

**MINUTES OF BUSINESS MEETING  
HELD BY THE PLANNING AND ZONING COMMISSION  
JUNE 3, 2019**

**ROLL CALL:**

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

Alternate Member Sitting: Teresa Ike

Absent: Timothy Bergin  
Julian Stoppelman

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

The Chairman opened the Business Meeting at 9:35 P.M.

**OLD BUSINESS:**

KIMLAR, LLC – For a zone change from Neighborhood Business to Planned Residential Development zone for a portion of 699 Middle Turnpike East and from Residence A to Planned Residential Development zone at 719 Middle Turnpike East; a 2-lot resubdivision of 699 Middle Turnpike East; and construction of 32 residential apartment units in 6 buildings at 699 and 719 Middle Turnpike East. – Special Exception Modification (2019-013) – Request for 65-day Extension; Erosion and Sedimentation Control Plan (2019-014) – Request for 65-day Extension; PRD Zone Change and Combined Preliminary and Detailed Plan of Development (2019-011); Resubdivision (2019-012) ; Special Exception Modification (2019-013); Erosion and Sedimentation Control Plan (2019-014)

Special Exception Modification (2019-013) – Request for 65-day Extension

**MOTION:** Mr. Kennedy moved to approve the request for a 65-day extension of time to render a decision on the Special Exception Modification. Mr. Stebe seconded the motion and all members voted in favor.

Erosion and Sedimentation Control Plan (2019-014) – Request for 65-day Extension

**MOTION:** Mr. Kennedy moved to approve the request for a 65-day extension of time to render a decision on the Erosion and Sedimentation Control Plan. Mr. Stebe seconded the motion and all members voted in favor.

PRD Zone Change and Combined Preliminary and Detailed Plan of Development (2019-011)  
Resubdivision (2019-012)  
Special Exception Modification (2019-013)  
Erosion and Sedimentation Control Plan (2019-014)

A general discussion was held between the Commission and the applicant about whether to proceed at this meeting or move to the next meeting.

Mr. Anderson informed the Commission that the matter does not need to be tabled if there is no motion. It will be included as New Business at the next meeting.

**NEW BUSINESS:**

HARIHARAN KUPPURAJ – Pre-application review to discuss a zone change from Rural Residence to Business II zone at 30 Bidwell Street.

Mr. Kuppuraj, owner of 30 Bidwell Street, introduced himself. Mr. Kuppuraj is seeking pre-application review of a zone change from Rural Residence zone at 30 Bidwell Street to Business II. He informed the Commission that he is planning an indoor training facility for cricket, badminton or any other indoor sport, as those activities cannot be held outdoors for approximately nine months a year. The front portion of the building would be commercial, for his business “A Greater Head,” an after-school math and English enrichment program. Mr. Kuppuraj noted that his architect was unable to attend the meeting.

Coach Gani, a cricket coach, detailed the history of cricket and his involvement with the game. He noted that he has been renting a facility in Cromwell for the past three years. Coach Gani explained the features of the proposed facility. His vision is for pole vaulting, cricket, badminton, baseball, lacrosse and whatever other sports can be held within the building.

Mr. Kuppuraj reported that the lot is 2.7 acres, and he is proposing a 25,000 sq. ft. self-contained building. The front part of the building will be commercial and the back part will be the sports practice facility. He pointed to the parking areas.

Mr. Kennedy questioned the current zoning of the surrounding properties.

Mr. Bordeaux explained that the Community College is on the other side of 384, in a Rural Residence zone. There is a mix of higher-density residential, a PRD, and a Neighborhood Business at the intersection of Hartford Road and Bidwell Street.

Mr. Kennedy asked if the property is contiguous to any other Business II zone.

Mr. Bordeaux replied that it is not contiguous to a Business II zone. One example of a Business II zoned parcel in the vicinity would be the existing tennis and badminton facility on West Center Street.

Mr. Prause reminded Mr. Kuppuraj that recommendations made at this meeting are non-binding. If the application comes before the Commission in the future, there may be different Commission members with different concerns. There would be a public hearing and anyone in the neighborhood could come in and bring other evidence that could be contrary to the application. Additionally, Mr. Prause explained, the applicant is not locked into anything presented at this meeting. He questioned the parking requirements for a commercial use in the front and the recreation use in the back, as well as the hours of operation.

Mr. Kuppuraj replied that the parking regulation requires around 20-30 spaces for the commercial use and around 40 for recreational use. He stated that they are planning 70 to 80 spaces. The proposed hours of use are from 8:00 A.M. to 10:00 P.M., seven days a week. Mr. Prause referred to the displayed plan and sought clarification of where the parking would be. Mr. Kuppuraj detailed the parking and confirmed that there would be no outdoor recreation.

Mr. Stebe reported that he and the Chairman were the only members on the Commission the last time this property was discussed. At that time, that applicant sought to build a much larger structure with much more parking. Though the proposal is different, the questions remain the same, according to Mr. Stebe, such as how the facility fits on that location. He described the area and stated it is a difficult plot of land because of its shape. In his opinion, the proximity to Manchester Community College is positive, though the traffic will need to be studied. Mr. Stebe remarked that the proposal is a good idea.

Mr. Kuppuraj replied that, with the current regulations in mind, this land is the only location where indoor sports are allowed.

Mr. Bordeaux followed with the information that sports and athletic clubs are a special exception use in Rural Residence zones. There are special requirements, the first of which is that the lot area must be a minimum of 4 acres, and he explained that will be the first hurdle. Business II is the only zone where tennis and badminton courts, skating rinks, and health and recreation clubs are permitted uses. He noted that there may be further complications regarding parking due to the regulations.

Mr. Kennedy inquired whether the cul-de-sac backing up to the property is a single-family residential area, which was confirmed. He suggested to the applicant that there may be property owners that may not welcome the development, and those concerns will have to be addressed. Referring to the surrounding properties' zoning, he said, when a property is changed to Business II, it is oftentimes surrounded by other Business II zoned properties.

Mr. Prause recommended good screening or plantings. He speculated that the surrounding properties may worry about noise in the parking lot after hours and suggested the applicant determine how to best address those concerns.

TOWN OF MANCHESTER – To resurface the parking lot and replace concrete sidewalks in the student lot (east side) at Manchester High School at 134 Middle Turnpike East. – Erosion and Sediment Control Plan (2019-056); Special Exception Modification (2019-070)

Mr. Jeff LaMalva, Town Engineer, informed the Commission that the location is the student lot located off Brookfield Street. The funding for the project was included in the 2017 Public Works Bond Referendum. He explained that the current plan has modifications to the original plan. Mr. LaMalva detailed the improvements, which include reclaiming, grading and paving the existing lot and widening a small section, as well as adding a bus drop-off lane. He referred to the plan and described the various changes to the plan. Mr. LaMalva reported that the bus drop-off lane is for athletic students to come to or depart from the school. Pedestrian improvements have been incorporated into the project, which he explained to the Commission.

Mr. LaMalva detailed the plans for storm water. The existing parking lot grades to the southeast where there are existing catch basins that flow into an underground culvert, which conveys Bigelow Brook beneath the high school fields. The grading pattern will remain the same, but a hydrodynamic separator will be installed, according to Mr. LaMalva. He explained the landscaping plan; e.g., trees that will be removed and new tree plantings. There will be an overall 6% decrease in pavement, he stated, and the total disturbance for the project will be approximately 2.4 acres. In terms of erosion and sedimentation controls, Mr. LaMalva noted that silt fences will be installed at all the downslope areas, and there will be silt sacks within all the existing and proposed catch basins as well as at the construction entrance.

The plan is to have the majority of the construction completed by the start of the next school year, according to Mr. LaMalva, with some minor work such as landscaping being completed after school begins.

Mr. Stebe noted that there are currently four high-pole lights and questioned what will be used for replacement. He also inquired whether the parking lot will be striped.

Mr. LaMalva replied that two existing poles will remain and the other two will have to be relocated. He stated that the parking spaces will be striped. In addition, the width of the driving lanes is adequate for two-way, but the high school wants an area to be one-way, which Mr. LaMalva detailed in the plan.

Mr. Prause stated that the original parking lot improvement plan presented had the original configuration. In his opinion, the prior plan was more open, but the proposed plan makes it difficult to cut across the lot.

Mr. LaMalva concurred with Mr. Prause, but stated that the current plan is basically rotated from the original. He explained that they were asked to change the plan to stop motorists from driving across the lot.

Mr. Prause questioned whether there was an erosion plan showing any construction stockpiling. Mr. LaMalva explained that they did not show a stockpile because there will not be much removal of grass and topsoil. He presented the plan that shows the silt fence and silt sack locations.

Mr. Prause asked if the construction is just resurfacing, or if there will be earth movement.

Mr. LaMalva stated that there will be grinding of the existing pavement and repavement over that.

Special Exception Modification (2019-070)

**MOTION:** Mr. Kennedy moved to approve the special exception modification in accordance with Art. II, Sec. 4.02.02 for improvements of the Manchester High School student parking lot at 134 Middle Turnpike East, Residence A zone. Ms. Ike seconded the motion and all members voted in favor.

The reason for the approval is that the proposed improvements increase the number of parking spaces and improve pedestrian safety.

Erosion and Sedimentation Control Plan (2019-056)

**MOTION:** Mr. Kennedy moved to certify the erosion and sedimentation control plan. Ms. Ike seconded the motion and all members voted in favor.

TOWN OF MANCHESTER PUBLIC WORKS DEPARTMENT – Construction of two new fuel storage and dispensing systems for municipal use at 864 Middle Turnpike West. – Special Exception Modification (2019-057); Erosion & Sedimentation Control Plan (2019-058)

Mr. Jeff LaMalva, Town Engineer, described the project as a complete replacement of the Town municipal fueling station and tanks. He explained that the project includes two separate areas. The first area (the self-fueling site) is the main fuel dispensing system for the Town. This is where all Town vehicles, with the exception of the Police Department, refuel. The second proposed area, Mr. LaMalva explained, is the north fueling system site back within the Public Works complex, which will be a secondary fueling site, only for Public Works vehicles.

Referring to the main area, Mr. LaMalva, pointing to the plan, informed the Commission of the proposed plan. He explained that the proposal will allow them to keep the existing facility operational during construction. The proposed facility will be built first and once that is complete, they will demolish and remove the tanks for the existing site. Mr. LaMalva reported that there will be two 10,000-gallon above-ground steel tanks. There will be a combination of bollards and guiderail around the tanks. He referred to the plan and pointed to the tanks' location, a 500,000 gallon diesel exhaust storage and dispensing unit between the two tanks, and LED lighting for the site, which is useful during 24-hour shifts of snow removal, according to Mr. LaMalva. Like the existing facility, the area will be completely secure with fencing and gates. Regarding storm water, the existing site and the proposed site will grade in the westerly direction down to a catch basin and will then be discharged into a pre-cast oil and water separator before tying into the existing storm drainage, Mr. LaMalva reported.

Mr. LaMalva described the secondary site as a single 6,000-gallon above-ground tank for diesel only. There will be a bituminous concrete pad on one side, which will be used for Public Works vehicles. On the opposite side will be 12" of stone for the track excavator and the landfill compactor. There will be emergency shut-offs and alarms, in addition to the oil and water separator before discharging into the storm drainage system. It will be a smaller version than the main fuel dispensing system.

Erosion and sedimentation controls, according to Mr. LaMalva, will include a silt fence along the disturbed areas and silt sacks within existing catch basins. The total disturbance for this project is approximately one acre with the majority being near Olcott Street.

Mr. Prause questioned the erosion and sedimentation controls as part of this project.

Mr. LaMalva projected the plan showing the silt fence and silt sacks within the catch basins.

Special Exception Modification (2019-057)

**MOTION:** Mr. Kennedy moved to approve the special exception modification per Art. II, Sec. 16.15.02 (a) and (b) for development on a site which is four (4) acres or larger in size and a use which requires automobile parking spaces in excess of 60 spaces, for replacement of the Town fleet fuel storage and dispensing systems at 864 Middle Turnpike West, Industrial zone. Mr. Stebe seconded the motion and all members voted in favor.

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

Erosion & Sedimentation Control Plan (2019-058)

**MOTION:** Mr. Kennedy moved to certify the erosion and sedimentation control plan. Mr. Stebe seconded the motion and all members voted in favor.

TOWN OF MANCHESTER PLANNING & ZONING COMMISSION – Regulation amendment to Art. II, Sec. 15.04.02 regarding the adoption of revised Downtown Manchester Architectural Design Guidelines. Zoning Regulation Amendment (2019-060)

Zoning Regulation Amendment (2019-060)

**MOTION:** Mr. Kennedy moved to approve the zoning regulation amendment to Art. II, Sec. 15.04.02 regarding adoption of revised Downtown Manchester Architectural Design Guidelines. Ms. Scorso seconded the motion and all members voted in favor.

The reason for the approval is that the proposed amendment would modernize the guidelines to ensure that building facades Downtown remain attractive while still preserving the unique historic character of Downtown architecture.

The zoning regulation amendment will be effective on June 21, 2019.

Mr. Prause commended Ms. Scorso and Mr. Kidd for their work on the initiative. His opinion was that the plan is organized better than in the past.

Ms. Scorso stated that she is grateful for the committee she worked with on the project and she has received a lot of feedback from stakeholders in Manchester. She noted that it is important to understand that there are a variety of different styles of buildings in the Downtown area and that is incorporated in the present guidelines. In her opinion, this allows for growth going forward.

KENNETH BOYNTON – Proposed 44-lot residential cluster subdivision served by sanitary sewer and public water at 426 Wetherell Street. – Inland Wetlands Permit (2019-036) – Request for Extension Until July 15, 2019; Subdivision (2019-037) – Request for Extension Until July 15, 2019; Erosion & Sedimentation Control Plan (2019-038) – Request for Extension Until July 15, 2019

**MOTION:** Mr. Kennedy moved to approve the request for a 24-day extension of time (until the July 15, 2019 regular meeting date) to render a decision on the inland wetlands permit and erosion and sedimentation control plan, and to open a public hearing for the subdivision application. Mr. Stebe seconded the motion and all members voted in favor.

**ADMINISTRATIVE REPORTS:**

Norman L. and Linda J. Latulippe – Lot Line Revision (2019-029) – 756, 780 & 736 Vernon Street

Mr. Bordeaux reported that a lot line revision was administratively approved involving the properties at 736, 756, and 780 Vernon Street. The current property owner is planning to sell the house at 756 Vernon Street. A portion of 756 Vernon Street will be combined with 780 Vernon Street to create a 9.45-acre parcel and a 0.34-acre piece of 756 Vernon Street will be conveyed to the neighbors at 736 Vernon Street due to an existing encroachment.

**RECEIPT OF NEW APPLICATIONS:**

KEITH BELLEROSE – Inland Wetlands Permit (2019-068) – For a 20' x 25' addition to the existing house at 463 Birch Mountain Road.

SL 80 UTOPIA ROAD LLC – Erosion & Sedimentation Control Plan (2019-071) – For construction of an approximately 25,800 sq. ft. commercial building with associated parking, drive aisle, utilities and landscaping improvements at 80 Utopia Road.

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

The Chairman closed the business meeting at 10:44 P.M.

I certify these minutes were adopted on the following date:

July 1, 2019 \_\_\_\_\_  
Date

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

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