

**MINUTES OF BUSINESS MEETING
HELD BY THE PLANNING AND ZONING COMMISSION
OCTOBER 3, 2022**

MEMBERS PRESENT:

In Person: Eric Prause, Chairman
Patrick Kennedy, Vice Chairman
Teresa Ike

Electronically: Michael Stebe, Secretary
Nicole Clemons

ALTERNATES PRESENT:

In Person: Bonnie Potocki
Carlos Jusem

ABSENT:

Yamuna Menon

ALSO PRESENT:

In Person: Megan Pilla, Senior Planner
Gary Anderson, Director of Planning

Electronically: Nancy Martel, Recording Secretary

The Chairman opened the Business Meeting at 7:30 PM. The secretary read the legal notice when the call was made.

MANCHESTER COUNTRY CLUB – To replace the current “Pro-Shop” building with a new building with a similar footprint at 305 South Main Street (a.k.a. 100 Spring Street). – Special Exception Modification (PSE-0033-2022)

Mr. Brendan Schain, President of Manchester Country Club, Inc., 305 South Main Street, Manchester, introduced himself. Mr. Schain explained that the plan is to replace the existing Pro Shop structure on the site with an expanded Pro Shop and learning center.

Manchester Country Club is owned by the Town of Manchester, reported Mr. Schain, and leased by Manchester Country Club, Inc. Over the last several years, the club and its members have invested almost \$1 million in capital improvements on the property, including a new maintenance building on the 5th hole, an extensive renovation of the clubhouse, and other on-course improvements. The Pro Shop project is the last piece to be renovated.

The current Country Club and Pro Shop area was displayed. There are two below-grade garage areas, one that is used to store golf clubs and push carts, and one that is used to store golf carts.

The small building above with two additions is the existing Pro Shop. Mr. Schain detailed the plan to remove the existing structure and replace it on a similar footprint as the current underground structures. The below-grade uses would remain as-is. Above-grade will be a larger building that occupies a similar footprint with room for the Pro Shop, an office, restrooms, and three golf simulator bays which would help support the club and its membership over the winter.

The exterior will be designed to match the appearance of the clubhouse and will be oriented to face the street. It will have a door in the front with columns to match the clubhouse.

Mr. Prause noted a stockpile area in the plan and asked whether there will be much disturbance to the property.

Mr. Andrew Bushnell, Project Engineer, Bushnell Associates, introduced himself. He reported that there will not be a lot of disturbance and commented that they may not need a temporary stockpile area. Mr. Bushnell detailed the demolition of the current building and explained that the new building will be slightly smaller. The hope is that they will be able to retain the bituminous surrounding the building for the time being. He reported a plan to replace the bituminous as well as a plan to replace the parking lot, possibly next spring.

There will be a small amount of disturbance in the 100 ft. upland review area for the wetlands, the details of which were pointed out. Mr. Bushnell reported that there will be the downgrade silt fence and a drain in the northeast corner. The overall area of disturbance would be 0.24 acres.

Mr. Prause commented that this application is a special exception modification because the wetland permit is just an administrative review, which Ms. Pilla confirmed.

Ms. Pilla reported that the area of disturbance in the upland review area is minimal, just a portion of the bituminous pavement replacement, and the perimeter will not be extended any further into the lawn area. The Inland Wetlands Agent determined that can be an administrative review following the decision of this Commission. Typically, for a special exception use, planting plans are required to include species for the new plants. Whenever the Country Club performs a project, they have an on-staff person who does a great job and Town Staff is happy with his work relationship and the work he does. In this case, based on that agreement, Staff has no objection to them choosing the plants.

The only comment from the Traffic Engineer, according to Ms. Pilla, regarded ADA parking spaces and the fact that there are currently no ADA delineated spaces in the front. As Mr. Bushnell mentioned, the Town is planning a project in the spring to repave and restripe the entire parking lot, which will address the ADA parking requirements. There were a couple of other technical Staff comments which were already addressed by the applicant.

Mr. Prause sought confirmation that the building will match the look of the existing building.

Mr. Schain stated that it will not be identical but will match and complement the look.

Special Exception Modification (PSE-0033-2022)

MOTION: Mr. Kennedy moved to approve the special exception modification for replacement of the current “Pro-Shop” building with a new building with a similar footprint at 305 South Main Street. Ms. Ike 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 as well as the specific requirements for golf courses as outlined in Art. II, Sec. 2.02.07.

Mr. Prause asked whether the Commission had spoken about the requirements of Art. II, Sec. 2.02.07.

Ms. Pilla stated that had not been spoken about specifically. She stated that the requirements for golf courses have to do with distances from residential uses and hours of operation which would potentially affect neighbors.

Mr. Prause commented that nothing in the application would impact either of those.

TOWN OF MANCHESTER PLANNING & ZONING COMMISSION – For revisions to the zoning regulations regarding outdoor dining, at Art. I, Sec. 2; Art. II, Sec. 9.13.01; Art. II, Sec. 11.01.03; Art. II, Sec. 15.01.01; Art. II, Sec. 24.01.05; Art. II, Sec. 26.03.02(B); and Art. IV, Sec. 23. – Zoning Regulation Amendment (REG-0025-2022)

Zoning Regulation Amendment (REG-0025-2022)

MOTION: Mr. Kennedy moved to approve the zoning regulation amendment as presented at the October 3, 2022 Planning and Zoning Commission meeting to revise the zoning regulations regarding outdoor dining, at Art. I, Sec. 2; Art. II, Sec. 9.13.01; Art. II, Sec. 11.01.03; Art. II, Sec. 15.01.01; Art. II, Sec. 24.01.05; Art. II, Sec. 26.03.02(B); and Art. IV, Sec. 23. 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 Plan of Conservation and Development Growth Management Principle #3, Goal C, which recommends that the Town “promote vibrant, walkable neighborhoods,” and specifically Objective 1 which recommends the adoption of zoning changes that “encourage a mix of uses at nodes and along corridors.”

The zoning regulation amendment will be effective on October 24, 2022.

Mr. Prause praised Town Staff for working on this over the past couple of years. He felt the 5 ft. minimum is a good place to settle. It seems it is in compliance with complete street guidelines and complies with the POCD promoting vibrant neighborhoods.

Mr. Stebe remarked that uncertainty can be the death knell of many businesses and initiatives. Codifying this as a permanent function makes a stable decision process for restaurants across

town. This will assist restaurants in other areas of town. He added that many of the revisions the Town has made over the last several years have made Manchester a much more welcoming and easier place to do business with the added flexibilities.

ADMINISTRATIVE REPORTS

Ms. Pilla reported a lot line revision approval at 384 Hartford Road. She explained that it was an older lot that had two houses on one lot. The two houses are now on separate lots.

A subdivision was approved several years ago at the corner of Line Street and South Main Street. The applicant has officially submitted a subdivision dissolution map. Since it is infrequently done, Planning Department staff worked with the Town Attorney to ensure it was completed correctly. It is effective immediately and was a Rural Residence cluster subdivision. The zoning automatically reverts back to Rural Residence.

Ms. Pilla acknowledged that David Laiuppa, Environmental Planner/Wetlands Agent, sent an email to the members reporting the Connecticut Association of Conservation and Inland Wetlands Commissions (CACIWC) annual meeting scheduled for Saturday, October 29. It will take place in North Haven and is a great learning opportunity for inland wetlands commissioners. Any attendees will receive credit towards the continuing education requirement.

APPROVAL OF MINUTES

September 19, 2022 – Business Meeting

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

RECEIPT OF NEW APPLICATIONS

- 1. MANCHESTER COUNTRY CLUB, INC. – Inland Wetlands Permit (IWP-0027-2022) –**
For expansion of the 18th tee at Manchester Country Club at 305 South Main Street.

This is a new application from the Manchester Country Club for updates to the 18th tee, which is near the reservoir.

Ms. Potocki referred back to the Manchester Country Club plan where she noted a few trees. She commented that the Town has a Tree Committee through the Conservation Commission. She asked whether the application was given to the Tree Committee.

Ms. Pilla was unsure if they discussed the trees. She stated that the trees to be removed are rather small.

Ms. Potocki noted that there is an advisory committee within the Conservation Commission, and they will have another application from the Country Club for the 18th hole.

Ms. Pilla reported that, for that application, it is going to be discussed with the Tree Committee as well as the Tree Warden.

There was a discussion about who the Tree Warden is at this time.

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

The Business Meeting was closed at 8 P.M.

I certify these minutes were adopted on the following date:

November 7, 2022
Date

Eric Prause, Chairman

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