

**MINUTES OF BUSINESS MEETING
HELD BY THE PLANNING AND ZONING COMMISSION
NOVEMBER 20, 2017**

ROLL CALL:

Members Present: Eric Prause, Chairman
Michael Stebe, Secretary
Jessica Scorso
Timothy Bergin

Alternate Member Sitting: Julian Stoppelman

Alternates: Patrick Kennedy
Teresa Ike

Absent: Andy Kidd, Vice Chairman

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

The Chairman opened the Business Meeting at 7:15 P.M. The Secretary read the legal notice when the call was made.

NEW BUSINESS:

ANTONIO PASCARELLA – 841 Main Street (a.k.a. 857 Main Street). – Referral to the Planning and Zoning Commission (2017-109)

Mr. Pascarella explained that the application is actually a re-application for a sign permit that was submitted in June.

Mr. Prause noted that his feedback was to remove the image and questioned if Mr. Pascarella finds that unacceptable.

Mr. Pascarella affirmed that he did. He displayed the logo and noted that the Town requested the removal of one element that is part of his business. Regarding the guidelines on Main Street, reported Mr. Pascarella, his business is in compliance.

Mr. Prause stated that there are options to place the image in other areas, such as the windows, which are not under the Design Guidelines.

Mr. Pascarella explained that the image is everywhere. He noted that there is an Italian name to the business with two beautiful posts on the exterior of the building, and little time to note the sign when driving past. He said that unless an individual is Italian, it is not clear what his business sells. The image is not offensive, though there has been a concern that the image could be misinterpreted. Mr. Pascarella stated that there was one man walking past the store every morning and he thought the image was a pair of sunglasses. He noted he had shown Mr. Anderson an image of a corset that had been on a store in Manchester, though he had perceived it as being a dress.

Mr. Prause said he assumed the matter is for an approval or denial by the Commission.

Ms. Bertotti explained that if the full Commission approves the design, the Planning Department would submit a positive referral to the Zoning Enforcement Officer, who could then sign off on the approval.

Mr. Anderson reported that, in order to tighten up the regulations, the Planning Department has submitted a regulation change to clear the path in the future, so that in the event that the Planning Director or the Chairman do not approve a design change downtown, the issue would go to the full Commission automatically. He explained that there has been discussion about reviewing the Design Guidelines themselves, which were established in 1991.

Ms. Scorso asked who provides input on the Design Guidelines. She asked for clarification of the year they were developed.

Mr. Anderson reiterated that the guidelines were approved in 1991. He said he was not aware of who had input back in 1991. He assumed that when the guidelines are reviewed, it would be a partnership between the Planning and Zoning Commission and the Special Services District.

Ms. Scorso reported that her perspective is that the image is portraying a graphic symbol of the business name and product. She stated that she would be in favor of approving the sign.

MOTION: Mr. Stoppelman moved to make a favorable referral regarding the application for a sign which requires a review pursuant to Art. II, Sec. 15.04.02 of the regulations. Ms. Scorso seconded the motion. Mr. Stebe, Ms. Scorso, Mr. Bergin, and Mr. Stoppelman voted in favor of the motion. Mr. Prause voted against the motion. The motion passed 4 to 1.

The reason for the favorable referral is that the proposal is consistent with the Main Street Design Guidelines.

ORANGE HALL CORP. – To allow a place of worship at 72 East Center Street. – Special Exception (2017-083)

Mr. Stebe noted that the zoning and regulations on the building have changed over the years. However, the use has remained as religious functions. The applicant has occupied the building

for a number of years without any incident, and there is extra parking off Madison Street, he said. He stated that it will not place a burden on the neighborhood.

Mr. Prause stated that, regarding the special exception criteria and the criteria of Art. II, Sec. 1.0.2 (a), it is a suitable location and has been used as a church for 50 years. It is very compatible with the neighborhood, does not impact utilities, has adequate parking, and does not have any negative impact on the environment, he said.

MOTION: Mr. Stebe moved to approve the special exception under Art. II, Sec. 12.02.09 to allow a place of worship at 72 East Center Street. Mr. Bergin seconded the motion and all members voted in favor.

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

OM FOUNDATION, INC. – To allow a place of worship at 15 Burnham Street Extension. – Special Exception (2017-086) – Request for Extension Until December 11, 2017; Erosion and Sedimentation Control Plan (2017-087) – Request for Extension Until December 11, 2017.

Ms. Bertotti reported that Staff concluded the first set of reviews on this application, which included comments that required revisions to the plan, such as drainage and other site plan related issues. In order to accommodate the applicant's time to address the comments, as well as the Planning Department's time for review, the applicant asked the Commission for an extension.

Special Exception (2017-086) – Request for Extension Until December 11, 2017

MOTION: Mr. Stebe moved to approve the request for an extension of time to open a public hearing until December 11, 2017. Mr. Stoppelman seconded the motion and all members voted in favor.

Erosion and Sedimentation Control Plan (2017-087) – Request for Extension Until December 11, 2017

MOTION: Mr. Stebe moved to approve the request for an extension of time to make a decision until December 11, 2017. Mr. Stoppelman seconded the motion and all members voted in favor.

RECEIPT OF NEW APPLICATIONS:

SURENDAR SEERANGAN – Inland Wetlands Permit (2017-104) – For a portion of the residence, a portion of the driveway, installation of gas, water, and sewer services, proposed drywell and regrading at 149 Tufts Drive.

TOWN OF MANCHESTER PLANNING AND ZONING COMMISSION – Zoning Regulation Amendment (2017-107) – For revisions to Art. I Sec. 2 (Definitions), Art. II Sec. 1 (General Requirements for Residential Zones), Art. II Sec. 9 (General Requirements for Business Zones), Art. II Sec. 16 (Industrial Zone), and Art. II Sec. 18 (Historic Zone), relating to Solar Energy Systems; and to add a new section, Art. IV Sec. 6: Solar Energy Systems.

TOWN OF MANCHESTER PLANNING AND ZONING COMMISSION – Zoning Regulation Amendment (2017-108) - To revise Art. II Sec. 15.04.02 (Central Business District) to add provisions regarding referral of design plan reviews to the full Planning and Zoning Commission.

Ms. Bertotti reported that there is an application that is not on the Receipt of New Applications agenda, which is a pre-application discussion about the use of a property in the Historic District for events.

MOTION: Mr. Stebe moved to adjourn the business meeting. Mr. Bergin seconded the motion and all members voted in favor.

The Chairman closed the business meeting at 7:32 PM.

I certify these minutes were adopted on the following date:

December 11, 2017
Date

Eric Prause, Chairman

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