:** Mr. Kidd moved to approve the special exception with the modifications as specified in staff memoranda from:

1. Matthew Bordeaux, Environmental Planner/Wetlands Agent, dated August 1, 2016;
2. James Davis, Zoning Enforcement Officer, dated August 3, 2016;
3. Michelle Handfield, Civil Engineer, dated August 4, 2016;
4. Renata Bertotti, Senior Planner, dated August 5, 2016;
5. Jim Mayer, Traffic Engineer dated August 8, 2016; and
6. Shawn Morris, 8th District Utilities Deputy Fire Marshal, dated August 11, 2016.

and with the condition that Town staff reviews and approves the plans for the location of concrete planters for separation of the pedestrian area from the roadway to meet Engineering's requirements.

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

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

Flood Plain Permit (2016-077)

**MOTION:** Mr. Stebe moved to approve the flood plain permit. Mr. Kidd seconded the motion and all members voted in favor.

**CALAMAR, INC.**

188 Spencer Street

Subdivision (2016-080)

**MOTION:** Mr. Stebe moved to approve the subdivision of 188 Spencer Street with the condition that Parcel B be conveyed to the owner of 184 Spencer Street and be merged with 184 Spencer Street. Ms. Scorso seconded the motion and all members voted in favor.

Erosion and Sedimentation Control Plan (2016-081)

**MOTION:** Ms. Scorso moved to certify the Erosion and Sedimentation Control Plan with the modifications as specified in staff memoranda from:

1. Michelle Handfield, Assistant Town Engineer, dated August 4, 2016 to Renata Bertotti.

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

EHD Zone Detailed Site Development Plan (2016-082)

**MOTION:** Mr. Stebe moved to approve the EHD zone detailed site development plan at 188 Spencer Street with the following modifications:

As specified in staff memoranda from:

1. Raymond Myette, Design Engineer, dated August 2, 2016; and
2. Michelle Handfield, Assistant Town Engineer, dated August 4, 2016 to Renata Bertotti.

And that revised plans showing a new proposed dumpster location are approved by the Town Staff.

and approved a waiver of Article II Section 20.05.05, which requires a landscaped border of not less than 15 feet in width, for the western property boundary.

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

The reason for the approval is that the proposed detailed plan of development is consistent with the approved preliminary plan.

**MCDONALD'S USA, LLC**

70 West Center Street

Erosion And Sedimentation Control Plan (2016-085)

**MOTION:** Mr. Bergin moved to certify the Erosion and Sedimentation Control Plan with the modifications as specified in staff memoranda from:

1. Michelle Handfield, Assistant Town Engineer, dated August 15, 2016 to Renata Bertotti.

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

Special Exception Modification (2016-086)

**MOTION:** Mr. Bergin moved to approve the special exception modification with the modifications as specified in staff memoranda from:

1. Michelle Handfield, Civil Engineer, dated August 15, 2016; and
2. Lawrence Talbot, Fire Marshal, dated July 15, 2016.

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 requirements.

Design Overlay (2016-087)

**MOTION:** Ms. Scorso moved to approve the design overlay application for the changes to the building elevations. Mr. Bergin seconded the motion and all members voted in favor.

The reason for the approval is that the proposed design is generally compatible with size, scale, material and character of the original structure and with the standards of the Design Overlay Zone.

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**T-MOBILE NORTHEAST, LLC**

63 Elm Street

Historic Zone Site Plan Modification (2016-088)

**MOTION:** Ms. Scorso moved to approve the historic zone site plan modification. Mr. Kidd seconded the motion and all members voted in favor.

**APPROVAL OF MINUTES**

June 6, 2016 - Public Hearing

**MOTION:** Mr. Stebe moved to approve the public hearing minutes with the correction on page 3 that Ms. Ike seconded the motion to close the public hearing. Mr. Bergin seconded the motion and all members voted in favor.

June 6, 2016 – Business Meeting

June 20, 2016 - Public Hearing/Business Meeting

July 6, 2016 - Public Hearing/Business Meeting

**MOTION:** Mr. Stebe moved to approve the June 6, 2016 business meeting minutes, the June 20, 2016 public hearing and business meeting minutes, and the July 6, 2016 public hearing and business meeting minutes as written. Mr. Bergin seconded the motion and all members voted in favor.

**RECEIPT OF NEW APPLICATIONS**

1. **JIN YOUNG PARK – SDC Special Exception (2016-092); Erosion and Sedimentation Control Plan (2016-093)** – Request a special exception under Art. II Sec. 22.04.08 for a health and recreation use in an SDC zone and an erosion and sedimentation control plan certification at 608 East Center Street.
2. **THE PLAZA AT BURR CORNERS, LLC - Zoning Regulation Amendment (2016-095)** – To revise Art. II Sec. 24 and Art. IV Sec. 20 to allow multifamily housing in the General Business zone and to provide additional special exception criteria for review of such applications.
3. **TOWN OF MANCHESTER PLANNING AND ZONING COMMISSION – Zoning Regulation Amendment (2016-096)** - To revise Art. I Sec. IV to change the requirements for minor modifications to approved plans.

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4. **MATTHEW AND JON REICHEL** – **Special Exception (2016-097)** - Request a special exception under Art. II Sec. 18.03.07 to allow a bed and breakfast at 131 Hartford Road, Historic Zone.
  5. **TOWN OF MANCHESTER PLANNING AND ZONING COMMISSION** – **Zoning Regulation Amendment (2016-099)** - To repeal Article II, Section 8 (Comprehensive Urban Development Zone) and replace it with a revised Article II, Section 8 (Comprehensive Urban Development Zone).
  6. **TOWN OF MANCHESTER PLANNING AND ZONING COMMISSION** – **Zoning Regulation Amendment (2016-100)** - To revise Art. IV Sec. 9 to add requirements for private driveways designed for vehicular traffic and to modify the parking requirements for shopping centers or malls.
  7. **TOWN OF MANCHESTER PLANNING AND ZONING COMMISSION** – **Zoning Regulation Amendment (2016-101)** - To revise Art. IV Sec. 13 (Signs) to add requirements for theaters.