

**MINUTES OF BUSINESS MEETING  
HELD BY THE PLANNING AND ZONING COMMISSION  
JULY 5, 2017**

**ROLL CALL:**

Members Present: Eric Prause, Chairman  
Jessica Scorso  
Timothy Bergin

Alternate Members Sitting: Julian Stoppelman  
Patrick Kennedy

Alternate: Teresa Ike

Absent: Andy Kidd, Vice Chairman  
Michael Stebe, Secretary

Also Present: Gary Anderson, Director of Planning  
Renata Bertotti, Senior Planner  
Matthew Bordeaux, Environmental Planner/Wetlands Agent  
Nancy Martel, Recording Secretary

Time Convened: 7:00 PM

**NEW BUSINESS:**

TOWN OF MANCHESTER PUBLIC WORKS DEPARTMENT – For reconstruction of approximately 2,100 linear feet of roadway along Edgerton Street from Center Street to Hemlock Street. – Inland Wetlands Permit – Determination of Significance (2017-041); Inland Wetlands Permit (2017-041); Erosion and Sedimentation Control Plan (2017-042)

Mr. Jeff LaMalva, Town Engineer, presented the Edgerton Street road reconstruction project. He explained that the project includes approximately 2,100 feet of roadway and encompasses the entire length of Edgerton Street. The current proposal regards the section of road along Center Springs Pond, he said. Mr. LaMalva gave details of the additional two sections of the reconstruction. When turning onto Edgerton Street from Center Street, the first 600 feet consist of a significant steep hill with residential homes, and in those first 600 feet, the pavement and concrete sidewalks will be replaced, the existing granite curb will remain and the sanitary sewer lines will be upgraded, he said. In the northern section of the project, between Lodge Drive and Hemlock Street, he stated, the pavement and curbs will be replaced. Mr. LaMalva stated that the road in that area varies and will be changed to a consistent 26 feet in width.

Projecting the plans and current pictures, Mr. LaMalva pointed to the area from the top of the hill down toward the gate house and the new pedestrian bridge recently built near the bottom of the pond to Lodge Street. He explained that area will be where most of the reconstruction work will be done, which is also the area within the upland review area. He further showed the edge of the pond where offsetting 100 feet encompasses the roadway to the top of the hill. At the top of the hill, Mr. LaMalva stated, coming

down and around, the existing roadway is very narrow, only about 18 feet wide. Therefore, the proposal is to widen that very slightly, only to 20 feet, which is the standard minimum width for two-way traffic. One of the goals of this project, stated Mr. LaMalva, was to enable a sidewalk connection along the Center Springs Pond trail. He said the Highway Department recently installed a very small stone dust trail to connect to Edgerton Street.

Mr. LaMalva stated there is not a complete loop between the trail and the Lodge building. As part of this project, the goal is to develop a bituminous sidewalk along the pond in order to complete that pedestrian gap, he said. The stone dust trail extends to the top of the hill on Edgerton Street, Mr. LaMalva stated, and the proposal is for a five foot wide bituminous sidewalk along the pond side of Edgerton Street down to the existing gate house and pedestrian bridge. He said at the low point of the trail, there will be a crosswalk connecting to the trail that will go underneath the bridge to Broad Street. The sidewalk, Mr. LaMalva stated, will connect to the existing walk. Mr. LaMalva displayed a picture taken at the top of the hill looking westerly. He pointed to the slope down to Center Springs Pond with an existing guiderail and no walkway. Mr. LaMalva also showed the 18 foot wide road with concrete blocks and a concrete retaining wall along the southern side of the roadway.

He explained the plan, which will not incorporate the slope depicted, as it is very steep and would involve significant tree cutting with impacts to the pond. He further pointed to a slope which will be maintained as well as shifting the road southerly to enable the construction of a five foot wide sidewalk and a 20 foot wide road. Mr. LaMalva stated the road will be widened on the southern side by up to six feet and the concrete blocks and a portion of the retaining wall will be removed. He explained the area has very few mature trees and is all scrub growth. Mr. LaMalva also depicted the mature trees in the area behind the self-storage building, which will remain, as will the slope. He further pointed to the plan to explain that, in order to get the roadway and sidewalk around a corner, looking westerly toward Broad Street, it will be quite narrow. A stone block retaining wall, roughly 120 feet long and six feet high, will be erected, he said, and presented the picture. Mr. LaMalva stated the wall will be exactly the same as the wall built as part of the trail extension under the bridge. He said the wall is consistent with a block wall that the Department of Transportation has used in town.

Mr. LaMalva explained that there is an existing storm drainage system that ties into an existing storm water treatment system. As part of this project, the existing storm system will be upgraded going up the hill, though the connection into the existing system will be prior to the existing treatment system, he said. There is no proposal for any new outfalls, hydraulics or changes in drainage patterns, Mr. LaMalva stated. Beyond that system, he said, in the area along the pond down to the low point of the roadway, drainage from the north is into an existing catch basin and then into the existing culvert, which was renovated recently and conveys the pond beneath Edgerton Street to Bigelow Brook.

Mr. LaMalva projected the plan and pointed to the grading limits down the hill primarily on the southern side. In order to develop the five foot walk, the proposal is to grade the slope between the existing dam and the roadway, which will then be graded, seeded, and possibly landscaped, he said. He pointed to the plan and explained that, after the residential section, the curve will be softened, and a sign with a message such as "You're Entering Center Springs Park" may be constructed. Mr. LaMalva stated the proposal is for steel-backed timber guiderails.

Regarding erosion and sedimentation control, Mr. LaMalva explained, there will be silt fencing along the downstream slopes to the pond and along the roadway as well as silt sacks in all of the existing catch basins. He further stated, if there is a need for top soil storage, a storage silt fence will be placed. All of

the erosion control will meet the 2002 guidelines, he said. Because this is a Town project, Mr. LaMalva stated, it will be inspected on a daily basis by Town staff and any maintenance issues will be resolved immediately.

With regard to the schedule for the project, Mr. LaMalva stated, the onset will be toward the end of July or early August. He stated the project will take at least the remainder of this year and possibly continue into the spring of next year. Mr. LaMalva pointed to a section along the pond where a road closure, very similar to the closure for the culvert project, is proposed. The reason for the closure is because of the significant changes and narrowness of the roadway in this area, he said, as it would be difficult to maintain one-way traffic through that area during construction. Mr. LaMalva stated the proposal included specifications that the road closure would be of limited duration, though the project will go into next spring, and the specifications require the contractor to open the road by November 15<sup>th</sup>.

Mr. LaMalva explained the primary impact will be roughly 0.95 acres all within the 100 foot upland review area and there are no direct wetland impacts as a result of this project.

Mr. Prause asked for clarification of the location of the upland review area on the drawing. Mr. LaMalva pointed to the upland review area on the plan. Mr. Prause commented that it does cover the entire roadway all the way through. Mr. LaMalva stated that it covers nearly the entire roadway from Lodge Drive and up the hill to the turn.

Mr. Prause also inquired about the stockpile locations. Mr. LaMalva pointed to a flat area beneath the bridge south of the trail, which would be surrounded by silt fence and hay bales.

Mr. Prause mentioned that, during the road closure, the detour to Hemlock Street would be from Bigelow Street. Mr. LaMalva agreed and stated it will be consistent with the prior closure, which had barricades south of Lodge Drive, requiring drivers to loop around Lodge Drive to Hemlock Street.

Mr. Prause asked, if approval is granted at this meeting, when the road closure would be expected to commence. Mr. LaMalva responded that the intent is to start sometime in August and go into October.

Mr. Stoppelman asked if the Town project under the bridge to Broad Street would coincide with this project. Mr. LaMalva reported that job will commence in two weeks, and has technically started. Town staff is doing preliminary work at the site, he said. There will be a slight overlap, he stated, though there will be no physical overlap and the bridge to Broad Street will be accessed through Broad Street.

Mr. Prause stated it appears as though this project will have some short-term impacts, which will be temporary, and the impacted areas will be restored. He also inquired if there are any wetlands outside of the pond itself. Mr. LaMalva explained that the wetlands are the edge of the pond and there are flagged wetlands from the previous project, which are essentially the edge of Bigelow Brook.

Mr. Prause said he assumed all the grading will be in the upland review area and not directly in the wetlands, and Mr. LaMalva concurred.

Mr. Bordeaux stated that this application was reviewed by the Conservation Commission. The Conservation Commission was considerate of the restraints of the project, limited right-of-way and road width to install a sidewalk. They also appreciated the effort to complete that loop in order to remove pedestrians from the roadway. There was an area of Japanese Knotweed, which is an invasive bamboo-like species, identified on the west side of the road, Mr. Bordeaux explained. There will be limited

grading, he said, and as the area of the Japanese Knotweed is substantially on private property, long-term management would be limited. Mr. Bordeaux explained that Japanese Knotweed can reach 12 feet in height and, if it were to encroach over the road, it would be maintained.

Inland Wetlands Permit – Determination of Significance (2017-041)

**MOTION:** Mr. Kennedy moved to find the proposed activity at the above-referenced location as shown on the inland wetlands permit application 2017-041 will not have a significant impact on the wetlands and, therefore, will not require a public hearing.

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

Inland Wetlands Permit (2017-041)

**MOTION:** Mr. Kennedy moved to approve the inland wetlands permit for reconstruction of approximately 2,100 linear feet of roadway along Edgerton Street from Center Street to Hemlock Street.

Mr. Stoppelman 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.

Erosion and Sedimentation Control Plan (2017-042)

**MOTION:** Mr. Kennedy moved to approve the erosion and sedimentation control plan.

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

MICHAEL & SALLY FLYNN – Pre-Application Review to discuss a possible special exception to allow a 30' x 50' garage at 230 Middle Turnpike West, Business II and Design Overlay zones.

Mr. Michael Flynn, owner/operator of Center Motors, 230 West Middle Turnpike, introduced himself. He stated they are proposing a steel building that will be 15 feet away from the rear corner of the back of the current building. The new building will be a 30 foot wide by 45 foot deep two-bay garage, he described. Mr. Flynn projected a sample of the proposed building. On the right-hand side, he reported, there will be an entry door. He explained that there will be a concrete foundation and a concrete floor. Mr. Flynn stated the building will be used to repair automobiles.

Mr. Prause explained there will be no decision on the pre-application; however, this presentation allows the Commission to review the plans and offer opinions. Nothing that is presented tonight is binding to a future application, he reported.

Mr. Prause reiterated that the building will be 30 feet wide by 45 feet deep. Mr. Flynn confirmed the building will be a two-bay garage, 30 feet wide and 45 feet deep. The building will abut just the edge of the hill behind the property, he said.

Mr. Prause asked for confirmation that there would be no major excavation of the hill behind the property. Mr. Flynn confirmed the only excavation would be to pour the footing for the foundation.

Mr. Prause inquired about the size of the current building. Mr. Flynn replied the existing building is approximately 2,700 square feet. He stated the repair bays in the current building are 30' x 45'.

Mr. Prause requested clarification that the current bays are 45 feet deep also, to which Mr. Flynn agreed. Mr. Prause asked if the current building is approximately 70' wide and Mr. Flynn stated that in his opinion the building may be 90' wide.

Mr. Prause asked for confirmation that the proposed building will be slightly smaller. Mr. Flynn agreed, stating the repair bays are 30' x 45' and there is also the office.

Mr. Prause asked how tall the proposed structure will be. Mr. Flynn stated the roof peak will be 14.5' and the foundation will be approximately twelve inches off the ground. He explained the original plan was to have a flat concrete slab, but the contractor suggested raising it to 12 inches in case of heavy rain.

Mr. Stoppelman requested clarification that the building will not be a drive-through. Mr. Flynn replied it will not be a drive-thru.

Mr. Stoppelman also asked if the entrance will be facing Middle Turnpike. Mr. Flynn stated the entrance will be at the furthest end of the existing garage. The garage will be 15 feet from the corner and the two bays.

Mr. Stoppelman observed the proposed garage will not be behind the existing garage.

Mr. Flynn stated the hope is to erect the building before the winter.

Mr. Kennedy remarked that the original package was underwhelming, though this is very different than the hut-type of building. His initial impression is that the proposed building looks fine.

Mr. Flynn reiterated that the proposed building will be much smaller than the picture shown.

Ms. Bertotti clarified that this applicant appeared before the Commission (though not all the members were on the Commission at the time) depicting the original plan when the property was zoned Form-Based zone. That pre-application discussion resulted in the Commission members agreeing that the design was not acceptable in the location, she stated, and the applicant proceeded with seeking a zone change. Ms. Bertotti reported that the Commission reviewed and approved the zone change. At this time, the plan modification will require a special exception modification, which is also something that is acted upon by the Commission, she said. When the applicant originally revealed the design, which was similar to the original proposal, Ms. Bertotti stated she felt it was risky for the applicant to go through the expense of the application and going before the Commission. At that time, she recommended that the applicant proceed with a pre-application. However, Ms. Bertotti stated, when the applicant presented this new design, it was her opinion that it was dissimilar to the original design which was disliked by the Commission. She said she felt as though this is a different conversation at this point.

Mr. Prause requested clarification on whether the proposal would require a special exception because automobile repairs are a special exception use. Ms. Bertotti replied that since it is an auto-related use, it would be a special exception and, therefore, any change on the site would require a modification.

Mr. Prause reported the maximum height of an auxiliary structure in the area is 18 feet. Ms. Bertotti stated it would be an 18 foot height restriction.

Mr. Prause asked Mr. Flynn about the height of the current building. Mr. Flynn replied that the existing repair bay is roughly 15 feet tall, though the office to the right side of the building has a second story apartment. Mr. Prause remarked that the proposal is 14.5 feet and the existing is 15 feet.

Mr. Prause inquired if the auxiliary structure meets all the requirements for setback from the main building. Ms. Bertotti stated the proposal has not been submitted as an official application and, therefore, has not been reviewed for setbacks. She felt the main discussion is whether this type of architecture appearance and scale would be acceptable to the Commission, and then the full special exception modification application needs to be submitted and reviewed for zoning compliance matters.

Mr. Prause stated that with the current information, the building would likely meet any setback requirements.

Mr. Stoppelman assumed the proposed building would be for the truck-selling business, though he asked if the applicant would perform repairs for the public.

Mr. Flynn replied that there would be very little repair for the public as the garage is busy. He stated the majority of sales are used diesel trucks. Because of their limited two bays, dismantling a motor binds one bay for five days, Mr. Flynn said, and the proposed building would enhance business. His business has a diesel mechanic and a general repair technician.

Mr. Prause asked if the proposed building will be a prefabricated structure. Mr. Flynn stated that the manufacturer categorizes it as an erector-set building.

Mr. Prause commented that the property is in a Design Overlay zone to which Ms. Bertotti agreed. He further asked if the building will be blue in color as shown in the picture. Mr. Flynn stated it will be tan because the existing building is white and requires frequent cleaning. It is an old 50's porcelain facing, Mr. Flynn said, which requires no painting.

Mr. Prause commented that in his opinion, there is nothing design-wise that is worrisome and it is in the scale of the existing building.

Mr. Stoppelman remarked that the applicant has gone through a long process and the Commission appreciates the effort.

Mr. Prause noted that two of the regular Commission members are not present and might have comments on the proposal.

#### **ADMINISTRATIVE REPORTS:**

Ms. Bertotti stated that the Commission recently updated the Comprehensive Urban Development ("CUD") zone regulations to eliminate all the tables of ratios. Prior to the change, the CUD zone had requirements that applied to a large comprehensive map, she said, and there was a large table of ratios. She said that each time a development was proposed, the tables of ratios would have to be revised and all developments were required to meet all the ratios. Ms. Bertotti stated that the regulation was revised and the zoning district is the same as any other zoning district with a similar structure to the regulations. However, she said, the application requirements for submittal of ratios have not been removed from the

application requirements. Therefore, Ms. Bertotti will be reviewing sections where there were such requirements in the regulations and will clean that up and bring it to the Commission. She stated it is a larger project than a simple editorial change, but it is related to the original revision of the CUD zoning regulations.

**APPROVAL OF MINUTES:**

June 5, 2017 – Public Hearing/Business Meeting

**MOTION:** Mr. Kennedy moved to approve the minutes of the public hearing and the business meeting of June 5, 2017.

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

**RECEIPT OF NEW APPLICATIONS:**

1. **TOWN OF MANCHESTER PUBLIC WORKS DEPARTMENT – Erosion and Sedimentation Control Plan (2017-050)** – For construction of approximately 880’ of 14’ wide bituminous concrete cemetery road and for grading, loaming and seeding a 190’ x 132’ area to provide additional burial area at Hillstown Cemetery at 130, 156 and 180 Hillstown Road.
2. **GERALD M. CATOLANE – Resubdivision (2017-051)** – For a two-lot resubdivision at 98 Bush Hill Road.

July 17, 2017

Ms. Bertotti explained that for July 17, 2017, there will be a zoning map amendment. There is a parcel on the zoning map that, due to a zoning error, is not zoned, she said. Ms. Bertotti researched back 10-15 years and found this parcel has never been zoned. The parcel is vacant and an inquiry came to the Planning Department. The Planning Department will propose adding a zone to the property which will match surrounding zoning, she said. The parcel is next to the former Burger King, she stated.

August 14, 2017

Ms. Bertotti reported that in August the Commission will hear the application for a resubdivision on Bush Hill Road.

**MOTION:** Mr. Kennedy moved to adjourn the meeting.

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

The Chairman closed the business meeting at 8:47 PM.

I certify these minutes were adopted on the following date:

August 14, 2017

Date

Eric Prause, Chairman

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