

**TOWN OF MANCHESTER
MINUTES OF BUSINESS MEETING
PLANNING AND ZONING COMMISSION/INLAND WETLANDS AND
WATERCOURSES AGENCY
FOR THE MEETING OF
JUNE 15, 2026**

MEMBERS PRESENT:

In Person: Michael Stebe, Chairperson
Patrick Kennedy, Vice Chairperson
Teresa Ike
Chris Schoeneberger
Robert Shanbaum
Electronically: Daniela Luna, Secretary
Eric Prause
Arianna Larson (*not seated*)
Zachary Reichelt

ALTERNATE MEMBER SITTING:

Electronically: Margaret Brewer

ALTERNATES PRESENT:

Electronically: Sara Van Buren

ABSENT:

Maliha Ahsan

ALSO PRESENT:

In Person: Gary Anderson, Director of Planning & Economic
Development
Renata Bertotti, Deputy Director of Planning
Electronically: Nancy Martel, Recording Secretary

The Chairman opened the Business Meeting at 12:00 A.M.

TRANSFER ENTERPRISES INC – Request a Special Exception Modification under Art. III, Sec. 9.4.2 to build a 50 ft. x 70 ft. cold storage structure at 140 Progress Drive. – Inland Wetland Permit (IWP-0030-2026); Special Exception Modification (PSE-0048-2026)

Mr. Andrew Bushnell, Licensed Professional Engineer/Land Surveyor, Bushnell Associates, introduced himself.

Mr. Bushnell explained that they are proposing a 50 x 70 ft. cold storage building to the north side, approximately 23 ft. off of the existing building. The building will be for storage of vehicles and other apparatus. The existing driveway will be utilized for access with the installation of a small bituminous ramp.

There is what appears to be a man-made wetland delineated by Rick Sulick, Certified Soil Scientist, which conveys storm water. The activity is within the 100 ft. regulated area with 0.26 acres of disturbance. There will be no disturbance in the wetland itself, and Mr. Bushnell detailed the protections. There will be a system of infiltrators to tie the roof gutters in to promote infiltration of the storm water from the roof back into the ground. According to Mr. Bushnell, there will be no utilities into the building.

The building will be a pre-fab steel building with a concrete foundation. The building was described in detail by Mr. Bushnell. The roof drain may need to be relocated around the building.

Mr. Prause requested clarification about whether there will be electrical or cooling systems. Mr. Bushnell explained that will not be the case. He added that, if electrical was required, it would be run from the existing building.

Ms. Bertotti stated that there are no outstanding comments regarding the special exception. She relayed a comment from Mr. Laiuppa, the Environmental Planner/Wetlands Agent, that there are no plans for direct impacts to the wetlands or watercourse. He added that there will be permanent impacts to the upland review area only. In addition, he is only anticipating potential temporary impacts should their erosion and sediment controls not be maintained during construction, which will require inspection.

Inland Wetlands Permit (IWP-0030-2026)

MOTION: Mr. Kennedy moved to approve the inland wetlands permit for regulated activities within the 100-foot upland review area at 140 Progress Drive. Mr. Schoeneberger 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.

Mr. Prause suggested a condition that there can be no utility work without returning to the Commission.

Ms. Bertotti assumed this could be done administratively unless it is a condition of this approval.

Mr. Prause stated that, if staff believes this is within Mr. Laiuppa's administrative purview to push closure, he was in support of the motion.

Mr. Reichelt noted that, if underground lines are not marked on the site plan, he requested a guarantee from the representative that nothing will be added to the site plan.

Mr. Stebe stated this must be approved according to the plan.

Ms. Bertotti commented that, if there is any proposed change to the plan approved by the Commission, it must be approved administratively or by the Commission. If there is no condition on this approval, it is possible that this may be approved administratively.

Mr. Kennedy observed that the Commission can only approve what is before them. No electrical conduit is before the Commission, and any modifications must be approved by the Commission or in an administrative review.

Mr. Schoeneberger noted that he cannot imagine slowing down the process with conditions that are not before the Commission.

Mr. Prause agreed that a condition is not necessary at this time.

Special Exception Modification (PSE-0048-2026)

MOTION: Mr. Kennedy moved to approve the Special Exception Modification request under Art. III, Sec. 9.4.2 to build a 50 ft. x 70 ft. cold storage structure at 140 Progress Drive. Mr. Schoeneberger 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. VI, Sec. 18.10.3.

ROSEMARIE P. CHIRICO – Zone change from Residence AA Zone to Rural Residence zone at 571 and 599 Porter Street. – Zone Change (ZC-0006-2026)

Zone Change (ZC-0006-2026)

MOTION: Mr. Kennedy moved to table the application to July 6, 2026. Mr. Schoeneberger seconded the motion and all members voted in favor.

TREVOR EDKIN – Change of zone from Business V (B5) to Comprehensive Urban Development (CUD) Zone to allow a medical clinic at 50 Hale Road. – Zone Change (ZC-0007-2026)

Zone Change (ZC-0007-2026)

MOTION: Mr. Kennedy moved to approve the proposed zone change from Business V (B5) to Comprehensive Urban Development (CUD) Zone at 50 Hale Road. Mr. Schoeneberger seconded the motion and all members voted in favor.

The reason for the approval is that the proposed zone change is consistent with the Plan of Conservation and Development's designation of this area as Retrofit Growth, and specifically with the Opportunities section of Economics and Employment chapter of Manchester Next which states (in part): "Policy utilization should be considered to encourage new uses for vacant and underutilized retail strip centers and big box complexes."

The zone change will be effective on July 1, 2026.

Mr. Prause commented that this is in line with surrounding zoning. There is existing CUD adjacent to this property. It is also in line with the POCD, especially the growth management principle related to Retrofit Growth.

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The following properties will be changed from Historic Zone to Family Mansion Zone: **22, 30, 40, 50, 78, 98, 110, 120, and 126 Forest Street; and 79, 99, 131, 139, and 151 Hartford Road.**

The following properties will be changed from Historic Zone to Silk Mill Zone: **A portion of 262 Center Street; 49 Cooper Hill Street; 63, 81, 91, 96, and 110 Elm Street; 148 Forest Street; 15 Hall Court; 130, 146, 160, 161, 176, 177, 178, 192, 204, 218 and a portion of 251 Hartford Road; 1090 Main Street; 180 Park Street; a portion of 134, 142, 150, 153, 175, 182, 185, 190, 210, and 230 Pine Street; and 13 Pleasant Street.**

Zoning Map Amendment (ZC-0008-2026)

MOTION: Mr. Kennedy moved to approve the proposed zone change from Historic Zone to Silk Mill zone and Family Mansion zone. Ms. Ike seconded the motion. Mr. Stebe, Mr. Kennedy, Ms. Ike, Mr. Schoeneberger, Mr. Shanbaum, Ms. Luna, Mr. Prause, and Ms. Brewer voted in favor. Mr. Reichelt abstained. The motion passed eight to zero.

The reason for the approval is that the proposed zone change is consistent with the Plan of Conservation and Development's support for protection of the district. Manchester Next identifies the Cheney Brothers National Historic Landmark District as a cultural resource and as a special district that should be prioritized for preservation in the Conservation and Growth map.

The zone change will be effective on July 1, 2026.

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Zoning Regulation Amendment (REG-0029-2026)

MOTION: Mr. Kennedy moved to approve the zoning regulation amendment Recommendation 7 of comprehensive amendments to the zoning regulations to create separate zones for Silk Mill and Family Mansion Areas, with the modification to delete "Dormitory" as permitted (P) use from Section 5.1 Accessory Uses: Residential Zones. Mr. Schoeneberger seconded the motion. Mr. Stebe, Mr. Kennedy, Ms. Ike, Mr. Schoeneberger, Mr. Shanbaum, Ms. Luna, Mr. Prause, and Ms. Brewer voted in favor. Mr. Reichelt abstained. The motion passed eight to zero.

The reason for the approval is that the proposed amendment is consistent with the Plan of Conservation and Development's support for protection of the district. Manchester Next identifies the Cheney Brothers National Historic Landmark District as a cultural resource and as a special district that should be prioritized for preservation in the Conservation and Growth map.

The zoning regulation amendment will be effective on July 1, 2026.

Mr. Stebe commented that this is a worthy movement of an update to preserve and protect the mansions and the Historic District.

TOWN OF MANCHESTER – 296 Broad Street Easements – Mandatory Referral (MR-0003-2026)

Mr. Anderson reported that 296 Broad Street, which is part of the Manchester Parkade property, was purchased from an adjacent property owner as the Town assembled land for the Parkade

development. Over time, there have been easements with these properties that have been problematic.

Mr. Anderson noted that 296 Broad Street has been particularly problematic. That property still has some cross easements tied to it relating to four surrounding properties. The easements allow parking on any one of those properties. That was problematic in the dealings with the developer, but we were able to work it out. So, 296 Broad Street will be an open space parcel, which is allowed. The Board of Directors is interested in removing these easements finally and permanently, and the Town Attorney's office stated that qualifies as a purchase of real estate rights.

The purchase will not be a lot of money, noted Mr. Anderson, but the Town will attempt to purchase those easements outright. If not, the Board has on its agenda the use of eminent domain to take them if need be.

Mr. Anderson stated that they are asking for a report from the Planning and Zoning Commission so the Board may take action on that item at its next meeting on July 6.

Mandatory Referral (MR-0003-2026)

MOTION: Mr. Kennedy moved to issue a favorable report regarding the proposed acquisition of cross easements at 296 Broad Street. Mr. Schoeneberger seconded the motion and all members voted in favor.

The reason for the favorable report is that the easements in and around the Broad Street Parkade property have been problematic as the Town has pursued private development as outlined in the Broad Street Redevelopment Plan. Acquisition of cross easements that are tied to 296 Broad Street will allow the recently approved Silk City Commons development to proceed.

APPROVAL OF MINUTES

June 1, 2026 - Public Hearing/Business Meeting

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

RECEIPT OF NEW APPLICATIONS

1. **TOWN OF MANCHESTER PUBLIC WORKS DEPT – Inland Wetland Permit (IWP-0033-2026); Flood Plain Permit (FLDP-0005-2026)** – To construct an approximately 500' long, 8' wide bituminous concrete shared use path between Broad Street and 340 Broad Street, at 354, 340, and 368 Broad Street.
2. **WW MANCHESTER LLC – Special Exception (PSE-0055-2026); Erosion & Sedimentation Control Plan (ESC-0029-2026); Flood Plain Permit (FLDP-0006-2026)** – Special exception under Art. II, Sec. 4.2 for conversion of the existing former mill building into 40 multifamily units at 160 Hartford Road.

Ms. Bertotti discussed the scheduling of an Aquifer Protection Agency meeting. She suggested setting it for 6:30 p.m. on July 20 and the members were agreeable.

MOTION: Mr. Kennedy moved to close the business meeting. Mr. Schoeneberger seconded the motion and all members voted in favor.

The Business Meeting was closed at 12:15 A.M.

I certify these minutes were adopted on the following date:

July 6, 2026
Date

Michael Stebe, Chairperson

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