

**ACTIONS  
OF THE TOWN OF MANCHESTER  
PLANNING AND ZONING COMMISSION/INLAND WETLANDS AND  
WATERCOURSES AGENCY  
FOR THE MEETING OF  
MARCH 4, 2024**

**MEMBERS PRESENT:**

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

**ALTERNATE MEMBERS SITTING:**

In Person: Zachary Schurin

**ALTERNATES PRESENT:**

In Person: Bonnie Potocki  
Electronically: Maliha Ahsan

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**HILLIARD MILLS LLC**

640 & 642 Hilliard Street and 370 Adams Street

Inland Wetland Permit (IWP-0054-2023)

**MOTION:** Mr. Kennedy moved to approve the inland wetlands permit for an addition to Building 5 and various site improvements at the Hilliard Mills complex, with the modifications as specified in a staff memorandum from:

1. Megan Pilla, Principal Development Planner, dated March 1, 2024.

Mr. Stebe seconded the motion and all members voted in favor.

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.

Special Exception Modification (PSE-0055-2023)

**MOTION:** Mr. Kennedy moved to approve the special exception modification for an addition to Building 5 and various site improvements at the Hilliard Mills complex, with the modifications as specified in a staff memorandum from:

1. Megan Pilla, Principal Development Planner, dated March 1, 2024.

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 Article IV, Section 20.

Flood Plain Permit (FLDP-0005-2023)

**MOTION:** Mr. Kennedy moved to approve the flood plain permit for an addition to Building 5 and various site improvements at the Hilliard Mills complex, with the modifications as specified in a staff memorandum from:

1. Megan Pilla, Principal Development Planner, dated March 1, 2024.

Mr. Schoeneberger seconded the motion and all members voted in favor.

**TOWN OF MANCHESTER PLANNING & ZONING COMMISSION**

Zoning Regulation Amendment (REG-0001-2024)

**MOTION:** Mr. Farina moved to continue the public hearing to March 18, 2024. Ms. Ike seconded the motion. Mr. Prause, Mr. Stebe, Ms. Ike, Mr. Farina, and Mr. Schurin voted in favor of the motion. Mr. Kennedy and Mr. Schoeneberger voted against the motion. The motion passed five to two.

**APPROVAL OF MINUTES**

February 21, 2024 – 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**

No new applications.