

**MINUTES OF BUSINESS MEETING
HELD BY THE PLANNING AND ZONING COMMISSION
MARCH 16, 2020**

ROLL CALL:

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

Absent*: Jessica Poland
Julian Stoppelman
Teresa Ike
Bonnie Potocki
**Note: Mr. Stoppelman, Ms. Ike, and Ms. Potocki were asked not to attend the meeting due to social distancing guidelines. Ms. Poland was also absent due to social distancing.*

Also Present: Megan Pilla, Senior Planner
Gary Anderson, Director of Planning & Economic Development
David Laiuppa, Environmental Planner/Wetlands Agent

Time Convened: 7:00 p.m.

NEW BUSINESS:

TOWN OF MANCHESTER – Construction of new concrete sidewalk, driveway aprons, and driveway repair within the Tolland Turnpike roadside/right-of-way. – Inland Wetlands Permit – Determination of Significance (2020-008); Inland Wetlands Permit (2020-008); Erosion & Sedimentation Control Plan (2020-009)

Mr. John DiBiasi, Assistant Town Engineer, presented the application. Tolland Turnpike between North Main Street and Slater Street is on the priority list for sidewalk installation, he stated. It is a busy arterial roadway with a high rate of speed and is one of only one or two arterial roadways in town with no sidewalk. There are also bus stops along this route and dense residential development in the area.

Mr. DiBiasi displayed the project limits, noting there are residential as well as commercial properties in the area. The project limits include a small section that is not included within the sidewalk installation project; those two places are in the area of the Village at Red Rock, which will need to install sidewalk along their frontage, and the Olmstead Commons, which has existing sidewalk.

Mr. DiBiasi explained the current project schedule, noting they hope to be out to bid in spring and commence construction in summer 2020. It will likely take 2-3 months to complete the

project.

Mr. DiBiasi said the project will include installation of five-foot-wide concrete sidewalk on the northerly side of Tolland Turnpike between North Main Street and Slater Street, including ADA accessible ramps, new asphalt driveway aprons, and repairs to driveways to properly blend them into the sidewalk. Three retaining walls will be constructed, ranging in height from 2 to 2.5 feet, and one location will need taller precast concrete curbing. Utility poles will need to be relocated in some locations, Mr. DiBiasi said. Some guiderail will need to be removed and replaced in the vicinity of Slater Street. Any disturbed areas will be loamed and seeded.

Mr. DiBiasi said two small safety improvements will be made at the driveways to Oak Forest Drive and Gianna Drive. Sidewalk will be installed on the opposite side of the street and rapid rectangular flashing beacons will be installed at both locations, in addition to the marked crosswalk and standard signing.

There are two areas of interest relating to the inland wetlands permit application, Mr. DiBiasi explained. The first location is opposite Oak Forest Drive, where there is a pond related to the stormwater drainage system of the apartment development behind that. Work will be done in the upland review area of that pond. Silt fencing and silt sacks will be installed. The second area is near Slater Street, around the corner from the intersection. Silt fencing will be used along the back of the work area and silt sacks will be installed. Work is not proposed in the wetland itself. The Connecticut Department of Energy and Environmental Protection (DEEP) Natural Diversity Database indicates that the wood turtle has habitat in this area, and DEEP's memo will be included in the specifications for the project, Mr. DiBiasi said. DEEP's recommendation that the construction occur between April 1st and October 30th fits well with the proposed project time frame.

Mr. DiBiasi noted that there was a small change to the alignment of the sidewalk in order to accommodate the installation of the guiderail, so the disturbed area within the regulated area has been revised to 5,500 sq. ft., a small change from the information previously provided to the Commission. Cut and fill volumes are negligible, he said, because much of the area is already nearly flat. Existing grades will be maintained as much as possible.

Regarding erosion and sedimentation control, Mr. DiBiasi said controls are proposed at the catch basins in close proximity to the watercourses. In addition, silt sacks will be installed in catch basins up and down Tolland Turnpike on the northern side of the road. Wherever there is downslope area that would benefit from silt fencing, it will be installed, he said. The other goal is to minimize the actively disturbed areas at any given time. Erosion controls will be in accordance with Town standards, Town plans, and the State guidelines, Mr. DiBiasi said.

Mr. Prause referred to Mr. DiBiasi's mention of a public hearing that was held for residents in November and asked if there were comments from residents at that time. Mr. DiBiasi replied that residents asked about access to their driveways, because the sidewalk will require a 48-hour curing time. He said the Town will try to assist residents with parking, possibly by putting in temporary driveway aprons to allow them to park on their lawns, or by identifying alternate areas where they could park during that time period. Residents also asked if they would need to clear snow from the sidewalk, which they will, Mr. DiBiasi reported.

In response to a question from Mr. Prause about the retaining walls, Mr. DiBiasi explained that Redi-Scape retaining wall is the preferred style, and has been installed on North Main Street

around the corner from Tolland Turnpike, on Edgerton Street, and on Hillstown Road between Wetherell Street and Bush Hill Road. The other material, precast concrete curbing, is about 12 inches in height, so it is taller than normal curbing. It would be on the back side to intercept some of the slopes off some of the yards. It has been used in the neighborhood of Gerard, Cone, and Stephen streets and Coburn Road.

Mr. Prause referred to the two crosswalks that would be added. He commented that there is an existing crosswalk at North Main Street at the stoplight, and the new ones would be at Oak Forest Drive and Gianna Drive, so they seem to be spaced out well. Mr. DiBiasi said those are the only two major driveways to dense residential unit areas, and there is a bus stop at Oak Forest Drive.

Mr. Prause asked if there is a crosswalk crossing Tolland Turnpike at Slater Street. Mr. DiBiasi said he believed there was one crossing Slater Street itself, and he believed there are pedestrian accommodations (push buttons that call the side street green phase) to cross Tolland Turnpike, but he did not recall if it was striped. Mr. Prause said it was not shown on the drawings, and asked why there would not be a crosswalk going south to north at that location. Mr. DiBiasi said the project limits are to the southerly side of that intersection. Separately from this project, the Town is pursuing adding an additional signal head to facilitate crossing Slater Street. The northerly section of Tolland Turnpike in this area is another location where there are gaps in the sidewalk network that the Town would like to address. Currently, crossing the street would put a pedestrian in an area where there is guiderail on the other side, and there is not sidewalk on the southerly side of the road in that area. At this time, it would not be appropriate to have it marked as a crosswalk, given the lack of an appropriate receiving area and the break in the sidewalk network connectivity in the area.

Mr. Prause asked if there were any comments from staff. Ms. Pilla said there were no outstanding comments.

Mr. Prause asked Mr. Laiuppa if he had any comments or concerns about the inland wetlands permit. Mr. Laiuppa said everything seems in order. He noted that he had cautioned Mr. DiBiasi that the wetland area to the southwest of the stream seems like a good habitat for wood turtles, so they should be on the lookout for the turtles in that area. He had also asked about the retaining wall at the pond further to the west, because they are tying silt fence into the ends of the retaining wall but not along the retaining wall. He reported that Mr. DiBiasi had confirmed the wall will be sufficient to prevent sediment from entering the pond.

Inland Wetlands Permit – Determination of Significance (2020-008)

MOTION: Mr. Kennedy moved to find the proposed activity at the above referenced location as shown on the inland wetlands permit application 2020-008 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 (2020-008)

MOTION: Mr. Kennedy moved to approve the inland wetlands permit for regulated activities associated with construction of new sidewalks on the north side of Tolland Turnpike from North Main Street to Slater Street. Mr. Stebe seconded the motion.

Mr. Prause asked Mr. DiBiasi if he anticipated any problem completing the work in the regulated

area within one year of commencement. Mr. DiBiasi said he anticipated the project would be completed before the fall.

Mr. Prause commented that there would be no impact to the wetland itself; the work would all be in the upland review area and appropriate precautions are being taken in the erosion control plan.

All members voted in favor of the approval.

The reason for the approval is that the proposed activity does not disturb the natural or indigenous character of the wetlands 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 (2020-009)

MOTION: Mr. Kennedy moved to certify the erosion and sedimentation control plan for construction of new sidewalks on the north side of Tolland Turnpike from North Main Street to Slater Street. Mr. Stebe seconded the motion and all members voted in favor.

ADMINISTRATIVE REPORTS:

Mr. Laiuppa reported that he received a call on February 19th, about significant tree removal and land clearing at Bogner Meats at 349 Wetherell Street. Some trees had fallen into the street during a storm and were removed, but then they continued to remove the root balls from the trees, which were on the borders of a wetland, and left the ground bare. At the northern end of the property, they had done some land clearing in the upland review area of another wetland. Mr. Laiuppa asked them to develop a planting plan to stabilize the soils and to put up erosion and sedimentation controls for the area they disturbed. Removing the trees was an emergency situation, Mr. Laiuppa said, but they took it an extra step by removing the stumps. Mr. Laiuppa confirmed that they had started putting down an erosion control seed mix with straw mulch on top. They will not go through the process of submitting a permit application because the bare soil needed to be corrected, Mr. Laiuppa said.

On March 8th, Mr. Laiuppa said, he received a call from one of the Conservation Commissioners regarding detergent being dumped into Bigelow Brook from the Super Laundromat on Broad Street. They were discharging from inside their facility into the catch basin in the parking lot. DEEP was called and emergency responders from DEEP came out and gave the tenants a stern warning. The Building Department was involved to ensure their pumps were working properly to discharge into the sewer system. Mr. Laiuppa sent a notice of violation, advising them that if they continued this activity, a Cease & Desist order would be issued. He also spoke with the operator and informed him that he needs to make sure all workers in the building understand that is not allowable. The Health Department and Water Department are also aware of the situation. Mr. Anderson noted that the Cheney Trail is now open over Center Street, and the new piece of the trail goes right behind the laundromat property.

Mr. Anderson provided an update on the Town's response to the coronavirus pandemic. Non-essential meetings will be cancelled or postponed for the near future. The Information Systems Department is working to establish a videoconferencing option for meetings. By the next Planning and Zoning Commission meeting, Mr. Anderson said, that may be an option. He noted

that the Chairman had also suggested including in public hearing notices the fact that the public is welcome to submit statements in writing before or at the meeting.

Mr. Stebe said that he received an email last week that the regularly scheduled quarterly CRCOG Regional Planning Commission meeting was cancelled. He said he never received notice that the meeting was taking place and asked staff to confirm that CRCOG has his correct contact information.

APPROVAL OF MINUTES:

February 19, 2020 – 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:

SAM MALONE BREWING CO. INC.– Special Exception (2020-011) – Request a special exception under Art. II, Sec. 16.15.02 (m) for outdoor entertainment on the back (east) patio at 165 Adams Street.

TOWN OF MANCHESTER PUBLIC WORKS DEPARTMENT – Inland Wetlands Permit (2020-013); Flood Plain Permit (2020-014) – To install three water fountains with lights and one submersible pond aerator in Center Springs Pond at 99 Edgerton Street.

The Chairman closed the business meeting at 7:41 p.m.

I certify these minutes were adopted on the following date:

April 20, 2020
Date

Eric Prause, Chairman

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