

**MINUTES OF BUSINESS MEETING  
HELD BY THE PLANNING AND ZONING COMMISSION  
OCTOBER 19, 2020**

**MEETING HELD VIA ZOOM**

**ROLL CALL:**

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

Alternates Present: Julian Stoppelman  
Teresa Ike  
Bonnie Potocki

Also Present: Gary Anderson, Director of Planning  
Megan Pilla, Senior Planner  
Kyle Shiel, Senior Planner  
Nancy Martel, Recording Secretary

The Chairman opened the Business Meeting at 8:50 P.M. The Secretary read the legal notice when the call was made.

LUIS MORENO (continued from October 5, 2020) – Special exception under Art. II, Sec. 16.15.02(c) to operate a place of worship in the Industrial zone at 104 Hilliard Street. – Special Exception (2020-067)

Special Exception (2020-067)

**MOTION:** Mr. Kennedy moved to approve the special exception under Article II, Section 16.15.02 (c) to operate a place of worship in the Industrial zone at 104 Hilliard Street. Ms. Scorso seconded the motion and all members voted in favor.

The reason for the approval is that the proposed activity meets the special exception criteria in Art. IV, Sec. 20 and Art. II, Sec.16.15.02(c).

Mr. Stebe commented that the criteria for this application have been met and he is in support. Mr. Prause concurred with Mr. Stebe's comment.

CHICK-FIL-A – Request a special exception under Art. II, Sec. 24.02.01 (d) for demolition of the existing site and construction of a new +/- 5,165 sq. ft. Chick-fil-A restaurant with associated parking, drive-through lanes, and utilities at 1482 and 1524 Pleasant Valley Road. – Special Exception (2020-068); Erosion and Sedimentation Control Plan (2020-069)

Mr. Kennedy observed that this is not the first location that Chick-Fil-A was interested in. Though he noted that there is concern about the drive-throughs, the only location where he has noted difficulty is Dunkin Donuts and Starbucks. In his opinion, there appears to be adequate queuing area, though in the first couple of weeks there may be backup.

Ms. Scorso stated that, after reviewing the plans, internally the driveway and drive-through look good. She noted that she is concerned about the traffic flow, however, and feels there will be an impact.

Special Exception (2020-068)

**MOTION:** Mr. Kennedy moved to approve the special exception under Art. II, Sec. 24.02.01(d) to locate a restaurant with drive-through service in the General Business zone, including demolition of the existing site and construction of a new Chick-fil-A restaurant with associated parking, drive-through lanes, and utilities, at 1482 and 1524 Pleasant Valley Road, with the modifications as specified in staff memoranda from:

1. John DiBiasi, Assistant Town Engineer, dated October 14, 2020 and October 19, 2020.

and with the condition that the applicant install signs and pavement markings directing traffic to turn left only out of the drive-through and to turn right only out of the north exit from the parcel.

Ms. Scorso seconded the motion.

A general discussion was held regarding the future review of the traffic patterns and potential impacts.

**AMENDED MOTION:** Mr. Kennedy moved to modify the condition to state that, after the applicant has been operating for 6 months, the applicant will install signage and/or pavement markings as deemed appropriate by the Traffic Engineer. Ms. Scorso seconded the motion and all members voted in favor.

Mr. Prause, Mr. Kennedy, Ms. Scorso, and Ms. Poland voted in favor of the amended motion. Mr. Stebe voted against the amended motion. The motion passed four to one.

The reason for the approval is that the proposed activity meets the special exception criteria in Article IV, Section 20.

Erosion and Sedimentation Control Plan (2020-069)

Mr. Prause noted that the area of approach to the dumpster is shown as an area of disturbance. He questioned what will be done in that area.

Mr. Fonseca replied that the pavement will be saw cut in front of the enclosure. The slab will then be constructed and, per the property owner, the concrete will be painted black to match the pavement.

Mr. Prause assumed that portion of the driveway will be out of use, but Mr. Fonseca assured him that the activity will be a quick closure.

Erosion and Sedimentation Control Plan (2020-069)

**MOTION:** Mr. Kennedy moved to certify the erosion and sedimentation control plan for demolition of the existing site and construction of a new Chick-fil-A restaurant with associated parking, drive-through lanes, and utilities, at 1482 and 1524 Pleasant Valley Road, with the modifications as specified in staff memoranda from:

1. John DiBiasi, Assistant Town Engineer, dated October 14, 2020 and October 19, 2020.

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

STEPHENS PIPE & STEEL CONNECTICUT, LLC – To modify the existing employee parking and truck maneuvering areas at the existing facility located at 776R North Main Street. – Special Exception Modification (2020-063); Erosion & Sedimentation Control Plan (2020-064)

Mr. Kevin Grindle, Project Manager, Anchor Engineering, introduced himself. Mr. Grindle explained that the intent of the project is a parking modification. The applicant has had discussions with the owner of the property regarding the vehicular access on the Stephens Pipe & Steel property. He stated that, with the current configuration, trucks utilize the BJs parking lot and adjacent gas station when entering the applicant's parking lot. Mr. Grindle reported that the plan is a result of the conversations between the applicant and the abutting property owner.

According to Mr. Grindle, they have reconfigured the existing employee parking on the site to establish a longer paved area for truck maneuvering. He detailed the site and the proposed plan as it will affect truck traffic and employee parking. The Zoning Enforcement Officer has cited the applicant in the past for trucks being parked on non-paved surfaces. Mr. Grindle described the proposed landscaping for the area, which was done in conjunction with the abutting property owner.

Mr. Grindle reported that, in review with Staff, there has been discussion with the Engineering Department about the increase in impervious area. There is about 17,000 sq. ft. of additional paved surface, and they are mitigating sediment issues by installing a storm water treatment structure. The entire storm water system on the site runs parallel to the existing railroad corridor, according to Mr. Grindle, and extends east more than 600 ft. to the Hockanum River. That outlet must be repaired and they are asking for the allowance of the approval with that being a condition, acknowledging that is not only Staff's concern, but his as well. The applicant is hoping to commence paving before the winter months, and the outlet will be repaired in the

spring. There is very minimal utility impact, according to Mr. Grindle, which he explained in detail.

Referring to the erosion and sedimentation control application, Mr. Grindle stated that the total disturbance on the project is 0.68 acres, falling within the threshold for the erosion and sedimentation plan. He pointed out the measures that will be in place, as well as the stockpile area. The plan is entirely within the Level A aquifer protection area and there is no concern regarding the longstanding quality of the aquifer.

Mr. Stebe questioned the location of the new employee entrance and exit in relation to the BJs plaza location, which was explained by Mr. Grindle. Mr. Stebe asked if the trailer parking area is where the current fence is, which Mr. Grindle confirmed.

Ms. Pilla stated that there are still a couple of Staff memos outstanding from Mr. Davis and from the Engineering Department. She noted that the storm water outlet mentioned by Mr. Grindle is broken and, if not addressed, unprotected discharge will continue to erode and undermine the broken pipe.

#### Special Exception Modification (2020-063)

**MOTION:** Mr. Kennedy moved to approve the special exception modification in accordance with Art. II, Sec.16.15.02(a) and Art. IV, Sec. 20 to modify the existing employee parking and truck maneuvering areas at the existing facility located at 776R North Main Street, with the modifications as specified in Staff memoranda from:

1. Bernard Kalansuriya, Design Engineer, dated October 16, 2020.
2. James Davis, Zoning Enforcement Officer, dated October 15, 2020.

and with the condition that necessary repairs to the outlet of the storm water drainage system, along with associated regulatory applications, must be completed within 12 months.

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

The reason for the approval is that the proposed activity meets the special exception criteria in Article IV, Section 20.

#### Erosion & Sedimentation Control Plan (2020-064)

**MOTION:** Mr. Kennedy moved to certify the erosion and sedimentation control plan for modifications to the existing employee parking and truck maneuvering areas at the existing facility located at 776R North Main Street, with the modifications as specified in Staff memoranda from:

1. Bernard Kalansuriya, Design Engineer, dated October 16, 2020.
2. James Davis, Zoning Enforcement Officer, dated October 15, 2020.

and with the condition that necessary repairs to the outlet of the storm water drainage system, along with associated regulatory applications, must be completed within 12 months.

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

## **ADMINISTRATIVE REPORTS**

### Administrative Approvals

- Bryan A. Futoma – Lot Line Revision (2020-061) – 230 and 238 Union Street
- Carol Maturo Ward & Allen Mason Ward, Jr., Trustees – Lot Line Revision (2020-062) – 129 and 135 Castle Hill

Mr. Anderson reported that there is a request from a Commission member for specific comments from the Staff review team, the Zoning Enforcement Officer and Engineering, etc. Those are not typically sent as part of the meeting packet in an effort to simplify the meeting packets. He noted that Staff's goal is to present the clear, outstanding issues that may be present at the meeting time. The Senior Planner typically sends a memo beforehand and there is a verbal report of anything outstanding at the meeting, which is the reason comments from Engineering, etc. are not sent. This issue has been discussed in the past and the Commission has been comfortable with the process.

Ms. Potocki noted that she had made the request. In her opinion, in terms of transparency and review, it would be beneficial for the Commission to have the comments.

Mr. Kennedy commented that he would prefer that the process remains as-is, allowing him to see the salient points.

Mr. Prause noted that there is a very talented professional staff in the Town of Manchester whose job it is to review and ensure compliance. He stated that Staff does point out issues that are necessary for the Commission to take into consideration. If any member is interested in more information, according to Mr. Prause, they are certainly within their right to make that request.

### Parks & Facilities Master Plan

Mr. Shiel reported that the Town has initiated a Parks & Facilities Master Plan, the money for which was appropriated in 2019. Mr. Shiel gave the history of the project to date.

The Town has 25 parks, 800 acres, and 109 miles of trails and must prioritize the utilization of each facility, in terms of investment or decommissioning. Mr. Shiel stated that, from the Planning Department's perspective, the process is important because of economic development, attracting new residents, community engagement and the opportunity to begin engaging the community with an eye toward the upcoming Plan of Conservation and Development.

Mr. Shiel referred to the School Repurposing Project, noting that Robertson School is scheduled to close in 2024-2025. The Community Y's lease expires in approximately 8 years, and Mr.

Shield noted that it is a very old, obsolete building. He stated that the cricket field, Union Pond Park, and the Hockanum Trail are all in a district, and the area could be transformed.

The project scope, as explained by Mr. Shiel, is:

- Public engagement and visioning, which has begun
- Review of the recreation programming and staffing
- Trail maintenance and connectivity
- Assessment and conceptual visioning of 5-6 parks
- Funding and fiscal analysis
- Implementation strategy
- Final presentation to the Board of Directors

Mr. Shiel explained that there are signs in three languages in strategic locations around town in an effort to engage residents. He reported that there have been 17 focus groups with the consultants, including ones with the Board of Directors, Board of Education, various staff, and the Conservation Commission. They are to meet with the Senior Center Advisory Group soon, and there is a Zoom call scheduled with the School Repurposing Committee. There will be an in-person event on October 24 – masked, socially distant events in Northwest Park, Charter Oak, Center Memorial, and Squire Village. Additionally, a survey will be mailed to residents after the election to give a nationwide comparison between Manchester and other communities. Mr. Shiel reported that there will be a Town Hall Zoom meeting in mid-November, details to be determined.

Going forward, according to Mr. Shiel, they are encouraging people to stay engaged and participate through the “Your Voice Matters” website.

Mr. Prause commented that he has seen many signs around town for the upcoming event. Referring to the surveys, he assumes they will not get 100% response, and wondered if they will continue to send out surveys until they get the number of responses they are looking for.

Mr. Shiel stated that the company that will be handling the survey is confident they will get a good response.

Mr. Anderson reiterated that they are hoping that this process will jump start the upcoming new Plan of Conservation and Development (POCD), which the Commission is very involved with.

## **RECEIPT OF NEW APPLICATIONS**

1. **PPF WE 1339 Tolland Turnpike LLC – Special Exception Modification (2020-065); Erosion & Sedimentation Control Plan (2020-066) – To add employee parking and access points within the northwest quadrant of the site at 1339 Tolland Turnpike.**

2. **Town of Manchester, Water/Sewer – Inland Wetlands Permit (2020-072)** – To remove silt from reservoir spillway and dispose of offsite to allow water treatment personnel to accurately measure and maintain the reservoir as well as allow the spillway to function properly at 275 South Main Street.

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

The Chairman closed the business meeting at 10:30 P.M.

I certify these minutes were adopted on the following date:

November 2, 2020

\_\_\_\_\_  
Date

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

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