

**MINUTES OF BUSINESS MEETING
HELD BY THE PLANNING AND ZONING COMMISSION
OCTOBER 21, 2019**

ROLL CALL:

Members Present: Eric Prause, Chairman
Patrick Kennedy, Vice-Chairman
Michael Stebe, Secretary
Timothy Bergin
Jessica Scorso

Alternates: Julian Stoppelman
Teresa Ike
Bonnie Potocki

Also Present: Gary Anderson, Director of Planning
Nancy Martel, Recording Secretary

The Chairman opened the Business Meeting at 7:20 P.M. The Secretary read the legal notice when the call was made.

PLAZA AT BUCKLAND HILLS, LLC – Resubdivision to create one additional 0.97-acre parcel out of 27.63-acre Plaza at Buckland Hills Shopping Center at 1524 Pleasant Valley Road. – Resubdivision (2019-094)

Resubdivision (2019-094)

MOTION: Mr. Kennedy moved to approve the resubdivision to create one additional 0.97-acre parcel out of the 27.63-acre Plaza at Buckland Hills Shopping Center at 1524 Pleasant Valley Road, with the modifications as specified in a staff memorandum from Raymond Myette, Jr., Design Engineer, dated October 21, 2019.

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

The reason for the approval is that the proposal meets the requirements of the Subdivision Regulations.

165 ADAMS ST, LLC – Special exception modification under Art. II, Sec. 16.15.02 (a) and (b) for a walk-in cooler and storage closet on the eastern wall (rear) of the building and fenced-in back space (poured concrete) running along the property line at 165 Adams Street. – Special Exception Modification (2019-098)

Mr. Ellis Riley introduced himself as representing 165 Adams Street to discuss the proposed back patio space. Mr. Riley detailed the plans for the patio, including a stockade fence, a rock wall, and accessories to create a beer garden atmosphere. He explained the interior access to the patio and the exits from the patio.

Mr. Prause asked for clarification about the stockade fence, the material for the cooler, and the stairs.

Mr. Riley stated that the cooler area may be reclaimed wood. He reported that there will be a metal enclosure over the stairs.

Mr. Stebe acknowledged that the large cooler was addressed at a previous meeting, and asked if the proposal is to expand the existing outside patio space along the whole length of the building. Mr. Riley confirmed that was correct.

Mr. Stebe further inquired about the design aspect of the fire pit. Mr. Riley reported that there will be a stone fireplace utilizing gas with a cage surrounding it for safety.

Mr. Stebe stated that he likes the design rendering and praised repurposing and expanding the area.

Mr. Anderson stated that there are no outstanding staff comments at this time.

Mr. Prause noted that the application does not include outdoor entertainment, and Mr. Anderson explained that application may be forthcoming. Mr. Prause questioned what neighbors surround the property.

Mr. Riley explained that Greene Moving & Storage, Tails-U-Win, and the Spice Mill are adjacent.

Mr. Prause commented that the businesses would not be bothered by an outdoor patio, and it is not close to any residential units. He questioned whether the outdoor gates would allow patrons to enter directly to the patio.

Mr. Riley pointed to the side entrance of the building and the outdoor gates, which are for exit only.

Special Exception Modification (2019-098)

MOTION: Mr. Kennedy moved to approve the special exception modification under Art. II, Sec. 16.15.02 (a) and (b) for a walk-in cooler and storage closet on the eastern wall of the building and fenced-in, poured concrete patio at 165 Adams Street.

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

The reason for the approval is the proposed modification meets the special exception criteria in Art. IV, Sec. 20.

ADMINISTRATIVE REPORTS:

Mr. Anderson reported that the Planning Department received a communication from a resident on Porter Street. The resident is an owner of Marsh Pond on the corner of Porter Street and Adelaide Road. The Manchester Land Trust is the owner of the remainder of the pond. Mr. Anderson noted that the gentleman had a concern regarding the condition of the pond, specifically related to the disposition of silt into the pond as he suspects a portion of the silt may have been deposited during the Highland Park School construction project.

Staff reached out to the resident, according to Mr. Anderson, and had a productive conversation. Staff is currently in a fact-finding process, reviewing past permits, the present condition of the pond, and the storm water system. The problem was brought to the Board of Directors, he reported.

Ms. Potocki commented on the dredging project for Center Springs Pond, which she said involved contractors not fulfilling their obligations and the Wetland Agent needing to get involved. She sought information on the responsibilities of Planning Staff, communications with Department of Public Works, who provides oversight, and funding. Ms. Potocki questioned whether the Inland Wetlands Agency should have more involvement in projects that have an impact on Town watercourses and wetlands.

Mr. Anderson stated that, if there are topics the Commission would like Staff to report on, that can certainly be done in the future.

Mr. Bergin added that, in the past, when discussing the dredging process, the Commission approved some landscaping associated with the reseeded. As the Commission has no oversight of the contractor utilized, the connection is less clear in terms of the Agency's role.

Regarding the pond at the corner of Adelaide and Porter, Mr. Bergin questioned whether any of the area was used for staging of materials. Mr. Anderson stated that he did not believe so. There were erosion control measures in place and Staff is still researching the permits, but there was no staging on that parcel.

Mr. Prause questioned what the Inland Wetlands Agency is charged with regarding enforcement. He understood that they are charged with determining significance and determining if the plan is appropriate, but questioned whether they are charged with following up on the execution.

A discussion was held between Mr. Prause and Mr. Anderson about the responsibilities for the Agency.

Ms. Potocki reported that there is a shared responsibility for communication to the public and that the Agency needs to be more proactive.

A discussion was held between the members of the Commission and Mr. Anderson about a prior cease and desist order. The consensus was that it is wise for the Commission to be aware of high visibility items and problems that occur with projects. Mr. Anderson said that could be accomplished.

APPROVAL OF MINUTES:

October 7, 2019 – Business Meeting

MOTION: Mr. Kennedy moved to approve the minutes. Ms. Scorso seconded the motion and all members voted in favor.

RECEIPT OF NEW APPLICATIONS:

WILLIAM GUINAN – Extension of Previously-Approved Subdivision (2019-108) – Request a 5-year extension of the previously-approved subdivision 2014-065 at 424 and 436 Middle Turnpike East.

ADELBROOK, INC. – Inland Wetlands Permit (2019-109); Zone Change (2019-110); Erosion and Sedimentation Control Plan (2019-111) – Zone change from Historic to Off Street Parking at 27, 31R, and 37R Prospect Street to establish additional parking to support an anticipated expansion of the existing educational facility across Prospect Street, and accompanying wetlands permit and erosion control plan.

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 7:50 P.M.

I certify these minutes were adopted on the following date:

November 4, 2019
Date

Eric Prause, Chairman

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