

CITY OF TORRINGTON



Land Use Office
Martin J. Connor, AICP, City Planner
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E-mail: Martin_Connor@torringtonct.org

Phone: (860) 489-2221
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City of Torrington website: www.torringtonct.org

To: Planning & Zoning Commission
From: Martin J. Connor, AICP, City Planner
Date: July 13, 2021
RE: 2 Lot Resubdivision & Special Exception 21-06, Allied Engineering Assoc., Inc.,
for Princess Properties, LLC, 501-504 Essex Court, and construct multifamily
dwelling

Allied Engineering Assoc., Inc., for Princess Properties, LLC, has applied for a 2 lot Resubdivision and a Special Exception Approval to construct a 4 unit multifamily on the proposed new lot. The property is located within the Squire Hill Condo complex. It is owned by Princess Properties, LLC, and is 23.49 acres in size. The purpose of the resubdivision is so the property owner can sell the existing four unit multifamily dwelling at 501-504 Essex Court with 0.911 acres of land. This property will be known as Parcel A. The remaining 22.59 acres with a proposed four unit multifamily dwelling will become Parcel B in the resubdivision. A Special Exception Application has been filed to demonstrate that the remaining land in Parcel B can support a four unit multifamily dwelling. They have no immediate plans for construction of the multifamily dwelling on Parcel B but need to demonstrate that Parcel B will be a buildable lot. The property is located in the R-6, Residential Zone where multifamily dwellings are permitted with Special Exception/Site Plan approval per Section 3.1 Subsection 1.30 and Section 6.8 of the Regulations. A public hearing is required for both the Resubdivision and Special Exception applications. The applicant has requested that the public hearings on the 2 applications are held concurrently. The applicant has submitted a Resubdivision Plan titled, "Proposed Re-Subdivision Plan Prepared for Princess Properties LLC, Queens Road, Torrington, Connecticut," sheets C-1 – C-3, by Allied Engineering Assoc., Inc., dated 6/2/21, and Architectural Plans titled, "New Building Squire Hill Condominiums, Newfield Road & Off Winsted Road, Torrington, Connecticut," by John Martin Associates, dated December 1, 2003, sheet A-8. The two parcels are serviced by the existing private road system within the Squire Hill complex, Queens Road and Essex Court. Public Water and sewer is available to service both the existing building on Parcel A and proposed building on Parcel B.

In reviewing the applications I have the following comments:

Resubdivision

1. The property is in the R-6 Zone and the existing and proposed uses are multifamily dwellings, one 4 unit multifamily dwelling on each lot. The minimum lot size for a multifamily dwelling in the R-6 Zone is 9,000 sq. ft. Both parcels A & B exceed the minimum lot size.

2. The existing building on Parcel A and proposed Building on Parcel B meet the minimum setbacks, comply with the maximum units per acre and with the maximum building length. A Zoning Table for each lot is located on sheet C-1 to demonstrate conformance to the Zoning Regulations.
3. The multifamily unit proposed for Parcel B shown on sheets C-1- C3 demonstrates that Parcel B is buildable and that there is a location on this lot where a 4 unit multifamily dwelling can be located and comply with the Zoning Regulations.
4. An approval block needs to be added to the Resubdivision Map sheet C-1.

Special Exception

1. The applicant has provided architectural elevations for the proposed multifamily unit on Parcel B that matches the existing multifamily dwelling on Parcel A, 501-504 Essex Ct.
2. The Site Plan sheets C-2 and C-3 are conceptual plans to demonstrate that Parcel B is a buildable lot and can support a 4 unit multifamily dwelling. A full Site Development Plan will be required that addresses staff comments prior to issuance of a Zoning Permit. The Site Plan will require Commission approval.
3. The proposed and existing multifamily dwelling complies with the specific requirements of Section 4.1.9 of the Regulations.
4. In my opinion the application complies with the general requirements of Section 8.2 General Requirements for Special Exception approval.
5. An approval block needs to be added to the Conceptual Site Plan sheets C-2 & C-3.

Staff Comments

Fire Marshal

Fire Marshal Ed Bascetta, in a letter to me dated 6/25/21 indicated:

1. *The building should be equipped with a complete and compliant fire protection systems compatible with the new construction.*
2. *Torrington makes use of 'lock boxes' to allow quick access by fire fighters in time of an alarm without causing damage. If not already in existence, a lock box should be installed on the exterior of the building near the main door. The fire department will use its secure master key to open the box and allow the building owner to leave appropriate building access keys inside. This eliminates any delay in entering the building or waiting for a key-holder to arrive in the middle of the night.*
3. *The building and area must comply with all required building and electrical codes and will be inspected by the Fire Marshal for compliance with the Life Safety Code prior to the issuance of a Certificate of Occupancy, and annually thereafter.*

Police Traffic: No comments were received from Sgt. Baldis, Police Traffic Unit.

Inland Wetlands, Lighting & Landscaping

Jeremy Leifert, Assistant City Planner, in an e-mail memo to me dated 6/30/21 indicated: *I have reviewed the information submitted for the proposed resubdivision and multi-family feasibility plan for 501-504 Essex Court. It is noted that this site plan is a building feasibility plan only and not a final development plan. I offer the following comments:*

Wetlands – There are no regulated wetlands or watercourses on or in the vicinity of the subject properties that would require wetlands review for this proposal. Therefore, no wetlands permits are required prior to this application. This constitutes a favorable wetlands report for this application.

Landscaping – Proposed tree and shrub numbers and locations as shown on plan sheet C-3 are acceptable for this feasibility plan. Future plans submitted for development should be revised to include a chart with a listing of proposed tree and shrub species to be planted in these locations.

Lighting – Only two new lights, shown as “prop. light” on plan sheet C-3 are shown near the proposed parking lot on the plan. No lighting on the building is proposed. Future final site development plans should show the style details of the lighting and a photometric plan for any other new lighting. All lighting fixtures and exterior lighting proposals shall be full cutoff fixtures and in accordance with other requirements of section 5.17 of the zoning regulations.

Signage – There are no new signs proposed as part of this application in this feasibility plan. A sign permit shall be required before installing any signage in accordance with section 5.15 of the zoning regulations. Any individual signs of over 32 square feet shall also require site plan approval.

Engineering Review

Paul Kundzins, P.E., Assistant Public Works Director / City Engineer, in an e-mail memo to me dated 6/15/21 indicated:

1. The proposed building is not shown in the same location on sheet C-1 vs C-3.
2. The proposed CB's and MH's on C-3 also appear on C-2
3. The grading on C-3:
 - a. Plan shows a FFE of 867.0 – it is unclear how the walkways to each unit will be graded since the parking lot grades range from 867 at the accessible space to 864.0 at CB1 (3' diff) to 854 in the rear SE corner (13' diff) and to 858 in the rear SW corner (9' diff). Show proposed spot grades at all door and walkways and curb cuts.
 - b. Show parking lot grading for the accessible space meeting ADA requirements (parking lot appears to have 5% cross slope)
 - c. The east and west elevations on A-8 show the rear units higher where as C-3 shows grading lower in the rear by 10 feet and ground is sloping steeply downward – please confirm.
 - d. Show accessible curb cut
4. Show handicapped symbol in the circle in the accessible parking space and dimensions.
5. Show design pipe slopes on sanitary sewer pipe runs and show invert in elevation at existing MH
6. Show driveway and parking lot dimensions
7. Show diameter of proposed storm manholes 1&2.
8. For Storm MH #1
 - a. show invert out for 24" pipe
 - b. Show slope of 24" perf pipe

WPCA

Ray Drew, Administrator, Water Pollution Control Authority, in an email memo to me dated 6/25/21 indicated:

1. Applicant shall submit application for Sanitary Sewer Discharge Permit.

2. *Capacity Reserve Fee (i.e. Connection Fee) shall be paid in the amount of \$14,000.00.*
3. *All sanitary sewer lines shall be tested, inspected and approved prior to backfill.*
 - a. *All Manholes shall have installed minimum 12" infiltration shield.*
 - b. *Manholes covers shall be labeled "Private Sewer"*
 - c. *As-Built Plans shall note Sewer Lateral to the point of connection to the city main shall be noted as "Private Sewer"*
 - d. *All Laterals and manholes shall comply and pass CCTV and pressure testing according to WPCA Regulations. Testing shall be certified and submitted to WPCA.*
 - e. *Inspections of Sewer Laterals and Testing shall be scheduled with Department of Engineering a minimum of 24 hours in advance. Infrastructure shall be inspected prior to backfilling.*
 - f. *Copies of CCTV inspections shall be submitted to WPCA in digital format.*
 - g. *All lines shall be constructed of SDR 35 Sewer Pipe.*
 - h. *All Sewer lines shall meet City of Torrington specifications.*
 - i. *Sewer Lateral shall be clearly marked "Private Sewer" on final As-Built Plans.*
 - j. *Copies of all testing shall be submitted to WPCA. Copy shall be in digital format.*
4. *Wastewater Discharge shall meet City Torrington WPCA Local Discharge limits.*
5. *Operation shall use Best Management Practices to minimize the use of phosphate containing cleaners and detergents.*
6. *Submit copies of any Federal or State permits related to wastewater discharges.*
7. *Applicant shall submit one (1) copy of final Record Drawings to WPCA. Copy shall be in digital Format.*

Conclusion

I recommend that the Commission approve the 2 lot Resubdivision. I also recommend that Commission approve the Special Exception application for a 4 unit multifamily dwelling on Parcel B making a finding that the Special Exception application for the proposed 4 unit multifamily dwelling on Parcel B meets the general and specific standards for Special Exception Approval with the following conditions:

1. Prior to obtaining a Zoning Permit for construction of a multifamily dwelling on Parcel B the applicant shall submit a revised Site Development Plan for the Planning & Zoning Commission approval that:
 - a. Addresses the comments from Assistant City Planner, Jeremy Leifert, AICP, contained in his memo to the City Planner dated 6/30/21.
 - b. Addresses the comments from Assistant Public Works Director / City Engineer, in an e-mail memo to the City Planner dated 6/15/21.
 - c. Addresses the comments from Public Works Director Ray Drew in a memo to the City Planner dated 6/25/21
2. It is recommended that the applicant follow the advice of Fire Marshal Ed Bascetta contained in his letter to the City Planner dated 6/25/21.

Cc: Allied Engineering Assoc., Inc. & Princess Properties, LLC


Lona Kirk

From: Paul Kundzins
Sent: Tuesday, June 15, 2021 5:05 PM
To: allied-engineering@snet.net; minningolf@aol.com
Cc: Lona Kirk; Jeremy Leifert; Linda Orr; Martin J Connor; Ed Tousey
Subject: RE: Resubdivision/Special Exception - multi family residence, Essex Court

Here are Engineering Dept comments at this time:

1. The proposed building is not shown in the same location on sheet C-1 vs C-3.
2. The proposed CB's and MH's on C-3 also appear on C-2
3. The grading on C-3:
 - a. Plan shows a FFE of 867.0 – it is unclear how the walkways to each unit will be graded since the parking lot grades range from 867 at the accessible space to 864.0 at CB1 (3' diff) to 854 in the rear SE corner (13' diff) and to 858 in the rear SW corner (9' diff). Show proposed spot grades at all door and walkways and curb cuts.
 - b. Show parking lot grading for the accessible space meeting ADA requirements (parking lot appears to have 5% cross slope)
 - c. The east and west elevations on A-8 show the rear units higher where as C-3 shows grading lower in the rear by 10 feet and ground is sloping steeply downward – please confirm.
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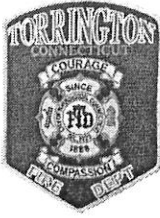
*Paul Kundzins, P.E.
Deputy Public Works Director – City Engineer
City of Torrington
140 Main Street
Torrington, CT 06790
860-489-2234*

 [Chat with me on Teams!](#)

From: Lona Kirk <Lona_Kirk@torringtonct.org>
Sent: Tuesday, June 15, 2021 11:49 AM
To: Ed Bascetta <Edward_Bascetta@torringtonct.org>; Jeremy Leifert <Jeremy_Leifert@torringtonct.org>; Kevin Gillette <Kevin_Gillette@torringtonct.org>; Linda Orr <Linda_Orr@torringtonct.org>; Martin J Connor <Martin_Connor@torringtonct.org>; Mary Perrotti <Mary_Perrotti@torringtonct.org>; Paul Kundzins <Paul_Kundzins@torringtonct.org>; Ray Drew <Ray_Drew@torringtonct.org>; Sergeant Baldis <DBaldis@torringtonpd.org>
Subject: Resubdivision/Special Exception - multi family residence, Essex Court

Please see attached applications and site maps for a Resubdivision and Special Exception for multi-family residence in the R6 zone at Squire Hill condos. Please send your staff review to Martin Connor by June 30, 2021. Thank you.

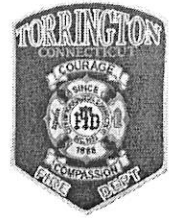
Lona Kirk, Secretary
Land Use Office
City of Torrington
140 Main Street
Torrington, CT 06790
860 489 2221



Peter A. Towey
Chief Fire Services

**Torrington Fire Department
City of Torrington**

David A. Tripp Jr.
Deputy Chief Operations



Robert Shoppey
Training/Safety Division

Edward Bascetta
Fire Prevention/Investigation Division

June 25, 2021

Martin Connor, City Planner
Planning and Zoning
City of Torrington

Dear Mr. Connor,

I have received and reviewed the application for the construction of multi-Family residence located at Essex Court. The Fire Department would provide the following general recommendations:

The building should be equipped with a complete and compliant fire protection systems compatible with the new construction.

Torrington makes use of 'lock boxes' to allow quick access by fire fighters in time of an alarm without causing damage. If not already in existence, a lock box should be installed on the exterior of the building near the main door. The fire department will use its secure master key to open the box and allow the building owner to leave appropriate building access keys inside. This eliminates any delay in entering the building or waiting for a key-holder to arrive in the middle of the night.

The building and area must comply with all required building and electrical codes and will be inspected by the Fire Marshal for compliance with the Life Safety Code prior to the issuance of a Certificate of Occupancy, and annually thereafter.

We appreciate the opportunity to review these plans. Please feel free to contact me if there are any questions.

Respectfully submitted,

Edward Bascetta

Edward Bascetta

Fire Marshal

City of Torrington

860-489-2534

Edward_bascetta@torringtonct.org

Lona Kirk

From: Jeremy Leifert
Sent: Wednesday, June 30, 2021 3:37 PM
To: Martin J Connor; Lona Kirk
Subject: Resubdivision and Sp Ex #21-06, 501-504 Essex Court

Marty,

I have reviewed the information submitted for the proposed resubdivision and multi-family feasibility plan for 501-504 Essex Court. It is noted that this site plan is a building feasibility plan only and not a final development plan. I offer the following comments:

Wetlands – There are no regulated wetlands or watercourses on or in the vicinity of the subject properties that would require wetlands review for this proposal. Therefore, no wetlands permits are required prior to this application. This constitutes a favorable wetlands report for this application.

Landscaping – Proposed tree and shrub numbers and locations as shown on plan sheet C-3 are acceptable for this feasibility plan. Future plans submitted for development should be revised to include a chart with a listing of proposed tree and shrub species to be planted in these locations.

Lighting – Only two new lights, shown as “prop. light” on plan sheet C-3 are shown near the proposed parking lot on the plan. No lighting on the building is proposed. Future final site development plans should show the style details of the lighting and a photometric plan for any other new lighting. All lighting fixtures and exterior lighting proposals shall be full cutoff fixtures and in accordance with other requirements of section 5.17 of the zoning regulations.

Signage – There are no new signs proposed as part of this application in this feasibility plan. A sign permit shall be required before installing any signage in accordance with section 5.15 of the zoning regulations. Any individual signs of over 32 square feet shall also require site plan approval.

Thanks,

Jeremy Leifert, AICP/CZEO
Assistant City Planner
Zoning and Wetlands Enforcement Officer
City of Torrington
140 Main Street, Room 324
860-489-2221

City Of Torrington



WATER POLLUTION CONTROL AUTHORITY
140 Main Street
Torrington, CT 06790-5245

Tel: (860) 485-9166
Fax: (860) 485-0730

MEMO

TO: Marty Connor, City Planner
FROM: Ray Drew, Public Works Director
DATE: 6-25-21
RE: 501-504 Essex Court

The WPCA has the following comments in regards to this project:

1. Applicant shall submit application for Sanitary Sewer Discharge Permit.
2. Capacity Reserve Fee (i.e. Connection Fee) shall be paid in the amount of \$14,000.00.
3. All sanitary sewer lines shall be tested, inspected and approved prior to backfill.
 - a. All Manholes shall have installed minimum 12" infiltration shield.
 - b. Manholes covers shall be labeled "Private Sewer"
 - c. As-Built Plans shall note Sewer Lateral to the point of connection to the city main shall be noted as "Private Sewer"
 - d. All Laterals and manholes shall comply and pass CCTV and pressure testing according to WPCA Regulations. Testing shall be certified and submitted to WPCA.
 - e. Inspections of Sewer Laterals and Testing shall be scheduled with Department of Engineering a minimum of 24 hours in advance. Infrastructure shall be inspected prior to backfilling.
 - f. Copies of CCTV inspections shall be submitted to WPCA in digital format.
 - g. All lines shall be constructed of SDR 35 Sewer Pipe.
 - h. All Sewer lines shall meet City of Torrington specifications.
 - i. Sewer Lateral shall be clearly marked "Private Sewer" on final As-Built Plans.
 - j. Copies of all testing shall be submitted to WPCA. Copy shall be in digital format.
4. Wastewater Discharge shall meet City Torrington WPCA Local Discharge limits.
5. Operation shall use Best Management Practices to minimize the use of phosphate containing cleaners and detergents.
6. Submit copies of any Federal or State permits related to wastewater discharges.
7. Applicant shall submit one (1) copy of final Record Drawings to WPCA. Copy shall be in digital Format.

City of Torrington Building Department
140 Main St. Torrington, CT 06790, (860) 489-2244
Preliminary Site Plan Review

Date: 7/12/21

Site Address: 7 Griswold Street

Description of work: Change of use from commercial to residential resulting in change of occupancy.

Building Permit number: B21-

Plumbing Permit number: P21-

Mechanical Permit number: M21-

Electrical Permit number: E21-

Sewer Permit number: S21-

Sign Permit number: Sign21-

- *Change of Occupancy required*
- *Please provide complete sets of construction documents, as applicable, prepared by a registered design professional for the proposed work to be performed.*
- *Please address problems with stairs as noted by the Fire Marshal.*

Subject to review and on-site correction.

It shall be the duty of the permit holder or their agent to notify the Building Official that such work is ready for inspection.

The approval of plans and the issuance of permits will in no manner waive the requirements for material quality or code compliance to the 2018 Connecticut State Building Codes. Field inspections are necessary and may require corrective measures for compliance with the Connecticut Building Code and City of Torrington Ordinances.

***City of Torrington Building Department
140 Main St. Torrington, CT 06790, (860) 489-2244
Preliminary Site Plan Review***

Date: 6/28/21

Site Address: 501 – 504 Essex Court

Description of work: Proposed Four Family Residence in R-6 zone

Building Permit number: B21-required

Plumbing Permit number: P21-required

Mechanical Permit number: M21-required

Electrical Permit number: E21-required

Sewer Permit number: S21-required

Sign Permit number: Sign21-

Allied Engineering Associates Inc.

P.O. Box 726

Canaan, CT 06018

860-824-1400

Allied-engineering@snet.net

- *Complete sets of IRC Section R106 Construction Documents will be required for the Permitting process to enable construction of the proposed building.*

Subject to review and on-site correction.

It shall be the duty of the permit holder or their agent to notify the Building Official that such work is ready for inspection.

The approval of plans and the issuance of permits will in no manner waive the requirements for material quality or code compliance to the 2018 Connecticut State Building Codes. Field inspections are necessary and may require corrective measures for compliance with the Connecticut Building Code and City of Torrington Ordinances.