

# CITY OF TORRINGTON



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To: Planning & Zoning Commission  
From: Jeremy Leifert, AICP, City Planner *JL*  
Date: June 22, 2022  
RE: Site Plan #1407, Michael Leonard, 2865 Winsted Road, Change of Use from former Fire House to Retail

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

Michael Leonard d.b.a. Final Move, LLC has filed a site plan application for a change of use from the former fire house use to a retail sales use on the first floor at 2865 Winsted Road. The property is the former location of the City of Torrington's Burrville Fire House. The property is 0.82 acres in size and has 434 feet of frontage on Winsted Road and 432 feet of frontage on Old Burrville Road. The property is located in the LB-Local Business zone, which allows for retail use in accordance with the use table in section 3.1 of the zoning regulations. The minimum requirement for parking increased from the previous fire house use to the retail use, which requires site plan approval from the commission under sections 5.13 and 8.4 of the zoning regulations. The pre-existing rental/banquet hall use of the second floor will remain. The property is bounded by R15s zoning to the north and west, Industrial zoning to the south and LB-Local Business zoning to the east. The number of parking spaces on the plan meet the minimum parking requirements as outlined in the regulations. The parking lot as proposed will contain thirteen (13) paved parking spaces, one (1) van-accessible handicap space and one (1) loading space. Plans have been submitted with the application titled "Site Development Plan, Final Move, LLC, 2865 Winsted Road, Torrington, Connecticut" by Colby Engineering and Consulting, LLC, Goshen, Connecticut. Revised to June 21, 2022. 2 Sheets. A 30-day extension to the review time for this application was received by the applicant and granted at the May 25, 2022 commission meeting. Staff has met previously with the property owner and engineer to discuss the project prior to this meeting.

## **Other Staff Comments:**

**Wetlands** – There are no exterior activities or construction proposed as part of this application and no wetlands are watercourses present within 75 feet of the property. Therefore, no wetlands permits are necessary. This constitutes a favorable wetlands report for this application.

**Landscaping** – No additional landscaping is proposed or recommended as part of this application.

**Lighting** – It appears from the filed plan that no new site lighting is proposed for the site. New lighting proposals may require staff or commission review and a photometric plan in accordance with section 5.17 of the zoning regulations.

**Signage** – No new signage is proposed for this project as part of these plans. All new signage shall be permitted in conformance with section 5.15 of the zoning regulations. Any new proposed signs of over 32 square feet will require site plan approval.

**Conservation Commission:** This application was not referred to the conservation commission for review and comment.

**Engineering:** City Engineer Paul Kundzins submitted marked-up plans and the following comments in an email to me dated 6/21/22:

1. *With regards to P&Z regulations section 5.13.2.Q – the alternate surface of gravel is permitted provided the limits of the proposed parking area is delineated such that there is no off tracking of vehicles and that the parking area is clearly identified.*
2. *The area shown as “existing drive area to be removed”*
  - a. *What will be the new surface?*
  - b. *How will cars be prevented from travelling through this area?*
3. *Show the width of the driveway at the property line. Max width permitted is 30’ unless superseded by CT DOT. (provide comments from CT DOT)*
4. *Show grades at the driveway and parking area with direction flow arrows.*

**Police Traffic:** Police Traffic Sergeant Dustin Baldis, in an email to me dated 5/19/22 has offered the following comments on the plans:

*If they intend on having a Handicap ADA compliant space they need to make sure they have it properly sized, marked, and signed as required. The plan shows this to be a mixed use space ad a loading space and handicap space. This is not an option. You will have a dedicated van accessible handicap spot properly cross hatched if they want to use other space for a loading area that is fine but cannot be considered as a handicap space if there are multiple uses. That is my only comment. Thank you.*

**Fire:** Fire Marshal Edward Bascetta, in an email to me dated 3/9/22 has offered the following comments on the plans:

*The building should be equipped with a complete and compliant fire protection system compatible with the change of use. 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.*

**WPCA:** No comments were received from the WPCA for this project.

**Building:** Building Official Kevin Gillette in a letter to me dated 5/5/22, recommended:

*Please provide the following information as applicable when applying for the required permits:*

- *Complete sets of IBC Section 107 required Construction Documents as applicable, prepared by a Registered Design Professional, for all work to be performed*
- *Complete Life Safety Plan with Occupant Load and Use Group*
- *Complete Plan for Accessibility including Parking and Passenger Loading Facilities*
- *Complete Mechanical, Electrical and Plumbing Plans*

*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.*

**Conclusion:** I recommend approval of the Site Plan application #1407, 2865 Winsted Road for a change of use from the former fire house use to a retail sales use on the first floor and associated site work with the following conditions and recommendations:

1. The applicant shall modify and submit final site plans based on comments from Paul Kundzins, City Engineer, dated June 21, 2022 prior to the issuance of a zoning permit for the project
2. Per comments from Paul Kundzins, City Engineer date June 21, 2022, the requirement for paving the parking area as required in section 5.13.2.Q shall be waived, with exception of the handicap parking space.
3. The limits of the parking area shall be delineated with curbing or other means acceptable to the City Engineer.
4. It is recommended that the applicant follow the advice of Fire Marshal Edward Bascetta contained in his letter to the City Planner dated March 9, 2022
5. It is recommended that the applicant follow the advice of Building Official Kevin Gillette contained in his letter to the City Planner dated May 5, 2022
6. 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 plans including the engineer's stamp and chairman's signature box
  - b. One mylar copy of the site plan sheet for filing with the City Clerk in accordance with section 8.4.3.P of the zoning regulations. Each 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 permits to begin construction.

Cc: Colby Engineering and Consulting, LLC  
Michael Leonard, Final Move, LLC