

**MINUTES OF BUSINESS MEETING
HELD BY THE PLANNING AND ZONING COMMISSION
SEPTEMBER 4, 2019**

ROLL CALL:

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

Alternate Member Sitting: Julian Stoppelman

Alternate: Bonnie Potocki

Absent: Teresa Ike
Jessica Scorso

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

The Chairman opened the Business Meeting at 9:10 P.M.

V. SEAN LILLY INLAND PROPERTIES, LLC – To build a new 2,500 sq. ft. single family dwelling at 19 Chilstone Lane. – Inland Wetlands Permit – Determination of Significance (2019-087); Inland Wetlands Permit – (2019-087)

Mr. Andrew Bushnell, Licensed Professional Engineer and Land Surveyor, Bushnell & Associates, introduced himself. Mr. Bushnell reported that the property is part of the Reig Highlands subdivision under development for a number of years. The lot was approved many years ago and contains wetlands to the rear of the property, as displayed on the plan. Mr. Bushnell stated that, at the time of the original subdivision approval and subsequent re-approval of the wetlands permit, the upland review area was 50 ft., but since then the upland review area for the Town of Manchester has been increased to 100 ft. He noted that this is the last existing lot in the subdivision. Mr. Bushnell described the current details of the property.

A single-family residential house in harmony with the styles of homes in the neighborhood is being proposed, according to Mr. Bushnell. The details of the proposed home and landscaping were provided. There is an existing conservation easement on the property, stated Mr. Bushnell, which was deeded at the time of the original subdivision. He continued to point out the details of the property. He reported that, in his review of the original subdivision plans vs. the proposal, he found that part of the issue with the lot is that, at some point, the road was raised quite a bit, which created issues with accessibility to the lot because of the steepness from the road.

Mr. Bushnell stated that, for erosion and sediment control, there is silt fence on the downhill gradient beyond the existing concrete block retaining wall. He displayed the temporary stockpile area located outside the upland review area, which will also be surrounded by silt fence. Further protective measures were explained, including stabilizing the site for winter. Mr. Bushnell asserted that there will be no greater impact to the wetlands from the proposal than from the surrounding houses.

Mr. Prause sought confirmation that the existing wall is not going to be disturbed. He questioned whether that is a structurally sound wall. Mr. Bushnell confirmed that it will not be disturbed and it is a structurally sound wall.

Mr. Prause referred to the drain outlet that will be discharged into the upland review area and questioned whether that will impact the wall. Mr. Bushnell noted that the well ends and the pipe is run just past the end of the wall. He stated that he does not anticipate any flow out of it, as typically a footing drain collects groundwater around the foundation, but this foundation will be totally out of the ground above existing grade.

Mr. Bordeaux reported that Staff reviewed the plans. The Assistant Town Engineer provided comments that were responded to and everything has been satisfied, he said.

Mr. Laiuppa asked Mr. Lilly to purchase some medallions to hang along the easement, which were picked up and are either hung or will be soon.

Inland Wetlands Permit – Determination of Significance (2019-087)

MOTION: Mr. Kennedy moved to find that the proposed activity at the above-referenced location as shown on the inland wetlands permit application 2019-087 will not have a significant impact on the wetlands and, therefore, will not require a public hearing. Mr. Stebe seconded the motion and all members voted in favor.

Inland Wetlands Permit (2019-087)

MOTION: Mr. Kennedy moved to approve the inland wetlands permit for regulated activity associated with the construction of a single-family dwelling at 19 Chilstone Lane. Mr. Stoppelman 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 systems 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.

Mr. V. Sean Lilly stated that his current address is 7 Brightman Circle, South Windsor. His understanding is that, from the time the project begins, there is one year to complete it. Mr. Prause explained that the approval is valid for five years. At any time in the five years, he reported, the applicant can start using the permit, but the intent is to get the work done within one year. If problems arise, there could be an extension, though it would be best kept at a year.

ADMINISTRATIVE REPORTS:

Mr. Bordeaux took the opportunity to inform the Commission that he is accepting a new job in Colchester, with his last day on September 20. He has enjoyed his time with the Town, and noted that the track record of working for Manchester is important to other communities. Mr. Prause stated that it has been great to see Mr. Bordeaux grow into the role and he has been an asset to the Commission. Mr. Anderson added that Staff will miss him.

Mr. Prause stated that he has contemplated the Manchester 2020 Plan. Next year is 2020, and although they are not required by statute to revise the plan, it is something to be on the Commission's radar. He referred to the Sustainability Task Force and said, in his opinion, it may be wise to get their thoughts on any way to improve the zoning requirements or any other regulations within the Town. Mr. Prause stated that there are recommended practices but nothing enforceable. He contemplated whether someone from the Planning Department should approach the group to determine whether they are looking for output for their ideas; the Commission could use it for the next Plan of Conservation and Development.

Mr. Anderson reported that he would start by mentioning it to the Deputy General Manager, as he is leading the Sustainability Task Force. His understanding of the group is that they were charged with trying to get a Sustainable CT Certification, and once that is received, there will be another group to work toward implementation.

Mr. Anderson noted that the Board of Directors approved funding for the Parks & Facilities Master Plan, which can be another potential jumping off point for the POCD.

Ms. Potocki offered recommendations for the Town's public improvement standards. Mr. Anderson stated that there was a draft of new public improvement standards approximately 5 to 10 years ago, though he is unsure why they were never approved. Because they touch on many sustainability items, that is likely a recommendation of the sustainability group moving forward. He acknowledged that zoning regulations and subdivisions could be looked at, as well as public improvement standards that everyone must deal with. Mr. Anderson stated that he could have a conversation with the Director of Public Works and it may be time to take a look at those. He did offer that the Form-Based zoning regulations do have low-impact development language, though that is limited.

APPROVAL OF MINUTES:

August 12, 2019 – Public Hearing/Business Meeting

MOTION: Mr. Kennedy moved to approve the minutes as written. Mr. Stebe seconded the motion and all members voted in favor.

RECEIPT OF NEW APPLICATIONS:

URBAN LODGE BREWING – Special Exception (2019-090) – Request a Special Exception per Art. II, Sec. 15.02.04 to allow outdoor entertainment (bands/musicians) at 45 Purnell Place.

HARIHARAN KUPPURAJ – Zone Change (2019-091) – Request a zone change from Rural Residence to Business II zone at 30 Bidwell Street.

TOWN OF MANCHESTER PUBLIC WORKS DEPARTMENT – Erosion and Sedimentation Control Plan (2019-092); Special Exception Modification (2019-093) – Construction of a splash park and associated site work at 126 Olcott Street.

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

The Chairman closed the business meeting at 9:40 P.M.

I certify these minutes were adopted on the following date:

September 16, 2019
Date

Eric Prause, Chairman

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