

**MINUTES OF BUSINESS MEETING  
HELD BY THE PLANNING AND ZONING COMMISSION  
SEPTEMBER 17, 2018**

Members Present:     Andy Kidd, Acting Chair  
                              Michael Stebe, Secretary  
                              Timothy Bergin

Alternate Members Sitting:     Patrick Kennedy  
  Teresa Ike

Alternate:             Julian Stoppelman

Absent:                Eric Prause, Chairman  
                              Jessica Scorso

Also Present:         Gary Anderson, Director of Planning  
                              Matthew Bordeaux, Senior Planner  
                              Nancy Martel, Recording Secretary

The Chairman opened the Business Meeting at 8:00 P.M.

**NEW BUSINESS:**

REDEEMED CHRISTIAN CHURCH OF GOD – Request a special exception per Art. II, Sec. 5.02.02 for a place of worship use at 73 Summit Street. – Special Exception (2018-083)

Mr. Kennedy stated he understands the concerns expressed, but in his opinion, any use of the building, because of its odd configuration and age, would raise concerns about car movements. He expressed that the traffic patterns would be at odd times, i.e., Sundays and Thursday nights, and not at the busy times, which is favorable. While there are times that churches outgrow their space, because the building is not large, if the congregation expands, they will be forced to find another space, Mr. Kennedy stated.

Mr. Stebe expressed that he lives nearby and knows the street quite well. He noted that there is a steep grade headed north and he agreed with Mr. Kennedy's comments that, whether or not there is a church in that location, there will not be a change to the traffic pattern. The additional traffic would alert drivers to be cautious. He also commented on screening and buffering. One part of Art. II states there should be screening; further in Art. II, the floodway cannot be encroached upon. In Mr. Stebe's opinion, because of the depression for Bigelow Brook and the natural vegetation between the applicant's property and the condos, which are 8 ft. higher than the applicant's property, the current setup will function as a natural buffer. He also concurred with Mr. Bordeaux that the discussion of a metal barrier vs. a concrete stop would also go in that direction. In the event of flooding, he noted, keeping the area clear would be paramount to maintaining the waterway underneath the road. In his opinion, the concerns over the buffering and parking have been addressed. Mr. Stebe stated he would support the application as the applicant has done due diligence and come back with options and changes.

Mr. Kidd noted he agreed with Mr. Kennedy and Mr. Bergin on their points. The existing parking is met per regulation, and if the occupants exceed the proper levels per the Fire Marshal, they must address the problem. He stated that, in terms of the pre-existing conditions (the narrow driveway and the buffer), there are conflicting regulations in this case and the Commission should lean toward the applicant's desires. He questioned Staff about several items:

- A landscape buffer waiver;
- A driveway waiver if the Commission rules it is a pre-existing condition and it is not needed or it is a non-conforming but pre-existing condition, and whether that should be addressed;
- Dumpster shielding;
- Wheel stops vs. guardrails; and
- Extra wheel stops in areas where there may be a drop-off as a preventive measure.

Mr. Kidd speculated on whether those should be included as a condition in the motion.

Mr. Bordeaux expressed that the driveway width does not need to be included, as it is an existing condition. The Commission, in approving the proposal, is essentially accepting the waiver of the landscaping requirement. The comments by Mr. Bergin regarding additional wheel stops when the dumpster is moved, according to Mr. Bordeaux, would require a modification of the plans. He reported that the Planning Department will receive revised plans from Mr. Bushnell to show the relocation of the dumpsters. Mr. Bordeaux displayed where the dumpsters are currently as well as where Mr. Bergin stated would be appropriate to provide additional wheel stops. In his opinion, that should not be a condition of the plan.

Mr. Anderson interjected that could be included as a modification along with the other memos, to mention Mr. Bergin's comments that wheel stops should be added where the dumpster is to be relocated.

Mr. Kidd questioned whether the dumpster shielding should be addressed or whether that is a requirement that will be forgiven.

Mr. Anderson stated that the plan does not show those and the Commission would approve the plan as not showing those.

Mr. Kidd reminded Mr. Kennedy that a modification must be added to the motion to include Mr. Bergin's suggestion.

#### Special Exception (2018-083)

**MOTION:** Mr. Kennedy moved to approve the special exception for a place of worship use at 73 Summit Street in accordance with Art. II, Sec. 5.02.02 of the Zoning Regulations, with the following modifications:

1. That the plans show additional wheel stops where the dumpsters are being relocated from in accordance with the suggestion of Mr. Bergin.

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

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

DKS REALTY – For a building addition, new pavement, and parking spaces at 111 Utopia Road. – Erosion and Sedimentation Control Plan (2018-097)

Mr. Ben Wheeler, Licensed Landscape Architect, reported his firm prepared the application and plans under the direction of the Licensed Engineer Suzanne Choate. He noted he was accompanied by Mr. Jim Aldrich of Aldrich Construction in Manchester, who is the general contractor for the project. Mr. Aldrich had prior meetings with Town Staff reviewing the potential addition to the building. Based on those meetings, he reported, the recommendation was to submit an erosion and sedimentation control application. He explained that the building is for a manufacturer, an international company looking to expand its operations. The company has many locations throughout the world and one option is for them to expand their operation here in Manchester with a 15,000 sq. ft. building addition.

Mr. Wheeler reported the building addition will be contained entirely within an existing paved area, i.e., an existing impervious surface that will be taken off and replaced with the building addition. He displayed areas of pavement addition for additional parking and another small pavement addition, as well as at the front of the site for future parking. Mr. Wheeler noted the applicant has submitted an erosion and sedimentation control plan, which shows appropriate erosion control measures during the course of construction to prevent any problems with the storm sewer system or adjacent properties. The plan provides a perimeter silt fence on the downhill side of the proposed construction and inlet protection in the form of hay bales and silt sacks in the catch basins themselves. The erosion and sedimentation control plan was prepared with the direction of the guidelines from the 2002 State of Connecticut Guidelines for Erosion and Sedimentation Control Plans, and under the direction of a Licensed Professional Engineer.

Mr. Wheeler reported that the Town Engineer provided a memo dated September 10, 2018, in which he recommended approval with modifications and listed 13 items that he would like addressed in the final Mylar plans. He stated the applicant takes no exception to any of those 13 comments and will address those in the final plans once those are submitted.

Mr. Bordeaux explained that the Town Engineer had 13 comments, the majority of which were derived because the Town has adopted regulations that require a very detailed level of plan for review. He reported that, when an applicant submits an erosion and sedimentation control plan on an existing site, and when the Engineering Division receives the plans, they can review for everything that would apply to the application and the other improvements; i.e., all connections to utilities, storm water infrastructure and anything else related to construction in terms of how they would impact the public right of way. The applicant is requesting approval of this plan so they can move forward with their construction level plans. Everything will ultimately be approved upon their final submittal; Mylars will be submitted, stamped and filed, and the applicant can proceed to receive a building permit, he explained.

Mr. Kidd surmised the comments had nothing to do with the erosion and sedimentation control plan. Those would have been handled through normal procedures, and the only reason the memo is before the Commission is because of the need for the application for erosion and sedimentation control.

Mr. Bordeaux explained E&S control measures are satisfied, and these are additional site-related comments.

Erosion and Sedimentation Control Plan (2018-097)

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

1. Jeff LaMalva, Town Engineer, dated September 10, 2018.

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

JOSEPH FELICE – Request a 5-year extension of the previously approved inland wetlands permit 2013-032 at 129 South Main Street. – Extension of Previously Approved Inland Wetlands Permit (2018-104)

Mr. Kidd assumed that the applicant wishes to extend the approval for another five years, which Mr. Bordeaux confirmed.

Mr. Bordeaux stated there will be no changes proposed to the plans. The only reason that the activity has not begun is simply financial. He recalled working closely with Mr. Felice at the time of his original application and there was a question of whether or not this fell within a regulated area related to a brook. He reiterated this is a request for an extension of the approval, which expired yesterday. The regulations specifically state that the request for an extension should be made 65 days prior to the expiration, though that is not included in the decision letters for wetland permits and there are plans to add that.

Mr. Kidd sought to confirm that the existing gap of one day is of no consequence.

Mr. Bordeaux stated that if the Commission has no problem with it, he is fine with it.

**MOTION:** Mr. Kennedy moved to approve the extension of the previously-approved inland wetlands permit 2013-032 for construction of a residential detached garage in the regulated upland review area at 129 South Main Street. The approval is valid for 5 years. The work in the regulated area must be completed within one year of commencement.

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

#### **ADMINISTRATIVE REPORTS:**

Mr. Anderson encouraged the Commission members to visit the downtown area and see the outdoor dining pop-up, which has been a partnership with Bistro on Main. Three on-street parking spaces have been utilized for a temporary outdoor dining setup, he explained. Mr. Anderson stated the idea arose in downtown workshops over the last couple of years trying to generate visual interest. The dining setup will be in place for approximately three weeks and if it is successful, the plan is to try it again next season.

Mr. Kidd questioned whether it is actually in the parking spaces and asked what is protecting the area from traffic.

Mr. Anderson explained there are six bollard-like planters, concrete planters filled with stone, dirt and flowers, which protect the dining area from traffic. He noted this coincides with National Parking Day, in which communities are encouraged to use some of their pavement parking for other uses. Mr. Anderson thanked the Special Services District and the Capital Region Council of Governments for partnering with the Town in the effort.

Mr. Kidd commented that the idea seems quite positive. However, he recently overheard a statement from a business owner complaining about parking spots in front of the businesses being utilized by delivery trucks that occupy three or four parking spots for an inordinate amount of time. Mr. Kidd pointed out there is parking in the back, but the complaint is that blocking the front parking may inhibit people from visiting the businesses.

Mr. Anderson concurred, stating that Main Street does not have much loading space and some of the businesses are one level; if the delivery service parks on Purnell Place, they may be required to go up stairs.

Mr. Anderson reported that he will be issuing invitations to the Commission members for the groundbreaking for Spencer's Landing, the Calamar project on Spencer Street, on Thursday, September 27<sup>th</sup>, at 11:30 A.M. He stated they have not received building permits yet, but they are able to do some site work. He stated that the Town is excited that the project is getting off the ground as the Commission provided approval some time ago.

Mr. Stoppelman requested clarification that the location will be the apartments behind McDonalds.

Mr. Anderson confirmed that is the location and it will encompass senior housing and independent living.

#### **APPROVAL OF MINUTES:**

##### August 13, 2018 Public Hearing and Business Meeting

**MOTION:** Mr. Kennedy moved to approve the minutes of the public hearing and business meeting of August 13, 2018. Ms. Ike seconded the motion and all members voted in favor.

#### **RECEIPT OF NEW APPLICATIONS:**

Gordon Siegel and Vincent Breglia – Historic Zone Site Plan (2018-102) – For replacement of the shingled roof, a new sign, removal of several trees, and planting of new trees and bushes at 139 Hartford Road.

Joseph Felice – Extension of Previously-Approved Inland Wetlands Permit (2018-104) – Request a 5-year extension of the previously-approved inland wetlands permit (2013-032) at 129 South Main Street.

#### **TENTATIVE FUTURE AGENDA**

##### October 1, 2018

1. Tolland Turnpike Realty, LLC – Inland Wetlands Permit (2018-098); Erosion and Sedimentation Control Plan (2018-099); Special Exception Modification (2018-100) – To demolish an outbuilding, construct a building addition, overlay the existing pavement, and pave the gravel parking area at 30, 54, and 80 Tolland Turnpike.
2. Thanh Dai – Historic Zone Site Plan (2018-101) – For installation of a patio in the front area of the house and a railing for the existing porch at 78 Forest Street.

3. Gordon Siegel and Vincent Breglia – Historic Zone Site Plan (2018-102) – For replacement of the shingled roof, a new sign, removal of several trees, and planting of new trees and bushes at 139 Hartford Road.
4. Sanrico Associates, LLC – Inland Wetlands Permit (2018-092); Special Exception (2018-093); Erosion and Sedimentation Control Plan (2018-094) – For construction of 46 small business rental units in 4 separate buildings at 58 Sanrico Drive.

Mr. Kidd questioned the term “small business rental units.”

Mr. Anderson explained it essentially a contractor base, very small units similar to a self-storage unit. There would be parking for a contractor truck and flexible space, the idea being that a larger company could buy two or three, put them together and occupy all of them. He stated the structures are made to be very flexible in terms of the amount of space and the type of business occupying them. In meeting with the owner of the property, Mr. Anderson said, he sees a gap for industrial-type uses that need a very limited amount of space. It would be similar to a Work\_Space situation for industrial businesses, according to Mr. Anderson.

Mr. Kidd questioned whether there would be utilities, such as running water.

Mr. Anderson reported there will be and there are Staff comments related to how the utilities would be set up.

Mr. Kidd questioned the two upcoming applications that will go before the Cheney Commission. He noted there had been difficulty with receiving information from the Cheney Commission before the applicant comes before the PZC. He speculated that the timeframes on the two upcoming applications are a bit tight.

Mr. Anderson noted the time is tight, but applicants always seek to be put on the first Planning Commission agenda possible. He noted the applicant will go before the Cheney Commission 10 to 11 days prior to the Planning and Zoning Commission meeting. If the Cheney Commission is not comfortable and needs more information, the items can be moved to the next meeting, according to Mr. Anderson.

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

The Chairman closed the business meeting at 8:40 P.M.

I certify these minutes were adopted on the following date:

October 1, 2018  
 \_\_\_\_\_  
 Date

\_\_\_\_\_  
 Eric Prause, Chairman

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