

CITY OF TORRINGTON



Land Use Office
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To: Planning & Zoning Commission
From: Jeremy Leifert, AICP, City Planner JL
Date: April 19, 2023 (Rev 3)
RE: Special Exception #23-01 and Site Plan #1442, 95 Grove Street and 104 Grove Street; construction of new 10,000 square foot building and renovations of existing buildings and property for educational and office use

In reviewing the application, plans and documents submitted, I have the following comments:

A. Secondino and Son, Inc has filed an application on behalf of EdAdvance for two properties; 95 Grove Street - Tax Assessor's Map 118 Block 016 Lot 009 and 104 Grove Street, Tax Assessor's Map 118 Block 017 Lot 015 to request the following approvals:

1. To allow construction of a new 10,000 square foot educational/classroom building at 95 Grove Street
2. To renovate the existing former church, rectory, and convent buildings for additional classroom and office space for EdAdvance
3. Site improvements to modify parking, stormwater control, landscaping and signage

The properties have recently been purchased by EdAdvance, are 1 acre (43,560 sf) and 0.96 acres (41,817 sf) respectively in area and are both located in the R6 residential zone. The property had previously been owned and operated by Sacred Heart Church prior to adoption of zoning in Torrington in 1957. The proposed educational and office use is a conforming use in the R6 zone by special exception and site plan approval under zoning regulations section 3.1, Table of Permitted Uses, subsection 2.00 – Educational Uses and subsection 5.80 – Other Offices. A public hearing for the special exceptions and a new site plan approval for both properties are required for this proposed project. The review of this application is guided by the site plan requirements of section 8.4 and general special exception review standards in section 8.2.

A set of plans has been submitted titled “Proposed Headstart Building, 95-104 Grove Street, Torrington, Connecticut” by BL Companies, Meriden, CT. Dated February 7, 2023, revised to April 14, 2023. 24 Sheets. Staff has met with the applicant and the applicants’ engineer prior to this meeting to discuss the proposed project.

Other Items of note:

1. The applicant has negotiated a proposed property line adjustment with the City for land to the rear of the proposed building at 95 Grove Street that would enable the building to meet the required 30-foot rear yard setback. The commission should require, as a

condition of approval, that documentation be submitted with an updated property description (schedule A) and survey that shows the new rear property line and that the properties are combined. Survey pins at the new property line angles should be required to be set or bonded before construction permits are issued.

2. Due to the proposed intensity of the use of the property, I have requested and recommend a 25-foot buffer for new parking areas to all side property lines, consistent with the parking use proposed on the property. I recommend a reduction in the parking buffer to the front and rear property lines.
3. The applicant has submitted a request for a parking reduction of the minimum parking requirements by special exception from the minimum requirements of 69 spaces down to 55 spaces. I recommend approval of this reduction based on the use and expected staff needs for the properties.
4. In my opinion, the proposed use and location is generally compatible with the neighborhood, the surrounding uses and the historic uses of the property.
5. A stormwater management plan titled “Stormwater Management Report for the Proposed EdAdvance School Building Located at 95-104 Grove Street, Torrington, Connecticut” dated March 31, 2023 by BL Companies, Meriden, CT has been submitted as part of the application package. The plan summary states “The post development total peak discharge rate for the total developed site has been decreased for all storm events. The proposed underground Stormwater detention system has been designed to attenuate peak flows for the 1” depth water quality and 2-year storm events for flows directed toward the western wetland area. Stormwater quality is being addressed by a formalized street sweeping program , deep sump and hooded outlet catch basins, hydrodynamic separator, sediment isolator row, and an underground infiltration system. These features will provide the minimum required 80% TSS removal as required in the CT Stormwater Manual. The proposed Stormwater management system will meet the Stormwater quality requirements of the State of Connecticut”.
6. A traffic study titled “Traffic Study, Pre-K Facility, 119 Grove Street” by BL Companies, Meriden, CT has been submitted, dated March 2023. The language in the conclusion states: “After analysis of the Existing, No Build, and Build scenarios of the AM, afternoon peak and PM peak hours, it is projected that the proposed development will have negligible impacts on the surrounding roadway network. All intersections during the three study peak periods are projected to generally perform adequately and have negligible impacts from the proposed development at 119 Grove Street. The following is a summary of the results/recommendations for the site: At the egress driveway, install 12” white stop bar and stop sign.”
7. The commission is required to close the public hearing at this meeting unless the applicant requests an extension of the 35-day public hearing time to the next scheduled commission meeting on May 10, 2023

Other Staff Comments:

Economic Development: Rista Malanca, City of Torrington Economic Development

Director: Rista Malanca, AICP, Torrington Economic Development Director verbally indicated her support for the project.

Assistant City Planner: Nate Nardi-Cyrus, Assistant City Planner in an email to the City Planner dated March 2, 2023 and supplemented on March 16, 2023, April 5, 2023 and April 18 offered the following comments:

General – Commercial storage, such as the Amazon trailer currently parked on site, is not permitted.

Wetlands – The applicant was granted a permit on April 17, 2023 for grading, fencing, and landscaping within the Upland Review Area (AD23-04-04). This constitutes a favorable wetlands report for this application.

Landscaping

The applicant has addressed all of my comments

Lighting – All existing lighting must be updated to be compliant with Section 5.17 of the zoning regulations, which includes the use of full cut-off fixtures. We encourage the use of products approved by the International Dark-Sky Association: <https://www.darksky.org/our-work/lighting/lighting-for-industry/fsa/fsa-products/>.

Signage – The applicant has addressed all of my comments; however, I am unclear if they are proposing two freestanding signs for the property or if they are relocating the existing sign to another location. If they are proposing two freestanding signs, that is not permitted by Section 5.15 of the zoning regulations.

Conservation – This application will not be referred to the Conservation Commission for comment.

Architectural Review Committee: An ARC meeting was held to review this application on March 16, 2023. The committee discussed the present positioning of the building on the plans and adjustments to the building size and location at 95 Grove Street that are to be updated on the plans after a pending rear property line revision with the City. This adjustment will leave more room in front of the building for decorative landscaping. The Committee preferred these proposed changes rather than the current building alignment. Egress changes with the relocation of sidewalks and handicap accessible parking spaces were discussed. Exterior design of the new building was presented and the Committee endorsed the complimentary design between the new and old buildings. The Committee made recommendations on new sign locations and property address markings and locations on the buildings. Types of landscaping and locations were discussed and the committee endorsed the landscaping plan pending further review by Assistant City Planner Nate Nardi-Cyrus.

Torrington Area Health District: TAHD offered no comments on the plans.

Engineering: Paul Kundzins, City Engineer in a memorandum to the City Planner dated April 17, 2023, submitted a list of comments and conditions to be addressed by the applicants' engineer. See attached.

Police Traffic: Police Traffic Sergeant Dustin Baldis, in an email to me dated March 1, 2023, offered the following comments on the plans:

My only comment is the yield line painting on the street is not normal for our city streets. The sign is also not correct as this is technically considered more of a school zone. I am still

thinking RFB's but the sign for the area should be MUTCD S1-1 with the same reflective striping. Other than that it appears the other comments I had were taken into consideration.

Fire: Fire Marshal Edward Bascetta, in letter to the City Planner dated March 2, 2023, offered comments regarding Fire Department access lockboxes, fire protection system requirements and other life safety code requirements. See attached.

WPCA: Ray Drew, Public Works Director, in a memo to the City Planner dated January 5, 2023 submitted comment regarding Sewer Discharge Permitting requirements. See attached.

Building: Building Official Kevin Gillette, in an email to the City Planner dated March 2, 2023, offered the following comments:

The architect already called with questions. He is aware of what they will need for permits and associated construction documents. Thanks.

Conclusion: Per review and comment by City staff, I recommend approval of Special Exception #23-01 and Site Plan #1442, 95 Grove Street and 104 Grove Street for construction of a new 10,000 square foot building and renovations of existing buildings and property site work for educational and office use, with the following approval conditions and recommendations:

1. A new property description and survey shall be filed showing the new rear property line following the lot line revision with the City. The property transferred from the City shall be combined with the EdAdvance parcel to make a contiguous property. New property pins shall be set or a bond submitted at the new property angles. These actions shall be conducted prior to issuance of zoning permits to begin construction.
2. The minimum parking requirements for the two properties are approved for a reduction of the required minimum as part of this special exception approval to allow for 55 parking spaces
3. The applicant shall modify the final plans for filing to address comments of Nate Nardi-Cyrus, Assistant Planner outlined in his emails to the City Planner
4. The applicant shall address comments of Paul Kundzins, City Engineer in his April 17, 2023 memo to the City Planner. Corrections based on these comments shall be addressed to the satisfaction of the City Engineer on the final filed plans required in #12 below and prior to the issuance of zoning or grading permits to begin construction.
5. The applicant shall address comments from Police Traffic Sergeant Dustin Baldis regarding line painting and signage adjustments on the final plans
6. The applicant shall follow the recommendations of Fire Marshal Edward Bascetta in his March 2, 2023 letter to the City Planner regarding lock boxes and code requirements.
7. The applicant shall follow comments of Ray Drew, Public Works Director outlined in his January 5, 2023 memo to the City Planner regarding sewer discharge permitting.
8. The applicant shall follow building permit requirements outlined by Building Official Kevin Gillette in his March 2, 2023 email to the City Planner
9. The Planning and Zoning Commission finds that the proposed use, location and site design is compatible with the neighborhood and surrounding uses and is protective of the health, safety and welfare of the citizens of the City of Torrington for the granting of a special exception approval.
10. Zoning and grading permits are required prior to alteration or use of the site for the proposed use.

11. A foundation as-built for the new building shall be required to confirm the minimum rear yard setback after the foundation is complete and prior to continuing construction.
12. An annual Stormwater Management report shall be submitted to the Planning and Zoning Commission in accordance with section 7.4.5.E of the regulations.
13. In accordance with section 8.4.3 and 8.4.6 of the zoning regulations, the following shall be submitted to the City Planner:
 - a. Two paper copies of the full approved final plan set including the engineer's stamp and chairman's signature box on the title page.
 - b. One mylar copy site plan sheet SP-1 for filing with the City Clerk in accordance with section 8.4.3.P of the zoning regulations. The mylar sheet shall bear a chairman's signature box, a copy of the approval letter from the commission, an engineers' seal and live ink stamp.
 - c. Mylar sheets shall be filed by the applicant with the City Clerk after the signature of the Chairman and prior to the approval of zoning or grading permits to begin construction or site work.

END OF MEMO

Cc: A, Secondino and Sons, Inc
Rich Carmelich, EdAdvance

END OF MEMO

Cc: A, Secondino and Sons, Inc
Rich Carmelich, EdAdvance

City of Torrington

ENGINEERING DEPARTMENT
(860) 489-2234



140 Main Street • City Hall
Torrington, CT 06790-5245
Fax: (860) 489-2550

Memorandum

To: Jeremy Leifert, City Planner

From: Paul Kundzins, P.E. - Deputy Director of Public Works - City Engineer

Date: April 17, 2023

RE: Engineering Review No. 3– Proposed change of use to educational facility and office use
(former church use) at 95 Grove Street and 104 Grove Street

Applicant: A. Secondino & Son Inc

I have reviewed the above application, supporting plans and documentation, and provide the following comments:

Submitted supporting document:

- a. Special exemption application
- b. EXISTING CONDITIONS MAP prepared by Hrica Associates LLC dated 2/7/23.
- c. Plan Set titled “Proposed Edavance Building” 95-104 Grove Street , Torrington, CT, Dated March 10, 2023 prepared by BL Companies and revised April 14, 2023
 - i. SP-1 SITE PLAN
 - ii. TT-1 TRUCK TURN PLAN (TT-1A,TT-1B, TT-2A, TT-2B)
 - iii. GD-1 GRADING AND DRAINAGE PLAN
 - iv. SU-1 SITE UTILITIES PLAN
 - v. EC-1 SEDIMENT AND EROSION CONTROL PLAN
 - vi. EC-2 SEDIMENT AND EROSION CONTROL NOTES
 - vii. EC-3 SEDIMENT AND EROSION CONTROL DETAILS
 - viii. LL-1 LANDSCAPE PLAN
 - ix. LL-2 LANDSCAPE NOTES AND DETAILS
 - x. LP-1 LIGHTING PLAN
 - xi. LP-2 PHOTOMETRICS NOTES AND DETAILS
 - xii. GN-1 GENERAL NOTES
 - xiii. DN-1 TO DN-6 DETAIL SHEETS
- d. Concept building elevations and layout floor plans. Revised 03-23-2023
- e. Stormwater Management Report prepared by BL Companies dated March 31, 2023
- f. Letter from BL Companies, to Jeremy Leifert, AICP, City Planner dated April 17, 2023, with Engineering Review No. 2 reply comments.

The Engineering Department has the following comments:

6. Truck turning plans

- a. Is Aerial fire truck representative of actual trucks used in Torrington?

THIS REQUIREMENT MAY BE WAIVED PROVIDED THE FIRE MARSHAL ACCEPTS THE FIRE TRUCK TURNING PLANS ON SHEETS TT-1A AND TT-1B as revised 4/14/2023.

7. Proposed storm pipe under Grove Street:

THE APPLICANT SHALL PREPARE AND FORWARD TO THE CITY FOR REVIEW THE EASEMENT SURVEY PLAN AND EASEMENT DOCUMENTS.

The Engineering Department will not grant a ROW permit until all the above comments are addressed to the satisfaction of the City Engineer.

35. The applicants' site works contractor shall obtain a ROW/Driveway permit from the Engineering Department prior to starting any work on the site. (Building permit permission will not be granted without a valid ROW/Driveway permit.)
- a. The above noted plans will form part of the ROW Permit.
36. The applicant or site contractor shall contact the City Engineer when rough grading of the site is completed (prior to paving) to arrange for rough grading inspection.
37. Final grading and site stabilization must be completed before November 1. Conditional/partial site grading approval over the winter season will not be permitted.
38. The applicant or site contractor shall contact the City Engineer when final grading of the site and all site works are completed to arrange for final site and grading inspection.
39. Certificate of occupancy will not be issued until final site and grading and site stabilization are completed and approved by the City Engineer.



Paul Kundzins

2023.04.17 12:15:10

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Paul Kundzins, P.E.
Deputy Director of Public Works - City Engineer

**Torrington Fire Department
City of Torrington**

Peter A. Towey

David A



March 2, 2023

Jeremy Leifert, City Planner
Planning and Zoning
City of Torrington

Dear Mr. Leifert,

I have received and reviewed the application for the construction of Educational Facility and Office located at 95 and 104 Grove St. The Fire Department would provide the following general recommendations:

The building should be equipped with a complete and compliant fire protection system compatible with the new construction codes. The fact it will be vacant during non-business hours make it a prime candidate for the delayed discovery of a fire inside.

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

City Of Torrington



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

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

MEMO

TO: Jeremy Leifert, City Planner
FROM: Ray Drew, Public Works Director
DATE: 1-5-23
RE: Renovation and New Building - Education, 95 Grove Street

WPCA Comments:

1. Applicant shall submit application for Sewer Discharge Permit.
2. Additional information required:
 - a. Weekly Days of Operation.
 - b. Number of full time and part time employees.
 - c. Projected number of students/clients per day.
 - d. Gross Square footage of new building
3. Capacity Reserve Fee shall be paid prior to commencement of discharge.
4. Owner shall certify that there are no discharges of storm water either directly or indirectly into the sanitary sewer system from the building. Storm water discharges shall comply with City of Torrington Department of Engineering Standards.
 - a. Owner/Applicant shall contact WPCA to inspect building for compliance with chapter 170-14 of Torrington Code. Contact James Hilton 860-485-9166 to schedule inspection.
5. Occupants shall use Best Management Practices to minimize the amount of fats, oil and greases that are discharged to the public sewer.
6. Occupants shall use Best Management Practices to minimize the use of phosphate containing cleaners and detergents.
7. Submit copies of any Federal or State permits related to wastewater discharges.
8. For additional information or questions contact WPCA (860) 485-9166