

**MINUTES OF BUSINESS MEETING
HELD BY THE PLANNING AND ZONING COMMISSION
DECEMBER 16, 2019**

ROLL CALL:

Members Present: Eric Prause, Chairman
Patrick Kennedy, Vice Chairman
Jessica Scorso
Jessica Poland

Alternate Member Sitting: Teresa Ike

Alternate Members: Julian Stoppelman
Bonnie Potocki

Absent: Michael Stebe

Also Present: Gary Anderson, Director of Planning
David Laiuppa, Environmental Planner/Wetlands Agent
Nancy Martel, Recording Secretary

The Chairman opened the Business Meeting at 8:03 PM.

ADELBROOK, INC. – Zone change from Historic zone to Off Street Parking zone at 27, 31R, 33R, and 37R Prospect Street to establish additional parking to support an anticipated expansion of the existing educational facility at 42 Prospect Street, and accompanying wetlands permit and erosion control plan. – Inland Wetlands Permit – Determination of Significance (2019-109); Inland Wetlands Permit (2019-109); Zone Change (2019-110); Erosion and Sedimentation Control Plan (2019-111)

Zone Change (2019-110)

MOTION: Mr. Kennedy moved to approve the zone district change from Historic zone to Off-Street Parking zone at 27, 31R, 33R, and 37R Prospect Street. Ms. Ike seconded the motion and all members voted in favor.

The reason for the approval is that the proposed amendment is consistent with the stated purpose of the Off-Street Parking Zone (Art. II, Sec. 17) in the Zoning Regulations, and with Manchester’s Plan of Conservation and Development Goal I (Redevelop and invest in existing and potential corridors and activity nodes), Goal II (Promote vibrant, walkable neighborhoods) and Character Map.

The zone change will be effective on January 2, 2020.

Inland Wetlands Permit – Determination of Significance (2019-109)

MOTION: Mr. Kennedy moved to find the proposed activity at the above-referenced location as shown on the inland wetlands permit application 2019-109 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 (2019-109)

MOTION: Mr. Kennedy moved to approve the inland wetlands permit for activity associated with the construction of a parking lot and associated curbing, lighting and landscaping at 27, 31R, 33R, and 37R Prospect Street, with the modifications as specified in Staff memoranda from:

1. John DiBiasi, Assistant Town Engineer, dated December 13, 2019.
2. James Davis, Zoning Enforcement Officer, dated December 12, 2019.

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

The reason for the approval is that the proposed activity does not disturb the principal functions or values of the wetland system 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 & Sedimentation Control Plan (2019-111)

MOTION: Mr. Kennedy moved to certify the Erosion and Sedimentation Control Plan at 27, 31R, 33R, and 37R Prospect Street, with the modifications as specified in Staff memoranda from:

1. John DiBiasi, Assistant Town Engineer, dated December 13, 2019.
2. James Davis, Zoning Enforcement Officer, dated December 12, 2019.

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

ELECTION OF OFFICERS

MOTION: Mr. Kennedy nominated Mr. Prause as Chairman. Ms. Scorso seconded the motion and all members voted in favor.

MOTION: Ms. Scorso nominated Mr. Kennedy as Vice Chairman. Ms. Poland seconded the motion and all members voted in favor.

MOTION: Mr. Kennedy nominated Mr. Stebe as Secretary. Ms. Scorso seconded the motion and all members voted in favor.

ADMINISTRATIVE REPORTS

Mr. Anderson noted Ms. Potocki had emailed a question regarding wetland issues, for which Mr. Laiuppa has an update.

Mr. Laiuppa noted one item of interest at 4 Fir Grove Road, which was a previously-denied application for the construction of a berm in a wetland. He noted he has been attempting to contact Mr. Keane at 4 Fir Grove Road to work on a schedule to remove the berm on his property. Mr. Laiuppa noted he has not been successful and, at this point, he will likely need to have papers served. He explained that Mr. Keane is aware that the presence of the berm is a violation of his permit denial.

Mr. Anderson added that staff has tried to work with the applicant, though the applicant has not responded.

Mr. Laiuppa also referred to Marsh Pond and the two property owners of Marsh Pond at the intersection of Porter Street and Adelaide Road. The property owner who owns approximately 1/3 of the pond observed sediment in the pond on the portion of the land owned by the Land Trust. Though the Town cannot definitively determine the original source of the sediment, the conveyance could have come through the Town storm water system. Mr. Pelletier believes that the Town should be responsible for removing the sediment. The Land Trust, according to Mr. Laiuppa, stated that their stance is to let the natural system absorb what is there. All parties agreed that additional sediment should be prevented from getting into the pond. Mr. Laiuppa reported the annual schedule for cleaning catch basins and said if anyone saw a need for a cleaning outside of the schedule, they should contact the Town so it can be done.

Because this is private property, Mr. Laiuppa explained, the Town does not typically get involved with maintenance without an easement. Any activities within the pond or within the wetland, regardless of who proposed the activity, would have to go through the permitting process unless it was considered an emergency, and this would not be considered an emergency. The percentage of the pond that the sediment covers is very low and he would estimate there are a couple of hundred square feet of sediment.

Mr. Anderson stated he has become aware there is misinformation about Marsh Pond being perpetuated on social media, and he clarified that there is no current violation of the wetlands regulations. The Land Trust owns two-thirds of the pond and they are not interested in addressing the sediment at this time.

Mr. Laiuppa attempted to address concerns that have been circulated.

Mr. Anderson reported the approval of a vinyl surrounding of the dumpster location at the Big Y project on Tolland Turnpike. He explained that he and the Chairman asked for further information, which was submitted and approved administratively.

APPOINTMENTS TO CAPITOL REGION PLANNING COMMISSION

MOTION: Mr. Kennedy nominated Mr. Stoppelman as a regular member to the Capitol Region Planning Commission. Ms. Scorso seconded the motion and all members voted in favor.

RECEIPT OF NEW APPLICATIONS:

COMMUNITY CHILD GUIDANCE CLINIC – Special Exception Modification (2019-119) –
For expansion of existing parking, regrading of playscape area with associated sidewalk and fencing, and new exit to Golway Street at 343 North Main Street (a.k.a. 317 N. Main Street).

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

The Chairman closed the business meeting at 8:30 P.M.

I certify these minutes were adopted on the following date:

January 6, 2020
_____ Date

_____ Eric Prause, Chairman

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