

**TOWN OF MANCHESTER  
MINUTES OF BUSINESS MEETING  
HELD BY THE PLANNING AND ZONING COMMISSION/  
INLAND WETLANDS AND WATERCOURSES AGENCY  
FEBRUARY 5, 2024**

**MEMBERS PRESENT:**

In Person: Eric Prause, Chairman  
Patrick Kennedy, Vice Chairman  
Michael Stebe, Secretary  
Teresa Ike  
Chris Schoeneberger  
Daniela Luna  
Michael Farina

**ALTERNATES PRESENT:**

In Person: Zachary Schurin

**ABSENT:**

Maliha Ahsan  
Bonnie Potocki

**ALSO PRESENT:**

In Person: Megan Pilla, Principal Development Planner  
Gary Anderson, Director of Planning & Economic  
Development  
Electronically: David Laiuppa, Environmental Planner/Wetlands  
Agent  
Nancy Martel, Recording Secretary

The Chairman opened the Business Meeting at 8:40 P.M.

AYR WELLNESS – Special exception under Art. II, Sec. 24.02.01(n) for a cannabis retail use at 185 Spencer Street. – Special Exception (PSE-0057-2023)

Special Exception (PSE-0057-2023)

**MOTION:** Mr. Kennedy moved to approve the special exception under Art. II, Sec. 24.02.01(n) to allow a cannabis retail use at 185 Spencer Street, with the modifications as specified in a staff memorandum from:

1. Megan Pilla, Principal Development Planner, dated January 29, 2024.

Mr. Stebe seconded the motion.

Mr. Farina suggested the Planning Department change those notified of public hearings from homeowners to residents.

Ms. Luna expressed her concern about parking and traffic and will not support the motion.

Mr. Kennedy noted that, in his opinion, this is the best option from a traffic standpoint and is an adaptive reuse. If this application is denied, this location lends itself to a fast-food type of operation, which would have a higher traffic count. The regulations do not state that this use cannot be near an apartment building. The Commission is tasked with ensuring it meets zoning regulations, which this does.

Ms. Pilla stated that, since the applicant agreed on the record to comply with the hours of operation, it is implied, and a condition would be redundant. The Zoning Enforcement Officer will sign off before a Certificate of Occupancy is issued.

Mr. Prause summarized that the location is on an arterial road, in a mixed-use development, and matches well with the intentions of the Plan of Conservative and Development. The use seems to be an overall traffic improvement. He suggested a modification to add signage to the southern parking lot for employee parking.

**MOTION:** Mr. Farina moved to amend the motion to add another modification: That signage be added to the southern 4 parking spaces to be marked as employee parking. Mr. Stebe seconded the motion. Mr. Prause, Mr. Kennedy, Mr. Stebe, Ms. Ike, and Mr. Farina voted in favor of the motion. Mr. Schoeneberger voted against the motion. Ms. Luna abstained. The motion to amend the motion passed five to one.

Mr. Prause, Mr. Kennedy, Mr. Stebe, Ms. Ike, Mr. Schoeneberger, and Mr. Farina voted in favor of the amended motion. Ms. Luna voted against the motion. The motion passed six to one.

The reason for the approval is that the proposed activity meets the special exception criteria in Article IV, Section 20, as well as the specific criteria for cannabis establishments outlined in Article II, Section 24.02.01(n).

HILLIARD MILLS LLC – Changes to previously approved PZC plans at 640 & 642 Hilliard Street and 370 Adams Street, for renovation of buildings 5 & 6 and various site improvements. – Special Exception Modification (PSE-0055-2023) – *Request for 65-day Extension*; Flood Plain Permit (FLDP-0005-2023) – *Request for 65-day Extension*

Special Exception Modification (PSE-0055-2023) – Request for 65-day Extension Flood Plain Permit (FLDP-0005-2023) – Request for 65-day Extension

**MOTION:** Mr. Kennedy moved to approve the requests for 65-day extensions, to April 12, 2024. Mr. Farina seconded the motion and all members voted in favor.

## ADMINISTRATIVE REPORTS

Ms. Pilla reported that the next training session will be prior to the regular meeting of February 21, 2024. She inquired whether the members would prefer to hold it at another meeting because of the number of items on the agenda. The consensus was to move the training session to March 18<sup>th</sup>.

Mr. Anderson commented that the Commission should review the public hearing notification process.

Mr. Laiuppa noted an administrative approval of the modification to the wetland application for the Tesla charging station at 234 Tolland Turnpike. Regarding the 260 Tolland Turnpike Cease and Correct order, the actions have ceased, silt fences are up, and they are reaching out to the soil scientist to perform a wetland delineation and design for the mitigation plan.

Mr. Schoeneberger reported that he recently attended a Freedom of Information seminar. He suggested the Commission members utilize an email established rather than utilizing their personal emails.

## APPROVAL OF MINUTES

January 17, 2024 – Public Hearing/Business Meeting

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

## RECEIPT OF NEW APPLICATIONS

1. AYR WELLNESS – Special Exception (PSE-0057-2023) – For a special exception under Art. II, Sec. 24.02.01(n) for a cannabis products retailer use at 185 Spencer Street.
2. 3 SQUARED, LLC – Special Exception (PSE-0058-2023); Erosion & Sedimentation Control Plan (ESC-0001-2024) – For a special exception under Art. II, Sec. 24.02.01(j) for a mixed-use multi-family development at 14 North Main Street.
3. TOWN OF MANCHESTER PLANNING & ZONING COMMISSION – Zoning Regulation Amendment (REG-0001-2024) – Proposed regulation amendment to allow the conversion of vacant school buildings to multi-family residential.

**MOTION TO ADJOURN:** Mr. Kennedy moved to adjourn the Business Meeting. Mr. Schoeneberger seconded the motion and all members voted in favor.

The Business Meeting was closed at 9:10 P.M.

I certify these minutes were adopted on the following date:

February 21, 2024  
Date

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

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