

**TOWN OF MANCHESTER  
PLANNING AND ZONING COMMISSION**

August 19, 2024  
7:00 P.M.

Lincoln Center Hearing Room, 494 Main Street  
Or virtually, via Zoom

**AGENDA**

This meeting will be held both in person and virtually, via Zoom. The meeting will be shown live on Cox Channel 16 and streamed live at <http://www.channel16.org/CablecastPublicSite/watch/1?channel=1>. Individuals who wish to speak at or attend the virtual meeting must complete a Request to Attend Virtually form, available at <https://manct.us/meeting> by 4:00 p.m. on the day of the meeting. These individuals will need to join the Zoom meeting and will be allowed to speak when directed by the Chairman. Zoom meeting information will be sent to individuals who complete a Request to Attend Virtually form. Only individuals who complete a Request to Attend Virtually form will be allowed to join the Zoom meeting. A physical location and electronic equipment will be provided for the public to use if a written request is received at least 24 hours in advance, via email to [pzccomments@manchesterct.gov](mailto:pzccomments@manchesterct.gov), or by mail to the Planning Department, 494 Main Street, P.O. Box 191, Manchester, CT 06045-0191.

**PUBLIC HEARING:**

1. **LUZERN ASSOCIATES LLC** (*continued from July 15, 2024*) – Inland wetland permit and special exception under Art. II, Sec. 16.15.02 (a), (b), and (c) for construction of a 144,074 sq. ft. distribution center/warehouse at 71 and 81 Commerce Road.
  - Inland Wetland Permit (IWP-0008-2024)
  - Special Exception (PSE-0004-2024)

**BUSINESS:**

1. **LUZERN ASSOCIATES LLC** – Inland wetland permit and special exception under Art. II, Sec. 16.15.02 (a), (b), and (c) for construction of a 144,074 sq. ft. distribution center/warehouse at 71 and 81 Commerce Road.
  - Inland Wetland Permit (IWP-0008-2024)
  - Special Exception (PSE-0004-2024)
  - Erosion & Sedimentation Control Plan (ESC-0004-2024)
2. **HILLIARD MILLS LLC** – Flood plain permit for the historical rehab of Hilliard Mills Building #6 at 640 Hilliard Street.
  - Flood Plain Permit (FLDP-0001-2024)
3. **DISCUSSION: RULES OF PROCEDURE UPDATE DRAFT**

**4. ADMINISTRATIVE REPORTS**

- Upcoming Training Opportunities
- Suggested Business Zone Amendments
- Eversource Tree Clearing

**5. APPROVAL OF MINUTES**

- [July 15, 2024](#) – Public Hearing/Business Meeting

**6. RECEIPT OF NEW APPLICATIONS**

**TOWN OF MANCHESTER  
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT**

**TO:** Planning & Zoning Commission

**FROM:** Megan Pilla, Principal Development Planner *MP*

**DATE:** August 15, 2024

**RE:** Luzern Associates LLC – 71 & 81 Commerce Road  
Special Exception (PSE-0004-2024)  
Erosion & Sedimentation Control Plan (ESC-0004-2024)  
Inland Wetland Permit (IWP-0008-2024)

*(Continued from the July 15, 2024 meeting)*

**Introduction**

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The applicant is seeking approval of a special exception in accordance with Art. II, Sec. 16.15.02(a), (b), and (c) to develop a 140,000 sq. ft. warehouse distribution building at 71 & 81 Commerce Road, as well as an inland wetland permit and certification of an erosion and sedimentation control plan.

Because the properties are located in the Buckland Industrial Park II, development is subject to the requirements of the Industrial Park Regulations (attached) in addition to the Zoning Regulations.

**Update Since Last Meeting**

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At the July 15 meeting, the applicant noted the presence of an eastern box turtle, a species of special concern in Connecticut, near Wetland F. In light of this information, staff felt that it would be more ecologically beneficial for Wetland F to be preserved and protected in its current state than to be disturbed in order to expand its area as was originally proposed. Staff asked the applicant to consider alternatives that could protect and preserve Wetland F, and the applicant obliged.

The revised plans show Wetland F preserved, with supplemental planting at its edges where the ground will be disturbed during construction. In order to accomplish this, the dimensions of the proposed building were altered, resulting in a slightly decreased footprint (140,000 SF, previously 144,300 SF). This also results in the building being approximately 10 feet further away from the property line and town line to the west. 17 parking spaces were removed to allow the drive aisle to curve around the wetland, and a retaining wall is shown to maintain the existing elevation of the wetland.

Staff feel that this change to preserve Wetland F represents an improvement, protecting the most functional of the existing natural resources on the site.

Resulting changes to the original project description due to this revision are highlighted below.

### ***Project Description***

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The two parcels combined create a 19.98-acre site located at the cul-de-sac of Commerce Road, which is bounded by I-291 to the north and the East Hartford town line to the west. The parcel to the east is undeveloped, and the parcel to the south contains an industrial building currently occupied by a plastic fabrication company. Nearby uses on Commerce Road and Batson Drive are industrial, and a residential neighborhood is located to the west in East Hartford. The currently undeveloped site was leveled and prepared for development following approval of the industrial park subdivision in 2000.

The applicant proposes the construction of a new **140,000 SF (previously 144,300 sq. ft.)** warehouse distribution building which would accommodate up to three (3) tenants, including 28 loading docks, 2 drive-in doors, 15 trailer storage spaces and **110 (previously 127)** parking spaces. The northern portion of the site would remain undeveloped with access retained for the existing easement in favor of the Hartford Electric Light Co., which operates and maintains utility poles and overhead wires on that part of the site.

Renderings of the proposed building are included at the end of the attached plan set. The building façade includes changes in color (neutral tones of gray to white) and geometry to visually break up large expanses of wall. On the east side of the building, the loading docks and drive-in doors span the length of the building, while the south and west sides include covered pedestrian entrances. Egress doors are located on all sides of the building.

### **Traffic & Parking**

As proposed, vehicular access to the site would be via a single driveway off of the Commerce Road cul-de-sac. An access road would loop around the building, as required for emergency vehicle access. The 28 loading docks and 2 drive-in doors are located on the east side of the building, and 15 trailer storage spaces are located on the north side. Large trucks would be limited to these areas; signage and a height clearance bar are shown to prevent tractor trailers from continuing around to the west and south sides of the building. Only personal vehicles will be allowed in those areas, where the **110 (previously 127)** parking spaces are located.

A traffic report provided by F.A. Hesketh & Associates indicates that the anticipated traffic that would be generated by the proposed development can readily be accommodated by the existing roadway network without a significant impact to existing traffic operations.

### Stormwater Management

In the existing undeveloped condition, the portion of the site where the proposed building would be located is relatively flat, having been leveled in 2000 following the subdivision approval. This level area is at a higher elevation than its surroundings, so any surface runoff flows downhill to the west, north, and east. An existing detention basin to the east was part of the approved subdivision and is intended to collect stormwater for the industrial park.

As proposed, roof water from the building would drain directly into the existing detention basin, and stormwater from the rest of the site would be conveyed through a system of catch basins and leak-offs into **two (2) (previously 3)** new detention basins – most stormwater will drain to the larger basin to the northeast, and some overflow will drain to a smaller one immediately off of the entrance from Commerce Road. These basins are also intended to function as created wetlands in order to offset the filling of existing wetlands, and will be vegetated with wetland plants (this is discussed further below).

### Landscaping & Screening

As shown on sheet C4.1 of the attached plan set, the clearing of existing trees will be limited to the area of construction; existing vegetation will be allowed to remain beyond the construction limits. Supplemental planting along the edges of Wetland F will provide additional screening from the residential properties. Slightly to the north of that, a combination of a retaining wall, wood fence, and evergreen plants is shown for the same purpose.

It should be noted that the Industrial Park Regulations require a minimum building setback of 150 feet from existing residences. The proposal exceeds this requirement. In an effort to further limit any nuisance to the abutting residences, the loading docks are intentionally located on the east side of the building, and truck circulation is limited to the east and north sides.

### Utilities

The site is served by Town water and sewer. The anticipated utility demand of the proposed development is not expected to have any adverse impact on these systems.

### *Issuance of Wetland Permit*

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After considering all relevant facts and circumstances, and in accordance with Section 5.3 of the Inland Wetlands and Watercourses Regulations, the Commission may approve this application as filed; grant it upon other terms, conditions, limitation, or modifications of the regulated activities as they deem appropriate; or deny it.

In evaluating applications in which the Agency relied in whole or in part on information provided by the applicant, if such information subsequently proves to be false, deceptive, incomplete or inaccurate, the permit may be modified, suspended or revoked.

*At its meeting on July 1, 2024, the Commission, acting in its capacity as the Inland Wetlands Agency, determined that the proposed development may have a significant impact on the existing wetlands, and therefore requires a public hearing. **The applicant must also provide additional description of the following:***

- *Description of the ecological communities and function and values of the wetlands and the effects of the proposed activities on these communities and wetland functions;*
- *Description of any prudent and feasible alternatives considered which would cause less or no environmental impact to the wetlands;*
- *Analysis of chemical and physical characteristics of any fill material;*
- *Soil sample data (only if the area is believed to contain poorly drained, alluvial, and/or floodplain soils).*

#### Wetland Impacts

As proposed, the development would involve the filling of several pocket wetlands that have developed since the leveling of the site in 2000, **but Wetland F would be preserved and protected**. The applicant proposes to mitigate this impact by creating new wetlands in the **two (2) (previously 3)** proposed detention basins. These created wetlands, which would total approximately **0.62 acres (previously 0.97 acres)**, are detailed on sheet C5.1 of the attached plan set.

The total proposed area of **direct disturbance within the wetland area is 0.72 acres (previously 0.77 acres)**, and the direct disturbance within the upland review area is **8.36 acres**. [NOTE: These numbers are provided by the applicant.]

#### Erosion & Sedimentation Control Plan

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Erosion and sedimentation controls for the project, highlighted on sheet C7.1 of the attached plan set, include a dedicated construction entrance with anti-tracking pad off of Commerce Road, concrete washout area, and soil stockpile area surrounded by silt fence. Silt fencing is shown around the perimeter of the entire work area. The **two (2) (previously 3)** proposed detention basins are identified for use as temporary sediment basins during construction, with temporary swales for conveyance of runoff. Erosion control blanket is shown on areas with steep slopes, and inlet protection is shown at all new drain structures.

***For the Commission's Consideration***

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The Commission should consider whether the proposed development meets the special exception criteria outlined in Art. IV, Sec. 20 of the Zoning Regulation, as well as the requirements of the Industrial Park Regulations (attached).

For the inland wetland permit, the Commission should consider whether the applicant has satisfactorily considered all prudent and feasible alternatives to avoid environmental impact to the existing wetlands, as well as whether the proposed mitigation sufficiently offsets the impacts.

***Economic Development Commission (EDC)***

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In addition to PZC approval, EDC approval is required in accordance with Section VIII of the Industrial Park Regulations. At its meeting on July 11, 2024, the EDC unanimously approved the proposal.

***Staff Review***

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Town staff has reviewed the plans and documents submitted with the application and the status of any outstanding comments will be provided at the August 19, 2024 meeting.

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R:\Planning\PZC\2024\08 - August 19\Packet\PSE-0004, ESC-0004, IWP-0008-2024 (71-81 Commerce) - Memo.docx

Attach.

# Town of Manchester, CT



Geographic Information  
Systems

## 71 & 81 COMMERCE ROAD

### Legend

Zoning

- IND - Industrial
- PRD - Planned Residence  
Development
- RR - Rural Residence

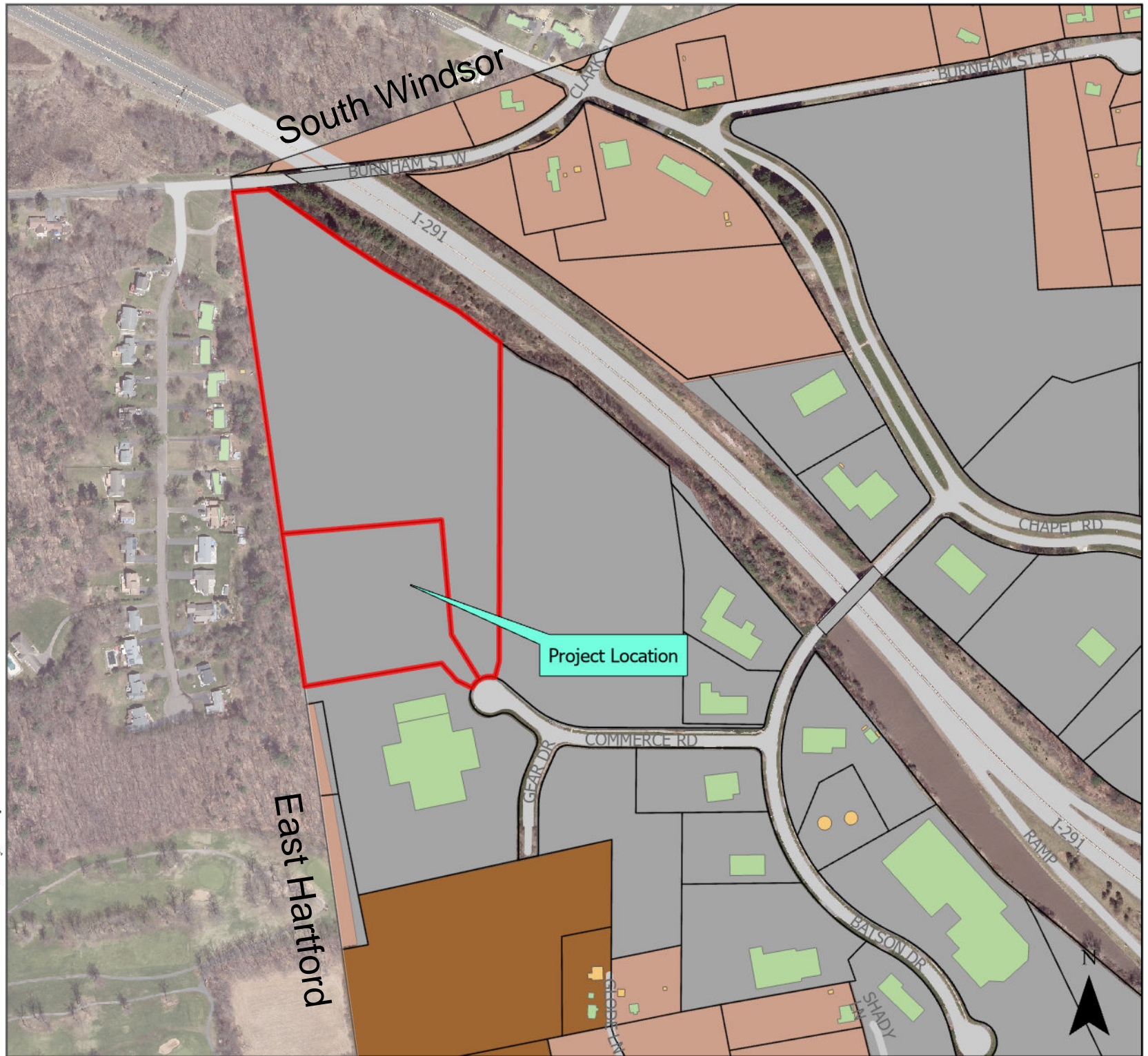
**DISCLAIMER:**  
The Town of Manchester, CT assumes no legal responsibility for the information contained in this map. This map is provided 'AS IS' without warranty of any kind.

**NOTES:**  
Planimetric and topographic information were compiled by stereo photogrammetric methods from photography dated April 24, 1999 in accordance with ASPR accuracy standards for 1"=40' large scale Class I maps. Real property compiled from recorded deeds, subdivision plans and other public records. Utility networks compiled from record plans, as-builts and/or field survey data. Aerial photography dated April 24, 1999.

0 70 140 280 420 560  
Feet

1 inch = 400 ft

Date: 6/25/2024





# **TRACCONSULTING**

Construction-Development Consultants  
40 Rita Drive, New Fairfield, CT 06812

May 30, 2024

Planning and Economic Development  
Lincoln Center  
494 Main Street  
Manchester, CT 06045

Re: Project Narrative  
71 & 81 Commerce Road  
Manchester, CT

The proposed project consist of a 144,074 SF warehouse distribution building with 28 loading docks, 2 drive in doors, 15 trailer storage spaces and parking for 127 automobiles located on the combined properties of 71 and 81 Commerce Road with a total acreage of 19.980.

The properties are zoned "I" Industrial and part of an industrial subdivision approved by the PZC in 2000. Accessed to the site is off of Commerce Road and bounded by industrial zoned properties to the east and south, residential zoned properties to the west in East Hartford and interstate 291 to the north.

Although the planned uses; warehouse, light industrial and manufacturing are as of right, the project requires a Special Use Exception per Article II section 16.15.02 since it exceeds 4-acres, 60 parking spaces and more than 7 loading docks.

## Special Exception Criteria

Review of the special exception use by the Planning and Zoning Commission shall be based on the criteria defined in Article IV Section 20.01 of the zoning regulations.

- (a) Suitable Location for Use. The project use is suitable for the location since the property is part of an approved industrial subdivision which contemplated the use proposed. Furthermore the use is in accordance with the Plan of Conservation and Development which designates this area as a the special industrial zone (SP-IND) suitable for truck circulation, large building footprints and uses including warehouse and manufacturing.
- (b) Suitable Structures for Use. The proposed structure is suitable for this site and the subdivision in that its location and size is consistent with the location and size of buildings shown on the concept plans contained in the subdivision approvals. Of the 5-lots contained in this subdivision only one lot has been developed. Development of these two lots will promote the development of the remaining two lots which is consistent with the plan of Conservation and Development. The properties abut residential properties to the west in East

Hartford. This was also contemplated when the subdivision was approved with the requirement that the building is set back from the residences 150'. The planned development complies with this along with preserving trees and vegetation as a buffer.

- (c) Neighborhood Compatibility. As discussed in (a) and (b) this project is in an industrial zone. The design complies with the zoning regulations. We have designed the project in consideration of the residential properties by placing the loading docks on the east side away from the residences, setting back the building 150' plus and have maintained and enhanced the natural buffers.
- (d) Adequate Parking and Access. The development contains parking for 127 automobiles including required accessible spaces and EV charging spaces. According to the Parking Generation Manual by the Institute of Transportation Engineers, this project as a warehouse use would require 56 parking spaces. Access to the site is via Commerce Road with a single in and out driveway with stop sign.
- (e) Adequate Streets for Use. The site is access via Chapel Road to Batson Drive to Commerce Road. According to the traffic report prepared by F.A.Hesketh Associates the traffic generated by the proposed development can readily be accommodated by the existing roadway network without a significant impact to existing traffic operations.
- (f) Adequate Emergency Access. The site is laid out with a roadway circulating the building that provides access to all parts of the building by emergency vehicles and fire trucks. Fire hydrants are located at required intervals for firefighting.
- (g) Adequate Public Utilities. As part of the construction of Commerce Road utilities to accommodate the property including water, sewer, gas and electric were installed. Also as part of the subdivision a storm water system was installed connected to the retention basin located on both 71 and 51 Commerce Road.
- (h) Environmental Protection and Conservation. The existing site was cleared and leveled and generally made ready for development consistent with the approved subdivision plans back in 2001. Over the years the site was left vacate and in low spots wetland areas developed in the areas slated for development. The plan for the site is to regrade the site including the wetland areas in the building pad and create new wetlands as designated in the plans. See wetlands application and report. Because the site was cleared and leveled there are no specimen trees with in the development to save. The storm water system will incorporate three (3) water quality basins to treat storm water before draining into the existing storm water retention basin or drainage easement. The proposed project implements sustainable initiatives; the roof is designed to accept solar, electric vehicle charging stations are provided and the building is designed in accordance with the latest energy efficiency standards.
- (i) Consistent with Purposes. The project complies with the zoning regulations and the Plan for of Conservation and Development, will provide greater control over storm water, will establish additional permanent wetland areas to promote wild life and provides for economic growth.
- (j) Integration of Use. Does not apply



- Soil & Wetland Studies
- Ecology • Application Reviews
- Listed Species Surveys • GPS
- Environmental Planning & Management
- Ecological Restoration & Habitat Mitigation
- Expert Testimony • Permitting

June 7, 2024

VIA E-MAIL

Town of Manchester  
Inland Wetlands & Watercourses Agency  
41 Center Street  
Manchester, CT 06045

**ATTN:** Mr. Eric Prause, Chairman

**RE:** **WETLANDS ASSESSMENT - *Summary of Findings***  
**Proposed Distribution Warehouse**  
71 & 81 Commerce Road, Manchester, CT  
*REMA Job #24-2666-MAN44*

Dear Chairman Prause and Agency Members:

At the request of the applicant, LFF Commerce JV, LLC, REMA ECOLOGICAL SERVICES, LLC (REMA), has prepared this *Wetlands Assessment: Summary of Findings* to be submitted as part of an application before the Town of Manchester's Inland Wetlands and Watercourses Agency, to conduct regulated activities at the above-referenced property. This is pursuant to the provisions of the Inland Wetlands and Watercourses Act, Connecticut General Statutes Section 22a-28 through 22a-45d, inclusive, and the Inland Wetlands and Watercourses Regulations of the Town of Manchester (adopted November 14<sup>th</sup>, 1975, and effective January 3<sup>rd</sup>, 2014).

The primary objective of this report is to provide the Agency with brief descriptions and characterizations of the regulated wetlands and watercourses associated with the subject site, an assessment of their ability to provide various functions and values, and to analyze potential short-term and long-term impacts to these resources. Moreover, mitigation strategies that offset the impacts will be presented and discussed, which include compensatory wetland mitigation.



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## **1.0 Introduction & Overview**

The subject site (or “property”) is located at the end of Commerce Road, in Manchester, CT (see Figures 1 and 2 attached), to the north of an existing industrial building (i.e., AGA-PGT Plastics Gearing Tech), to the east of the East Hartford – Manchester municipal boundary, and to the southwest of the Interstate 291 transportation corridor. The site is situated at the northwest corner of the Town of Manchester. An electric power right-of-way (i.e., Eversource) traverses the northern portion of the site, and a portion of a constructed detention basin occurs within its eastern extent.

The applicant is proposing to construct a 144,000 square foot distribution warehouse with associated parking, truck loading, trailer parking, stormwater management facilities, and other infrastructure improvements. The subject site, which encompasses approximately 19.98 acres, includes a relatively recently disturbed, nearly level area which was graded and prepared for an approved two building industrial development, which was subsequently not constructed. The earthwork took place sometime between 2001 and 2003 (see Figures 3 and 4, attached). This level area is currently a mosaic of scrub shrub and meadow, including both uplands and wetlands, to be further described below. The site also includes a wooded strip along a steep slope located along the western property boundary, as well as young woods, and scrub shrub and vine tangles.

Plant species composition reflects the site’s fine to very fine textured sandy soil, and its history of past activities, as shown in reviewed on-line archival aerial photography (i.e., CTECO, UConn Magic, CT State Library) for the following flight years: 1934, 1951, 1965, 1970, 1986, 1990, 1995, and 2004 (see Figures 3 and 4, for example).

For this report, REMA reviewed plans prepared by Alford Associates, Inc., of Windsor, Connecticut. The set of plans (16 sheets) are entitled “*Site Plan, Prepared for LFF Commerce JV, LLC, 71 Commerce Road and 81 Commerce Road, Manchester, Connecticut,*” dated May 6, 2024.

This report is a *Summary of Findings* that provides a brief “*description of the ecological communities and functions of the wetlands or watercourses involved with the application and the effects of the proposed regulated activities on these communities and wetland functions,*” as required by Section 4.4(b) of the Town of Manchester Inland Wetland and Watercourses Regulations.



Wetlands were delineated and characterized by REMA, beginning on 10-27, and 11-30-2023. Additional site investigation to delineate wetland resources and compile baseline data was conducted on 2-12, 3-18, and 5-22-2024. Wetland boundaries were delineated by REMA Registered Soil Scientist George T. Logan during the first three of the aforementioned site visits. A REMA *On-Site Soil Investigation & Wetland Delineation Report* (the “Wetland Delineation Report”) dated May 24, 2024, supporting the wetland delineations, is being submitted separately.

We note that REMA reviewed secondary source data, including archival aerial photographs, previously mentioned, and also more recent aerial photography for flight years 1990 through 2023 (Google Earth). We also reviewed USGS topographic maps, including historic ones (e.g., 1954), CTECO Resource Maps, the State of Connecticut Soil Survey (USDA-NRCS) (attached to the Wetland Delineation Report), and several CT DEEP GIS-based resource maps (e.g., surficial and bedrock geology, etc.).

Attached to this *Summary of Findings* we provide several annotated photographs, primarily of the site’s regulated resources, as well as other pertinent features of the site (see Photos 1 through 18, attached).

## **2.0 Existing Conditions**

### **2.1 Wetland and Watershed Overview**

The site’s delineated regulated wetland/watercourse resources, Wetlands A through F (see Figure A of the Wetland Delineation Report), are mostly isolated, and do not discharge off site, with the exception of Wetland D, which may overflow to a constructed detention basin immediately to the east. This detention basin discharges to the Connecticut River via the Podunk River (Basin 4004-05-1).

### **2.2 Geology and Soils**

Based on State of Connecticut GIS data (i.e., CTECO), the subject site is underlain mainly by thick till deposits. Bedrock is mapped as Portland arkose (Jp) (i.e., reddish-brown arkose; a.k.a., brownstone).

The USDA/NRCS soils map (i.e., Web Soil Survey) shows the well-drained Wethersfield loam (Mapping Unit 87), occupying the majority of the site prior to the earthwork that took place in



the early 2000s. As a result, most of the “study area” (see Wetland Delineation Report) is now mapped as Udorthents (Mapping Unit 308) consisting of well drained to moderately well drained soils altered by cutting, filling, or grading. Prior to the earthwork, no wetlands occurred (or were mapped) on the subject site. However, the grading resulted in compacted materials, and several isolated wetlands were formed in microtopographical depressions. The soils that are forming in these newly created wetlands are mapped as Aquents (Mapping Unit 308w).

### **2.3 Wetland Characterizations**

Six distinct, isolated wetlands (i.e., Wetlands A through F), were delineated at the subject site. Wetlands A, B, C, and E, have resulted predominately from the trapping of rainwater on compacted, fine-grained reddish subsoils. Wetland D was likely created as a swale to trap and direct water easterly to an existing detention basin. Similarly, Wetland F is a constructed detention/sediment erosion basin.

Wetlands A through E, predominately poorly drained, emergent wetlands (i.e., wet meadows), supporting *seasonally flooded* and *seasonally saturated* hydrologic regimes. Figure A, attached to the aforementioned *On-Site Soil Investigation & Wetland Delineation Report*, graphically shows their approximate extents on a 2016 aerial photograph. Wetland F, the small detention basin may also be *semi-permanently flooded*. This wetland was investigated in March and May of 2024<sup>1</sup> for potential serving as habitat for the breeding of vernal pool obligate amphibians, such as wood frog and spotted salamander. Egg masses or individuals of such species were not detected.

All of the delineated wetlands are *palustrine* (i.e., freshwater), *emergent* wetlands, classified as PEM1, according to the National Wetlands Inventory (NWI) classification system, dominated herbaceous species, including sedges (i.e., fox, tussock, stipate, etc.), red tope, cattail, common reed, purple loosestrife, willowherbs, wool grass, swamp milkweed, goldenrods, and asters. Also, shrubs were observed growing within the delineated wetlands, such as at the western edge of Wetland E. These included such species as red maple (seedlings, saplings), multiflora rose, silky dogwood, and variety of willow species. Wetland C is characterized by a maturing stand of common reed (i.e., *Phragmites australis*).

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<sup>1</sup> A dip-net was utilized during the May survey. Many mosquito larvae were observed, but not amphibian larva (i.e., tadpoles).



## 2.4 Wetland Functions & Values

Wetland/watercourse functions and values<sup>2</sup> were assessed informally, using the rationales of a standardized evaluation methods [e.g., US Army Corps of Engineers’ *Descriptive Approach* (1995)], and best professional judgment. Wetland and upland baseline data provide the basis for the assessment, as well as the landscape setting of the site, as noted above. Table A (below) shows the results of the assessment.

Table A: Summary of Wetland/Watercourse Functions-Values Assessment

Function/Value	Wetlands A to F
<b>Groundwater Recharge/discharge</b>	N
<b>Floodflow alteration</b>	N
<b>Sediment/Shoreline Stabilization</b>	n/a
<b>Sediment/toxicant/pathogen retention</b>	N/Y <sup>3</sup>
<b>Nutrient Removal/Transformation</b>	Y
<b>Production Export</b>	Y
<b>Aquatic Habitat</b>	N
<b>Wildlife Habitat</b>	Y
<b>Endangered Species Habitat</b>	N
<b>Visual Quality/aesthetics</b>	Y
<b>Educational/Scientific Value</b>	Y
<b>Recreation (passive/active)</b>	N
<b>Uniqueness/heritage</b>	N

Notes: P = Primary/principal function; Y = secondary/function present; N = function not appreciably present or absent

Due to their isolation and their relatively recent formation, none of the site’s delineated wetlands confer any principal/primary functions. None are associated with a flowing watercourse, and the presence of invasive species within or along their perimeters, detract from their function. It should be noted that if these wetlands were left to continue to “mature,” they will be overtaken by woody species, including invasives such as multiflora rose. As the woody species become dominant, especially tree species, these wetlands will shrink or transition to uplands, by the sheer increase in evapotranspiration. With limited watersheds, and relying

<sup>2</sup> Functions are those provided by a given wetland/watercourse that are intrinsic to the resource. That is, they would present regardless of society (e.g. wildlife habitat, nutrient removal/transformation). Values are those services that society benefits from (e.g., floodflow alteration, recreation, educational/scientific value. Some “functions” also benefit society, such as sediment/toxicant/pathogen retention.

<sup>3</sup> Wetlands D and F, only, and to a minor extent.



much on direct precipitation for their hydrology, shrubs and trees will quickly use the limited supply of water, and many of these areas will dry up, and longer function as wetland habitats.

### **3.0 Overview of Potential Wetland/Watercourse Impacts**

#### **3.1 Direct Wetland/Watercourse Impacts**

Per the reviewed plans, *direct* impacts to wetlands shall be 33,600 square feet (i.e., 0.77 acres). All of the recently created isolated wetlands (i.e., Wetlands A to F), described in previous sections of this report, would be filled to provide for the development of the distribution warehouse. Reasonable development of the property, per its zoning designation, cannot take place without filling/disturbing these wetlands. Due to their very young age, low or negligible functions and values, and isolation, the disturbance of these wetlands is not considered a significant loss of regulated wetlands. Nevertheless, similar and potentially higher functioning wetlands will be created within the site's two proposed detention basin (Basins #1 and #2).

#### **3.2 Indirect Wetland/Watercourse Impacts**

*Indirect* or *secondary* impacts to a wetland or watercourse can occur as a result of activities *outside* of wetlands or watercourses. Such impacts can be *short-term* or *long-term*, and are typically associated with the potential for erosion and sedimentation, mostly during the construction period, the removal or disturbance of vegetation in upland areas but adjacent to wetlands or watercourses, the alteration of wetland hydrology or the flow regime of a watercourse, and the discharge of degraded surface water or groundwater, which may adversely impact the water quality of the regulated resources both on-site, but also, potentially off-site and downgradient.

The potential for any of these *indirect* impacts to occur at the site as a result of the proposal depends on the regulated resources themselves, the functions and values that they provide, their environmental sensitivity, and their ecological and physical characteristics. These potential impacts are discussed below.

##### **3.2.1 *Erosion and Sedimentation***

The potential for soil erosion and subsequent deposition in wetlands or watercourses exists at every development site that involves soil disturbance. At this site the risk or the potential for adverse impacts from erosion and sedimentation is considered to be *moderate*. The primary





reasons for this assessment are as follows: (1) appropriate erosion and sedimentation controls have been proposed, as seen on the submitted plans, conforming to CT DEEP's 2002 *Guidelines for Soil Erosion and Sediment Control*, or as most recently amended<sup>4</sup>, (2) the area to be disturbed for the building and paved areas are on fine-textured subsoils, that are *moderately* erodible, and (3) slopes are generally gentle to nearly level throughout the area subject to soil disturbance. Nonetheless, diligent monitoring and maintenance of erosion and sedimentation controls is necessary to ensure that the regulated resources are protected during the construction phase.

### ***3.2.2 Removal of Native Vegetation and Habitat Loss***

Habitat loss associated with land clearing is an unavoidable consequence of land development, which has the potential of impacting wetlands and watercourses, especially when conducted in close proximity to such regulated resources, such as within the designated 100-foot wide upland review area (URA). At this is not an appropriate metric for assessing wetland impacts, since all of the newly created, isolated wetlands would be filled.

### ***3.2.3 Potential Impacts to Wetland Hydrology and Stream Flow***

Under existing conditions all of the wetlands are fed by direct precipitation and from surface flows from their relatively small watersheds. Since all of these newly created isolated wetlands would be filled, this is not a relevant category for impact assessment. Nevertheless, all of the runoff that will be generated from impervious surfaces at the site will be directed first to two on-site detention basins, which have been designed to retain water and promote wetland hydrology. Both of these basins will be plated with wetland species and provide similar or higher functions and values than the wetlands that are being filled. Also, the two basins will discharge to an off-site wetland which contains a large wetland habitat, thus maintaining its hydrology.

### ***3.2.4 Potential Water Quality Impacts***

Stormwater runoff from impervious surfaces of development (e.g., commercial, residential, industrial) sites has the potential of degrading the water quality (i.e., surface and groundwater) of regulated resources. Generation of potential pollutants on impervious surfaces typically

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<sup>4</sup> The 2024 Guidelines for Soil Erosion & Sediment Control amend the 2002 guidelines, with an effective date of March 30, 2024. However, since the design for the for the subject development proposal was more than 50% completed by March 30, 2024, the site is not subject to the updated guidance.



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results from vehicular traffic over them. The more the “axle-miles” or the movements of vehicles over impervious surfaces, the higher is the potential loading of runoff constituents, including sediment, nutrients, heavy metals, and the like.

The newly revised 2024 CT Stormwater Quality Manual (“the Manual”), with an effective date of March 30, 2024, provides the applicable guidance for designing effective stormwater management that will provide for water quality control. Since the proposal was more than 50% designed by March 30, 2024 the revised guidance would not apply. Nevertheless, the design engineer, as seen in the Stormwater Management Report, dated May 6, 2024, utilizes some of the new guidance, such as the for the calculation of the water quality volume (WQV).

In reviewing the proposed stormwater management system, the aforementioned Stormwater Management Report, and the potential sensitivity of the receiving off-site surface waters, it is our professional opinion that there will not be any adverse impacts to these waters, which include downgradient wetland resources.

#### **4.0 Mitigation**

In an effort to replace lost functions and values from the filling or alteration of the site’s six, recently formed, isolated wetlands, the two proposed detention basins have been designed to provide appropriate hydrology as wetland habitats, with appropriate planting materials, as seen on the submitted plans (see Sheet C5.1). We note that typically creation of wetland habitats within stormwater wetland basins, is not considered as “in-kind” mitigation. However, in this case, where the wetlands taken are of low functional quality, are recently formed, and would likely “blink-out” or substantially be reduced in size as woody vegetation took over within them, this mitigation strategy is reasonable. In fact, while some functions and values would be similarly conferred, that is, not substantially enhanced (e.g., *wildlife habitat*), others would increase, such as *sediment/toxicant/pathogen retention, nutrient removal/transformation, and production export*. Moreover, the creation of wetland habitats are concentrated in two larger areas, instead of six isolated areas, which typically increases functions and values.

#### **5.0 Conclusion**

It is our professional opinion that while six, low-functioning, isolated, and newly formed wetlands will be impacted, their functions and values will more than be replaced by the proposed created wetland habitats. Moreover, short-term and long-term impacts to off-site



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wetland resources are not expected, which include the preservation of the water quality of downgradient receiving waters.

Please call us if you have any questions on the above or need further assistance.

Respectfully submitted,

**REMA ECOLOGICAL SERVICES, LLC**

A handwritten signature in black ink, appearing to read "George T. Logan".

George T. Logan, MS, PWS, CSE  
Certified Senior Ecologist  
Professional Wetland Scientist  
Registered Soil Scientist

Attachments: Figures 1 through 4; Annotated Photographs (1-18)

**FIGURE 1**  
SITE LOCUS  
71 & 81 Commerce Road,  
Wallingford, CT



**SUBJECT SITE**

Golf Course

Picnic Area

WICKNAM PARK

Woodland Sch

**FIGURE 2:**

71 & 81 Commerce Road, Manchester, CT  
(as seen on a June 2022 aerial photograph)



**FIGURE 3: 71 & 81 Commerce Road,  
Manchester, Connecticut  
(as seen on a 1995 aerial photograph; UConn MAGIC)**




**SUBJECT  
SITE**

**FIGURE 4: 71 & 81 Commerce Road,  
Manchester, Connecticut  
(as seen on a 2004 aerial photograph; UConn MAGIC)**





**SUBJECT SITE**



	<b>SITE/LOCATION:</b> Proposed Industrial Development 71 & 81 Commerce Road Manchester, CT	REMA JOB NO.: 23-2666-MAN44	<b>ANNOTATED PHOTO LOG</b>
	<b>INVESTIGATOR(S):</b> George T. Logan, MS, PWS, CSE		
<b>DATE:</b> November 30, 2023	<b>FACING:</b> NORTHEASTERLY	<b>PHOTO NO.:</b> 1	
		<b>Comments:</b> Wetland A	


<b>DATE:</b> November 30, 2023	<b>FACING:</b> NORTHERLY	<b>PHOTO NO.:</b> 2	
		<b>Comments:</b> Wetland B	





	<b>SITE/LOCATION:</b> Proposed Industrial Development 71 & 81 Commerce Road Manchester, CT	REMA JOB NO.: 23-2666-MAN44	<b>ANNOTATED PHOTO LOG</b>
	<b>INVESTIGATOR(S):</b> George T. Logan, MS, PWS, CSE		
<b>DATE:</b> November 30, 2023	<b>FACING:</b> NORTHERLY	<b>PHOTO NO.:</b> 3	<i>Comments: Wetland C</i>
			



<b>DATE:</b> February 12, 2024	<b>FACING:</b> SOUTHERLY	<b>PHOTO NO.:</b> 4	<i>Comments: Wetland D</i>
			


	<b>SITE/LOCATION:</b> Proposed Industrial Development 71 & 81 Commerce Road Manchester, CT	REMA JOB NO.: 23-2666-MAN44	<b>ANNOTATED PHOTO LOG</b>
	<b>INVESTIGATOR(S):</b> George T. Logan, MS, PWS, CSE		
<b>DATE:</b> November 30, 2023	<b>FACING:</b> NORTHERLY	<b>PHOTO NO.:</b> 5	
			<i>Comments: Wetland E (wet meadow portion)</i>


<b>DATE:</b> February 12, 2024	<b>FACING:</b> SOUTHERLY	<b>PHOTO NO.:</b> 6	
			<i>Comments: Wetland E (internal scrub shrub portion)</i>

	<b>SITE/LOCATION:</b> Proposed Industrial Development 71 & 81 Commerce Road Manchester, CT	REMA JOB NO.: 23-2666-MAN44	<b>ANNOTATED PHOTO LOG</b>
	<b>INVESTIGATOR(S):</b> George T. Logan, MS, PWS, CSE		
<b>DATE:</b> February 12, 2024	<b>FACING:</b> NORTHERLY	<b>PHOTO NO.:</b> 7	
		<i>Comments: Wetland F (will be surveyed as potential vernal pool habitat in late March/early April)</i>	

<b>DATE:</b> February 12, 2024	<b>FACING:</b> SOUTHERLY	<b>PHOTO NO.:</b> 8	
		<i>Comments: Typical wetland soil profile (disturbed/man-made); within Wetland D</i>	


	<b>SITE/LOCATION:</b> Proposed Industrial Development 71 & 81 Commerce Road Manchester, CT	REMA JOB NO.: 23-2666-MAN44	<b>ANNOTATED PHOTO LOG</b>
	<b>INVESTIGATOR(S):</b> George T. Logan, MS, PWS, CSE		
<b>DATE:</b>	<b>FACING:</b> SOUTHWESTERLY	<b>PHOTO NO.:</b> 9	
			<i>Comments: Wetland F was investigated as a potential vernal pool habitat but no evidence of obligate amphibian breeding was observed</i>

<b>DATE:</b> March 18, 2024	<b>FACING:</b> NORTHERLY	<b>PHOTO NO.:</b> 10	
			<i>Comments: Wetland F</i>


	<b>SITE/LOCATION:</b> Proposed Industrial Development 71 & 81 Commerce Road Manchester, CT	REMA JOB NO.: 23-2666-MAN44	<b>ANNOTATED PHOTO LOG</b>
	<b>INVESTIGATOR(S):</b> George T. Logan, MS, PWS, CSE		
<b>DATE:</b>	<b>FACING:</b> NORTHERLY	<b>PHOTO NO.:</b> 11	
			<i>Comments: Wetland A</i>

<b>DATE:</b> March 18, 2024	<b>FACING:</b> NORTHEASERLY	<b>PHOTO NO.:</b> 12	
			<i>Comments: Wetland A in foreground with uplands in background</i>


	<b>SITE/LOCATION:</b> Proposed Industrial Development 71 & 81 Commerce Road Manchester, CT	REMA JOB NO.: 23-2666-MAN44	<b>ANNOTATED PHOTO LOG</b>
	<b>INVESTIGATOR(S):</b> George T. Logan, MS, PWS, CSE		
<b>DATE:</b>	<b>FACING:</b> NORTHEASTERLY	<b>PHOTO NO.:</b> 13	
		<i>Comments: Wetland B</i>	

<b>DATE:</b> March 18, 2024	<b>FACING:</b> EASTERLY	<b>PHOTO NO.:</b> 14	
		<i>Comments: Wetland C, expanding common reed (Phragmites) patch</i>	

	<b>SITE/LOCATION:</b> Proposed Industrial Development 71 & 81 Commerce Road Manchester, CT	REMA JOB NO.: 23-2666-MAN44	<b>ANNOTATED PHOTO LOG</b>
	<b>INVESTIGATOR(S):</b> George T. Logan, MS, PWS, CSE		
<b>DATE:</b>	<b>FACING:</b> SOUTHERLY	<b>PHOTO NO.:</b> 15	
			<i>Comments: Wetland D</i>

<b>DATE:</b> March 18, 2024	<b>FACING:</b> NORTHERLY	<b>PHOTO NO.:</b> 16	
			<i>Comments: Wetland E</i>

	<b>SITE/LOCATION:</b> Proposed Industrial Development 71 & 81 Commerce Road Manchester, CT	REMA JOB NO.: 23-2666-MAN44	<b>ANNOTATED PHOTO LOG</b>
	<b>INVESTIGATOR(S):</b> George T. Logan, MS, PWS, CSE		
<b>DATE:</b>	<b>FACING:</b> SOUTHERLY	<b>PHOTO NO.:</b> 17	
		<i>Comments: Wetland E in foreground, uplands in background</i>	

<b>DATE:</b> March 18, 2024	<b>FACING:</b> NORTHERLY	<b>PHOTO NO.:</b> 18	
		<i>Comments: Central uplands</i>	





REPORT DATE: May 24, 2024

PAGE 1 OF 3

**REMA ECOLOGICAL SERVICES, LLC**

43 Blue Ridge Drive, Vernon, CT 06066

860.649.REMA (7362) / 860.883.8690

## ON-SITE SOIL INVESTIGATION & WETLAND DELINEATION REPORT

### PROJECT NAME & SITE LOCATION:

+/- 8.5 acres (study area)

71 & 81 Commerce Road

Manchester, CT

### REPORT PREPARED FOR:

TRAC Consulting

40 Rita Drive

New Fairfield, CT

Attn.: Tom Riley

REMA Job No.: 23-2666-MAN44

Field Investigation Date(s): February-April 2024

Field Investigation Method(s):

Spade and Auger

Backhoe Test Pits

Other: \_\_\_\_\_

### Field Conditions:

Weather: sunny to overcast, 30s to 50s

Soil Moisture: Moderate-High

Snow Depth: none

Frost Depth: none

### Purpose of Investigation:

Wetland Delineation/Flagging in Field

Wetland Mapping on Sketch Plan or Topographic Plan

High Intensity Soil Mapping by Soil Scientist

Medium Intensity Soil Mapping from *The Soil Survey of Connecticut Maps* (USDA-NRCS)

Other: \_\_\_\_\_

Base Map Source: CT Soil Survey web; USDA-NRCS) (attached), Figure A (attached)

Wetland Boundary Marker Series: RES-A-1 to RES-A-29, RES-B-1 to RES-B-9, RES-C-1 to RES-C-17, RES-D-1 to RES-D-8, RES-E-1 to RES-E-53, and RES-F-1 to RES-F-12 (closed lines)

**General Site Description/Comments:** The "study area" or "site" consists of roughly 8.5 acres of land of an overall 19.98 acre property, located in an industrially-zoned portion of Manchester, CT. The site was graded and filled sometime between 2001 and 2003 to prepare "pads" for two industrial buildings. This grading created very shallow depressional areas that have ponded a few inches of water for a significant enough time for several, isolated wetland areas to develop. The site's original soils were derived from glacial till (i.e., unstratified sand, silt, and rock) deposits. However, under existing conditions the great majority of the soils within the study area are disturbed and are derived from sandy/silty fill. The soils are classified as Aquepts (308w), which are poorly drained disturbed wetland soils, and as Udorthents (308) which are moderately well drained disturbed upland soils. Also, at the far northwestern portion of the site, in a forested area, the soils are identified as the well-drained Wethersfield (87) loam soil series. At the far southwestern section of the study area, a small shallow detention basin was investigated as a vernal pool, but no obligate species (e.g., mole salamanders, wood frogs) were observed. For the most part, the regulated wetlands within the study area are emergent (i.e., meadow/marsh), with some scrub shrub inclusions. Dominant species include willows, dogwoods, cattail, common reed, sedges, rushes, monkey flower, swamp milkweed, purple loosestrife, goldenrods, asters, red top, and others. We note that the study area does contain several, small and isolated "wet" areas with wetland vegetation but marginal upland soils, which were not delineated.

ON-SITE SOIL INVESTIGATION & WETLAND DELINEATION REPORT (CONTINUED)

PROJECT NAME & SITE LOCATION: +/- 8.5 acres (Study Area)  
71 & 81 Commerce Road, Manchester, CT

SOIL MAP UNITSUpland Soils

**Udorthents (308).** This soil mapping unit consists of well drained to moderately well drained soils that have been altered by cutting, filling, or grading. The areas either have had two feet or more of the upper part of the original soil removed or have more than two feet of fill material on top of the original soil. Udorthents or Made Land soils can be found on any soil parent material but are typically fluvial on glacial till plains and outwash plains and stream terraces.

**Wethersfield loam (87).** The Wethersfield series consists of deep, well drained soils formed in a coarse-loamy mantle underlain by firm, compact glacial till from Triassic materials. They are nearly level to steeply sloping soils on till plains, low ridges and drumloidal landforms. The soils developed in glacial till derived mainly from reddish Triassic sandstone, conglomerate and shale with some basalt. Typically, these soils have a dark brown loam surface layer 8 inches thick. The subsoil from 8 to 25 inches is reddish brown loam. The substratum from 25 to 60 inches is reddish brown, firm fine sandy loam.

Wetland Soils

**Aquents (308w).** This soil map unit consists of poorly drained and very poorly drained, disturbed land areas. They are most often found on landscapes which have been subject to prior filling and/or excavation activities. In general, this soil map unit occurs where two or more feet of the original soil surface has been filled over, graded or excavated. The Aquents are characterized by a seasonal to prolonged high ground water table and either support or are capable of supporting wetland vegetation. Aquents are recently formed soils which have an aquic moisture regime. An aquic moisture regime is associated with a reducing soil environment that is virtually free of dissolved oxygen because the soil is saturated by groundwater or by water of the capillary fringe. The key feature is the presence of a ground water table at or very near to the soil surface for a period of fourteen days or longer during the growing season.

ON-SITE SOIL INVESTIGATION & WETLAND DELINEATION REPORT (CONTINUED)

PROJECT NAME & SITE LOCATION: +/- 8.5 acres (Study Area)  
71 & 81 Commerce Road, Manchester, CT

SOIL MAP UNITS

See previous page

Any accompanying soil logs and soil maps, and the on-site soil investigation narrative are in accordance with the taxonomic classification of the National Cooperative Soil Survey of the USDA Natural Resource Conservation Service, and with the Connecticut Soil Legend (DEP Bulletin No.5, 1983), as amended by USDA-NRCS. Jurisdictional wetland boundaries were delineated pursuant to the Connecticut General Statutes (CGS Sections 22a-36 to 22a-45), as amended. The site investigation was conducted and/or reviewed by the undersigned Registered Soil Scientist(s) [registered with the Society of Soil Scientists of Southern New England (SSSSNE) in accordance with the standards of the Federal Office of Personnel Management].

Respectfully submitted,

**REMA ECOLOGICAL SERVICES, LLC**



George T. Logan, MS, PWS, CSE  
Registered Professional Soil Scientist  
Field Investigator/Senior Reviewer

**FIGURE A: WETLAND DELINEATIONS SKETCH MAP**

71 & 81 Commerce Road, Manchester, CT

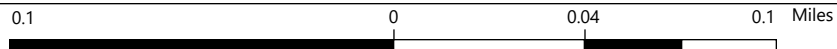


**Legend**

Light Gray Canvas Base

**ANNOTATED BY:** Rema Ecological Services, LLC  
**DATE:** 2/21/2024  
**BASE MAP:** Spring 2019 aerial with 2016 topography

1: 2,257 



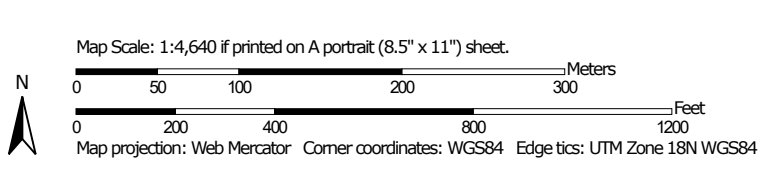
This map is intended for general planning, management, education, and research purposes only. Data shown on this map may not be complete or current. The data shown may have been compiled at different times and at different map scales, which may not match the scale at which the data is shown on this map.

Notes

Soil Map—State of Connecticut, Western Part  
(71 & 81 Commerce Road, Manchester, CT)




Soil Map may not be valid at this scale.



## MAP LEGEND

### Area of Interest (AOI)

 Area of Interest (AOI)

### Soils

 Soil Map Unit Polygons

 Soil Map Unit Lines

 Soil Map Unit Points

### Special Point Features



Blowout



Borrow Pit



Clay Spot



Closed Depression



Gravel Pit



Gravelly Spot



Landfill



Lava Flow



Marsh or swamp



Mine or Quarry



Miscellaneous Water



Perennial Water



Rock Outcrop



Saline Spot



Sandy Spot



Severely Eroded Spot



Sinkhole



Slide or Slip



Sodic Spot



Spoil Area



Stony Spot



Very Stony Spot



Wet Spot



Other



Special Line Features

### Water Features



Streams and Canals

### Transportation



Rails



Interstate Highways



US Routes



Major Roads



Local Roads

### Background



Aerial Photography

## MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:12,000.

**Warning:** Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service

Web Soil Survey URL:

Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: State of Connecticut, Western Part

Survey Area Data: Version 1, Sep 15, 2023

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Jun 14, 2022—Oct 6, 2022

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

## Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
9	Scitico, Shaker, and Maybid soils, 0 to 3 percent slopes	2.9	2.6%
12	Raypol silt loam, 0 to 3 percent slopes	2.1	1.9%
28A	Elmridge fine sandy loam, 0 to 3 percent slopes	1.0	0.9%
43B	Rainbow silt loam, 3 to 8 percent slopes	0.4	0.3%
82B	Broadbrook silt loam, 3 to 8 percent slopes	29.4	26.1%
82D	Broadbrook silt loam, 15 to 25 percent slopes	0.4	0.4%
87B	Wethersfield loam, 3 to 8 percent slopes	10.4	9.2%
87C	Wethersfield loam, 8 to 15 percent slopes	7.8	6.9%
87D	Wethersfield loam, 15 to 25 percent slopes	5.4	4.8%
306	Udorthents-Urban land complex	15.7	13.9%
702A	Tisbury silt loam, 0 to 3 percent slopes	7.0	6.2%
702B	Tisbury silt loam, 3 to 8 percent slopes	1.9	1.7%
704A	Enfield silt loam, 0 to 3 percent slopes	5.7	5.1%
704B	Enfield silt loam, 3 to 8 percent slopes	22.7	20.1%
<b>Totals for Area of Interest</b>		<b>112.9</b>	<b>100.0%</b>

**EXHIBIT B**

**INDUSTRIAL PARK  
REGULATIONS**

**BUCKLAND INDUSTRIAL PARK II**

**Manchester, Connecticut**

**November 1999**



**INDUSTRIAL PARK REGULATIONS  
FOR  
BUCKLAND INDUSTRIAL PARK II**

**TABLE OF CONTENTS**

1.	PERMITTED USES .....	1
2.	DEVELOPMENT CONTROLS .....	2
3.	UTILITIES .....	5
4.	LANDSCAPING .....	5
5.	PARKING, DRIVES, AND LOADING AREAS .....	7
6.	LIGHTING .....	7
7.	SIGNS .....	9
8.	APPROVAL AND ENFORCEMENT .....	9
9.	TERM, TERMINATION AND MODIFICATION OF REGULATIONS.....	11

Property located within the Buckland Industrial Park II shall be held, transferred, sold, leased, conveyed, and occupied subject to the regulations herein set forth, each and all of which is are for, and shall inure to, the benefit of and pass with each and every parcel of property and shall apply to and bind the heirs, assignees and successors in interest of any owner thereof.

The purpose of these regulations is to ensure proper development and use of the properties within the Park, to protect the owner of each parcel against such improper development and use of surrounding parcels as will depreciate the value of his parcel, to prevent the erection within the Park of structures built of improper design or materials, to encourage the erection of attractive improvements at appropriate locations, to prevent haphazard and inharmonious improvements, to secure and maintain proper setbacks from streets and adequate free spaces between structures, and in general to provide adequately for a high type and quality of improvement of the Park in accordance with a general plan.

1. **PERMITTED USES**

In the Park no building or land shall be used and no building erected or altered except in conformance with the permitted uses set forth in these regulations. No uses shall be allowed in the Park which are not allowed in the Zoning Regulations of the Town of Manchester in effect at that time. However, not all uses permitted by zoning are considered compatible with the intended development of the Park. Therefore, only those uses listed herein shall be permitted within the Park:

1. Commercial and technical uses with a principal character of:
  - a) Light manufacturing.
  - 2) Processing and assembly of materials.
  - 3) Wholesale trade and storage.
  - 4) Warehousing/distribution.
  - 5) Research and development.
  - 6) Education.
  - 7) Construction including building and special trade contractors.
  - 8) Business service offices such as advertising, credit reporting and collection, mailing, reproduction, and stenographic services, computer and data processing services.
  - 9) Engineering and management services such as engineering and architectural services, accounting and auditing, research, testing and management and public relations.
2. Public utility buildings, structures, and uses.

3. Restaurant - indoor service and seating only.
4. The following accessory uses are permitted if such are incidental to and subordinate to the principal use:
  - 1) Vehicle parking.
  - 2) Garages.
  - 3) Maintenance buildings.
  - 4) Radio antennae.
  - 5) Signs.
  - 6) Recreational facilities.
5. With the exception of a permitted restaurant as defined above no retail sales or service business shall be carried on unless the retail trade is customarily incidental to, and subordinate to, the principal use. There shall not be permitted any use which when conducted under proper and adequate conditions and safeguards will be offensive by reason of odor, fumes, dust, smoke, noise, glare, heat, vibration, electro-mechanical disturbances, electro-magnetic disturbances, radiation, air or water pollution, or which will be hazardous by reason of danger of fire or explosion. No rubbish or debris of any kind shall be placed, or permitted to accumulate, upon or adjacent to any site.
6. All permitted uses, other than parking and loading (and except outside storage which is described under Article IV hereof), whether principal, incidental or accessory, shall be carried on in buildings fully enclosed on all sides.

2. DEVELOPMENT CONTROLS

1. Design Objectives

The use of land in the Park will be subject to the regulations and controls specified herein to achieve high quality design in the Park. All development shall be guided by the following design objectives.

- a) Development within the Park shall be directed toward the creation of an area suitable for industry and architecturally suitable for the Town of Manchester.
- 2) Although not restricted to a specific architectural style new buildings shall be designed to provide a uniform appearance and blend harmoniously with other previous development in the Park. Exterior treatment of buildings shall be

homogeneous on all faces using aesthetically acceptable material as to color, permanence, and architectural conformity with other approved development in the Park.

- 3) The location and treatment of parking areas shall be such as to minimize the visual intrusion of parked cars, particularly as viewed from outside the Park boundaries and from public streets.
- 4) Existing trees shall be preserved where possible.
- 5) The design and use of signs shall be in keeping with the overall architectural character of the Park. Coordination and approval of the type, size and location of signs shall be required.

## 2. Maximum Density

The ratio of total gross floor area to site area shall not exceed 1.0.

## 3. Maximum Land Coverage

- 1) Structure shall not cover more than 33% of the site area.
- 2) Paved areas for parking, and loading areas shall not exceed 33% of the site area.
- 3) Areas designed for outside storage shall be included in the area of the structure for purposes of this section.

## 4. Maximum Height of Buildings and Structures

No structure shall exceed 75 feet in height as measured from the adjacent grade or first floor elevation, whichever is lower. This maximum height restriction shall not apply to chimneys, flagstaffs, and municipal or utility buildings or structures.

## 5. Maximum Height of Accessory Structures

No accessory structures shall exceed 18 feet in height as measured from the adjacent grade. This maximum height restriction for accessory structures shall not apply to chimneys, flagstaffs, and municipal or utility buildings or structures.

## 6. Minimum Setbacks

- 1) No structure shall be less than 50 feet from the Park boundary.
- 2) Front yards shall be at least 50 feet in depth.
- 3) Side yards shall each be at least 25 feet in width.

- 4) Rear yards shall be at least 50 feet in depth.
  - 5) In no case shall any yard be less than any buffering requirements outlined in these regulations nor less than one and one-half times the maximum height of the structure along that side of the structure.
  - 6) Setbacks along any property line of any property devoted, or zoned to be devoted, to residential use shall be not less than 50 feet. No structure subject to these setback requirements shall be erected which is within 150 feet of a residence in existence at the time the adoption of these regulations. Drives may occur within the required setback yards but shall not occur less than 25 feet from any property line except where connector drives to public streets are necessary.
  - 7) Exceptions to Setback Requirements: The following structures and improvements are specifically excluded from the setback requirements:
    - 1) Steps and walks.
    - 2) Fences, except that no fences shall be placed within a setback area along a public street.
    - 3) Landscaping.
    - 4) Planters, not to exceed three feet in height.
    - 5) Signs identifying the owner or occupant subject to written approval of the Commission and as regulated in Article IX of these regulations.
7. Minimum Lot area

The minimum area of site to be developed in the Park shall be two acres.

8. Outside Storage

No materials, supplies or equipment (including trash removal facilities) shall be stored in any area on a site except inside a closed building or behind a visually solid barrier, or within a chain-link fence enclosed with evergreen plantings sufficient to visually screen such areas so that the stored items are not visible to a person standing on any part of immediately adjacent sites or an adjacent public street at an elevation no greater than the elevation of the base of the items being viewed.

9. Roof Mounted Equipment

All roof-mounted mechanical equipment which projects vertically more than 22 feet above the roof parapet shall be screened by a visually solid barrier which is detailed consistent with the building design.

**III. UTILITIES**

1. All on-site utility transmission lines (including but not limited to electricity, telephone and gas) shall be placed underground. High-voltage power transmission lines which traverse the Park shall be exempted from this requirement.
2. The owner of each site upon which any drainage ditches and/or related facilities are located, or which may hereafter be located, shall keep and maintain same together with any improvements constructed thereon, or which may hereafter be constructed thereon, in a reasonable condition according to their design, purpose and/or function including, but not limited to, the removal of all obstructions which may or might reasonably cause redirection or impedance of the flow of the drainage thereon regardless of the source or cause of such obstruction or impedance.
3. All above ground utility structures (excluding area lighting poles) developed for the Park or by the owner of any site shall be screened by plantings to minimize the visual intrusion of the structure in the Park.

**IV. LANDSCAPING**

1. Every site on which a building is placed shall be landscaped in accordance with these guidelines. The intent of landscaping, screening and planting in this and other articles of these regulations is to provide for a park-like environment, aesthetically screening industrial uses from abutting sites and the requirements of this article shall be interpreted and any approvals given so as to permit flexibility and individuality in design rather than require rigid adherence to these specifications.
  - 1) Landscaping shall be installed within 90 days of occupancy or completion of the building, whichever occurs first. However, planting shall be permitted only during the periods of August 15<sup>th</sup> to November 15<sup>th</sup> and April 15<sup>th</sup> to June 15<sup>th</sup>.
  - 2) All walks, drives, lawns, and landscaping on each such site shall be maintained in good order, repair and condition. The entire street frontage (except drives) of any site shall be landscaped from the property line to the setback line if such area is not a part of a designated buffer or open space area.
2. Landscape treatment shall consist of ground cover and shrubs or trees. Existing trees shall be conserved and integrated into the landscape plan wherever possible. Planting shall be designed to complement site areas such as pedestrian access, service areas, parking areas, the building perimeter, etc. On large sites the use of knolls, berms, etc. to visually break up large flat areas is encouraged.

- 1) All new deciduous trees shall be a minimum of 2 to 22 inch caliper measured one foot above the root crown when planted and all evergreen trees shall be not less than 6 feet in height when planted. All plant materials shall be selected on the basis of hardiness and appropriateness to its intended use.
  - 2) Any portion of a parking area not used for parking spaces or circulation shall be landscaped. Any landscaped island greater than 200 square feet within a parking area shall contain at least one tree. Large parking areas shall be divided by landscaped buffer strips into smaller parking areas wherever possible.
  - 3) Not less than 2% of the automobile parking area of any site shall contain landscaped islands. Trees shall be planted along those strips and along the perimeter of any parking area at intervals of not more than 75 feet. Variations in this spacing are allowed provided that the number of trees intended by this article are planted. In parking areas, loading areas and along drives, trees within five feet of the edge of paving shall be protected by the provision of curbing, wheel stops or other devices.
  - 4) A landscape border shall be provided around the perimeter of buildings except at paved areas. This border shall contain a combination of ground cover and shrubs or trees including a fully landscaped border of not less than five feet in width adjacent and parallel to the front yard elevations of all buildings.
  - 5) All other portions of a developed site and not covered by buildings, structures, paving or landscaping as previously required shall be established with ground cover and shrubs or trees or may be left as undisturbed natural terrain. A fully landscaped border of not less than five feet in width adjacent and parallel to the front yard elevations of all buildings.
3. Any necessary grading shall be done in such a way that drainage to or from adjacent property is not adversely affected and existing trees are retained where possible.
  4. Necessary steps shall be taken by the owner of each site to ensure that erosion control measures are observed. Reasonable precautions shall be followed (such as the provision of hay bales, temporary seeding, and sedimentation basins) to reduce the amount of erosion and siltation during construction and prior to establishment of permanent landscaping. Temporary seeding, watering, the use of chemical agents, or other methods shall be employed to reduce the amount of dust during the construction stage.
  5. All landscaping and planting as required herein will be completed with respect to each lot before a certificate of occupancy will be issued for such lot. If requested by the Town, developer will provide adequate security so as to ensure completion of said landscaping and planting. On the posting of such security by the Developer and the satisfactory completion of other applicable improvements, the Town will issue a certificate of occupancy.

22. PARKING, DRIVES, AND LOADING AREAS

1. All parking areas, drives, and loading areas shall be paved with a hard, durable, dust-free, all-weather surface.
2. Parking of vehicles shall be permitted only on paved areas off public streets. Sufficient parking spaces shall be provided on each site to accommodate all employees and visitors using the premises and company vehicles.
3. At a minimum, there shall be on each site an area for parking which contains at least one space for each 1.75 employees present during the largest daily work shift period. Parking and loading spaces shall be provided with driveway access off the public street. If parking requirements increase as a result of a change in the use or number of employees, additional off-street parking shall be provided to satisfy the intent of this section.
4. There shall be maintained on each site facilities for loading and unloading to serve the business conducted thereon without using the adjacent street. Loading areas shall not encroach into setback areas. Loading areas shall be screened to minimize their appearance from the street or from adjoining property. Loading areas shall not be closer than seventy (70) feet to the street property line.
5. Vehicular and pedestrian traffic shall be separated on each site thorough the use of sidewalks and marked pedestrian crossings, except as may otherwise be shown on an approved site plan filed a condition for special exception approval with the Planning and Zoning Commission of the Town of Manchester.

VI. LIGHTING

1. All types of lighting which are intended to illuminate the building or yards shall be designed or arranged as specified herein and as otherwise necessary to ensure that the lights will not shine into the eyes of any person external to the premises and that the lights will not cause a nuisance from excessive glare.
  - 1) It is the intent that lighting will blend with the architectural treatment of each building and with the overall design of the Park, and that no light source will be visible off the site and that the levels of lighting necessary on any site for the purpose of security, safety and design will not cause excessive levels of illumination beyond the Park boundaries.
  - 2) Exterior lighting shall include but shall not be limited to all lights mounted outside of a building including freestanding area lighting and ground lights.



- 3) No flashing, intermittent, or other mechanically operated illumination creating the illusion of movement shall be permitted. Lights producing varying intensities or changing colors are prohibited.
  - 4) The maximum height of any lighting fixture shall not exceed thirty (30) feet above the adjacent grade.
2. Shielding
    - 1) All lighting fixtures shall be shielded so that the filament or light source is not visible off the site.
    - 2) When all interior and exterior lighting is fully illuminated the intensity of lighting (as measured by a light-meter) shall not exceed 0.5 foot-candles at any point along a property line of the site, except that an intensity not to exceed 1.5 foot-candles shall be permitted at points of vehicular ingress and egress to the site.
3. Area/Roadway Lighting
    - 1) Lighting fixtures shall be of the high pressure sodium vapor type, metal halide type, or an approved equivalent. Lighting shall be provided in parking areas, loading areas, and drives for security and safety.
    - 2) Lighting levels shall not be greater than normal engineering practice requires for a particular application. Where possible only that lighting necessary for security and safety purposes shall be maintained during night hours.
4. Building Illumination
    - 1) Any type of lighting of the building shall be directed down against the building at such an angle that the building, trees, shrubs or site surfaces are illuminated and not any surface off the site.
    - 2) Flood or spotlights mounted on the building to illuminate adjacent site areas, such as loading or parking, shall not be permitted.
5. Sign Lighting

Signs may be illuminated if the illumination is confined within, or directed only to, the surface of the signs.

## **VII. SIGNS**

1. No advertising signs shall be permitted other than those identifying the name and business products of the person or firm occupying the site, Park directory signs

- identifying the park and including a directory of its occupants, and signs offering the site for sale or lease.
2. The following types of signs shall be permitted when solely for the purpose of identification of a permitted occupancy on the site:
    - 1) One freestanding sign along each side of the property abutting a street (maximum of two per site) not exceeding a total of 30 square feet each for every 100 feet of street frontage or fraction thereof and not to exceed an absolute maximum of 200 square feet each.
    - 2) One sign affixed to the front and each side of a building. Each sign shall have a maximum area (in square feet) equal to the linear length (in feet) of the wall on which the sign is located. The sign shall not project more than 18 inches from the face of the wall and shall not project above the parapet of the wall on which it is mounted. This wall sign shall contain only the name of the business in open characters and the logo of the business. The area of the sign shall be determined by the area of the smallest rectangle which will enclose all of the characters and symbols.
  3. A freestanding sign shall have a setback of not less than 25 feet from any street property line. The Park directory signs shall not exceed an area of 450 square feet each.

#### **VIII. APPROVAL AND ENFORCEMENT**

1. No building, outbuilding, parking area, loading area, trackage road, fence, wall, pole, sign or any other structure shall be erected, placed, altered, maintained or permitted to remain on any land subject to these regulations until plans and specifications showing plot layout and all exterior elevations, with materials and colors therefor, and signs and landscaping shall have been submitted to and approved in writing by the Town of Manchester Economic Development Commission.
2. Town of Manchester Economic Development approval shall be based, among other considerations, on adequacy of site dimensions; conformity and harmony of exterior design with neighboring structures; effect of location and use of improvements on neighboring sites, improvements, operations and uses; relation of topography, grading and finish grade elevations of the site being improved to that of neighboring sites; proper orientation of the building to nearby streets; and conformity of the plans and specifications to the purpose and general plan and intent of these regulations.
  - a) The Commission shall not arbitrarily or unreasonably withhold its approval of such plans and specifications.
  - b) If the Commission fails to either approve or disapprove such plans and specifications within sixty (60) days after the same have been submitted to it, it shall be

conclusively presumed that the Commission has approved said plans and specifications subject, however, to the requirement and restrictions contained in these regulations.

- c) Neither the Commission nor its successors or assigns shall be liable in damage to anyone submitting plans to them for approval, or to any owner or lessee of land affected by these regulations, by reason of mistake in judgment, negligence, or nonfeasance arising out of or in connection with the approval or disapproval or failure to approve any such plans. Every person who submits plans to the Commission for approval agrees, by submission of such plans, and every owner or lessee of any of said property agrees, by acquiring title thereto or interest therein, that he will not bring any action or suit against the Commission to recover any such damages.
  - d) Should there cease to be a Commission, the owners of record of the land within the park abutting upon each site shall have the exclusive right to grant approvals required by these regulations. Any constructions, other than exterior signs, driveways, parking areas, grading, landscaping, fences and screens, completed for more than three (3) months shall be deemed approved, unless prior to the expiration of such three month period a suit for enforcement has been commenced and notice thereof duly recorded.
  - e) No owner of any site shall be responsible except for violations occurring while owner.
3. All of the provisions herein contained shall run with the land and shall be enforceable at law and in equity.
- a) Violation or breach of any regulation herein contained shall give to the Commission and, should the Commission cease to exist, every owner of property subject to these regulations the right to prosecute a proceeding at law or in equity against the person or persons who have violated or are attempting to violate any of these restrictions to enjoin or prevent them from doing so, to cause said violation to be remedied or to recover damages for said violation.
  - b) So long as there is a Commission it shall have the exclusive right to enforce the provisions hereof, without liability for failure so to do, except that each owner of record of land in the Park shall have the right to enforce the provisions hereof then applicable to any site if the Commission shall fail so to do within thirty (30) days after written request from any such owner.
  - c) In any legal or equitable proceeding for the enforcement or to restrain the violation of these regulations or any provision hereof, the losing party or parties shall pay the attorney's fees of the prevailing party or parties, in such amount as may be fixed by

the court in such proceedings. All remedies provided herein or at law or in equity shall be cumulative and not exclusive.

4. The Commission or its agents may from time to time at any reasonable hour or hours, enter and inspect any property subject to these regulations to ascertain compliance therewith. The agent of the Commission shall be the Zoning Enforcement Officer of the Town of Manchester and/or such other person(s) so designated by the chief administrative official of the Town and approved by the Commission.

**IX. TERM, TERMINATION AND MODIFICATION OF REGULATIONS**

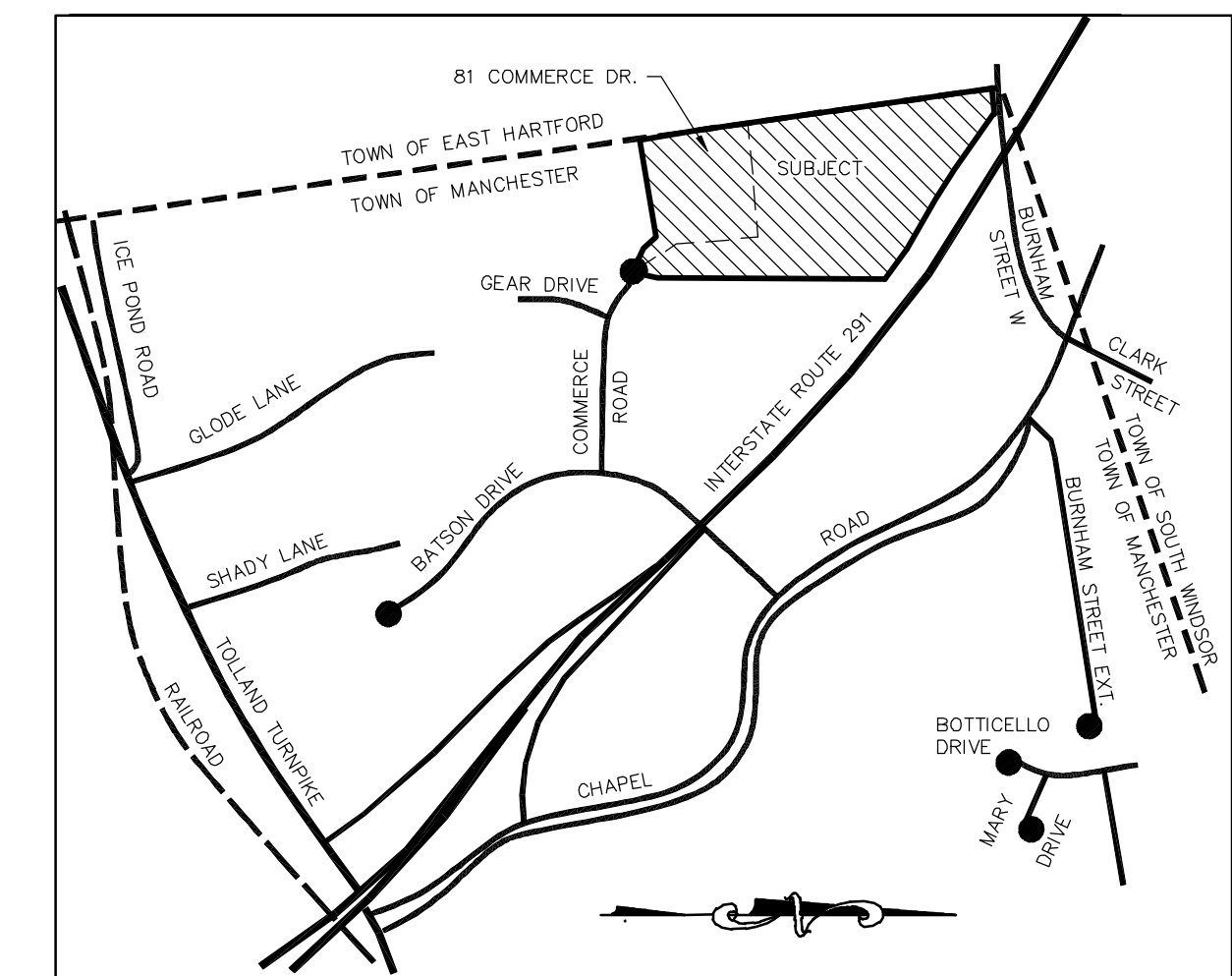
1. These regulations, every provision hereof and every covenant, condition and restriction contained herein shall continue in full force and effect for a period commencing on the date of recording of these regulations on the land records of the Town of Manchester for a term of thirty (30) years.
2. These Park Regulations and any termination, extension, modification, waiver or amendment shall become effective when a proper instrument in writing has been executed, acknowledged and recorded on the land records of the Town of Manchester.

R:\PLANNING\REGS\INDUS\Industrial Park Regulations.wpd/cp

**PROJECT ANALYSIS -**

**ZONE OF SUBJECT PROPERTY: INDUSTRIAL ZONE**  
 NOTE: THE SUBJECT PROPERTY IS WITHIN THE "BUCKLAND INDUSTRIAL PARK II" WHICH HAS ITS OWN SET OF "INDUSTRIAL PARK REGULATIONS", DATED NOVEMBER, 1999.  
**PROPOSED USE: 140,000 SQUARE FOOT BUILDING TO BE USED FOR A DISTRIBUTION WAREHOUSE AND/OR LIGHT INDUSTRIAL/MANUFACTURING**  
 (PROPOSED USES ARE PERMITTED IN BOTH THE TOWN ZONING REGULATIONS AND "PARK" REGULATIONS)  
**INCLUDED IN THE PROPOSAL:** 110 PARKING SPACES (105 REGULAR SPACES & 5 ACCESSIBLE SPACES)  
 28 LOADING SPACES  
 2 DRIVE IN DELIVERY BAYS  
 15 TRUCK TRAILER SPACES  
**SPECIAL EXCEPTION USES: PER SECTION 16.15.02 OF THE MANCHESTER ZONING REGULATIONS USES SHALL REQUIRE APPROVAL FROM THE PLANNING AND ZONING COMMISSION AFTER A PUBLIC HEARING**  
 (a) ALL USES WHICH INCLUDE DEVELOPMENT ON A SITE WHICH IS FOUR (4) ACRES OR LARGER IN SIZE  
 (b) ALL USES WHICH REQUIRE AUTOMOBILE PARKING SPACES IN EXCESS OF 60 SPACES  
 (c) ALL USES WHICH REQUIRE LOADING DOCKS OR BAYS IN EXCESS OF SEVEN (7)

**LOCATION MAP**  
 SCALE: 1 INCH = 800 FEET



**BOX TURTLE PROTOCOL**

A Box Turtle was observed at Wetlands "F"

**Box Turtle Protocol:**

For land disturbance that will occur between April 1- November 1:  
 Exclusionary practices will be used to prevent any turtle access into disturbance areas. These measures will need to be installed at the limits of disturbance as shown on the plans.  
 Exclusionary fencing be at least 20 in tall and must be secured to and remain in contact with the ground and be regularly maintained (at least bi-weekly and after major weather events) to secure any gaps or openings at ground level that may let animal pass through.  
 All staging and storage areas, outside of previously paved locations, regardless of the duration of time they will be utilized, must be reviewed to remove individuals and exclude them from re-entry.  
 All construction personnel working within the turtle habitat must be apprised of the species description and the possible presence of a listed species.  
 The Contractor search the work area each morning prior to any work being done.  
 Any turtles encountered within the immediate work area shall be carefully moved to an adjacent area outside of the excluded area and fencing should be inspected to identify and remove access point. This animal is protected by law and should not be relocated off-site.  
 In areas where silt fence is used for exclusion, it shall be removed as soon as the area is stable and disturbance is finished to allow for reptile and amphibian passage to resume.

**ZONING COMPLIANCE TABLE:**

ITEM	REQUIRED / PERMITTED		PROPOSED
	TOWN ZONING REGULATIONS	"PARK" REGULATIONS	
LOT AREA	NR	2 ACRES MINIMUM	870,318 SQ. FT. = 19.980 ACRES
LOT FRONTAGE	NR	NR	83.1'
BUILDING HEIGHT	75' MAXIMUM	75' MAXIMUM	45'
LOT COVERAGE (BUILDING)	60% MAXIMUM	33% MAXIMUM	16.1%
LOT COVERAGE (PAVEMENT)	NR	33% MAXIMUM	17.3%
FRONT YARD	40' MINIMUM	50' MINIMUM	198.7'
SIDE YARD	15' MINIMUM	25' MINIMUM	91.4' (ALONG SOUTH SIDE)
REAR YARD	30' MINIMUM	50' MINIMUM	150.8' (ALONG WEST SIDE)
DENSITY RATIO OF TOTAL GROSS FLOOR AREA TO SITE AREA	NR	1.0 MAXIMUM	0.16
PARKING	THE NUMBER OF SPACES SHALL BE SUFFICIENT TO ACCOMMODATE PERSONNEL AND CUSTOMERS	NR	VEHICLE SPACES: 110 SPACES TOTAL (INCLUDES 105 REGULAR SPACES & 5 ACCESSIBLE SPACES)
EV PARKING	10% OF PARKING SPACES 110 x 10% = 11.0 SPACES	NR	11 SPACES (INCLUDES 10 REGULAR SPACES & 1 ACCESSIBLE SPACES)
SETBACK ALONG ANY PROPERTY LINE OF RESIDENTIAL USE PROPERTY	NR	50' MINIMUM	166' SETBACK FROM THE WEST PROPERTY LINE
SETBACK OF A STRUCTURE FROM A RESIDENCE	NR	150' MINIMUM	290'± FROM NEAREST RESIDENCE (ALONG THE WEST SIDE)
BUFFER ALONG A RESIDENTIAL ZONED PROPERTY	EIGHT (8') WIDE BERMED LANDSCAPED BORDER (MINIMUM)	NO LESS THAN ONE AND ONE HALF (1 1/2) TIMES THE MAXIMUM HEIGHT OF THE STRUCTURE  THE WEST SIDE OF THE BUILDING WILL BE 48" HIGH 48 x 1.5 = 69" MINIMUM	166'± WIDE AREA, ALONG THE WEST SIDE OF THE PROPERTY, WILL HAVE A BERM, A RETAINING WALLS AND NEW EVERGREENS PLANTED ALONG WITH EXISTING TREES AND VEGETATION

NR = NO REQUIREMENT

**SHEET INDEX**

SHEET TITLE	SHEET NUMBER
COVER SHEET	C1.1
EXISTING CONDITIONS SURVEY	C2.1 & C2.2
LAYOUT PLAN	C3.1
LANDSCAPING PLAN	C4.1 & C4.2
WETLANDS CREATION PLAN	C5.1
GRADING AND UTILITIES PLAN	C6.1 & C6.2
PLAN / PROFILE	C6.3, C6.4, C6.5, C6.6 & C6.7
EROSION & SEDIMENTATION CONTROL PLAN	C7.1 & C7.2
NOTES AND DETAILS	C8.1
STORM DRAINAGE NOTES AND DETAILS	C8.2
STORM DRAINAGE DETAILS	C8.3
WATER SERVICE NOTES AND DETAILS	C8.4
PAVEMENT DETAILS AND SANITARY SEWER DETAILS	C8.4
EXTERIOR LIGHTING PHOTOMETRIC PLAN	1 OF 1

**PROPOSED DISTRIBUTION CENTER / WAREHOUSE  
 71 COMMERCE ROAD  
 (FORMERLY KNOWN AS 71 AND 81 COMMERCE ROAD)  
 MANCHESTER, CONNECTICUT**

APPROVED  
 PLANNING & ZONING COMMISSION  
 MANCHESTER, CT.  
 DATE: \_\_\_\_\_  
 SIGNED: \_\_\_\_\_

8-14-24	ADDED "BOX TURTLE PROTOCOL", REVISED SHEETS C4.1, C4.2 & C5.1
8-7-24	REVISED PROPOSED LAYOUT
7-8-24	REVISED PER TOWN STAFF COMMENTS
	DATE



TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

L.S. NO. 9344

NOT VALID WITHOUT A LIVE SIGNATURE AND EMBOSSED SEAL

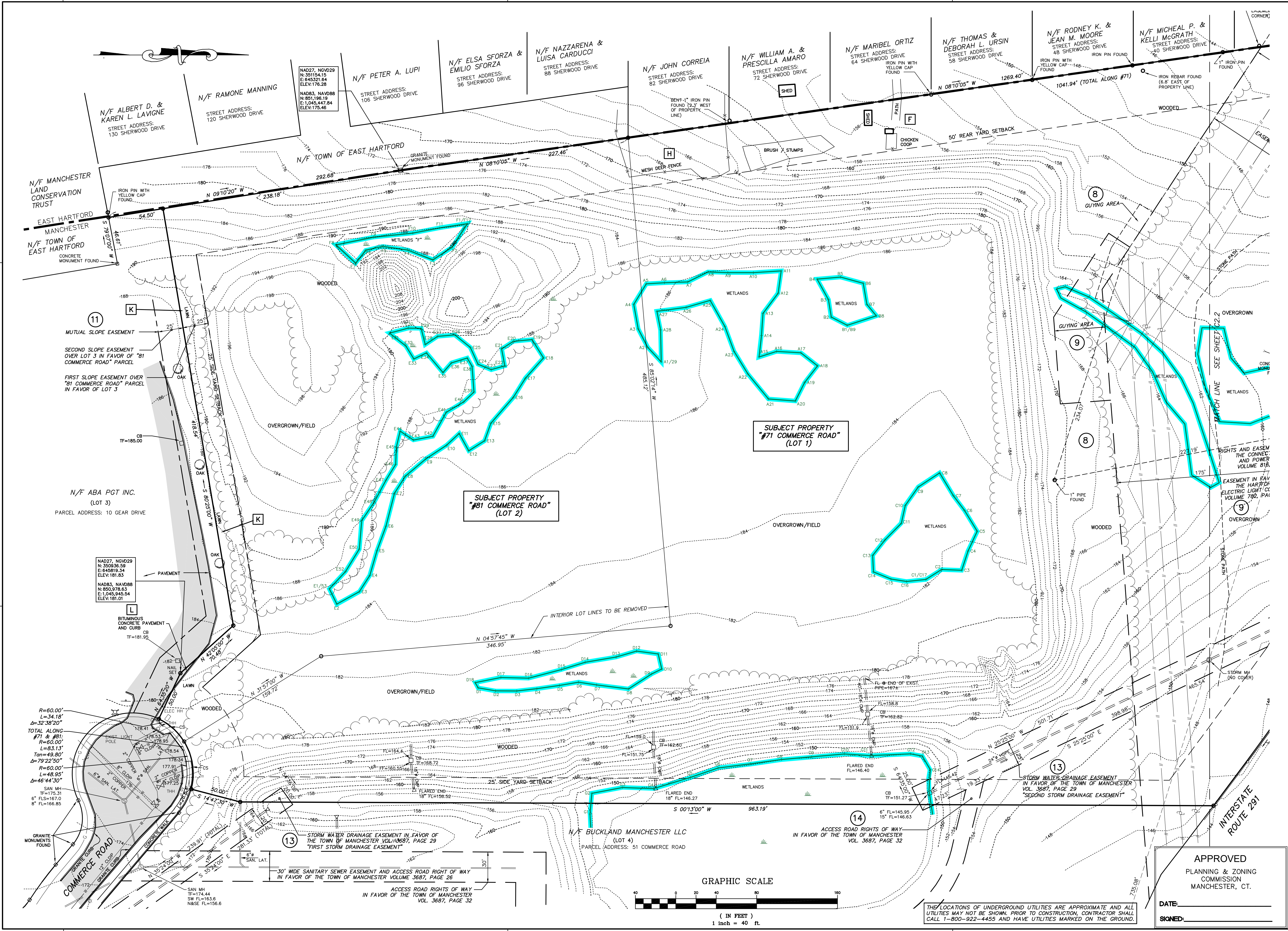


CIVIL ENGINEERS  
 WINDSOR, CONNECTICUT  
 WILSON M. ALFORD, JR., P.E. & L.S.

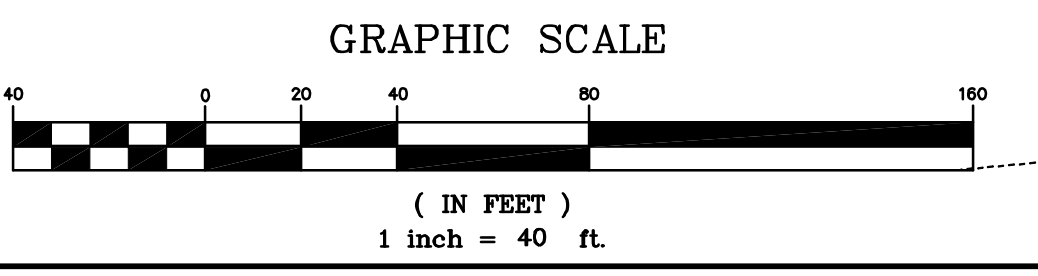
DATE: MAY 6, 2024  
 SCALE: 1 IN. = - FT.

SITE PLAN  
 PREPARED FOR  
**LFF COMMERCE JV LLC**  
 COVER SHEET  
 MANCHESTER, CONNECTICUT  
 71 COMMERCE ROAD  
 (FORMERLY KNOWN AS  
 71 AND 81 COMMERCE ROAD)

Sheet  
**C1.1**



**APPROVED**  
 PLANNING & ZONING  
 COMMISSION  
 MANCHESTER, CT.  
 DATE: \_\_\_\_\_  
 SIGNED: \_\_\_\_\_



THE LOCATIONS OF UNDERGROUND UTILITIES ARE APPROXIMATE AND ALL UTILITIES MAY NOT BE SHOWN. PRIOR TO CONSTRUCTION, CONTRACTOR SHALL CALL 1-800-922-4455 AND HAVE UTILITIES MARKED ON THE GROUND.

NO. 9344	ADDED WETLANDS G	REVISION
8-9-24	REVISED PER TOWN STAFF COMMENTS	DATE
7-8-24		

STATE OF CONNECTICUT  
 WILSON M. ALFORD, JR.  
 No. 9344  
 LICENSED LAND SURVEYOR

STATE OF CONNECTICUT  
 WILSON M. ALFORD, JR.  
 No. 9344  
 LICENSED LAND SURVEYOR

TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.  
 L.S. No. 9344

NOT VALID WITHOUT A LIVE SIGNATURE AND EMBOSSED SEAL

**Alford**  
 ASSOCIATES, INC.  
 CIVIL ENGINEERS  
 WINDSOR, CONNECTICUT  
 WILSON M. ALFORD, JR., P.E. & L.S.

DATE: MAY 6, 2024  
 SCALE: 1 IN. = 40 FT.

SITE PLAN  
 PREPARED FOR  
**LFF COMMERCE JV LLC**  
 EXISTING CONDITIONS PLAN  
 71 COMMERCE ROAD AS  
 (FORMERLY KNOWN AS  
 71 AND 81 COMMERCE ROAD)  
 MANCHESTER, CONNECTICUT

**Sheet**  
**C2.1**

SS: EXISTING CONDITIONS P: C23047 D: C23047SP FOLDER: CAMPOFRANCO-MANCHESTER

**SCHEDULE B, PART II EXCEPTIONS**

THE FOLLOWING ARE ITEMS LISTED AS EXCEPTIONS IN SCHEDULE B, PART II IN THE ALTA COMMITMENT FOR TITLE INSURANCE ISSUED BY FIRST AMERICAN TITLE INSURANCE COMPANY, COMMITMENT NO.: CT6472466, COMMITMENT DATE: SEPTEMBER 18, 2023, PROPERTY ADDRESS: 71 COMMERCE ROAD AND 81 COMMERCE ROAD, MANCHESTER, CONN.

1. Any defect, lien, encumbrance, adverse claim, or other matter that appears for the first time in the Public Records or is created, attaches, or is disclosed between the Commitment Date and the date on which all of the Schedule B, Part I-Requirements are met.  
**NOT A SURVEY ITEM.**
2. Rights or claims of parties other than the insured in actual possession or under unrecorded leases of any or all of the land.  
**NOT A SURVEY ITEM.**
3. Easements or claims of easements not shown by the public records, encroachments, violations, variations or adverse circumstances affecting the Title that would be disclosed by an accurate survey of the Land. **EASEMENTS OF PUBLIC RECORD AND ENCROACHMENTS ARE SHOWN ON THE SURVEY.**
4. Any lien or right to a lien, for services, labor or material heretofore or hereafter furnished, imposed by law and not shown by the public records.  
**NOT A SURVEY ITEM.**
5. Liens for taxes and assessments which become due and payable subsequent to date of policy.  
**NOT A SURVEY ITEM.**
6. Sewer and water use charges may be due and payable.  
**NOT A SURVEY ITEM.**
7. Second Half Taxes to the City/Town of Manchester on the list of October 1, 2022, not yet payable.

List No. 124500071 Map 2 Block 1245 Lot 71 Assessment: \$277,100.00 Taxes: \$10,308.12 (71 Commerce Road)

List No. 124500081 Map 2 Block 1245 Lot 81 Assessment: \$250,900.00 Taxes: \$5,613.48 (81 Commerce Road)  
**NOT A SURVEY ITEM.**

8. Easement in favor of The Connecticut Power Company dated July 3, 1956 and recorded in volume 305 at page 443.  
**See Partial Release, volume 917, page 242. (as to 71 Commerce Road only)**
9. Easement in favor of The Hartford Electric Light Company dated May 28, 1981 and recorded in volume 782 at page 184. (as to 71 Commerce Road only)  
**MAP REFERRED TO IN EASEMENT DOCUMENT WAS NOT PROVIDED TO THE SURVEYOR. EASEMENT IS AS SHOWN ON REFERENCE PLAN #1.**
10. Certificate of Condemnation in favor of The Connecticut Light and Power Company dated July 29, 1982 and recorded in volume 816 at page 147. (as to 71 Commerce Road only)  
**THE LOCATION IS SHOWN.**
11. Mutual Slope Rights by and between 291 Development LLC, and AGA-PGT Inc. dated February 5, 2001 and recorded in volume 2242 at page 139 (as to 81 Commerce Road only)  
**THE LOCATIONS ARE SHOWN.**
12. Sanitary Sewer and Access Road Right of Way in favor of the Town of Manchester dated May 15, 2009 and recorded in volume 3687 at page 28. (as to 71 Commerce Road only)  
**IS NOT LOCATED ON THE SUBJECT PROPERTIES.**
13. Storm Drainage Easement in favor of the Town of Manchester dated May 15, 2009 and recorded in volume 3687 at page 29 (as to 71 Commerce Road).  
**THE LOCATIONS ARE SHOWN.**
14. Access Road Rights of Way in favor of the Town of Manchester dated May 15, 2009 and recorded in volume 3687 at page 32 (as to 71 Commerce Road only)  
**THE LOCATION IS SHOWN.**

**SIGNIFICANT OBSERVATIONS:**

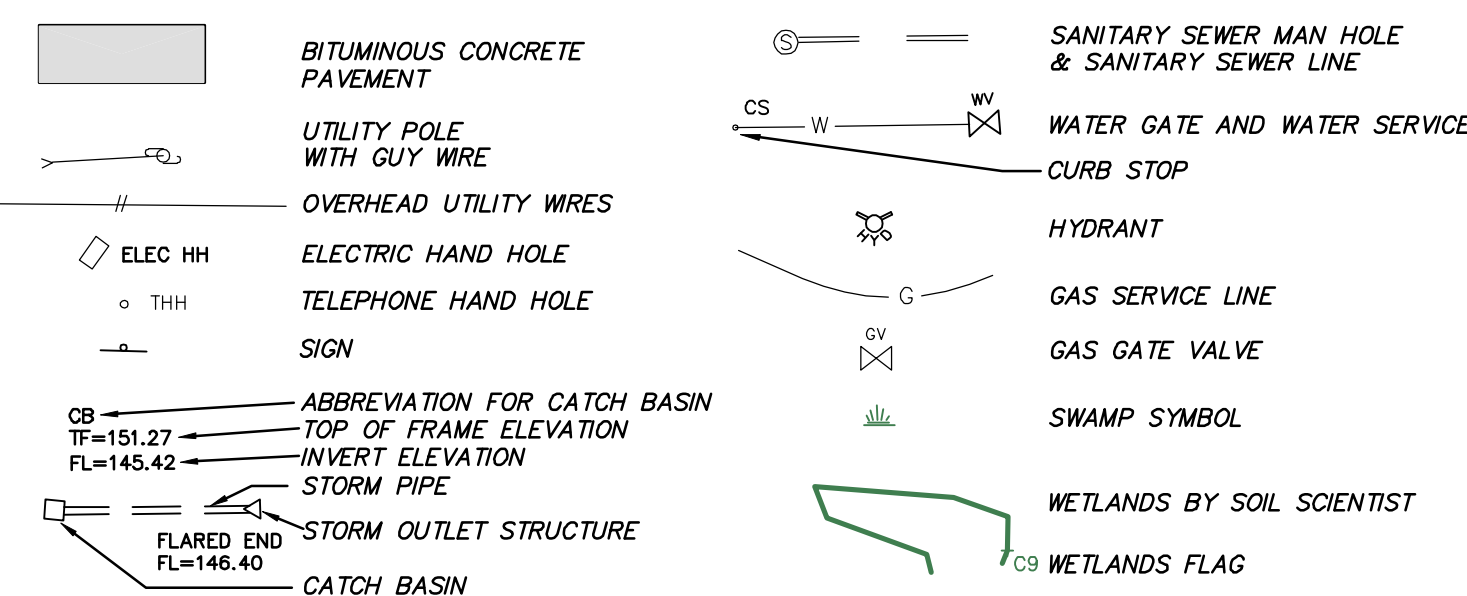
**PERTAINING TO "#71 COMMERCE ROAD" PARCEL**

- A. REFERENCE PLAN 1, SHOWS A D.R.O.W. IN FAVOR OF THE STATE OF CONNECTICUT LOCATED AT THE NORTHERLY CORNER OF "#71 COMMERCE ROAD" PARCEL. THERE IS A RIP-RAP SWALE WITHIN THE D.R.O.W. SWALE PICKS UP SURFACE WATER FROM THE ADJUTING EAST PROPERTY AND DRAINING TO THE ADJUTING WEST PROPERTY.
- B. A LAWN, BEING MAINTAINED BY THE ADJUTING PROPERTY, ENROACHES ON TO THE NORTHERLY CORNER OF THE SUBJECT PROPERTY.
- C. A GUARD RAIL, AT BURNHAM STREET, ENROACHES ON TO THE NORTHERLY CORNER OF THE SUBJECT PROPERTY.
- D. A STONE ROAD LIES ON THE SUBJECT PROPERTY AND RUNS OVER THE WEST PROPERTY LINE OF THE SUBJECT PROPERTY AND ON TO THE ADJUTING PROPERTY.
- E. A PATH RUNS OVER THE WEST PROPERTY LINE OF THE SUBJECT PROPERTY AND ON TO THE ADJUTING PROPERTY. ADDITIONALLY, THERE IS A FIELD CAMERA WITHIN THE SAME AREA AS THE PATH.
- F. A SHED, CHICKEN COOP AND PATH, LOCATED ON THE WEST SIDE OF THE SUBJECT PROPERTY, IS BEING USED BY THE ADJUTING PROPERTY.
- G. DELETED
- H. A FENCED AREA, LOCATED ON THE WEST SIDE OF THE SUBJECT PROPERTY, IS BEING USED BY THE ADJUTING PROPERTY. THIS AFFECTS BOTH #71 & #81 COMMERCE ROAD PARCELS.
- J. EASEMENT LISTED AS "ITEM 8" IN SCHEDULE B, PART II EXCEPTIONS, IS NOT SHOWN ON REFERENCE PLAN #1.

**PERTAINING TO "#81 COMMERCE ROAD" PARCEL**

- K. A LAWN, BEING MAINTAINED BY THE ADJUTING PROPERTY, ENROACHES ON TO THE SOUTH SIDE OF THE SUBJECT PROPERTY.
- L. A PORTION OF A BITUMINOUS CONCRETE DRIVEWAY, BEING USED BY THE ADJUTING PROPERTY, ENROACHES ON TO THE SOUTH SIDE OF THE SUBJECT PROPERTY.

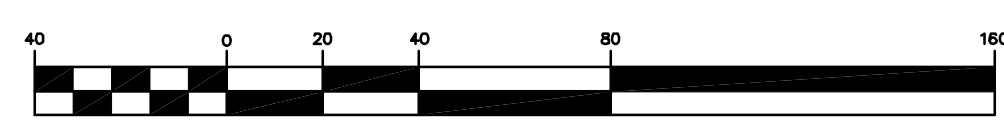
**LEGEND**



**REFERENCE PLANS**

1. "SUBDIVISION MAP 291 DEVELOPMENT LLC BUCKLAND INDUSTRIAL PARK II MANCHESTER, CONNECTICUT SB-1-REV SCALE 1"=100' DATE 5-22-98 REVISIONS 7-15-00 8-01-00 9-20-00", PLAN PREPARED BY IGOR VECHESLOFF, HARTFORD, CONNECTICUT. PLAN IS ON FILE IN THE MANCHESTER TOWN CLERK'S OFFICE AS MAP 1294.
2. "MAP SHOWING SANITARY SEWER, STORM SEWER & ACCESS ROAD EASEMENTS IN FAVOR OF THE TOWN OF MANCHESTER 291 DEVELOPMENT LLC BUCKLAND INDUSTRIAL PARK II MANCHESTER, CONNECTICUT SB-2-REV SCALE 1"=50' DWG. NO. 2368-SB-2-REV DATE: 7-15-2000 REV. DATE 9-20-2000", PREPARED BY IGOR VECHESLOFF, HARTFORD, CONNECTICUT. PLAN IS ON FILE IN THE MANCHESTER TOWN CLERK'S OFFICE AS MAP 1295.
3. "EASEMENT MAP SHOWING SANITARY SEWER, STORM SEWER & ACCESS ROAD EASEMENTS IN FAVOR OF THE TOWN OF MANCHESTER 291 DEVELOPMENT LLC BUCKLAND INDUSTRIAL PARK II MANCHESTER, CONNECTICUT SB-2-REV-AB DATE: 7-15-2000 REV. DATES TO 03-07-2009", PREPARED BY IGOR VECHESLOFF, HARTFORD, CONNECTICUT. PLAN IS ON FILE IN THE MANCHESTER TOWN CLERK'S OFFICE AS MAP 2051.
4. "AS BUILT PLAN AND PROFILE COMMERCE ROAD BUCKLAND INDUSTRIAL PARK II MANCHESTER, CONNECTICUT RP-1-AB SCALE: 1"=40'(HOR.), 1"=4'(VERT.) DATE: 02-26-2002 REVISION DATES TO 03-07-09", PREPARED BY IGOR VECHESLOFF, HARTFORD, CONNECTICUT.

**GRAPHIC SCALE**

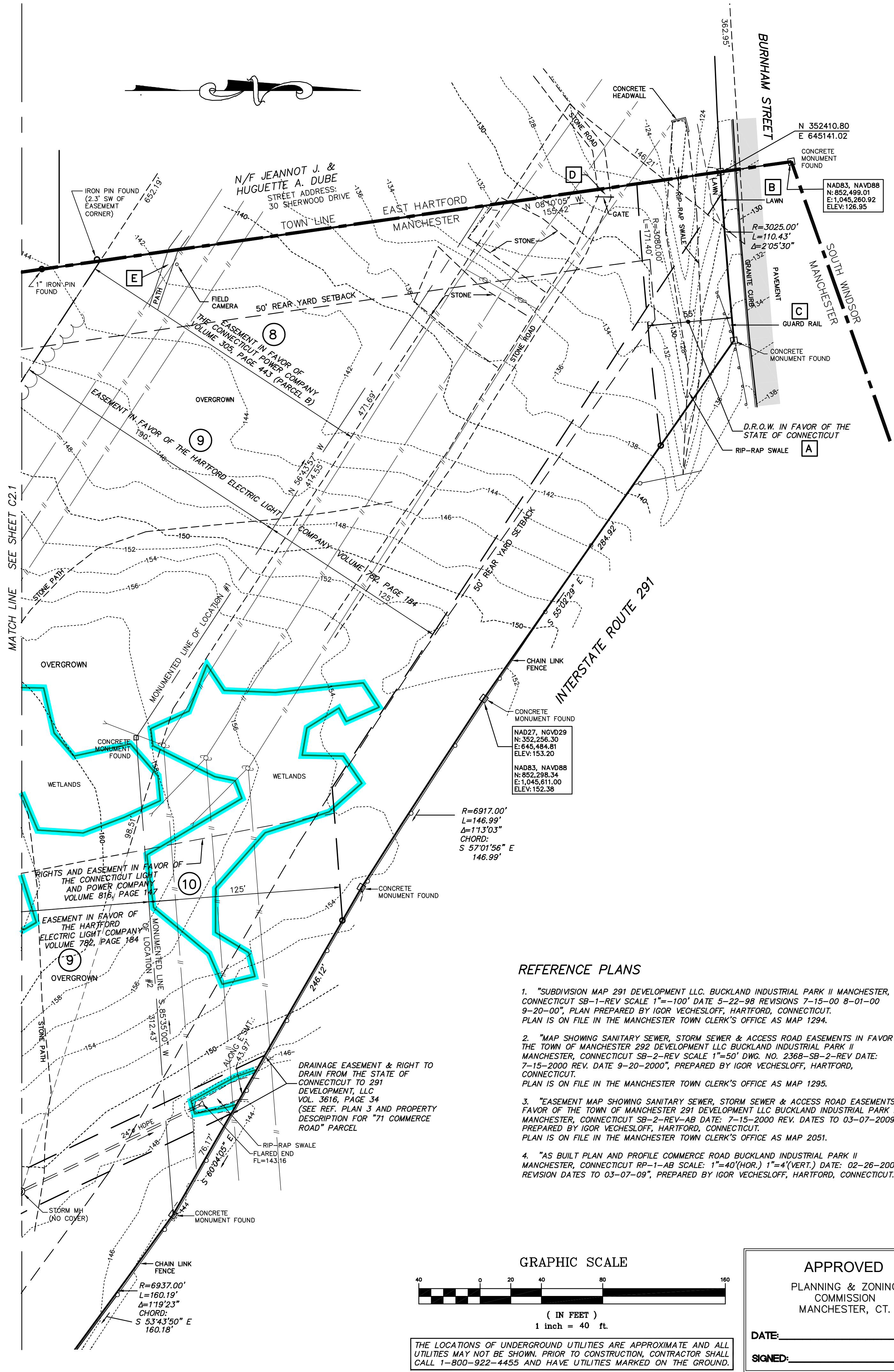


( IN FEET )  
1 inch = 40 ft.

**APPROVED**  
PLANNING & ZONING  
COMMISSION  
MANCHESTER, CT.

DATE: \_\_\_\_\_  
SIGNED: \_\_\_\_\_

THE LOCATIONS OF UNDERGROUND UTILITIES ARE APPROXIMATE AND ALL UTILITIES MAY NOT BE SHOWN. PRIOR TO CONSTRUCTION, CONTRACTOR SHALL CALL 1-800-922-4455 AND HAVE UTILITIES MARKED ON THE GROUND.



**SURVEYOR'S NOTES**

1. THIS SURVEY AND MAP HAS BEEN PREPARED IN ACCORDANCE WITH SECTIONS 20-300b-1 THROUGH 20-300b-20 OF THE REGULATIONS OF CONNECTICUT STATE AGENCIES - "MINIMUM STANDARDS FOR SURVEYS AND MAPS IN THE STATE OF CONNECTICUT" AS ENDORSED BY THE CONNECTICUT ASSOCIATION OF LAND SURVEYORS, INC. IT IS A LIMITED PROPERTY/BOUNDARY SURVEY BASED ON A DEPENDENT RESURVEY CONFORMING TO HORIZONTAL ACCURACY CLASS A-2 AND A TOPOGRAPHIC SURVEY CONFORMING TO VERTICAL ACCURACY CLASS 1-2.
2. BEARINGS FOR THIS SURVEY ARE BASED ON REFERENCE PLAN #1. BEARINGS AND COORDINATES ARE BASED ON NAD27 HORIZONTAL DATUM. ELEVATIONS ARE BASED ON NGVD29 DATUM. TOPOGRAPHY WAS FIELD VERIFIED BY ALFORD ASSOCIATES, INC. IN NOVEMBER, 2023.
3. PER REFERENCE PLAN #1, THE BEARINGS AND COORDINATES SHOWN HEREON ARE BASED UPON THE CONNECTICUT GEODETIC SURVEY SYSTEM HOLDING STATIONS 22A, 23, 24 & 25 (HORIZONTAL CONTROLS FOR 1-291 PROJ. NO 132-97 SHEET 4 OF 288) PNT. 22A N 352532.4 E 645838.70 PNT. 23 N 352636.96 E 646573.81 PNT. 24 N 351923.2 E 647113.11 PNT. 25 N 351336.37 E 647751.06 N.A.D. 27.
4. THE SURVEYOR DID NOT ABSTRACT PROPERTY. THE ALTA COMMITMENT FOR TITLE INSURANCE ISSUED BY FIRST AMERICAN TITLE INSURANCE COMPANY, COMMITMENT NUMBER: CT6472466, COMMITMENT DATE: SEPTEMBER 18, 2023 FOR PROPERTY ADDRESS: 71 COMMERCE ROAD AND 81 COMMERCE ROAD, MANCHESTER, CONN. WAS USED TO PREPARE THIS SURVEY.
5. NOTHING IN THIS SURVEY IS INTENDED TO EXPRESS AN OPINION REGARDING OWNERSHIP OR TITLE.
6. CURRENT DEEDS:  
"71 COMMERCE ROAD": VOLUME 4009, PAGE 42  
"81 COMMERCE ROAD": VOLUME 4672, PAGE 1173  
AS RECORDED IN THE MANCHESTER LAND RECORDS
7. "71 COMMERCE ROAD" IS SHOWN ON TOWN OF MANCHESTER TAX ASSESSOR'S MAP 2, BLOCK 1245, LOT 71.  
"81 COMMERCE ROAD" IS SHOWN ON TOWN OF MANCHESTER TAX ASSESSOR'S MAP 2, BLOCK 1245, LOT 81.
8. THE SUBJECT PROPERTIES ARE ZONED "INDUSTRIAL" AS SHOWN ON THE CURRENT ZONING MAP FOR MANCHESTER, CONNECTICUT.
9. THE SUBJECT PROPERTIES ARE NOT WITHIN A SPECIAL FLOOD HAZARD AREA AS SHOWN ON A PLAN ENTITLED "NATIONAL FLOOD HAZARD LAYER FIRMETTE 0900300387" EFFECTIVE DATE 9-26-2008".
10. FOR BOTH SUBJECT PROPERTIES, THERE ARE NO BUILDINGS OBSERVED.
11. FOR BOTH SUBJECT PROPERTIES, THERE IS NO EVIDENCE OF RECENT EARTH MOVING WORK, BUILDING CONSTRUCTION, OR BUILDING ADDITIONS OBSERVED IN THE PROCESS OF CONDUCTING THE FIELDWORK.
12. FOR BOTH SUBJECT PROPERTIES, BASED ON INFORMATION FROM THE TOWN OF MANCHESTER ENGINEERING DEPARTMENT, THERE ARE NO PROPOSED CHANGES IN STREET RIGHT OF WAY LINES. ADDITIONALLY, THERE IS NO EVIDENCE OF ANY RECENT STREET AND SIDEWALK CONSTRUCTION OR REPAIRS OBSERVED IN THE PROCESS OF CONDUCTING THE FIELDWORK.
13. WETLANDS WERE FLAGGED BY GEORGE LOGAN, SOIL SCIENTIST, FROM REMA ECOLOGICAL SERVICES, LLC IN NOVEMBER, 2023. FLAGS WERE FIELD LOCATED BY ALFORD ASSOCIATES, INC. WETLANDS LINE G WERE WAS DELINEATED AUGUST 9, 2024.

**PROPERTY DESCRIPTIONS**

THE PROPERTY DESCRIPTIONS ARE AS SHOWN IN SCHEDULE "A" IN THE ALTA COMMITMENT FOR TITLE INSURANCE ISSUED BY FIRST AMERICAN TITLE INSURANCE COMPANY, COMMITMENT NO.: CT6472466, COMMITMENT DATE: SEPTEMBER 18, 2023, PROPERTY ADDRESS: 71 COMMERCE ROAD AND 81 COMMERCE ROAD, MANCHESTER, CONN.

**71 Commerce Road**

All that certain piece or parcel of land situated in the Town of Manchester, County of Hartford and State of Connecticut known as 71 Commerce Road and being shown as Lot No. 1 on a map entitled "Subdivision Map 291 Development LLC Buckland Industrial Park II Manchester, Connecticut Igor Veschesloff Professional Engineer & Land Surveyor 51 Lorraine Street, Hartford, Connecticut Scale 1"=100' Date 5-22-98 Drawing No. 2368SB-1 Revised 7-15-00 Update 8-01-00 Per Town's Comments 9-20-00 Per Town's Comments" which map is on file in the Manchester Land Records.

Together with a drainage easement from the State of Connecticut dated November 3, 2008 and recorded in volume 3616 at page 64\*. (as to 71 Commerce Road)

\* Volume 3616 at Page 64 is a scrivener's error and should be Volume 3616 at Page 34.

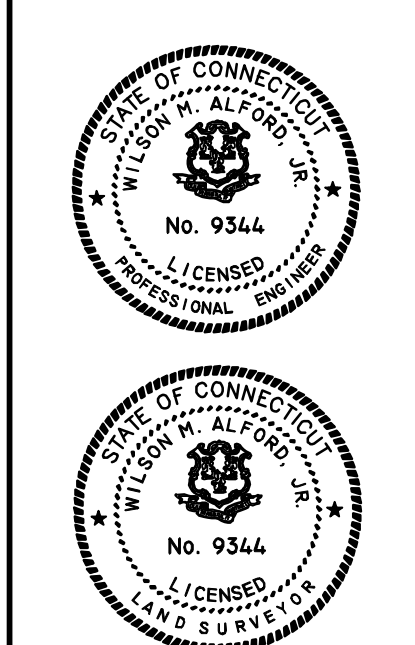
**81 Commerce Road**

All that certain piece or parcel of land situated in the Town of Manchester, County of Hartford and State of Connecticut known as 81 Commerce Road and being shown as Lot No. 2 on a map entitled "Subdivision Map 291 Development LLC Buckland Industrial Park II Manchester, Connecticut Igor Veschesloff Professional Engineer & Land Surveyor 51 Lorraine Street, Hartford, Connecticut Scale 1"=100' Date 5-22-98 Drawing No. 2368SB-1 Revised 7-15-00 Update 8-01-00 Per Town's Comments 9-20-00 Per Town's Comments" which map is on file in the Manchester Land Records.

Together with a right of way in common with others as set forth in a quit claim deed in favor of Henry G. Glode dated April 30, 1947 and recorded in volume 164 at page 224. (as may benefit both parcels)\*\*

\*\* Current deed for "81 Commerce Road" parcel, Volume 4672, Page 1173, does not include statement "Together with a right of way in common with others as set forth in a quit claim deed in favor of Henry G. Glode dated April 30, 1947 and recorded in volume 164 at page 224."  
Based on quit claim deed Vol. 164, Page 224 and referenced map in the quit claim deed, the right of way does not abut "#71 and #81 Commerce Road" parcels.

REVISION	DATE	REVISED PER TOWN STAFF COMMENTS	EDIT NOTE 13
8-9-24	7-9-24		



TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

L.S. No. 9344

NOT VALID WITHOUT A LIVE SIGNATURE AND EMBOSSED SEAL



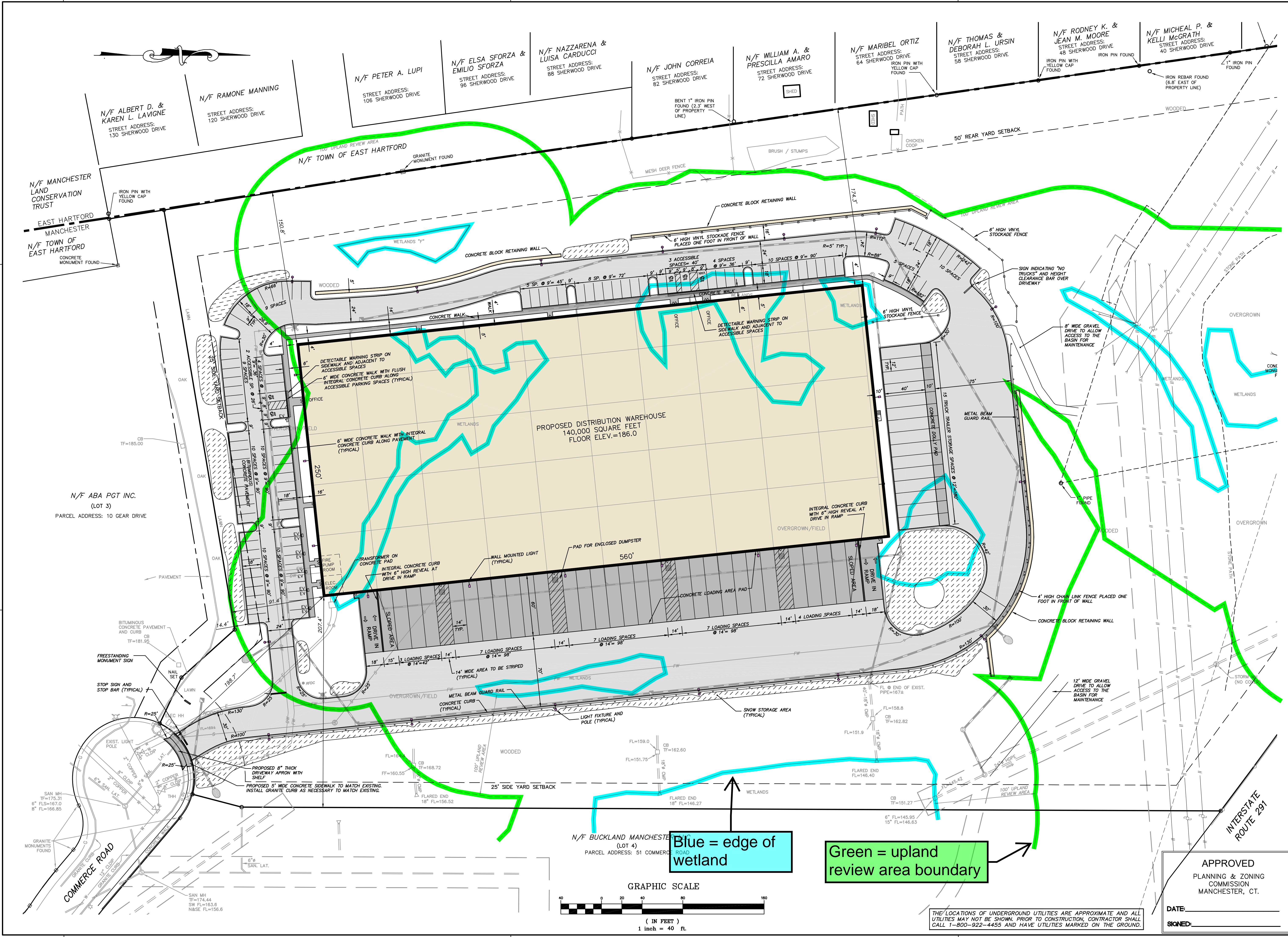
CIVIL ENGINEERS  
WINDSOR, CONNECTICUT  
WILSON M. ALFORD, JR., P.E. & L.S.

DATE: MAY 6, 2024

SCALE: 1 IN. = 40 FT.

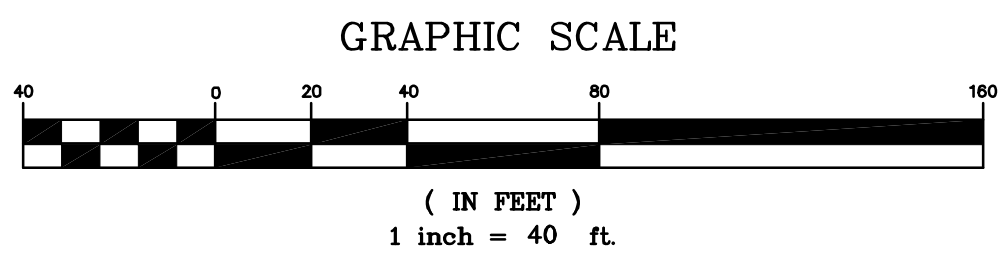
SITE PLAN  
PREPARED FOR  
LFF COMMERCE JV LLC  
EXISTING CONDITIONS PLAN  
MANCHESTER, CONNECTICUT  
(FORMERLY KNOWN AS 71 AND 81 COMMERCE ROAD)

Sheet  
C2.2



Blue = edge of wetland

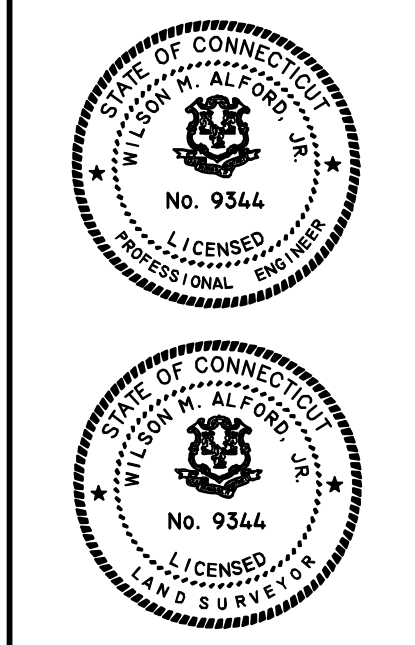
Green = upland review area boundary



THE LOCATIONS OF UNDERGROUND UTILITIES ARE APPROXIMATE AND ALL UTILITIES MAY NOT BE SHOWN. PRIOR TO CONSTRUCTION, CONTRACTOR SHALL CALL 1-800-922-4455 AND HAVE UTILITIES MARKED ON THE GROUND.

APPROVED  
PLANNING & ZONING  
COMMISSION  
MANCHESTER, CT.  
DATE: \_\_\_\_\_  
SIGNED: \_\_\_\_\_

REVISION	DATE	COMMENTS
7-8-24		REVISED PER TOWN STAFF COMMENTS
8-7-24		REVISED PROPOSED LAYOUT



TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

L.S. No. 9344

NOT VALID WITHOUT A LIVE SIGNATURE AND EMBOSSED SEAL



CIVIL ENGINEERS  
WINDSOR, CONNECTICUT  
WILSON M. ALFORD, JR., P.E. & L.L.S.

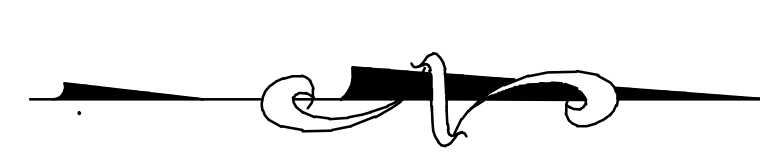
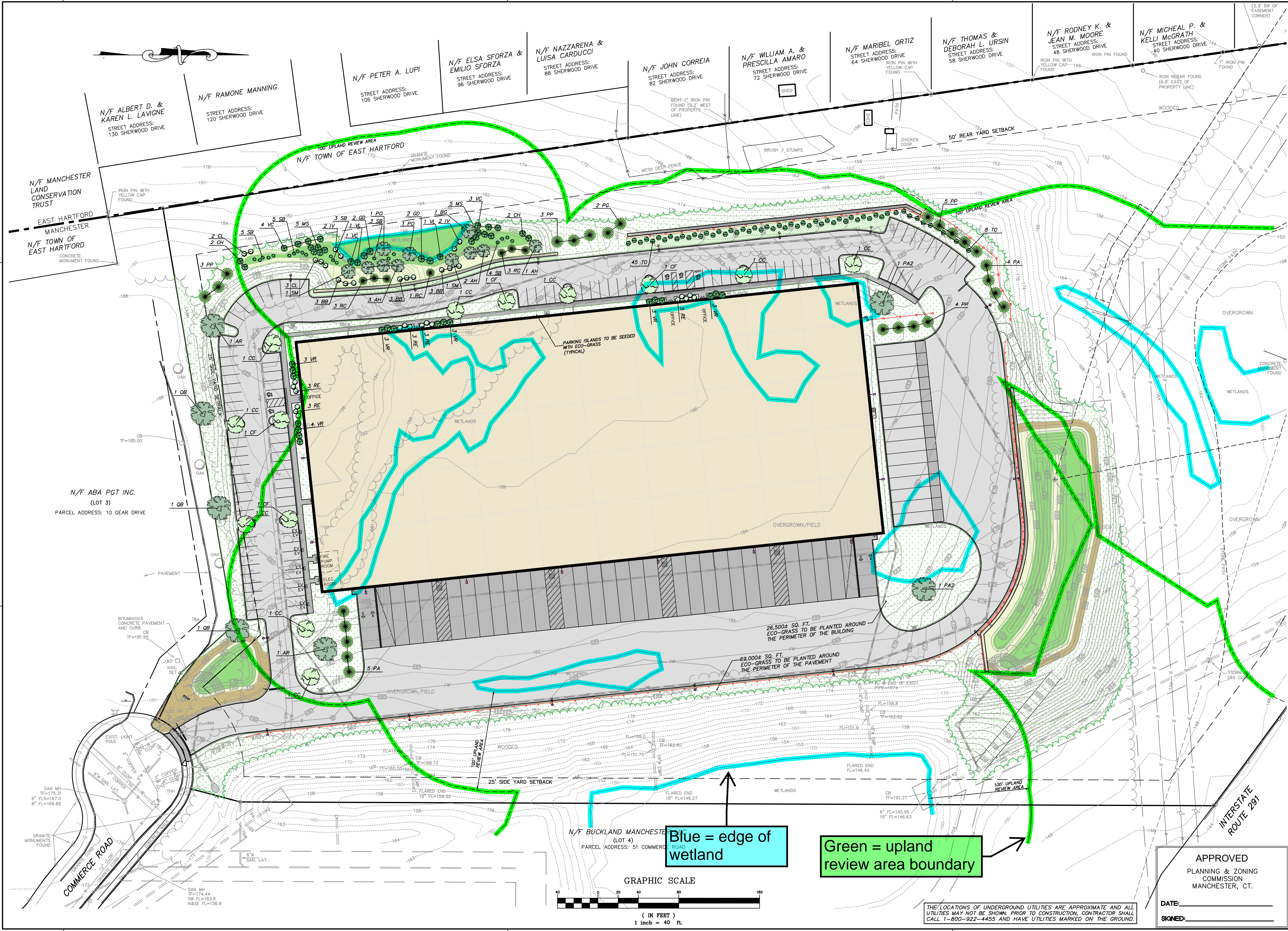
DATE: MAY 6, 2024  
SCALE: 1 IN. = 40 FT.

SITE PLAN  
PREPARED FOR  
LFF COMMERCE JV LLC  
LA YOUT PLAN  
MANCHESTER, CONNECTICUT

71 COMMERCE ROAD  
(FORMERLY KNOWN AS  
71 AND 81 COMMERCE ROAD)

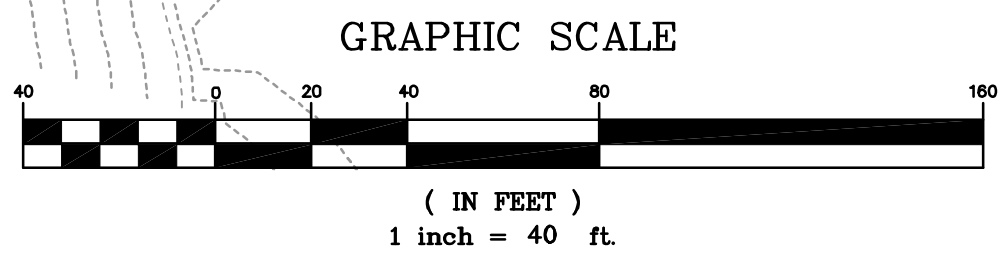
Sheet  
C3.1





Blue = edge of wetland

Green = upland review area boundary

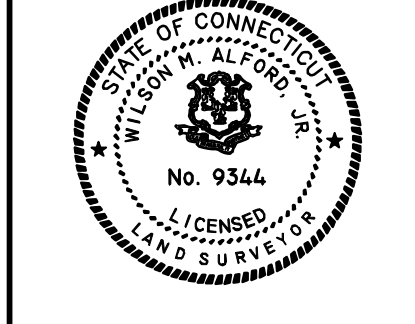
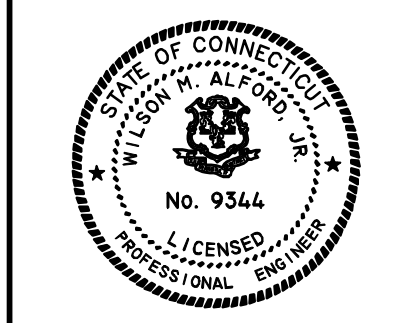


THE LOCATIONS OF UNDERGROUND UTILITIES ARE APPROXIMATE AND ALL UTILITIES MAY NOT BE SHOWN. PRIOR TO CONSTRUCTION, CONTRACTOR SHALL CALL 1-800-922-4455 AND HAVE UTILITIES MARKED ON THE GROUND.

APPROVED  
PLANNING & ZONING  
COMMISSION  
MANCHESTER, CT.

DATE: \_\_\_\_\_  
SIGNED: \_\_\_\_\_

REVISION	DATE	COMMENTS
REVISED PROPOSED PLANTINGS ADJACENT TO WETLANDS	8-14-24	
REVISED PROPOSED LAYOUT	8-7-24	
REVISED PER TOWN STAFF COMMENTS	7-8-24	



TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

L.S. NO. 9344

NOT VALID WITHOUT A LIVE SIGNATURE AND EMBOSSED SEAL



CIVIL ENGINEERS  
WINDSOR, CONNECTICUT  
WILSON M. ALFORD, P.E. & L.S.

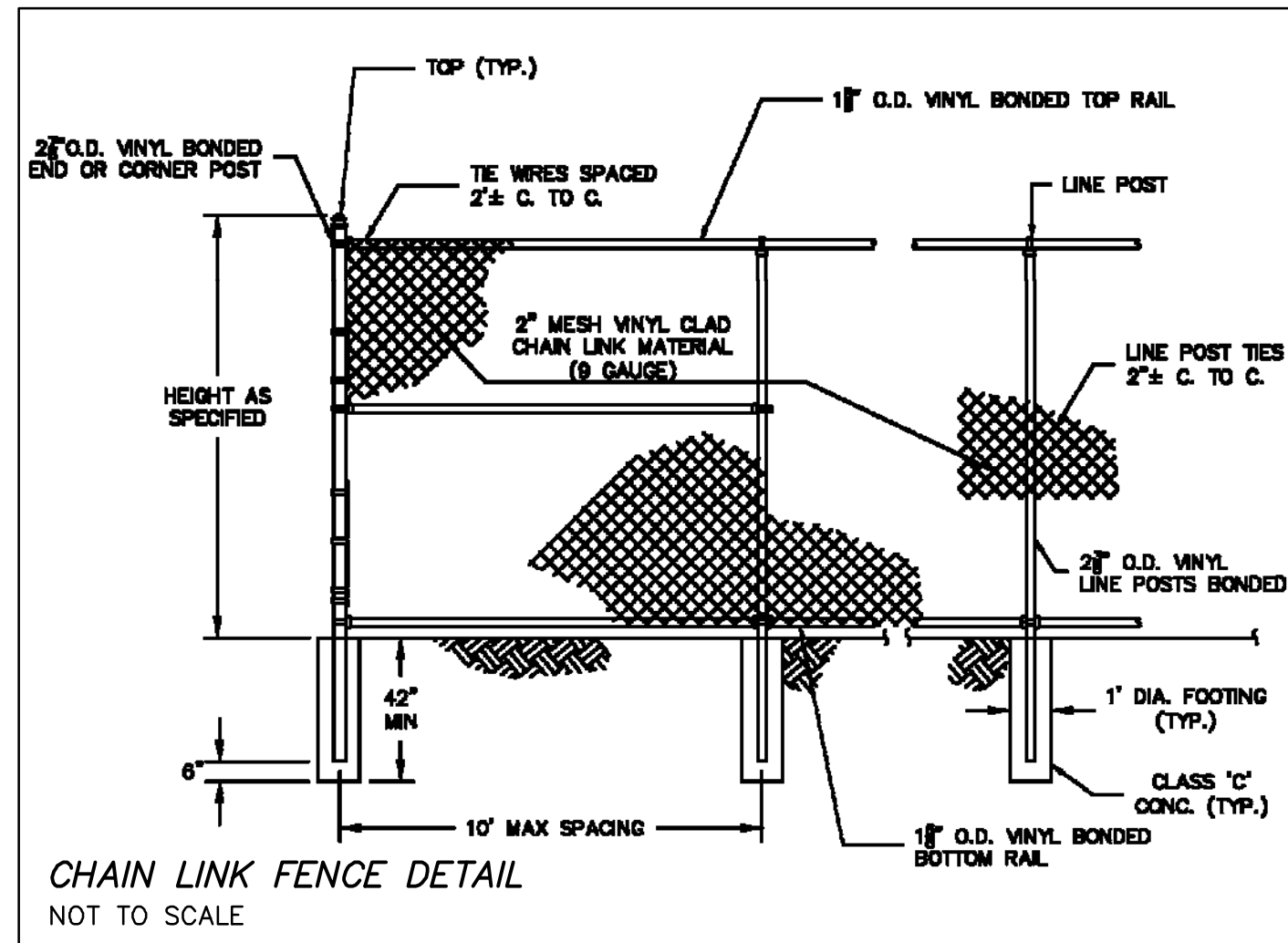
DATE: MAY 6, 2024

SCALE: 1 IN. = 40 FT.

SITE PLAN  
PREPARED FOR  
LFF COMMERCE JV LLC  
LANDSCAPING PLAN  
MANCHESTER, CONNECTICUT

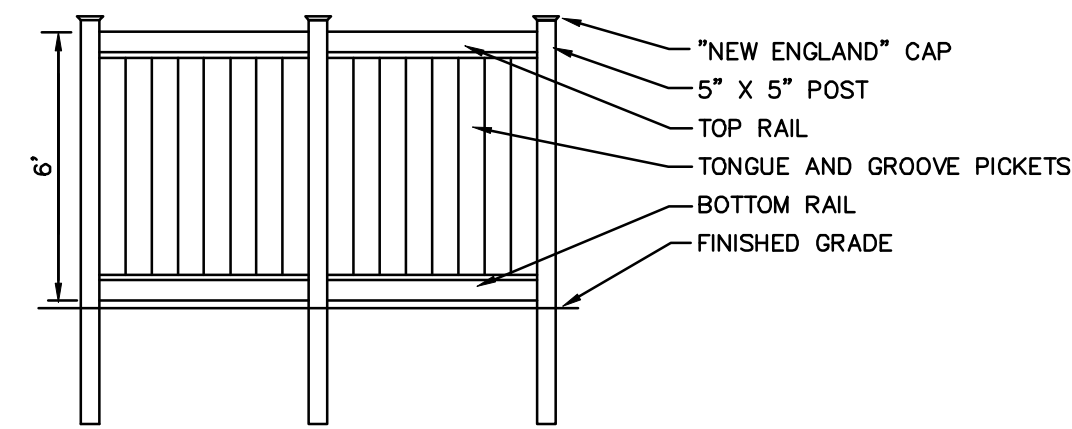
71 COMMERCE ROAD  
(FORMERLY KNOWN AS  
71 AND 81 COMMERCE ROAD)

Sheet  
C4.1

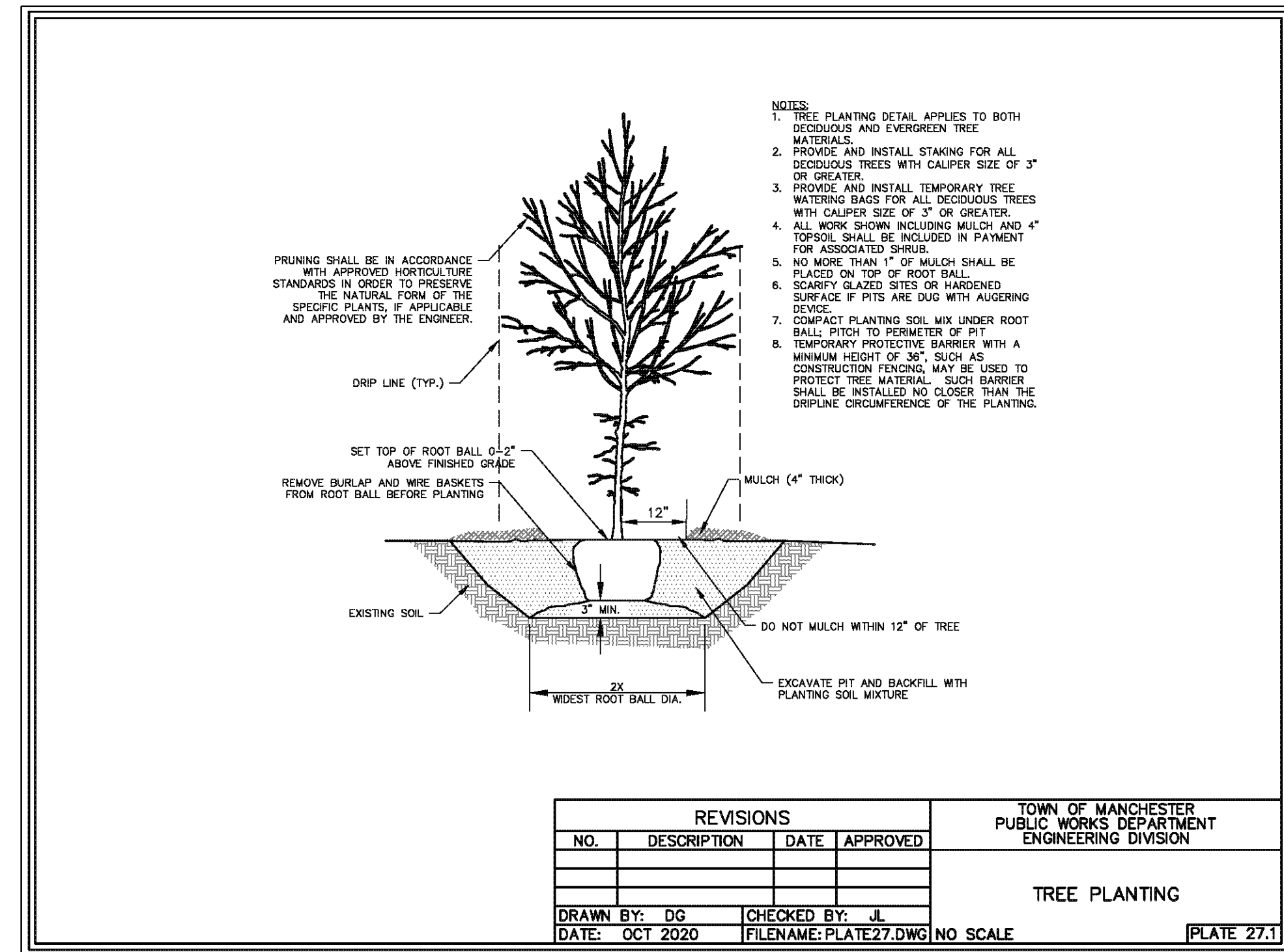


**CHAIN LINK FENCE DETAIL**  
NOT TO SCALE

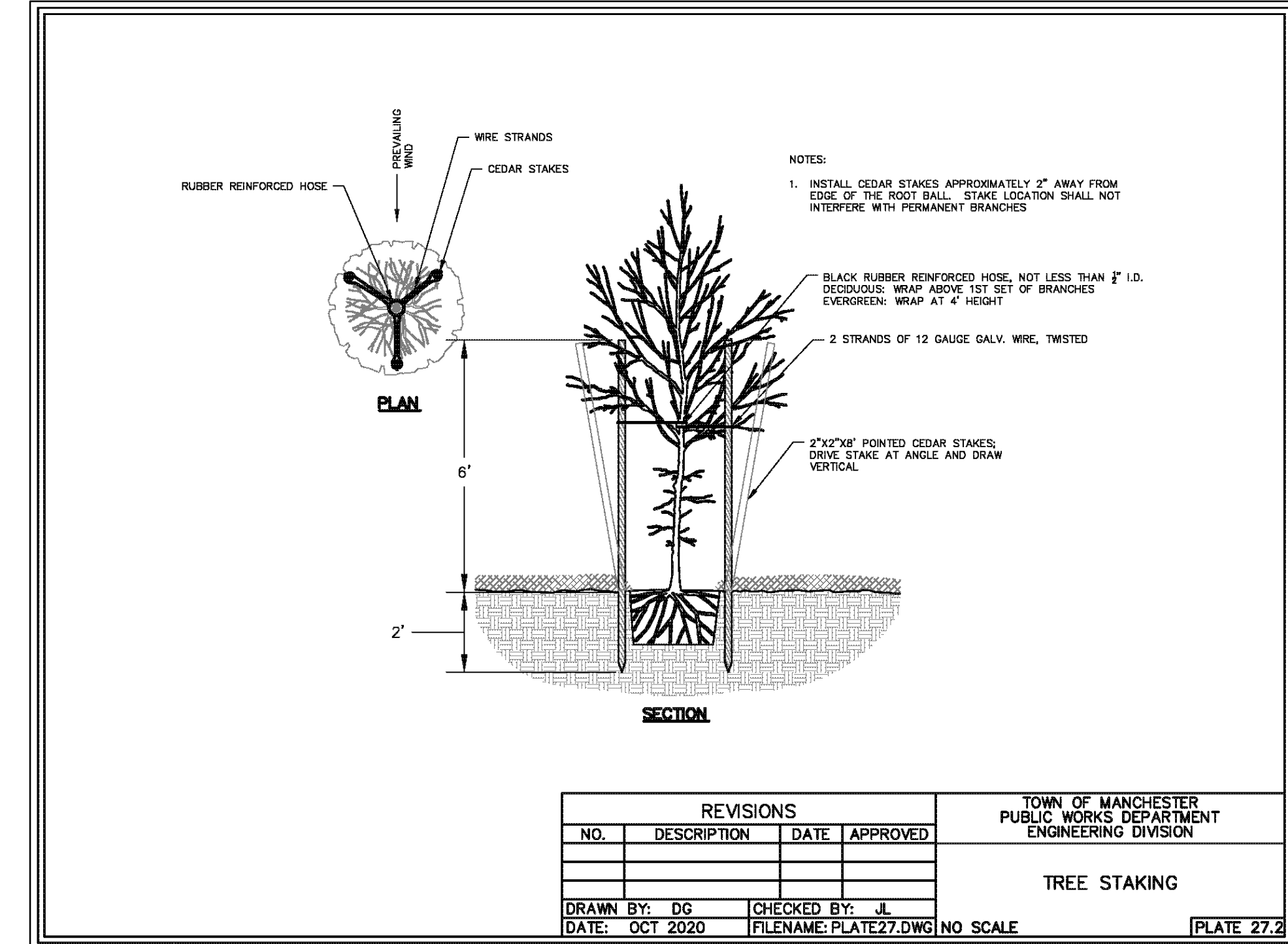
FENCE TO BE "CHESTERFIELD WITH CERTAGRAIN TEXTURE" AS MANUFACTURED BY CERTAINTED CORPORATION OR APPROVED EQUAL. TO BE BROWN. INSTALL PER MANUFACTURERS SPECIFICATIONS.



**STOCKADE FENCE DETAIL**  
NOT TO SCALE



REVISIONS				TOWN OF MANCHESTER PUBLIC WORKS DEPARTMENT ENGINEERING DIVISION	
NO.	DESCRIPTION	DATE	APPROVED		
DRAWN BY: DG			CHECKED BY: JL	TREE PLANTING	
DATE: OCT 2020			FILENAME: PLATE27.DWG	NO SCALE	PLATE 27.1



REVISIONS				TOWN OF MANCHESTER PUBLIC WORKS DEPARTMENT ENGINEERING DIVISION	
NO.	DESCRIPTION	DATE	APPROVED		
DRAWN BY: DG			CHECKED BY: JL	TREE STAKING	
DATE: OCT 2020			FILENAME: PLATE27.DWG	NO SCALE	PLATE 27.2

**VEGETATIVE COVER SCHEDULE**

ALL DISTURBED AREAS NOT PAVED OR LANDSCAPED SHALL BE LOAMED WITH 4 INCHES MINIMUM OF TOPSOIL. SEED AS INDICATED BELOW. CONDITION SOIL WITH FERTILIZER AND LIMESTONE AS INDICATED BY SOIL TEST.

PERMANENT VEGETATIVE COVER:  
PERMANENT SEEDING IS TO BE USED ON DISTURBED OR ERODIBLE SOILS THAT HAVE BEEN BROUGHT TO FINAL GRADE OR WHERE THE SUSPENSION OF WORK IS EXPECTED TO EXCEED ONE (1) YEAR.

SEEDING DATES: APRIL 1 TO JUNE 15 & SEPTEMBER 1 TO OCTOBER 15

LAWN AREAS:  
REFER TO "PLANTING SCHEDULE" FOR GROUND COVER

TEMPORARY VEGETATIVE COVER:  
TEMPORARY SEEDING SHALL BE USED WHEN SOILS WILL BE EXPOSED FOR A PERIOD OF GREATER THAN ONE (1) MONTH BUT LESS THAN TWELVE (12) MONTHS.  
SEEDING DATES: MARCH 1 TO JUNE 15 & AUGUST 1 TO OCTOBER 15  
USE THE FOLLOWING SEED OR EQUAL AS APPROVED BY DESIGN ENGINEER  
ANNUAL RYEGRASS 100%  
APPLY 1 LB./1000 S.F.

IF FINAL GRADING IS FINISHED TOO LATE IN THE SEASON FOR ESTABLISHMENT OF VEGETATIVE COVER, AREAS DISTURBED TO BE ROUGH GRADED, COVERED WITH HAY MULCH, THEN EROSION CONTROL FABRIC OR BLANKET TO BE PLACED ON TOP OF THE HAY. EROSION CONTROL FABRIC OR BLANKET TO BE PLACED PER MANUFACTURER'S SPECIFICATIONS.

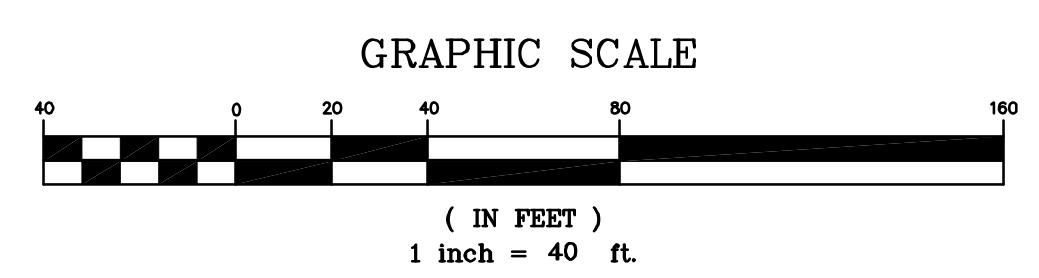
ALL 3:1 SLOPES AND STEEPER ARE TO BE STABILIZED WITH NETTING OR OTHER DIRECT STABILIZATION METHOD, IN ADDITION TO TEMPORARY OR PERMANENT SEEDING.

**PLANTING SCHEDULE**

NOTES:  
1. IF ANY DISCREPANCIES OCCUR BETWEEN THE AMOUNTS SHOWN ON THE PLAN AND THE PLANT LIST, THE PLAN SHALL DICTATE.  
2. PROPOSED PLANTING BEDS SHALL BE EXCAVATED TO A DEPTH OF 12 INCHES AND FILLED WITH A MIXTURE OF 80% TOPSOIL AND 20% PEAT MOSS. ALL PLANTING BEDS SHALL BE MULCHED WITH 4 INCHES OF 3/4 STONE, WOOD CHIPS OR PINE BARK MULCH.  
3. ADJUSTMENTS IN THE LOCATION AND/OR NUMBER OF PROPOSED PLANTS MAY BE NECESSARY DUE TO FIELD CONDITIONS. SUCH ADJUSTMENTS SHALL BE APPROVED BY THE DESIGN ENGINEER AND THE TOWN PLANNER.  
4. SUBSTITUTIONS ARE ALLOWED DUE TO AVAILABILITY AND HEALTH OF PLANTS. ALL SUBSTITUTIONS SHALL BE APPROVED BY THE DESIGN ENGINEER AND THE TOWN PLANNER.  
5. ALL PLANTS TO BE NURSERY STOCK.  
6. ALL MATERIALS, PLANTS, SOIL AND GROWING MEDIUM MUST BE FREE OF INVASIVE SPECIES.

TREES				
SYMBOL	CODE	BOTANICAL / COMMON NAME	SIZE (MINIMUM)	QUANTITY
	AH	CORYLUS AMERICANA / AMERICAN HAZELNUT	3'- 4' HT. (CONTAINER)	6
	AR	ACER RUBRUM 'FRANKSRED' / RED SUNSET MAPLE	3" - 3 1/2" CAL. (B & B)	2
	BG	NYSSA SYLVATICA / BLACK GUM	4'- 6' HT. (CONTAINER)	1
	CC	CORNUS FLORIDA 'CHEROKEE BRAVE' / CHEROKEE BRAVE DOGWOOD	3" - 3 1/2" CAL. (B & B)	9
	CF	CERCIS CANADENSIS 'FOREST PANSY' / FOREST PANSY EASTERN REDBUD	2 1/2" CAL. (B & B)	4
	PA	PICEA ABIES / NORWAY SPRUCE	6'-8' HT. (B & B)	9
	PG	PICEA GLAUCA / WHITE SPRUCE	6'-8' HT. (B & B)	2
	PO	QUERCUS PALUSTRIS / PIN OAK	4'- 6' HT. (CONTAINER)	2
	PP	PICEA PUNGENS GLAUCA / BLUE SPRUCE	6'-8' HT. (B & B)	15
	PA2	PLATANUS X ACERIFOLIA / LONDON PLANE TREE	3" - 3 1/2" CAL. (B & B)	2
	QB	QUERCUS BICOLOR / SWAMP WHITE OAK	3" - 3 1/2" CAL. (B & B)	3
	RC	JUNIPERUS VIRGINIANA / RED CEDAR	3'- 4' HT. (CONTAINER)	7
	SM	ACER SACCHARUM / SUGAR MAPLE	4'- 6' HT. (CONTAINER)	2
	TO	THUJA OCCIDENTALIS 'NIGRA' / DARK AMERICAN ARBORVITAE	6'-8' HT. (B & B)	53
SHRUBS				
	BB	MORELLA CAROLINIENSIS / BAYBERRY	3'- 4' HT. (CONTAINER)	9
	CH	ARONIS ARBUTIFOLIA / RED CHOKEBERRY	3'- 4' HT. (CONTAINER)	4
	CL	CLETHRA ALNIFOLIA / SWEET PEPPERBUSH	3'- 4' HT. (CONTAINER)	5
	GD	SMIDA RACEMOSA / GRAY DOGWOOD	3'- 4' HT. (CONTAINER)	4
	IV	ILEX VERTICILLATA / WINTERBERRY	3'- 4' HT. (CONTAINER)	4
	MS	SPIREA LATIFOLIA / MEADOWSWEET	2'- 3' HT. (CONTAINER)	10
	RE	RHODODENDRON X 'PJM' / PJM RHODODENDRON	5 GALLON CONT.	17
	VR	VIBURNUM X RHYTIDOPHYLLOIDES 'ALLEGHANY' / ALLEGHANY LANTANAPHYLLOM VIBURNUM	5 GALLON CONT.	19
	SB	SPIREA TOMENTOSA / STEEPLE BUSH	2'- 3' HT. (CONTAINER)	20
	VC	VACCINIUM CORYMBOSUM / HIGHBUSH BLUEBERRY	3'- 4' HT. (CONTAINER)	8
	VL	VIBURNUM LENTAGO / NANNYBERRY	3'- 4' HT. (CONTAINER)	2

GROUND COVER			
SYMBOL	DESCRIPTION	SEED TO BE APPLIED PER MANUFACTURER'S SPECIFICATIONS	QUANTITY
	ECO-GRASS SEED MIXTURE (MANUFACTURED BY PRAIRIE MOON)	SEED TO BE APPLIED PER MANUFACTURER'S SPECIFICATIONS	95,500± SQ. FT.
	SCHIZACHYRIUM / LITTLE BLUESTEM	SEED TO BE APPLIED PER MANUFACTURER'S SPECIFICATIONS	4,800± SQ. FT.



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APPROVED  
PLANNING & ZONING  
COMMISSION  
MANCHESTER, CT.  
DATE: \_\_\_\_\_  
SIGNED: \_\_\_\_\_

REVISION	DATE	COMMENTS



TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

L.S. NO. 9344

NOT VALID WITHOUT A LIVE SIGNATURE AND EMBOSSED SEAL

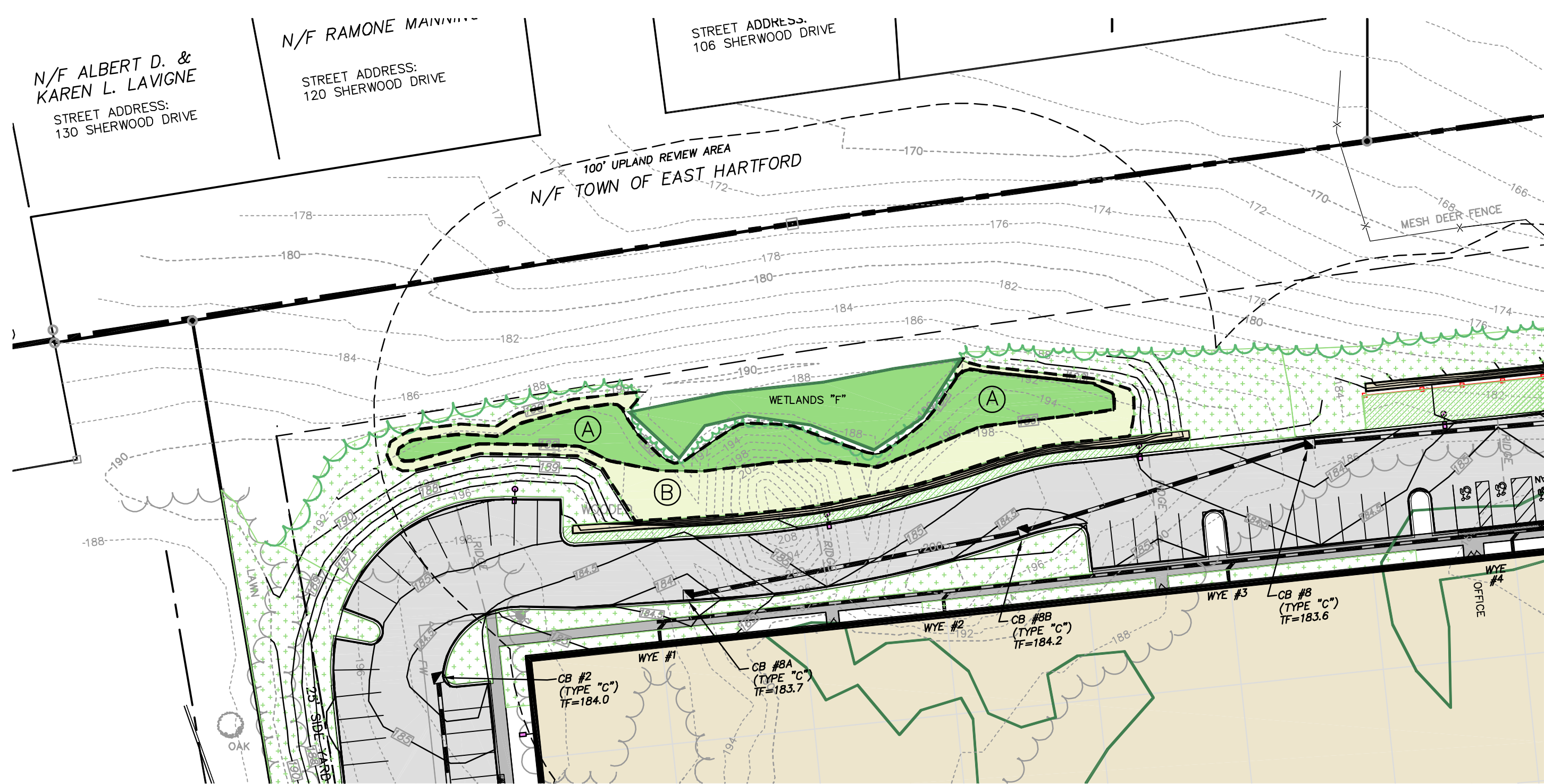


CIVIL ENGINEERS  
WINDSOR, CONNECTICUT  
WILSON M. ALFORD, JR., P.E. & L.S.

DATE: MAY 6, 2024  
SCALE: 1 IN. = 40 FT.

SITE PLAN  
PREPARED FOR  
LFF COMMERCE JV LLC  
LANDSCAPING PLAN  
MANCHESTER, CONNECTICUT  
71 COMMERCE ROAD  
(FORMERLY KNOWN AS  
71 AND 81 COMMERCE ROAD)

Sheet  
C4.2

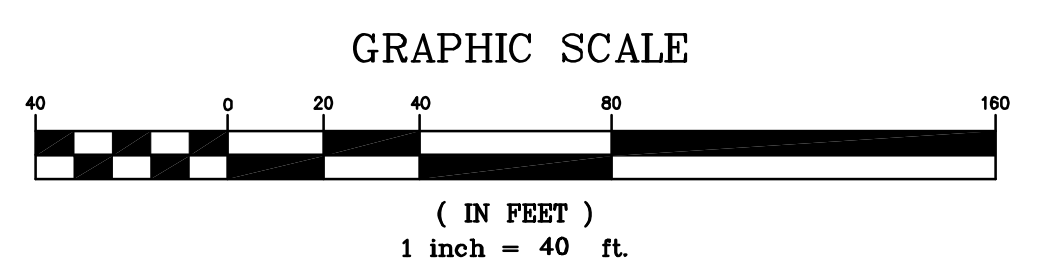


WETLANDS "F"



WATER QUALITY BASIN #3

AREA OF WETLANDS DISTURBANCE = 31,200 SQ. FT. = 0.72 ACRES  
 WETLANDS CREATED = 27,100 SQ. FT. = 0.62 ACRES



THE LOCATIONS OF UNDERGROUND UTILITIES ARE APPROXIMATE AND ALL UTILITIES MAY NOT BE SHOWN. PRIOR TO CONSTRUCTION, CONTRACTOR SHALL CALL 1-800-922-4455 AND HAVE UTILITIES MARKED ON THE GROUND.



WATER QUALITY BASIN #1

PLANTING MATERIALS FOR WETLANDS CREATION AREAS

BOTANICAL / COMMON NAME	HEIGHT (MINIMUM)	QUANTITY			
		#1	WETLAND "F"	#3	TOTAL
<b>SHRUBS:</b>					
<b>AREA A</b>			*		
ARONIS ARBUTIFOLIA / RED CHOKEBERRY	18"	14	-	2	16
CLETHRA ALNIFOLIA / SWEET PEPPERBUSH	18"	14	-	2	16
SMIDA AMOMUM / SILKY DOGWOOD	18"	12	-	-	12
SAMBUCUS AMERICANA / COMMON ELDERBERRY	18"	12	-	-	12
SPIREA LATIFOLIA / MEADOWSWEET	18"	21	-	6	27
SPIREA TOMENTOSA / STEEPLE BUSH	18"	21	-	6	27
<b>AREA B</b>					
CLETHRA ALNIFOLIA / SWEET PEPPERBUSH	18"	10	-	-	15
SMIDA RACEMOSA / GRAY DOGWOOD	18"	10	-	4	18
MORELLA CAROLINIENSIS / BAYBERRY	18"	18	-	3	26
SPIREA LATIFOLIA / MEADOWSWEET	18"	18	-	3	24
VACCINIUM CORYMBOSUM / HIGHBUSH BLUEBERRY	18"	10	-	3	18
VBURNUM DENTATUM / ARROWWOOD	18"	10	-	-	13
<b>AREA C</b>					
CRATAEGUS SPP. / HAWTHORN SPP.	24"	10	-	3	13
SMIDA RACEMOSA / GRAY DOGWOOD	18"	10	-	3	13
MORELLA CAROLINIENSIS / BAYBERRY	18"	10	-	-	10
HAMEMELIS VIRGINIANA / WITCH HAZEL	24"	10	-	3	13
VBURNUM LENTAGO / NANNYBERRY	18"	10	-	-	10

\* REFER TO THE LANDSCAPING PLAN (SHEETS C4.1 AND C4.2) FOR PROPOSED TREES AND SHRUBS TO BE PLANTED ADJACENT TO WETLANDS "F"

HERBACEOUS PLANTS:		#1	WETLAND "F"	#3	TOTAL
ASCLEPIAS INCARNATA / SWAMP MILKWEED	PLUG	500	50	100	600
<b>AREA B</b>					
CAREX STRICTA / TUSsock SEDGE	PLUG	75	30	25	130
EUPATOREUM MACULATUM / JOE PYE	PLUG	75	50	25	150
OSMUNDA CINNAMONEA / CINNAMON FERN	6" POT	45	15	10	70
VERNONIA NOVAEANGIAE / NEW YORK IRONWEED	PLUG	75	30	25	130
CAREX CRINITA / FRINGED SEDGE	PLUG	-	50	-	50
CAREX STRIPATA / AXL-FRUITED SEDGE	PLUG	-	50	-	50
ONOCLEA SENSIBILIS / SENSITIVE FERN	6" POT	-	15	-	15

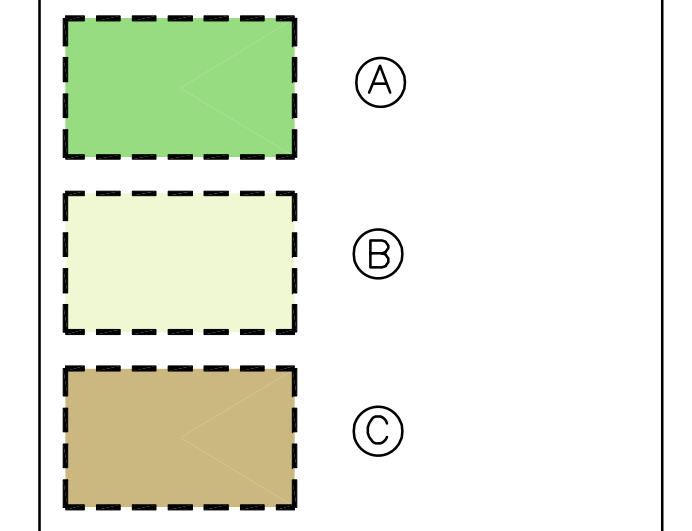
- NOTES -
- SHRUBS AND HERBACEOUS PLANTS TO BE PLANTED RANDOMLY THROUGHOUT EACH AREA.
  - SOURCES BELOW ARE REASONABLE WITH GENETICS NOT ALTERED BY BREEDING FOR HORTICULTURAL TRAITS.
  - PERENNIAL WILDFLOWER AND GRASS PLUGS MY BE PURCHASED IN FLATS OF 50 (MINIMUM SIZE) FROM NEW ENGLAND WETLAND PLANTS, FLATS OF 36 OR 6-PACKS FROM LINPI.
  - SOURCES:  
 LINPI (LONG ISLAND NATIVE PLANT INITIATIVE)  
 SUFFOLK COUNTY SOIL AND WATER CONSERVATION DISTRICT, RIVERHEAD, NY (631) 727-2315  
 NEW ENGLAND WETLANDS PLANTS, 14 PEARL LANE, SOUTH HADLEY, MA 01075 (413) 548-8000  
 SUMMER HILL NURSERIES, MADISON, CT 06443 (203) 421-3055

SEED MIXES FOR WETLANDS CREATION AREAS

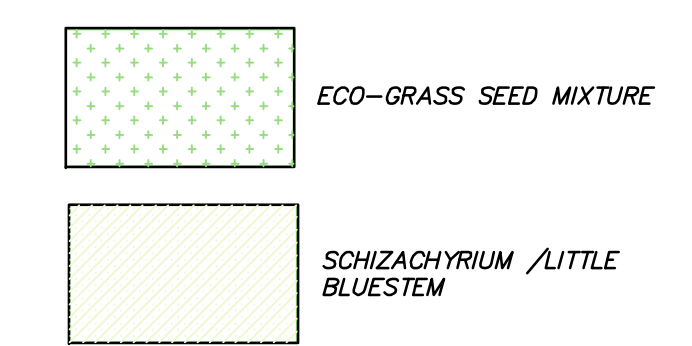
SEED MIX	COMMENT
<b>AREA A</b>	
NEW ENGLAND WETMIX 1 LB/2500 SF	USE IN WETLANDS CREATION AREAS
<b>AREA B</b>	
NEW ENGLAND CONSERVATION WILDLIFE MIX 1 LB/1250 SF	USE AROUND EDGES OF WETLANDS CREATION AREAS
<b>AREA C</b>	
NEW ENGLAND ROADSIDE MATRIX FOR WETLANDS 1 LB/1250 SF	USE IN WETLAND BUFFER AREAS UP TO THE EDGE OF CREATED WETLANDS

- NOTES:
- SOURCE: NEW ENGLAND WETLAND PLANTS, 14 PEARL LANE, SOUTH HADLEY, MA 01075, PHONE: 413-548-8000, info@newp.com
  - MIXING 1:1 WITH FILLER (SAND OR KITTY LITTER) HELPS WITH CORRECTLY DIVIDING SEED PACKAGES AND WITH EVEN SPREADING.
  - MIXES CONTAIN SEEDS WITH A RANGE OF HYDROLOGICAL TOLERANCES, SO THAT SOME WILL BE ADAPTED TO ANY ONE SET OF CONDITIONS.
  - PLANTS WILL BE SETTING SEED AND SPREADING FURTHER, INCREASING IN DENSITY, BECOMING CONCENTRATED IN MOST SITUATIONS.
  - AREAS UNDER AND AROUND PLUG SHRUB CLUSTERS ARE MULCHED TO FOSTER SHRUB ESTABLISHMENT, AND CREATE A NATURAL LAYER, WHICH REDUCES THE AREA THAT NEEDS TO BE SEEDED.
  - A LATE FALL SEEDING WILL REQUIRE 20% MORE SEED, BECAUSE SOME SEED WILL BE LOST TO WASH OFF AND HERBIVORY, BUT GERMINATION RATES WILL ACTUALLY BE HIGHER, DUE TO THE COLD WINTER STRATIFICATION OF THE SEED.
  - A MINIMUM OF 8 INCHES OF TOPSOIL SHALL BE USED TO REALIZE FINAL GRADES IN THE WETLAND MITIGATION AREAS. A MINIMUM OF 6 PERCENT ORGANIC MATTER IS REQUIRED IN PLANTING MEDIUM (BY DRY WEIGHT-PERCENT LOSS ON IGNITION) IN THE WETLAND MITIGATION AREAS.

WETLANDS CREATION AREAS

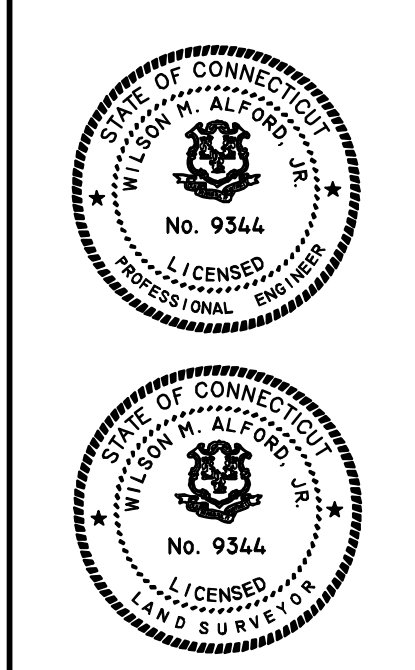


OTHER AREAS



APPROVED  
 PLANNING & ZONING  
 COMMISSION  
 MANCHESTER, CT.  
 DATE: \_\_\_\_\_  
 SIGNED: \_\_\_\_\_

REVISION	DATE	COMMENTS
8-14-24		REVISED PROPOSED PLANTINGS ADJACENT TO WETLANDS "F"
8-7-24		REVISED PROPOSED LAYOUT
7-9-24		REVISED PER TOWN STAFF COMMENTS



TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

L.S. NO. 9344

NOT VALID WITHOUT A LIVE SIGNATURE AND EMBOSSED SEAL



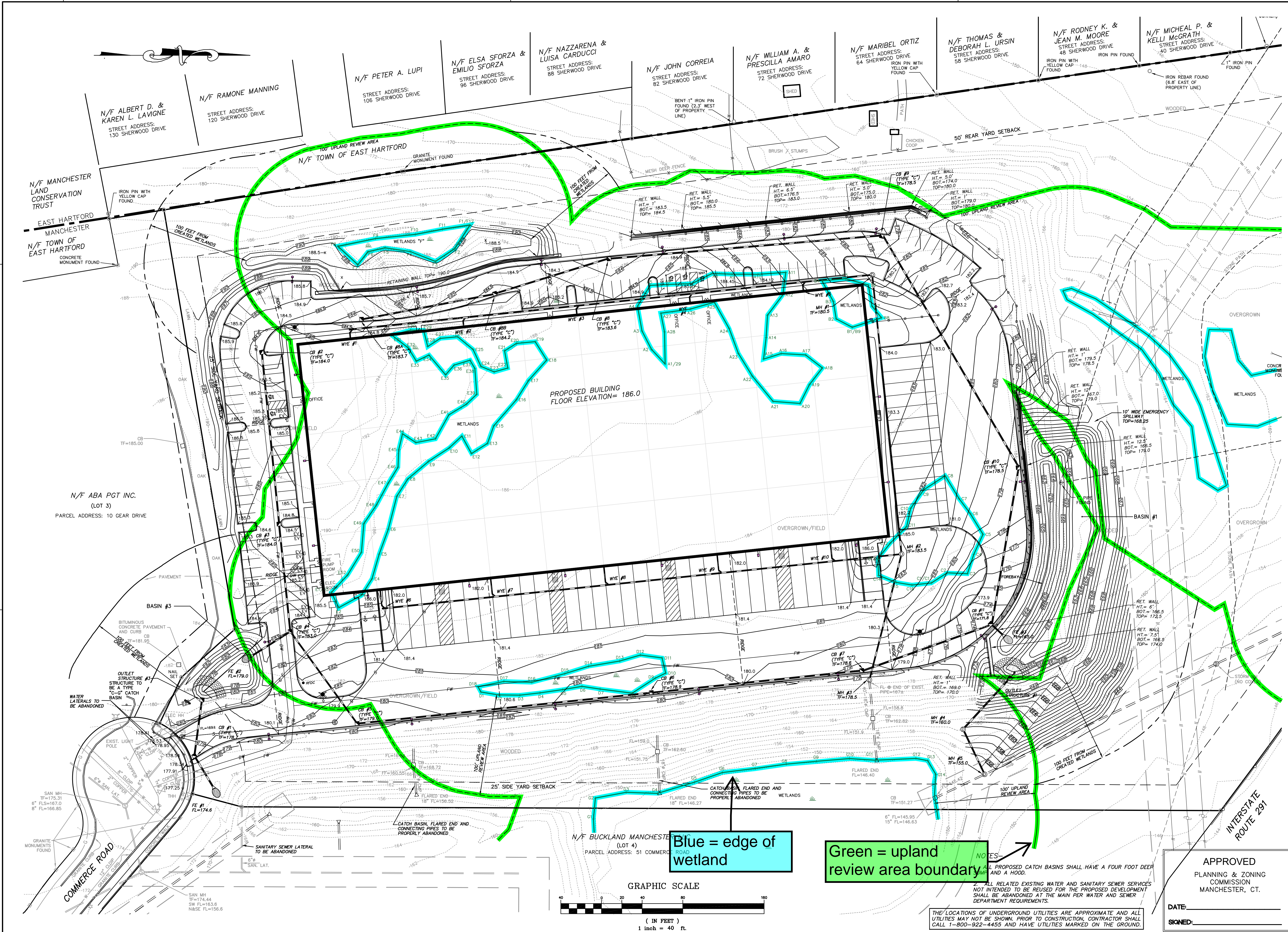
CIVIL ENGINEERS  
 WINDSOR, CONNECTICUT  
 WILSON M. ALFORD, JR., P.E. & L.S.

DATE: MAY 6, 2024

SCALE: 1 IN. = 40 FT.

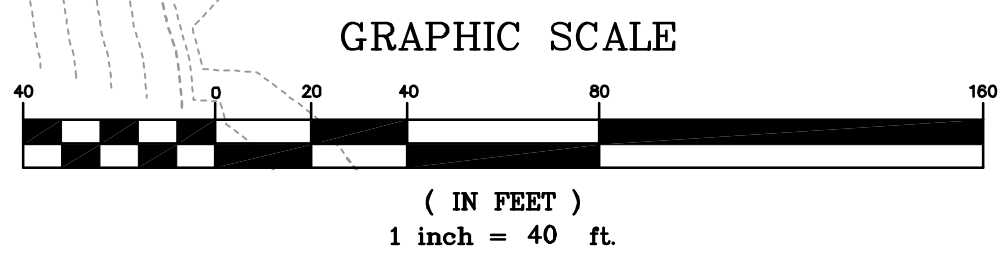
SITE PLAN  
 PREPARED FOR  
 LFF COMMERCE JV LLC  
 WETLANDS CREATION PLAN  
 (FORMERLY KNOWN AS  
 71 COMMERCE ROAD  
 71 AND 81 COMMERCE ROAD)  
 MANCHESTER, CONNECTICUT

Sheet  
 C5.1



Blue = edge of wetland

Green = upland review area boundary

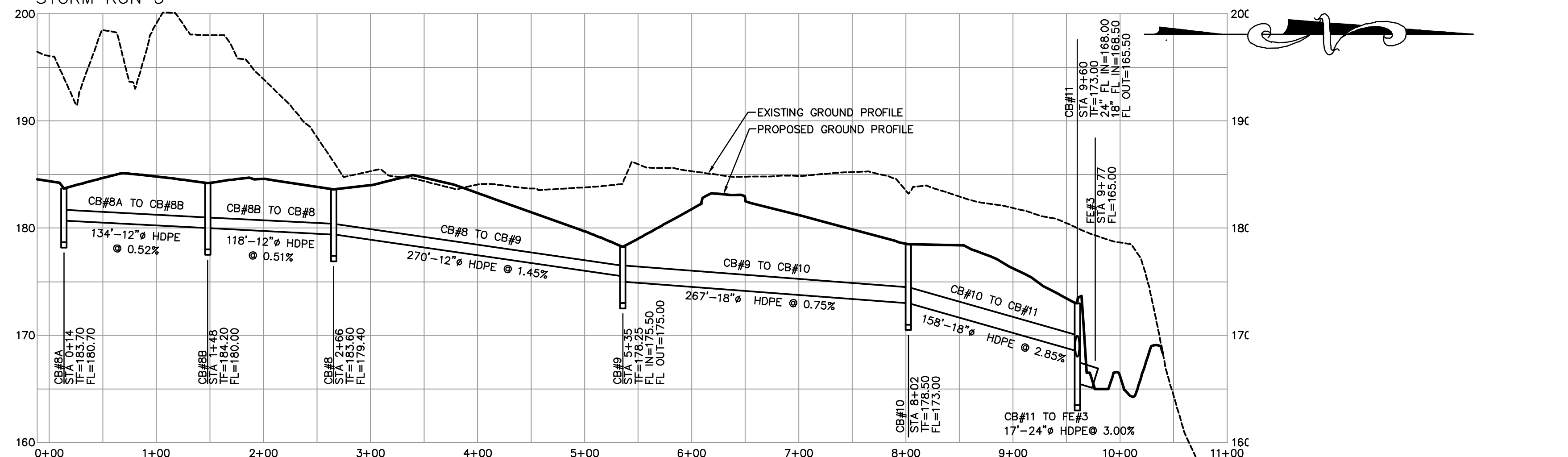


NOTES:  
 1. ALL PROPOSED CATCH BASINS SHALL HAVE A FOUR FOOT DEEP CURB AND A HOOD.  
 2. ALL RELATED EXISTING WATER AND SANITARY SEWER SERVICES NOT INTENDED TO BE REUSED FOR THE PROPOSED DEVELOPMENT SHALL BE ABANDONED AT THE MAIN PER WATER AND SEWER DEPARTMENT REQUIREMENTS.  
 3. THE LOCATIONS OF UNDERGROUND UTILITIES ARE APPROXIMATE AND ALL UTILITIES MAY NOT BE SHOWN. PRIOR TO CONSTRUCTION, CONTRACTOR SHALL CALL 1-800-922-4455 AND HAVE UTILITIES MARKED ON THE GROUND.

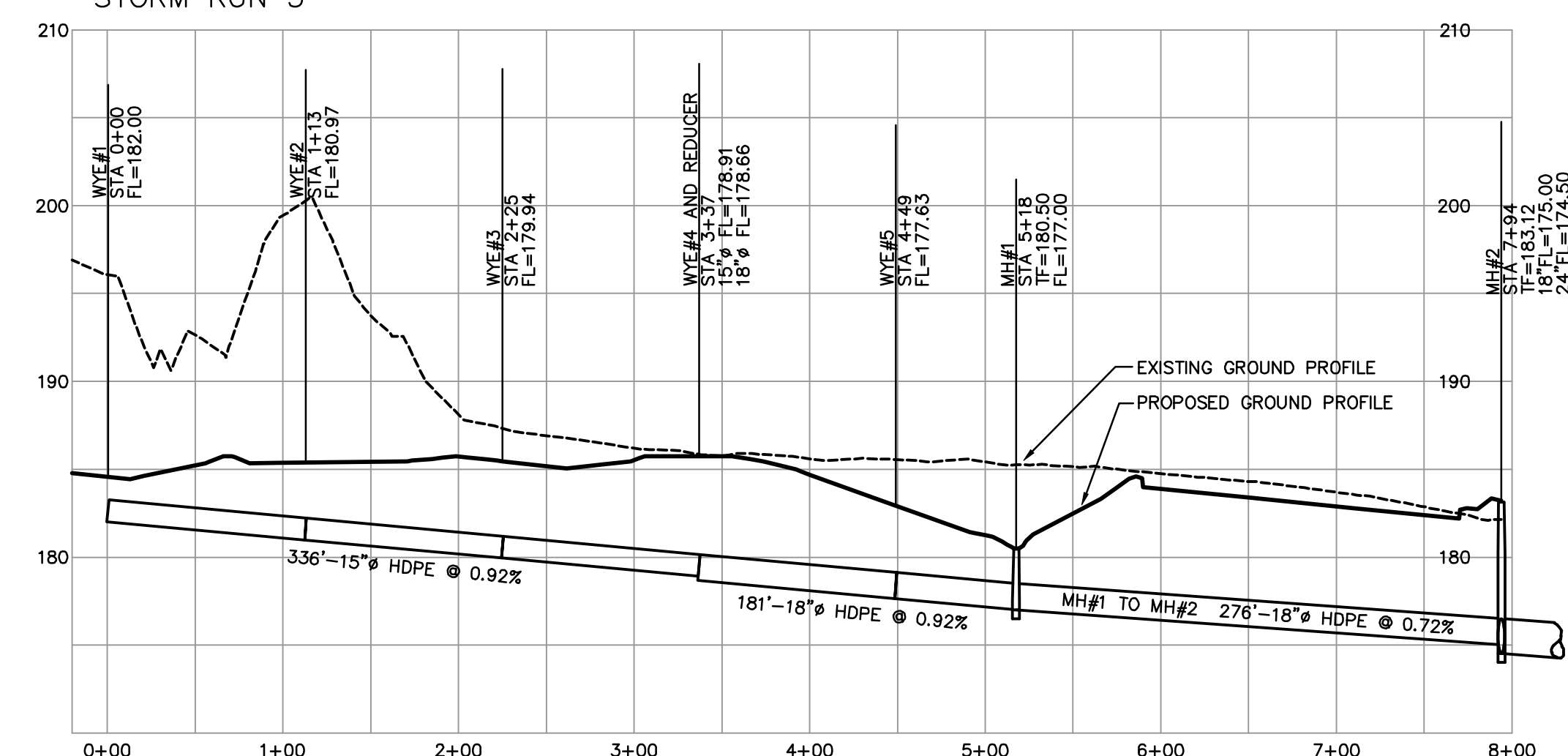
APPROVED  
 PLANNING & ZONING  
 COMMISSION  
 MANCHESTER, CT.  
 DATE: \_\_\_\_\_  
 SIGNED: \_\_\_\_\_

TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON. L.S. NO. 9344 NOT VALID WITHOUT A LIVE SIGNATURE AND EMBOSSED SEAL.	
CIVIL ENGINEERS WINDSOR, CONNECTICUT WILSON M. ALFORD, P.E. & L.S.	
DATE: MAY 6, 2024 SCALE: 1 IN. = 40 FT.	
SITE PLAN PREPARED FOR <b>LFF COMMERCE JV LLC</b> GRADING AND UTILITIES PLAN MANCHESTER, CONNECTICUT 71 COMMERCE ROAD (FORMERLY KNOWN AS 71 AND 81 COMMERCE ROAD)	
SHEET <b>C6.1</b>	REVISION 8-7-24 7-8-24 DATE REVISED PROPOSED LAYOUT REVISED PER TOWN STAFF COMMENTS

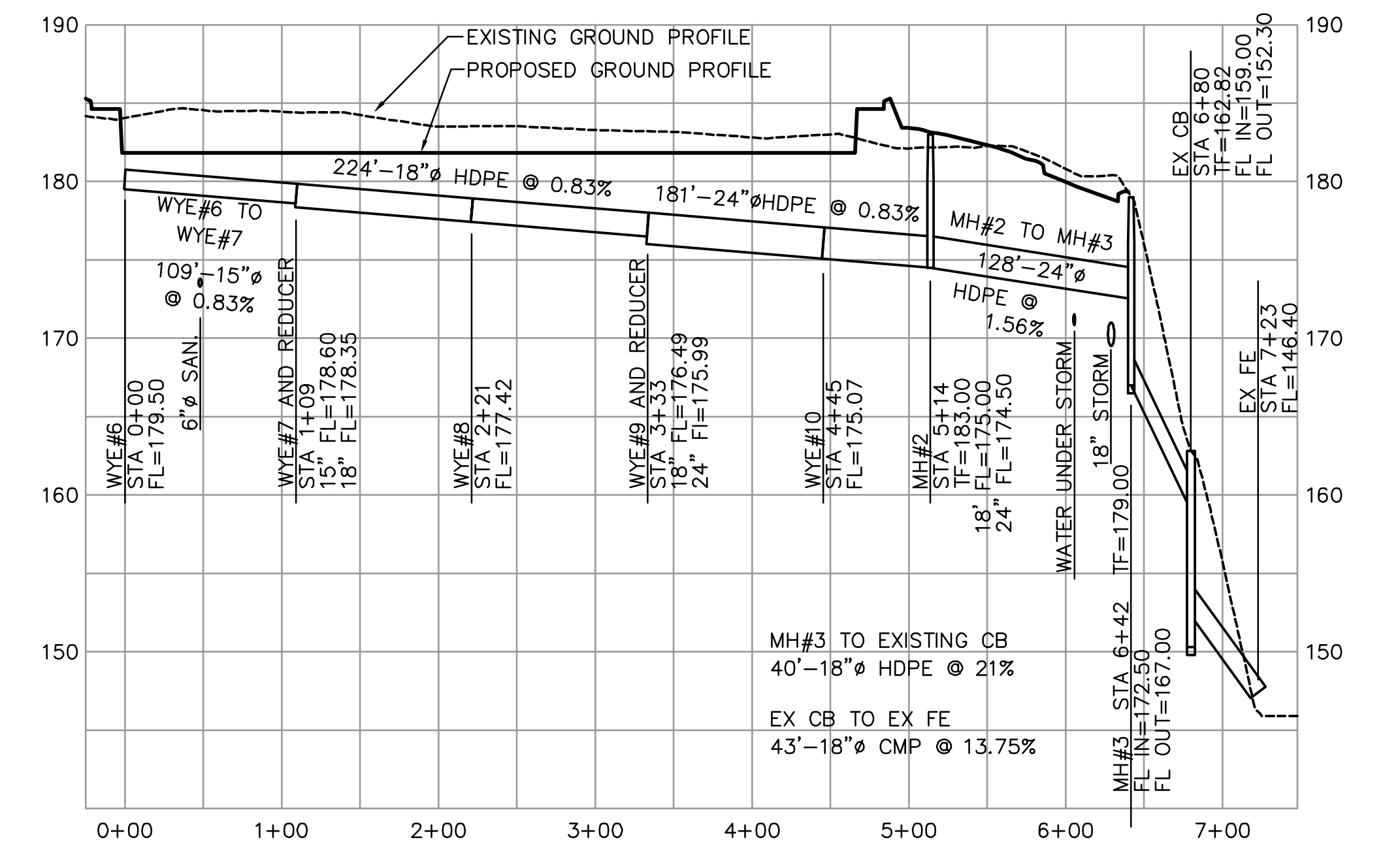
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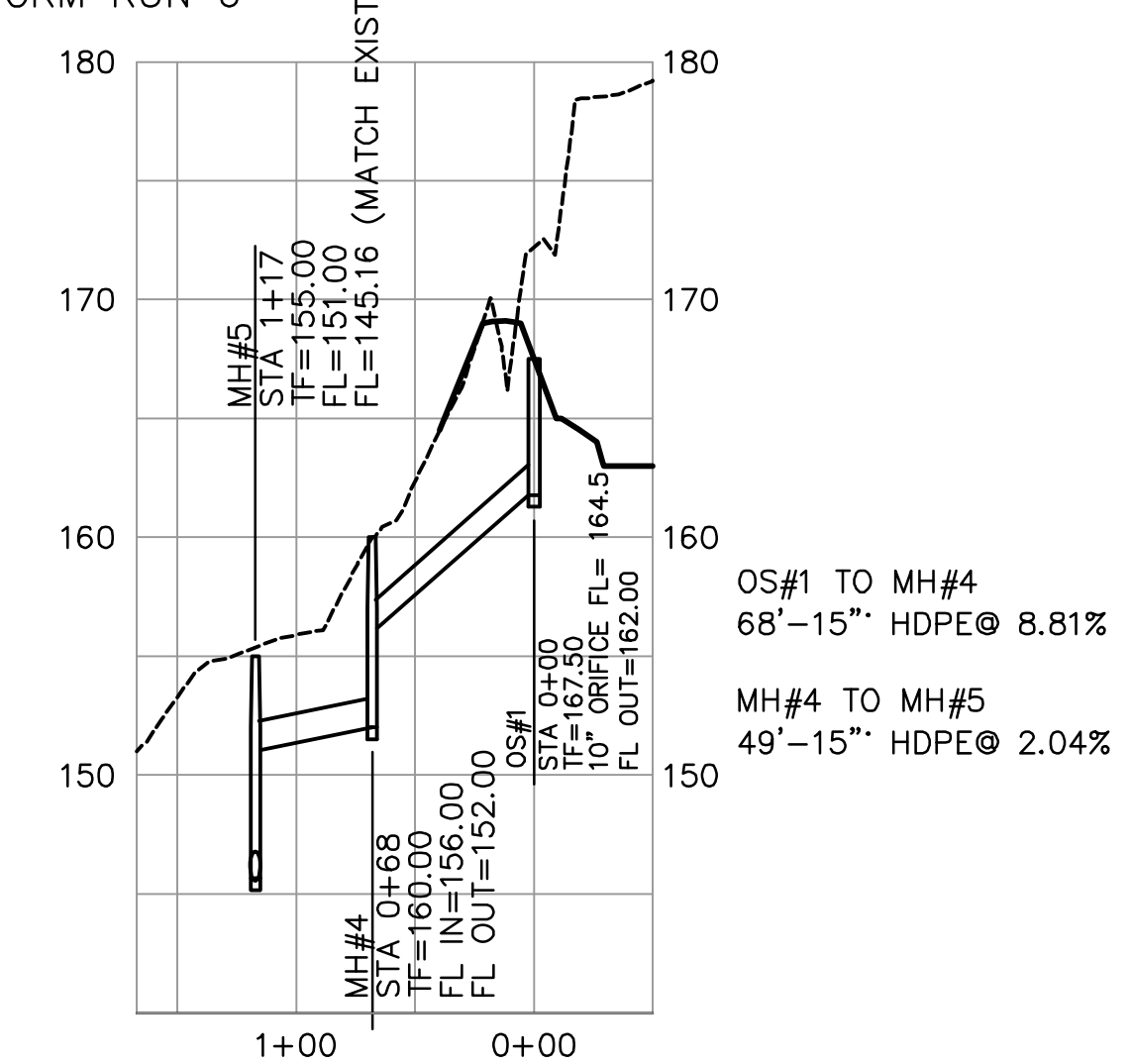
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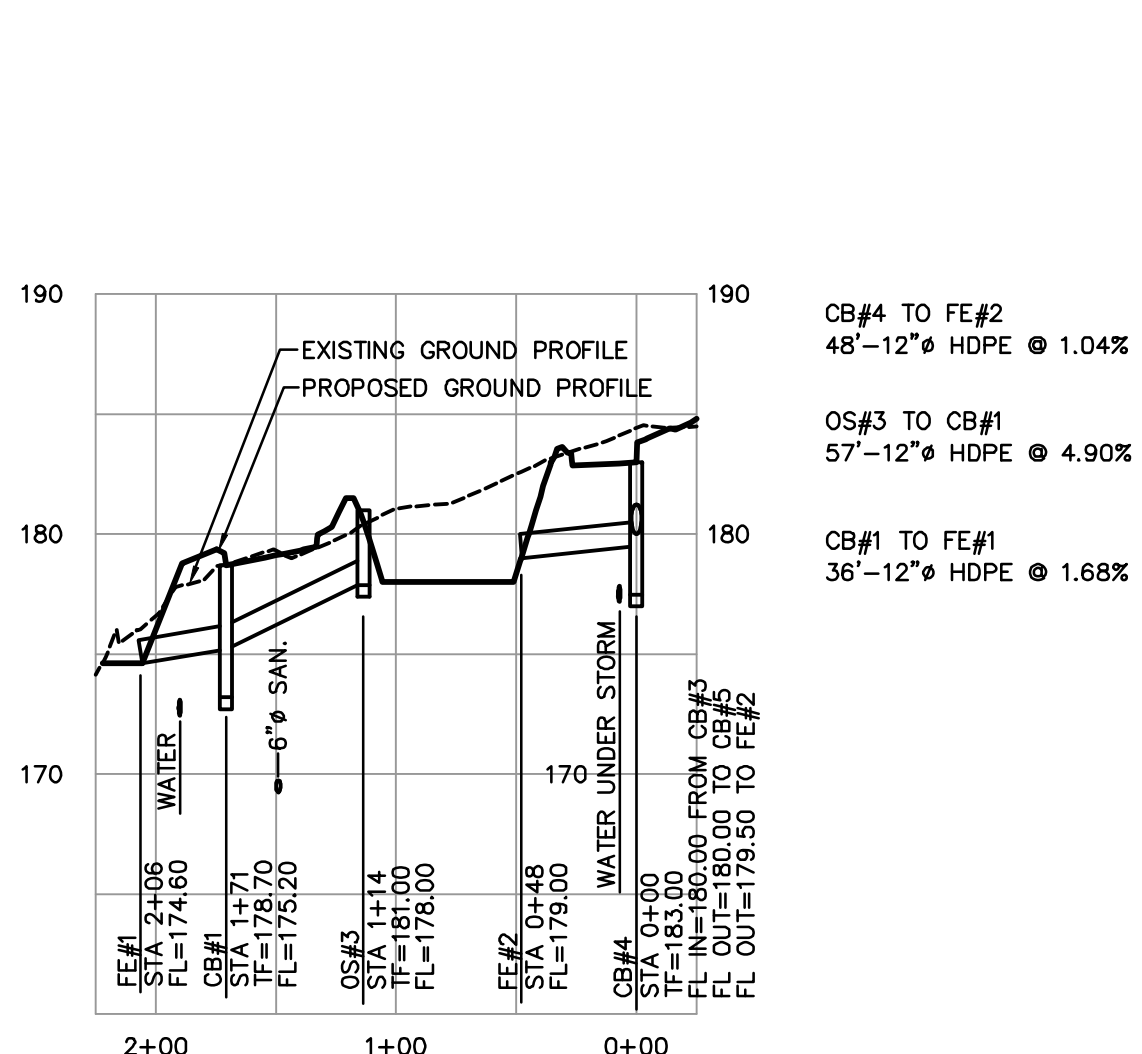
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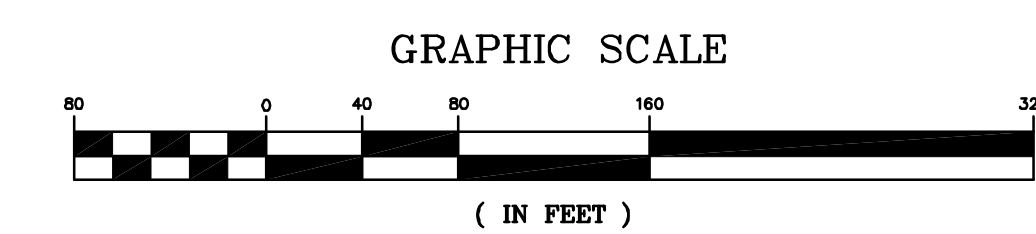
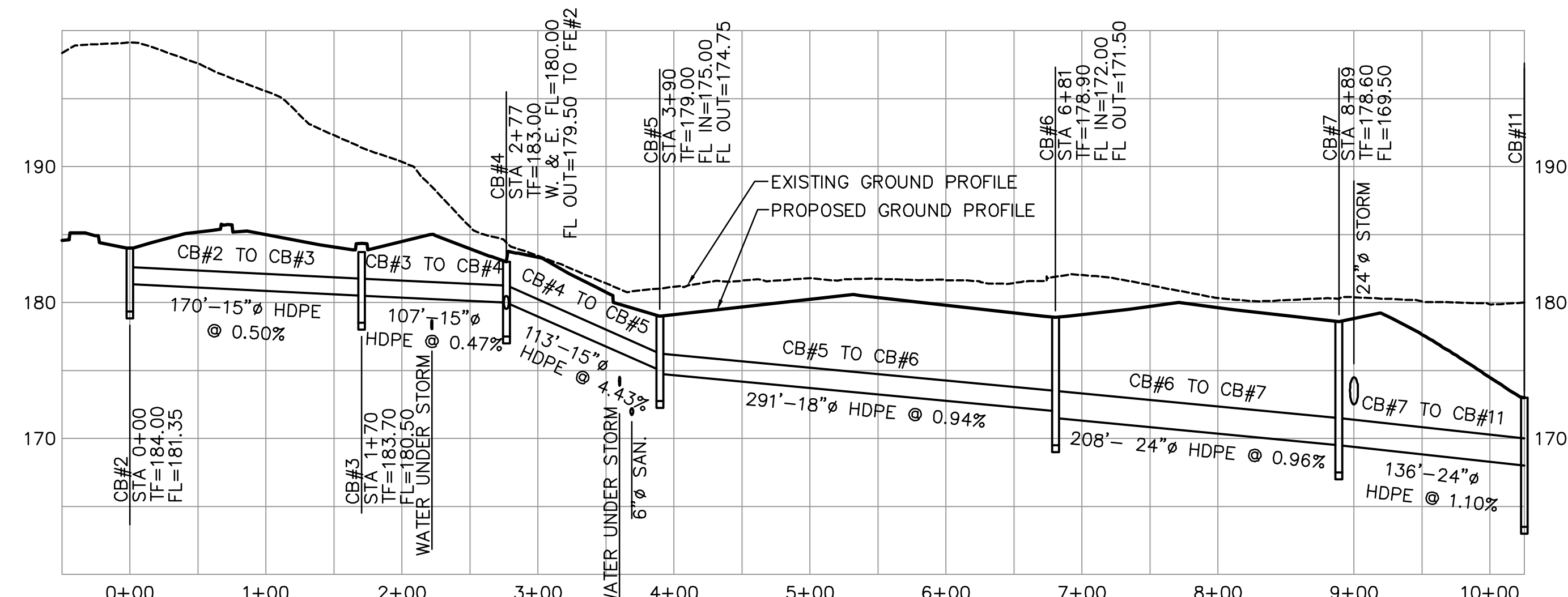
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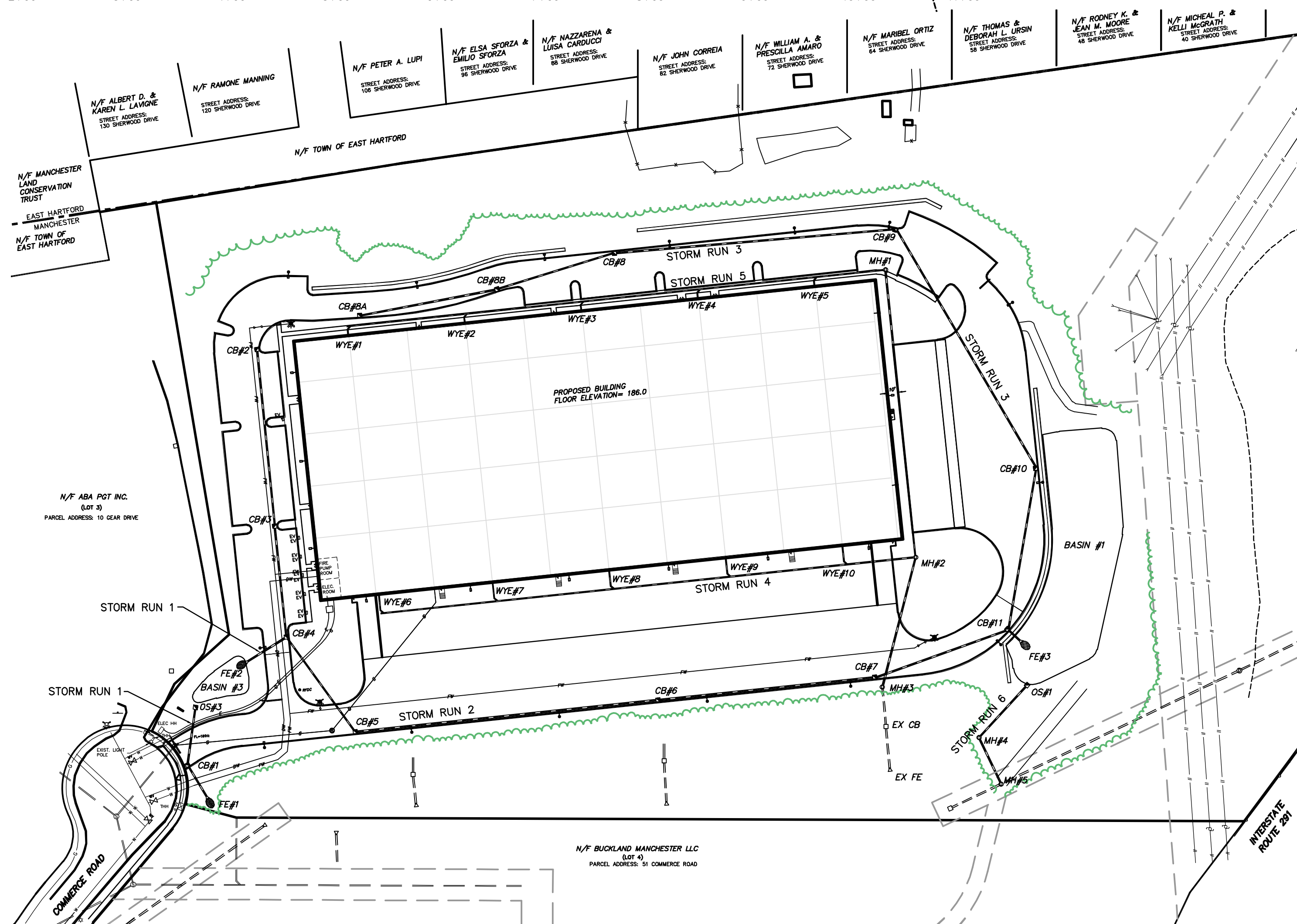
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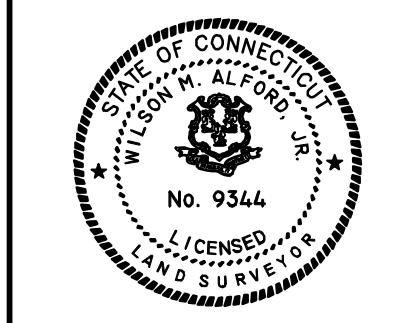
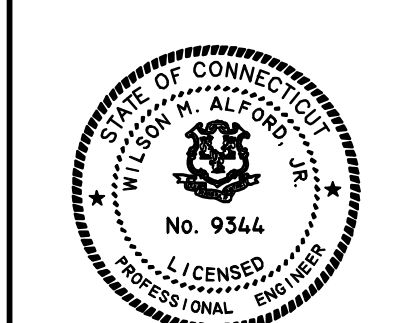
STORM RUN 2



APPROVED  
PLANNING & ZONING  
COMMISSION  
MANCHESTER, CT.  
DATE: \_\_\_\_\_  
SIGNED: \_\_\_\_\_



8-7-24	REVISED PROPOSED LAYOUT	REVISION
7-8-24	REVISED PER TOWN STAFF COMMENTS	DATE



TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

L.S. No. 9344

NOT VALID WITHOUT A LIVE SIGNATURE AND EMBOSSED SEAL



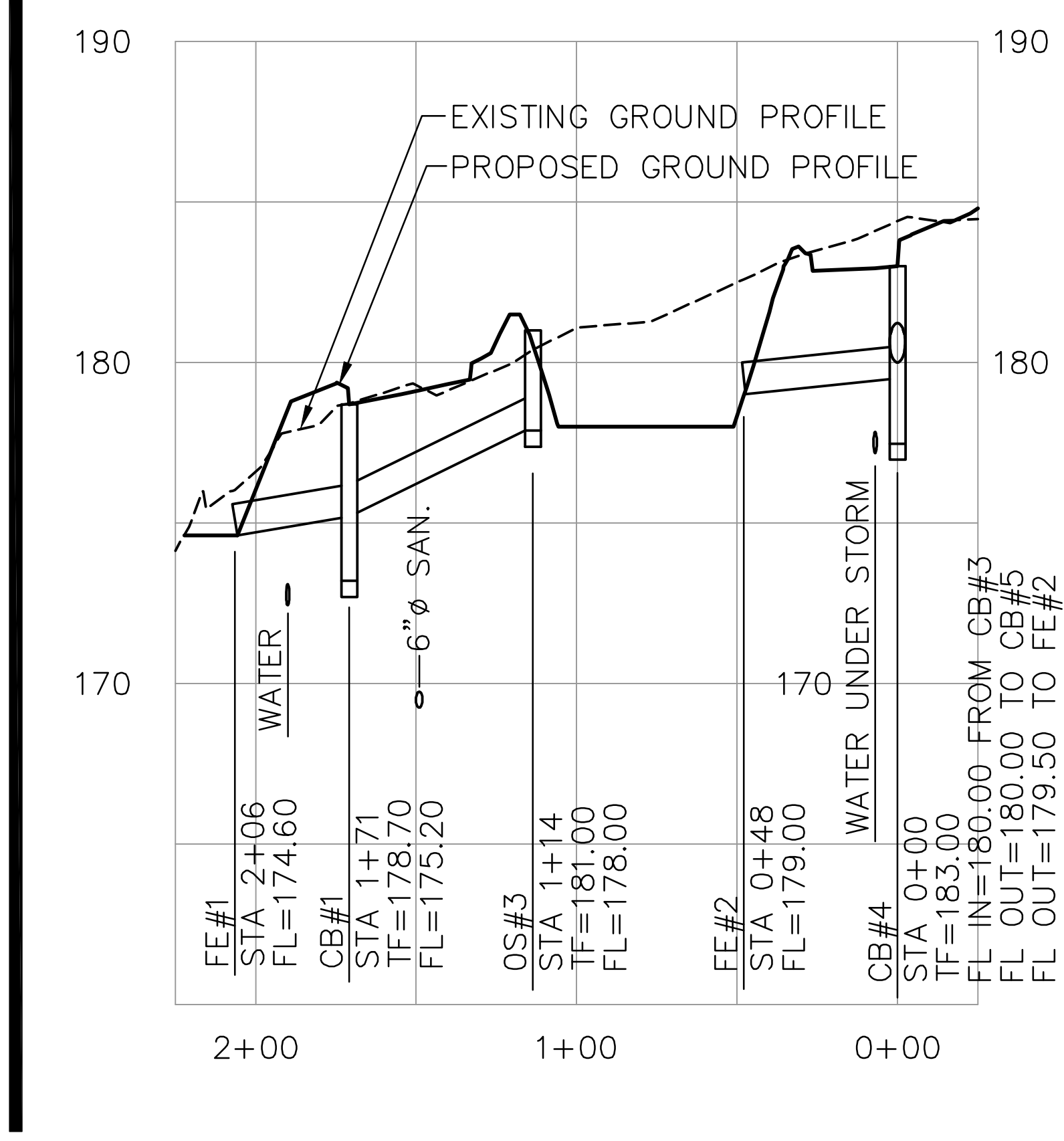
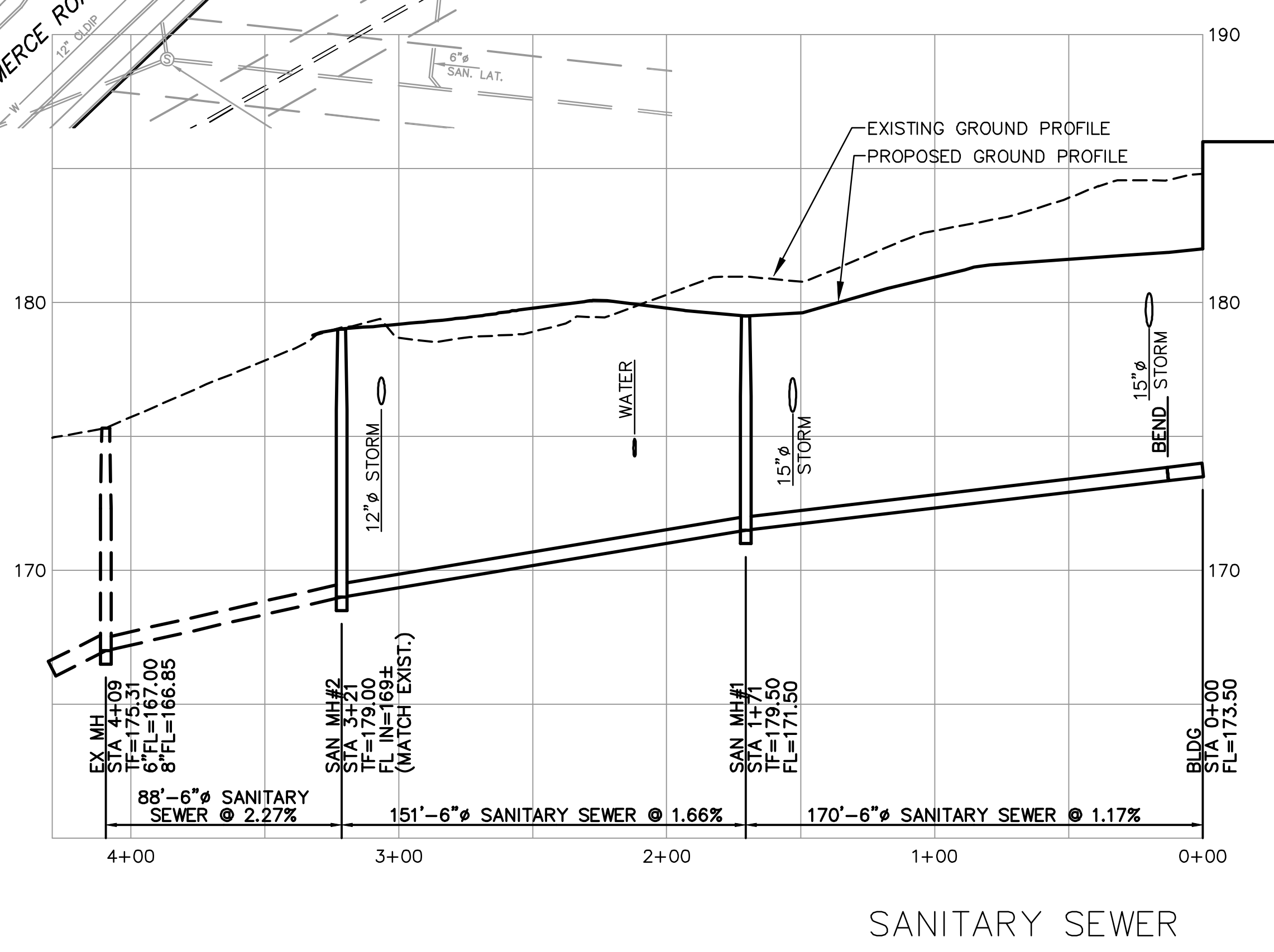
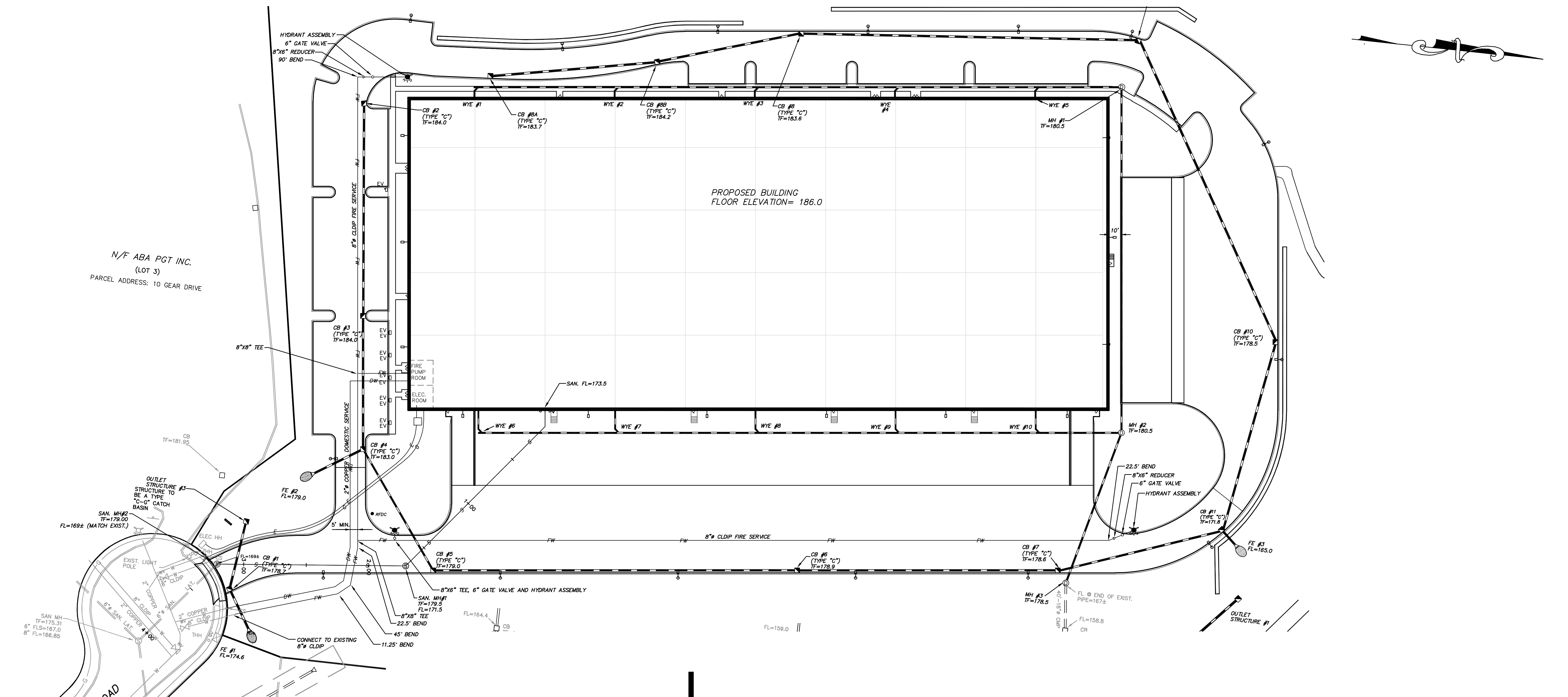
CIVIL ENGINEERS  
WINDSOR, CONNECTICUT  
WILSON M. ALFORD, JR., P.E. & L.S.

DATE: MAY 6, 2024

SCALE: 1 IN. = 80 FT.

SITE PLAN  
PREPARED FOR  
LFF COMMERCE JV LLC  
UTILITIES PLAN  
MANCHESTER, CONNECTICUT  
71 COMMERCE ROAD  
(FORMERLY KNOWN AS  
71 AND 81 COMMERCE ROAD)

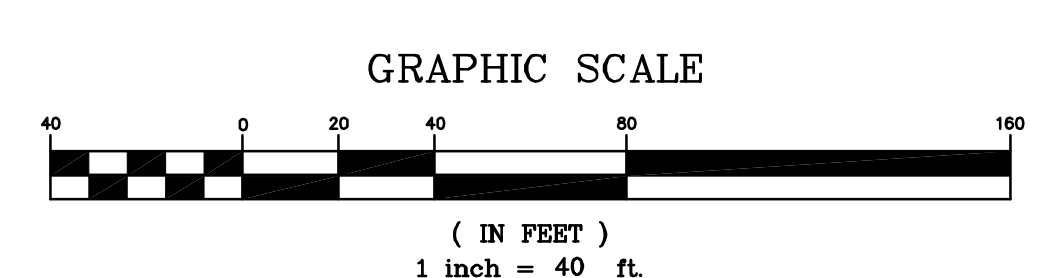
Sheet  
C6.2



CB#4 TO FE#2  
48'-12"  $\phi$  HDPE @ 1.04%

OS#3 TO CB#1  
57'-12"  $\phi$  HDPE @ 4.90%

CB#1 TO FE#1  
36'-12"  $\phi$  HDPE @ 1.68%



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PLANNING & ZONING  
COMMISSION  
MANCHESTER, CT.

DATE: \_\_\_\_\_  
SIGNED: \_\_\_\_\_

REVISION	DATE
REVISED PROPOSED LAYOUT	8-7-24

TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

L.S. NO. 9344

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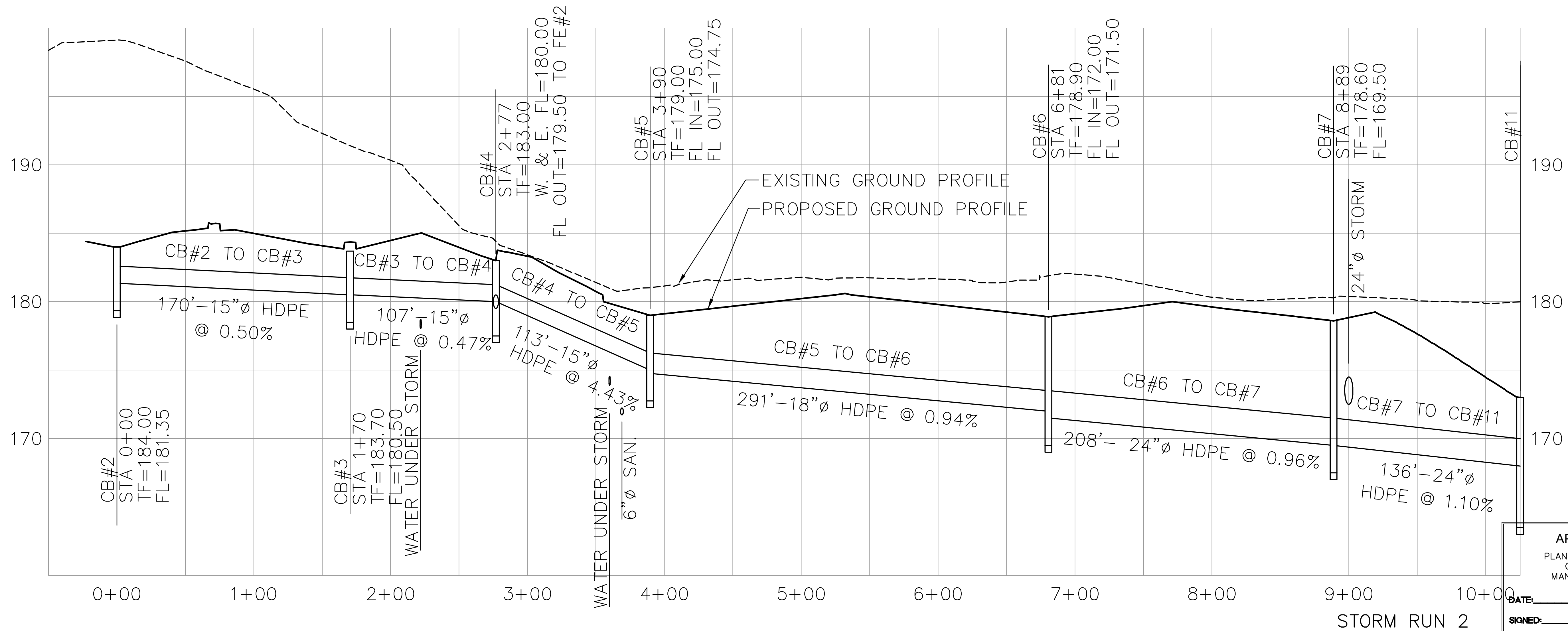
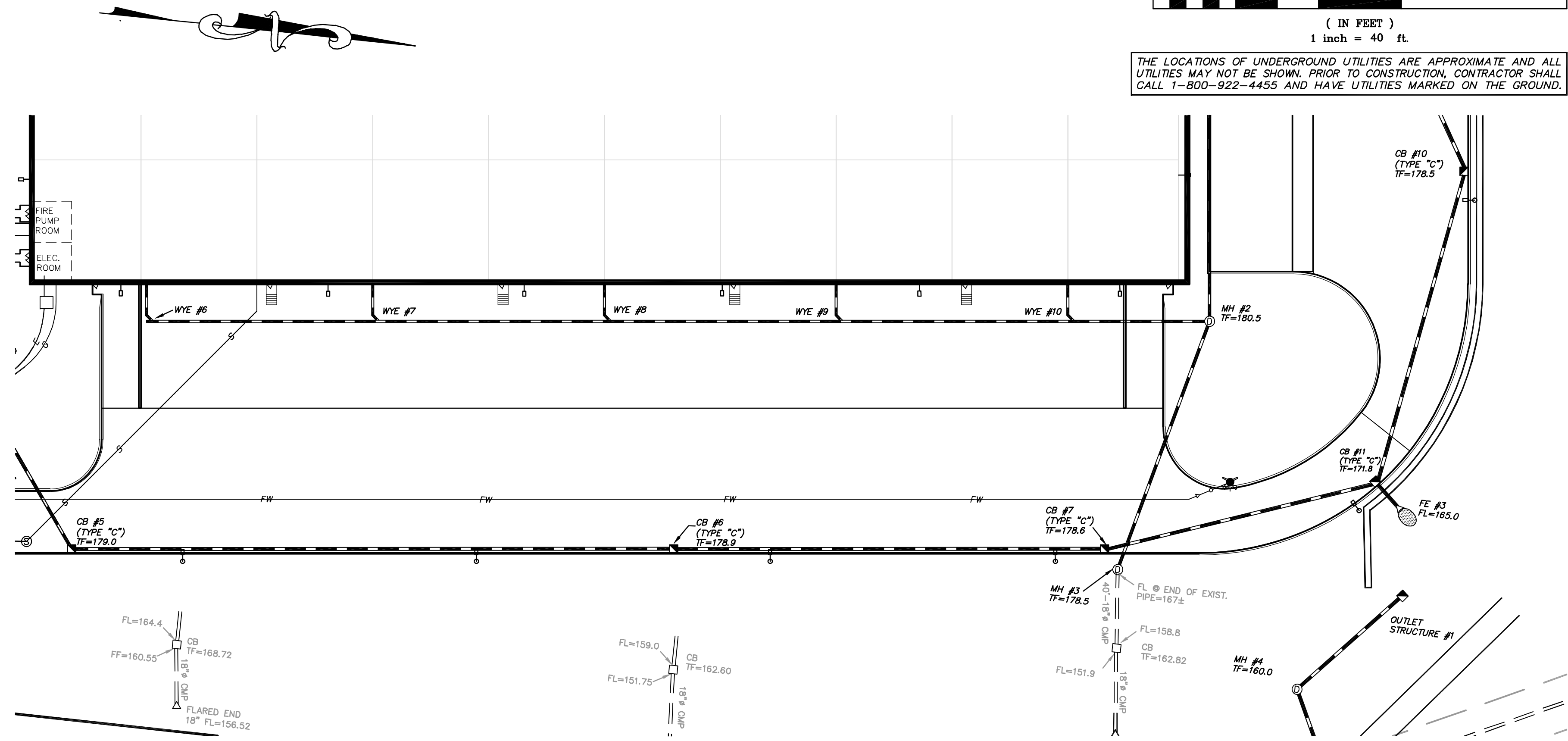
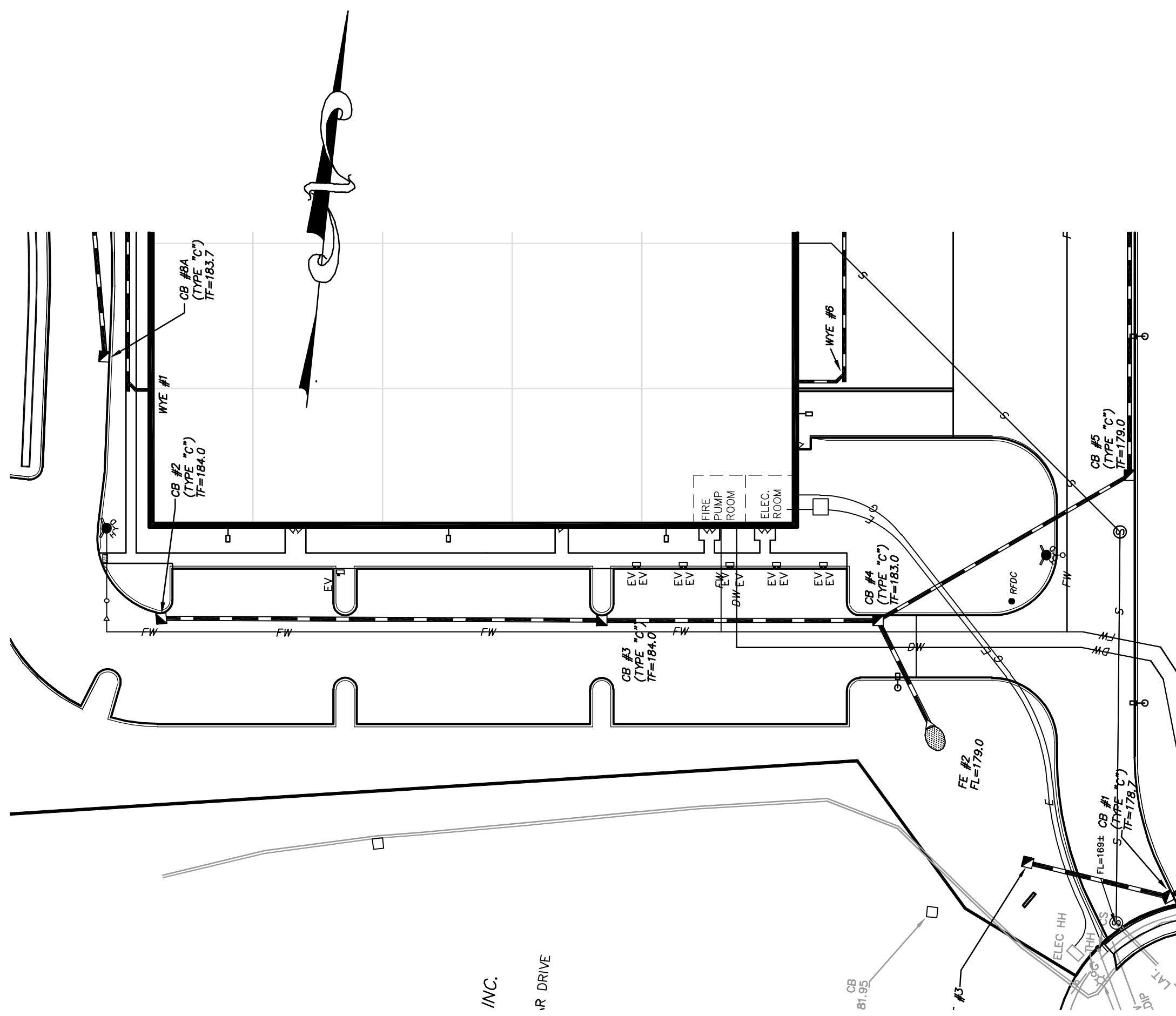
**Alford ASSOCIATES, INC.**  
CIVIL ENGINEERS  
WINDSOR, CONNECTICUT  
WILSON M. ALFORD, JR., P.E. & L.S.

DATE: JULY 8, 2024  
SCALE: 1 IN. = 40 FT.

SITE PLAN  
PREPARED FOR  
**LFF COMMERCE JV LLC**  
PLAN / PROFILE  
MANCHESTER, CONNECTICUT  
71 COMMERCE ROAD  
(FORMERLY KNOWN AS  
71 AND 81 COMMERCE ROAD)

Sheet  
**C6.3**

SS: PR-GRADING P: C23047 D: C23047SP FOLDER: CAMPOFRANCO-MANCHESTER



REVISION	DATE
REVISED PROPOSED LAYOUT	8-7-24

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CIVIL ENGINEERS  
WINDSOR, CONNECTICUT  
WILSON M. ALFORD, R.P.E. & L.S.

DATE: JULY 8, 2024

SCALE: 1 IN. = 40 FT.

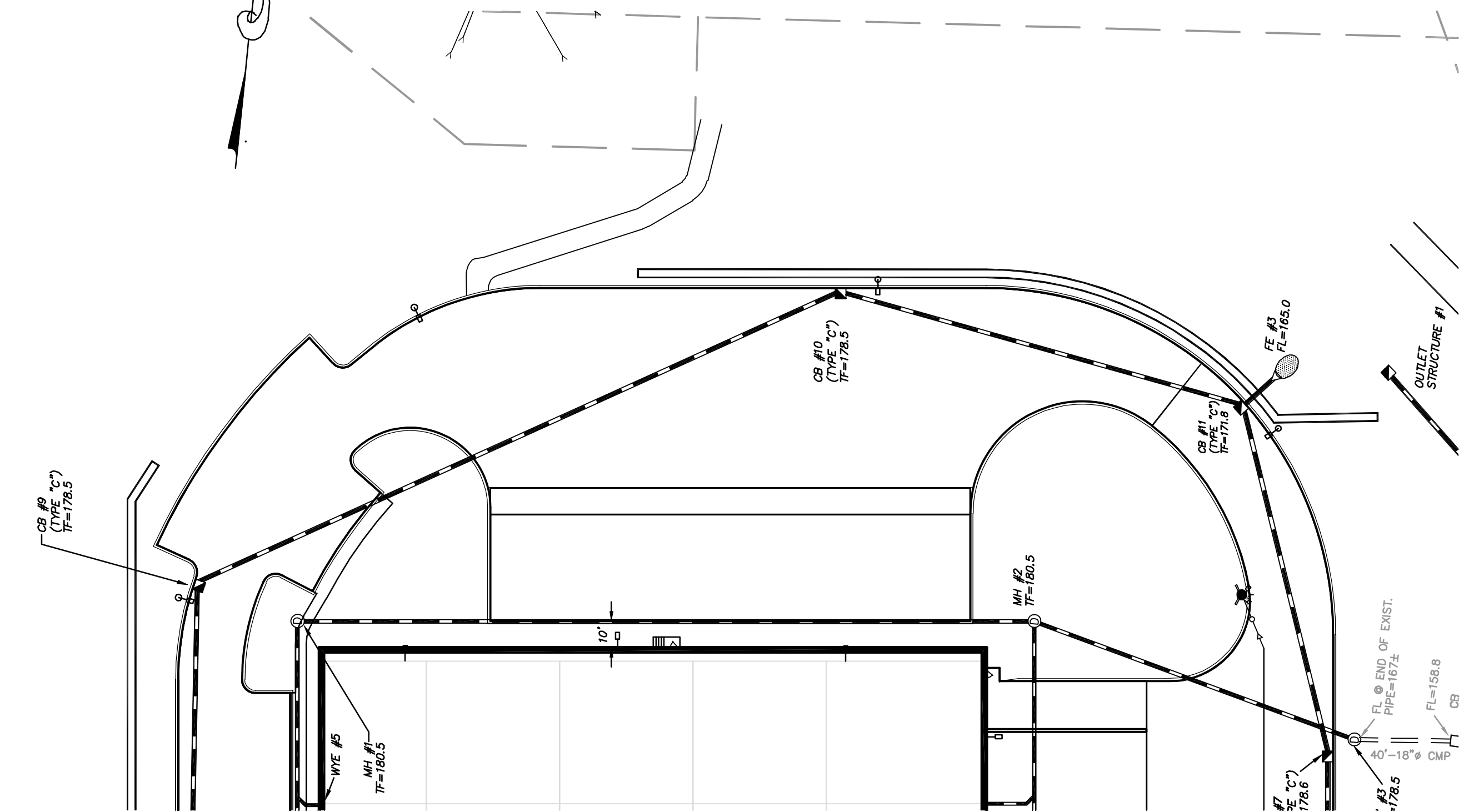
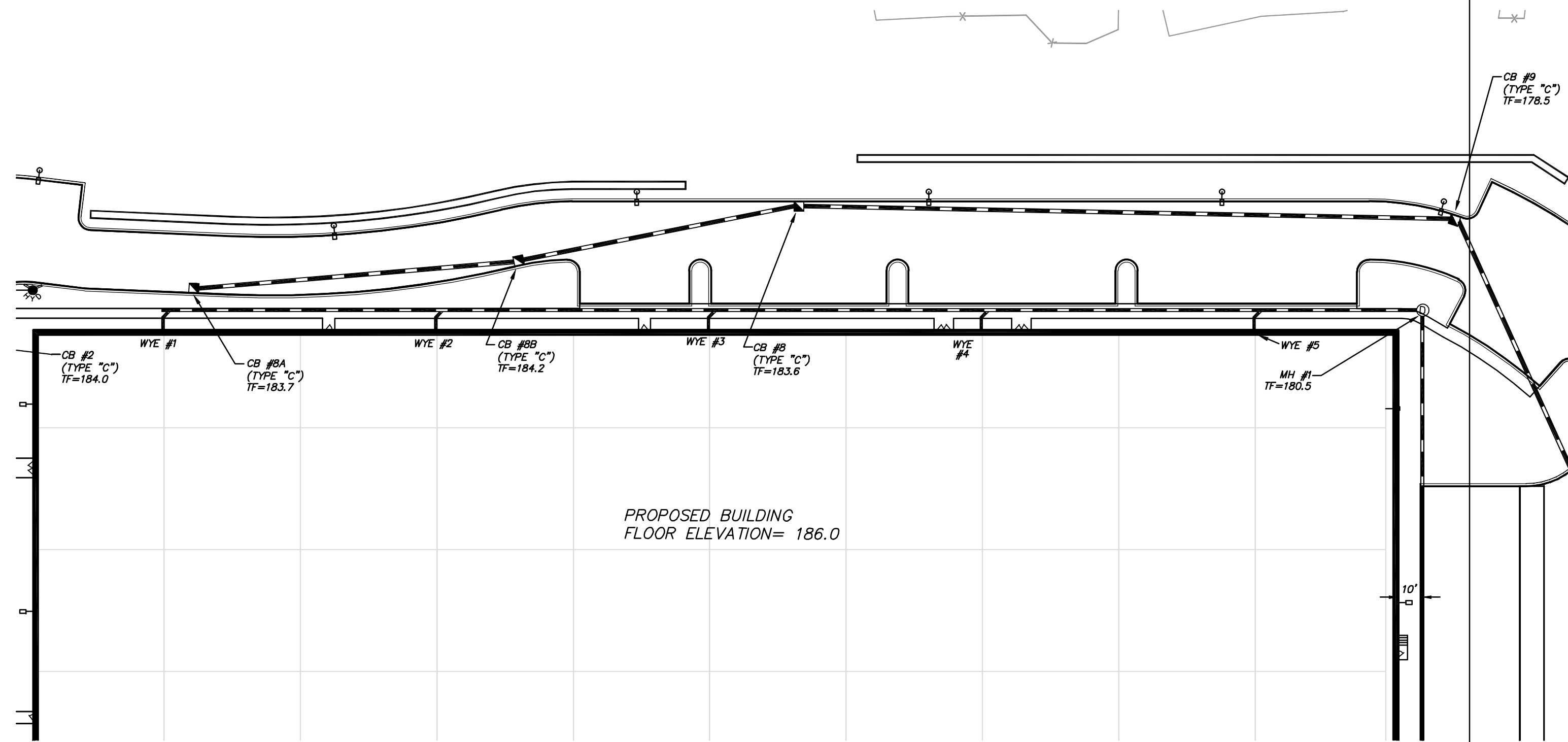
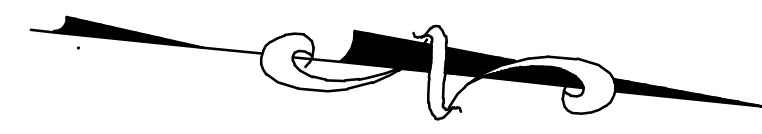
SITE PLAN  
PREPARED FOR  
LFF COMMERCE JV LLC  
PLAN / PROFILE

71 COMMERCE ROAD  
(FORMERLY KNOWN AS  
71 AND 81 COMMERCE ROAD)

MANCHESTER, CONNECTICUT

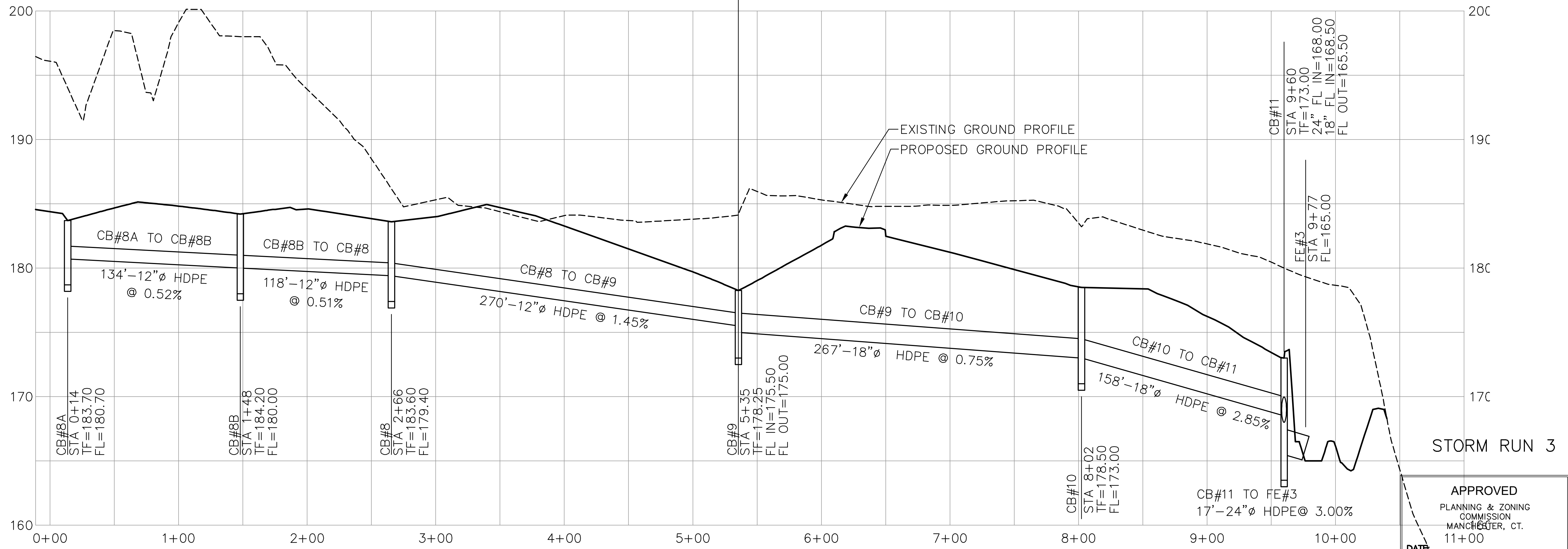
APPROVED	DATE: _____
PLANNING & ZONING COMMISSION	SIGNED: _____
MANCHESTER, CT.	

Sheet  
C6.4



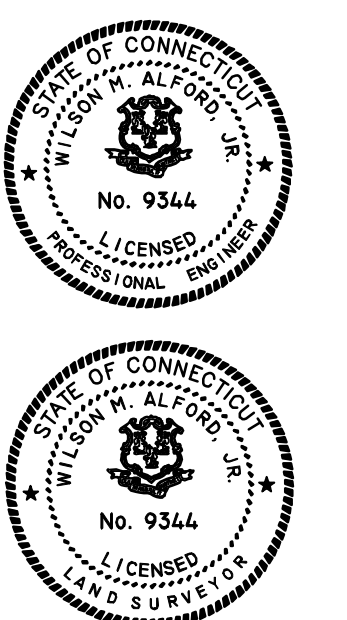
GRAPHIC SCALE  
( IN FEET )  
1 inch = 40 ft.

THE LOCATIONS OF UNDERGROUND UTILITIES ARE APPROXIMATE AND ALL UTILITIES MAY NOT BE SHOWN. PRIOR TO CONSTRUCTION, CONTRACTOR SHALL CALL 1-800-922-4455 AND HAVE UTILITIES MARKED ON THE GROUND.



APPROVED  
PLANNING & ZONING  
COMMISSION  
MANCHESTER, CT.  
DATE: 11+00  
SIGNED: \_\_\_\_\_

REVISION	DATE
REVISED PROPOSED LAYOUT	8-7-24



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CIVIL ENGINEERS  
WINDSOR, CONNECTICUT  
WILSON M. ALFORD, JR., P.E. & L.S.

DATE: JULY 8, 2024

SCALE: 1 IN. = 40 FT.

SITE PLAN  
PREPARED FOR  
LFF COMMERCE JV LLC  
PLAN / PROFILE  
71 COMMERCE ROAD  
(FORMERLY KNOWN AS  
71 AND 81 COMMERCE ROAD)  
MANCHESTER, CONNECTICUT

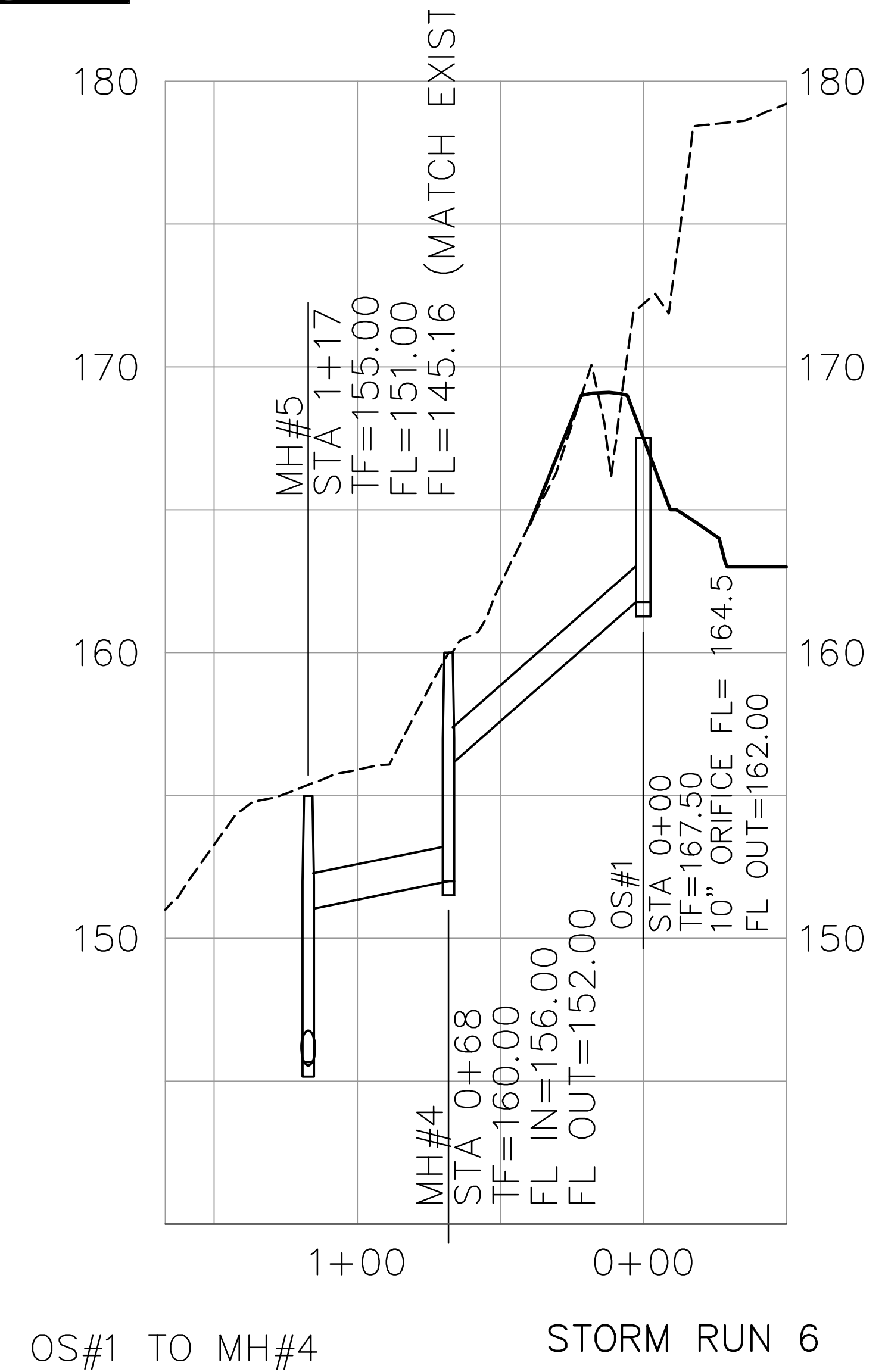
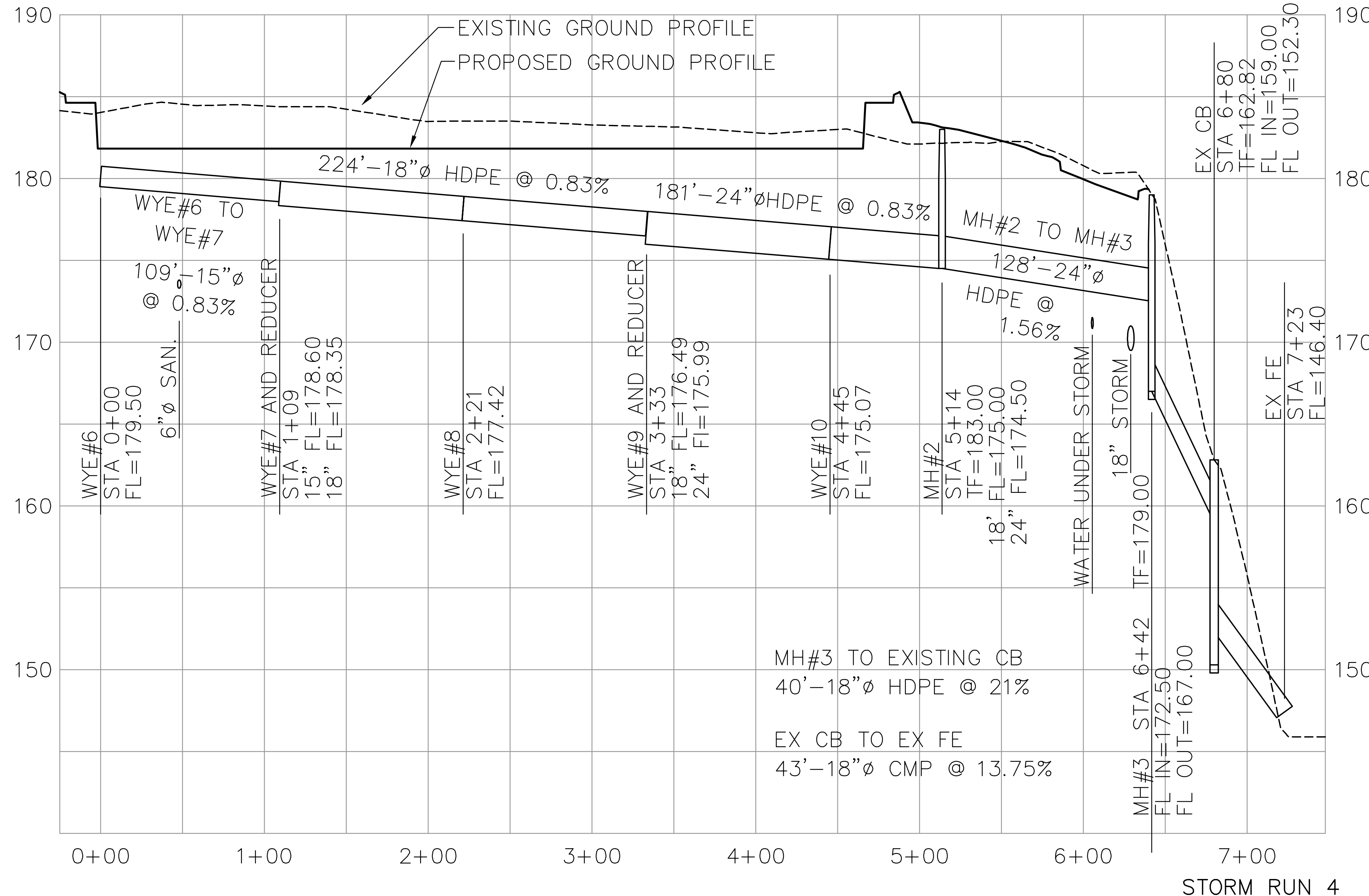
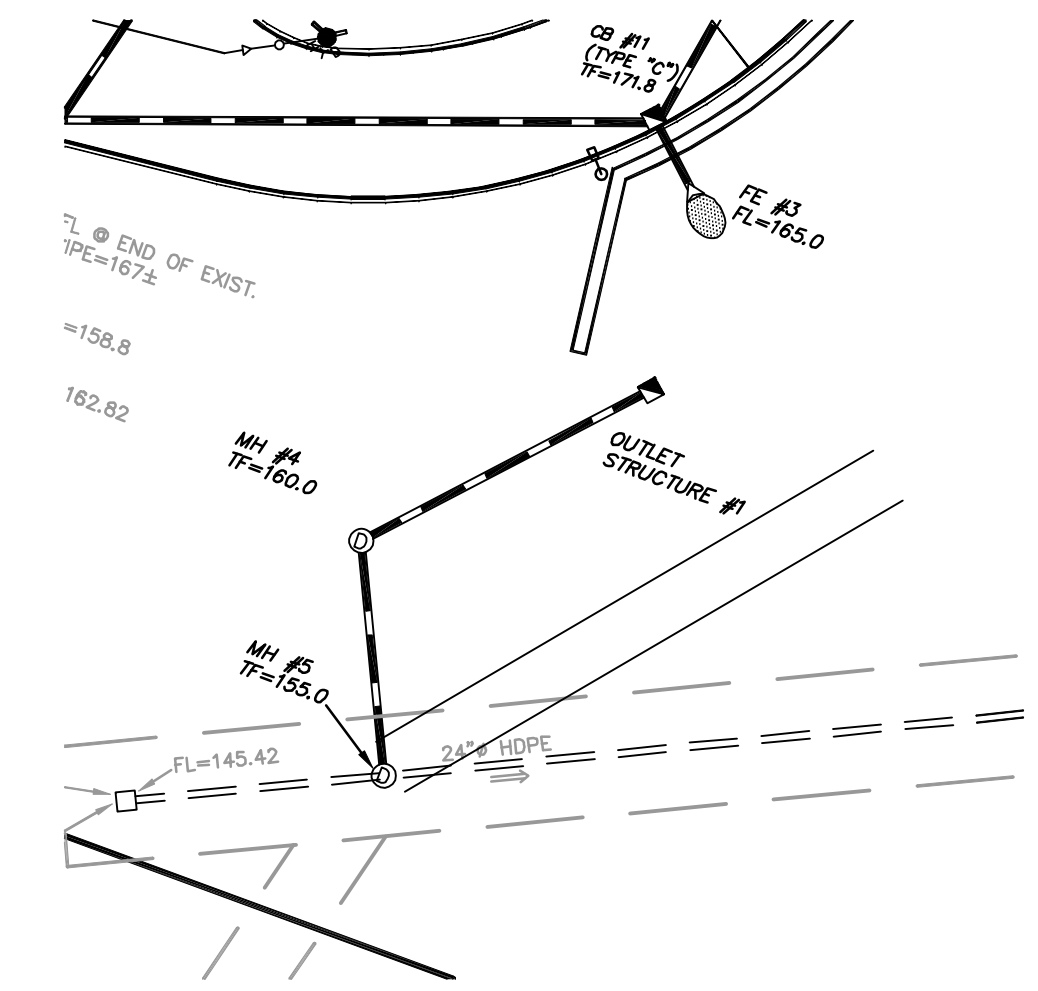
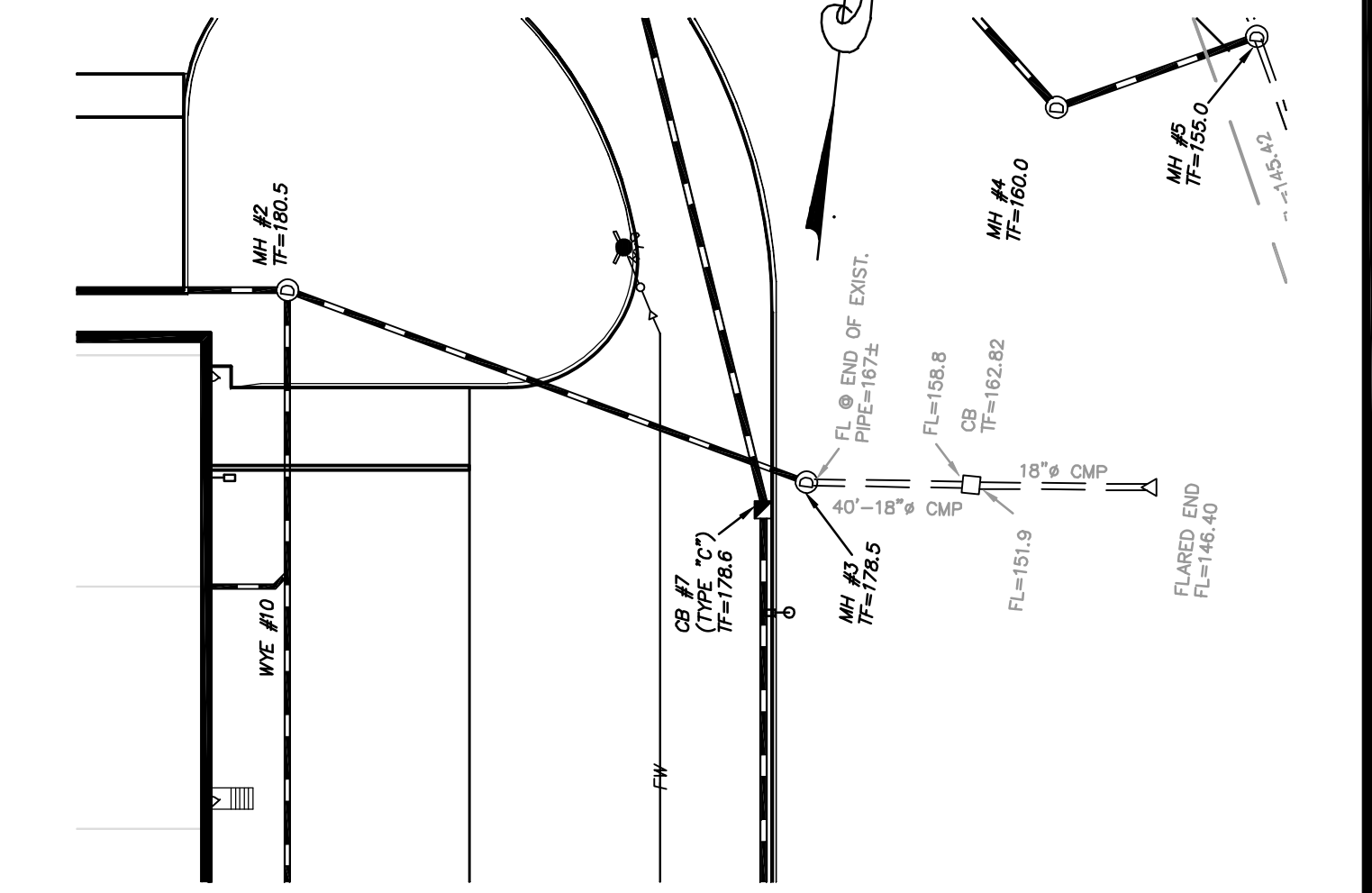
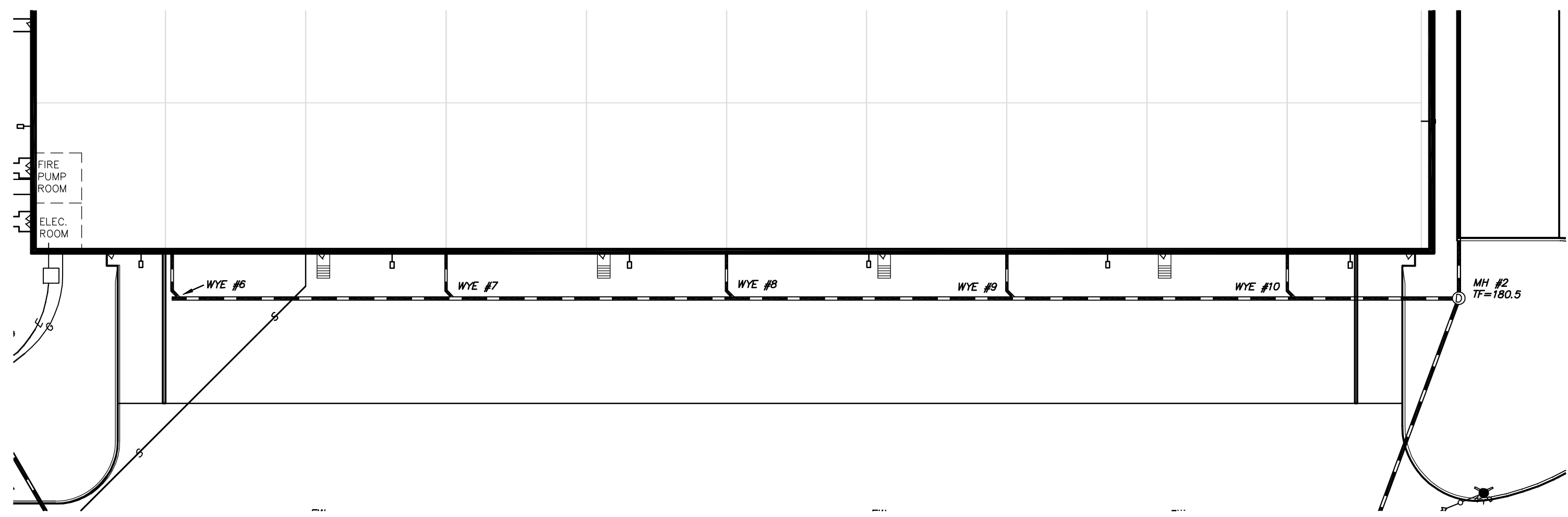
Sheet  
C6.5



GRAPHIC SCALE



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APPROVED  
PLANNING & ZONING  
COMMISSION  
MANCHESTER, CT.

DATE: \_\_\_\_\_  
SIGNED: \_\_\_\_\_

REVISION	DATE
REVISED PROPOSED LAYOUT	8-7-24



TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

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CIVIL ENGINEERS  
WINDSOR, CONNECTICUT  
WILSON M. ALFORD, JR., P.E. & L.S.

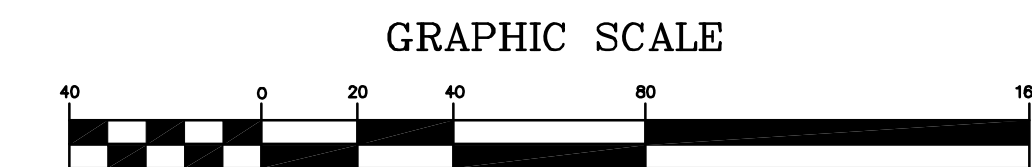
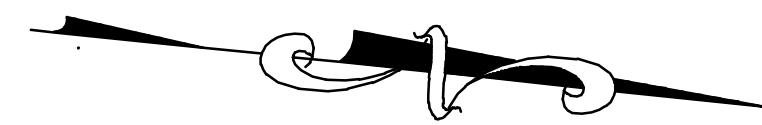
DATE: JULY 8, 2024

SCALE: 1 IN. = 40 FT.

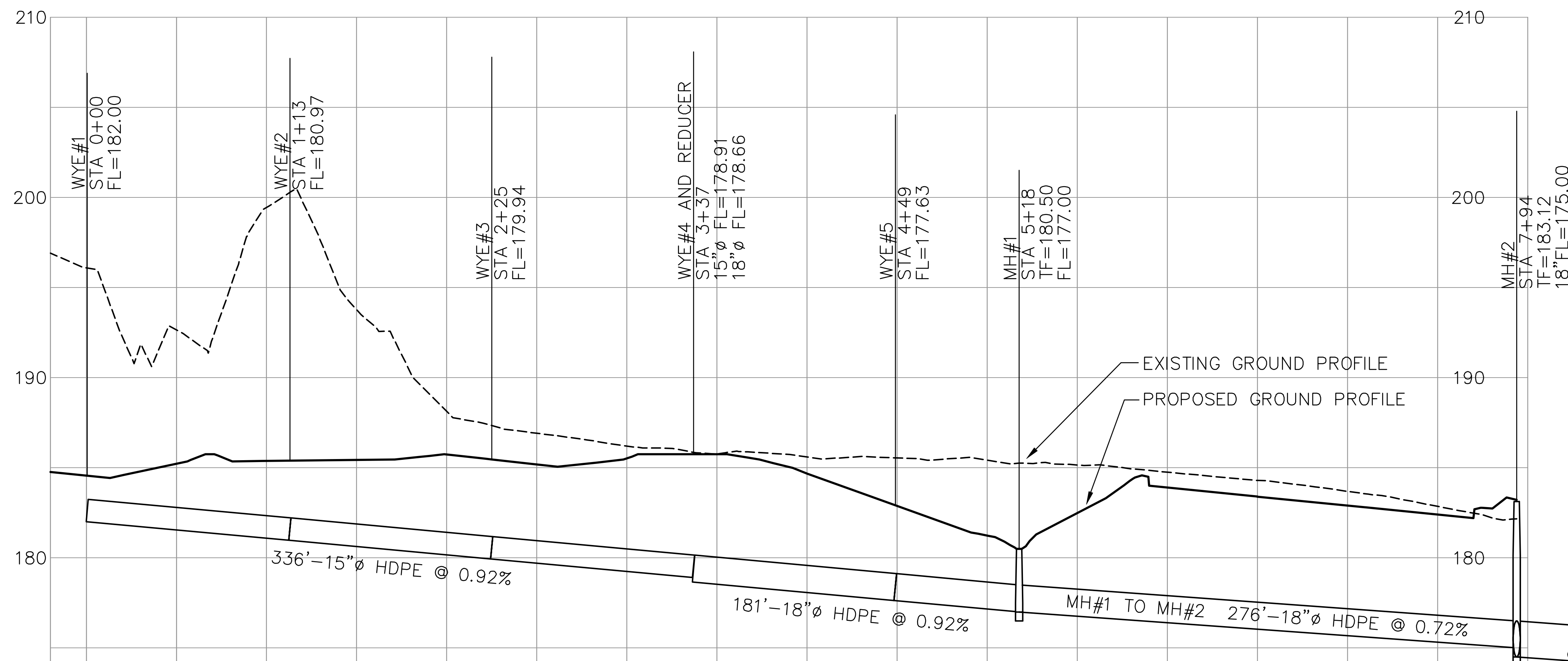
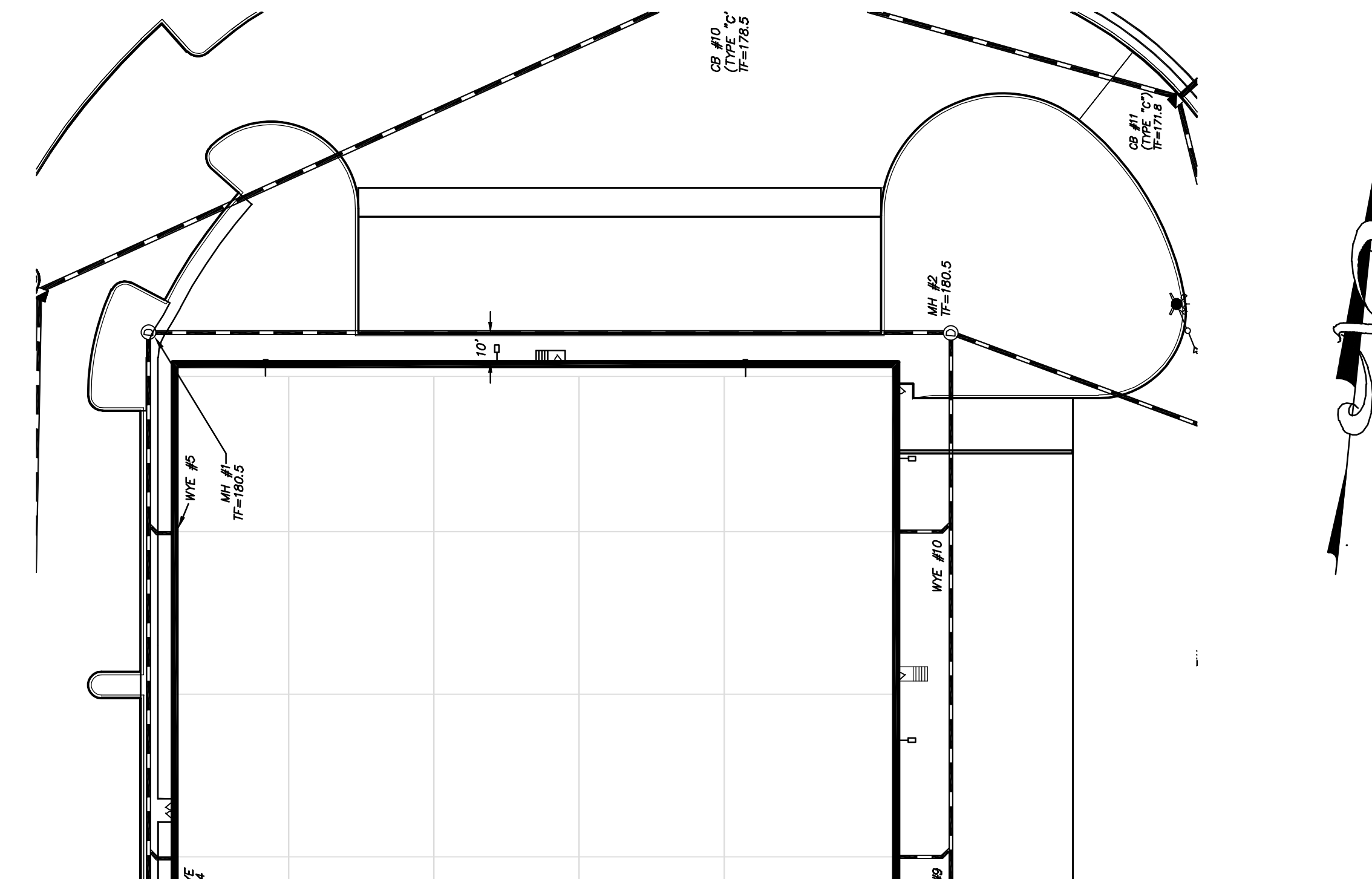
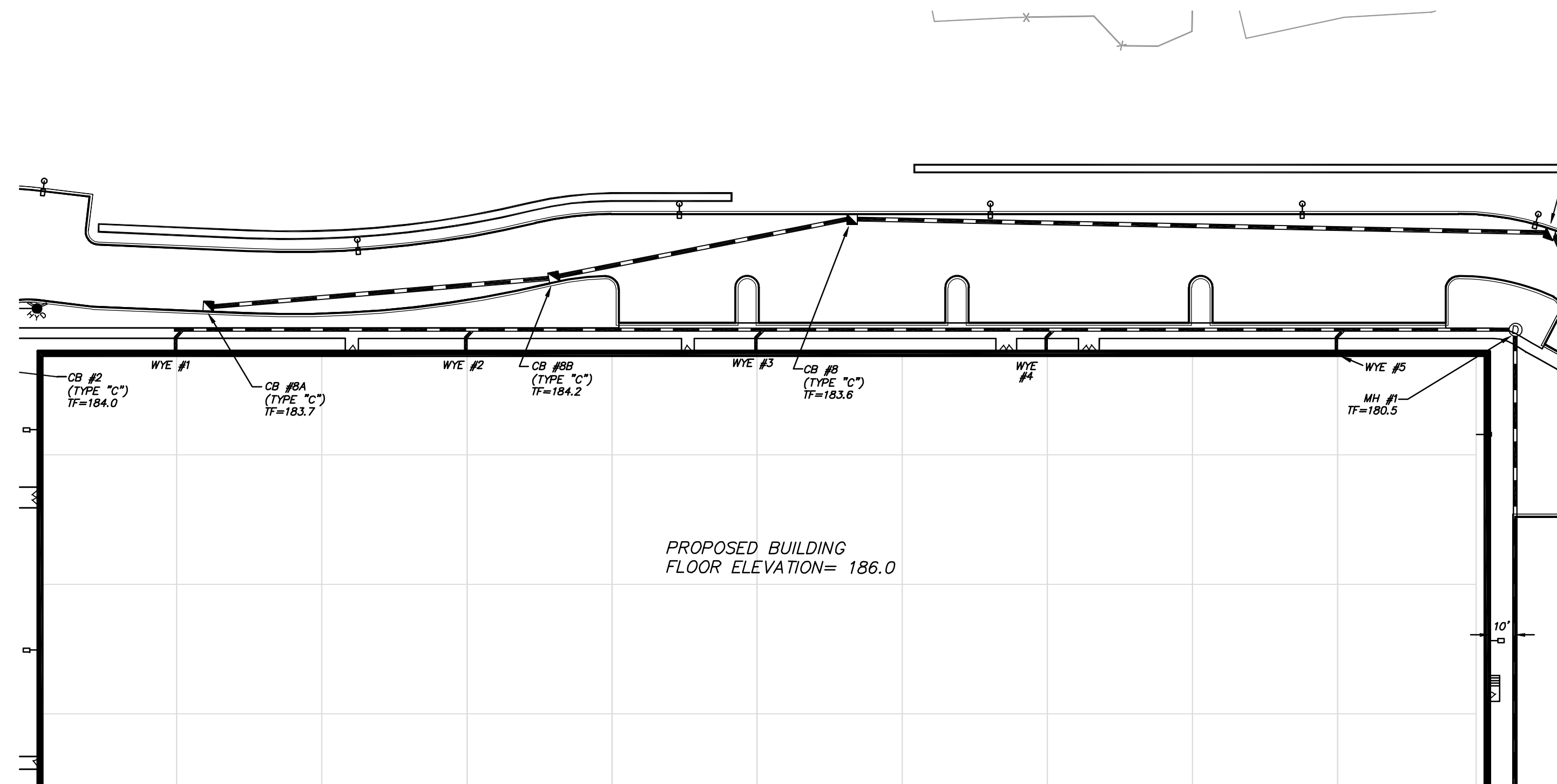
SITE PLAN  
PREPARED FOR  
LFF COMMERCE JV LLC  
PLAN / PROFILE  
MANCHESTER, CONNECTICUT

71 COMMERCE ROAD  
(FORMERLY KNOWN AS  
71 AND 81 COMMERCE ROAD)

Sheet  
C6.6



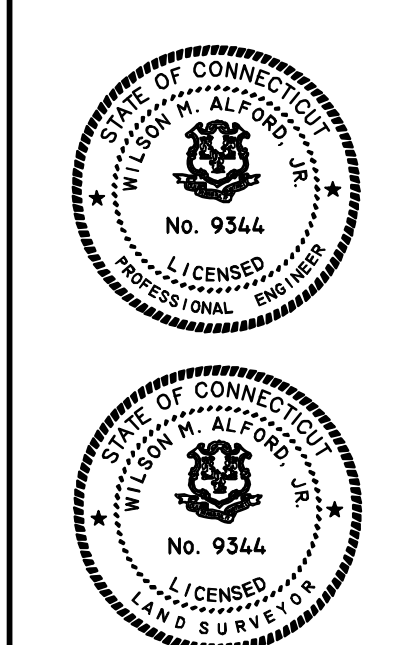
THE LOCATIONS OF UNDERGROUND UTILITIES ARE APPROXIMATE AND ALL UTILITIES MAY NOT BE SHOWN. PRIOR TO CONSTRUCTION, CONTRACTOR SHALL CALL 1-800-922-4455 AND HAVE UTILITIES MARKED ON THE GROUND.



STORM RUN 5

APPROVED  
PLANNING & ZONING  
COMMISSION  
MANCHESTER, CT.  
DATE: \_\_\_\_\_  
SIGNED: \_\_\_\_\_

REVISION
8-7-24
REVISED PROPOSED LAYOUT
DATE



TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

L.S. No. 9344

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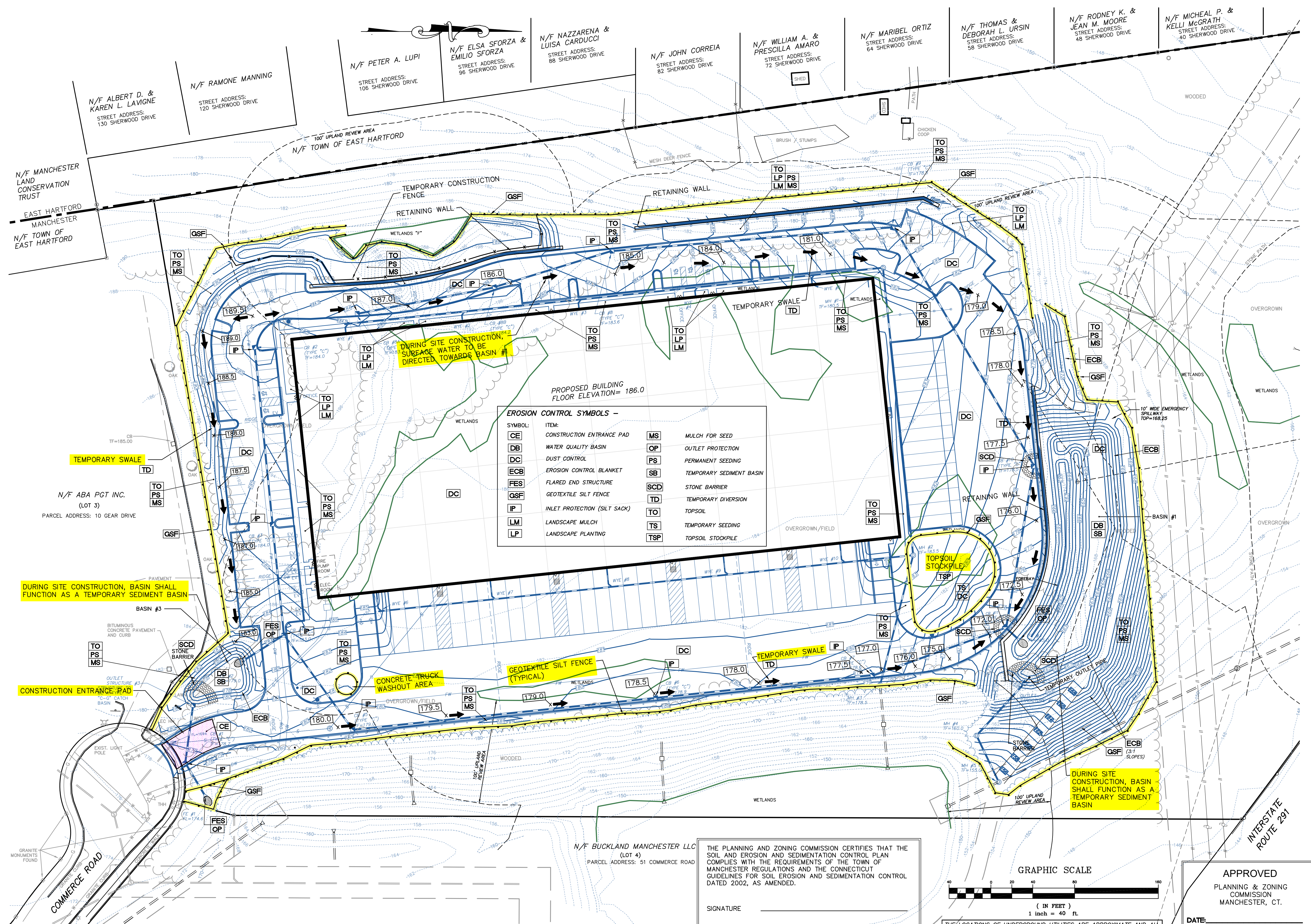
CIVIL ENGINEERS  
WINDSOR, CONNECTICUT  
WILSON M. ALFORD, JR., P.E. & L.S.

DATE: JULY 8, 2024

SCALE: 1 IN. = 40 FT.

SITE PLAN  
PREPARED FOR  
LFF COMMERCE JV LLC  
PLAN / PROFILE  
71 COMMERCE ROAD  
(FORMERLY KNOWN AS  
71 AND 81 COMMERCE ROAD)  
MANCHESTER, CONNECTICUT

Sheet  
C6.7



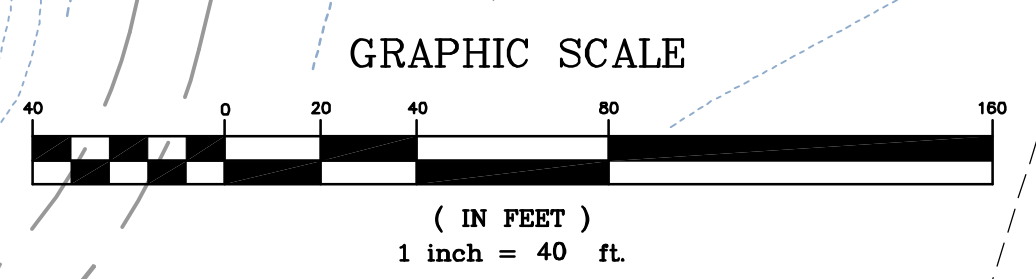
**EROSION CONTROL SYMBOLS --**

SYMBOL:	ITEM:	SYMBOL:	ITEM:
CE	CONSTRUCTION ENTRANCE PAD	MS	MULCH FOR SEED
DB	WATER QUALITY BASIN	OP	OUTLET PROTECTION
DC	DUST CONTROL	PS	PERMANENT SEEDING
ECB	EROSION CONTROL BLANKET	SB	TEMPORARY SEDIMENT BASIN
FES	FLARED END STRUCTURE	SCD	STONE BARRIER
GSF	GEOTEXTILE SILT FENCE	TD	TEMPORARY DIVERSION
IP	INLET PROTECTION (SILT SACK)	TO	TOPSOIL
LM	LANDSCAPE MULCH	TS	TEMPORARY SEEDING
LP	LANDSCAPE PLANTING	TSP	TOPSOIL STOCKPILE

THE PLANNING AND ZONING COMMISSION CERTIFIES THAT THE SOIL AND EROSION AND SEDIMENTATION CONTROL PLAN COMPLIES WITH THE REQUIREMENTS OF THE TOWN OF MANCHESTER REGULATIONS AND THE CONNECTICUT GUIDELINES FOR SOIL EROSION AND SEDIMENTATION CONTROL DATED 2002, AS AMENDED.

SIGNATURE \_\_\_\_\_

DATE OF APPROVAL \_\_\_\_\_



APPROVED  
 PLANNING & ZONING  
 COMMISSION  
 MANCHESTER, CT.

DATE: \_\_\_\_\_

SIGNED: \_\_\_\_\_

NO. 9344	REVISED PROPOSED LAYOUT	8-7-24	DATE
NO. 9344	REVISED PER TOWN STAFF COMMENTS	7-8-24	DATE

STATE OF CONNECTICUT  
 WILSON H. ALFORD, JR.  
 LICENSED PROFESSIONAL ENGINEER  
 NO. 9344

STATE OF CONNECTICUT  
 WILSON H. ALFORD, JR.  
 LICENSED LAND SURVEYOR  
 NO. 9344

TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

L.S. NO. 9344

NOT VALID WITHOUT A LIVE SIGNATURE AND EMBOSSED SEAL

**Alford**  
 ASSOCIATES, INC.

CIVIL ENGINEERS  
 WINDSOR, CONNECTICUT  
 WILSON H. ALFORD, JR., P.E. & L.S.

DATE: MAY 6, 2024

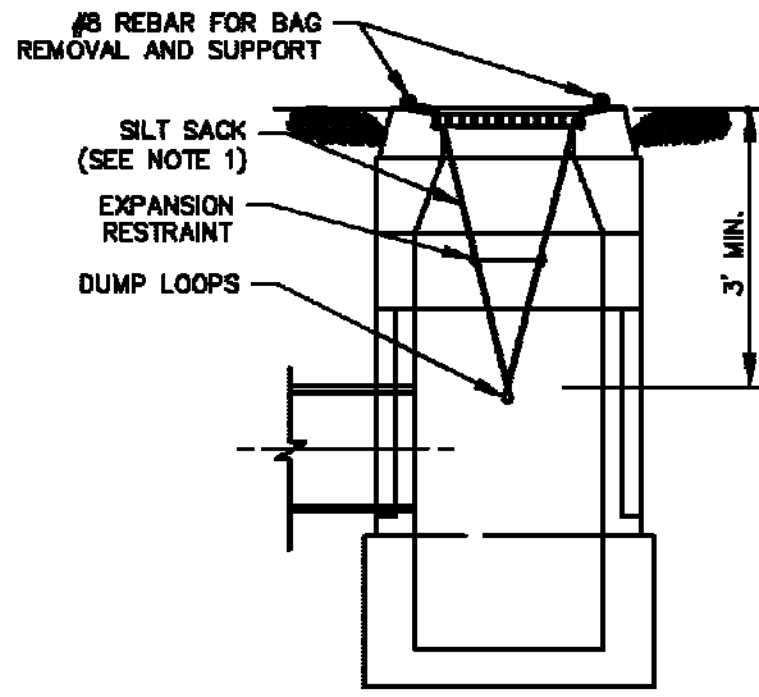
SCALE: 1 IN. = 40 FT.

SITE PLAN  
 PREPARED FOR  
**LFF COMMERCE JV LLC**  
 EROSION & SEDIMENTATION CONTROL PLAN  
 71 COMMERCE ROAD  
 (FORMERLY KNOWN AS  
 71 AND 81 COMMERCE ROAD)

MANCHESTER, CONNECTICUT

Sheet  
 C7.1

SS: PR-EROSION CONTROL P: C23047 D: C23047SP FOLDER: CAMPOFRANCO-MANCHESTER



- NOTES:**
- SILT SACKS SHALL BE HI-FLOW SILTSACK® TYPE 'A' FOR TYPE 'C'-L' CB TOPS AND TYPE 'B' WITH CURB DEFLECTORS FOR TYPE 'C' CB TOPS OR OTHER STRUCTURES WITH CURB INLETS AS MANUFACTURED BY ACF ENVIRONMENTAL, INC OR APPROVED EQUAL.
  - SILT SACKS SHALL BE PROVIDED WITH INTERNAL OVERFLOWS.
  - SILT SACKS SHALL BE EMPTIED WHEN THEY HAVE COLLECTED 8" TO 12" OF SEDIMENT. INSPECT EVERY 1 TO 2 WEEKS AND AFTER EVERY MAJOR RAINFALL EVENT.

REVISIONS			
NO.	DESCRIPTION	DATE	APPROVED

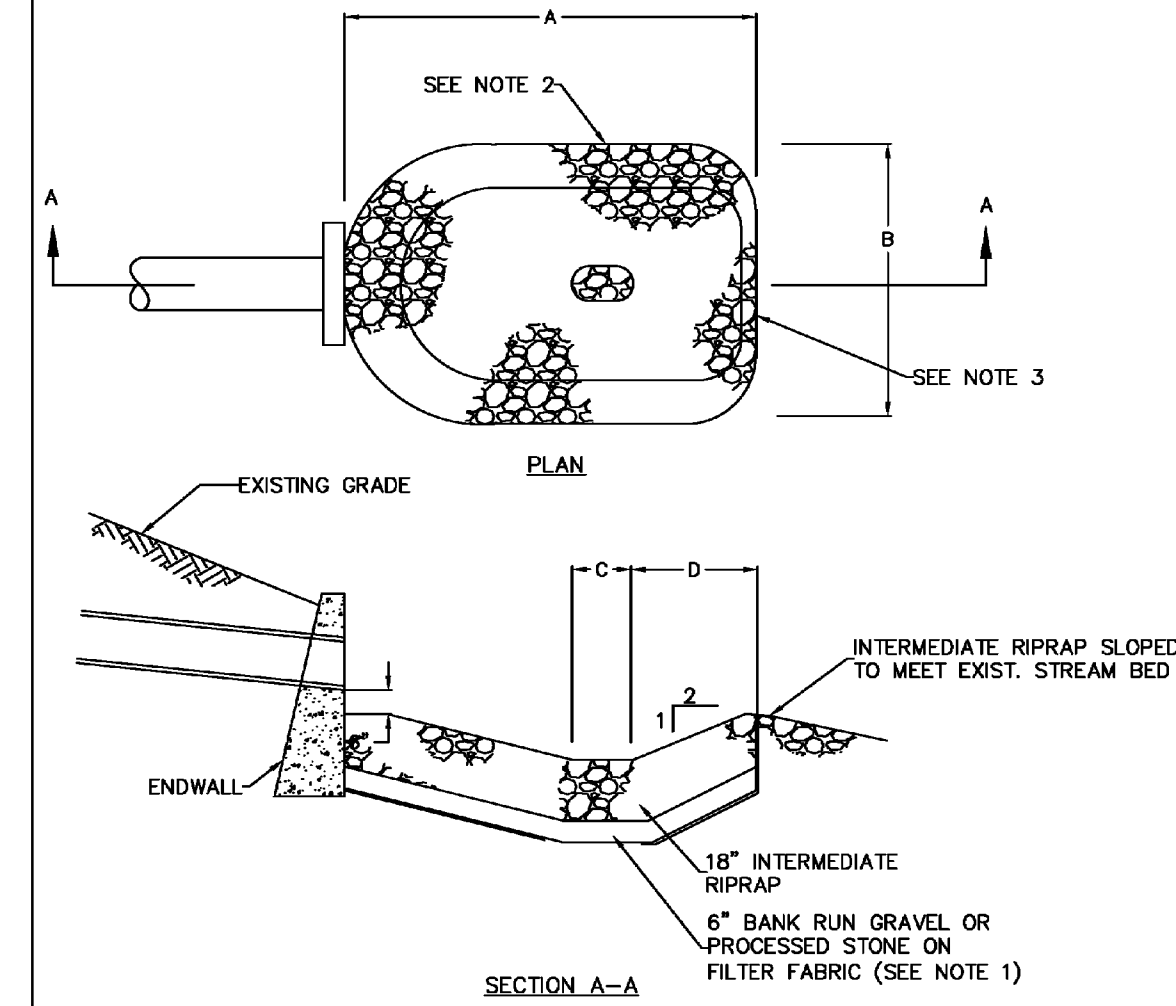
TOWN OF MANCHESTER  
PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION

SILT SACK

DRAWN BY: DG CHECKED BY: JL  
DATE: OCT 2020 FILENAME: PLATE26.DWG NO SCALE [PLATE 26.3]

**RIP RAP PLUNGE POOL**  
NOT TO SCALE

PIPE SIZE	A	B	C	D
UNDER 18"	10'	7'	2'	3'
18"-24"	16'	10'	3'	4'
30"-36"	22'	16'	4'	5'



- NOTES:**
- FILTER FABRIC SHALL BE NONWOVEN CLASS 2, WITH PERMITTIVITY OF 0.5 TO 0.1 SEC AND AOS OF 0.43mm TO 0.22mm AND SHALL MEET AASHTO M288-96.
  - SIDE ELEVATIONS TO BE AT OR ABOVE PIPE FLOW LINE.
  - DOWNSTREAM ELEVATION TO BE 1'-2" LOWER THAN UPSTREAM ELEVATION.

**GENERAL NOTES FOR NARRATIVE -**

- A PRE-CONSTRUCTION MEETING SHALL BE HELD WITH THE TOWN ENGINEER PRIOR TO THE START OF CONSTRUCTION.
- A STOCKPILE OF CRUSHED STONE, GEOTEXTILE SILT FENCE AND HAY BALES IS TO BE MAINTAINED ON SITE FOR USE DURING HEAVY RAINS OR OTHER EMERGENCIES.
- GEOTEXTILE SILT FENCE SHALL BE KEPT ON-SITE IN THE EVENT OF AN EMERGENCY OR TOWN REQUEST FOR ADDITIONAL EROSION PROTECTION DURING CONSTRUCTION.
- MAINTAIN DUST CONTROL BY USE OF CALCIUM CHLORIDE AND/OR WATER AT ALL TIMES DURING CONSTRUCTION.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE CLEANING OF NEARBY STREETS OF ANY DEBRIS AND SEDIMENTS FROM THE CONSTRUCTION ACTIVITIES.
- ACCUMULATED SEDIMENT SHALL BE REMOVED AS REQUIRED TO KEEP SILT FENCE FUNCTIONAL. IN ALL CASES, DEPOSITS SHALL BE REMOVED WHEN THE ACCUMULATED SEDIMENT HAS REACHED ONE-HALF ABOVE THE GROUND HEIGHT OF THE FENCE.
- ALL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH THE "2002 CONNECTICUT GUIDELINES FOR SOIL EROSION AND SEDIMENT CONTROL", CONNECTICUT DEP BULLETIN 34.
- THE EROSION AND SEDIMENT CONTROL MEASURES SHALL BE CONSIDERED AS MINIMUM REQUIREMENTS. THE TOWN RESERVES THE RIGHT TO AMEND THE EROSION AND SEDIMENTATION CONTROL MEASURES AS FIELD CONDITIONS WARRANT.
- ALL CONSTRUCTION, STORMWATER MANAGEMENT AND EROSION AND SEDIMENTATION CONTROLS SHALL COMPLY WITH THE TOWN OF MANCHESTER SPECIFICATIONS AND REGULATIONS.
- THE CONTRACTOR AND/OR OWNER SHALL BE CONTACTED IN THE EVENT OF EMERGENCY EROSION OR SEDIMENTATION FAILURE.
- AFTER A RAIN STORM, HAY BALES, GEOTEXTILE SILT FENCE AND VEGETATIVE COVER SHALL BE INSPECTED FOR POSSIBLE DAMAGE OR WASHOUT. REPAIR AS NECESSARY.
- NO STUMPS SHALL BE BURIED ON THE SUBJECT PROPERTY.
- ALL CONSTRUCTION TRAFFIC MUST EXIST THE SITE OVER THE CONSTRUCTION ENTRANCE PROPOSED TO PREVENT TRACKING OF THE SEDIMENT ONTO THE ROAD.

**EROSION AND SEDIMENTATION CONTROL NARRATIVE -**

- THE PROPERTY IS A 19.98 ACRE PARCEL LOCATED AT THE END OF COMMERCE ROAD IN MANCHESTER, CONNECTICUT. THE PROPERTY CONSISTS OF TWO (2) PARCELS KNOWN AS #71 AND #81 COMMERCE ROAD. BOTH PARCELS ARE ZONED "INDUSTRIAL" AND ARE WITHIN THE "BUCKLAND INDUSTRIAL PARK II". THE WEST SIDE OF THE PROPERTY ABUTS THE TOWN OF EAST HARTFORD, THE NORTH SIDE ABUTS INTERSTATE 291 AND BURHAM STREET, THE EAST SIDE ABUTS A VACANT INDUSTRIAL ZONED PROPERTY, ALSO BEING WITHIN THE "BUCKLAND INDUSTRIAL PARK II" AND THE SOUTH SIDE ABUTS A DEVELOPED INDUSTRIAL FACILITY. THE SUBJECT PROPERTY IS VACANT AND HAS SOME WETLANDS LOCATED ON THE PROPERTY.
- THE PROPOSAL IS TO CONSTRUCT A 144,300 SQUARE FOOT BUILDING DISTRIBUTION WAREHOUSE WITH ASSOCIATED PARKING, TRUCK LOADING, TRAILER PARKING AND UTILITIES.
- THE ANTICIPATED START OF CONSTRUCTION IS PLANNED FOR THE FALL OF 2024 WITH FINAL COMPLETION IN APPROXIMATELY ONE YEAR.

**CONSTRUCTION SEQUENCE -**

- CUT TREES AND REMOVE BRUSH WITHIN THE AREA OF CONSTRUCTION AND REMOVE OFF SITE.
  - INSTALL CONSTRUCTION ENTRANCE.
  - INSTALL GEOTEXTILE SILT FENCES.
- CONSTRUCT BASINS #1 AND #3.
  - FOR BOTH BASINS:
    - STUMP AREA OF BASIN. STUMPS TO BE REMOVED FROM SITE. STUMPS ARE NOT TO BE BURIED ON THE PROPERTY.
    - STRIP AND STOCKPILE TOPSOIL.
    - EXCAVATE, GRADE (INCLUDING FOREBAY IN BASIN #1), TOPSOIL AND SEED BASIN.
  - CONSTRUCT RETAINING WALL ADJACENT TO BASIN #1.
- CONSTRUCT RETAINING WALL ADJACENT TO WETLANDS "F". AFTER CONSTRUCTION OF WALL, THE AREA WEST OF THE WALL IS TO GRADED AND TOPSOILED TO FINAL GRADE. PLANT EVERGREEN TREES AND SEED TO ESTABLISH PERMANENT COVER. INSTALL TEMPORARY CONSTRUCTION FENCE. FENCE SHALL REMAIN IN PLACE THROUGHOUT ADJACENT CONSTRUCTION.
- FOR BASIN #1, INSTALL PERMANENT STORM DRAINAGE OUTLET STRUCTURE ALONG WITH ASSOCIATED MANHOLES AND PIPES TO CONNECT INTO THE EXISTING OUTLET PIPE. FOR BASIN #3, INSTALL PERMANENT STORM DRAINAGE OUTLET STRUCTURE ALONG WITH ASSOCIATED STORM DRAINAGE STRUCTURES AND CONNECTING PIPE TO FLARED END #1. PLACE RIP-RAP PLUNGE POOL AT FLARED END.
- FOR BASIN #1, INSTALL TEMPORARY OUTLET PIPE INTO STORM DRAINAGE OUTLET STRUCTURE #1.

INSTALL A STONE BARRIER AT EACH OF THE BASIN OUTLET DRAINAGE STRUCTURES. EACH OF THE STONE BARRIERS ARE TO BE MAINTAINED AND FUNCTION PROPERLY DURING CONSTRUCTION. AT THE END OF CONSTRUCTION, STONE BARRIERS ARE TO BE CLEANED AND OR REPAIRED, AS NECESSARY, AND TO REMAIN AS PERMANENT.

DURING SITE CONSTRUCTION, THE TWO (2) BASINS WILL EACH FUNCTION AS A TEMPORARY SEDIMENT BASIN. AS NEEDED, TEMPORARY SEDIMENT BASIN SHALL BE CLEANED OF ACCUMULATED SILT AND SEDIMENT SO THAT BASIN WILL FUNCTION PROPERLY THROUGHOUT THE DEVELOPMENT.

- CONSTRUCT TEMPORARY SWALES AND DIRECT TOWARDS BASIN, AS SHOWN. PLACE TEMPORARY STONE BARRIERS AT CATCH BASINS #10 AND #11. SWALES TO BE MAINTAINED AND FUNCTION PROPERLY UNTIL STORM WATER CAN BE CARRIED IN PROPOSED DRAINAGE STRUCTURES.
- CONSTRUCT RETAINING WALL ON THE NORTHWEST SIDE OF THE PROPERTY.
- STUMP, STRIP AND STOCKPILE TOPSOIL FROM THE AREA OF THE BUILDING AND THE PROPOSED IMPROVEMENTS. PLACE GEOTEXTILE SILT FENCE AROUND STOCKPILE AREAS. PILES ARE TO BE SEED FOR TEMPORARY VEGETATION IF PILE IS TO REMAIN FOR AN EXTENDED PERIOD OF TIME. STUMPS ARE TO BE REMOVED FROM THE PROPERTY.
- GRADE THE AREAS OF THE PROPOSED IMPROVEMENTS.
- BEGIN CONSTRUCTION OF BUILDING.
- INSTALL STORM DRAINAGE.
  - PLACE SILT SACK IN THE TOP OF NEW CATCH BASINS. AREAS AROUND NEW CATCH BASIN TOPS ARE TO BE DEPRESSED. THROUGHOUT CONSTRUCTION, CARE SHALL BE TAKEN TO KEEP DISTURBED SURFACE WATER FROM ENTERING THE CATCH BASINS.
- CONSTRUCT UTILITIES, PAVEMENT AREAS AND OTHER SITE IMPROVEMENTS.
- INSTALL PLANT MATERIAL.
- LOAM AND SEED FOR PERMANENT COVER. IF PERMANENT COVER IS NOT DESIRED AT THE TIME OF THE SEEDING, USE TEMPORARY SEEDING PER VEGETATIVE COVER SCHEDULE.
- WHEN ALL CONTRIBUTING AREAS HAVE STABILIZED, ACCUMULATED SEDIMENT TO BE REMOVED FROM BASINS. REMOVE TEMPORARY OUTLET STRUCTURE AND PIPE, BLOCK AND SEAL PENETRATION INTO STRUCTURE. CORE PERMANENT ORIFICE. PLACE TOPSOIL AND SEED.
- THROUGHOUT CONSTRUCTION AND AT LEAST ONCE A WEEK, INSPECT GEOTEXTILE SILT FENCE AND/OR TEMPORARY VEGETATIVE COVER. IF REQUIRED, PERFORM MAINTENANCE AND REPAIRS TO INSURE PROPER WORKING ORDER. GEOTEXTILE SILT FENCE IS TO REMAIN IN PROPER WORKING ORDER UNTIL ALL VEGETATIVE COVER HAS BEEN ESTABLISHED. BEFORE REMOVAL OF ANY SILT FENCE, EXISTING ACCUMULATED SILT IS TO BE REMOVED AND DISPOSED OF PROPERLY. ALL DISTURBED AREAS ARE TO BE LOAMED AND SEED TO ESTABLISH PERMANENT COVER.
- THE OWNER OF THE PROPERTY AND/OR CONTRACTOR SHALL BE RESPONSIBLE FOR INSPECTION/MAINTENANCE/REPAIR/REPLACEMENT OF ALL EROSION CONTROL MEASURES UNTIL ALL CONTRIBUTING SURFACES HAVE BEEN ESTABLISHED.

**STORM DRAINAGE MAINTENANCE SCHEDULE -**

MAINTENANCE OF THE ON-SITE STORM DRAINAGE IS THE RESPONSIBILITY OF THE OWNER OF THE PROPERTY.

**MAINTENANCE SCHEDULE:**

- PARKING AREA SURFACE CLEANING; ALL PAVED AREAS SHALL BE SWEEP ANNUALLY BETWEEN APRIL 1st AND JULY 1st.
- CATCH BASINS: ALL BASIN RIM AREAS AND SUMPS SHALL BE KEPT CLEAR OF SEDIMENT, TRASH AND DEBRIS. ALL CATCH BASINS SHALL BE INSPECTED ANNUALLY BETWEEN MAY 1st AND SEPTEMBER 15th AND SUMPS SHALL BE CLEANED WHEN THE DEPTH OF ACCUMULATED MATERIAL EXCEEDS 1 FOOT. ACCUMULATED SAND, DIRT AND DEBRIS SHALL BE DISPOSED OF OFF-SITE IN A PROPER MANNER.
- SILT SACKS: SILT SACKS SHALL BE EMPTIED WHEN 6 INCHES TO 12 INCHES OF SEDIMENT HAS COLLECTED, BE INSPECTED EVERY 1 TO 2 WEEKS AND AFTER EVERY MAJOR RAIN EVENT.
- STORM DRAINAGE PIPES AND STRUCTURES: ALL STORM DRAINAGE STRUCTURES AND PIPES SHALL BE KEPT IN PROPER WORKING CONDITION. RIP-RAP OUTLET SHOULD BE INSPECTED AT LEAST SEMI-ANNUALLY AND AFTER SUBSTANTIAL RAINFALL EVENTS. THE AREA SHALL BE CLEARED OF ALL SEDIMENT DEPOSITS AND INVASIVE PLANT SPECIES. DAMAGE AND DETERIORATION OF THE AREA SHALL BE REPAIRED IMMEDIATELY. OUTLET CONTROL STRUCTURE SHALL BE INSPECTED MONTHLY. DEBRIS AND SEDIMENT WITHIN THE STRUCTURE SHALL BE REMOVED AS NEEDED OR AT LEAST ONCE PER YEAR BETWEEN MAY 1ST AND SEPTEMBER 15TH.
- BASINS: BASINS SHALL BE INSPECTED MONTHLY FOR EVIDENCE OF SILTATION, DEBRIS, AND EROSION. UNDERCUT OR ERODED AREAS SHALL BE REPAIRED WITHIN 30 DAYS OF DOCUMENTATIONS. BASINS SHALL BE INSPECTED FOR INVASIVE VEGETATION AT LEAST ONCE EVERY SIX MONTHS. FOREBAYS AND DETENTION BASINS SHALL BE MOWED ONCE PER YEAR AT THE END OF THE GROWING SEASON NO LATER THAN OCTOBER 15TH.
- REFER TO THE LATEST EDITION OF THE CONNECTICUT GUIDELINES FOR STORMWATER QUALITY MANAGEMENT, AS WELL AS THE TOWN'S ENGINEERING STANDARDS AND SPECIFICATIONS AS AMENDED, FOR THE PROPER IMPLEMENTATION OF STORMWATER MANAGEMENT.

**SUMMARY OF CONSERVATION PRACTICES -**

**TEMPORARY MEASURES DURING CONSTRUCTION**

- CONSTRUCTION ENTRANCE PAD
- GEOTEXTILE SILT FENCE TO BE PLACED IN AREAS AS SHOWN ON THE PLAN
- DUST CONTROL BY USE OF CALCIUM CHLORIDE AND/OR WATER
- ALL LITTER AND DEBRIS TO BE PICKED UP ON A DAILY BASIS
- ANY DISCARDED CONSTRUCTION MATERIALS SHALL BE DISPOSED OF IN A PROPER MANNER
- DISTURBED SURFACE WATER WILL BE COLLECTED IN A TEMPORARY SEDIMENT BASIN

**PERMANENT MEASURES ONCE SITE IS DEVELOPED**

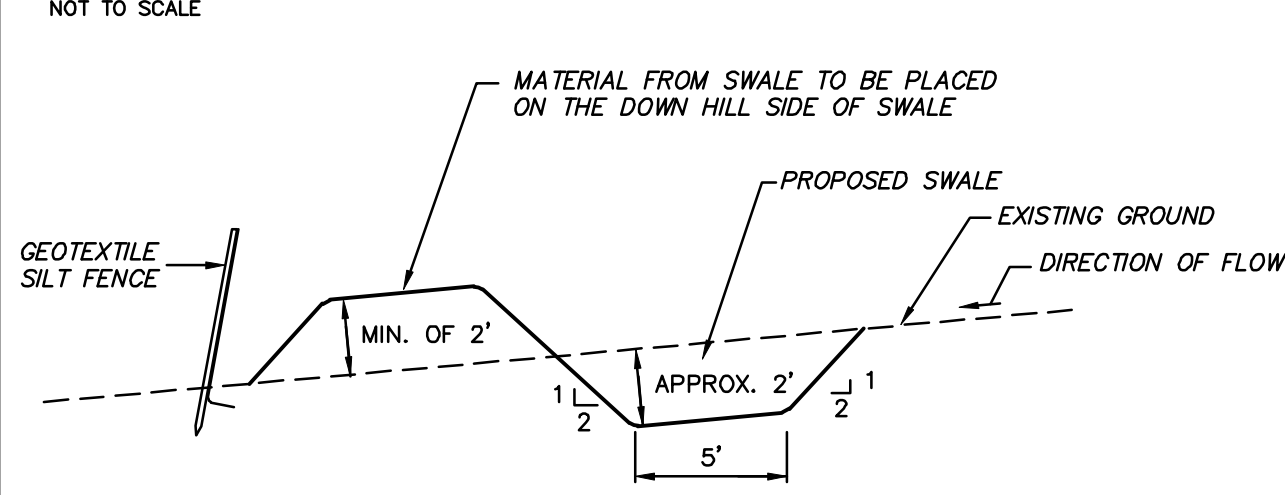
- ALL DISTURBED AREAS WITHOUT PAVEMENT SHALL BE LOAMED AND SEED TO ESTABLISH PERMANENT GRASS COVER.
- ALL LITTER AND DEBRIS TO BE PICKED UP ON A REGULAR BASIS
- BASINS WILL SERVE THE SITE STORM DRAINAGE.

**CONCRETE TRUCK WASHOUT NOTES:**

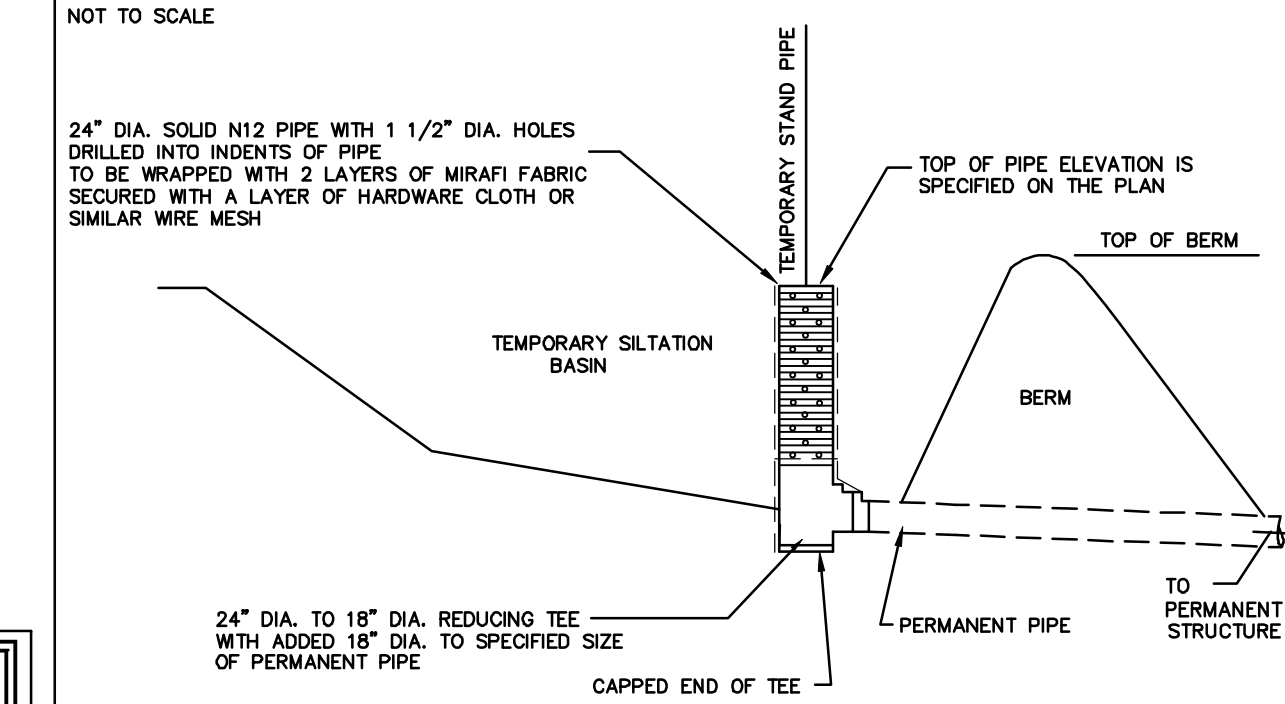
- A SIGN IS TO BE INSTALLED ADJACENT TO THE WASHOUT AREA TO INFORM CONCRETE EQUIPMENT OPERATORS TO UTILIZE THE PROPER FACILITIES.
- CONCRETE WASHOUT MATERIALS MUST BE CONTAINED WHERE WASTE CONCRETE CAN SOLIDIFY IN PLACE AND EXCESS WATER CAN SAFELY EVAPORATE.
- TEMPORARY WASHOUT AREA SHOULD HAVE A TEMPORARY PIT OR BERMED AREA LARGE ENOUGH TO CONTAIN ALL LIQUID AND WASTE CONCRETE MATERIALS FROM WASHOUT.
- WEEKLY INSPECTIONS OF THE WASHOUT AREA SHALL BE CONDUCTED TO ASSESS THE HOLDING CAPACITY AND FUNCTIONALITY OF THE AREA.
- CONCRETE SPOILS ARE TO BE REMOVED AFTER CURED.
- WHEN THE CONCRETE WASHOUT AREA IS NO LONGER NEEDED, THE AREA IS TO BE RESTORED TO ORIGINAL EXISTING GRADE. PLACE A MINIMUM OF 4 INCHES OF TOPSOIL AND SEED PER VEGETATIVE COVER SCHEDULE.

THE LOCATIONS OF UNDERGROUND UTILITIES ARE APPROXIMATE AND ALL UTILITIES MAY NOT BE SHOWN PRIOR TO CONSTRUCTION. CONTRACTOR SHALL CALL 1-800-922-4455 AND HAVE UTILITIES MARKED ON THE GROUND.

**TEMPORARY SWALE DURING CONSTRUCTION**  
NOT TO SCALE



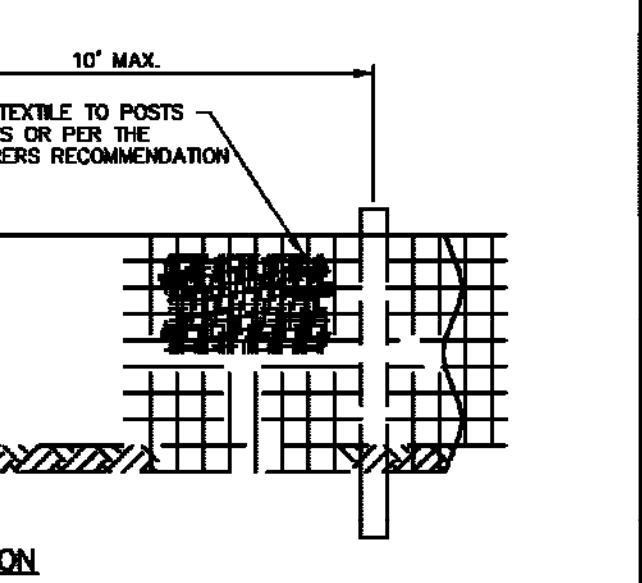
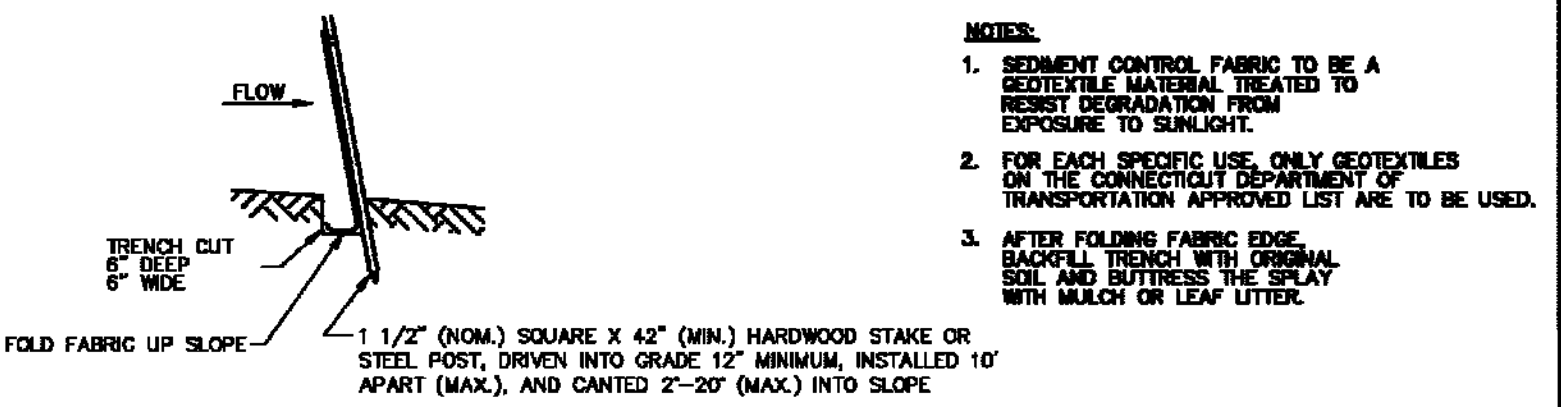
**DETAIL OF TEMPORARY SILTATION BASIN OUTLET**  
NOT TO SCALE



**PERMANENT EROSION CONTROL BLANKETS**

TO BE USED WHERE SLOPES ARE 3:1 AND STEEPER

WHEN INSTALLING, ENSURE THAT THE LAP JOINTS ARE SECURE, ALL EDGES ARE PROPERLY ANCHORED AND ALL STAKING/STAPLING PATTERNS FOLLOW THE MANUFACTURER'S RECOMMENDATIONS.

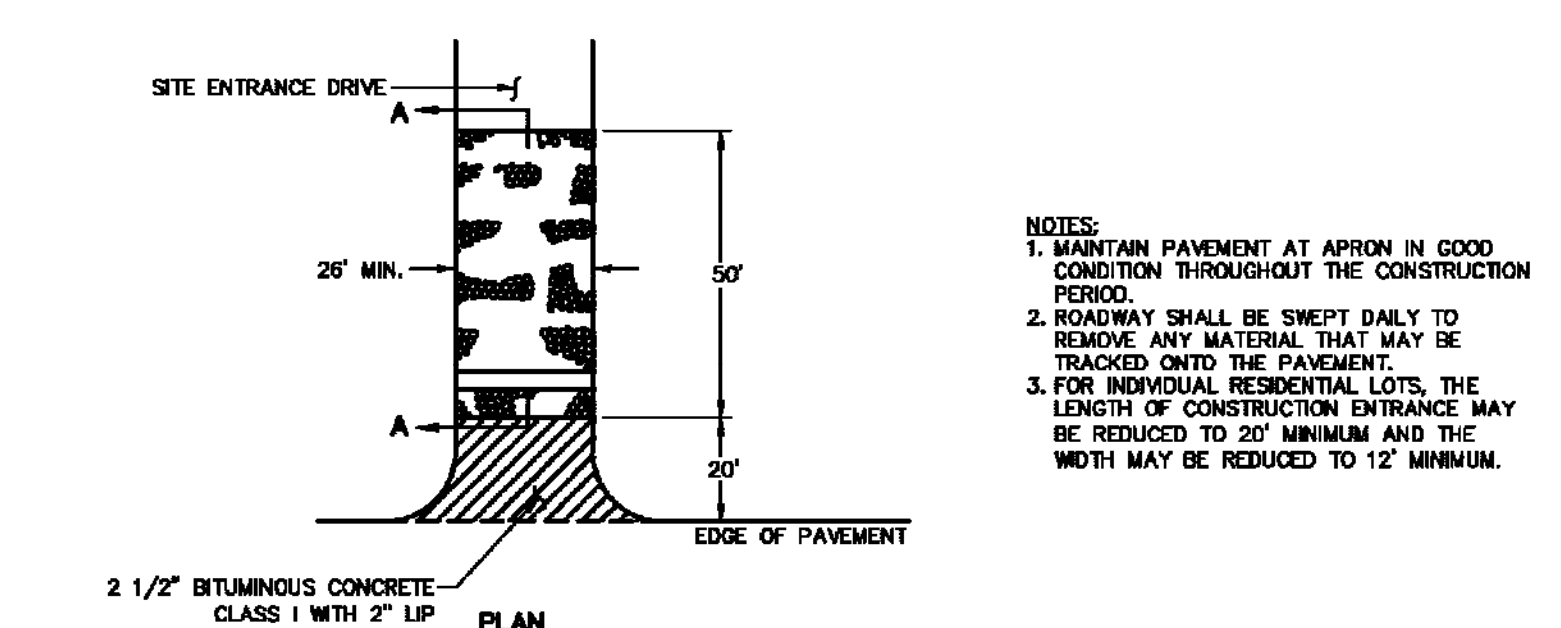
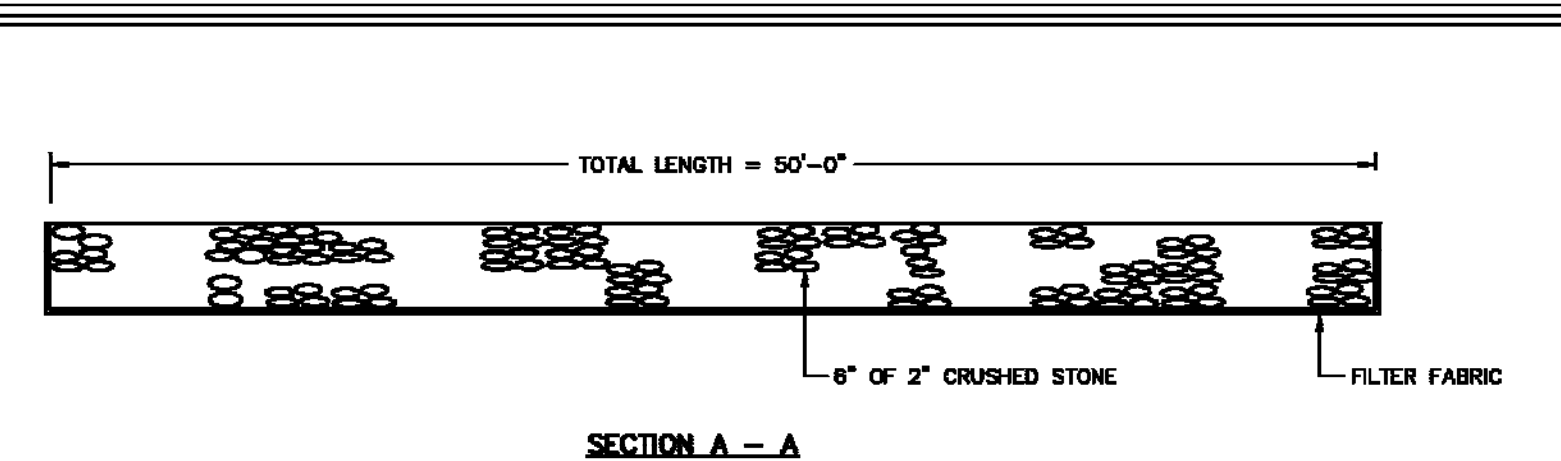


REVISIONS			
NO.	DESCRIPTION	DATE	APPROVED

TOWN OF MANCHESTER  
PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION

SILT FENCE

DRAWN BY: DG CHECKED BY: JL  
DATE: OCT 2020 FILENAME: PLATE25.DWG NO SCALE [PLATE 25.3]



- NOTES:**
- MAINTAIN PAVEMENT AT APRON IN GOOD CONDITION THROUGHOUT THE CONSTRUCTION PERIOD.
  - ROADWAY SHALL BE SWEEP DAILY TO REMOVE ANY MATERIAL THAT MAY BE TRACKED ONTO THE PAVEMENT.
  - FOR INDIVIDUAL RESIDENTIAL LOTS, THE LENGTH OF CONSTRUCTION ENTRANCE MAY BE REDUCED TO 20' MINIMUM AND THE WIDTH MAY BE REDUCED TO 12' MINIMUM.

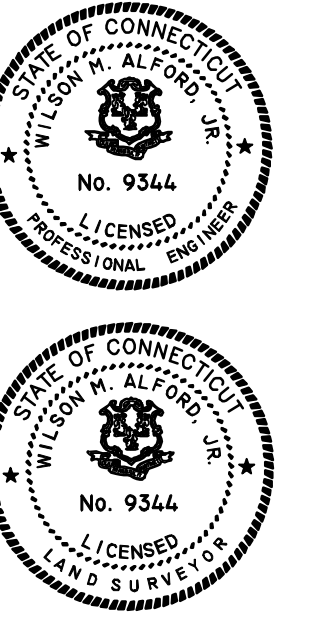
REVISIONS			
NO.	DESCRIPTION	DATE	APPROVED

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PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION

CONSTRUCTION ENTRANCE

DRAWN BY: DG CHECKED BY: JL  
DATE: OCT 2020 FILENAME: PLATE26.DWG NO SCALE [PLATE 26.4]

NO.	REVISION	DATE



TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

L.S. NO. 9344

NOT VALID WITHOUT A LIVE SIGNATURE AND EMBOSSED SEAL

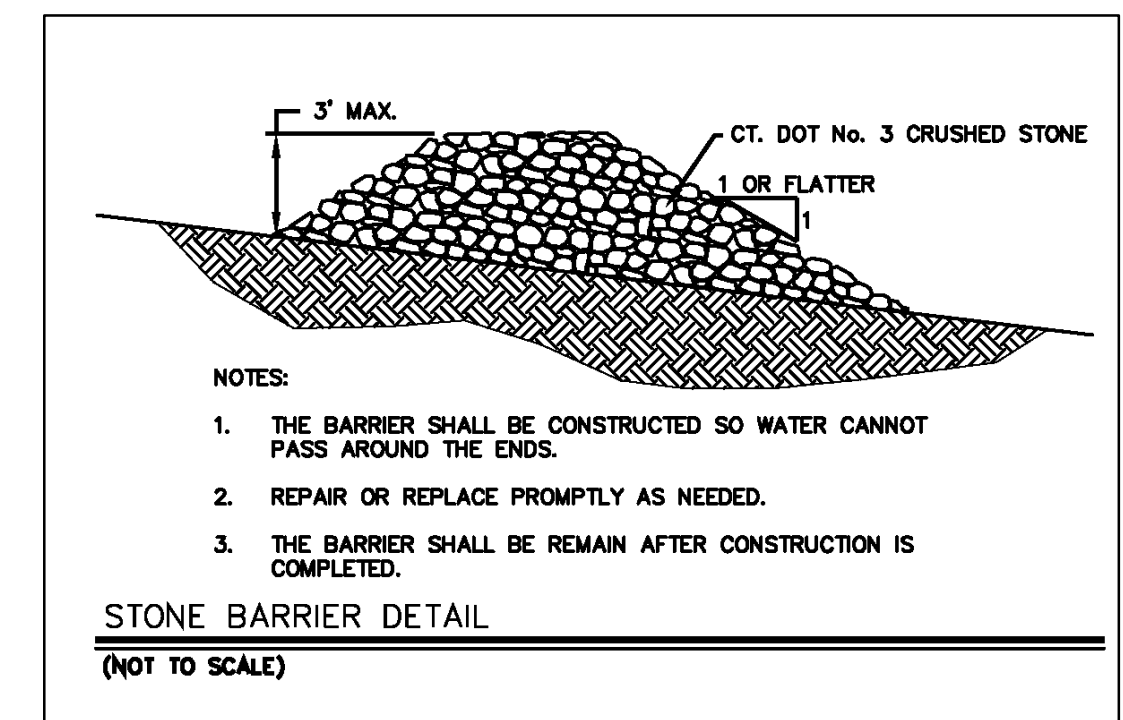


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SITE PLAN  
PREPARED FOR  
LFF COMMERCE JV LLC  
EROSION & SEDIMENTATION CONTROL PLAN  
FORMERLY KNOWN AS  
71 AND 81 COMMERCE ROAD  
MANCHESTER, CONNECTICUT



- NOTES:**
- THE BARRIER SHALL BE CONSTRUCTED SO WATER CANNOT PASS AROUND THE ENDS.
  - REPAIR OR REPLACE PROMPTLY AS NEEDED.
  - THE BARRIER SHALL BE REMAIN AFTER CONSTRUCTION IS COMPLETED.

STONE BARRIER DETAIL  
(NOT TO SCALE)

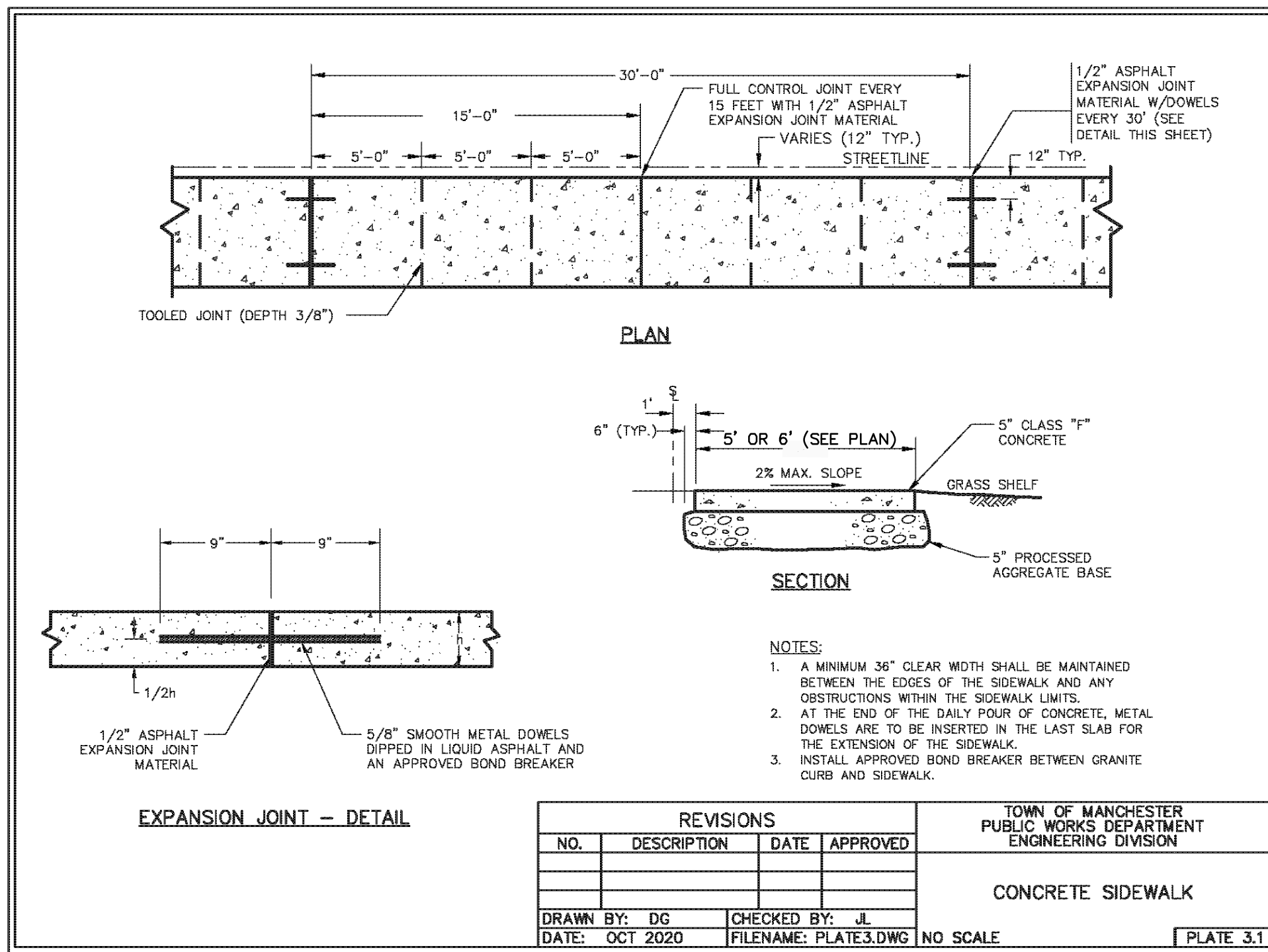
THE PLANNING AND ZONING COMMISSION CERTIFIES THAT THE SOIL AND EROSION AND SEDIMENTATION CONTROL PLAN COMPLIES WITH THE REQUIREMENTS OF THE TOWN OF MANCHESTER REGULATIONS AND THE CONNECTICUT GUIDELINES FOR SOIL EROSION AND SEDIMENTATION CONTROL DATED 2002, AS AMENDED.

SIGNATURE \_\_\_\_\_  
DATE OF APPROVAL \_\_\_\_\_

APPROVED  
PLANNING & ZONING  
COMMISSION  
MANCHESTER, CT.

DATE: \_\_\_\_\_  
SIGNED: \_\_\_\_\_

Sheet  
C7.2

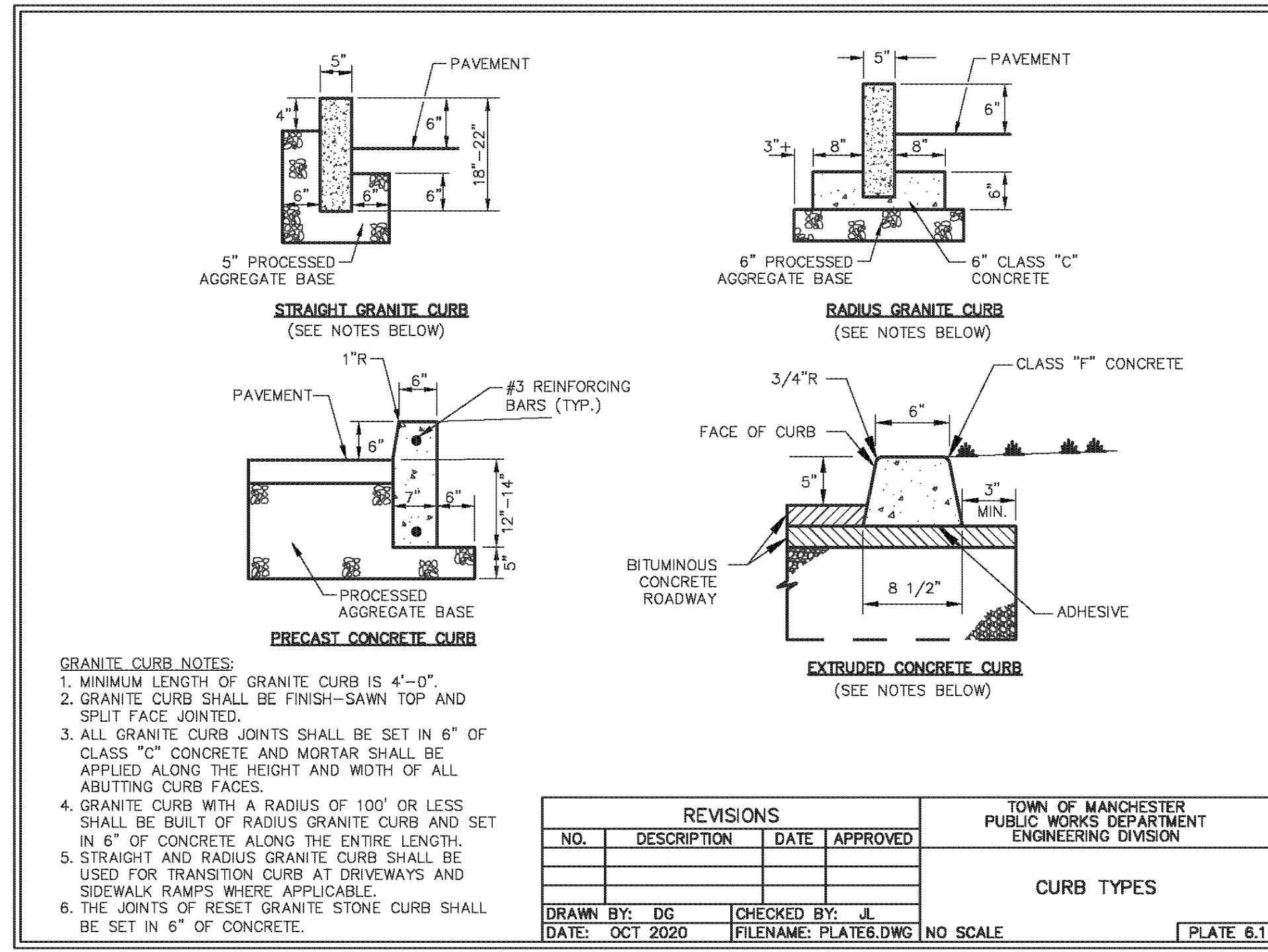


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ENGINEERING DIVISION

CONCRETE SIDEWALK

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DATE: OCT 2020      FILENAME: PLATE3.DWG      NO SCALE      PLATE 3.1

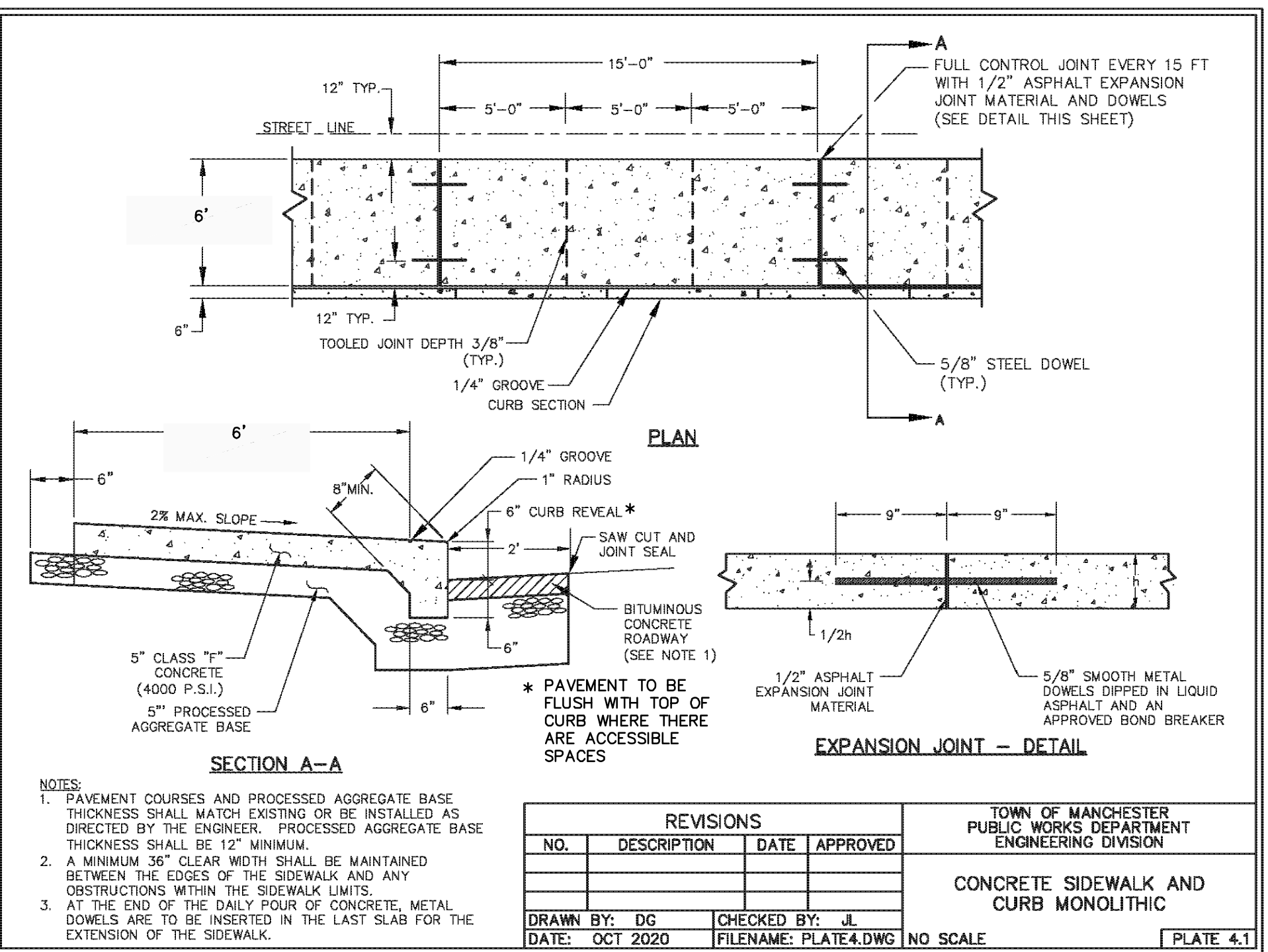


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CURB TYPES

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DATE: OCT 2020      FILENAME: PLATE6.DWG      NO SCALE      PLATE 6.1



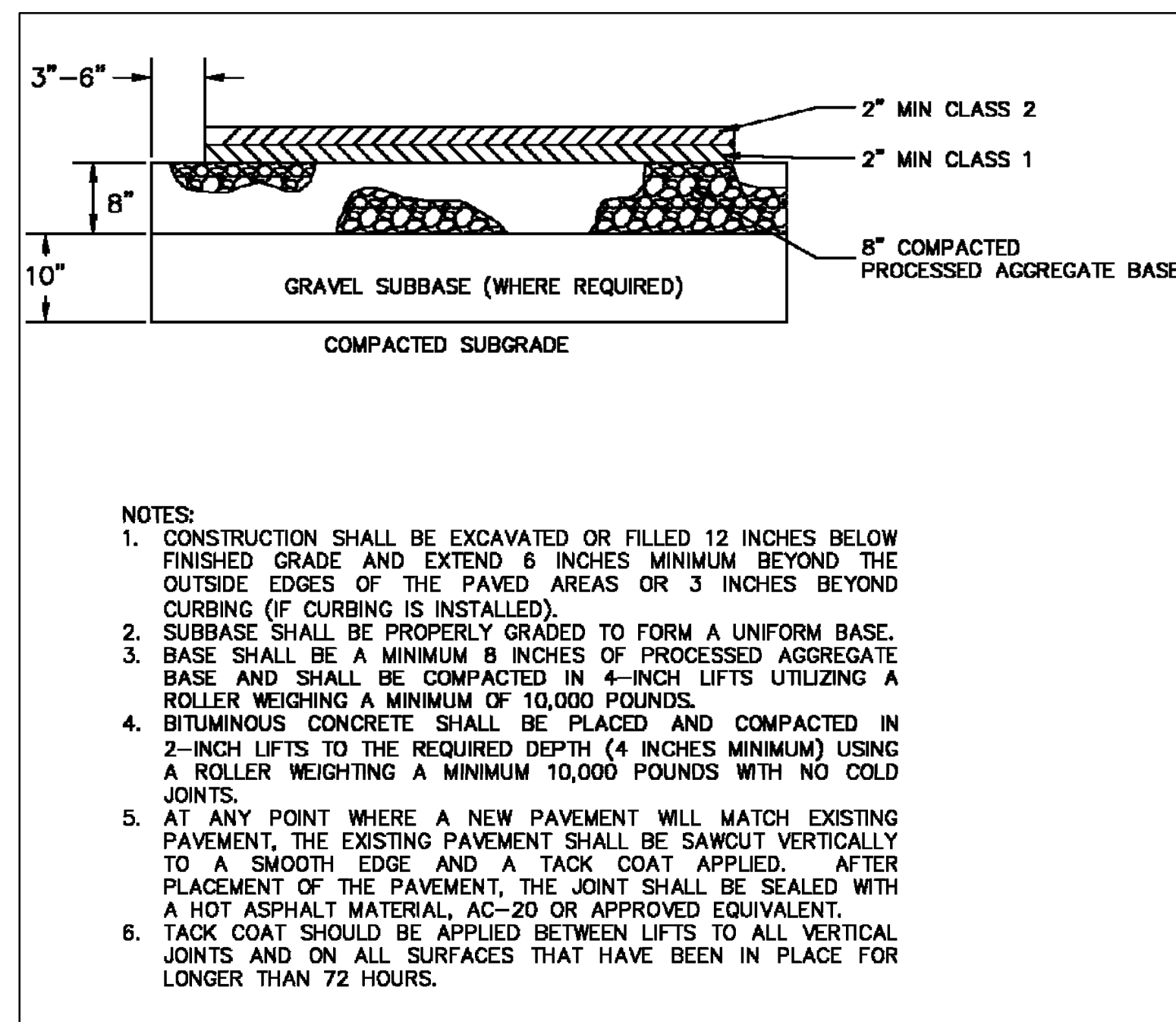
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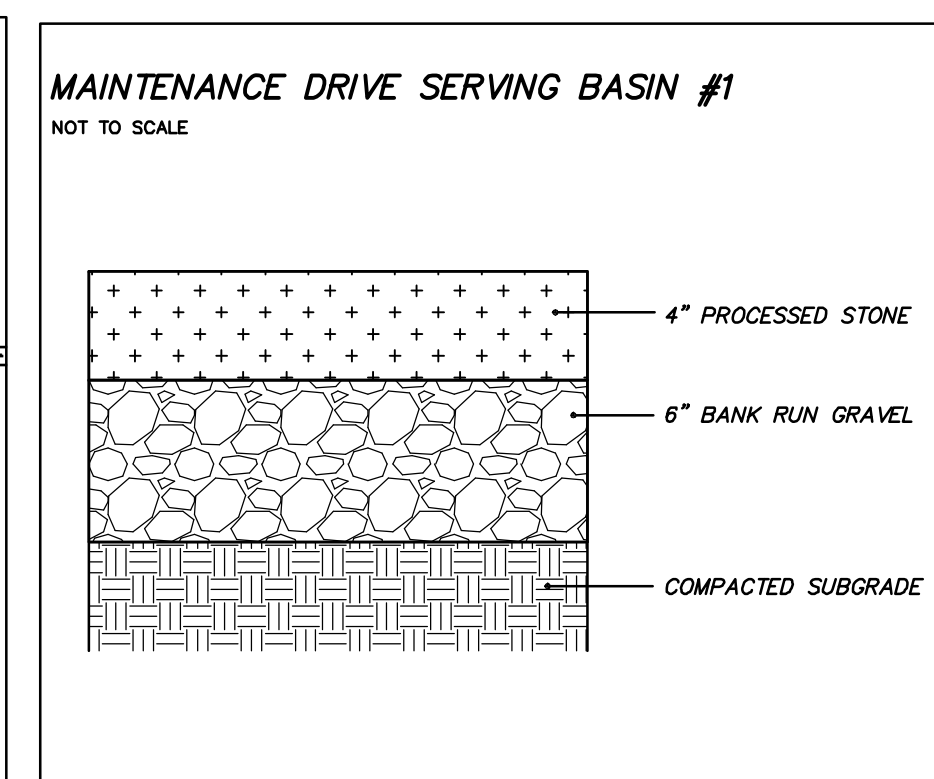
CONCRETE SIDEWALK AND CURB MONOLITHIC

DRAWN BY: DG      CHECKED BY: JL  
DATE: OCT 2020      FILENAME: PLATE4.DWG      NO SCALE      PLATE 4.1

**BITUMINOUS CONCRETE PAVEMENT FOR DRIVEWAYS AND PARKING AREAS**  
NOT TO SCALE



- NOTES:**
- CONSTRUCTION SHALL BE EXCAVATED OR FILLED 12 INCHES BELOW FINISHED GRADE AND EXTEND 6 INCHES MINIMUM BEYOND THE OUTSIDE EDGES OF THE PAVED AREAS OR 3 INCHES BEYOND CURBING (IF CURBING IS INSTALLED).
  - SUBBASE SHALL BE PROPERLY GRADED TO FORM A UNIFORM BASE. BASE SHALL BE A MINIMUM 8 INCHES OF PROCESSED AGGREGATE BASE AND SHALL BE COMPACTED IN 4-INCH LIFTS UTILIZING A ROLLER WEIGHING A MINIMUM OF 10,000 POUNDS.
  - BITUMINOUS CONCRETE SHALL BE PLACED AND COMPACTED IN 2-INCH LIFTS TO THE REQUIRED DEPTH (4 INCHES MINIMUM) USING A ROLLER WEIGHING A MINIMUM 10,000 POUNDS WITH NO COLD JOINTS.
  - AT ANY POINT WHERE A NEW PAVEMENT WILL MATCH EXISTING PAVEMENT, THE EXISTING PAVEMENT SHALL BE SAWCUT VERTICALLY TO A SMOOTH EDGE AND A TACK COAT APPLIED. AFTER PLACEMENT OF THE PAVEMENT, THE JOINT SHALL BE SEALED WITH A HOT ASPHALT MATERIAL, AC-20 OR APPROVED EQUIVALENT.
  - TACK COAT SHOULD BE APPLIED BETWEEN LIFTS TO ALL VERTICAL JOINTS AND ON ALL SURFACES THAT HAVE BEEN IN PLACE FOR LONGER THAN 72 HOURS.



**GENERAL SITE DEVELOPMENT NOTES -**

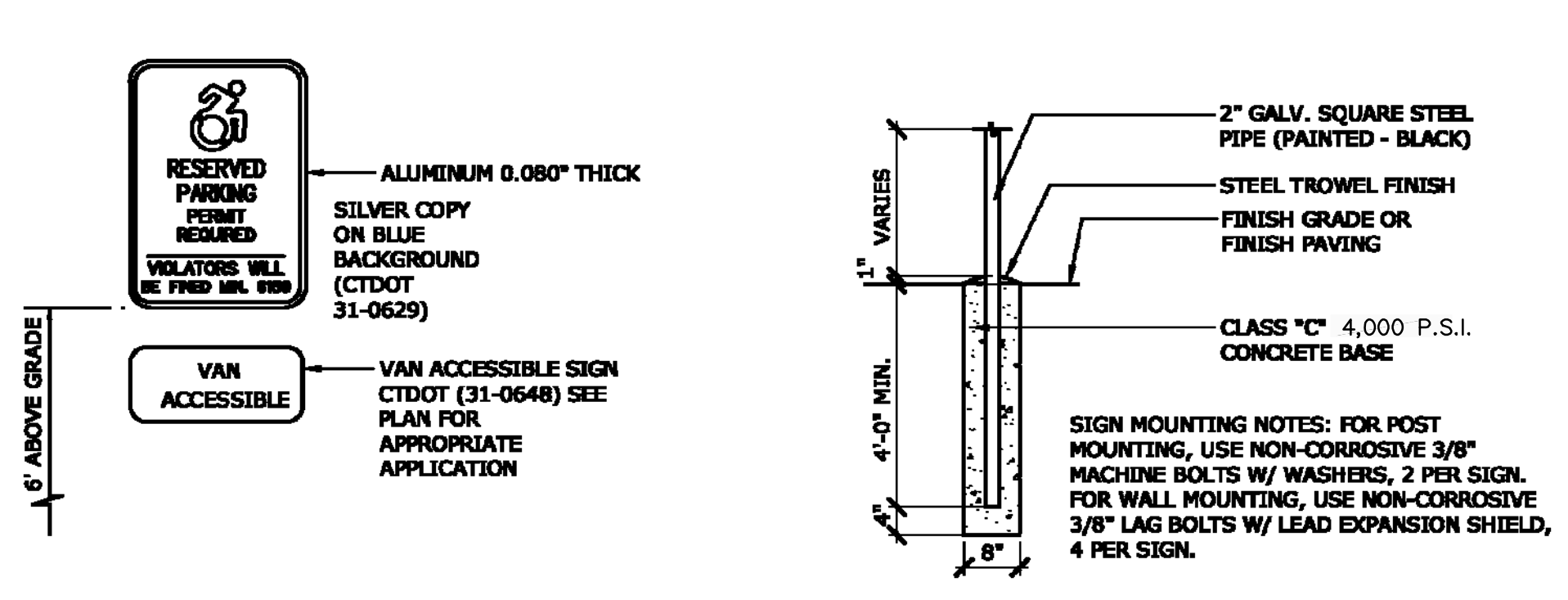
- CONTRACTOR SHALL COMPLY WITH ALL STATE AND LOCAL REGULATIONS.
- CONTRACTOR SHALL VERIFY LAYOUT DIMENSIONS. ANY DISCREPANCIES SHALL BE REPORTED TO THE DESIGN ENGINEER PRIOR TO ANY CONSTRUCTION.
- MATERIAL THICKNESSES SPECIFIED ARE COMPACTED THICKNESSES.
- PROPOSED PAVEMENT SHALL MAKE A SMOOTH TRANSITION WITH THE EXISTING PAVEMENT.
- ROUND TOPS AND TOES OF ALL PAVED AND PLANTED SLOPES.
- UNSPECIFIED CONSTRUCTION SHALL BE IN CONFORMANCE WITH THE MANCHESTER PUBLIC IMPROVEMENT STANDARDS, THE STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROADS, BRIDGES AND INCIDENTAL CONSTRUCTION, FORM 818, AMENDED, AND WITH MANUFACTURER'S SPECIFICATIONS.
- WASTE CONTROL IS TO BE MAINTAINED ON THE SITE AT ALL TIMES. THIS INCLUDES ACCUMULATED SEDIMENT AND LITTER. SPECIFICALLY, ALL WASTE MATERIALS (INCLUDING WASTEWATER) SHALL BE DISPOSED OF IN ACCORDANCE WITH LOCAL, STATE AND FEDERAL LAW. LITTER SHALL BE PICKED UP ON A REGULAR BASIS.
- THE DEVELOPER SHALL PRACTICE EFFECTIVE DUST CONTROL PER THE SOIL CONSERVATION SERVICE HANDBOOK DURING CONSTRUCTION AND UNTIL ALL AREAS ARE STABILIZED OR SURFACE TREATED. THE DEVELOPER SHALL BE RESPONSIBLE FOR THE CLEANING OF NEARBY STREETS, AS ORDERED BY THE TOWN, OF ANY DEBRIS FROM THESE CONSTRUCTION ACTIVITIES.
- THE TOPSOIL IS THE PROPERTY OF THE OWNER.
- THE INTENTION OF THIS PLAN IS NOT TO POND SURFACE WATER WITHIN THE PAVED AREAS.
- PROPOSED LIGHTS SHALL BE SHIELDED TO CONFINE ILLUMINATION TO THE SUBJECT SITE.
- REQUIRED LANDSCAPING SHOWN ON THE APPROVED SITE PLAN SHALL BE MAINTAINED IN A MANNER REASONABLY ASSURING ITS SURVIVAL. ANY REQUIRED PLANTING FOUND DEAD BY THE ZONING ENFORCEMENT OFFICER SHALL BE REPLACED IN-KIND DURING THE NEXT AVAILABLE PLANTING SEASON.
- AREAS WHERE NEW PAVEMENT MEETS EXISTING PAVEMENT SHOULD BE SAW CUT. TACK COAT EDGE AND SEAL JOINT WITH HOT ASPHALT AC-20 OR APPROVED EQUAL.
- PROPOSED PARKING SPACES SHALL BE DELINEATED WITH 4" WIDE STRIPES OF WHITE TRAFFIC PAINT.
- ALL PROPOSED UTILITIES ARE TO BE UNDERGROUND.
- THERE ARE NO ZONING VIOLATIONS WITH RESPECT TO LOCATION OF THE PROPOSED BUILDING, IF ERRECT AS SHOWN.
- IN ACCORDANCE WITH TOWN OF MANCHESTER ORDINANCE 14-57, THE CONTRACTOR SHALL REPLACE ALL BROKEN OR DAMAGED SIDEWALK AND CURBS ALONG THE FRONTAGE OF THE PROPERTY AS DIRECTED BY THE TOWN.
- PRIOR TO STARTING CONSTRUCTION, THE CONTRACTOR SHALL BE RESPONSIBLE TO MAKE SURE THAT ALL REQUIRED PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL THE CONTRACTOR HAS RECEIVED AND THOROUGHLY REVIEWED ALL PLANS AND OTHER DOCUMENTS BY THE PERMITTING AUTHORITIES.
- PLACE A BIODEGRADABLE EROSION CONTROL BLANKET ON SLOPES 3:1 AND STEEPER.

TOWN OF MANCHESTER  
PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION

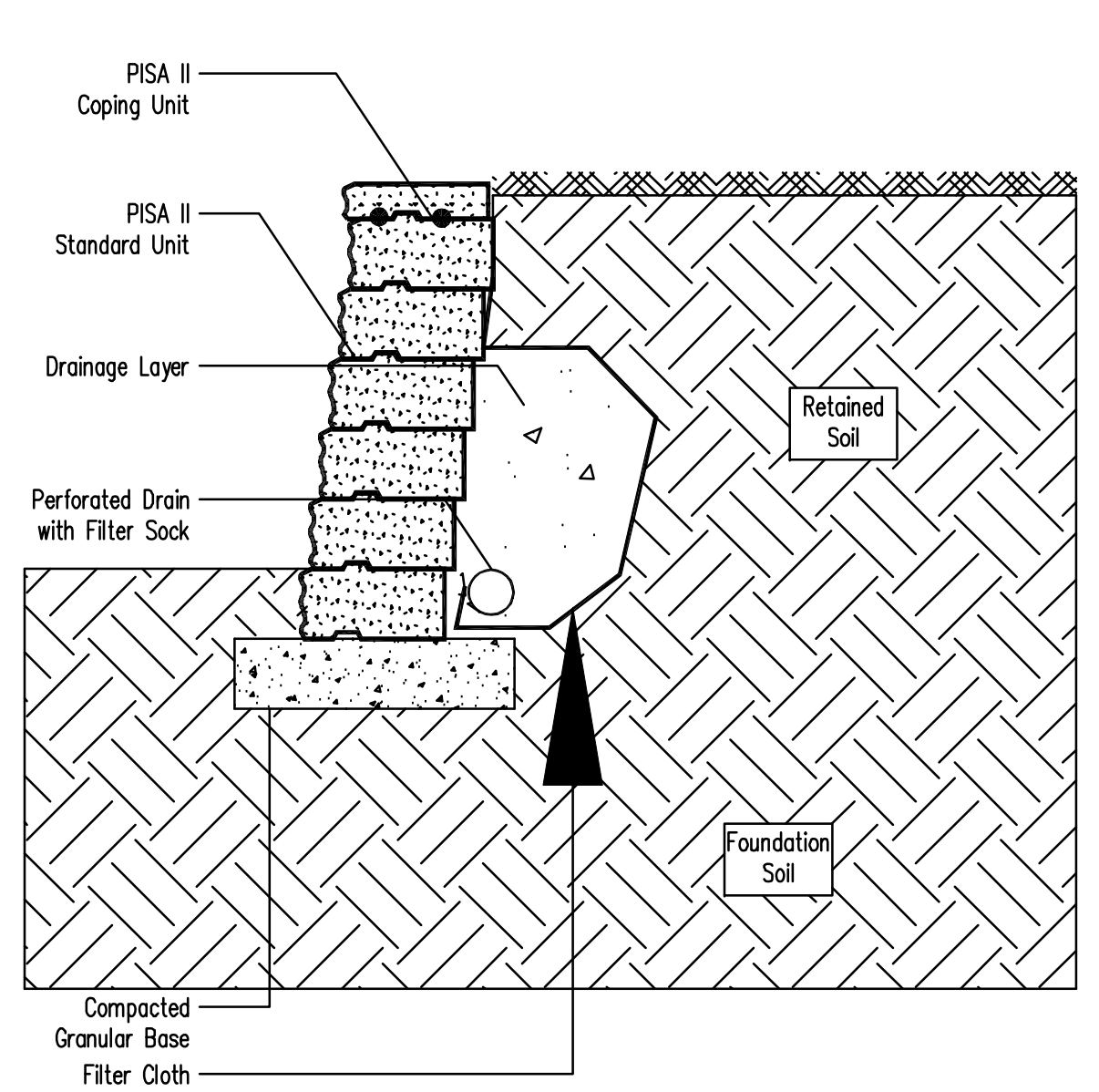
**STANDARD NOTES FOR SITE DEVELOPMENT APPLICATIONS**

- ALL MATERIALS AND METHODS OF CONSTRUCTION WITHIN THE RIGHT-OF-WAY AND FOR PROPOSED UTILITIES SHALL CONFORM TO THE MANCHESTER PUBLIC IMPROVEMENT STANDARDS, EFFECTIVE OCTOBER 31, 2020, AS AMENDED.
- A PRE-CONSTRUCTION MEETING WITH TOWN STAFF IS REQUIRED PRIOR TO THE START OF ANY CONSTRUCTION ACTIVITY.
- THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL REQUIRED PERMITS PRIOR TO CONSTRUCTION.
- RECORD DRAWINGS SHALL BE SUBMITTED TO THE TOWN OF MANCHESTER ENGINEERING DIVISION IN ACCORDANCE WITH SECTION 5.01 OF THE MANCHESTER PUBLIC IMPROVEMENT STANDARDS UPON COMPLETION OF THE WORK. THE DRAWINGS SHALL BE IN A FORM ACCEPTABLE TO THE ENGINEERING DIVISION AND SHALL BE APPROVED PRIOR TO FINAL ACCEPTANCE OF THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING ALL INFORMATION NECESSARY TO GENERATE DRAWINGS AND FOR PROVIDING THE ACTUAL DRAWINGS TO THE TOWN.
- THE CONTRACTOR MUST CONTACT CALL-BEFORE-YOU-DIG AT 1-800-922-4455 AT LEAST 48 HOURS PRIOR TO THE START OF ANY CONSTRUCTION ACTIVITY.
- IN ACCORDANCE WITH TOWN OF MANCHESTER ORDINANCE 14-57, THE CONTRACTOR SHALL REPLACE ALL BROKEN OR DAMAGED SIDEWALK AND CURBS ALONG THE FRONTAGE OF THE PROPERTY AS DIRECTED BY THE TOWN.
- DRAFT COPIES OF ALL EASEMENTS AS SHOWN ON THE FINAL APPROVED PLANS MUST BE SUBMITTED TO THE TOWN OF MANCHESTER ENGINEERING DIVISION FOR REVIEW AND APPROVAL, AND BE EXECUTED AND FILED, PRIOR TO THE POSTING OF THE PUBLIC IMPROVEMENTS BOND.
- ACTUAL LOCATIONS OF ALL PROPOSED UNDERGROUND UTILITIES (I.E. WATER, SANITARY SEWER, GAS, TELEPHONE, CABLE, ELECTRIC, ETC.) SHALL BE APPROVED BY THE TOWN PRIOR TO CONSTRUCTION.
- AN APPROVED EROSION CONTROL BOND IS REQUIRED PRIOR TO THE START OF ANY CONSTRUCTION ACTIVITY.
- PRIOR TO ANY TREE REMOVAL WITHIN THE TOWN OF MANCHESTER RIGHT-OF-WAY, THE CONTRACTOR MUST CONTACT THE TOWN TREE WARDEN FOR POSTING OF TREE REMOVAL NOTICES. FAILURE TO COMPLY WILL RESULT IN A FINE.

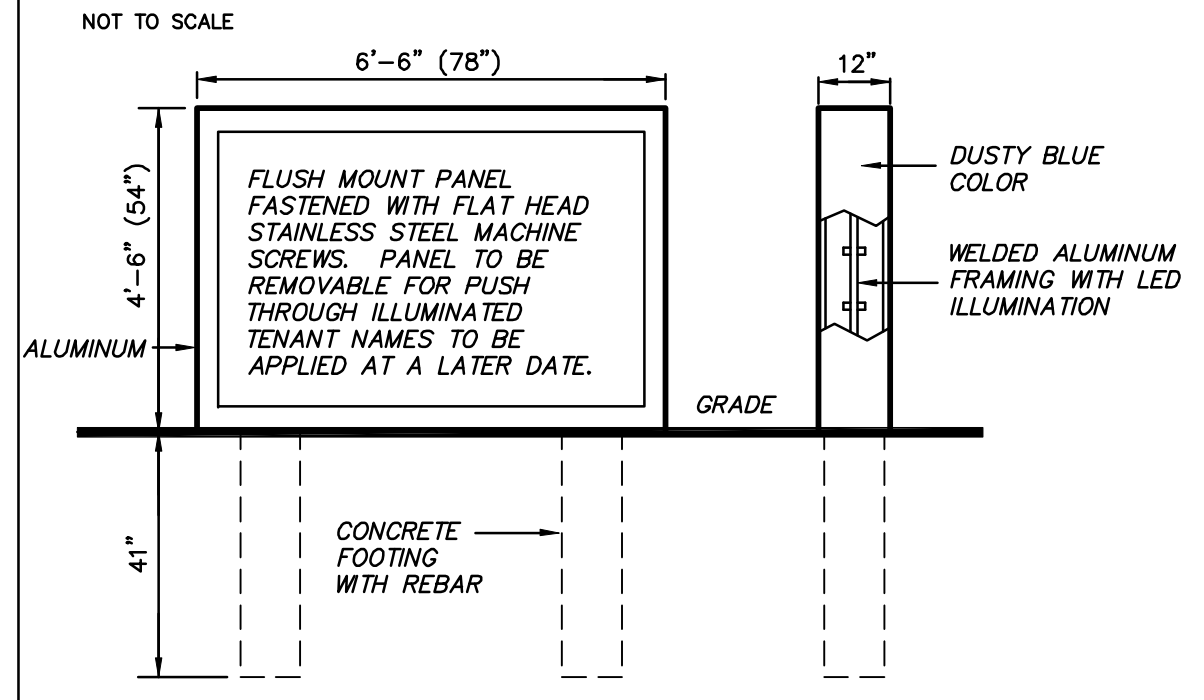
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NOT TO SCALE



**RETAINING WALL DETAIL**



**MONUMENT SIGN**  
NOT TO SCALE



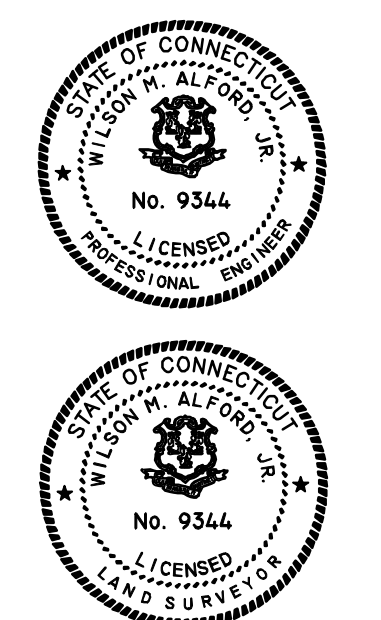
**LEGEND -**

- PROPOSED IMPROVEMENTS:
- 185.0 SPOT GRADE
  - CONTOUR
  - LIMIT OF CLEARING
  - EV ELECTRIC VEHICLE CHARGING STATION
  - RET. WALL HT= 7.5' BOT= 166.5 TOP= 174.0
  - HYDRANT
  - RFDIC REMOTE FIRE DEPARTMENT CONNECTION
  - DW DOMESTIC WATER SERVICE
  - FW FIRE WATER SERVICE
  - G GAS SERVICE
  - E UNDERGROUND ELECTRIC AND COMMUNICATION SERVICES
  - SANITARY SEWER MAN HOLE
  - SANITARY SEWER PIPE
  - CATCH BASIN
  - STORM DRAINAGE PIPE
  - CATCH BASIN ID NUMBER TOP OF FRAME ELEVATION
  - FLARED END
  - RIP RAP PLUNGE POOL
  - FLARED END ID NUMBER INVERT ELEVATION
  - SNOW STORAGE AREA

APPROVED  
PLANNING & ZONING  
COMMISSION  
MANCHESTER, CT.

DATE: \_\_\_\_\_  
SIGNED: \_\_\_\_\_

REVISION	DATE
7-B-24	7-8-24



TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

L.S. NO. 9344

NOT VALID WITHOUT A LIVE SIGNATURE AND EMBOSSED SEAL



CIVIL ENGINEERS  
WINDSOR, CONNECTICUT  
WILSON M. ALFORD, JR., P.E. & L.S.

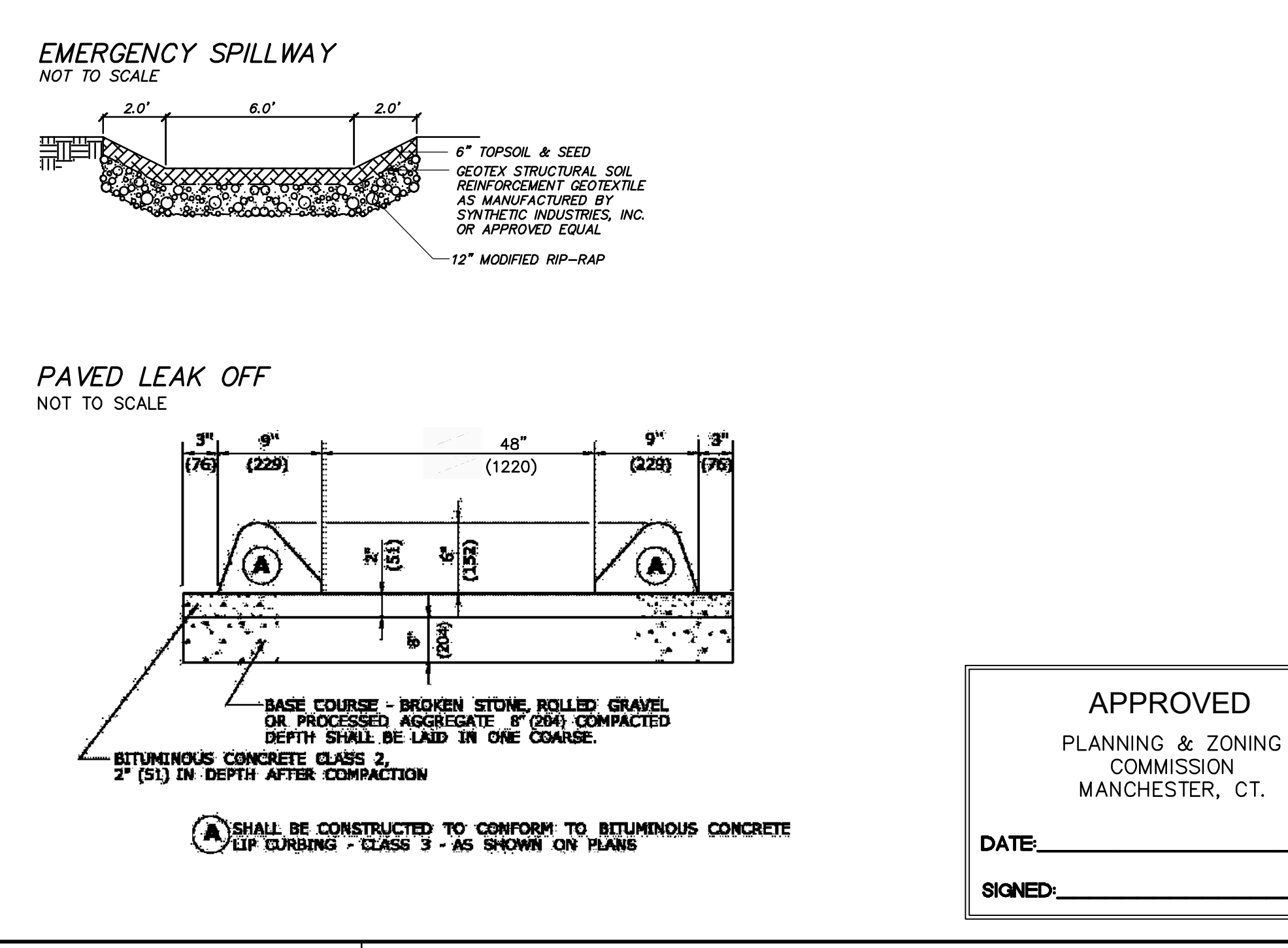
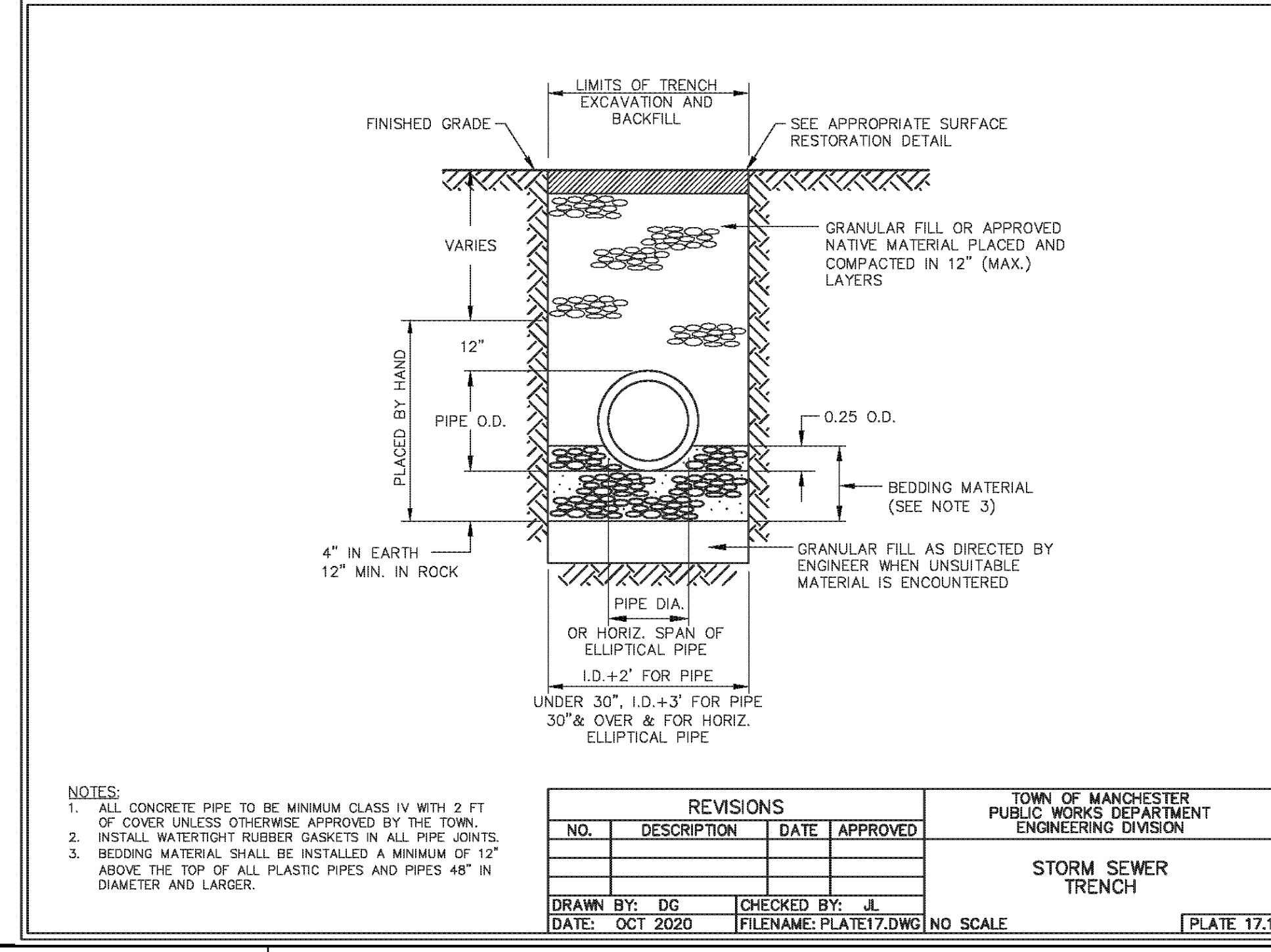
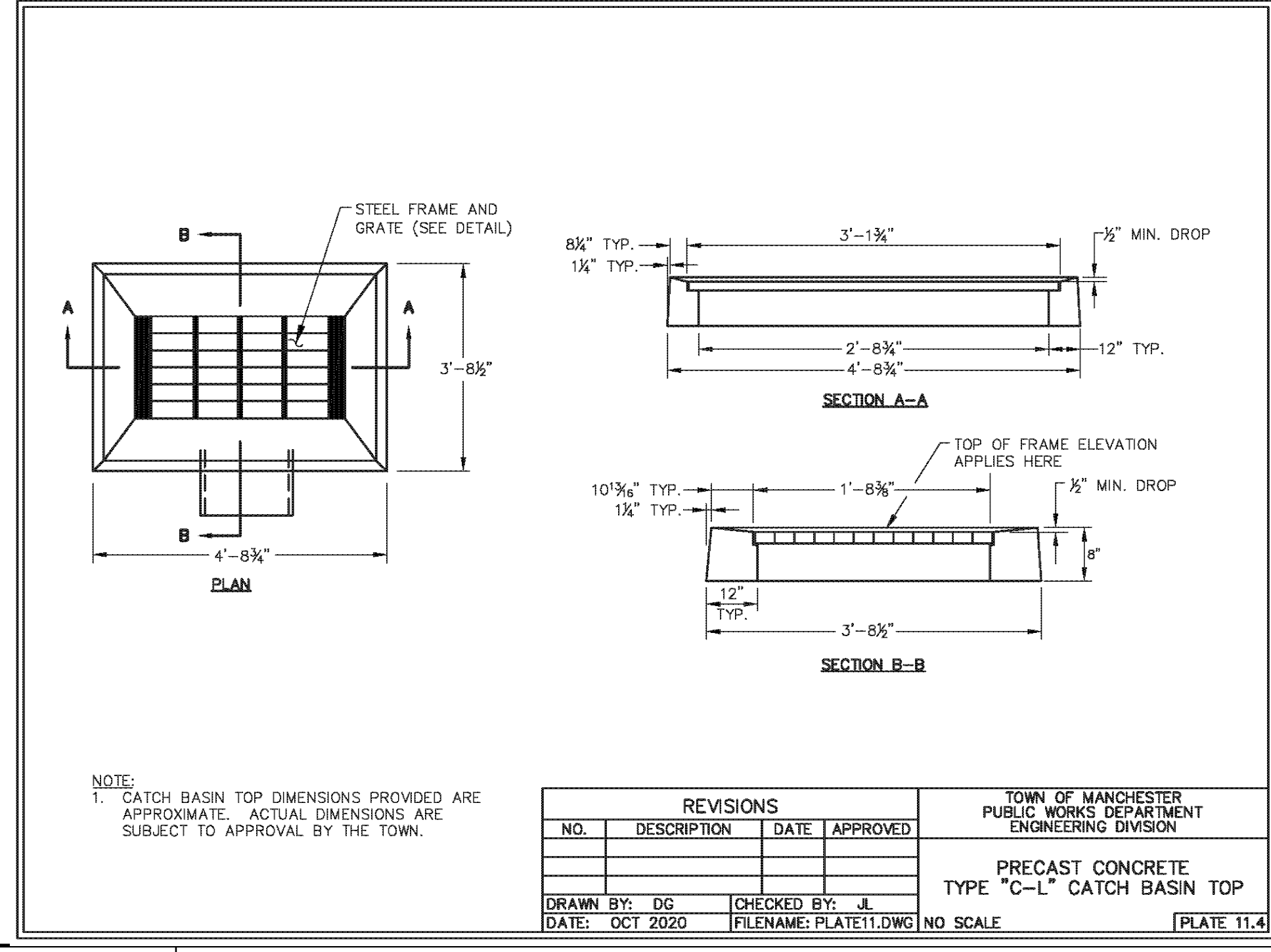
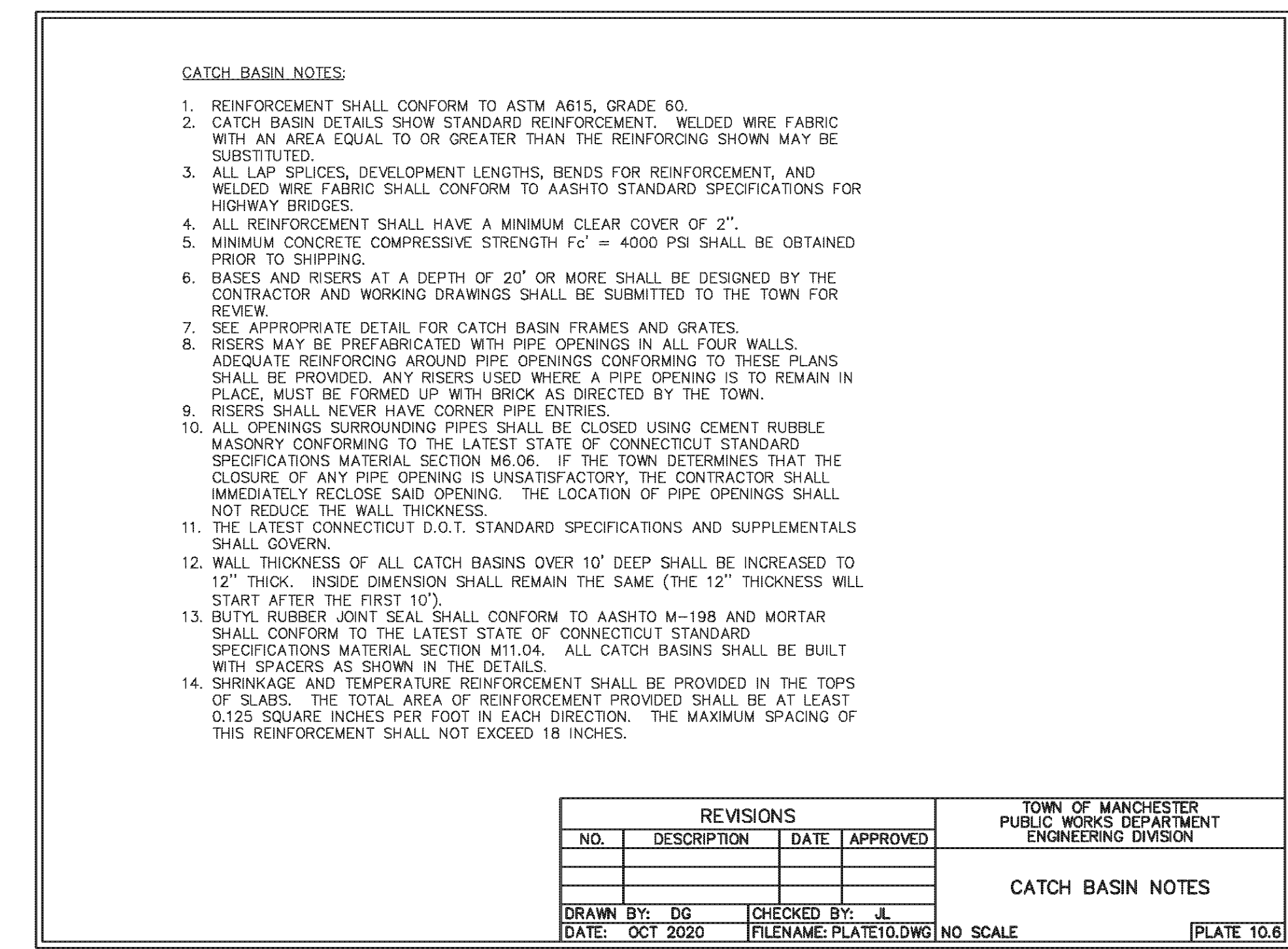
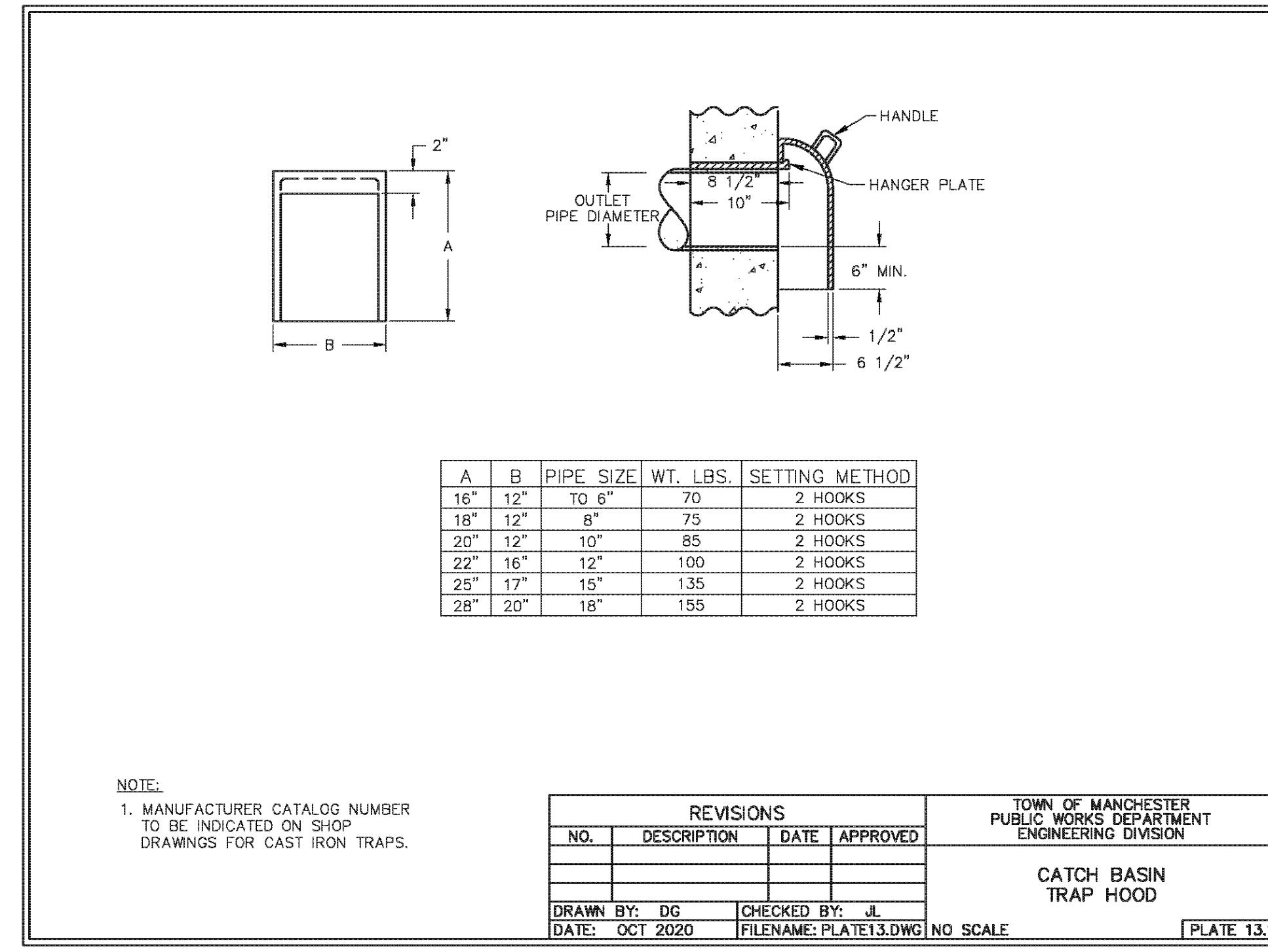
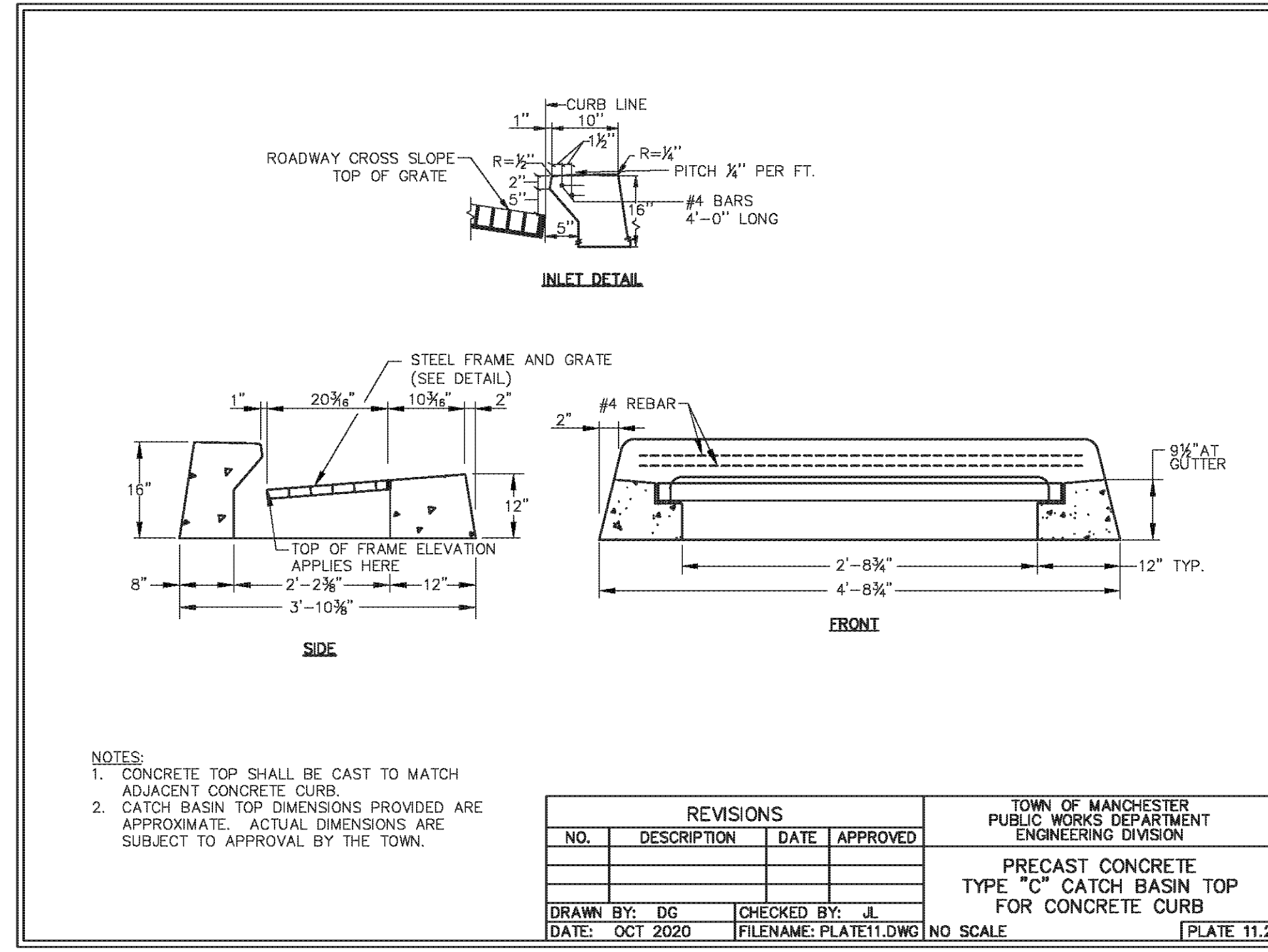
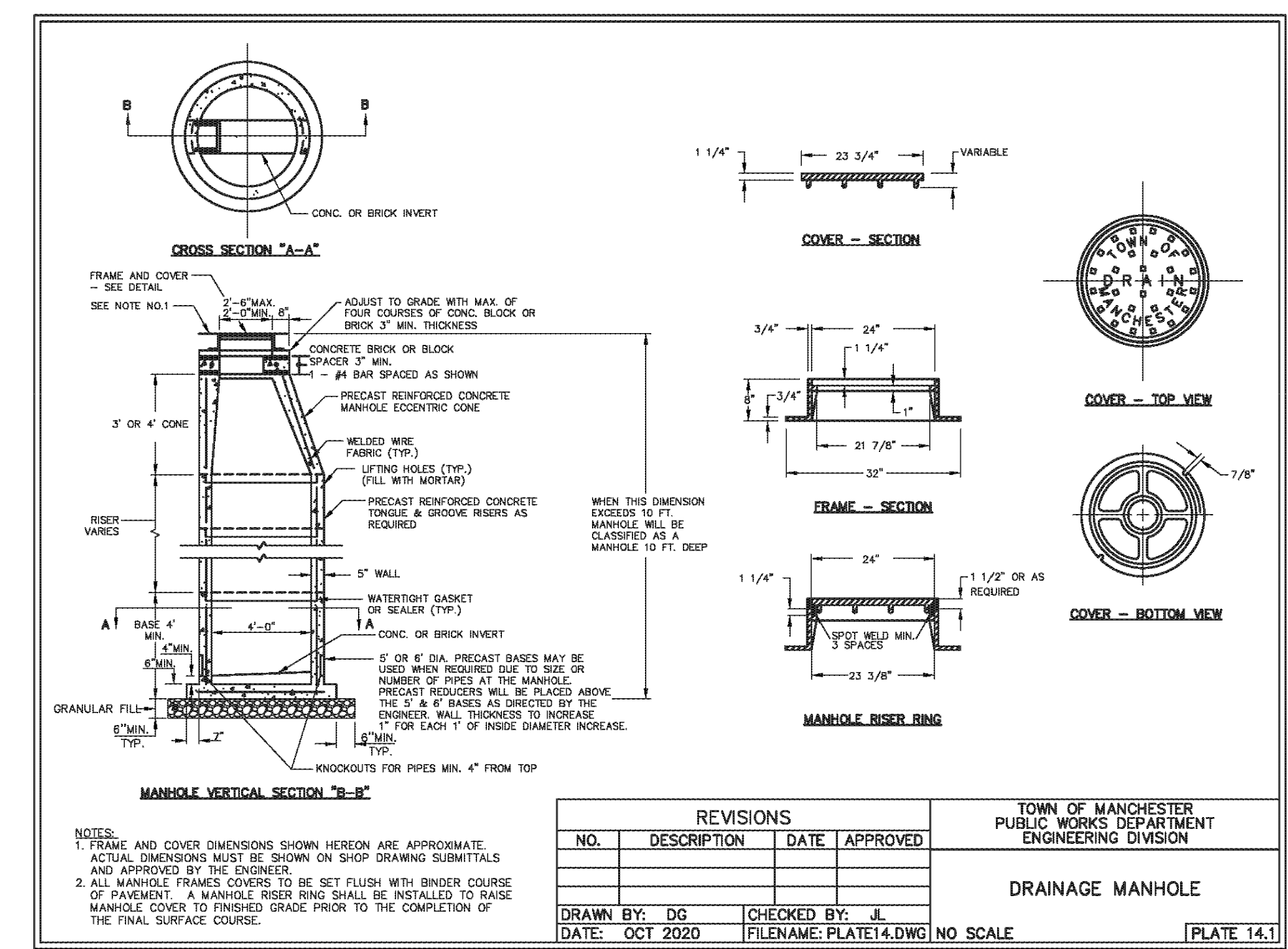
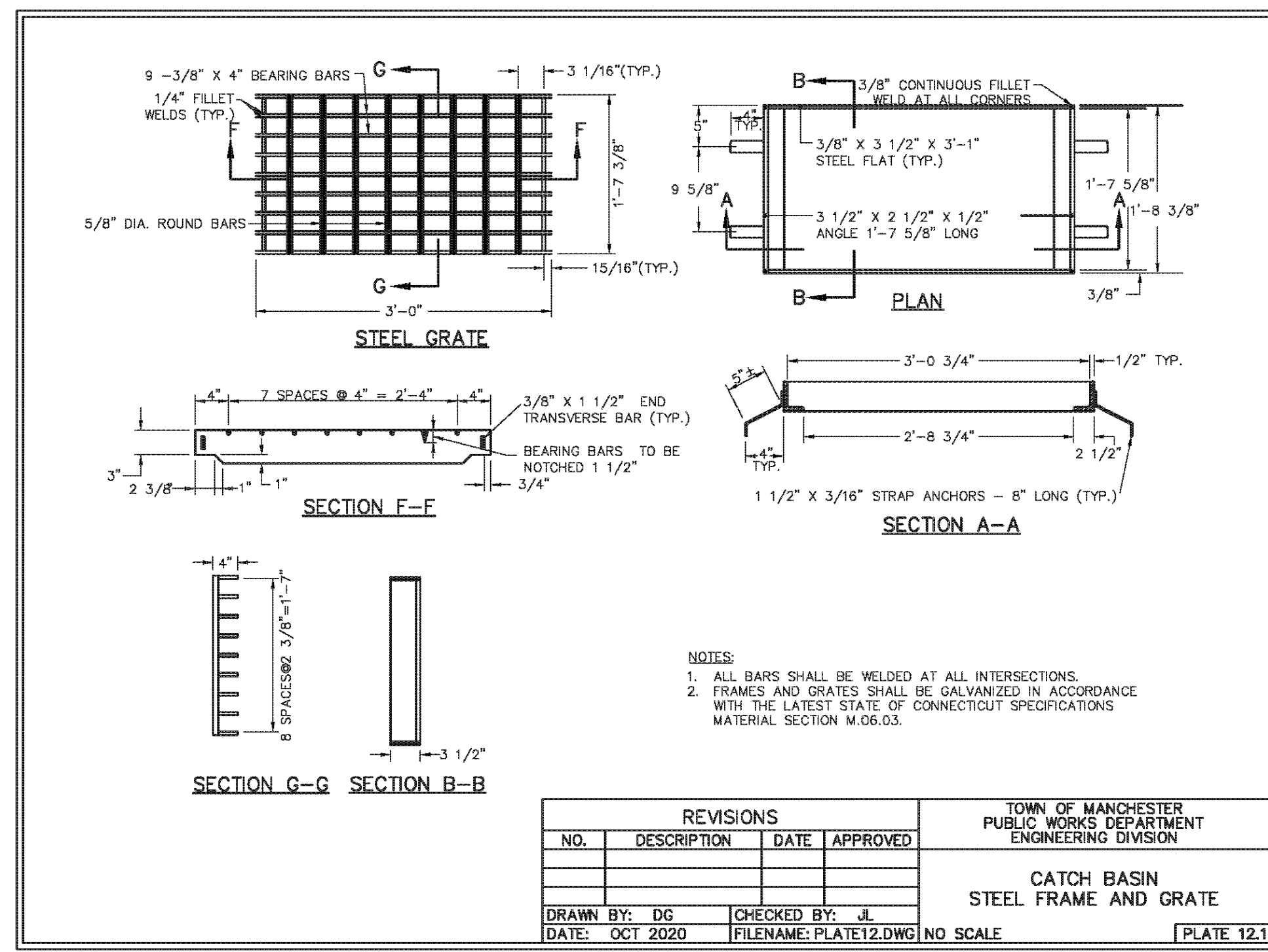
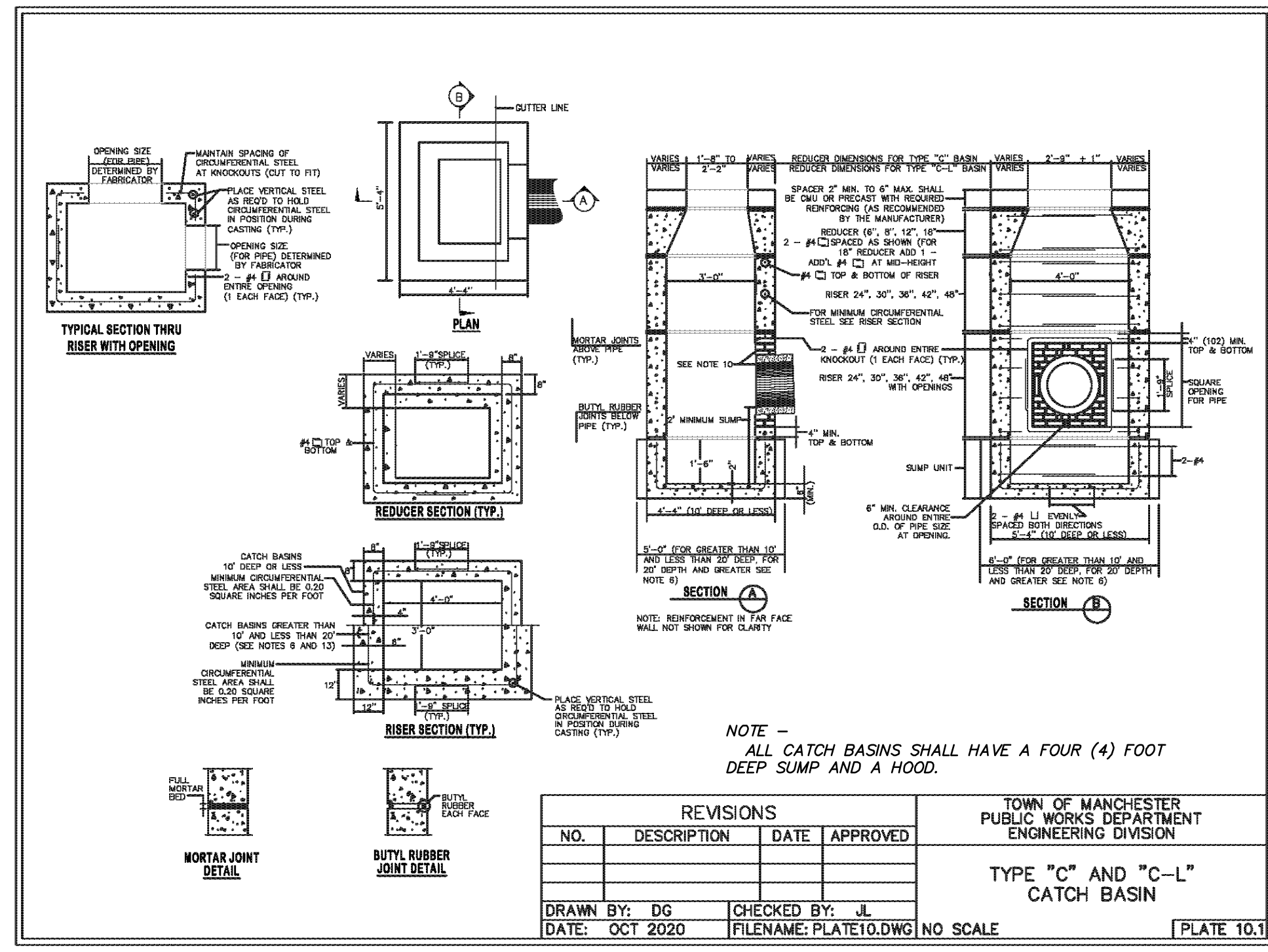
DATE: MAY 6, 2024

SCALE: 1 IN. = - FT.

CONNECTICUT

SITE PLAN  
PREPARED FOR  
LFF COMMERCE JV LLC  
NOTES AND DETAILS  
71 COMMERCE ROAD  
(FORMERLY KNOWN AS  
71 AND 81 COMMERCE ROAD)  
MANCHESTER, CONNECTICUT

Sheet  
C8.1



REVISION

REVISED PER TOWN STAFF COMMENTS

DATE

7-8-24

STATE OF CONNECTICUT  
WILSON H. ALFORD, JR.  
No. 9344  
LICENSED PROFESSIONAL ENGINEER

STATE OF CONNECTICUT  
WILSON H. ALFORD, JR.  
No. 9344  
LICENSED LAND SURVEYOR

TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

L.S. No. 9344

NOT VALID WITHOUT A LIVE SIGNATURE AND EMBOSSED SEAL

**Alford ASSOCIATES, INC.**

CIVIL ENGINEERS  
WINDSOR, CONNECTICUT  
WILSON H. ALFORD, JR., P.E. & L.S.

DATE: MAY 6, 2024

SCALE: 1 IN. = - FT.

SITE PLAN  
PREPARED FOR  
LFF COMMERCE JV LLC  
STORM DRAINAGE NOTES AND DETAILS  
MANCHESTER, CONNECTICUT

71 COMMERCE ROAD  
(FORMERLY KNOWN AS  
71 AND 81 COMMERCE ROAD)

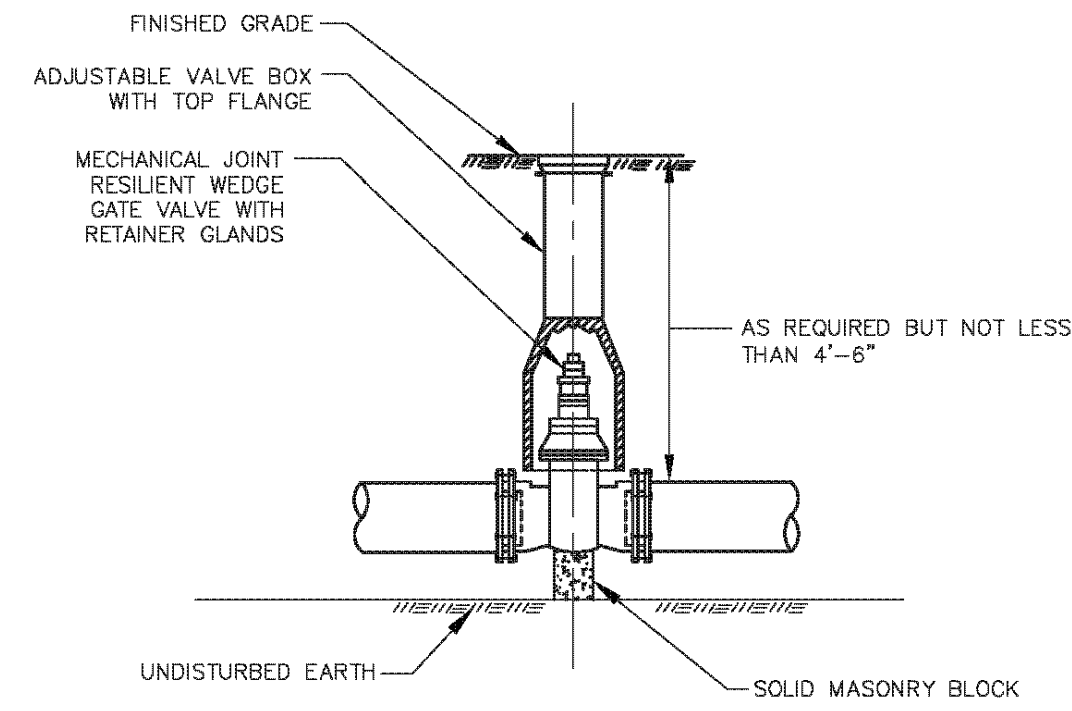
Sheet  
C8.2

SS: PR-GRADING  
P: C23047  
D: C23047SP-M  
FOLDER: CAMPOFRANCO-MANCHESTER

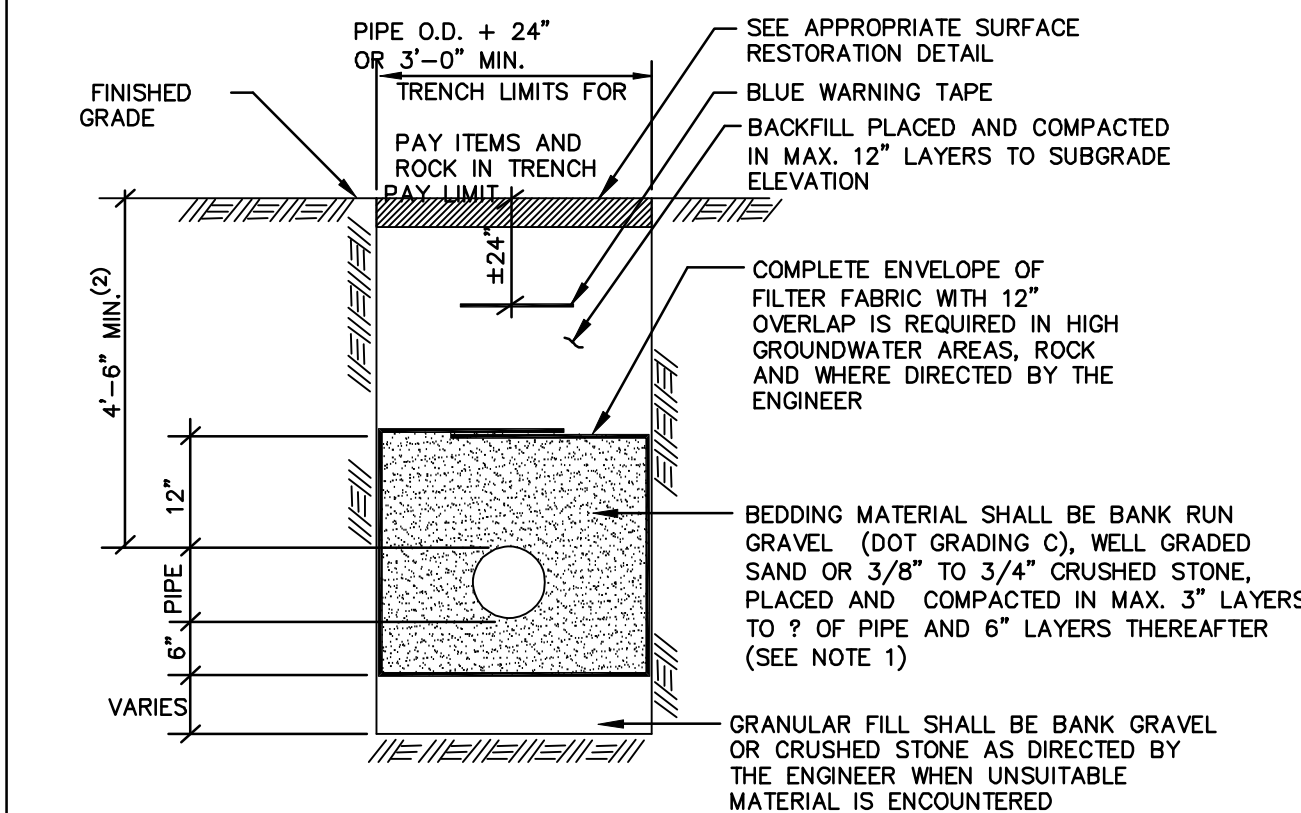
TOWN OF MANCHESTER  
WATER AND SANITARY SEWER CONSTRUCTION NOTES -

1. A PRECONSTRUCTION MEETING WITH TOWN STAFF IS REQUIRED PRIOR TO THE START OF ANY CONSTRUCTION ACTIVITY.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL REQUIRED PERMITS PRIOR TO ANY CONSTRUCTION ACTIVITY.
3. THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES DEPICTED ON THESE DRAWINGS ARE FROM THE BEST AVAILABLE SOURCES. SUCH INFORMATION IS FURNISHED ONLY FOR THE INFORMATION OF THE CONTRACTOR AND IS NOT GUARANTEED.
4. THE CONTRACTOR SHALL CONTACT "CALL BEFORE YOU DIG" AT 1-800-922-4455 AT LEAST 48 HOURS PRIOR TO THE START OF ANY CONSTRUCTION ACTIVITY.
5. THE LOCATIONS OF ALL PROPOSED UNDERGROUND UTILITIES (I.E. GAS, TELEPHONE, CABLE TV, ELECTRIC, ETC.) SHALL BE APPROVED BY THE TOWN PRIOR TO CONSTRUCTION.
6. ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL CONFORM TO THE REQUIREMENTS OF THE LATEST REVISION OF THE TOWN OF MANCHESTER "PUBLIC IMPROVEMENT STANDARDS".
7. AT ALL UTILITY CROSSINGS A MINIMUM 18" VERTICAL SEPARATION DISTANCE SHALL BE PROVIDED FROM WATER OR SEWER UTILITIES UNLESS INDICATED OTHERWISE ON THE PLANS OR AS APPROVED BY THE TOWN. A CONCRETE CRADLE SHALL BE UTILIZED IF A MINIMUM VERTICAL SEPARATION DISTANCE OF LESS THAN 12" IS ALLOWED BY THE TOWN. A MINIMUM HORIZONTAL SEPARATION DISTANCE OF 10" SHALL BE PROVIDED BETWEEN WATER AND SEWER UTILITIES. PROVIDE 5" MINIMUM SEPARATION DISTANCE BETWEEN WATER OR SEWER UTILITIES AND GAS MAINS. PROVIDE 5" MINIMUM SEPARATION DISTANCE BETWEEN WATER OR SEWER UTILITIES AND STORM DRAIN LINES. PROVIDE 2" MINIMUM SEPARATION DISTANCE BETWEEN WATER MAINS AND CATCH BASINS.
8. THRUST RESTRAINT FOR ALL MECHANICAL JOINTS AT VALVES AND FITTINGS SHALL BE PROVIDED BY MEANS OF DUCTILE IRON RESTRAINER GLANDS. WEDGE-ACTION JOINT RESTRAINERS OR GASKET-TYPE JOINT RESTRAINT SHALL BE USED TO RESTRAIN ALL DUCTILE IRON PIPE JOINTS FOR A DISTANCE OF AT LEAST 27 FEET ON EACH SIDE OF ALL VALVES OR FITTINGS. NO MORE THAN ONE PIPE JOINT SHALL BE ALLOWED WITHIN THAT 27 FEET OF PIPE.
9. ALL VALVE BOXES AND CURB BOXES SHALL BE ADJUSTED TO THE FINAL GRADES. ALL CURB BOXES SHALL BE LOCATED IN GRASSED AREAS AT THE STREET LINE FRONTING THE PROPERTY UNLESS INDICATED OTHERWISE ON THE PLANS.
10. ALL VALVES AND HYDRANTS SHALL BE EITHER RIGHT-OPENING (CLOCKWISE) OR LEFT-OPENING (COUNTER CLOCKWISE) BASED ON THEIR LOCATION IN TOWN. THE CONTRACTOR SHALL VERIFY THE DIRECTION OF OPENING PRIOR TO ORDERING MATERIALS AND BEGINNING CONSTRUCTION. ALL MAIN LINE AND AUXILIARY VALVES (4" TO AND INCLUDING 12") SHALL BE RESILIENT WEDGE GATE VALVES.

11. ALL WATER MAINS SHALL HAVE 4 1/2 FEET OF COVER UNLESS OTHERWISE INDICATED ON THE PLANS. COVER LESS THAN OR IN EXCESS OF 4 1/2 FEET SHALL BE ALLOWED ONLY AS INDICATED ON THE PLANS OR APPROVED BY THE TOWN. WATER MAINS HAVING COVER LESS THAN 4 1/2 FEET SHALL BE INSULATED.
12. ALL EXISTING WATER OR SANITARY SEWER SERVICES THAT WILL NOT BE REUSED AS PART OF THE FUTURE DEVELOPMENT SHALL BE ABANDONED AT THE MAIN IN ACCORDANCE WITH PROCEDURES SET FORTH BY THE TOWN.
13. ALL WELLS SHALL BE ABANDONED IN ACCORDANCE WITH THE PROCEDURES SET FORTH IN THE RULES OF PRACTICE AND REGULATIONS MANUAL PREPARED BY THE STATE OF CONNECTICUT, DEPARTMENT OF CONSUMER PROTECTION, WELL DRILLING BOARD. THE TOWN SHALL BE NOTIFIED 48 HOURS IN ADVANCE OF ANY SUCH ABANDONMENT.
14. ALL PROPOSED WATER AND SEWER EASEMENTS SHALL BE DESCRIBED BY METES AND BOUNDS. PROPOSED EASEMENTS SHALL BE APPROVED BY THE TOWN AND FILED WITH THE TOWN CLERK PRIOR TO MAKING A REQUEST FOR A CERTIFICATE OF OCCUPANCY. PROVIDE VOLUME AND PAGE REFERENCES FOR ALL EXISTING WATER AND SEWER EASEMENTS.
15. IF THE PROJECT IS WITHIN AN AQUIFER PROTECTION ZONE A BEST MANAGEMENT PLAN FOR THE STORAGE OR USE OF ANY POTENTIALLY HAZARDOUS MATERIALS SHALL BE SUBMITTED TO AND APPROVED BY THE TOWN PRIOR TO MAKING A REQUEST FOR A CERTIFICATE OF OCCUPANCY.
16. THE CONTRACTOR SHALL BE RESPONSIBLE FOR TEMPORARY HANDLING OF SANITARY SEWAGE FLOWS DURING CONSTRUCTION. METHODS OF HANDLING SEWAGE FLOWS SHALL BE APPROVED BY THE TOWN.
17. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING ANY TEMPORARY THRUST RESTRAINT THAT MAY BE REQUIRED.
18. ALL EXISTING HYDRANTS TO BE REMOVED OR REPLACED SHALL BE SALVAGED WHERE INDICATED ON THE PLANS OR AS DIRECTED BY THE TOWN. ALL OTHER MATERIALS WHICH ARE REMOVED FROM THE ROADWAY SHALL BECOME THE PROPERTY OF THE CONTRACTOR, AND DISPOSED OF PROPERLY, UNLESS INDICATED OTHERWISE ON THE PLANS.
19. WHEN DOMESTIC OR FIRE WATER SERVICES GREATER THAN OR EQUAL TO 4" IN DIAMETER ARE PROPOSED TO BE CONNECTED TO THE WATER MAIN USING A TAPPING SLEEVE AND VALVE A WET TAP CONTRACTOR PREAPPROVED BY THE TOWN SHALL BE USED.



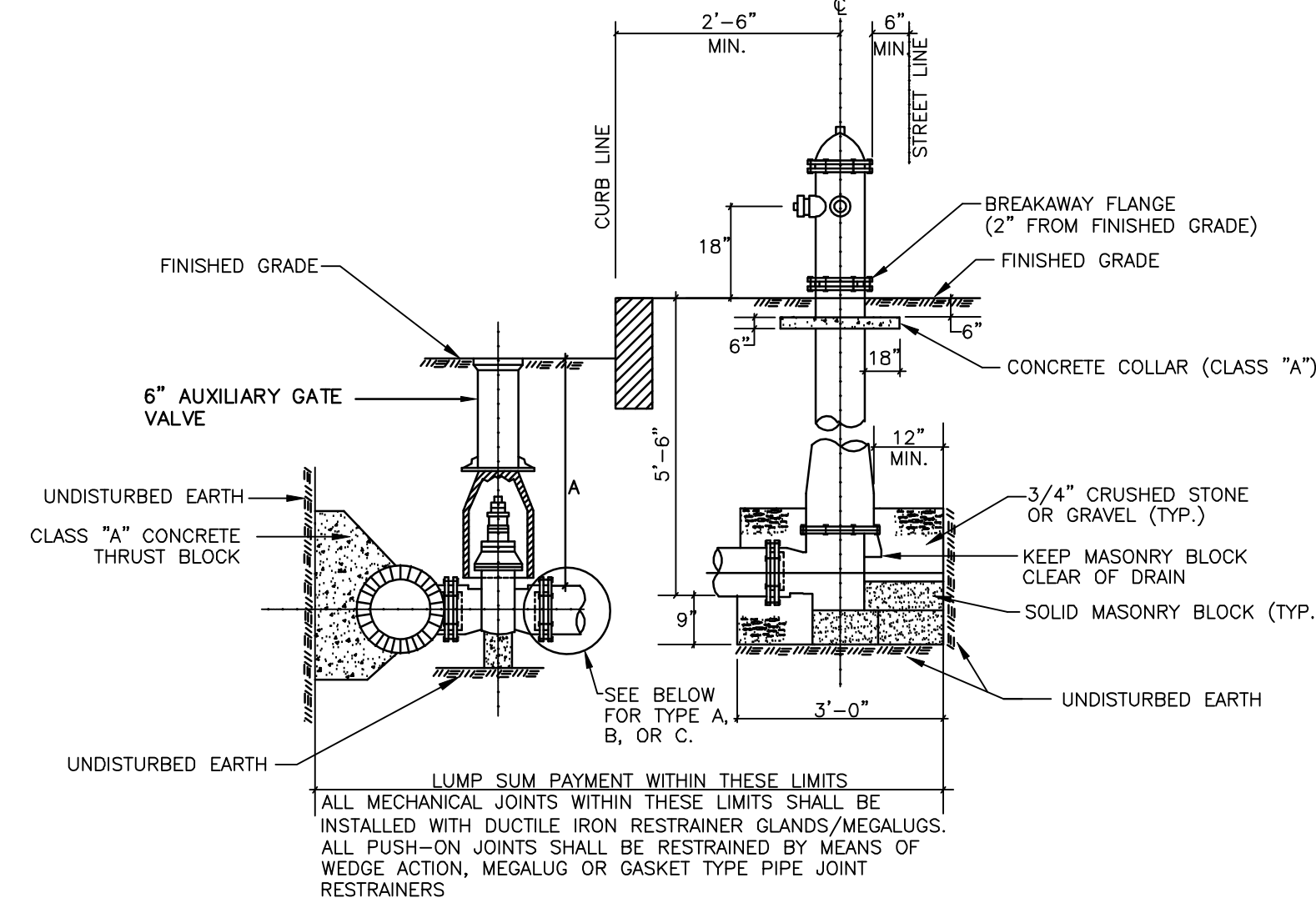
REVISIONS				TOWN OF MANCHESTER PUBLIC WORKS DEPARTMENT ENGINEERING DIVISION
NO.	DESCRIPTION	DATE	APPROVED	
				WATER GATE VALVE
DRAWN BY: DG		CHECKED BY: JL		PLATE 19.4
DATE: OCT 2020		FILENAME: PLATE19.DWG		



- NOTES:
1. CRUSHED STONE SHALL ONLY BE USED IN HIGH GROUNDWATER CONDITIONS AS DIRECTED BY THE ENGINEER.
  2. ALL WATER MAIN WITH LESS THAN 4'-6" OF COVER SHALL BE INSULATED UNLESS APPROVED OTHERWISE BY THE ENGINEER.
- SEE TYPICAL TRENCH DETAIL (INSULATED WATER) FOR ADDITIONAL INFORMATION.

TYPICAL TRENCH DETAIL  
(WATER)

NOT TO SCALE

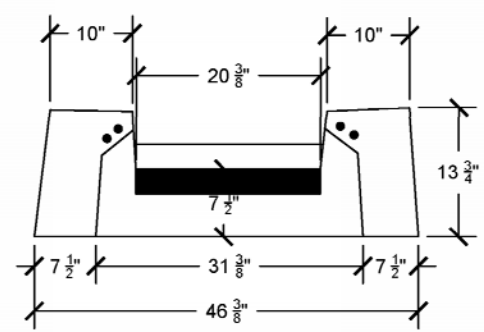
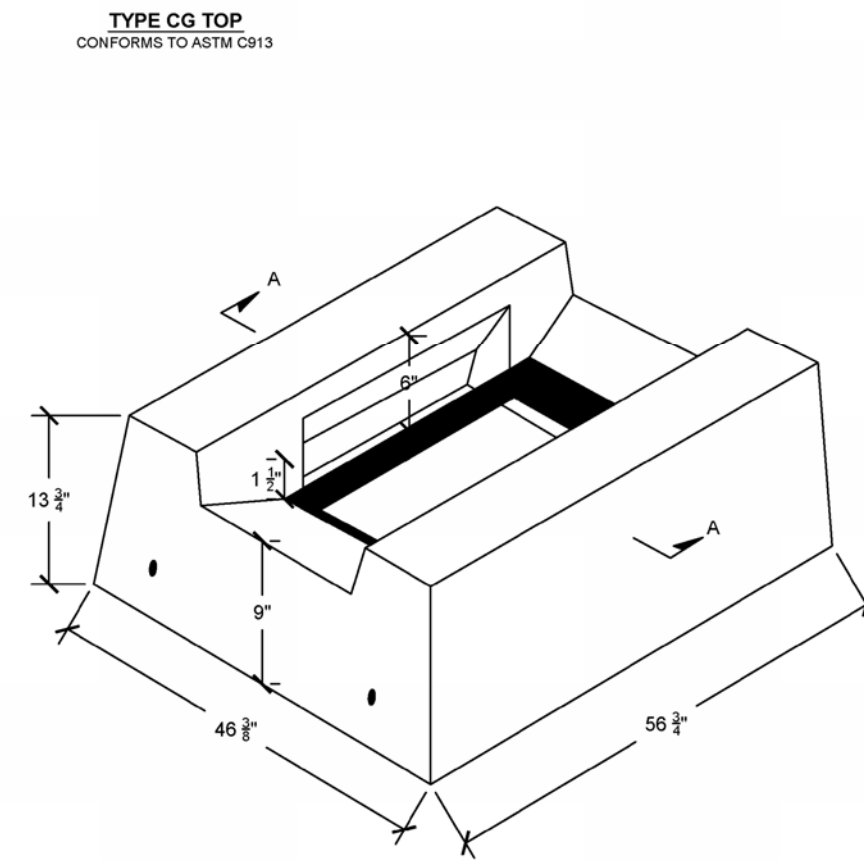


- NOTES:
1. TYPE "A" HYDRANT HAS NO OFFSETS OR BENDS BETWEEN THE AUXILIARY VALVE AND THE HYDRANT.
  2. THE REQUIRED TYPE SHALL BE DETERMINED IN THE FIELD BY THE ENGINEER.

HYDRANT ASSEMBLY

NOT TO SCALE

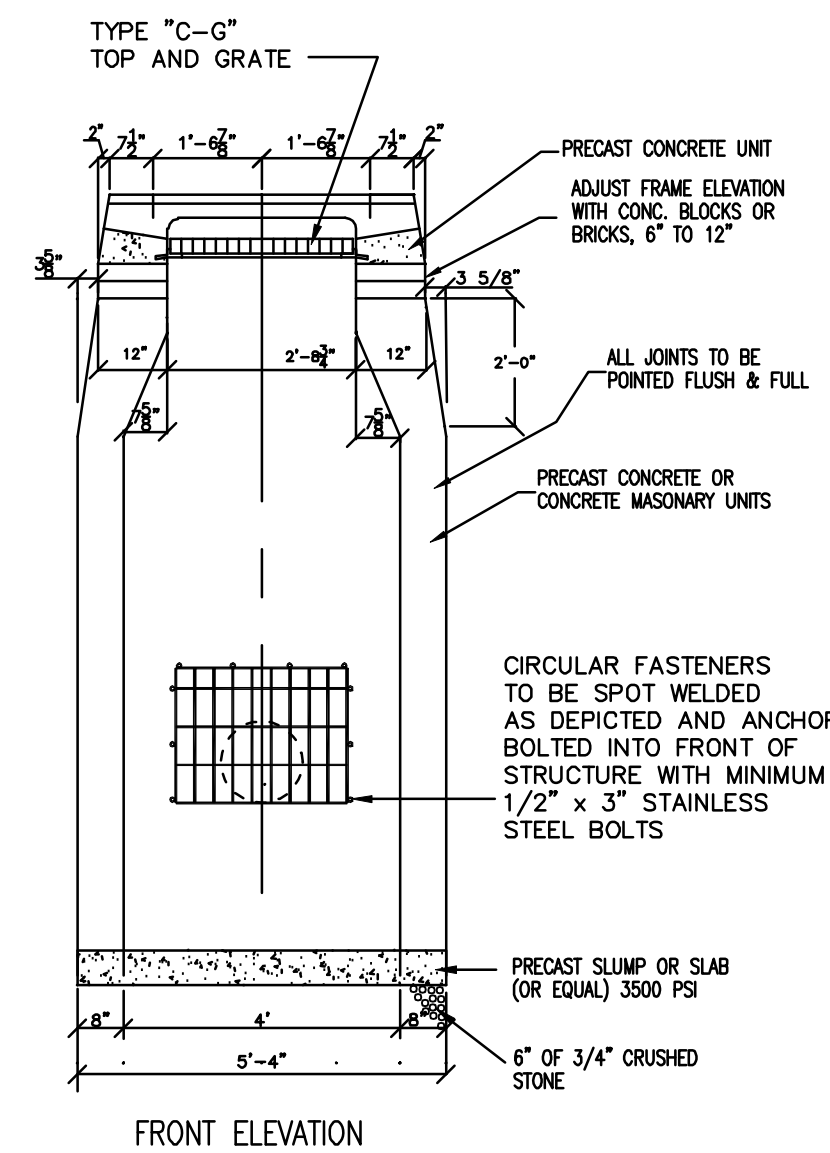
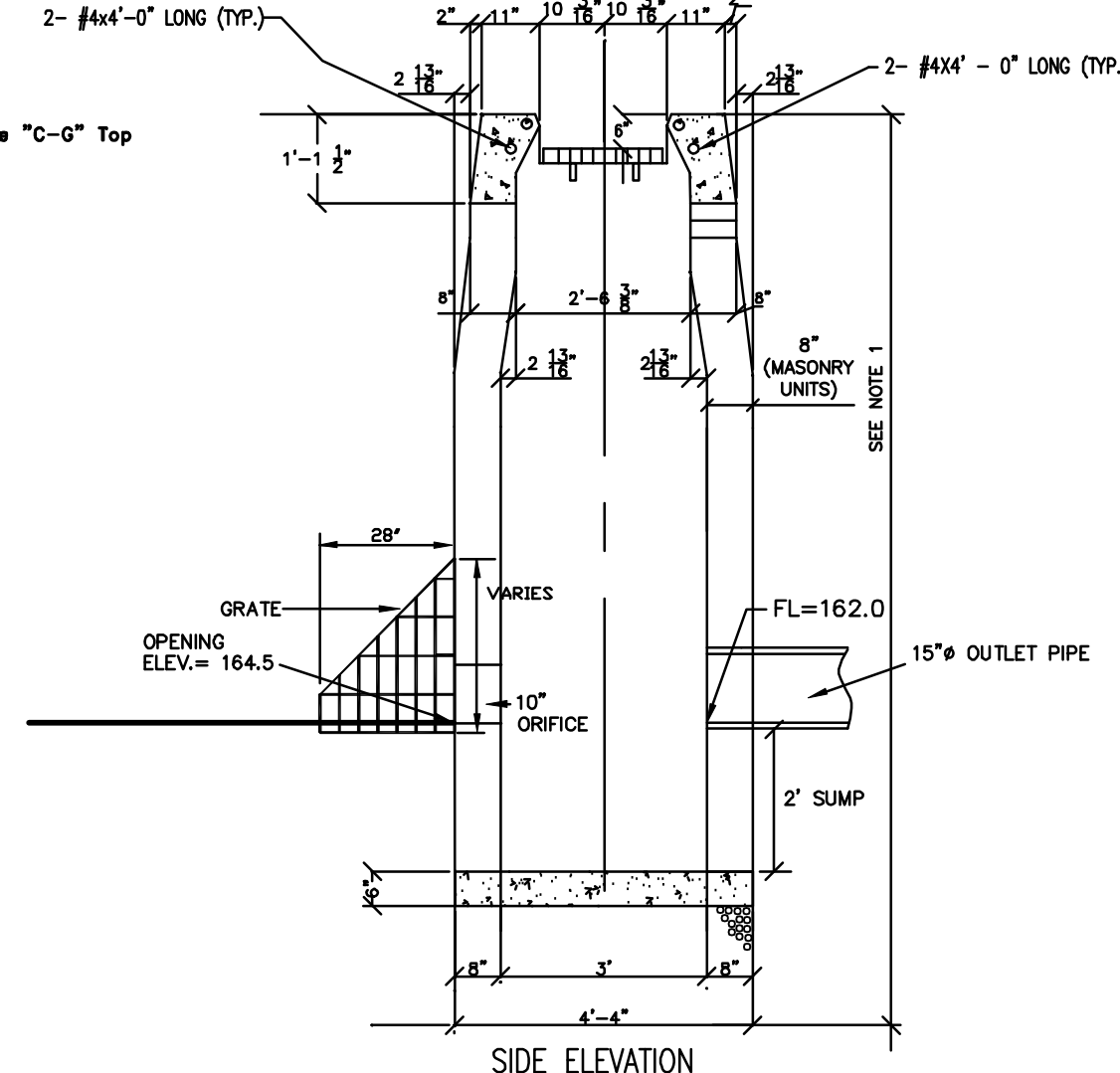
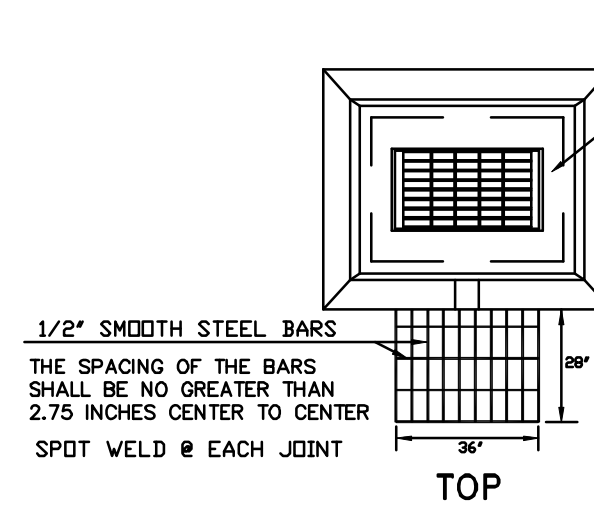
TYPE "CG" TOP FOR OUTLET STRUCTURES #2 & #3  
NOT TO SCALE



CLASS "F3C" SELF-CONSOLIDATING CONCRETE  
4,000 PSI

BASIN OUTLET STRUCTURE #1  
NOT TO SCALE

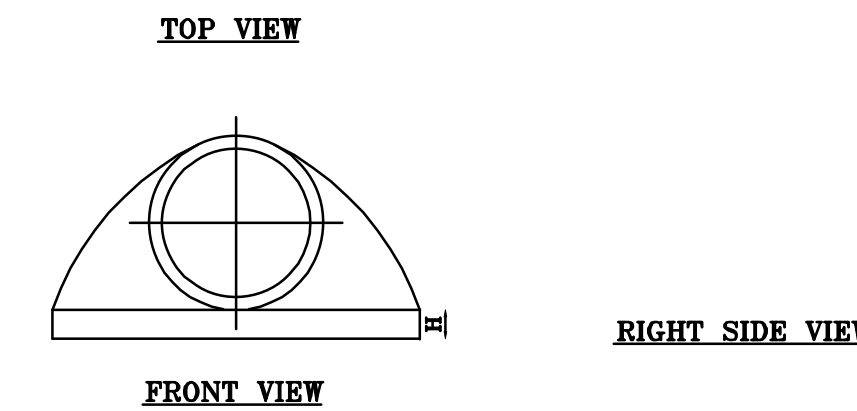
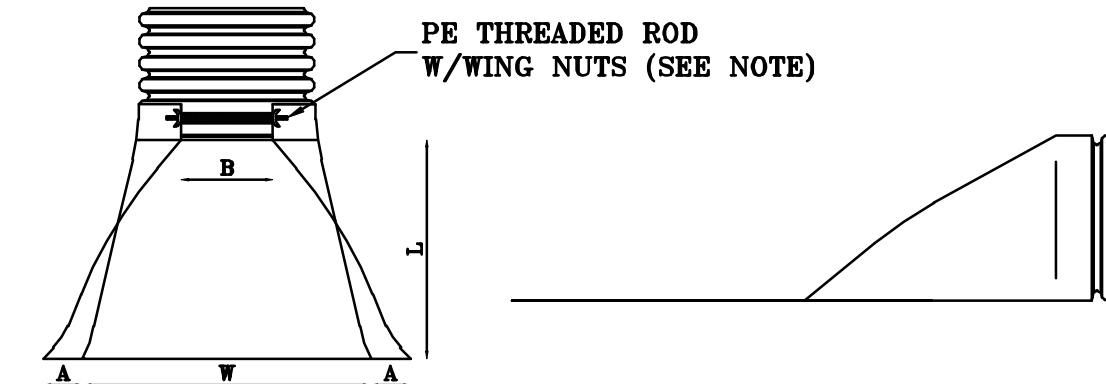
NOTE- FRAME AND GRATE SHALL BE GALVANIZED



- NOTES:
1. WALL THICKNESS FOR STRUCTURES OVER 10' HIGH IS 12" FOR CONCRETE BLOCK UNITS. INSIDE DIMENSIONS REMAIN THE SAME.
  2. ALL PIPES SHALL BE CUT FLUSH WITH INSIDE WALLS.
  3. ALL BRICKS SHALL BE CONCRETE.

FLARED END SECTION  
NOT TO SCALE

AS MANUFACTURED BY ADS ADVANCE DRAINAGE SYSTEMS, INC. OR APPROVED EQUAL

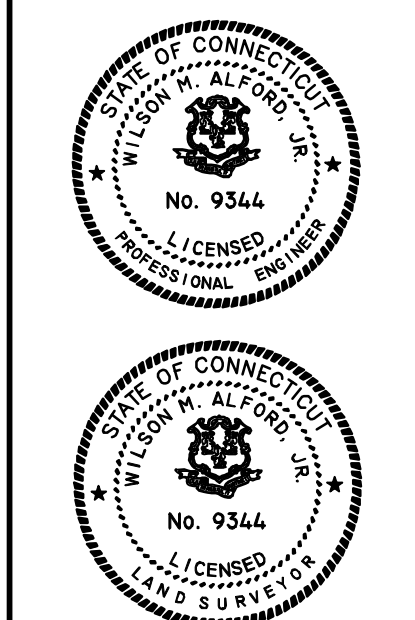


PART NO	PIPE SIZE	A	B (MAX)	H	L	W
1210-NP	12"	8.5"	10"	6.5"	25"	29"
300	300 mm	185 mm	254 mm	165 mm	635 mm	735 mm
1210-NP	15"	8.5"	10"	6.5"	25"	29"
375	375 mm	185 mm	254 mm	165 mm	635 mm	735 mm
1810-NP	18"	7.5"	15"	6.5"	32"	35"
450	450 mm	190 mm	380 mm	165 mm	812 mm	890 mm
2410-NP	24"	7.5"	18"	6.5"	36"	45"
600	600 mm	190 mm	450 mm	165 mm	900 mm	1140 mm
3012-NP	30"	10.5"	7.0"	53"	68"	
750	750 mm	266 mm	N/A	178 mm	1345 mm	1725 mm
3612-NP	36"	10.5"	N/A	7.0"	53"	68"
900	900 mm	266 mm	N/A	178 mm	1345 mm	1725 mm

NOTE: PE THREADED ROD W/ WING NUTS PROVIDED FOR END SECTIONS 12"-24". 30" & 36" END SECTIONS TO BE WELDED TO PIPE PER MANUFACTURER'S RECOMMENDATIONS.  
NOTE: ALL DIMENSIONS ARE NOMINAL.

APPROVED  
PLANNING & ZONING  
COMMISSION  
MANCHESTER, CT.  
DATE: \_\_\_\_\_  
SIGNED: \_\_\_\_\_

REVISED PER TOWN STAFF COMMENTS	DATE
	7-8-24



TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

L.S. No. 9344

NOT VALID WITHOUT A LIVE SIGNATURE AND EMBOSSED SEAL



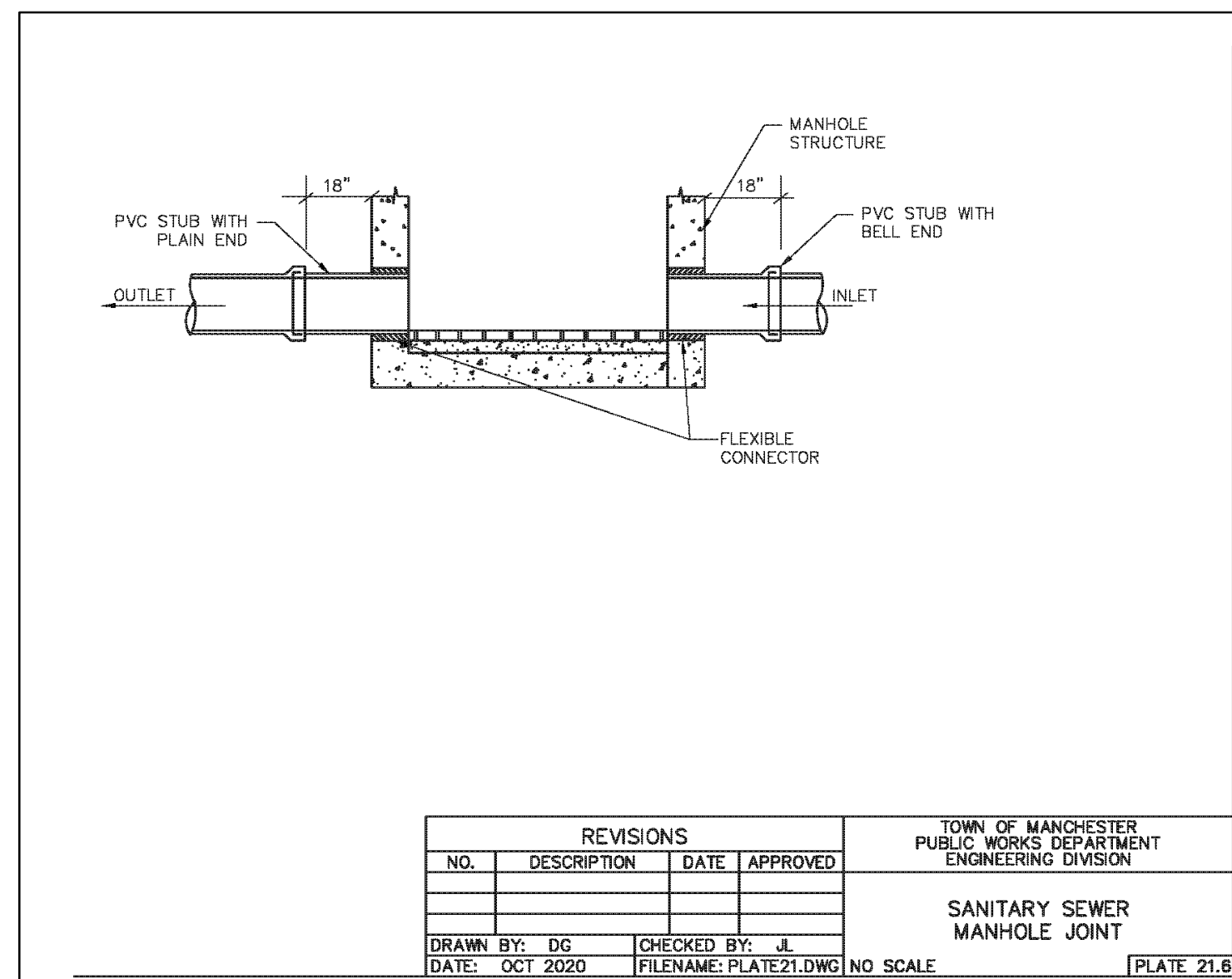
CIVIL ENGINEERS  
WINDSOR, CONNECTICUT  
WILSON M. ALFORD, JR., P.E. & L.S.

DATE: MAY 6, 2024

SCALE: 1 IN. = - FT.

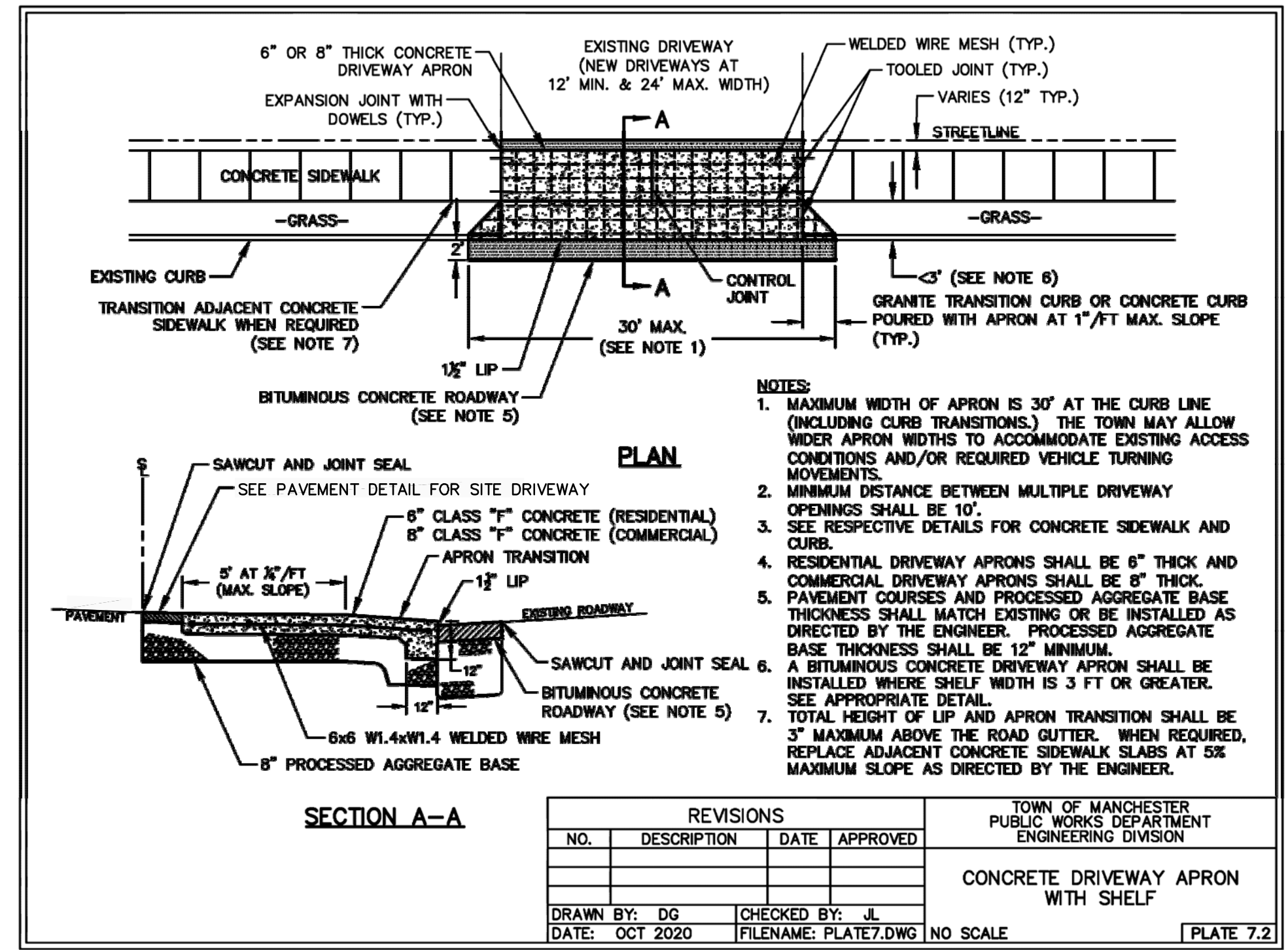
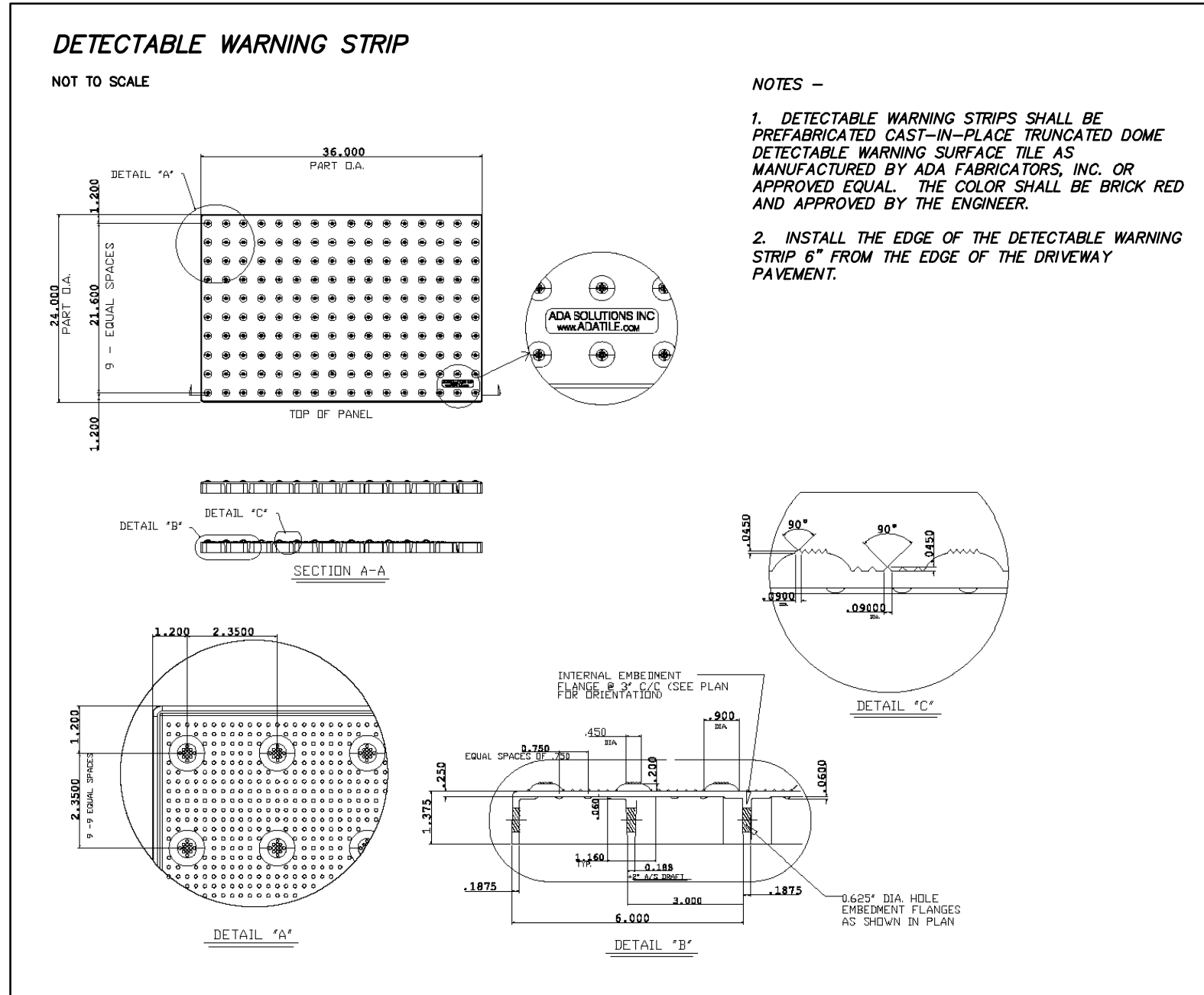
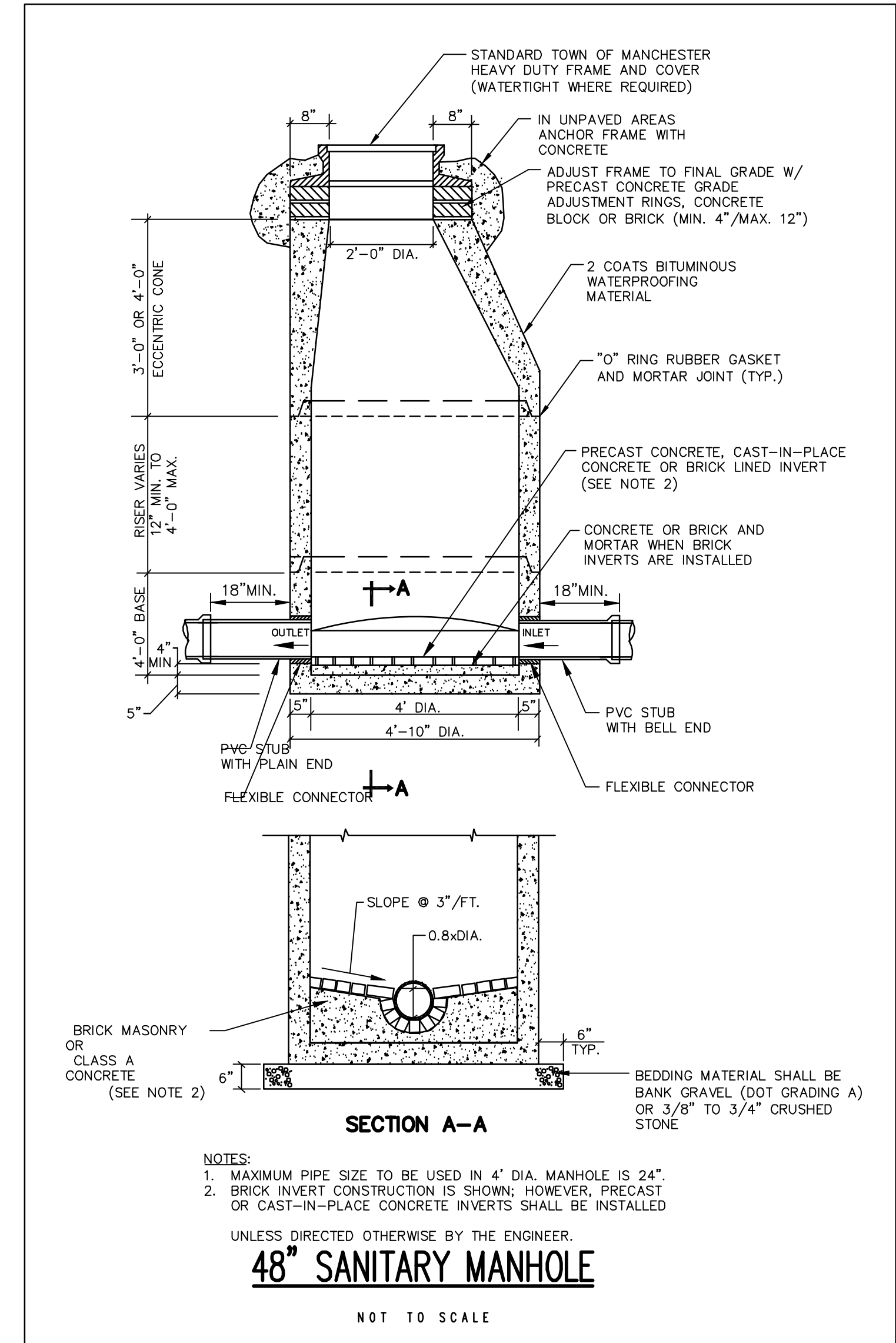
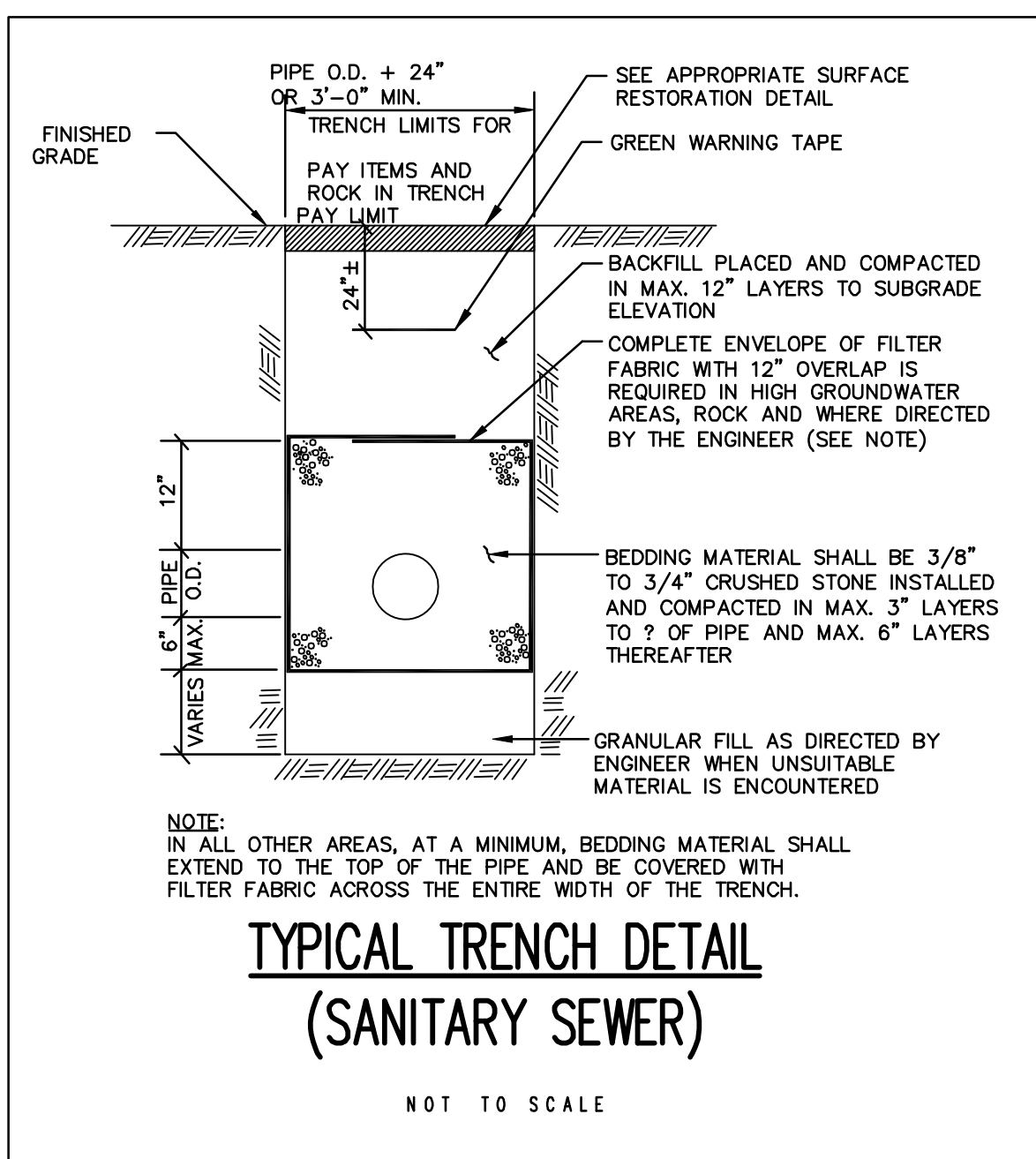
SITE PLAN  
PREPARED FOR  
LFF COMMERCE JV LLC  
STORM DRAINAGE DETAILS  
WATER SERVICE NOTES AND DETAILS  
71 COMMERCE ROAD  
(FORMERLY KNOWN AS  
71 AND 81 COMMERCE ROAD)  
MANCHESTER, CONNECTICUT

Sheet  
C8.3



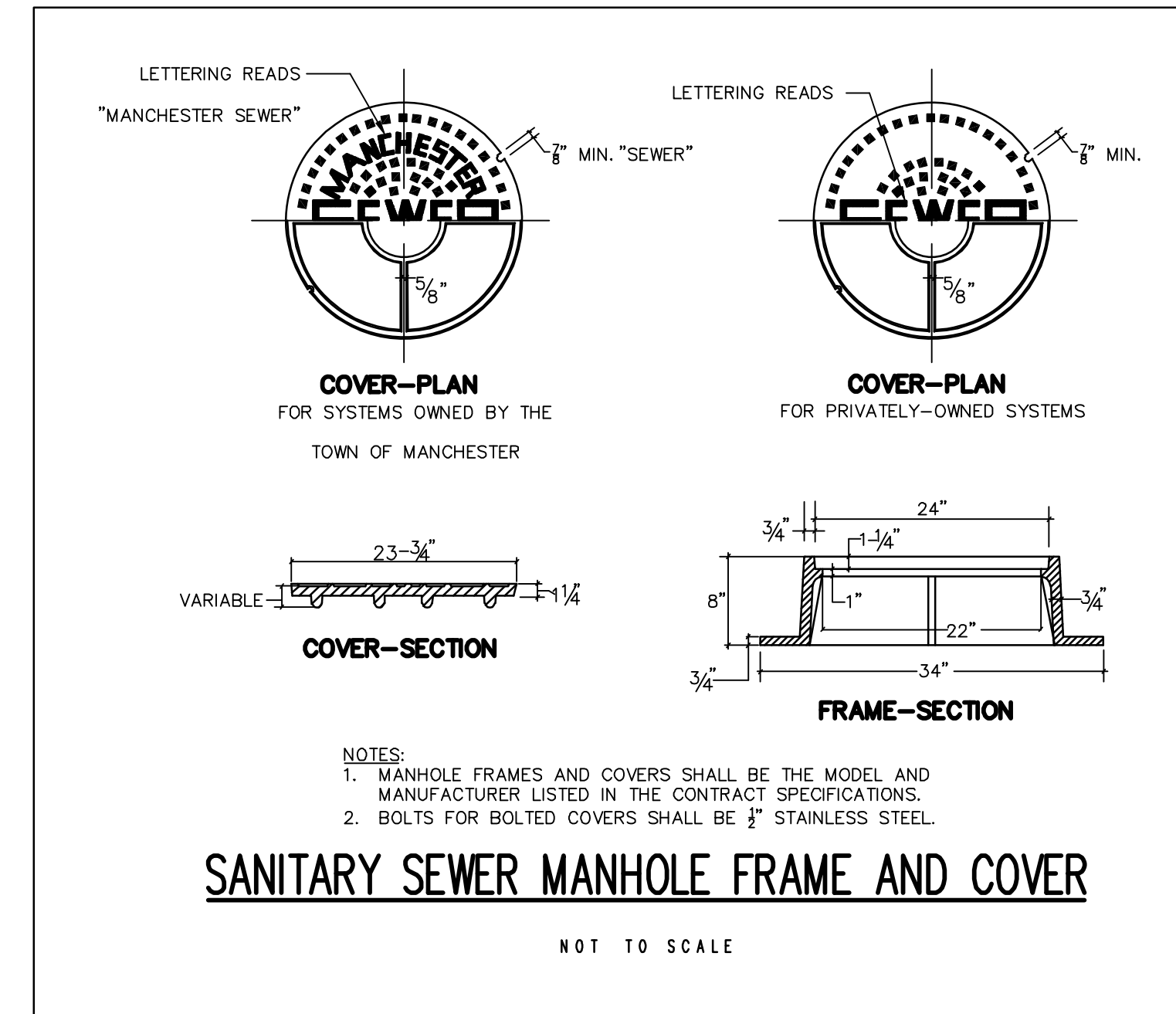
REVISIONS				TOWN OF MANCHESTER PUBLIC WORKS DEPARTMENT ENGINEERING DIVISION
NO.	DESCRIPTION	DATE	APPROVED	
				SANITARY SEWER MANHOLE JOINT

DRAWN BY: DG    CHECKED BY: JL  
DATE: OCT 2020    FILENAME: PLATE21.DWG    NO SCALE    PLATE 21.6



REVISIONS				TOWN OF MANCHESTER PUBLIC WORKS DEPARTMENT ENGINEERING DIVISION
NO.	DESCRIPTION	DATE	APPROVED	
				CONCRETE DRIVEWAY APRON WITH SHELF

DRAWN BY: DG    CHECKED BY: JL  
DATE: OCT 2020    FILENAME: PLATE7.DWG    NO SCALE    PLATE 7.2



APPROVED  
PLANNING & ZONING  
COMMISSION  
MANCHESTER, CT.

DATE: \_\_\_\_\_  
SIGNED: \_\_\_\_\_

SEE SHEET C8.3 FOR "TOWN OF MANCHESTER WATER AND SANITARY SEWER NOTES"

ADDED DETECTABLE WARNING STRIP DETAIL		REVISION
8-7-24	REVISED PER TOWN STAFF COMMENTS	DATE
7-9-24		



TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

L.S. No. 9344

NOT VALID WITHOUT A LIVE SIGNATURE AND EMBOSSED SEAL



CIVIL ENGINEERS  
WINDSOR, CONNECTICUT  
WILSON M. ALFORD, P.E. & L.S.

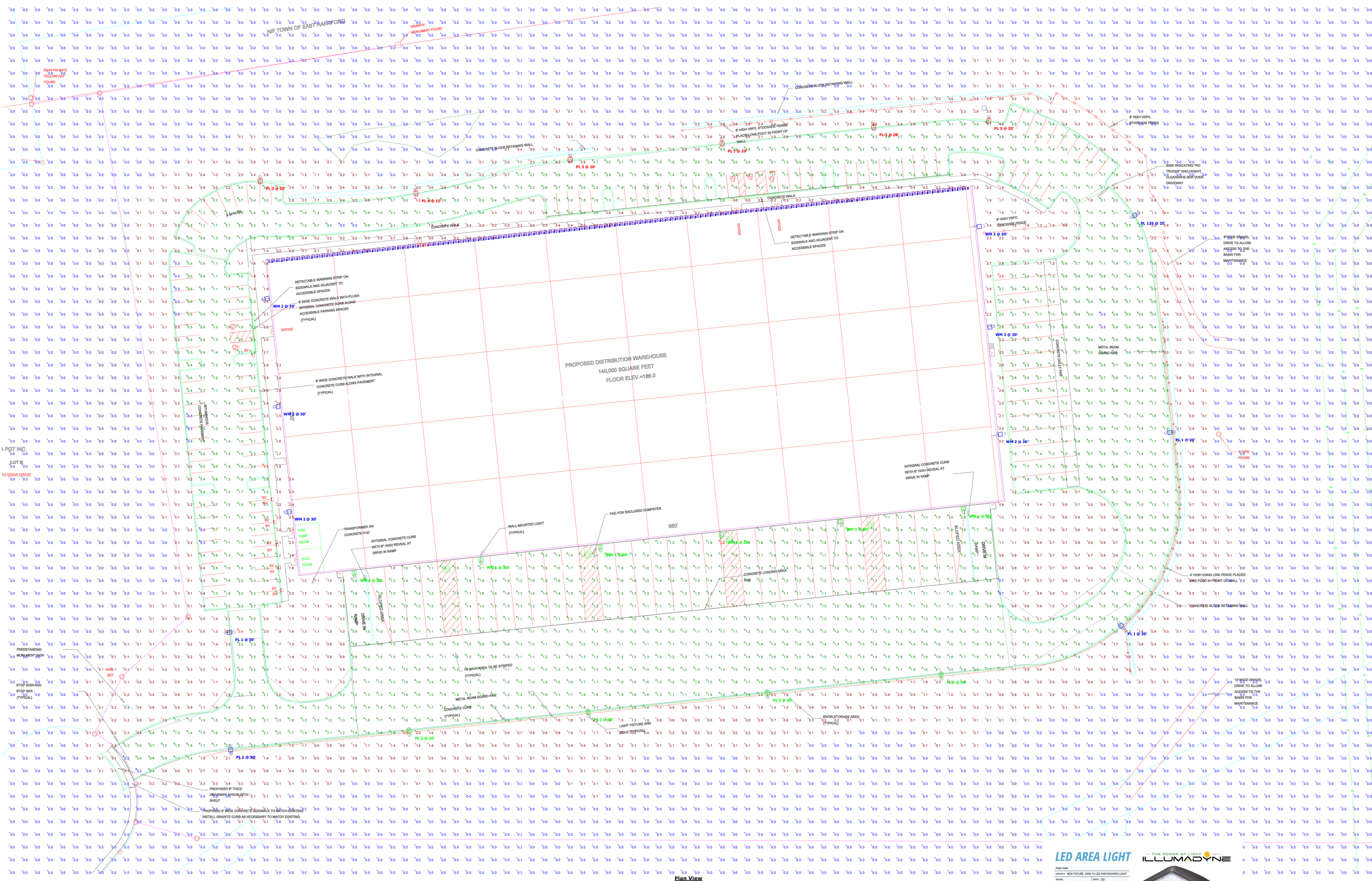
DATE: MAY 6, 2024  
SCALE: 1 IN. = - FT.

SITE PLAN  
PREPARED FOR  
**LFF COMMERCIAL JV LLC**  
PAVEMENT DETAILS  
AND  
SANITARY SEWER DETAILS  
MANCHESTER, CONNECTICUT

71 COMMERCE ROAD  
(FORMERLY KNOWN AS  
71 AND 81 COMMERCE ROAD)

Sheet  
C8.4





Plan View

Symbol	Label	QTY	Manufacturer	Color	Description	Lamp Output	Beam Spread	LPF	Mounting Height	Notes
WM 1	WM 1	1	ILLUMADYNE	20' Pole	20' Pole, 150W LED, 120V, 1200lm	1500	75°	1	30' AFG	See: 105574
WM 2	WM 2	1	ILLUMADYNE	20' Pole	20' Pole, 150W LED, 120V, 1200lm	1500	75°	1	30' AFG	See: 105574
PL 1	PL 1	4	ILLUMADYNE	20' Pole	20' Pole, 150W LED, 120V, 1200lm	1500	75°	1	30' AFG	See: 105574
PL 125	PL 125	1	ILLUMADYNE	20' Pole	20' Pole, 150W LED, 120V, 1200lm	1500	75°	1	30' AFG	See: 105574
PL 2	PL 2	4	ILLUMADYNE	20' Pole	20' Pole, 150W LED, 120V, 1200lm	1500	75°	1	30' AFG	See: 105574
PL 3	PL 3	1	ILLUMADYNE	20' Pole	20' Pole, 150W LED, 120V, 1200lm	1500	75°	1	30' AFG	See: 105574
PL 4	PL 4	1	ILLUMADYNE	20' Pole	20' Pole, 150W LED, 120V, 1200lm	1500	75°	1	30' AFG	See: 105574

Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Front Entry Drives	✖	1.6 fc	2.4 fc	0.2 fc	12.0:1	8.0:1
North Side Drive & Auto Parking	✖	2.0 fc	5.2 fc	0.3 fc	17.3:1	6.7:1
Rear Drive/Trailer Parking	✖	1.3 fc	2.9 fc	0.3 fc	9.7:1	4.3:1
Truck Court	✖	1.4 fc	2.2 fc	0.7 fc	3.1:1	2.0:1
Front Auto Parking	✖	1.4 fc	2.8 fc	0.3 fc	9.3:1	4.7:1

**LED AREA LIGHT**  
THE POWER OF LIGHT  
**ILLUMADYNE**

**LED AREA LIGHT**  
NEW PATENT PENDING LED PARABOLA LIGHT  
Model: 2000  
Power: 150W  
Voltage: 120V

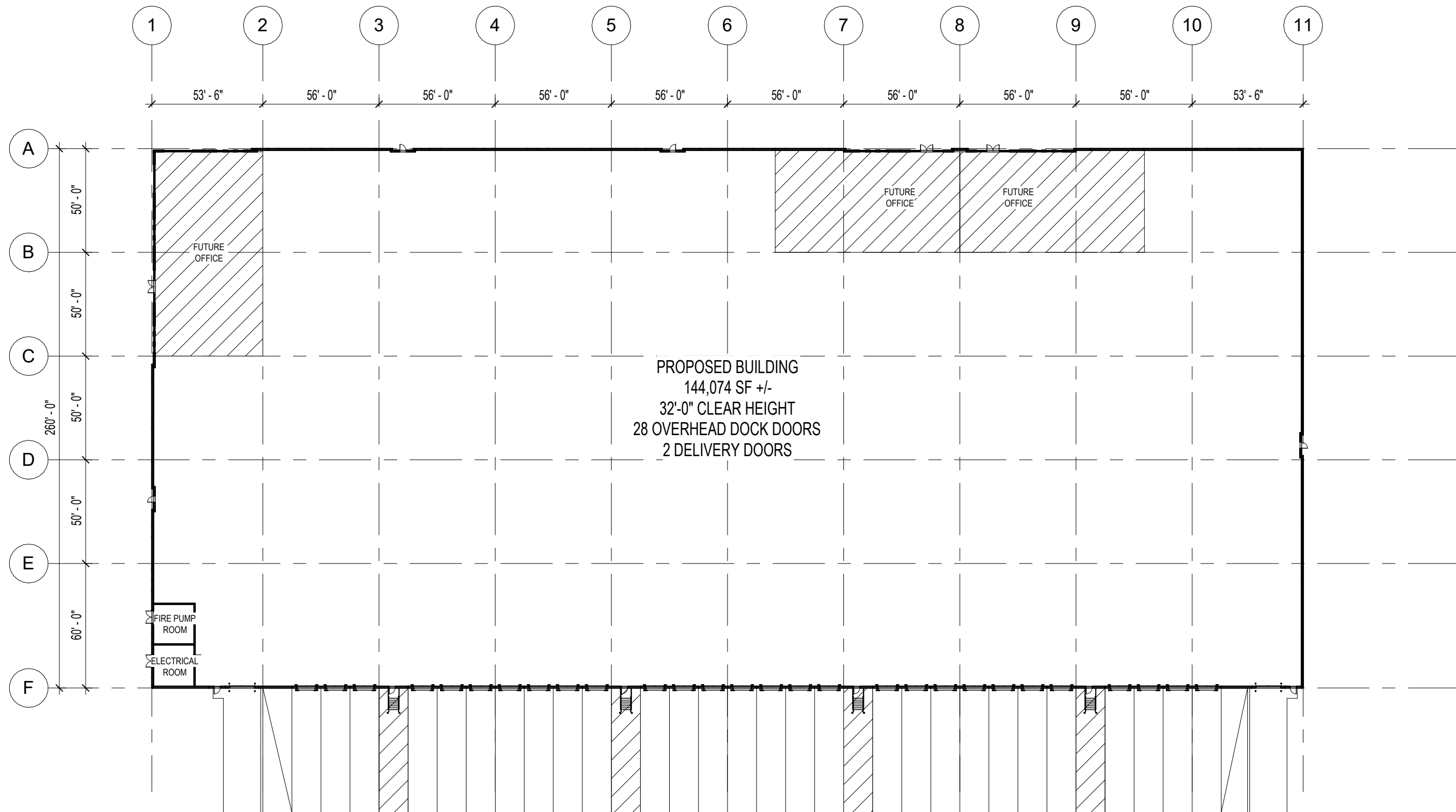
**FEATURES:**  
- 150W LED PARABOLA LIGHT  
- 120V, 150W  
- 1200lm  
- 75° Beam Spread  
- 30' AFG  
- 120V, 150W  
- 1200lm  
- 75° Beam Spread  
- 30' AFG

**CONSTRUCTION & MATERIALS:**  
- Polycarbonate Lens  
- Aluminum Housing  
- 120V, 150W  
- 1200lm  
- 75° Beam Spread  
- 30' AFG

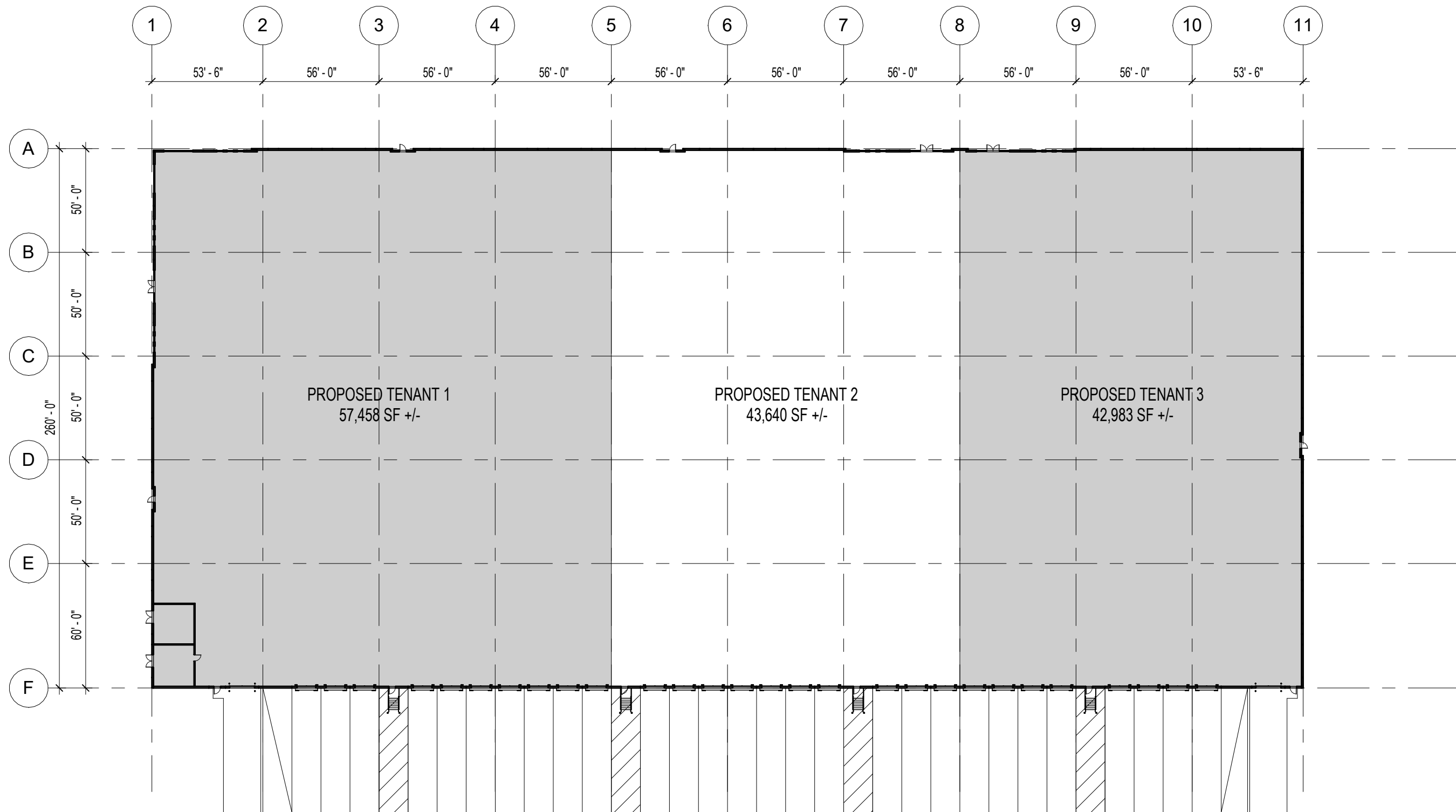
**WARRANTY:**  
- 5 Year Limited Warranty  
- 50,000 Hours  
- 120V, 150W  
- 1200lm  
- 75° Beam Spread  
- 30' AFG

The Visual Simulation ("Lighting Design") provided here by Illumadyne, Inc. represents an anticipated prediction of lighting system performance based upon design parameters and information supplied by others. These design parameters and information provided by others has not been field verified and therefore actual measured results may vary from the actual field conditions.

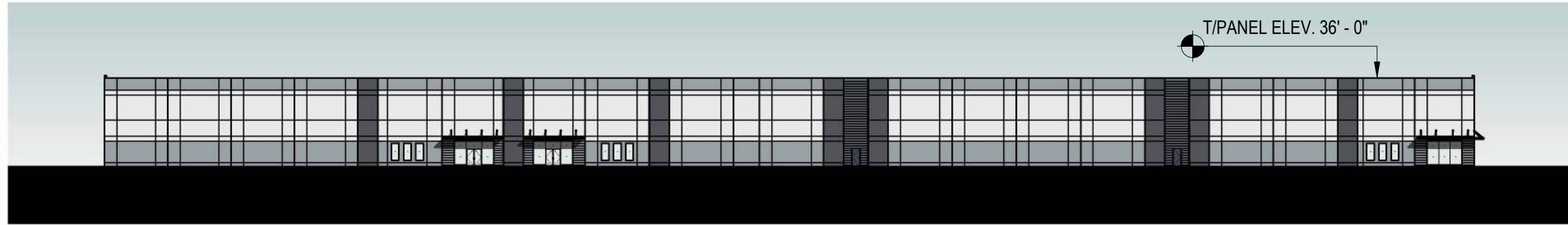
Illumadyne, Inc. neither warrants, either implied or stated, the actual measured light levels or energy consumption as compared to those illustrated by the Lighting Design. Illumadyne, Inc. neither warrants, either implied or stated, nor represents, or guarantees, or certifies, or endorses, or assumes any liability for, or any other party's use of the Lighting Design in any way. The Lighting Design is issued, in whole or in part, as advisory documents for informational purposes and is not intended for construction.



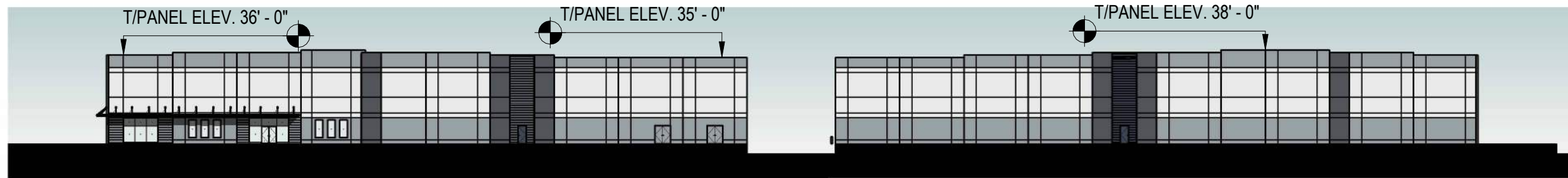
# A1.0 | PROPOSED FLOOR PLAN



# A1.1 | PROPOSED TENANT PLAN

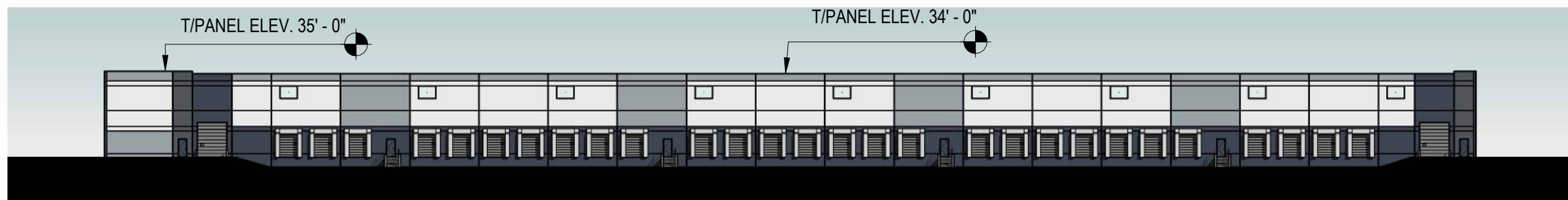


1 WEST ELEVATION  
A2.0 1" = 50'-0"



2 SOUTH ELEVATION  
A2.0 1" = 50'-0"

3 NORTH ELEVATION  
A2.0 1" = 50'-0"



4 EAST ELEVATION  
A2.0 1" = 50'-0"




A3.0 | CORNER RENDER DRAFT



A4.0 | CORNER RENDER DRAFT

**TOWN OF MANCHESTER  
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT**

**TO:** Planning & Zoning Commission

**FROM:** Megan Pilla, Principal Development Planner 

**DATE:** August 15, 2024

**RE:** Hilliard Mills LLC – 640 Hilliard Street  
Flood Plain Permit (FLDP-0001-2024)

***Introduction***

The applicant is requesting approval of a flood plain permit for the historical rehabilitation of Building #6 at the Hilliard Mills complex. The site is located in the Industrial zone (IND).

***Project Description***

Building #6, the final building to be approved for renovation at the Hilliard Mills complex, is located within the designated FEMA flood plain. Renovation of the structure therefore requires a flood plain permit.

Two different elevations are labeled and highlighted on sheet A-5 of the attached architectural drawings – the base flood elevation and the design flood elevation. Base flood elevation (BFE) is defined as the estimated crest of a 100-year flood. The BFE is 88.5, which is about 1.5-2 feet above the basement floor elevation of the existing structure (which varies slightly due to the age of the structure). Design flood elevation (DFE) is the elevation at which *new* construction would be required to be built, and is 1 foot above the BFE.

The applicant intends to rehabilitate this historic structure in accordance with the standards of the State Historic Preservation Office (SHPO). As such, the basement floor elevation cannot be altered to be above the BFE and DFE. However, because it is not a residential structure, this is allowable (see Art. II, Sec. 19.05.02).

***Variances Granted***

In order to meet SHPO requirements for historical rehabilitation, the applicant requested and was granted the following variances by the Zoning Board of Appeals (ZBA) at its June 26, 2024 meeting:

1. Variance from Art. II, Sec. 19.05.01(b)(1) – which requires that any substantial improvements must be constructed with materials that are resistant to flood damage.

- a. Because it is a historical rehabilitation, the applicant intends to use some historically accurate materials, such as wood doors and windows, that are not resistant to flood damage.
2. Variance from Art. II, Sec. 19.05.02 (b) – which requires that substantial improvement of a non-residential structure in the flood plain must have the lowest floor elevated to the level of the base flood elevation, or be designed so that the structure is watertight below the base flood elevation.
    - a. The lowest level of the existing structure is 1.5-2 feet below the base flood elevation. Because it is a historical rehabilitation, the applicant does not intend to elevate the structure and cannot use materials that would make the lowest level completely watertight.
  3. Variance from Art. II, Sec. 19.05.02 (c) – which requires that substantial improvement of a building with a fully enclosed area formed by the foundation or exterior walls below the base flood elevation must be designed to allow floodwaters to enter and exit the lowest level via openings in the exterior walls, so as to equalize the force on the exterior walls during a flood.
    - a. Because it is a historical building rehabilitation, the applicant does not intend to create such openings within the existing exterior walls.

In making its decision, the ZBA recognized that, as a non-residential structure, any flood damage to the basement level would not cause displacement of residents, and any losses incurred would be the responsibility of the property owner only.

### ***Inland Wetlands***

A portion of Building #6 is located within the upland review area. However, because the proposed work is limited to the renovation of the existing structure with no new ground disturbance, an inland wetland permit is not required.

### ***For the Commission's Consideration***

The Commission should consider whether the proposal meets the criteria of the flood plain regulations in Art. II, Sec. 19.

### ***Staff Review***

Town staff has reviewed the plans and documents submitted with the application and there are no outstanding comments.

mp

R:\Planning\PZC\2024\08 - August 19\Packet\FLDP-0001-2024 (Hilliard Mills) - Memo.docx

Attach.



# Town of Manchester, CT

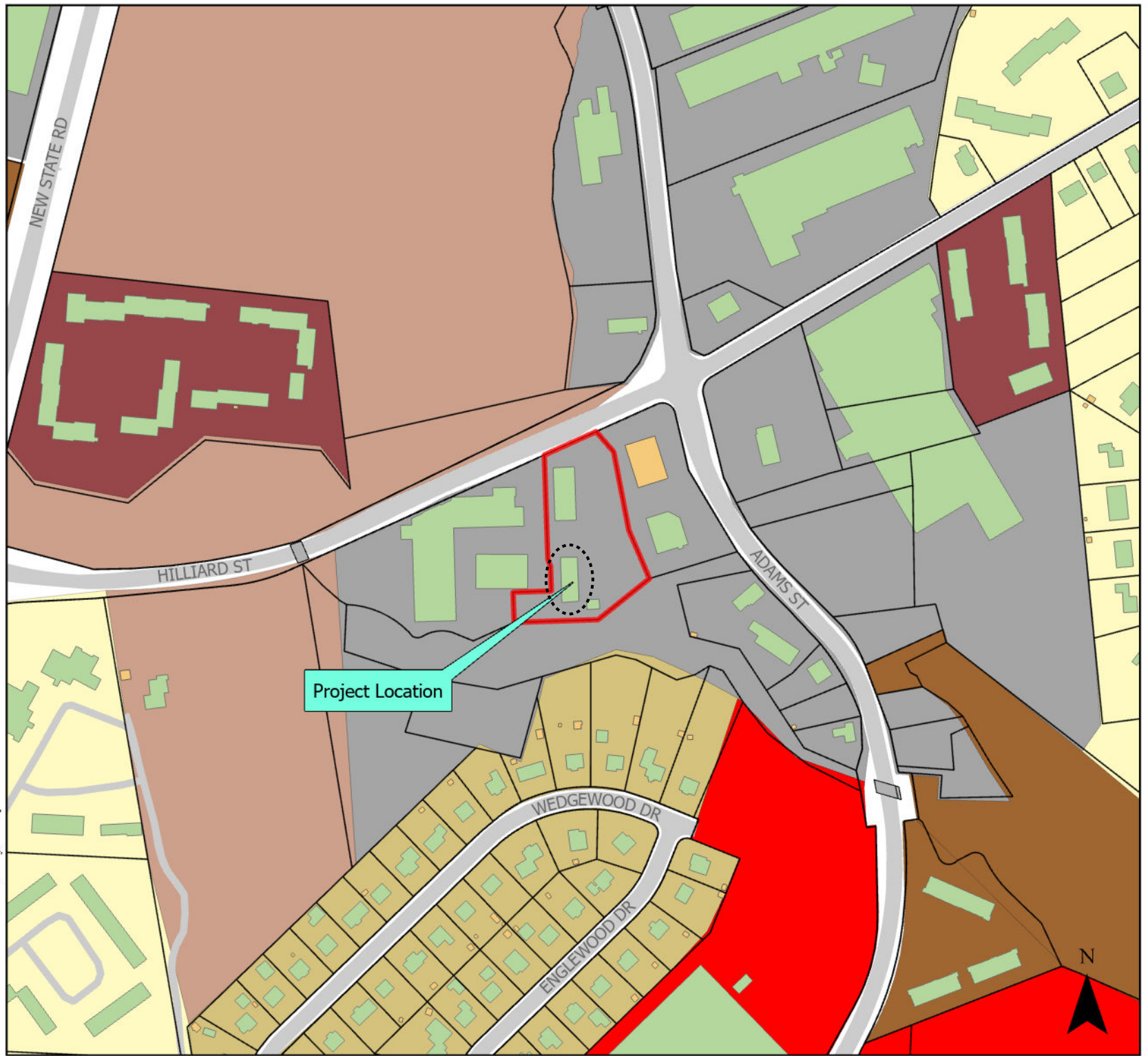


## Geographic Information Systems

### 640 HILLIARD STREET

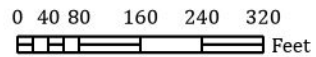
#### Legend

- GB - General Business
- IND - Industrial
- PRD - Planned Residence Development
- RA - Residence A
- RB - Residence B
- RM - Residence M
- RR - Rural Residence



**DISCLAIMER:**  
The Town of Manchester, CT assumes no legal responsibility for the information contained in this map. This map is provided 'AS IS' without warranty of any kind.

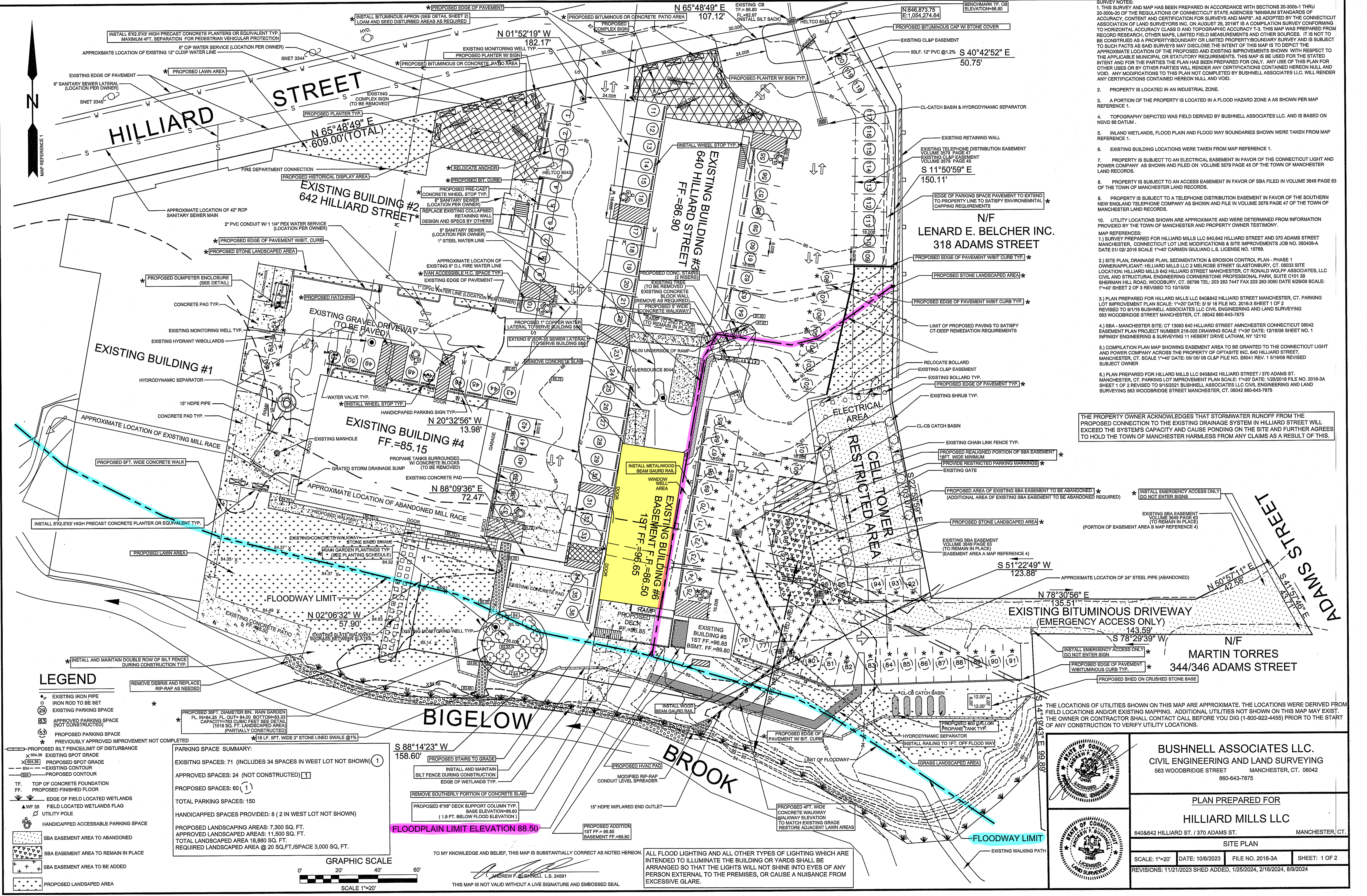
**NOTES:**  
Planimetric and topographic information were compiled by stereo photogrammetric methods from photography dated April 24, 1999 in accordance with ASPR accuracy standards for 1"=40' large scale Class I maps. Real property compiled from recorded deeds, subdivision plans and other public records. Utility networks compiled from record plans, as-builts and/or field survey data. Aerial photography dated April 24, 1999.



1 inch = 250 ft

Date: 6/18/2024

N



**SURVEY NOTES:**

- THIS SURVEY AND MAP HAS BEEN PREPARED IN ACCORDANCE WITH SECTIONS 20-300b-1 THRU 20-300b-20 OF THE REGULATIONS OF THE CONNECTICUT STATE AGENCIES' MINIMUM STANDARDS OF ACCURACY, CONTENT AND CERTIFICATION FOR SURVEYS AND MAPS, AS ADOPTED BY THE CONNECTICUT ASSOCIATION OF LAND SURVEYORS INC. ON AUGUST 29, 2018 IT IS A COMPILATION SURVEY CONFORMING TO HORIZONTAL ACCURACY CLASS D AND TOPOGRAPHIC ACCURACY T-3. THIS MAP WAS PREPARED FROM RECORD RESEARCH, OTHER MAPS, LIMITED FIELD MEASUREMENTS AND OTHER SOURCES. IT IS NOT TO BE CONSTRUED AS A PROPERTY/BOUNDARY OR LIMITED PROPERTY/BOUNDARY SURVEY AND IS SUBJECT TO SUCH FACTS AS SAID SURVEYS MAY DISCLOSE THE INTENT OF THIS MAP IS TO DEPICT THE APPROXIMATE LOCATION OF THE PROPOSED AND EXISTING IMPROVEMENTS SHOWN WITH RESPECT TO THE APPLICABLE MUNICIPAL OR STATUTORY REQUIREMENTS. THIS MAP IS BE USED FOR THE STATED INTENT AND FOR THE PARTIES THE PLAN HAS BEEN PREPARED FOR ONLY. ANY USE OF THIS PLAN FOR OTHER USES OR BY OTHER PARTIES WILL RENDER ANY CERTIFICATIONS CONTAINED HEREON NULL AND VOID. ANY MODIFICATIONS TO THIS PLAN NOT COMPLETED BY BUSHNELL ASSOCIATES LLC. WILL RENDER ANY CERTIFICATIONS CONTAINED HEREON NULL AND VOID.
- PROPERTY IS LOCATED IN AN INDUSTRIAL ZONE.
- A PORTION OF THE PROPERTY IS LOCATED IN A FLOOD HAZARD ZONE A AS SHOWN PER MAP REFERENCE 1.
- TOPOGRAPHY DEPICTED WAS FIELD DERIVED BY BUSHNELL ASSOCIATES LLC. AND IS BASED ON NGVD 88 DATUM.
- INLAND WETLANDS, FLOOD PLAIN AND FLOOD WAY BOUNDARIES SHOWN WERE TAKEN FROM MAP REFERENCE 1.
- EXISTING BUILDING LOCATIONS WERE TAKEN FROM MAP REFERENCE 1.
- PROPERTY IS SUBJECT TO AN ELECTRICAL EASEMENT IN FAVOR OF THE CONNECTICUT LIGHT AND POWER COMPANY AS SHOWN AND FILED ON VOLUME 3579 PAGE 45 OF THE TOWN OF MANCHESTER LAND RECORDS.
- PROPERTY IS SUBJECT TO AN ACCESS EASEMENT IN FAVOR OF SBA FILED IN VOLUME 3649 PAGE 63 OF THE TOWN OF MANCHESTER LAND RECORDS.
- PROPERTY IS SUBJECT TO A TELEPHONE DISTRIBUTION EASEMENT IN FAVOR OF THE SOUTHERN NEW ENGLAND TELEPHONE COMPANY AS SHOWN AND FILED IN VOLUME 3579 PAGE 47 OF THE TOWN OF MANCHESTER LAND RECORDS.
- UTILITY LOCATIONS SHOWN ARE APPROXIMATE AND WERE DETERMINED FROM INFORMATION PROVIDED BY THE TOWN OF MANCHESTER AND PROPERTY OWNER TESTIMONY.

**MAP REFERENCES:**

- SURVEY PREPARED FOR HILLIARD MILLS LLC 640,642 HILLIARD STREET AND 370 ADAMS STREET MANCHESTER, CONNECTICUT LOT LINE MODIFICATIONS & SITE IMPROVEMENTS JOB NO. 060409-A DATE 01/02/2018 SCALE 1"=40' CARMEN GIULIANO L.S. LICENSE NO. 15769.
- SITE PLAN, DRAINAGE PLAN, SEDIMENTATION & EROSION CONTROL PLAN - PHASE 1 OWNER/APPLICANT: HILLIARD MILLS LLC 2 MELROSE STREET GLASTONBURY, CT 06033 SITE LOCATION: HILLIARD MILLS 642 HILLIARD STREET MANCHESTER, CT RONALD WOLF ASSOCIATES, LLC CIVIL AND STRUCTURAL ENGINEERING CORNERSTONE PROFESSIONAL PARK, SUITE C101 99 SHERMAN HILL ROAD, WOODBURY, CT 06798 TEL: 203 283 7447 FAX: 203 283 0060 DATE 6/29/09 SCALE: 1"=40' SHEET 2 OF 3 REVISED TO 10/15/09
- PLAN PREPARED FOR HILLIARD MILLS LLC 640&642 HILLIARD STREET MANCHESTER, CT. PARKING LOT IMPROVEMENT PLAN SCALE: 1"=20' DATE: 5/9/16 FILE NO. 2016-3 SHEET 1 OF 2 REVISED TO 9/16/2021 BUSHNELL ASSOCIATES LLC CIVIL ENGINEERING AND LAND SURVEYING 563 WOODBRIDGE STREET MANCHESTER, CT. 06042 860-643-7875
- SBA - MANCHESTER SITE: CT 13063 640 HILLIARD STREET MANCHESTER CONNECTICUT 06042 EASEMENT PLAN PROJECT NUMBER 216-005 DRAWING SCALE: 1"=30' DATE: 12/18/08 SHEET NO. 1 INFINIOY ENGINEERING & SURVEYING 11 HEBERT DRIVE LATHAM, NY 12110
- COMPILATION PLAN MAP SHOWING EASEMENT AREA TO BE GRANTED TO THE CONNECTICUT LIGHT AND POWER COMPANY ACROSS THE PROPERTY OF OPTASTAR INC. 640 HILLIARD STREET, MANCHESTER, CT. SCALE 1"=40' DATE: 05/05/08 CL&P FILE NO. E8041 REV. 1/5/10/08 REVISED SUBJECT OWNER
- PLAN PREPARED FOR HILLIARD MILLS LLC 640&642 HILLIARD STREET / 370 ADAMS ST. MANCHESTER, CT. PARKING LOT IMPROVEMENT PLAN SCALE: 1"=20' DATE: 12/25/2018 FILE NO. 2016-3A SHEET 1 OF 2 REVISED TO 9/16/2021 BUSHNELL ASSOCIATES LLC CIVIL ENGINEERING AND LAND SURVEYING 563 WOODBRIDGE STREET MANCHESTER, CT. 06042 860-643-7875

THE PROPERTY OWNER ACKNOWLEDGES THAT STORMWATER RUNOFF FROM THE PROPOSED CONNECTION TO THE EXISTING DRAINAGE SYSTEM IN HILLIARD STREET WILL EXCEED THE SYSTEM'S CAPACITY AND CAUSE PONDING ON THE SITE AND FURTHER AGREES TO HOLD THE TOWN OF MANCHESTER HARMLESS FROM ANY CLAIMS AS A RESULT OF THIS.

**LEGEND**

- EXISTING IRON PIPE
- IRON ROD TO BE SET
- EXISTING PARKING SPACE
- APPROVED PARKING SPACE (NOT CONSTRUCTED)
- PROPOSED PARKING SPACE
- PREVIOUSLY APPROVED IMPROVEMENT NOT COMPLETED
- PROPOSED SILT FENCE/LIMIT OF DISTURBANCE
- EXISTING SPOT GRADE
- PROPOSED SPOT GRADE
- EXISTING CONTOUR
- PROPOSED CONTOUR
- TOP OF CONCRETE FOUNDATION
- PROPOSED FINISHED FLOOR
- EDGE OF FIELD LOCATED WETLANDS
- FIELD LOCATED WETLANDS FLAG
- UTILITY POLE
- HANDICAPPED ACCESSIBLE PARKING SPACE
- SBA EASEMENT AREA TO BE ABANDONED
- SBA EASEMENT AREA TO REMAIN IN PLACE
- SBA EASEMENT AREA TO BE ADDED
- PROPOSED LANDSCAPED AREA

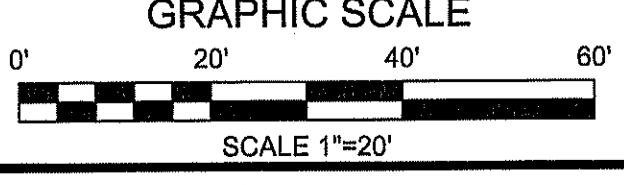
**PARKING SPACE SUMMARY:**

EXISTING SPACES: 71 (INCLUDES 34 SPACES IN WEST LOT NOT SHOWN)	1
APPROVED SPACES: 24 (NOT CONSTRUCTED)	1
PROPOSED SPACES: 60 (1)	
TOTAL PARKING SPACES: 150	
HANDICAPPED SPACES PROVIDED: 8 (2 IN WEST LOT NOT SHOWN)	
PROPOSED LANDSCAPING AREAS: 7,300 SQ. FT.	
APPROVED LANDSCAPED AREAS: 11,500 SQ. FT.	
TOTAL LANDSCAPED AREA 18,800 SQ. FT.	
REQUIRED LANDSCAPED AREA @ 20 SQ.FT./SPACE 3,000 SQ. FT.	

**FLOODPLAIN LIMIT ELEVATION 88.50**

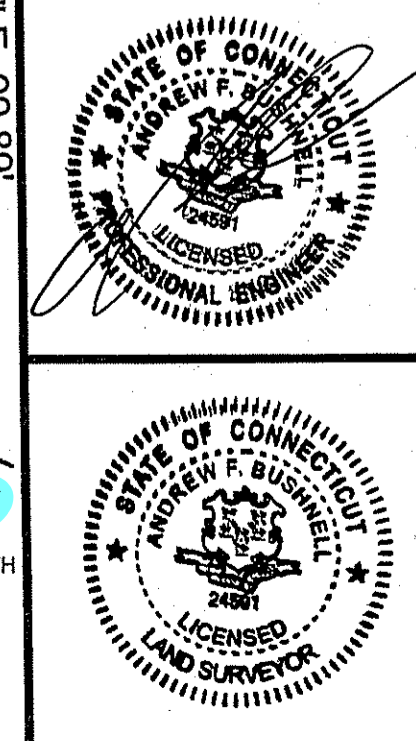
TO MY KNOWLEDGE AND BELIEF, THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

ALL FLOOD LIGHTING AND ALL OTHER TYPES OF LIGHTING WHICH ARE INTENDED TO ILLUMINATE THE BUILDING OR YARDS SHALL BE ARRANGED SO THAT THE LIGHTS WILL NOT SHINE INTO EYES OF ANY PERSON EXTERNAL TO THE PREMISES, OR CAUSE A NUISANCE FROM EXCESSIVE GLARE.



ANDREW F. BUSHNELL L.S. 24591

THIS MAP IS NOT VALID WITHOUT A LIVE SIGNATURE AND EMBOSSED SEAL



**BUSHNELL ASSOCIATES LLC.**  
 CIVIL ENGINEERING AND LAND SURVEYING  
 563 WOODBRIDGE STREET MANCHESTER, CT. 06042  
 860-643-7875

**PLAN PREPARED FOR**  
**HILLIARD MILLS LLC**  
 640&642 HILLIARD ST. / 370 ADAMS ST. MANCHESTER, CT.

**SITE PLAN**

SCALE: 1"=20' DATE: 10/6/2023 FILE NO. 2016-3A SHEET: 1 OF 2  
 REVISIONS: 11/21/2023 SHED ADDED, 1/25/2024, 2/16/2024, 8/9/2024

EROSION AND SEDIMENTATION PLAN:  
PROJECT: IMPROVEMENTS TO BUILDING 5 & 6  
APPROXIMATE PROJECT START DATE: TO BE DETERMINED  
APPROXIMATE PROJECT COMPLETION DATE: TO BE DETERMINED

- 1) EROSION AND SEDIMENTATION CONTROL ACTIVITIES TO CONFORM TO PRACTICES OUTLINED IN THE 2002 CONNECTICUT GUIDELINES FOR EROSION AND SEDIMENT CONTROL MANUAL.
- 2) PRIOR TO SITE DISTURBANCE INSTALL SILT FENCE AT LOCATIONS SHOWN ON THE MAP. INSTALL SEDIMENT CONTROL MEASURES AT CH BASINS RECEIVING STORM WATER RUN OFF FROM THE DISTURBED AREAS. ADDITIONAL EROSION AND SEDIMENTATION CONTROL MEASURES MAYBE REQUIRED AS FIELD CONDITIONS REQUIRE.
- 3) INSPECT AND REPAIR AS REQUIRED EROSION AND SEDIMENTATION CONTROL MEASURES PERIODICALLY. ALSO BEFORE AND AFTER LARGE RAIN STORMS. REMOVE SEDIMENT BUILD UP FROM SILT FENCE, THE RAIN GARDEN, CATCH BASIN SILT SACKS AND SUMPS AS REQUIRED.
- 4) STRIP AND STOCKPILE TOPSOIL. STABILIZE TOPSOIL STOCKPILE WITH A TEMPORARY GROUND COVER.
- 5) CONSTRUCT PROPOSED IMPROVEMENTS AS SHOWN.
- 6) SPREAD TOPSOIL, MACHINE RAKE, FERTILIZE, SEED AND MULCH DISTURBED AREAS AS SOON AS POSSIBLE. USE A GRASS SEED MIXTURE BASED ON SITE CONDITIONS (i.e., SUN OR SHADE) AND THE SEASONAL WEATHER CONDITIONS.
- 7) USE NORTH AMERICAN GREEN S 150 EROSION CONTROL BLANKETS OR EQUIVALENT TO STABILIZE ALL SLOPES STEEPER THAN 3 TO 1 SLOPE
- 8) REMOVE ALL EROSION AND SEDIMENTATION CONTROL MEASURES AFTER ENTIRE SITE HAS BEEN STABILIZED AND PERMANENT GROUND COVER GROWTH HAS MATURED.

**SITE SEEDING NOTES:**  
PREPARATION: FINE GRADE AND RAKE SOIL SURFACE TO REMOVE STONES LARGER THAN 2" IN DIAMETER. INSTALL SEEDING CONTROL DEVICES SUCH AS SURFACE WATER DIVERSIONS AS REQUIRED. APPLY LIMESTONE AT A RATE OF 2 TONS/AC. OR 90 LBS./1000 SQ.FT. FERTILIZE WITH 10-10-10 AT A RATE OF 300 LBS./AC. OR 7.5 LBS. PER 1000 SQ.FT. WORK LIME AND FERTILIZER INTO SOIL UNIFORMLY TO A DEPTH OF 4".  
SEED APPLICATION: APPLY SEED MIXTURE FROM THE CHART BELOW BY HAND, CYCLONE SEEDER OR HYDRO SEEDER. INCREASE SEED MIXTURE BY 10% IF HYDRO SEEDER IS USED. LIGHTLY DRAG OR ROLL THE SEEDING SURFACE TO COVER SEED. SEEDING SHOULD BE DONE BETWEEN THE TIMES SHOWN ON THE CHART BELOW. IF SEEDING CANNOT BE DONE DURING THESE TIMES, REPEAT MULCHING PROCEDURE BELOW UNTIL SEEDING CAN TAKE PLACE.  
MULCHING: IMMEDIATELY FOLLOWING SEEDING, MULCH THE SEED SURFACE WITH STRAW OR HAY AT A RATE OF 2 TO 3 TONS/AC. SPREAD MULCH BY HAND OR MULCH BLOWER. PUNCH MULCH INTO SOIL SURFACE WITH A TRACK MACHINE OR DISK HARROW SET STRAIGHT UP. IF USING HYDRO SEED MIX USE TACTIFER ADDITIVES TO ADHERE MULCH MATERIAL TO THE SURFACE.

SEED SELECTION:	LB/1000 SQ. FT.	SEED MIXTURE	RECOMMENDED SEEDING DATES
PERMANENT LAWN	0.45	KENTUCKY BLUEGRASS	4/1-6/15
	0.45	CREEPING RED FESCUE	8/15-10/1
	0.10	PERENNIAL RYEGRASS	
SLOPES & COARSE LAWN	0.45	CREEPING RED FESCUE	4/1-6/15
	0.05	RED TOP	8/15-10/1
	0.45	TALL FESCUE	
SLOPES (NO MOWING)	1.8	CREEPING RED FESCUE	4/1-6/15
	0.2	RED TOP	8/15-10/1
TEMPORARY COVER	3.0	WINTER RYE	4/15-6/15, 8/15-10/15
	1.0	OR ANNUAL RYEGRASS	3/1-6/15, 8/1-10/15

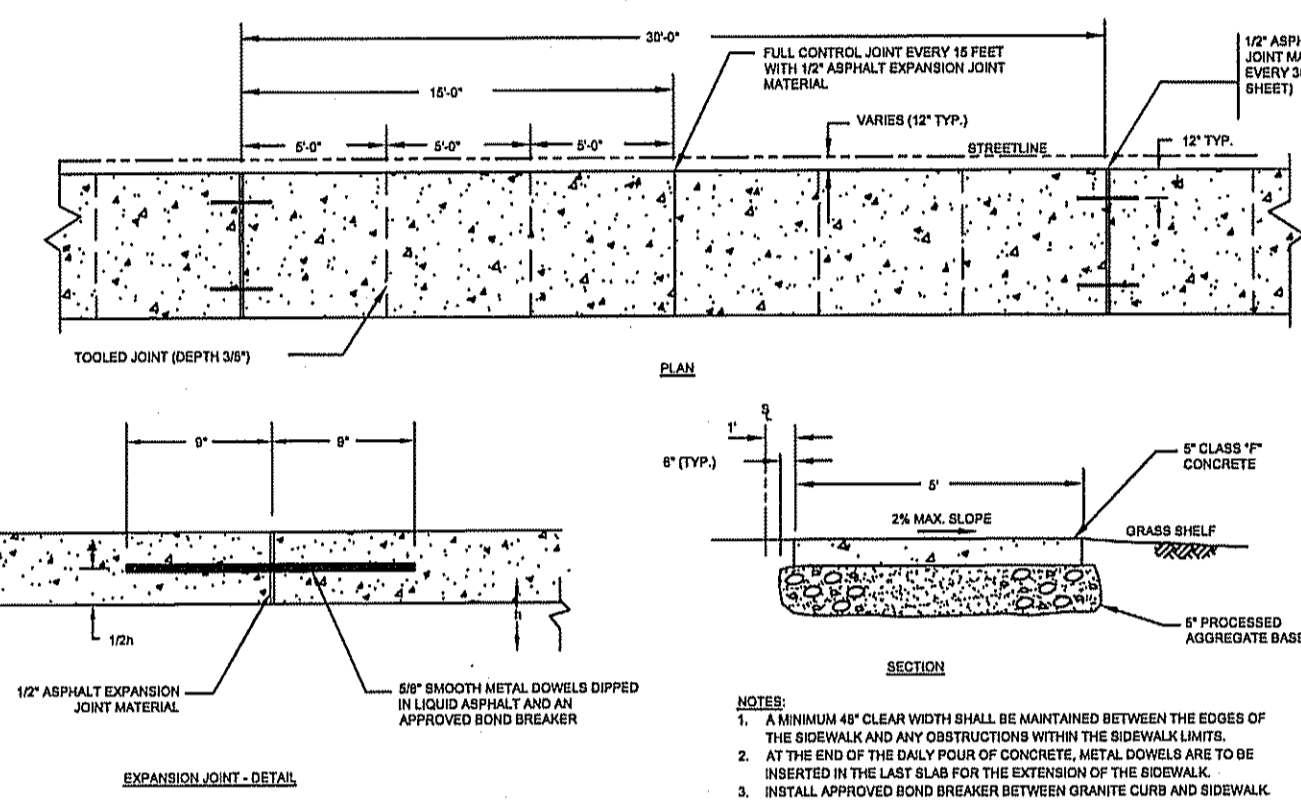
IF SEED IS PLANTED OUTSIDE THE RECOMMENDED SEEDING DATES IRRIGATION MAYBE REQUIRED AT A UNIFORM APPLICATION RATE OF 1 TO 2 INCHES OF WATER APPLIED PER APPLICATION, SOAKING THE GROUND TO A DEPTH OF 4 INCHES.

TOWN OF MANCHESTER  
PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION

STANDARD NOTES FOR SITE DEVELOPMENT APPLICATIONS

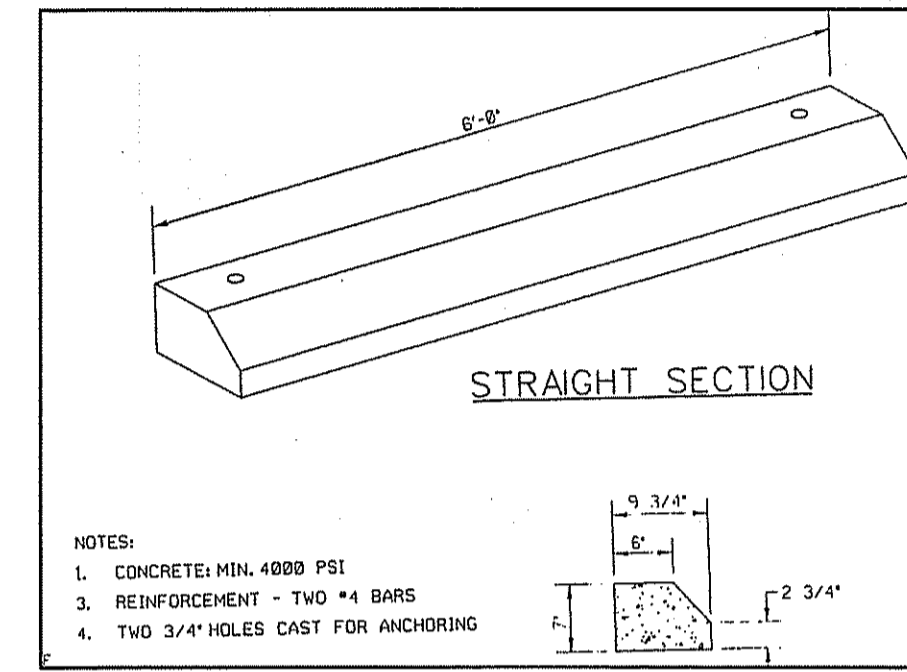
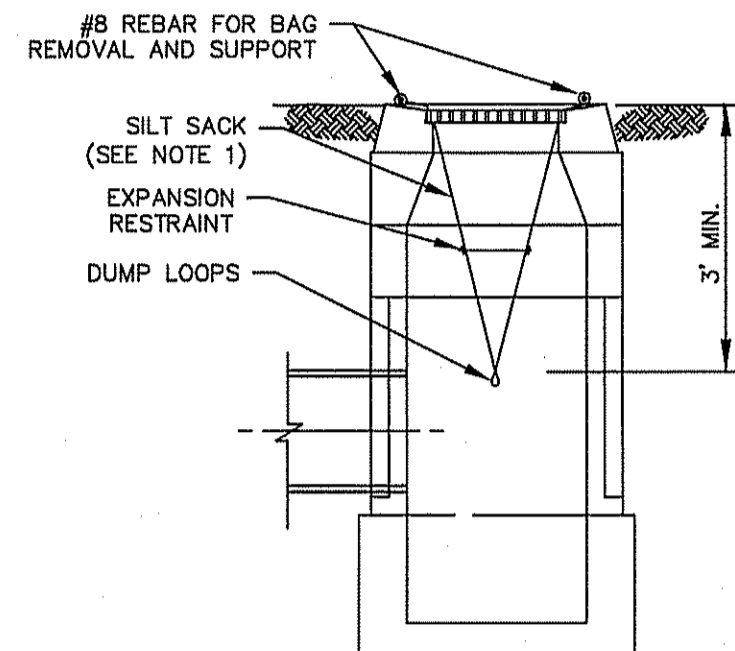
All materials and methods of construction within the right-of-way shall conform to the Manchester Public Improvement Standards, effective January 19, 2004 as amended.  
The Contractor is responsible for obtaining all required permits prior to the start of any construction activity.  
The Contractor must contact Call-Before-You-Dig at 1-800-922-4455 at least 48 hours prior to the start of any construction activity.  
Record drawings shall be submitted to the Town of Manchester Engineering Division in accordance with Section 5.01 of the Manchester Public Improvement Standards upon completion of the work. The drawings shall be in a form acceptable to the Engineering Division and shall be approved prior to final acceptance of the project. The Contractor shall be responsible for procuring all information necessary to generate drawings and for providing the actual drawings to the Town.  
The stormwater treatment system must be designed to remove a minimum of 80% of the total suspended solids from the water quality flow of 2.0 cfs with internal bypass of the 25 year design storm flow of 2.97 cfs. The system must be inspected and cleaned every (6) months or per the manufacturer's recommendation, which ever is more frequent. Shop drawings of the proposed system must first be approved by the design engineer then submitted to the Town of Manchester for review prior to fabrication. Shop drawing submittals must include:

- "treated" flow for the specified system and model, which must equal or exceed the water quality flow
- "conveyed" flow for the specified system and model, which must equal or exceed the design storm flow
- calculations or documentation verifying that 80% (min) of the average annual total suspended solids will be removed from the water quality flow
- orientation of the system in plan view with respect to the approved site plan (if different than shown on the approved plans)
- proposed size and elevation of critical weir, orifice, pipe invert/elevations, and other design elements that correspond to the hydraulic characteristics of the system

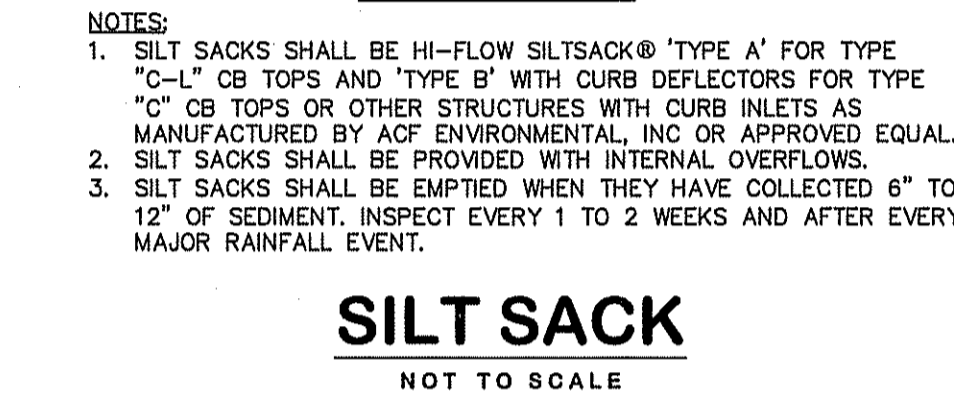


TYPICAL TRENCH DETAIL (WATER)  
NOT TO SCALE

TYPICAL TRENCH DETAIL (SANITARY SEWER)  
NOT TO SCALE

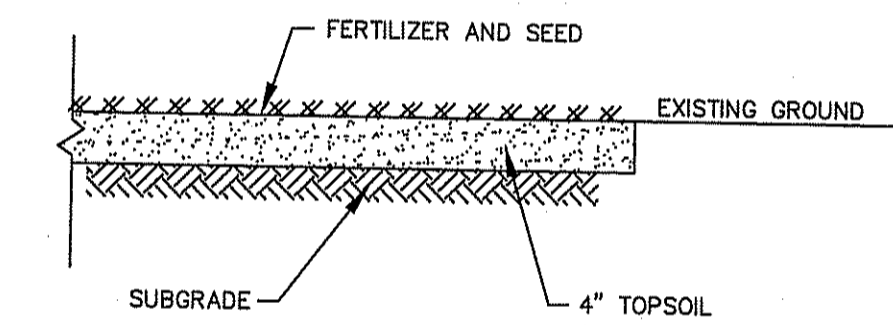


PRECAST CONCRETE WHEEL STOP DETAIL  
NO SCALE

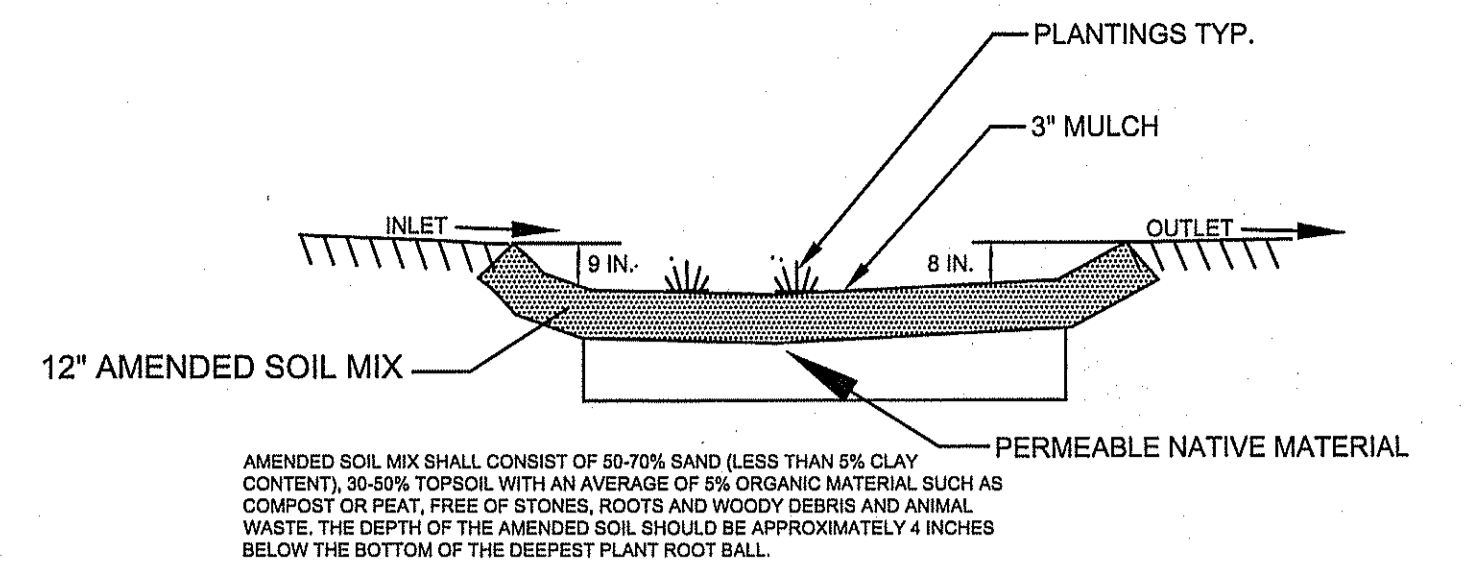


SILT SACK  
NOT TO SCALE

5" CONCRETE SIDEWALK  
NOT TO SCALE



RESTORATION OF LAWN AREAS  
NOT TO SCALE



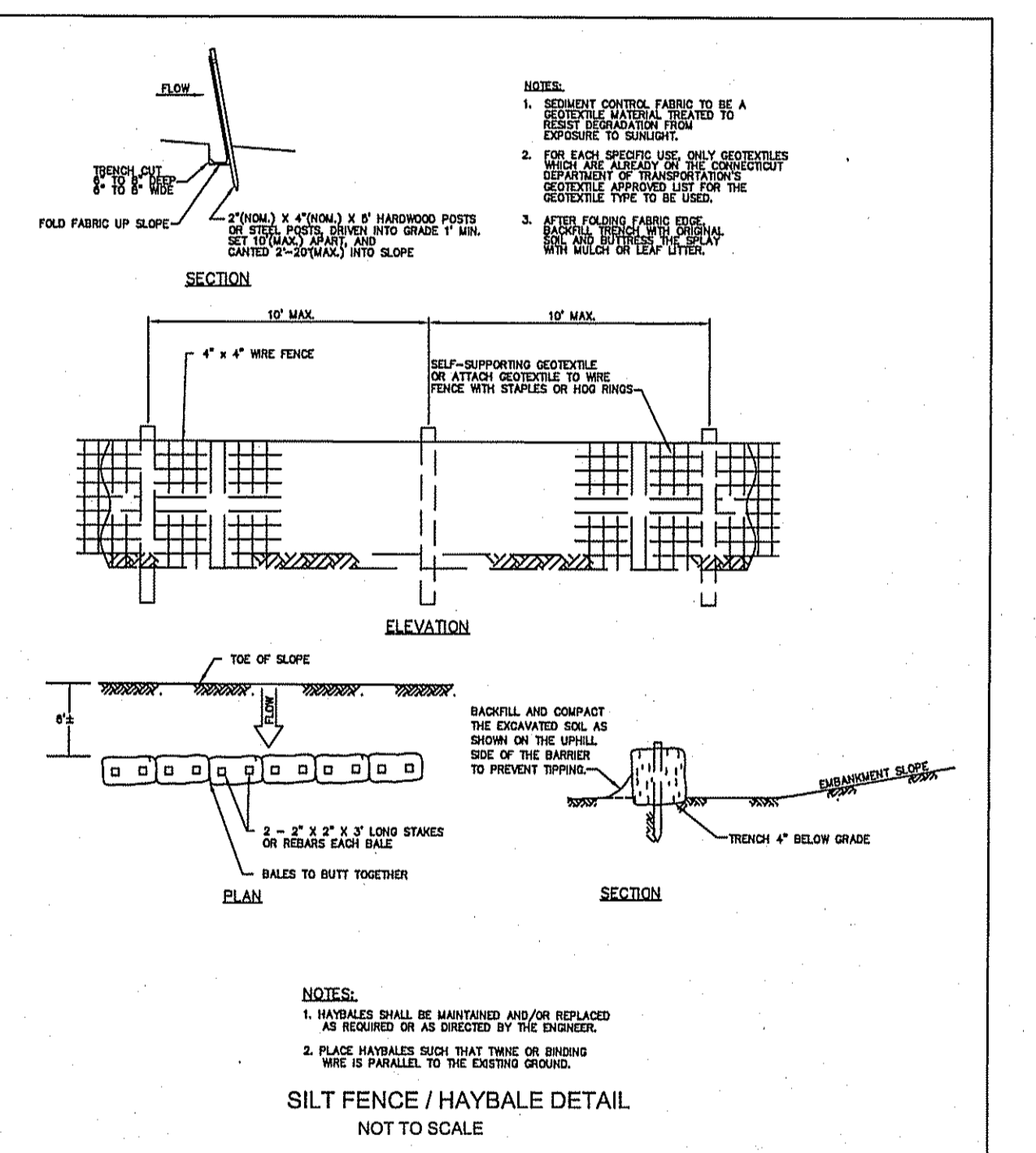
RAIN GARDEN CROSS SECTION DETAIL  
NO SCALE

RAIN GARDEN MAINTENANCE PLAN:

ACTIVITY	SCHEDULE AS NEEDED	SCHEDULE AT PROJECT COMPLETION
REMOVAL VOID AREAS	AS NEEDED	AT PROJECT COMPLETION
WATER PLANTS DAILY UNTIL ESTABLISHED	MONTHLY	MONTHLY
INSPECT SOIL AND REPAIR ERODED AREAS	MONTHLY	MONTHLY
REMOVE LITTER, DEBRIS AND SEDIMENT	ONCE PER YEAR	ONCE PER YEAR
REMOVE AND REPLACE DEAD AND DISEASED VEGETATION	ONCE PER YEAR	ONCE PER YEAR
ADD ADDITIONAL MULCH	ONCE PER YEAR	ONCE PER YEAR

RAIN GARDEN PLANTING SCHEDULE:

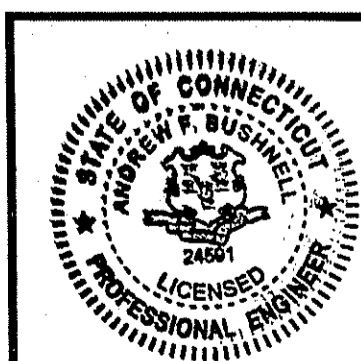
PLANT	QUANTITY
1-NEW YORK IRON WEED	3
2-WINTER BERRY	3
3-BUTTERFLY WEEED	3
4-JOE PYE	3



SILT FENCE / HAYBALE DETAIL  
NOT TO SCALE

- CONSTRUCTION NOTES:
- 1) OWNER OR CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS.
  - 2) OWNER OR CONTRACTOR TO VERIFY ALL DIMENSIONS AND INFORMATION CONTAINED ON THIS PLAN PRIOR TO THE START OF CONSTRUCTION. THE ENGINEER SHALL BE NOTIFIED OF ANY DISCREPANCIES PRIOR TO THE START OF CONSTRUCTION.
  - 3) A PRE-CONSTRUCTION MEETING SHALL BE ARRANGED WITH THE TOWN OF MANCHESTER WETLANDS AGENT PRIOR TO THE START OF ANY CONSTRUCTION ACTIVITIES.
  - 4) ALL REGULAR PARKING SPACES TO 9FT. X 18FT. AND MARKED WITH 4IN. WIDE PAINTED STRIPS.

THE LOCATIONS OF UTILITIES SHOWN ON THIS MAP ARE APPROXIMATE. THE LOCATIONS WERE DERIVED FROM FIELD LOCATIONS AND/OR EXISTING MAPPING. ADDITIONAL UTILITIES NOT SHOWN ON THIS MAP MAY EXIST. THE OWNER OR CONTRACTOR SHALL CONTACT CALL BEFORE YOU DIG (1-800-922-4455) PRIOR TO THE START OF ANY CONSTRUCTION TO VERIFY UTILITY LOCATIONS.



BUSHNELL ASSOCIATES LLC.  
CIVIL ENGINEERING AND LAND SURVEYING  
563 WOODBRIDGE STREET  
MANCHESTER, CT. 06042  
860-643-7875

PLAN PREPARED FOR  
HILLIARD MILLS LLC

640&642 HILLIARD ST. / 370 ADAMS ST. MANCHESTER, CT.

E&S PLAN / CONSTRUCTION DETAILS

SCALE: NONE DATE: 10/6/2023 FILE NO. 2016-3A SHEET: 2 OF 2

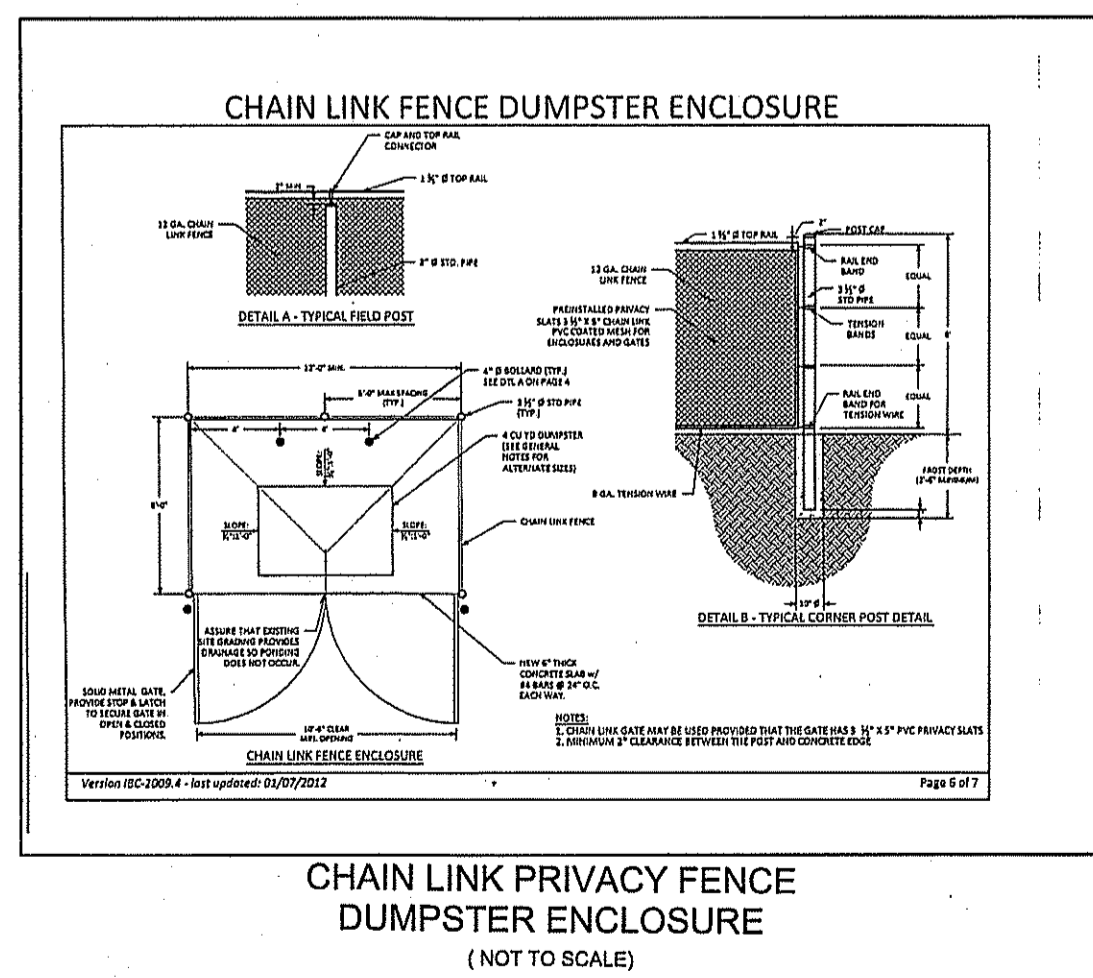
REVISIONS: 1/25/2024, 2/16/2024

"The Planning and Zoning Commission certifies that the Soil Erosion and Sedimentation Control Plan complies with the requirements of the Town of Manchester Regulations and the Connecticut Guidelines for Soil Erosion and Sedimentation Control dated 2002, as amended."

Signature: \_\_\_\_\_  
Date of Approval: \_\_\_\_\_

"I hereby certify that this plan is in compliance with the Town of Manchester Soil Erosion and Sedimentation Control Regulations and the Connecticut Guidelines for Soil Erosion and Sedimentation Control dated 2002, as amended."

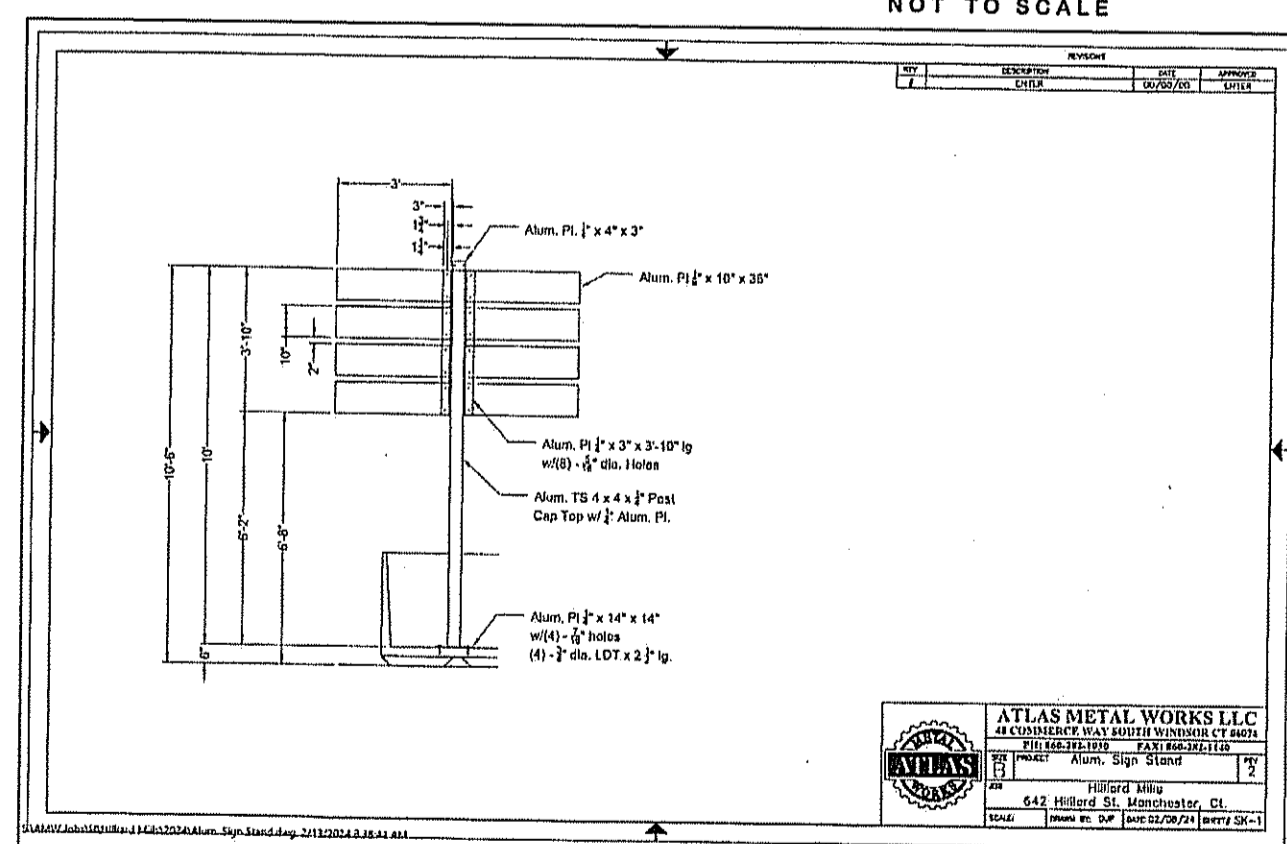
(Signature) \_\_\_\_\_  
(Name) \_\_\_\_\_ CERTIFICATION NO. \_\_\_\_\_



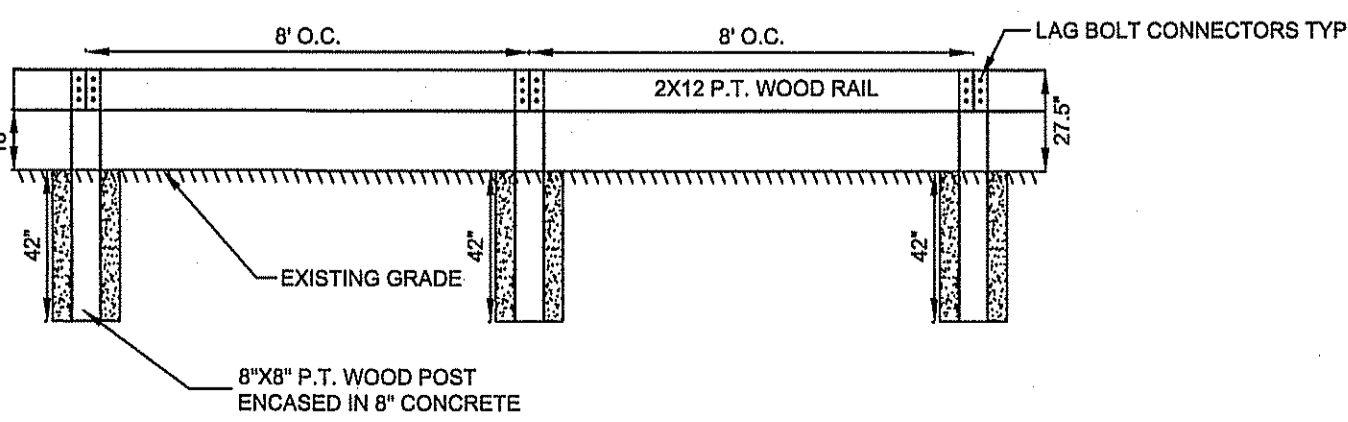
CHAIN LINK PRIVACY FENCE DUMPSTER ENCLOSURE  
(NOT TO SCALE)

ESTIMATED AREAS AND QUANTITIES FOR WORK PROPOSED IN WETLANDS REGULATED AREA AND FLOOD WAY AREA:

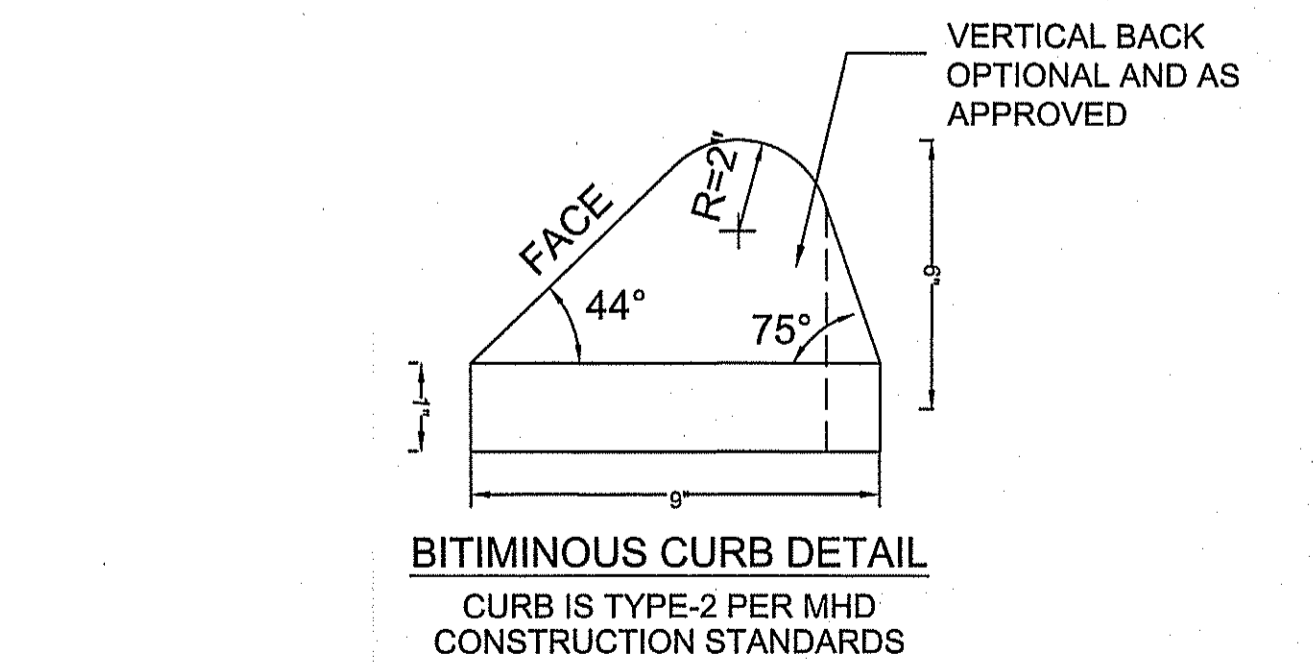
AREA OF DISTURBANCE IN WETLANDS: N/A	VOLUME OF EARTH REMOVED FROM WETLANDS: N/A	VOLUME OF FILL PLACED IN WETLANDS: N/A
AREA OF DISTURBANCE IN WETLANDS REGULATED AREA: 2,630 SQ.FT. +/- 0.06 ACRES +/-	REMOVAL OF DEBRIS AND PLACEMENT OF RIP-RAP ALONG EDGE OF BROOK: 500 SQ. FT. +/-	CONSTRUCTION OF RAIN GARDEN: 1,125 SQ.FT. +/-
	CONSTRUCTION OF WALKWAY: 480 SQ.FT. +/-	CONSTRUCTION OF SHED AND PROPANE TANK: 350 SQ.FT. +/-
	CONCRETE PAD REMOVAL: 175 SQ.FT. +/-	
AREA OF DISTURBANCE IN FLOOD WAY: 1,500 SQ. FT.	VOLUME OF EARTH REMOVED FROM FLOOD WAY: 30 CU.YD.	VOLUME OF FILL PLACED IN FLOOD WAY: 30 CU.YD.



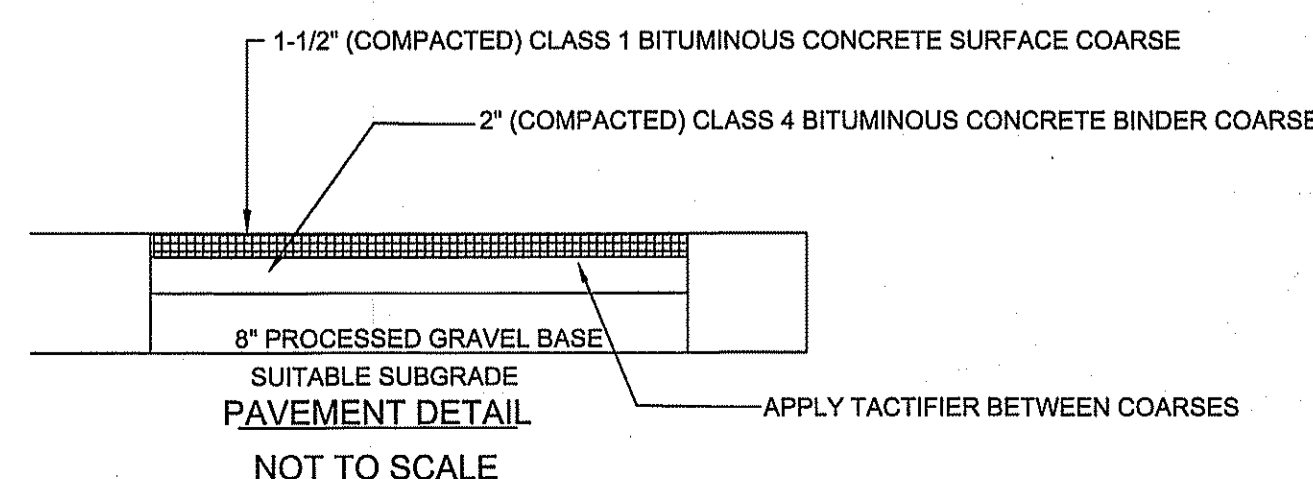
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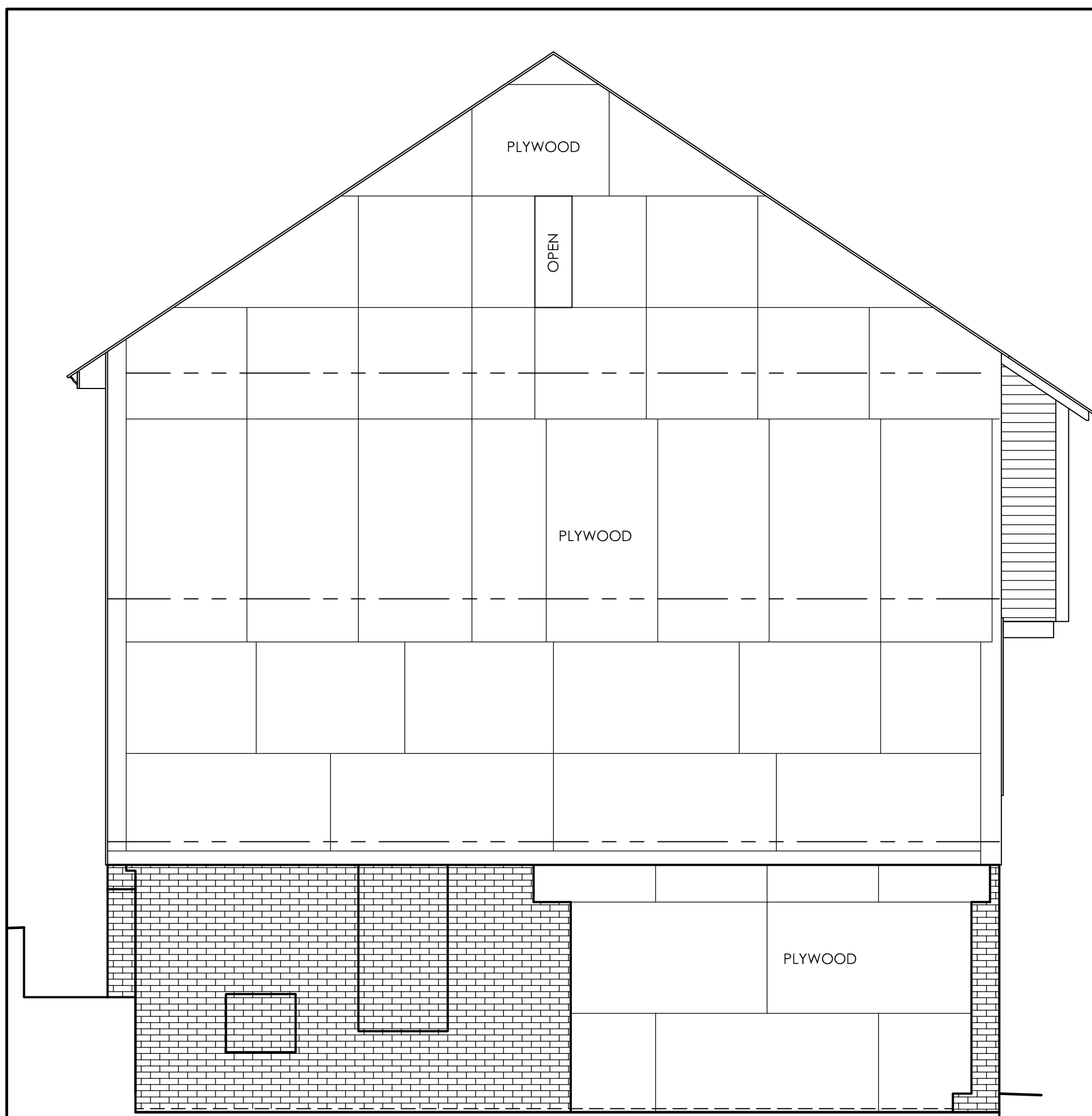
WOOD BEAM GUARD RAIL  
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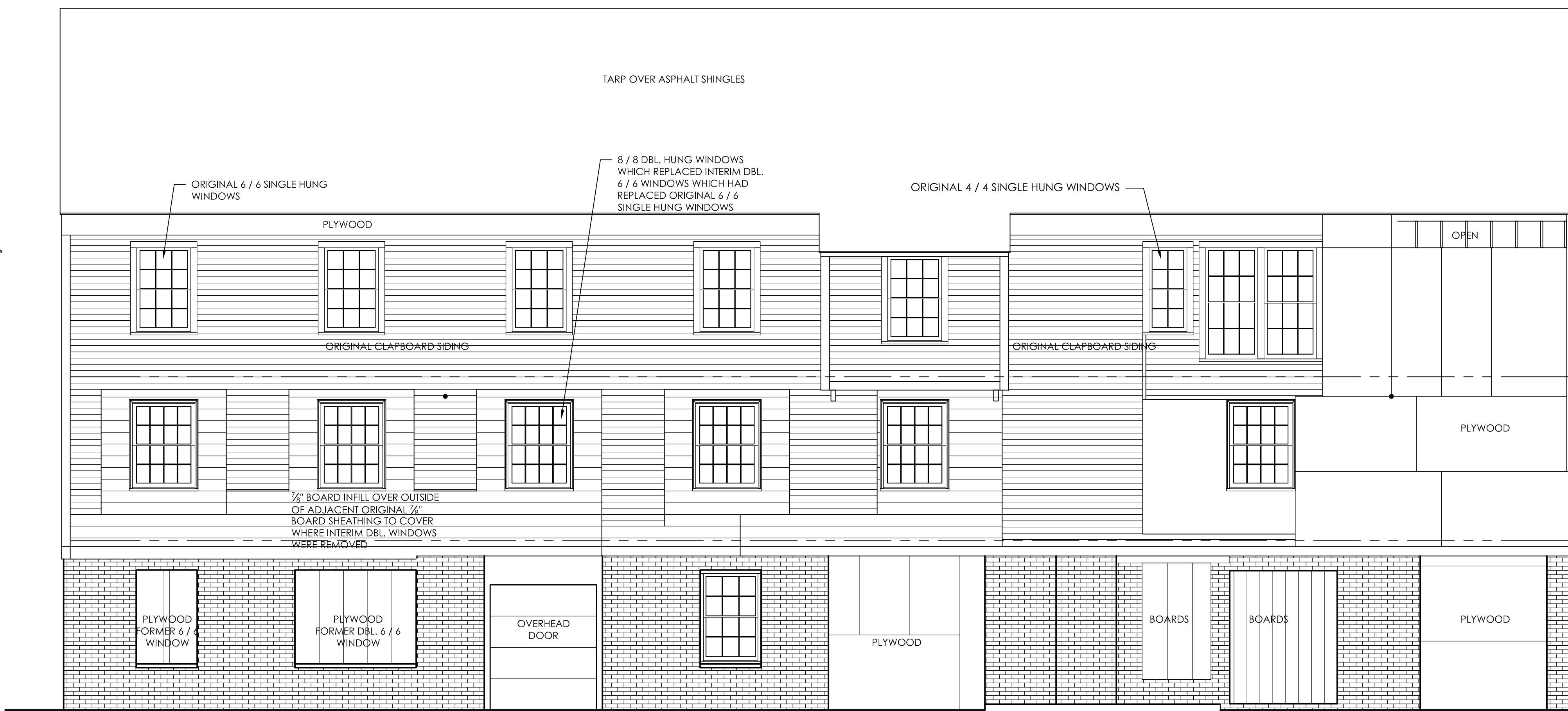
BITUMINOUS CURB DETAIL  
CURB IS TYPE-2 PER MHD CONSTRUCTION STANDARDS



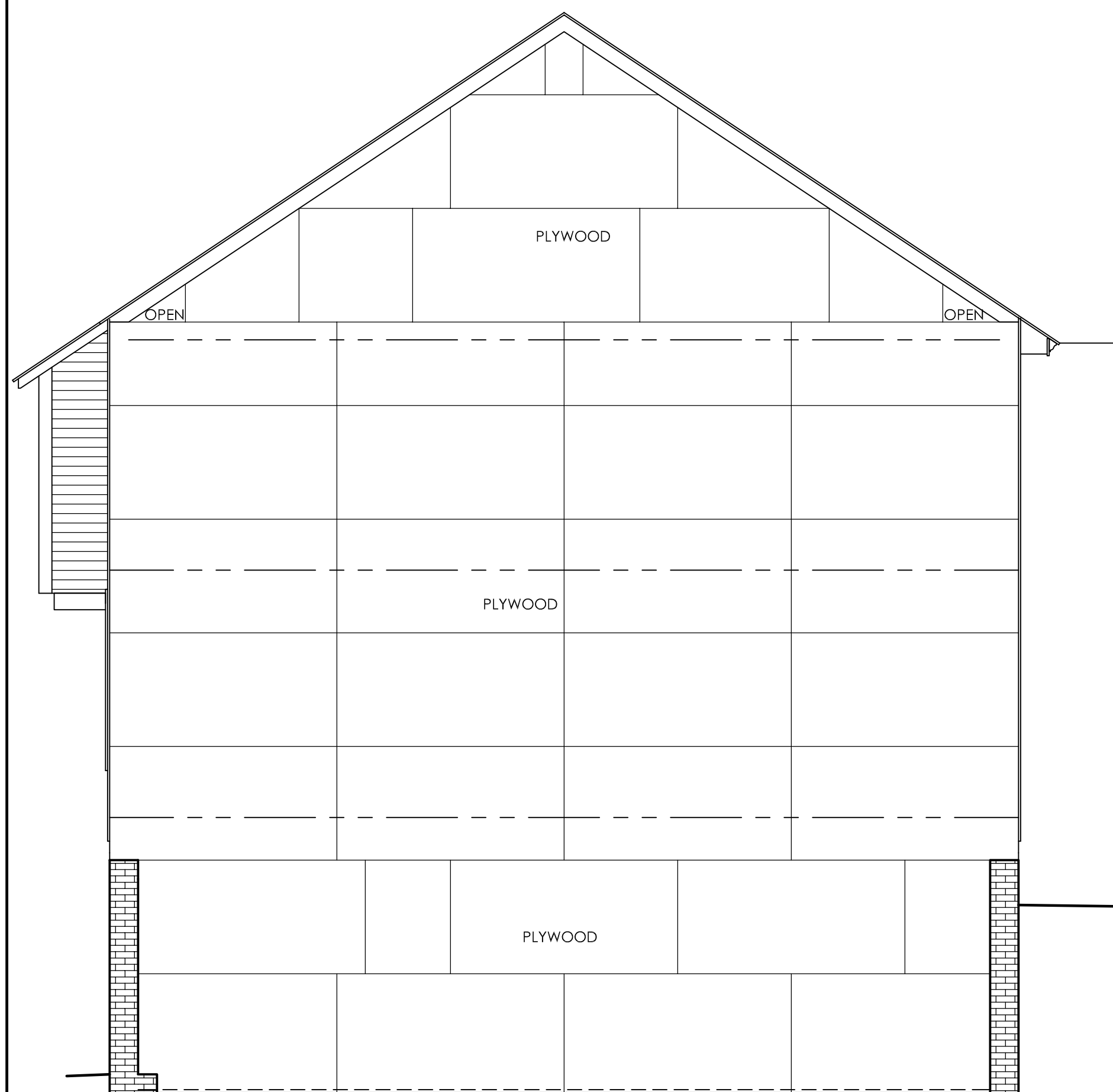
PAVEMENT DETAIL  
NOT TO SCALE



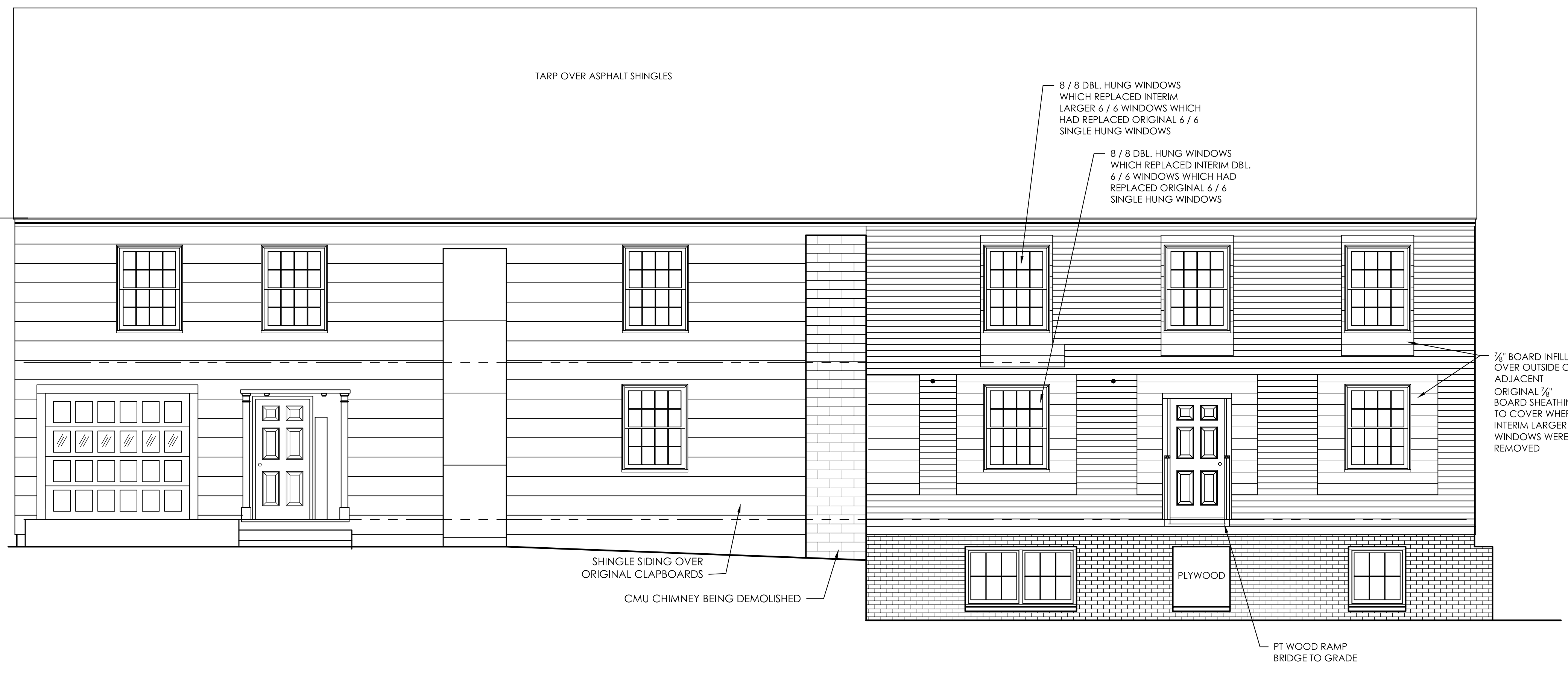
**NORTH ELEVATION**  
SCALE: 1/4" = 1'-0"



**WEST ELEVATION**  
SCALE: 1/4" = 1'-0"



**SOUTH ELEVATION**



**EAST ELEVATION**

49 HARTFORD PIKE.  
VERNON, CT. 06066

**AWH**  
ARCHITECT

860-646-3269 email: hallarchitect@yahoo.com

**EXISTING EXTERIOR ELEVATIONS**

**HILLIARD MILLS BUILDING 6**  
642 HILLIARD STREET  
MANCHESTER, CT.

NAME

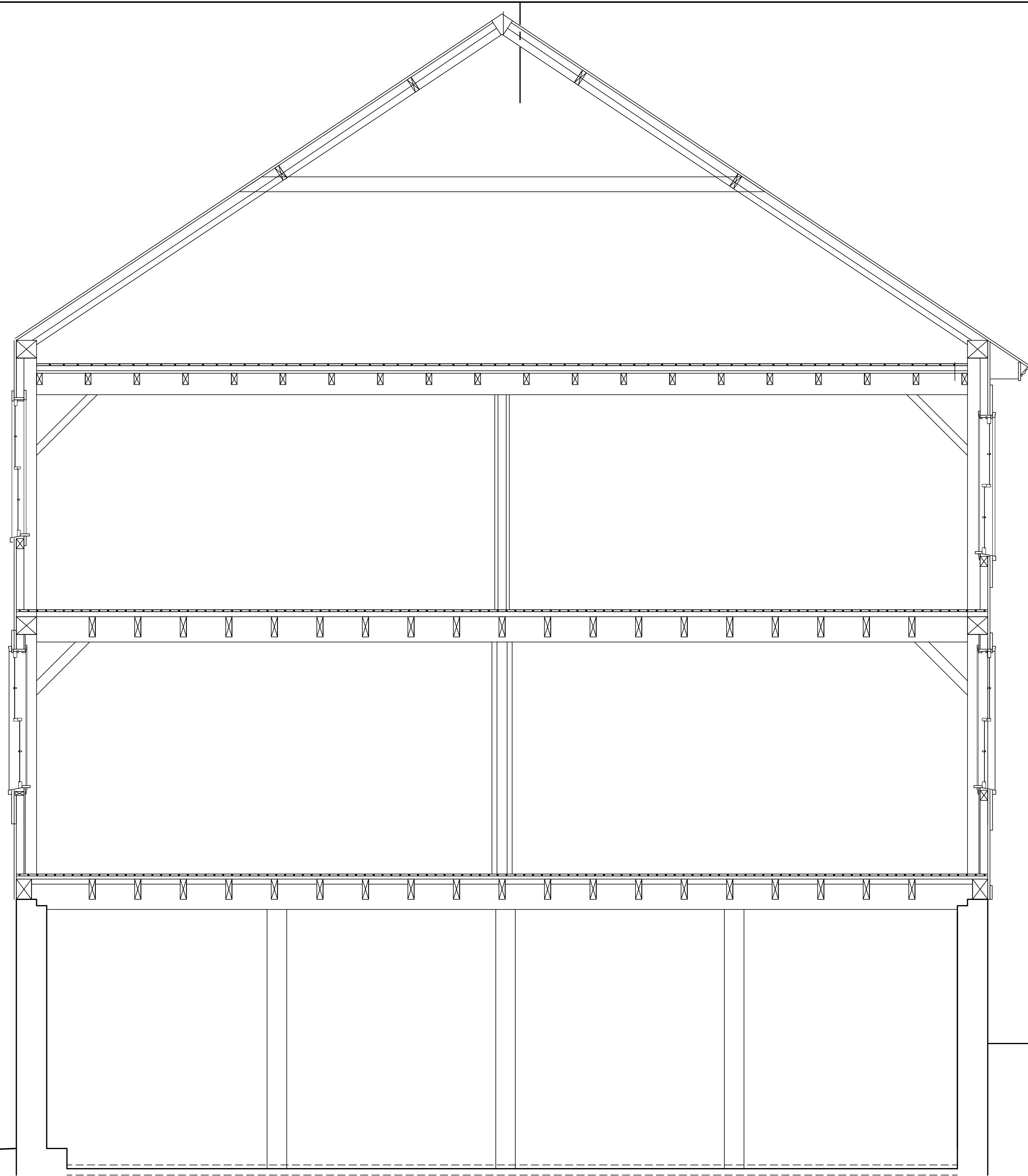
REVISIONS:

PRELIMINARY  
5 / 1 / 23

SCALE: 1/4" = 1'-0" DATE: 00 / 00 / 00

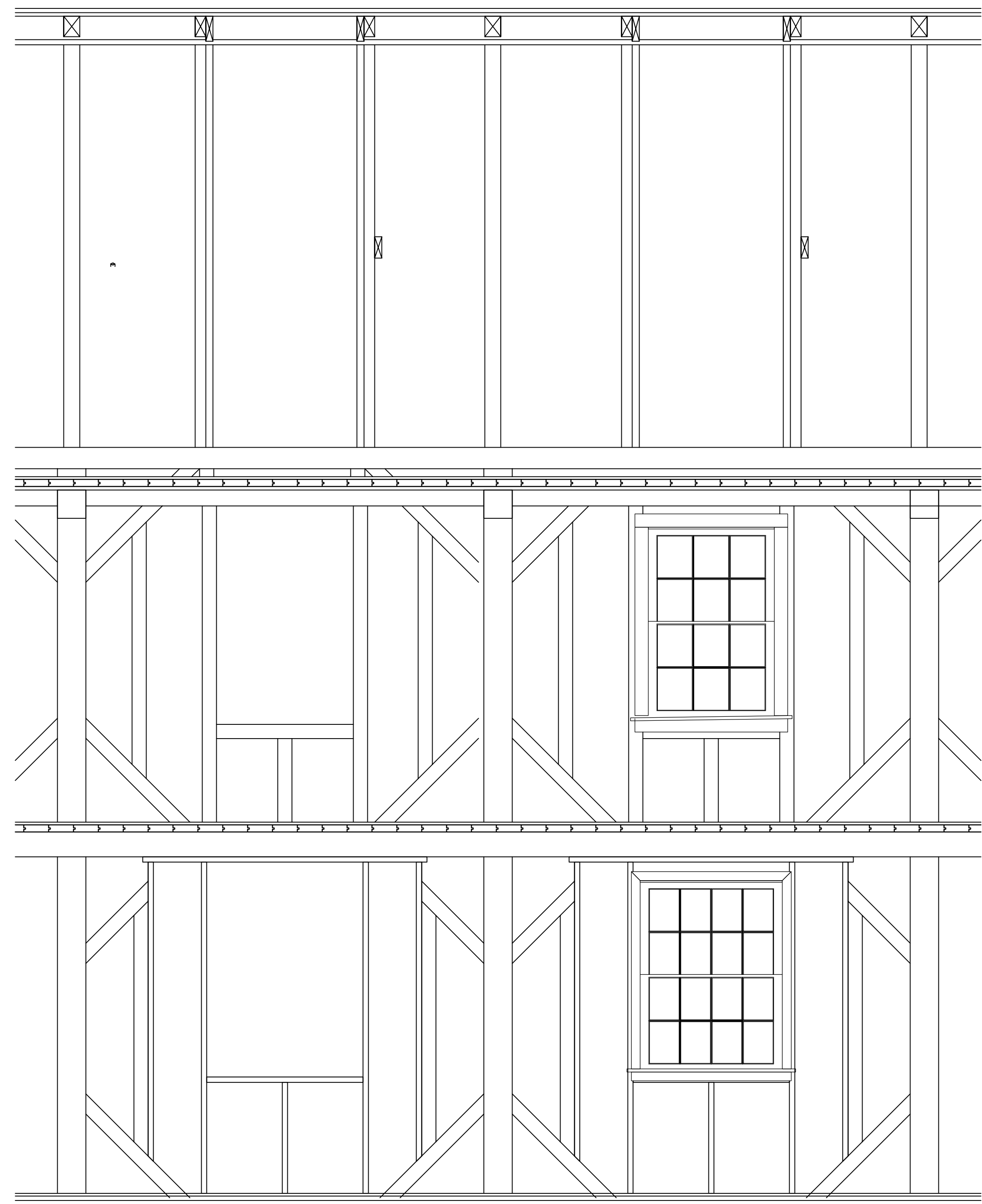
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JOB NO: 10-23B6 SHEET NO: EX-3



SECTION  
SCALE: 1/2"=1'-0"

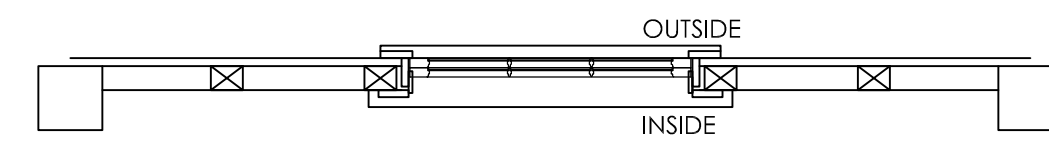
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A-3



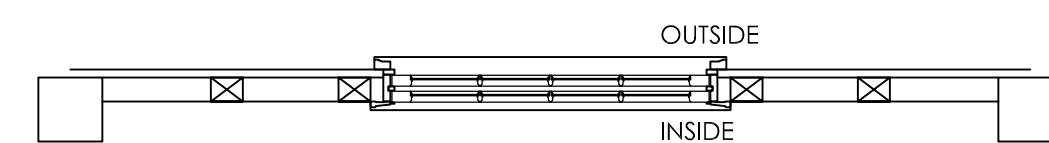
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2  
A-3

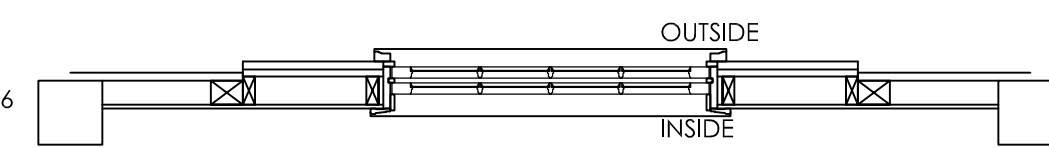
ORIGINAL  
3 3/4" X 5 3/8" S.O.  
6-6 DH  
WINDOW



MODERN 8-8  
ORIG. SINGLE 6-6



MODERN 8-8  
FORMER 2 WIDE 6-6  
ORIG. SINGLE 6-6



TYP. EXT. WALL BAY PLANS  
SCALE: 1/2" = 1'-0"

ARTHUR W. HALL, JR.  
49 HARTFORD PK.  
VERNON, CT. 06066

**AH**  
ARCHITECT

860-446-3267 email: hallarchitect@yahoo.com

**EXISTING SECTIONS**

HILLIARD MILLS BUILDING 6  
642 HILLIARD STREET  
MANCHESTER, CT.

TITLE	NAME
REVISIONS:	

PRELIMINARY  
5 / 1 / 23

SCALE:	DATE:
1/2"=1'-0"	00 / 00 / 00
DRAWN:	CHECKED:
AWH	AWH
JOB NO.:	SHEET NO.:
10-23B6	EX-4

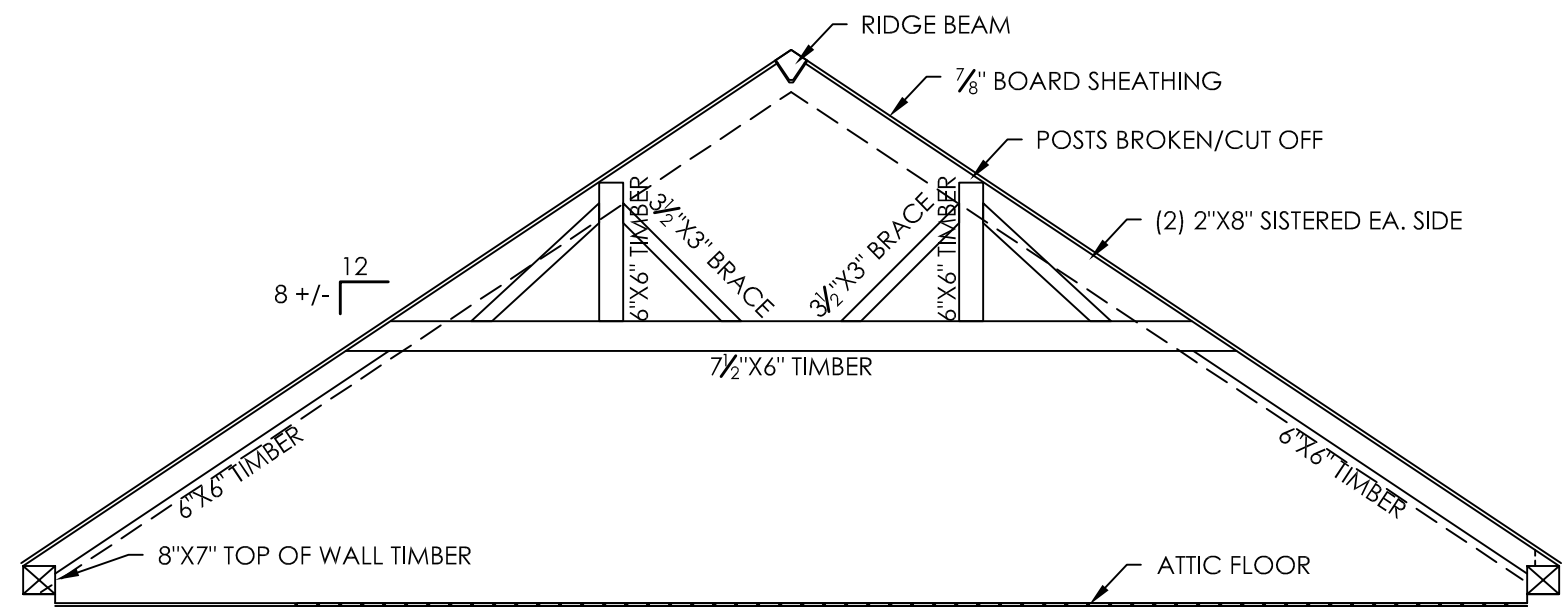
TITLE	NAME
REVISIONS:	

PRELIMINARY  
5 / 1 / 23

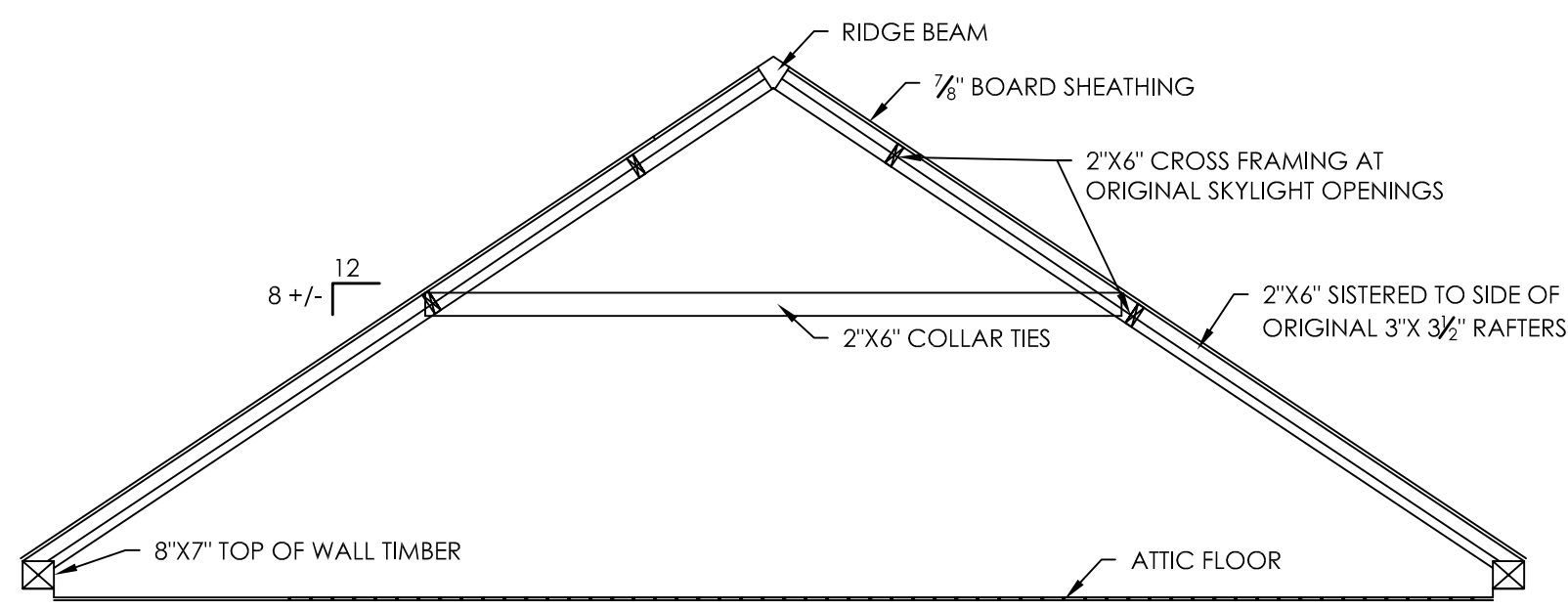
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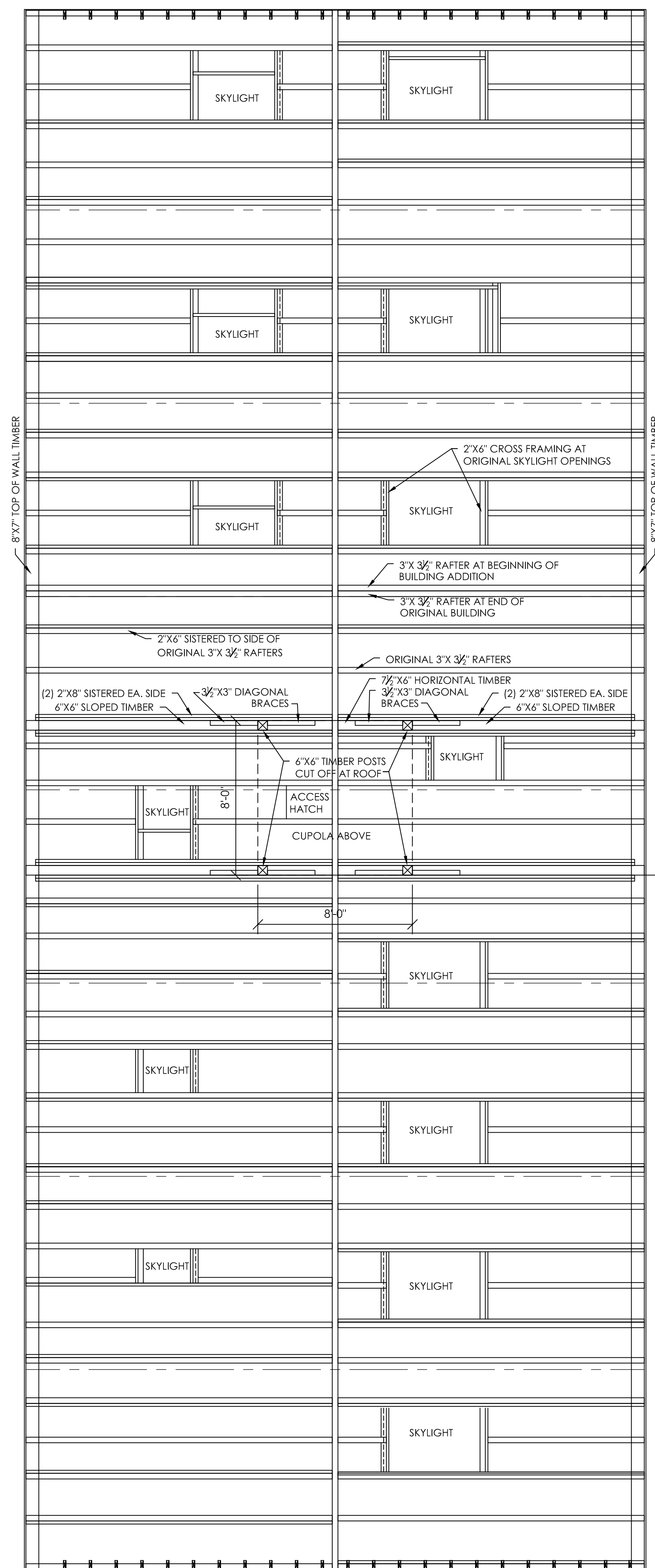
JOB NO: 10-23B6 SHEET NO: EX-2



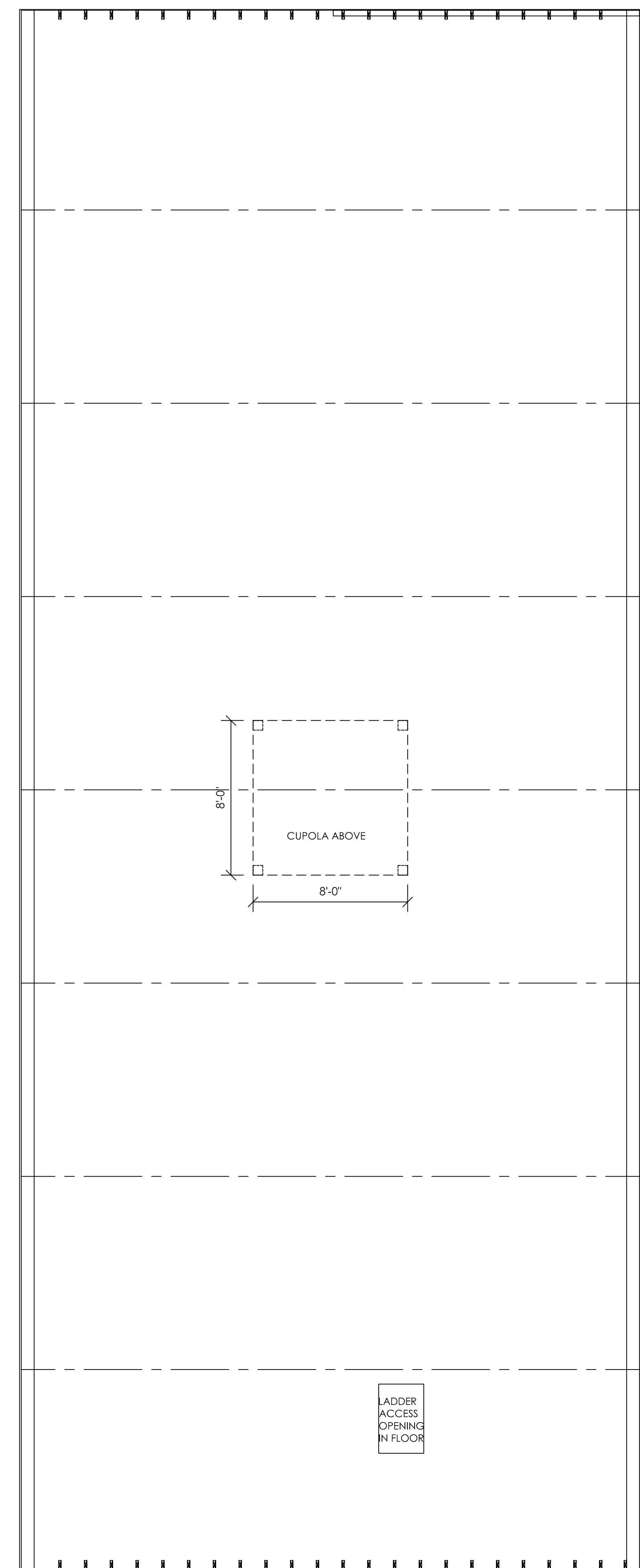
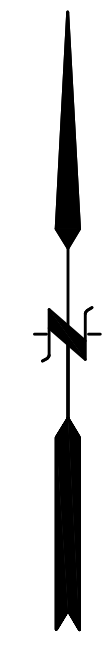
**CUPOLA SUPPORT  
FRAME SIDE ELEVATION**  
SCALE: 1/2" = 1'-0"



**TYPICAL ROOF FRAMING  
SECTION**  
SCALE: 1/2" = 1'-0"

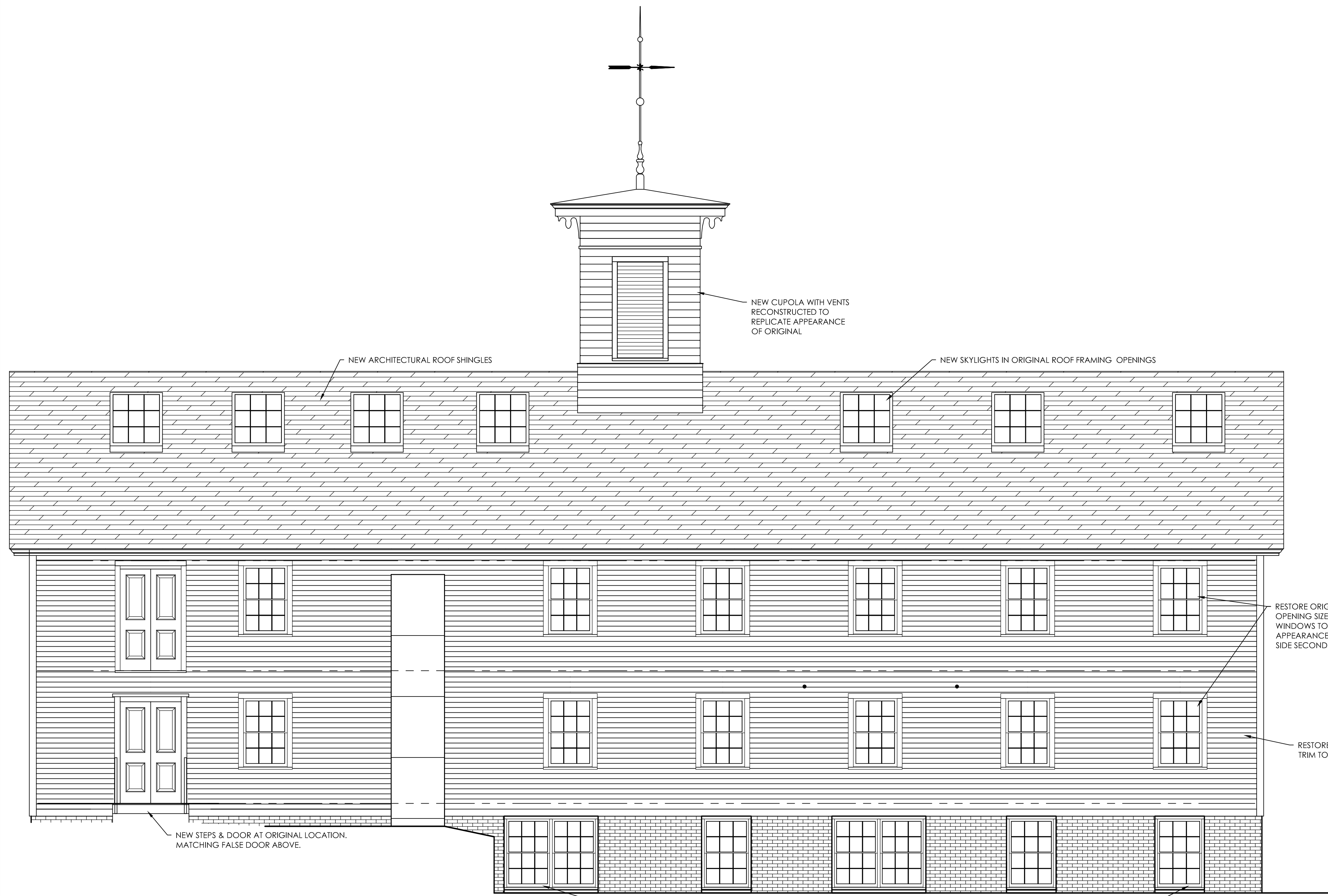


**ROOF FRAMING PLAN**  
SCALE: 1/4" = 1'-0"



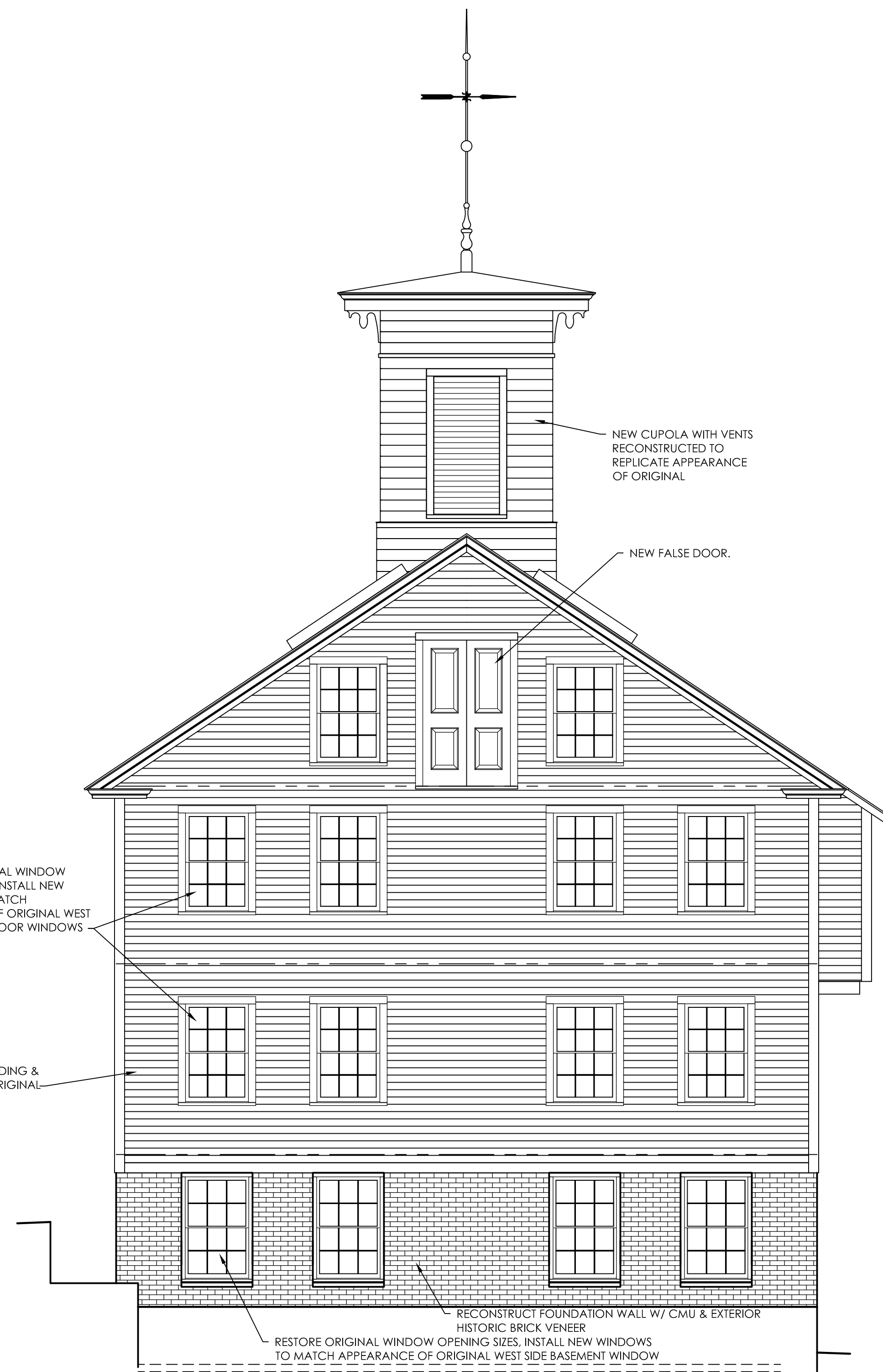
**EXISTING ATTIC FLOOR PLAN**  
SCALE: 1/4" = 1'-0"

LADDER  
ACCESS  
OPENING  
IN FLOOR



**EAST ELEVATION**  
SCALE: 1/4" = 1'-0"

NOTE: ALL NEW WINDOWS ARE TO BE INSULATED GLASS WITH SIMULATED DIVIDED LIGHT MUNTINS AS SHOWN OUTSIDE, INSIDE AND BETWEEN GLASS.



**NORTH ELEVATION**  
SCALE: 1/4" = 1'-0"

**PROPOSED NORTH & EAST EXTERIOR ELEVATIONS**

HILLIARD MILLS BUILDING 6  
642 HILLIARD STREET  
MANCHESTER, CT.

TITLE NAME

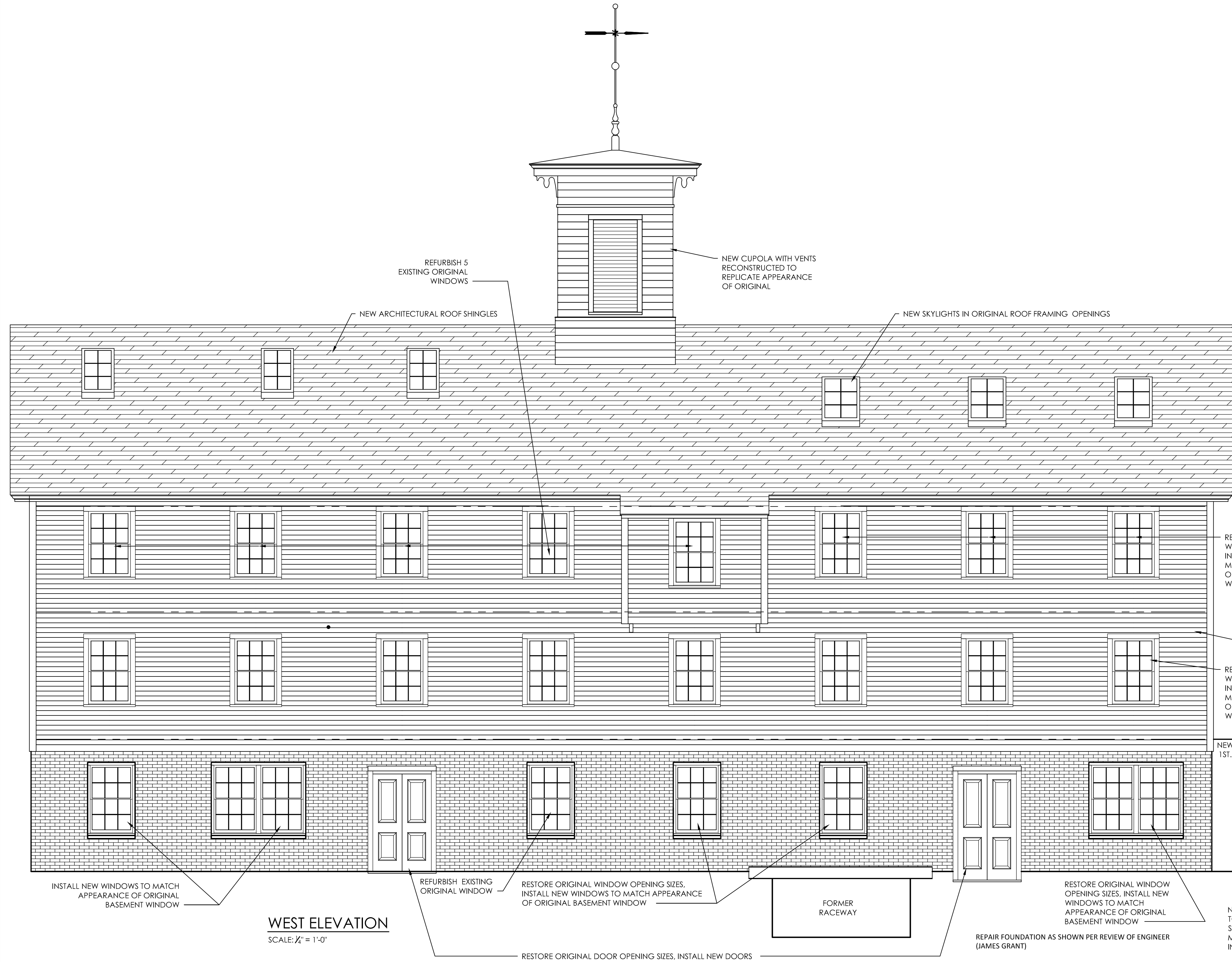
REVISIONS:

PRELIMINARY  
4 / 1 / 24

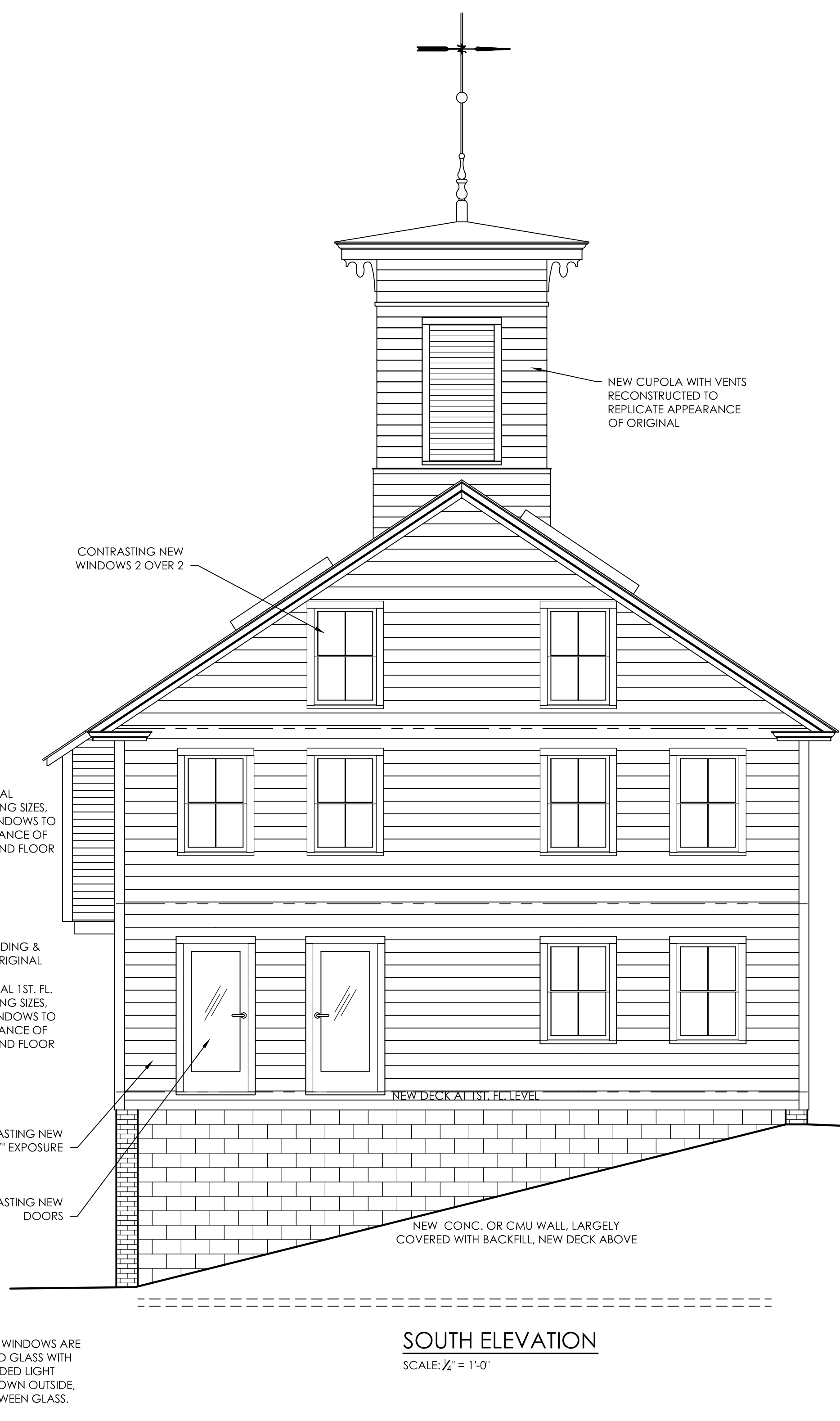
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DRAWN: AWH CHECKED: AWH

JOB NO: 10-23B6 SHEET NO: A-4



**WEST ELEVATION**  
 SCALE: 1/4" = 1'-0"



**SOUTH ELEVATION**  
 SCALE: 1/4" = 1'-0"

NOTE: ALL NEW WINDOWS ARE TO BE INSULATED GLASS WITH SIMULATED DIVIDED LIGHT MUNTINS AS SHOWN OUTSIDE, INSIDE AND BETWEEN GLASS.

**PROPOSED NORTH & EAST EXTERIOR ELEVATIONS**

**HILLIARD MILLS BUILDING 6**  
 642 HILLIARD STREET  
 MANCHESTER, CT.

TITLE NAME

REVISIONS:

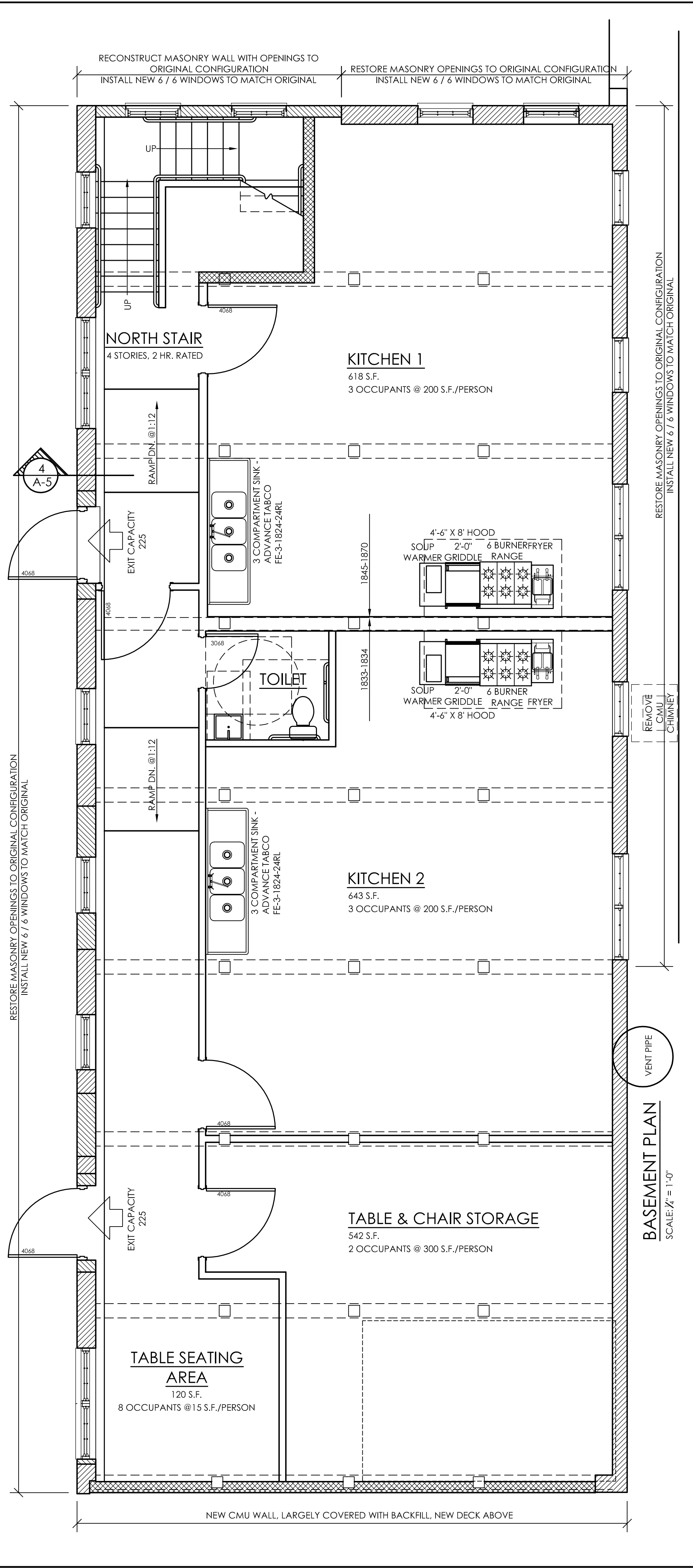
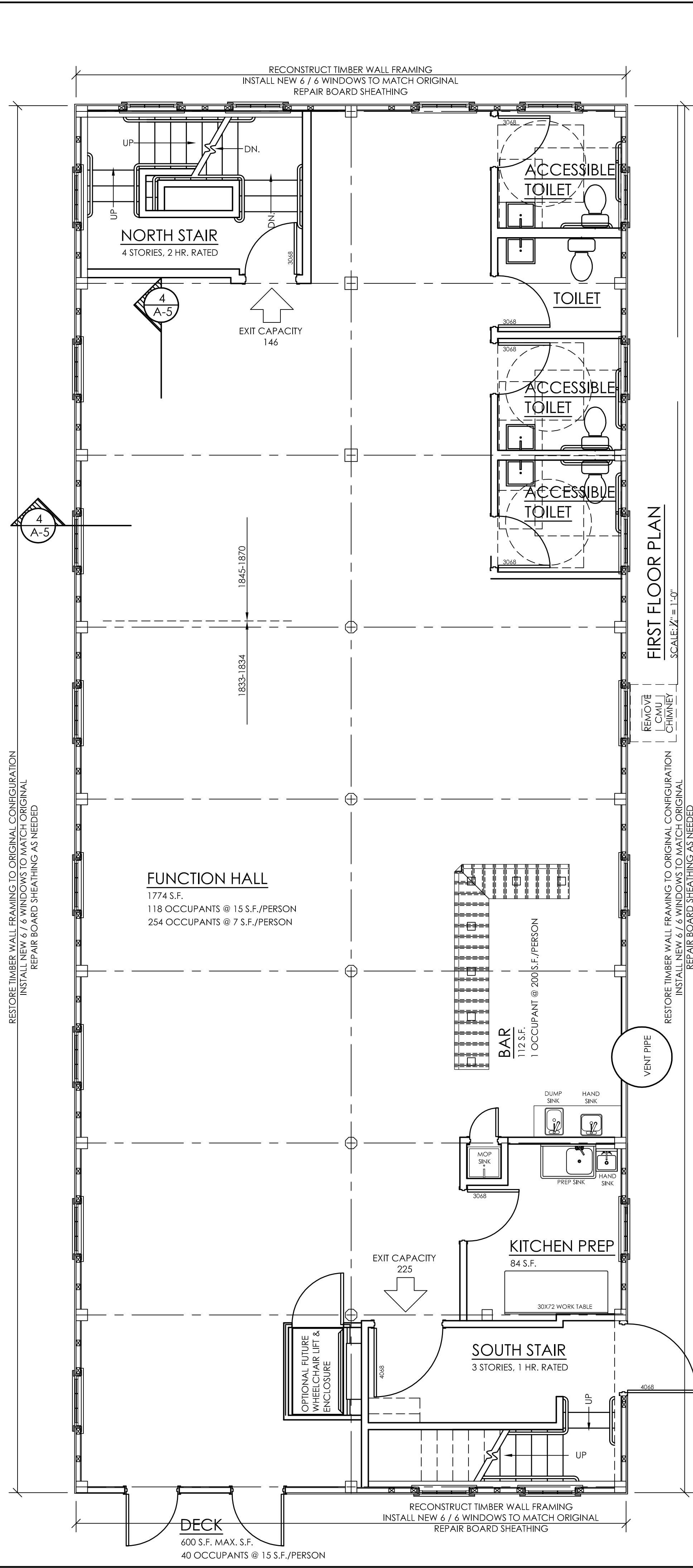
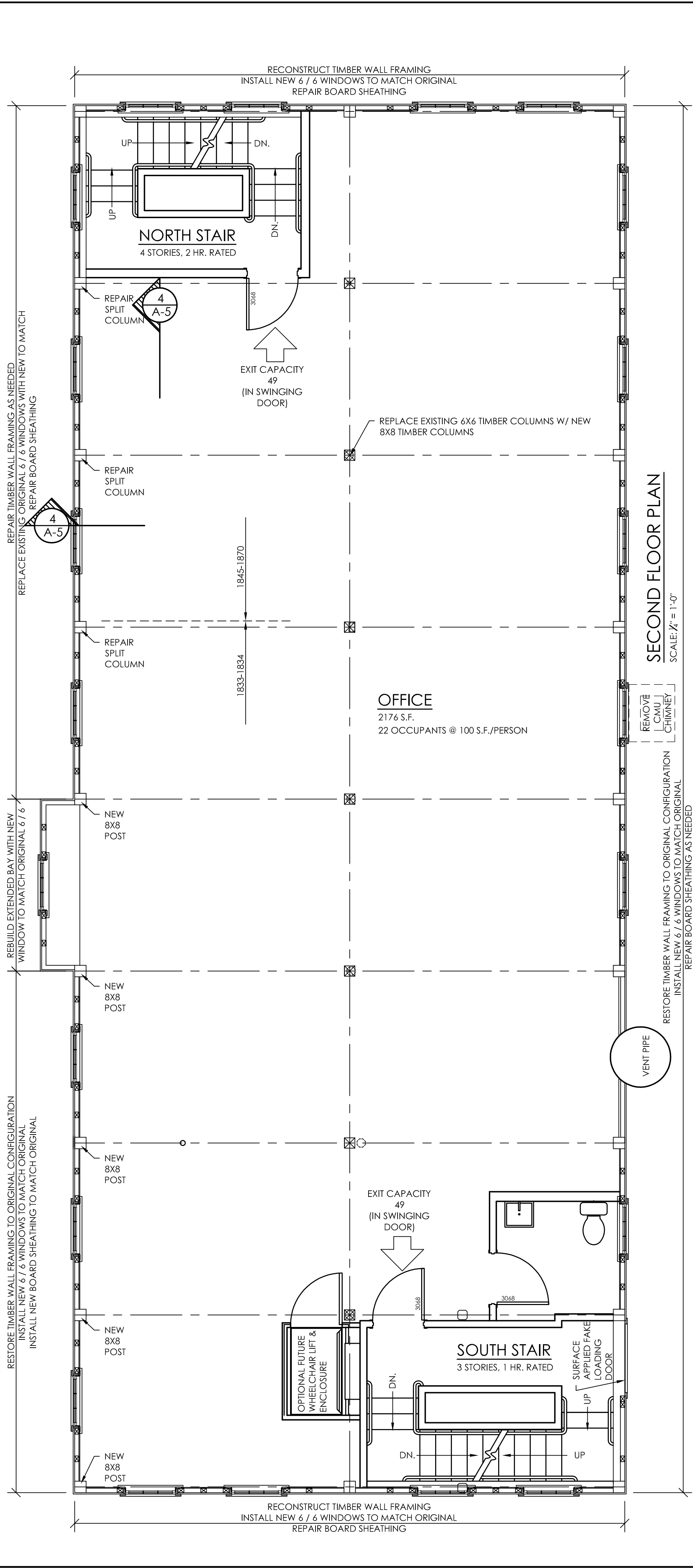
PRELIMINARY  
 4 / 1 / 24

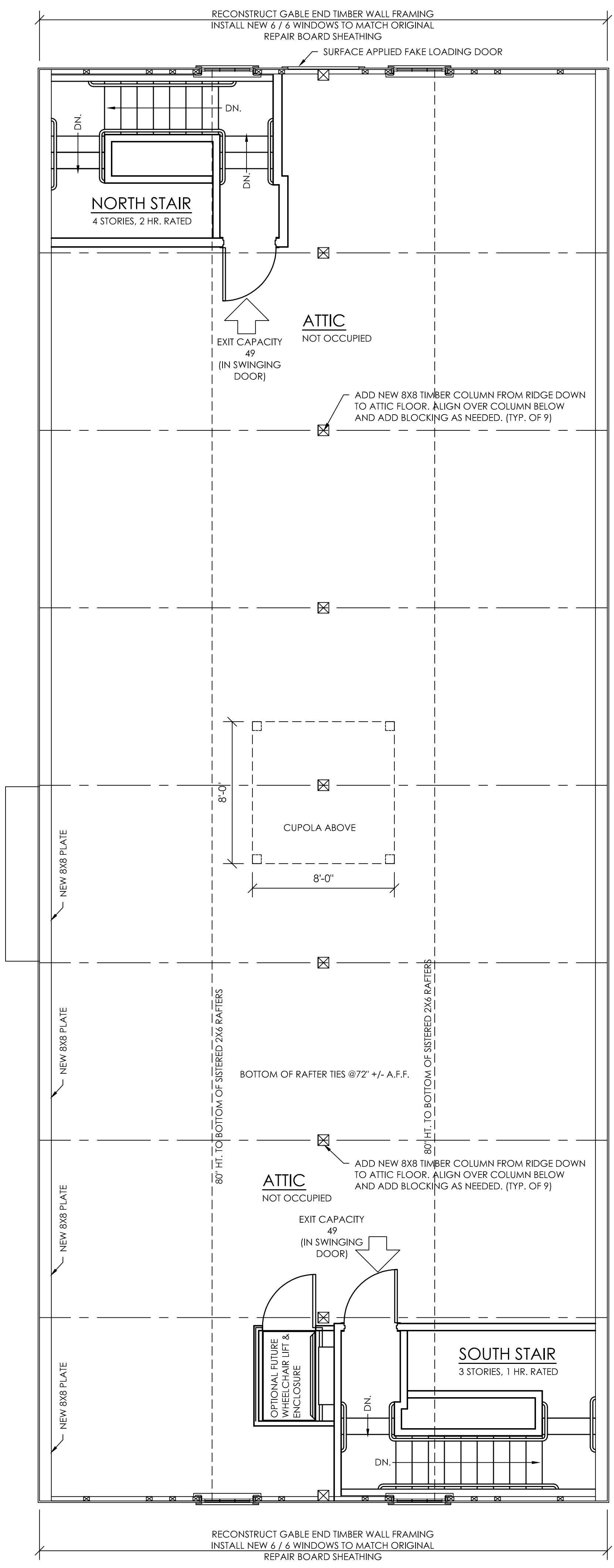
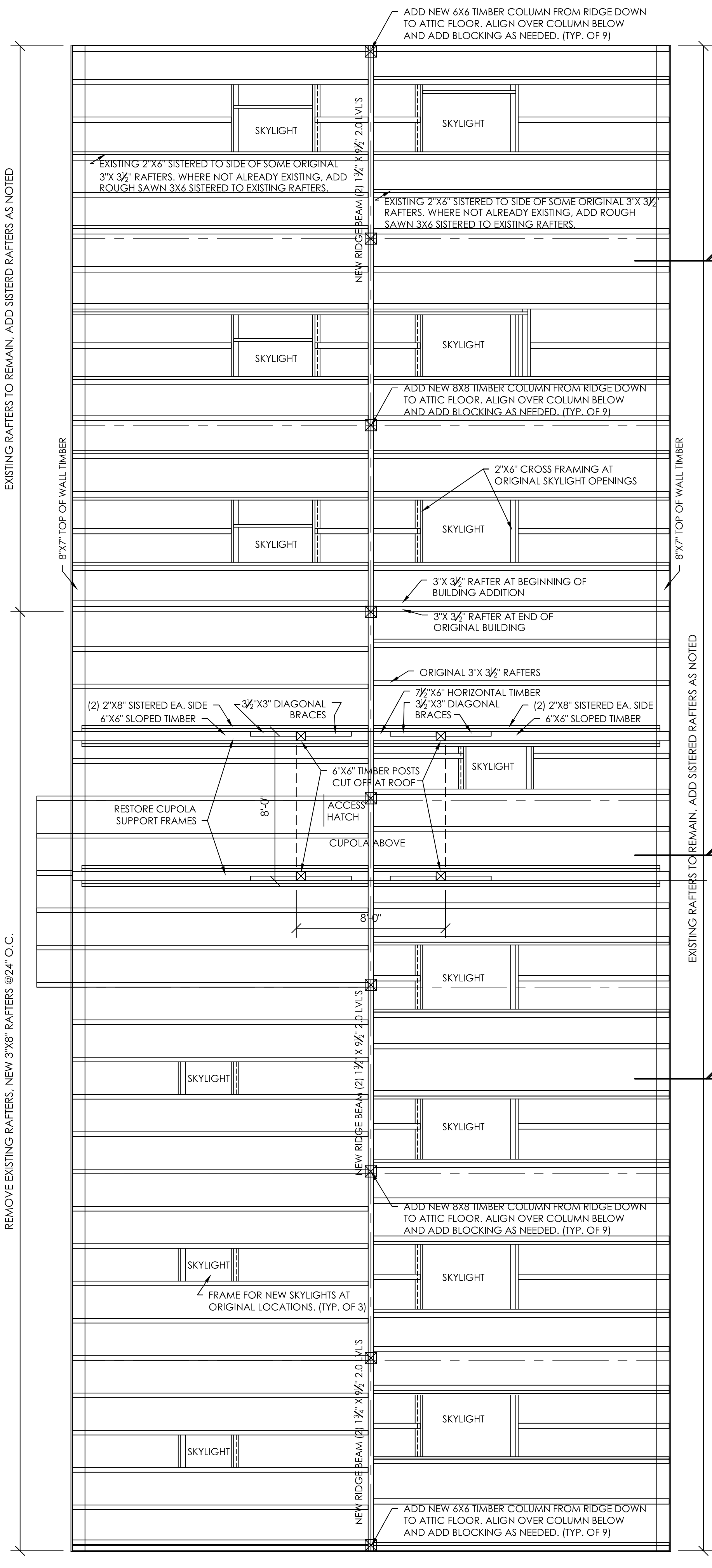
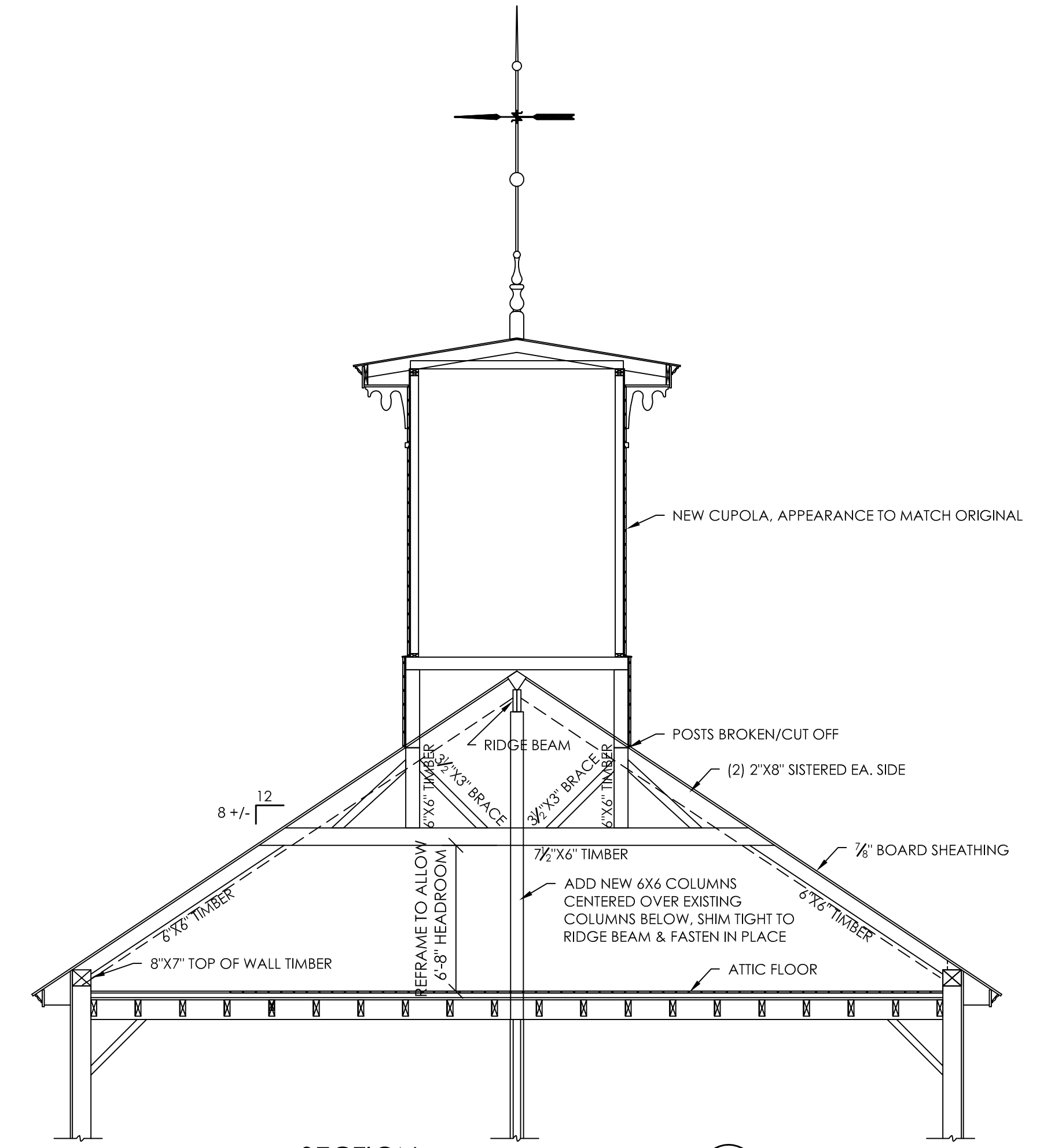
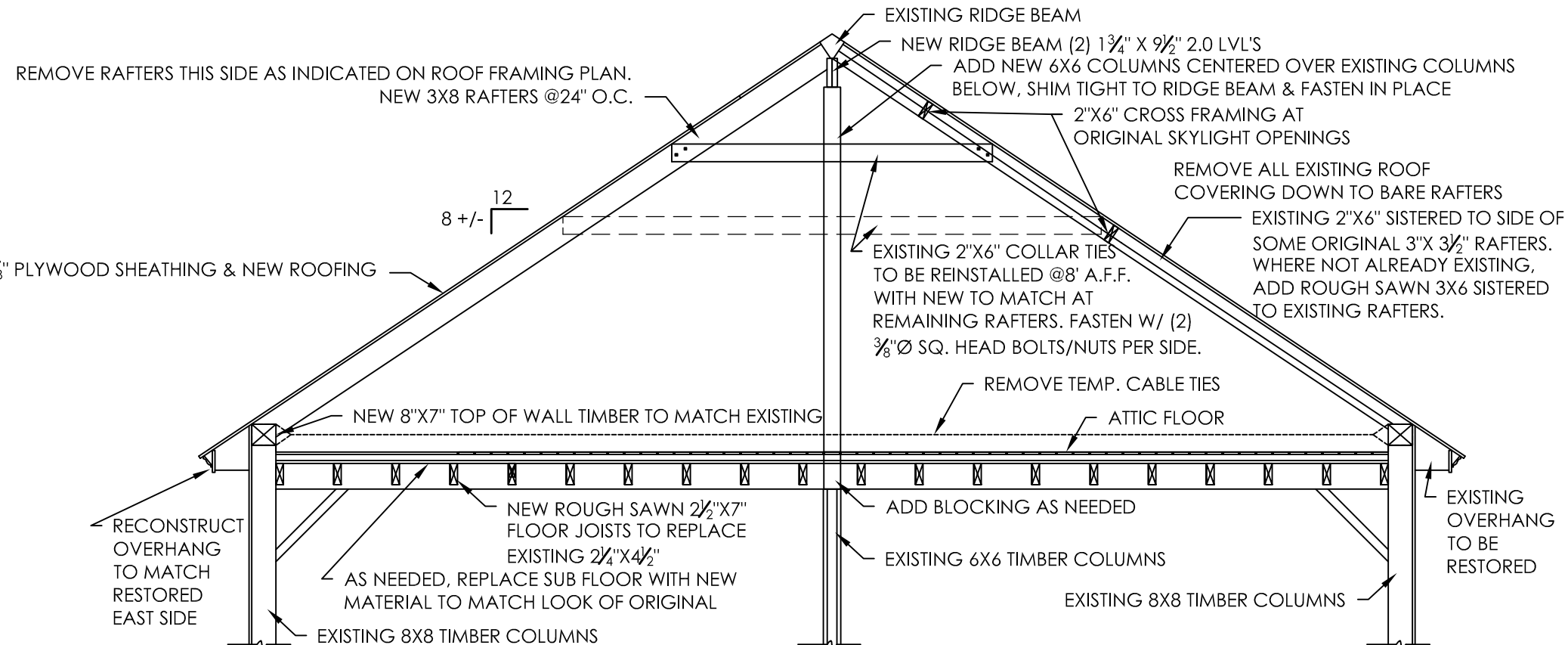
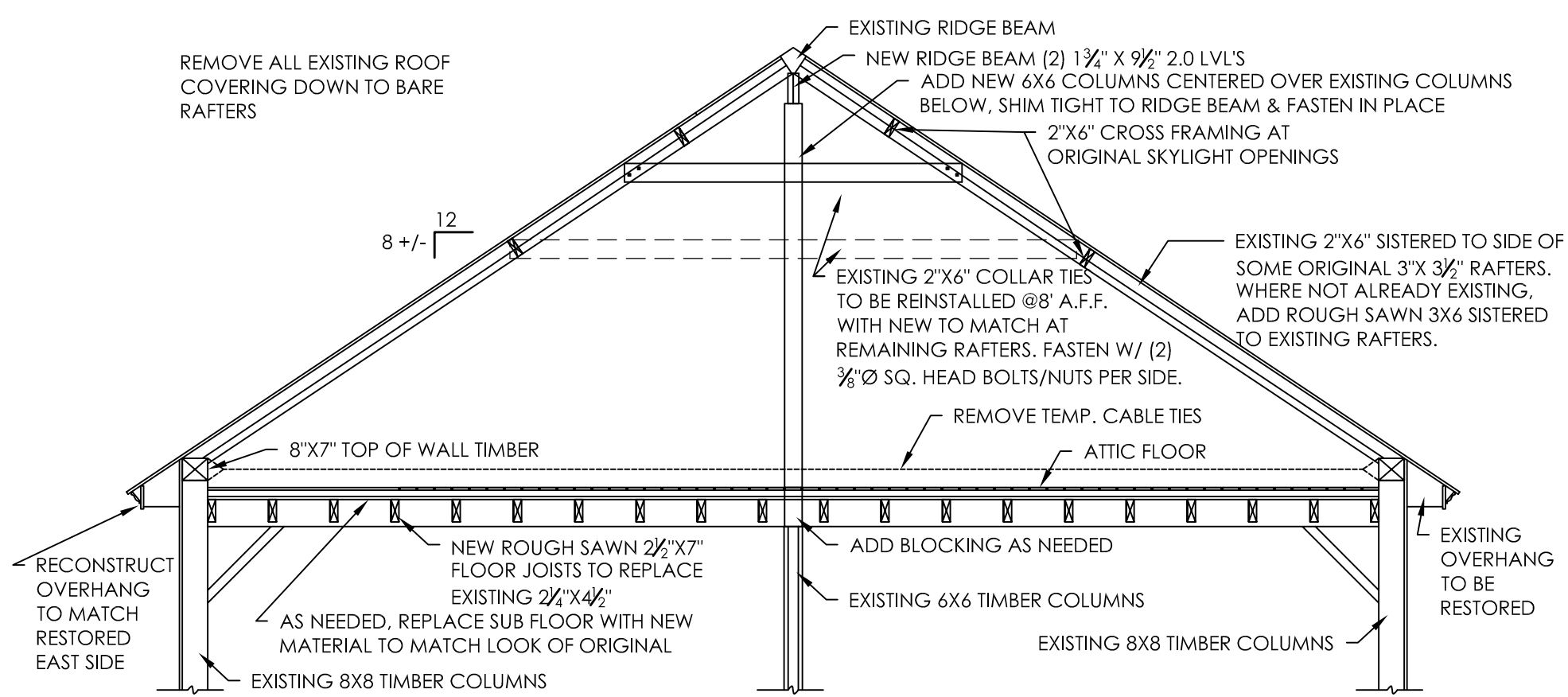
SCALE: 1/4" = 1'-0" DATE: 00 / 00 / 00

DRAWN: AWH CHECKED: AWH

JOB NO: 10-23B6 SHEET NO: A-3







EXISTING RAFTERS TO REMAIN. ADD SISTERED RAFTERS AS NOTED

REMOVE EXISTING RAFTERS, NEW 3"x8" RAFTERS @24" O.C.

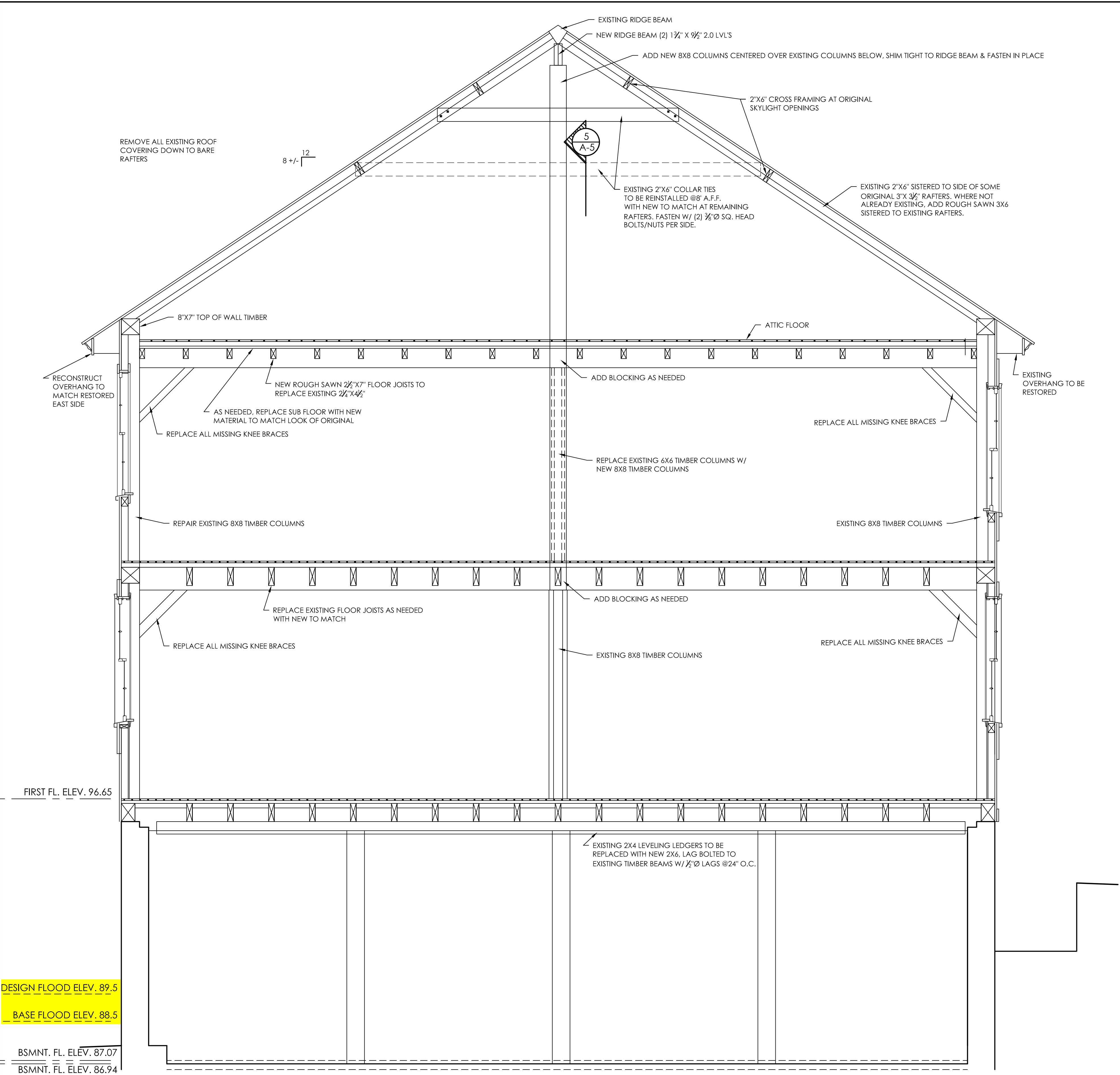
ARTHUR W. HALL, JR.  
49 HARTFORD PK.  
VERNON, CT. 06066

**AWH ARCHITECT**  
860-646-3269 email: hallarchitect@yahoo.com

**PROPOSED ATTIC FLOOR PLAN & ROOF FRAMING**

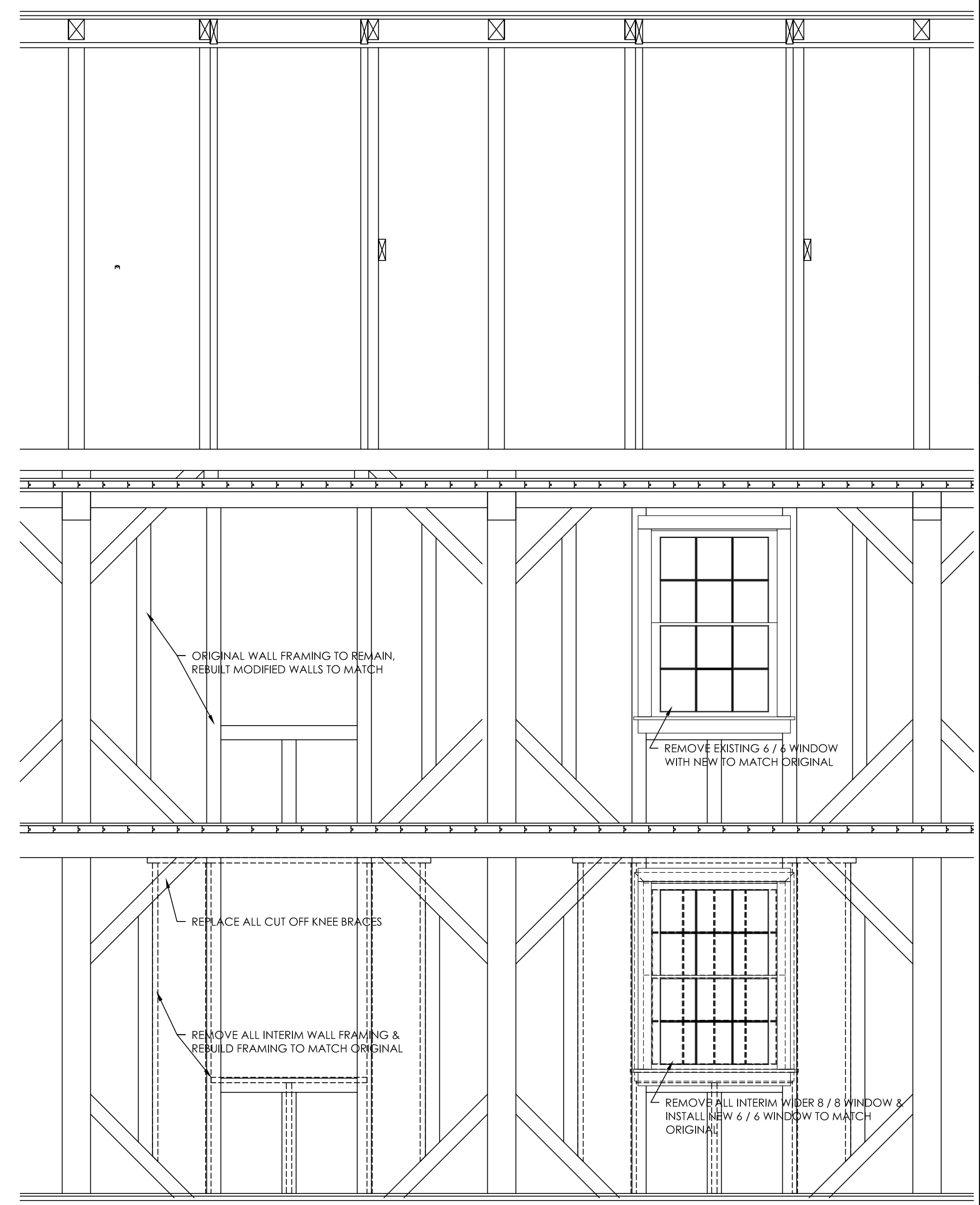
**HILLIARD MILLS BUILDING 6**  
642 HILLIARD STREET  
MANCHESTER, CT.

TITLE:		NAME:	
REVISIONS:		DATE:	
PRELIMINARY 4 / 1 / 24		SCALE: 1/4"=1'-0"	DATE: 00 / 00 / 00
DRAWN: AWH	CHECKED: AWH	JOB NO.: 10-23B6	
		SECRET NO.: A-2	



DESIGN FLOOD ELEV. 89.5  
 BASE FLOOD ELEV. 88.5  
 BSMNT. FL. ELEV. 87.07  
 BSMNT. FL. ELEV. 86.94

SECTION 4 A-5  
 SCALE: 1/2"=1'-0"



SECTION 5 A-5  
 SCALE: 1/2"=1'-0"

49 HARTFORD PK.  
 VERNON, CT 06066

**AWH**  
 ARCHITECT

860-646-3269 email: hallarchitect@yahoo.com

**PROPOSED SECTIONS**

HILLIARD MILLS BUILDING 6  
 642 HILLIARD STREET  
 MANCHESTER, CT.

REVISIONS:

PRELIMINARY  
 4 / 1 / 24

SCALE:	DATE:
1/2"=1'-0"	00 / 00 / 00
DRAWN:	CHECKED:
AWH	AWH
JOB NO.:	SECTION NO.:
10-23B6	A-5

# TOWN OF MANCHESTER

## PLANNING AND ZONING COMMISSION

### Rules of Procedure



**Adopted: January 9, 1984**

**Effective: February 1, 1984**

Amended: ~~February 21-August 15, 2023~~ 2024

**Commented [GA1]:** GA edits 6/21/24

**Commented [GA2R1]:** Final edits made on 8/15/24

**TOWN OF MANCHESTER, CONNECTICUT  
RULES OF PROCEDURE**

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**Commented [GA3]:** Did not see this section in the document so I think we can remove and renumber.

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**RULES OF PROCEDURE  
PLANNING AND ZONING COMMISSION**

**ARTICLE I**

**Purpose and Authorization**

The objectives and purposes of the Planning and Zoning Commission of Manchester are those set forth in Chapters 124 (Zoning) and 126 (Planning) and 440 (Inland Wetlands) of the Connecticut General Statutes (and those duties and powers delegated to the Planning and Zoning commission by these statutes), by Chapter 17 of the Charter of the Town of Manchester and in Chapter 14 and Chapter 15 of the Town of Manchester Code of Ordinances.

**ARTICLE II**

**Name**

The Commission shall be known as the Planning and Zoning Commission of the Town of Manchester and shall consist of the regular members and alternate members appointed according to State Statute and the Charter and Ordinances of the Town of Manchester.

**ARTICLE III**

**Office of Agency**

The office of the Planning and Zoning Commission of the Town of Manchester shall be at the Planning **and Economic** Development Department in the Town of Manchester where all Commission records (including official documents, records, maps, etc.) will be kept.

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**ARTICLE IV**

**Membership and Terms of Office**

The membership and terms of office shall be as specified in the above stated Ordinances and Charter establishing the commission, and the aforementioned General Statutes.

**ARTICLE V**

**Officers and Their Duties**

*Section 1.* The officers of the Planning and Zoning Commission shall consist of a ~~ChairmanChair~~ **Chairperson**, a Vice ~~ChairmanChairperson~~ and a Secretary all of whom shall be members of the Commission.

**Commented [GA4]:** Suggest all references be to "Chairperson"

*Section 2.* The ChairmanChairperson shall preside at all meetings and shall have the duties normally conferred by parliamentary usage. The ChairmanChairperson shall have the authority to appoint committees, call special meetings, appoint a member to act for the Secretary in his/her absence, and generally perform other duties as prescribed in these Rules.

*Section 3.* The ChairmanChairperson shall prescribe the method of conduct of the hearing. He/she shall have the privilege of discussing the matters before the Commission and of voting thereon.

*Section 4.* The Vice ChairmanChairperson shall act for the ChairmanChairperson in his/her absence and have the authority to perform the duties prescribed for that office.

*Section 5.* With the assistance of the Planning and Economic Development Department staff, the Secretary shall see that all minutes and records of the Commission are kept, ~~shall prepare the agenda of regular and special meetings under the direction of the ChairmanChairman, provide notice of all meetings to Commission members, arrange for proper and legal notices of hearings, attend to correspondence of the Commission, and such other duties as are normally carried out by a Secretary.~~<sup>1</sup> The Secretary shall act for the Vice ChairmanChairperson in his/her absence.

*Section 6.* The ChairmanChairperson is empowered to sign all map and plan approvals for the Commission if, in his/her judgment, the maps and plans conform to approvals and requirements adopted by vote of the Commission at a duly called meeting. With the approval of the ChairmanChairperson, the Director of Planning and Economic Development or designee may cause the ChairmanChairperson's signature to be affixed to such maps or plans by use of a rubber signature stamp.

*Section 7.* The Commission shall also empower the Director of Planning and Economic Development or designee to issue notice letters of approval, denial, etc. ~~under his signature~~ on behalf of the Commission.

## **ARTICLE VI**

### **Election of Officers**

*Section 1.* An annual organizational meeting shall be held in December or as soon thereafter as is possible at which time the officers will be elected. A majority of the regular members must be present for the election of officers to take place.

*Section 2.* A candidate receiving a majority vote from the regular members of the Commission shall be declared elected and shall serve for one year or until his/her successor shall take office.

*Section 3.* Resignations from the Commission shall be in writing and submitted to the Secretary of the Board of Directors, with a copy to the ChairmanChairperson of the

---

<sup>1</sup> Rev. 8/12/2024



| Commission and Planning and Economic Development Department staff. #

## ARTICLE VII

### Meetings

*Section 1.* Regular meetings of the Planning and Zoning Commission will generally be held on the first and third Monday of each month at 7 P.M. at Lincoln Center in the Town of Manchester. Meetings will include a remote attendance option via a video conferencing platform. The Planning and Zoning Commission shall not continue the meeting beyond 11 P.M. without the approval of two-thirds of the members present and voting at the meeting. The term regular meetings shall include all public hearings and business meetings held by the Commission.<sup>2</sup>

*Section 2.* The notice shall specify the purpose of the meeting and no other business may be considered except by a ~~majority~~ majority two-thirds affirmative<sup>3</sup> vote of the Commission members present and voting at the meeting in which such business is to be conducted. The number of votes necessary to transact business shall be a majority of members of the Commission except as may be modified by Statute or Ordinance.

*Section 3.* Whenever practicable seven members shall sit and vote on each ~~application or business item~~.<sup>4</sup> When a regular member is absent or disqualified, an alternate shall be designated to act ~~choosing alternates in rotation, chosen in rotation by the Chair~~, so that they shall act as nearly equal a number of times as possible. The Chairperson shall announce any alternates seated at a meeting or for a specific application.<sup>5</sup>

3(a)<sup>6</sup> The members acting on an ~~application or business item~~ will be those who were present at the public hearing or business meeting when the ~~application or business item~~ was presented. When a hearing is continued, or an application is presented at multiple business meetings, members acting would have been present at all sessions on that application.

In the event regular members who were present at the hearing are absent at a meeting when an action is scheduled, an alternate who was present at the hearing will be assigned to sit in their place.

In the event there were multiple public hearing or business meeting sessions and regular members were not present at each session, an alternate member who was present at each session shall be seated to act on the item.

In the event there were not seven members present at a public hearing or business meeting, or at each public hearing on a particular application, members can review the public hearing video, or other recording of the hearing, and review the written record and application file. A member who states on the record they are familiar with the record in this way may be appointed to act on the application, with regular

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<sup>2</sup> Rev. 2/21/2023

<sup>3</sup> Rev. 8/12/2024

<sup>4</sup> Rev. 2/21/2023

<sup>5</sup> Rev. 8/12/2024

<sup>6</sup> Rev. 3/2/2009

members given preference over alternate members when possible.<sup>7</sup>

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<sup>7</sup> Rev. 2/21/2023

*Section 4.* The Planning and Zoning Commission shall adopt at its first meeting in December a list of meeting dates and final filing dates for each of its regular meetings in the succeeding calendar year.

*Section 5.* All Commission meetings shall be open to the public. There shall be no ex parte communications between members on agenda items outside of a regular meeting.<sup>8</sup>

*Section 6.* Proceedings of business meetings of the Commission need not be recorded by a stenographer or sound-recording device. Proceedings of all regular and special meetings shall be incorporated into the minutes of the Commission to be a permanent part of that record.<sup>9</sup>

*Section 7.* Unless otherwise specified, Robert's Rules of Order shall govern the proceedings at the meetings of the Commission.

*Section 8.* If any seated Commission member is attending a meeting remotely, and if any vote is not unanimous, that vote shall be taken by roll call.<sup>10</sup>

*Section 9 [NEW].* The Board may suspend any of the Rules of Procedure for the purposes of reordering agenda items at a meeting adopted by a majority 2/3 vote of the voting members present.<sup>11</sup>

## ARTICLE VIII

### Order of Business

*Section 1.* Unless otherwise determined by the Chairman~~Chairperson~~, the order of business at regular meetings shall generally be:

- a. Call to order
- b. Public hearings, if any
- c. ~~Old b~~Business items
- ~~e-d~~ New business items
- ~~d-e~~ Administrative Reports
- ~~e-f~~ Approval of Minutes
- g. Receipt of new applications
- ~~f-h~~ Items for future agendas
- ~~g-i~~ Adjournment<sup>12</sup>

*Section 2.* A motion must be made and passed in order to dispense with any item on the agenda.

*Section 3.* No new business submitted for action by the Commission shall be acted upon

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Commented [GA5]: Not sure this is necessary. In what situation(s) would the Commission do this?

Commented [GA6R5]: I took a guess. Also needs to be 2/3 to suspend the rules.

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Commented [GA7]: Typically the PZC has not distinguished between old and new agenda items. Not opposed to it but is there a specific purpose?

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Commented [GA8]: Suggest this as new heading for each regular meeting.

<sup>8</sup> Rev. 8/12/2024

<sup>9</sup> Rev. 2/21/2023

<sup>10</sup> Rev. 2/21/2023

<sup>11</sup> Rev. 8/12/2024

<sup>12</sup> Rev. 8/12/2024

unless it is submitted to the Planning and Economic Development Department at least five business days prior to a regular meeting date except as herein provided in Article VII, Section 2.

*Section 4.* The agenda for each meeting need contain only those items which have been submitted to the Planning and Economic Development Department in sufficient time for review, analysis, referrals to other interested departments or public bodies and preparation of necessary reports.

*Section 5.* ~~Planning and Economic Development Department Staff shall have the authority, upon approval by the Chair, to withhold from an agenda or to remove from a tentative agenda any item application or item by an applicant application or item by an applicant which is not complete and sufficient for Planning and Zoning Commission action or any item application or item by an applicant application or item by an applicant which has been revised subsequently to the initial filing and has not received adequate time for a comprehensive review.<sup>8</sup> Staff shall not have the authority to withhold a business item submitted by a Commissioner in writing 10 days prior to a meeting. Staff shall not have the authority to withhold a business item submitted by a Commissioner in writing 10 days prior to a meeting.~~

Subsequent to a full staff review, Planning and Economic Development Department Staff shall add applications to a Commission agenda once substantive staff comments have been addressed by the applicant.<sup>13</sup>

~~*Section 5.* Planning and Economic Development Department Staff shall have the authority to withhold from an agenda or to remove from a tentative agenda any item which is not complete and sufficient for Planning and Zoning Commission action or any item which has been revised subsequent to the initial filing and has not received adequate time for a comprehensive review.<sup>8</sup>~~

**Commented [GA9]:** Suggested replacement for Section 5 highlighted below.

**Commented [GA10R9]:** The intent here is never to “withhold” anything but rather to send to the Commission once staff comments have generally been satisfied.

## ARTICLE IX

### Hearings

*Section 1.* All public hearings prescribed by law shall be held in accordance with the requirements set forth for such hearings by these Rules and by Statute.

*Section 2.* The matter before the Commission shall be presented by the applicant or a designated agent, who shall have the privilege of the floor.<sup>14</sup>

*Section 3.* Evidence shall be ~~taken by a competent stenographer, or it may be~~<sup>15</sup> recorded by a sound-recording device, at each hearing before the Commission in which the right to appeal lies to the Superior Court.

<sup>13</sup> Rev. 8/12/2024

<sup>14</sup> Rev. 2/21/2023

<sup>15</sup> Rev. 8/12/2024

Section 4. No applications to the Commission (except those in which the applicant is the Commission or an administrative officer of the Town acting on behalf of the Town) which has been denied after public hearing, will be heard within one year from the date of rejection, except that after four months from such denial, the Commission may grant a hearing, if it finds, on facts presented in writing, that a material change in the situation justifies a new hearing in the interest of the public as well as the applicant.

## ARTICLE X

### Conducting the Public Hearing

Section 1. The ~~Chairman~~Chairperson of the Commission shall preside at the public hearing.

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Section 2. The Planning and Zoning Commission will not commence the hearing of any item after 11 P.M. without approval of two-thirds of the members present and voting. Neither shall the Commission continue hearing any item of public hearing after 11 P.M. without the approval of two-thirds of the members present and voting.<sup>16</sup>

Section 3. The Secretary shall read the legal advertisement for each application as the hearing is held.

Section 4. A summary of the question or issue may be stated by the ~~Chairman~~Chairperson or their designee at the opening of the public hearing.<sup>17</sup> The hearing shall be conducted only for the purpose of taking testimony to be considered by the Commission. Comments during the hearing shall be limited to the subject advertised for hearing. All questions and comments must be directed through the chair only after being properly recognized by the ~~Chairman~~Chairperson.

Commented [MF11]: This is clearly not what we do right now. Many of our Rules follow state statute of course. The Trumbull, CT, PZC Rules similarly read:

“The hearing shall be conducted only for the purpose of taking testimony to be considered in deliberations of the regular meeting of the Commission”.

This spells out explicitly what they do in Trumbull (which is also how I read/interpreted our own Rules): (1) collect testimony in public hearing and then (2) deliberate in the business meeting.

We tend to both collect and deliberate in the public hearing. If that’s the practice we want to codify, I think we should do so; but I suspect there is a real legal reason why our deliberations should be in the business (or regular) meeting as opposed to the public hearing, which is really for taking testimony.

~~Section 5. The ChairmanChairperson shall first call for statements from the applicant and/or agent(s) to present the application/proposal, and proponents. Opponents shall be given a similar opportunity to comment. Proponents and opponents shall make their presentation in succession without allowing an intermixture of comments pro or con. The Chairperson shall then provide opportunity for Commission members to ask questions of the applicant/agent. The Chairperson shall then ask for testimony/questions from members of the public. After all members of the public wishing to speak have done so, staff shall read or summarize any written comments received into the record.~~<sup>18</sup>

Commented [GA12R11]: Agree. Language added intended to clarify.

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Section 6. [NEW] The applicant shall be given an opportunity after ~~opponents spoken and written comments have been received by members of the public have spoken to answer questions or clarify a points previously made by any speaker at the hearing,~~ but may not address new issues.<sup>19</sup>

Commented [MF13]: This is not what we do.

Section 6.7. At any time during the hearing the ~~Chairman~~Chairperson shall allow reports and

Commented [GA14R13]: Agree. The idea of proponents and opponents is problematic. New language proposed here.

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<sup>16</sup> Rev. 9/5/90

<sup>17</sup> Rev. 2/21/2023

<sup>18</sup> Rev. 8/12/2024

<sup>19</sup> Rev. 8/12/2024

comments from the Town staff.<sup>20</sup>

Section 78. [NEW]. At any time during the hearing the ~~Chairman~~Chairperson ~~shall~~may allow Commissioners to be recognized in order to ask questions of staff or applicant/agent. Only the Chairperson shall address, ~~proponents, or opponents.~~ members of the public.<sup>21</sup>

Section 879. All persons recognized shall approach the recording microphone in order to facilitate proper recording of comments.<sup>22</sup> Before speaking each person shall give his/her name and full address.

Section 9810. The ~~Chairman~~Chairperson shall assure an orderly hearing and shall take steps necessary to maintain the order and decorum of the hearing at all times. The ~~Chairman~~Chairperson shall reserve the right to limit debate in the event the discussion becomes unruly, unmanageable, off-topic -or repetitive.

Section 10911. The show of hands or similar display by those persons present shall not be allowed on any general question presented at the public hearing without approval of the ~~Chairman~~Chairperson.

Section 1112. [NEW]. No commissioner participating in a public hearing ~~may~~should voice support for or against ~~an application or business~~ public hearing item prior to a public hearing, nor during a public hearing before all evidence is presented. Commissioners participating in a public hearing ~~shall~~should remain impartial and may come to a decision only after all evidence is presented.<sup>23</sup>

Section 121013. ~~Except for information supplied by an officer of the Town in response to a request from the Commission, i~~Information developed or presented by or on behalf of a party to an application may not be presented to members of the Commission following the close of a public hearing on the application, if one was held.

Section 13114. The Planning and Zoning Commission will not commence the hearing of any item after 11:00 P.M. without approval of two-thirds of the members present and voting.

## ARTICLE XII [NEW]

### Conducting the business meeting

Section 1. The ~~Chairman~~Chairperson of the Commission shall preside at the business meeting.

Section 2. The Planning and Zoning Commission will not commence any item of a business meeting after 11 P.M. without approval of two-thirds of the members present and voting. Neither shall the Commission continue deliberations of any item of a business meeting after 11 P.M.

**Commented [GA15]:** Not sure about this one. Generally agree, but not sure whether it belongs here.

**Commented [GA16R15]:** Softened the language and provided some clarification.

**Commented [GA17]:** My experience and best practices consistently emphasize all information should be part of the Public Hearing record.

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<sup>20</sup> Rev. 2/21/2023

<sup>21</sup> Rev. 8/12/2024

<sup>22</sup> Rev. 2/21/2023

<sup>23</sup> Rev. 8/12/2024

without the approval of two-thirds of the members present and voting.<sup>24</sup>

*Section 3. [NEW] Commissioners are strongly encouraged to state on the record their reasoning for voting for or against an item based upon the law and regulatory criteria. While it is not necessary for every Commissioner to do so, the record must include clear reasoning for the Commission's decision.*<sup>25</sup>

~~Section 3. The Secretary shall read the agenda item for each item of the business meeting.~~

**Commented [GA18]:** Only necessary for public hearing notices.

## ARTICLE XII

### Agenda

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~~Section 1. Per Article V.5, the Secretary, with the assistance of the Planning and Economic Development Department staff shall prepare the agenda of workshops and regular and special meetings under the direction of the Chair, and Planning and Economic Development Department staff shall see that copies of the agenda are distributed to Commissioners at least forty-eight (48) hours prior to each meeting. This rule shall not apply to emergency meetings, except that Planning and Economic Development Department staff shall see that every Commissioner is advised of any emergency meeting, with the matter of emergency stated.~~

**Commented [GA19]:** Secretary does not currently perform this function.

~~Section 2. No item or items other than those included on the Agenda shall be considered at any regular meeting of the Board—except when, by a two-thirds affirmative vote of the voting members present and voting, this rule is suspended.~~

**Commented [GA20]:** Redundant with article VII section 2.

~~Section 3. Any business item for discussion or action shall be placed upon the Agenda at the request of any regular member, made to the Chair or Secretary or Director of Planning and Economic Development not less than ten (10) days before the date of the meeting at which the item is to be considered. Supporting written materials for any such action item shall also be provided to Department of Planning and Economic Development staff for distribution to all Commissioners and alternates not less than five (5) days before the date of the meeting at which the item is to be considered.~~

**Commented [GA21]:** Added the last section in this article (highlighted) as an alternative. The thought is this new agenda item would be the time for members to bring potential agenda items to the Commission's attention.

**Commented [KW22]:** Proposed language from Commissioner Farina

~~Section 4. Planning and Economic Development Department Staff will present applications to be accepted by the Commission, those recently received and a draft future agenda may be outlined under a separate agenda item, "Receipt of New Applications."~~<sup>26</sup>

**Commented [GA23R22]:** This section was in Mike's original proposed changes and was inadvertently deleted.

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**Section 3.3. The Chairperson or any member may bring up items that fall within the Commission's statutory purview under Items for Future Agenda. Any Commissioner may request a future agenda item and by consensus, an item may be added to a future agenda as either a discussion item, administrative report, or posted as a separate workshop meeting. All agenda items must fall under the Commission's statutory authority and final agendas are approved by the Chairperson, in consultation with staff.**<sup>27</sup>

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<sup>24</sup> Rev. 9/5/90

<sup>25</sup> Rev. 8/12/2024

<sup>26</sup> Rev. 8/12/2024

<sup>27</sup> Rev. 8/12/2024



**ARTICLE ~~XIII~~<sup>XIV</sup>**

**Public Relations**

*Section 1.* In the matter of the press, radio and television representatives, the Commission shall comply with Section 1-21a of the Connecticut General Statutes, as amended.<sup>28</sup>

**ARTICLE ~~XIV~~<sup>XV</sup>**

**Amendments**

These rules may be amended by a two-thirds vote of the Commission members present and voting only after the proposed change has been read and discussed at a previous regular meeting, except that these rules may be changed at any meeting by the unanimous vote of all the regular members of the Commission.

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<sup>28</sup> Rev. 2/21/2023

## ~~DESIGN REVIEW GUIDELINES~~

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### *Introduction*

~~These Design Review Guidelines have been adopted by the Planning and Zoning Commission to provide assistance and guidance to applicants as well as the Planning and Zoning Commission when reviewing applications for special exceptions. The special exception review criteria in the zoning regulations include criteria for neighborhood compatibility of special exception proposals. Neighborhood compatibility involves both the site and building layout and design. These guidelines may be referred to by the Planning and Zoning Commission when reviewing special exception applications.~~

### *General Standards*

~~Considerations as to neighborhood compatibility, design, architectural treatment and aesthetic character will be made in view of the fact that excessive uniformity, dissimilarity, inappropriateness or poor quality of design in the exterior appearance of buildings erected in any neighborhood adversely affects the desirability of the immediate area and the neighboring areas for residential, business or other purposes. Doing so impairs the benefits of occupancy of existing property in such areas, and the stability and value of both improved and unimproved real property in the area.~~

~~To help fulfill the purpose of this section and to assist applicants in understanding the issues which may be reviewed, the following list of design review standards may serve as general criteria to guide the consideration of any applications:~~

- ~~(a) the impact on the property value of existing structures in the adjoining area;~~
- ~~(b) the effect on the health, safety, and general welfare of the community;~~
- ~~(c) the impact on the historic significance of the site and the affected structure;~~
- ~~(d) when the proposed use involves the conversion of a structure built for residential use, the adaptability of the structure to a non-residential use;~~
- ~~(e) the compatibility of a proposed architectural design with the architectural designs of existing adjacent buildings and the architectural character of the neighborhood as a whole;~~
- ~~(f) the compatibility of the size and intensity of the proposed use with the size and intensities of existing adjacent uses and with reasonable consideration as to the character of the neighborhood as a whole;~~

- ~~(g) the compatibility of the landscaping and layout of structures on the parcel with the landscaping and layout of adjacent parcels;~~
- ~~(h) the extent, nature, arrangement and landscaping of parking facilities and vehicular and pedestrian circulation;~~
- ~~(i) the impact on significant natural features of the site including trees, steep slopes and wetlands;~~
- ~~(j) types, styles and colors of building materials, exterior facades, placement of windows and special architectural features;~~
- ~~(k) screening of and/or blending of mechanical equipment, utility hardware and miscellaneous appurtenances into the overall design.~~

#### ***Design Review Guidelines***

~~In determining whether an application conforms to the general standards, the Commission may consider the following:~~

##### ~~A) Building Design~~

~~For both new construction and rehabilitation or alterations, buildings should be harmonious and compatible with adjacent buildings. In determining the degree of compatibility the building or alterations will be assessed in relation to adjacent common characteristics including the following:~~

- ~~1. Height Buildings should be built to a height compatible with existing adjacent buildings, and should be built with the same number of stories. The Commission may approve variations in height of buildings if it finds the variation can still meet the design review and general criteria.~~
- ~~2. Scale and Proportion of Facades The relationship of the building's width to its height should be similar to and compatible with adjacent buildings as seen from the public street and publicly accessible areas. Structures designed so that their apparent horizontal and vertical scale reflects the scale of principal structures on the same block and on the block face across the street are preferred. The scale of a structure is (1) the apparent size and bulk of the structure and its components compared to the size of adjacent buildings and to the human scale and (2) the apparent size and bulk of the structure compared to the components of the facade. Discretion in scale is permitted with appropriate building massing.~~
- ~~3. Complexity of Building Form Architectural style is not restricted, but the building or addition should be similar in form, complexity and ornamental detail to adjacent buildings. This assessment will be made against the dominant~~

characteristics of adjacent buildings. Harmony in texture, lines and masses is encouraged; monotony should be avoided.

4. ~~Roof Shapes and Materials~~ The roofs of new buildings or additions which are visible from the public street and public areas should relate in pitch, shape and material to the roofs of existing adjacent buildings, and buildings along the street within 250 feet.
5. ~~Rhythms of Entrances and Projections~~ Entrances, porches, porticos, and other projections to be incorporated into new buildings should relate to the pattern of existing adjacent buildings and the street in such a manner as to reinforce the prevailing form.
6. ~~Directional Expression of Facades~~ Directional expression of facades should be compatible with that of existing adjacent buildings and buildings along the street within at least 250 feet. The dominant directional expression, either horizontal or vertical, is determined by the structural form of the building, the shapes of the openings (windows and doors) and architectural detailing and ornament.
7. ~~Proportion of Openings in the Facade~~ The ratio of the width to the height of the buildings, windows and doors should relate to and be compatible with existing adjacent buildings where these features are visible from the street or public areas. Likewise, the relationship between the walls (e.g., solids) and voids (e.g., windows) should be compatible with adjacent buildings and buildings along the street within 250 feet in either direction from the site.

~~B) Rhythm of Buildings and Spaces~~

The buildings should reinforce the existing rhythm of buildings and the spaces between those buildings adjacent to the site and along the street within at least 250 feet of the site.

~~C) Setback and Site Location~~

The building or addition should be located on the site and be set back from the street to reinforce prevailing setbacks of the adjacent buildings and buildings along the street within at least 250 feet of the site.

~~D) Building Materials~~

1. The exterior facade materials for new developments should be compatible with and reinforce the prevailing building materials of adjacent buildings and the buildings along the street. Alternate materials may be used but should follow the prevailing directional expression (horizontal or vertical) of adjacent buildings.
2. The exterior facade materials for an addition or alteration or renovation should either be the same as the existing building, or a material that simulates the existing or compatible material. Alternative materials may be used if they are consistent with the prevailing building materials of buildings within 250 feet of the site.

E) ~~Other Design Considerations~~

~~Buildings which are proposed for locations which do not have adjoining existing structures or sites where multiple buildings are proposed for a single site will be assessed against the following criteria:~~

- ~~1. Adjacent buildings on the site which are different in architectural style should be made compatible through such means as similar building materials, compatible color schemes, site breaks such as natural or man made buffers, streams, or landscaping features.~~
- ~~2. Monotony in building design such as excessive horizontal or vertical form can be avoided or minimized through building modulation, articulation, varieties of roof forms, entrance features and architectural details.~~

F) ~~Site Treatment and Existing Site Features~~

- ~~1. Where natural or existing topographic patterns contribute to the beauty and utility of a development they should be preserved.~~
- ~~2. Suitable existing vegetation, where present, should be incorporated into the design of the site.~~

G) ~~Parking and Pedestrian Access~~

- ~~1. There should be continuity from the public street to the building(s) entry. At least one continuous sidewalk, with landscaping and lighting at pedestrian scale, should be provided.~~
- ~~2. For buildings located on existing commercial streets in commercial districts, buildings should be oriented to the street, and entranceways will be provided from the main building entrance oriented from the public sidewalk.~~
- ~~3. Whenever possible, parking lots along the full length of a commercial street or commercial district where pedestrian traffic exists or is encouraged should be avoided or minimized.~~
- ~~4. Parking areas can be treated with decorative elements including building wall extensions, landscaping, berms or other innovative means to screen parking areas from view from public ways. These elements should be designed so that the public will feel safe during night parking.~~
- ~~5. Pedestrian systems designed for the movement of people between buildings and from buildings to parking should be lighted to provide safety and security.~~

#### H) Landscaping and Screening

1. All new utility services and those service modifications necessitated by exterior alterations should be installed underground unless the utility company deems this not to be feasible.
2. Unity of landscape design may be achieved by repetition of certain plant varieties and other materials and by correlation with adjacent developments. Landscape features should complement building architecture, provide shade and visual relief and interest, and encourage pedestrian circulation.
3. Plant material should be selected for interest in its structure, texture, and color and for its ultimate growth. Plants that are indigenous to the area and others that will be hardy, harmonious to the design, and of good appearance shall be used.
4. Screening of utilities, loading docks, dumpsters and other unsightly places may be accomplished by use of walls, fencing, landscaping or a combination of these. Screening should be effective year round.
5. In areas where general plantings will not survive, other materials such as fences, walls and pavings of wood, brick, stone, gravel and cobbles shall be used. Carefully selected plants shall be combined with such materials where possible.
6. Roof mounted equipment should not be visible from the ground floor level of the building on which the equipment is located for a distance of 500 feet from the exterior walls of the building or may be camouflaged by materials and colors to limit its visibility.

#### I) Signs

1. Every sign should have scale and proportion in its design and in its visual relationship to buildings and surroundings.
2. Signs designed as an integral architectural element of the building and site to which it principally relates are preferred. As an architectural element, the sign should reflect the period of architecture and be in harmony with the building's character and use.
3. The colors, materials, and lighting of every sign should be restrained and harmonious with the building and site to which it principally relates.
4. The number of graphic elements on a sign should be held to the minimum needed to convey the sign's major message and shall be composed in proportion to the area of the sign face.

~~J) — Lighting, Miscellaneous Structures and Street Hardware~~

- ~~1. — Exterior lighting should enhance the building design and adjoining landscaping. Light standards and building fixtures should be of a design and size compatible with the building and adjacent areas. Excessive brightness should be avoided. All lighting intended to illuminate the building or yards should be arranged so that the lights will not shine into the eyes of any person external to the premises, or cause a nuisance from excessive glare.~~
- ~~2. — Miscellaneous structures and street hardware should be designed to be part of the overall architectural design and landscape. Materials should be compatible with buildings, in scale, colors and proportion.~~

~~K) — Maintenance Planning and Design Factors~~

~~Continued good appearance depends upon the extent and quality of maintenance. The choice of materials and their use together with the types of finished and other protective measures should be easy to maintain.~~

~~Materials and finish should be selected for their durability and wear as well as for their beauty. Proper measures and devices should be incorporated for protection against the elements, neglect, damage, and abuse.~~

~~ADOPTED: June 7, 1999~~

**POLICY STATEMENT ON LOT LINE REVISIONS**  
**WITHIN A SUBDIVISION**

PROCEDURES FOR REVISIONS TO APPROVED SUBDIVISION PLANS  
REGARDING CHANGES IN LOT LINES OR CHANGES IN PARCEL  
CONFIGURATION

There are occasions when, after a subdivision or resubdivision has been approved by the Planning Commission, the owner/developer wishes to either relocate lot lines between lots or reconfigure lots and as a result of that reconfiguration reduce the number of lots in the approved subdivision or resubdivision. Since neither of these modifications to the approved subdivision plan constitute a subdivision or resubdivision as defined by Section 8-18 of the Connecticut General Statutes, the Commission hereby adopts the following policy:

In those situations where a landowner or developer of an approved subdivision or resubdivision wishes to relocate lot lines, change distance or bearings on lot lines, or reconfigure an approved subdivision plan and in such reconfiguration ~~eliminate a lot~~merge two adjacent lots, the Director of Planning and Economic Development or his/her designee shall be permitted to sign a revised mylar reflecting these modifications provided the plan has been reviewed by all appropriate Town of Eighth Utilities District review staff and provided that there is no change otherwise created by these revisions or modifications which would meet the definition of a resubdivision in the Connecticut General Statutes.

This administrative action shall not require any action by the Planning and Zoning Commission. However, the Director of Planning and Economic Development or designee ~~must~~shall inform the Commission of all subdivisions which have to be modified under this policy.

ADOPTED: May 18, 1992  
REVISED: ~~January~~  
~~6August, 2024~~1997

**Commented [MF25]:** This should be a stand-alone document.

**Commented [GA26R25]:** Agree

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# TOWN OF MANCHESTER

## PLANNING AND ZONING COMMISSION

### Rules of Procedure



**Adopted: January 9, 1984**  
Amended: August 15, 2024

**Effective: February 1, 1984**

**TOWN OF MANCHESTER, CONNECTICUT  
RULES OF PROCEDURE**

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**RULES OF PROCEDURE  
PLANNING AND ZONING COMMISSION**

**ARTICLE I**

**Purpose and Authorization**

The objectives and purposes of the Planning and Zoning Commission of Manchester are those set forth in Chapters 124 (Zoning) and 126 (Planning) and 440 (Inland Wetlands) of the Connecticut General Statutes (and those duties and powers delegated to the Planning and Zoning commission by these statutes), by Chapter 17 of the Charter of the Town of Manchester and in Chapter 14 and Chapter 15 of the Town of Manchester Code of Ordinances.

**ARTICLE II**

**Name**

The Commission shall be known as the Planning and Zoning Commission of the Town of Manchester and shall consist of the regular members and alternate members appointed according to State Statute and the Charter and Ordinances of the Town of Manchester.

**ARTICLE III**

**Office of Agency**

The office of the Planning and Zoning Commission of the Town of Manchester shall be at the Planning and Economic Development Department in the Town of Manchester where all Commission records (including official documents, records, maps, etc.) will be kept.

**ARTICLE IV**

**Membership and Terms of Office**

The membership and terms of office shall be as specified in the above stated Ordinances and Charter establishing the commission, and the aforementioned General Statutes.

**ARTICLE V**

**Officers and Their Duties**

*Section 1.* The officers of the Planning and Zoning Commission shall consist of a Chairperson, a Vice Chairperson and a Secretary all of whom shall be members of the Commission.

*Section 2.* The Chairperson shall preside at all meetings and shall have the duties normally conferred by parliamentary usage. The Chairperson shall have the authority to appoint committees, call special meetings, appoint a member to act for the Secretary in his/her absence, and generally perform other duties as prescribed in these Rules.

*Section 3.* The Chairperson shall prescribe the method of conduct of the hearing. He/she shall have the privilege of discussing the matters before the Commission and of voting thereon.

*Section 4.* The Vice Chairperson shall act for the Chairperson in his/her absence and have the authority to perform the duties prescribed for that office.

*Section 5.* With the assistance of the Planning and Economic Development Department staff, the Secretary shall see that all minutes and records of the Commission are kept.<sup>1</sup> The Secretary shall act for the Vice Chairperson in his/her absence.

*Section 6.* The Chairperson is empowered to sign all map and plan approvals for the Commission if, in his/her judgment, the maps and plans conform to approvals and requirements adopted by vote of the Commission at a duly called meeting. With the approval of the Chairperson, the Director of Planning and Economic Development or designee may cause the Chairperson's signature to be affixed to such maps or plans by use of a rubber signature stamp.

*Section 7.* The Commission shall also empower the Director of Planning and Economic Development or designee to issue notice letters of approval, denial, etc. on behalf of the Commission.

## **ARTICLE VI**

### **Election of Officers**

*Section 1.* An annual organizational meeting shall be held in December or as soon thereafter as is possible at which time the officers will be elected. A majority of the regular members must be present for the election of officers to take place.

*Section 2.* A candidate receiving a majority vote from the regular members of the Commission shall be declared elected and shall serve for one year or until his/her successor shall take office.

*Section 3.* Resignations from the Commission shall be in writing and submitted to the Secretary of the Board of Directors, with a copy to the Chairperson of the Commission and Planning and Economic Development Department staff.

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<sup>1</sup> Rev. 8/12/2024

## ARTICLE VII

### Meetings

*Section 1.* Regular meetings of the Planning and Zoning Commission will generally be held on the first and third Monday of each month at 7 P.M. at Lincoln Center in the Town of Manchester. Meetings will include a remote attendance option via a video conferencing platform. The Planning and Zoning Commission shall not continue the meeting beyond 11 P.M. without the approval of two-thirds of the members present and voting at the meeting. The term regular meetings shall include all public hearings and business meetings held by the Commission.<sup>2</sup>

*Section 2.* The notice shall specify the purpose of the meeting and no other business may be considered except by a two-thirds affirmative<sup>3</sup> vote of the Commission members present and voting at the meeting in which such business is to be conducted. The number of votes necessary to transact business shall be a majority of members of the Commission except as may be modified by Statute or Ordinance.

*Section 3.* Whenever practicable seven members shall sit and vote on each business item.<sup>4</sup> When a regular member is absent or disqualified, an alternate shall be designated to act, chosen in rotation, so that they shall act as nearly equal a number of times as possible. The Chairperson shall announce any alternates seated at a meeting or for a specific application.<sup>5</sup>

3(a)<sup>6</sup> The members acting on an item will be those who were present at the public hearing or business meeting when the item was presented. When a hearing is continued, or an application is presented at multiple business meetings, members acting would have been present at all sessions on that application.

In the event regular members who were present at the hearing are absent at a meeting when an action is scheduled, an alternate who was present at the hearing will be assigned to sit in their place.

In the event there were multiple public hearing or business meeting sessions and regular members were not present at each session, an alternate member who was present at each session shall be seated to act on the item.

In the event there were not seven members present at a public hearing or business meeting, or at each public hearing on a particular application, members can review the public hearing video, or other recording of the hearing, and review the written record and application file. A member who states on the record they are familiar with the record in this way may be appointed to act on the application, with regular members given preference over alternate members when possible.<sup>7</sup>

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<sup>2</sup> Rev. 2/21/2023

<sup>3</sup> Rev. 8/12/2024

<sup>4</sup> Rev. 2/21/2023

<sup>5</sup> Rev. 8/12/2024

<sup>6</sup> Rev. 3/2/2009

<sup>7</sup> Rev. 2/21/2023

*Section 4.* The Planning and Zoning Commission shall adopt at its first meeting in December a list of meeting dates and final filing dates for each of its regular meetings in the succeeding calendar year.

*Section 5.* All Commission meetings shall be open to the public. There shall be no ex parte communications between members on agenda items outside of a regular meeting.<sup>8</sup>

*Section 6.* Proceedings of business meetings of the Commission need not be recorded by a stenographer or sound-recording device. Proceedings of all regular and special meetings shall be incorporated into the minutes of the Commission to be a permanent part of that record.<sup>9</sup>

*Section 7.* Unless otherwise specified, Robert's Rules of Order shall govern the proceedings at the meetings of the Commission.

*Section 8.* If any seated Commission member is attending a meeting remotely, and if any vote is not unanimous, that vote shall be taken by roll call.<sup>10</sup>

*Section 9.* The Board may suspend any of the Rules of Procedure for the purposes of reordering agenda items at a meeting by a 2/3 vote of the voting members present.<sup>11</sup>

## **ARTICLE VIII**

### **Order of Business**

*Section 1.* Unless otherwise determined by the Chairperson, the order of business at regular meetings shall generally be:

- a. Call to order
- b. Public hearings, if any
- c. Old business items
- d. New business items
- e. Administrative Reports
- f. Approval of Minutes
- g. Receipt of new applications
- h. Items for future agendas
- i. Adjournment<sup>12</sup>

*Section 2.* A motion must be made and passed in order to dispense with any item on the agenda.

*Section 3.* No new business submitted for action by the Commission shall be acted upon unless it is submitted to the Planning and Economic Development Department at least five

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<sup>8</sup> Rev. 8/12/2024

<sup>9</sup> Rev. 2/21/2023

<sup>10</sup> Rev. 2/21/2023

<sup>11</sup> Rev. 8/12/2024

<sup>12</sup> Rev. 8/12/2024

business days prior to a regular meeting date except as herein provided in Article VII, Section 2.

*Section 4.* The agenda for each meeting need contain only those items which have been submitted to the Planning and Economic Development Department in sufficient time for review, analysis, referrals to other interested departments or public bodies and preparation of necessary reports.

*Section 5.* Subsequent to a full staff review, Planning and Economic Development Department Staff shall add applications to a Commission agenda once substantive staff comments have been addressed by the applicant.<sup>13</sup>

## **ARTICLE IX**

### **Hearings**

*Section 1.* All public hearings prescribed by law shall be held in accordance with the requirements set forth for such hearings by these Rules and by Statute.

*Section 2.* The matter before the Commission shall be presented by the applicant or a designated agent, who shall have the privilege of the floor.<sup>14</sup>

*Section 3.* Evidence shall be<sup>15</sup> recorded by a sound-recording device, at each hearing before the Commission in which the right to appeal lies to the Superior Court.

*Section 4.* No applications to the Commission (except those in which the applicant is the Commission or an administrative officer of the Town acting on behalf of the Town) which has been denied after public hearing, will be heard within one year from the date of rejection, except that after four months from such denial, the Commission may grant a hearing, if it finds, on facts presented in writing, that a material change in the situation justifies a new hearing in the interest of the public as well as the applicant.

## **ARTICLE X**

### **Conducting the Public Hearing**

*Section 1.* The Chairperson of the Commission shall preside at the public hearing.

*Section 2.* The Planning and Zoning Commission will not commence the hearing of any item after 11 P.M. without approval of two-thirds of the members present and voting. Neither shall the Commission continue hearing any item of public hearing after 11 P.M. without the approval of two-thirds of the members present and voting.<sup>16</sup>

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<sup>13</sup> Rev. 8/12/2024

<sup>14</sup> Rev. 2/21/2023

<sup>15</sup> Rev. 8/12/2024

<sup>16</sup> Rev. 9/5/90

*Section 3.* The Secretary shall read the legal advertisement for each application as the hearing is held.

*Section 4.* A summary of the question or issue may be stated by the Chairperson or their designee at the opening of the public hearing.<sup>17</sup> The hearing shall be conducted only for the purpose of taking testimony to be considered by the Commission. Comments during the hearing shall be limited to the subject advertised for hearing. All questions and comments must be directed through the chair only after being properly recognized by the Chairperson.

*Section 5.* The Chairperson shall first call for statements from the applicant and/or agent(s) to present the application/proposal. The Chairperson shall then provide opportunity for Commission members to ask questions of the applicant/agent. The Chairperson shall then ask for testimony/questions from members of the public. After all members of the public wishing to speak have done so, staff shall read or summarize any written comments received into the record.<sup>18</sup>

*Section 6.* The applicant shall be given an opportunity after spoken and written comments have been received by members of the public to answer questions or clarify points previously made by any speaker at the hearing.<sup>19</sup>

*Section 7.* At any time during the hearing the Chairperson shall allow reports and comments from the Town staff.<sup>20</sup>

*Section 8.* At any time during the hearing the Chairperson may allow Commissioners to be recognized in order to ask questions of staff or applicant/agent. Only the Chairperson shall address members of the public.<sup>21</sup>

*Section 9.* All persons recognized shall approach the recording microphone in order to facilitate proper recording of comments.<sup>22</sup> Before speaking each person shall give his/her name and full address.

*Section 10.* The Chairperson shall assure an orderly hearing and shall take steps necessary to maintain the order and decorum of the hearing at all times. The Chairperson shall reserve the right to limit debate in the event the discussion becomes unruly, unmanageable, off-topic or repetitive.

*Section 11.* The show of hands or similar display by those persons present shall not be allowed on any general question presented at the public hearing without approval of the Chairperson.

*Section 12.* No commissioner participating in a public hearing should voice support for or

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<sup>17</sup> Rev. 2/21/2023

<sup>18</sup> Rev. 8/12/2024

<sup>19</sup> Rev. 8/12/2024

<sup>20</sup> Rev. 2/21/2023

<sup>21</sup> Rev. 8/12/2024

<sup>22</sup> Rev. 2/21/2023



against a public hearing item prior to a public hearing, nor during a public hearing before all evidence is presented. Commissioners participating in a public hearing should remain impartial and may come to a decision only after all evidence is presented.<sup>23</sup>

*Section 13.* Information developed or presented by or on behalf of a party to an application may not be presented to members of the Commission following the close of a public hearing on the application, if one was held.

*Section 14.* The Planning and Zoning Commission will not commence the hearing of any item after 11:00 P.M. without approval of two-thirds of the members present and voting.

## **ARTICLE XI**

### **Conducting the business meeting**

*Section 1.* The Chairperson of the Commission shall preside at the business meeting.

*Section 2.* The Planning and Zoning Commission will not commence any item of a business meeting after 11 P.M. without approval of two-thirds of the members present and voting. Neither shall the Commission continue deliberations of any item of a business meeting after 11 P.M. without the approval of two-thirds of the members present and voting.<sup>24</sup>

*Section 3.* Commissioners are strongly encouraged to state on the record their reasoning for voting for or against an item based upon the law and regulatory criteria. While it is not necessary for every Commissioner to do so, the record must include clear reasoning for the Commission's decision.<sup>25</sup>

## **ARTICLE XII**

### **Agenda**

*Section 1.* Planning and Economic Development Department staff shall prepare the agenda of workshops and regular and special meetings under the direction of the Chair, and staff shall see that copies of the agenda are distributed to Commissioners at least forty-eight (48) hours prior to each meeting. This rule shall not apply to emergency meetings, except that Planning and Economic Development Department staff shall see that every Commissioner is advised of any emergency meeting, with the matter of emergency stated.

*Section 2.* Planning and Economic Development Department Staff will present applications to be accepted by the Commission, those recently received and a draft future agenda may be outlined under a separate agenda item, "Receipt of New Applications."<sup>26</sup>

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<sup>23</sup> Rev. 8/12/2024

<sup>24</sup> Rev. 9/5/90

<sup>25</sup> Rev. 8/12/2024

<sup>26</sup> Rev. 8/12/2024

*Section 3.* The Chairperson or any member may bring up items that fall within the Commission’s statutory purview under Items for Future Agenda. Any Commissioner may request a future agenda item and by consensus, an item may be added to a future agenda as either a discussion item, administrative report, or posted as a separate workshop meeting. All agenda items must fall under the Commission’s statutory authority and final agendas are approved by the Chairperson, in consultation with staff.<sup>27</sup>

## **ARTICLE XIII**

### **Public Relations**

*Section 1.* In the matter of the press, radio and television representatives, the Commission shall comply with Section 1-21a of the Connecticut General Statutes, as amended.<sup>28</sup>

## **ARTICLE XIV**

### **Amendments**

These rules may be amended by a two-thirds vote of the Commission members present and voting only after the proposed change has been read and discussed at a previous regular meeting, except that these rules may be changed at any meeting by the unanimous vote of all the regular members of the Commission.

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<sup>27</sup> Rev. 8/12/2024

<sup>28</sup> Rev. 2/21/2023

## MEMO

**TO:** Gary Anderson, Director of Planning and Economic Development  
Megan Pilla, Principal Development Planner

**FROM:** Timothy P. O'Neil, Administrative Staff Attorney *Tim*

**RE:** Revised Lot Line Revision Policy

**DATE:** August 1, 2024

Attached is the revised policy for the administrative processing of lot line revisions. It is important to note that lot line revisions are not considered subdivisions or resubdivisions under Connecticut law, both statutory and case law. In fact, property owners are not required to submit lot line revisions for municipal approval of any kind. Property owners can file lot line revision documents in the land records without submitting them for any type of municipal review. Of course, they do so at the risk that they may create non-conforming or unbuildable lots, which would certainly impact the future marketability of those lots.

However, the Town of Manchester Planning Department offers a service, for a fee, to review proposed lot line revisions to give property owners the comfort that they are not creating non-conforming or unbuildable lots.

The attached revised policy reflects the above cited concepts and is administered internally by the Town Planning Department staff. There is no requirement or need for the Planning and Zoning Commission to exercise any oversight of lot line revisions.

**POLICY STATEMENT ON LOT LINE REVISIONS**  
**WITHIN A SUBDIVISION**

THE FOLLOWING PROCEDURES ARE APPLICABLE TO REVISIONS TO APPROVED SUBDIVISION PLANS REGARDING CHANGES IN LOT LINES OR PARCEL CONFIGURATION:

There are situations when an owner or owners of lots in an approved subdivision wishes to relocate lot lines between lots or reconfigure lots. Under Connecticut law, neither of these situations constitutes a subdivision or resubdivision as defined in Connecticut General Statutes Section 8-18 and do not require approval by municipal planning commissions.

The Planning Department provides a service, for a fee, whereby staff will review plans submitted by owners of lots proposing lot line revisions. The review by Town staff is for the sole purpose of determining whether the lot line revisions result in a non-conforming or unbuildable lot, in which case the lot owners may not want to proceed with the filing of the lot line revisions in the land records. It must be emphasized that the lot owners can proceed with the filing of the lot line revisions regardless of what Town staff determines, but they do so at their own risk of creating a non-conforming or unbuildable lots.

However, when a lot line revision will result in a merger of two adjacent lots in their entirety, the Director of Planning and Economic Development or his or her designee shall require the preparation and filing of a revised mylar reflecting the modifications, provided the plan has been reviewed by all appropriate Town review staff and provided that there is no change otherwise created by these modifications which would meet the definition of a subdivision pursuant to Connecticut General Statutes. The Director of Planning and Economic Development or his or her designee shall sign the revised mylar.

The administrative actions set forth in this policy do not require nor need any action by the Planning and Zoning Commission. However, in the event a revised mylar is prepared, signed and filed as a result of the merger of two adjacent lots in their entirety, the Director of Planning and Economic Development or his or her designee shall inform the Commission of all subdivisions which have been so modified by the merger.

**DRAFT**

**TOWN OF MANCHESTER  
MINUTES OF PUBLIC HEARING  
HELD BY THE PLANNING AND ZONING COMMISSION/INLAND WETLANDS AND  
WATERCOURSES AGENCY  
JULY 15, 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: Sara Van Buren

**ALTERNATES PRESENT:**

In Person: Zachary Schurin

**ABSENT:** Daniela Luna  
Maliha Ahsan

**ALSO PRESENT:**

In Person: Gary Anderson, Director of Planning and Economic  
Development  
Megan Pilla, Principal Development Planner  
Electronically: David Laiuppa, Environmental Planner/Wetlands  
Agent  
Nancy Martel, Recording Secretary

The Chairman opened the Public Hearing at 7:00 P.M. The Secretary read the legal notice when the call was made.

LUZERN ASSOCIATES LLC – Inland Wetland Permit and Special Exception under Art. II, Sec. 16.15.02 (a), (b), and (c) for construction of a 144,074 sq. ft. distribution center/warehouse at 71 and 81 Commerce Road. – Inland Wetland Permit (IWP-0008-2024); Special Exception (PSE-0004-2024)

Attorney Doug Pelham, Cohn, Birnbaum & Shea, 185 Asylum Street, Hartford, introduced himself. Attorney Pelham reported that they are seeking approval of a special exception in accordance with the zoning regulations. He described the location of the property, noting that the use is consistent with what was in mind when those regulations were developed.

Mr. Thomas Riley, Architect, TRAC Consulting, introduced himself. Mr. Riley described the location and the abutters, noting the residential properties to the west. He explained that the project involves two parcels in the Buckland Industrial Park II, approved in 2000. They will combine the two lots to create a 19.9-acre parcel. The north portion of the site is impacted by a power easement with Eversource.

The project design is a 144,000 sq. ft. warehouse, distribution, or light industrial facility. It is designed with 127 parking spots, 27 loading docks, two drive-in docks and 15 trailer storage spaces. The basis for the design was to put the loading docks on the east side of the site, as far away as possible from the residential properties to the west. There will be a ring road for both fire protection and life safety which circulates around the building, while preventing tractor trailers from circulating. The flow of the tractor trailers was discussed.

Attorney Pelham described the proposal as a state-of-the-art building based on industry standards. Though this is a spec development, they have a handle on what tenants need for services. One feature of the subdivision regulations is that they must be 150 ft. from the residential properties. The building has been set back 150 ft., though the loading docks will be approximately 300 ft. away from the residential properties. Of the five lots, only one site was developed in 2001. The overall design is in compliance with the subdivision approvals and is in harmony with the Plan of Conservation and Development. The building exterior was described in detail.

Mr. Chris Alford, Professional Engineer/Land Surveyor, 200 Pigeon Hill Road, Windsor, introduced himself. Mr. Alford presented the history of the site, and explained that they will combine lots 1 and 2. The homes built on Sherwood Drive were built in the late 1980s.

The topography of the site was described, noting the differences between 2000 and 2024. In 2000, the grading plan was to level the property with a detention pond constructed. The existing conditions map was displayed by Mr. Alford, who pointed out the wetlands. Prior to the initial work, there were about 6 acres of watershed that drained toward the Sherwood Drive homes.

Mr. Alford presented the proposal. He described the project and reported that all the roof water will be piped down to the detention basin that was constructed just after the road was built. From the west side, it would be piped around and head east, along the loading dock area and down the hill. Storm water from the parking area would be directed toward the water quality basin located on the northern part of the site. There would be no increase in flow off the property. Only approximately two acres would be directed toward the residences.

Mr. Alford described the landscaping, including a small rain garden, ornamental trees in the parking lot, a row of evergreens, and larger trees. There are currently mature oak trees on the abutters' property, which would be supplemented with more oaks and maples. On the back side of the water quality basin, there will be white spruce and blue spruce. To the north of the water quality basin, a retaining wall will be constructed adjacent to the neighbors to save the mature trees west of the wall. On the top of the retaining wall, there will be a solid fence to act as a sound barrier. Arborvitaes will be planted, as well as evergreens to buffer the trailer storage area.

A photometric plan was submitted and there will be no light trespass from the paved area. The surrounding lighting was described. Public water, public sewer, gas, and electricity are available. The rain gardens were displayed. The planting types and schedule for the bottom of the basin were presented. The area of the basin is 18,900 sq. ft. with a watershed of 5.75 acres. He described the wetlands, including the created wetlands.

There will be a construction entrance and Mr. Alford described the plan to prevent tracking onto the road during construction. The entire property will be surrounded by a filter fabric fence, the basins constructed, and water will be directed toward the basins. There will be protection on the outlets to ensure that the water leaving the basins has no sediment.

Alternatives to disturbing the wetlands were contemplated, which were described in detail, as well as the difficulties they would present. They plan to construct some additional wetlands because they will have a higher value, provide more function, and be better in the long run than the small ones. He noted that the wetlands were accidentally created when the parcel was leveled in 2000.

Mr. Alford acknowledged that they do not have a tenant for the building. They are designing the building to be flexible to accommodate tenants. In addition, they know what tenants are looking for. The building fits with the zoning regulations, as well as the Town's desired use of properties.

Mr. George Logan, REMA Ecological Services, introduced himself and described his qualifications. He reported that the Commission has two documents, the Wetlands Delineation Report from May, and the Wetlands Assessment Report from June.

Wetlands delineations were displayed and detailed, showing an aerial from 2022. The delineations were conducted from February to April 2024. Mr. Logan reported the disturbed wetland soil types. There is some exposed soil, tight subsoils that were put down. A 1995 aerial photo was displayed, showing the property to be completely forested. He described the parcel after earthwork. A very large detention basin was primarily used as a siltation basin. A drainage ditch brings water from Commerce Drive, which flows into the detention basin.

From a hydrological perspective, Mr. Logan stated, all the wetlands except for Wetland F are very shallow. He described the wetlands, A through F, which are essentially wet meadows, noting that they were all man-made and transitional, and in time they will shrink. The Town's Environmental Planner requested he visit the site to review Wetland F to determine if it is a functioning vernal pool. About 20% of Wetland F has a foot or more of water today and is teeming with green frogs, but no egg masses. He found a box turtle, approximately 15 years old, who came into existence after the site disturbance. Mr. Logan stated that, since the box turtle is in good shape, there may well be others in the area. He explained how the area will be handled during construction. Mr. Logan displayed the ditch and the detention basin, noting that there were no wetland plants. He discovered that they are in the process of cutting trees.

### Wetland Impacts

33,600 sq. ft. of impact to Wetlands A through F.

- Short Term: Erosion and sedimentation
- Long Term: Wetland hydrology and alteration of stream flow

There is no hydrological impact. The water quality basin, by itself, can do an amazing job. They will create additional water quality basins to further polish the water.

### Mitigation

- The three basins, 42,400 sq. ft. of wetland habit creation

The wetlands to be created are higher functioning than the wetlands they are taking. They are creating a semi-permanent hydrologic regime to a much greater extent. In addition, there will be an increase in aquatic habitat. He explained the process of dewatering to install plants. He believes the preferred alternative is both feasible and prudent.

Professional Opinion: While six low-functioning, newly formed wetlands will be impacted, their functions and values will more than be replaced by the proposed created wetland habitats. Short- and long-term impacts to off-site wetland resources are not expected, including preservation of the water quality of downgradient receiving waters.

Mr. Scott Hesketh, Licensed Engineer, F.A. Hesketh & Associates, E. Granby, CT, introduced himself. His report of May 17, 2024 has been submitted for consideration. They were asked to review the impact of the proposed development on the local roadway network.

Mr. Hesketh stated that they reviewed the files of the Connecticut Department of Transportation: traffic volume counts on the I-291 off-ramp and on-ramp from June 2022, and Tolland Turnpike and Chapel Road from September 2018. Turning movement counts were conducted at both the I-291 ramps at the intersection of Tolland Turnpike and Chapel Road, at the intersection of Chapel Road and Batson Drive, and at the intersection of Chapel Road and Clark and Burnham Streets. Those counts were the basis of their study.

The proposed development is a 144,300 sq. ft. development. Using the Institute of Transportation Engineers Trip Generation Report, which estimates the traffic volume at proposed developments, the proposed facility is projected to generate approximately 266 trips on a daily basis (half entering and half exiting). The peak hour volumes are predicted to be 41 trips during the morning peak hour and 44 trips during the afternoon peak hour. They predict 87 truck trips on a daily basis, with 3 truck trips during the morning peak hour and 4 truck trips during the afternoon peak hour. Mr. Hesketh stated that they projected traffic to the local roadway network based on the distribution percentages and projected the combined traffic volume upon completion of the development.

Capacity analysis calculations were taken at all the intersections where turning movement counts were conducted. Based on that review, under the background conditions, the two signalized intersections operate at Level of Service B or C and, with the addition of the site-generated traffic, those intersections will continue to operate at Level of Service B or C during the peak hours. At the unsignalized intersections, all movements at those two locations operate at Level of



Service A or B during the peak hours. The intersection of the I-291 ramp at Chapel Road is unsignalized. There is no traffic approaching Chapel Road. The only movement of concern would be the left turn onto the ramps. That intersection operates at Level of Service A under all conditions.

Mr. Hesketh reported that it is his professional opinion that the construction of this development at this particular location will not have a significant impact on the traffic operations of the local roadway network. Because of the size of the development, it will require an Office of the State Traffic Administration approval, and they will be making application to OSTA for an administrative decision.

Mr. Riley stated that they had an informal meeting in May with the abutting neighbors on Sherwood Drive, walked them through the project, and listened to their concerns. Some of the changes they have made will keep trucks further from the residences. Another concern was the height of the building. After those discussions, they changed to a 32 ft. clear height and changed the roof to a double pitched roof, which reduces the height of the building on the west side. The height of the west side is approximately 39 ft. off grade. There were also concerns about privacy. Mr. Riley explained that there will be arborvitae and evergreen plantings along the west side. They have added a privacy fence with some acoustic value running along that area, as well as in front of the trailer storage.

In previous meetings, there was discussion about parking needs. There will be 127 spaces on site, which they believe to be adequate. Mr. Riley stated that they would be willing to put in reserve 17 spaces in the northwest corner.

Mr. Riley reviewed the special exception criteria: It is greater than 4 acres; there are more than 60 car spaces; and there are more than 7 loading docks.

Review of a special exception use by the Planning and Zoning Commission shall be based on the criteria defined in Art. IV, Sec. 20.01 of the zoning regulations. Mr. Riley listed and elaborated upon the 10 points of review for the Commission members.

1. Suitable Location for Use: The project use is suitable for the location since the property is part of an approved industrial subdivision which contemplated the use proposed. The use is in accordance with the Plan of Conservation and Development, which designates this area as a Special Industrial Zone, suitable for truck circulation, large building footprints, and uses including warehouses and manufacturing.
2. Suitable Structures for Use: The proposed structure is suitable for the site and the subdivision in that its location and size are consistent with the location and size of buildings shown on the concept plan contained in the subdivision approvals. Of the five lots contained in the subdivision, only one lot has been developed. The development of these two lots will encourage the development of the remaining two lots, which is consistent with the Plan of Conservation and Development. The property abuts residential properties to the west in East Hartford. This was also contemplated when the subdivision was approved, with the

requirement that the building is set back from the residences 150 ft. The planned development complies with this, along with preserving trees and vegetation as a buffer.

3. Neighborhood Compatibility: As discussed, this project is in an Industrial zone. The design complies with the zoning regulations. The project has been designed in consideration of the residential properties by placing the loading docks on the east side, away from the residences, setting the building back more than 150 ft., and maintaining and enhancing the natural buffers.
4. Adequate Parking and Access: The development contains parking for 127 automobiles, including required accessible spaces and EV charging spaces. According to the Parking Generation Manual by the Institute of Transportation Engineers, this project, as a warehouse, would require a minimum of 56 spaces. Access to the site is via Commerce Road with a single in and out driveway and a stop sign.
5. Adequate Streets for Use: The site is accessed via Chapel Road and Batson Drive to Commerce Road. According to the traffic report prepared by F.A. Hesketh and Associates, the traffic generation by the proposed development can be readily accommodated by the existing roadway network without a significant impact to the existing traffic operations.
6. Adequate Emergency Access: The site is laid out with a roadway circling the building that provides access to all parts of the building by emergency vehicles and fire trucks. Fire hydrants are located at required intervals for firefighting.
7. Adequate Public Utilities: As part of the construction of Commerce Road, utilities to accommodate the property, including water, sewer, gas, and electricity, were installed. A storm water system was installed connecting to the retention basin located on Commerce Road.
8. Environmental Protection and Conservation: The existing site was cleared, leveled, and generally made ready for development consistent with the approved subdivision plans back in 2001. Over the years, the site was left vacant, and the low spots developed wetlands in the area slated for development. The plan is to regrade the site, including the wetland areas in the development area, and to create new wetlands as designated in the plans. Because the site was cleared and leveled, there are no specimen trees within the area of development to save. The storm water system will incorporate three water quality basins to treat storm water before draining into the existing storm water retention basin or drainage easement. The proposed project implements sustainable initiatives, such as the roof designed to accept solar. They are providing 13 electric vehicle charging stations. The building is designed to the latest energy efficiency standards.
9. Consistent with Purpose: The project complies with the zoning regulations and the Plan of Conservation and Development. It will provide control of storm water and will establish an additional permanent wetland area to promote wildlife and to provide for economic growth.
10. Integration of Use: Does not apply to this project.

Mr. Riley presented the layout of the building, noting that there could be one, two or three tenants. He discussed the elevations, the entrances, the view from the loading dock, and the view from the office corner.

Mr. Stebe observed that, on the sheets the members have for the setbacks, the southwest corner is shown as 141 feet and not 150 feet. He acknowledged that the 150 ft. setback is to a residential property. He noted that the property that is marked Town of East Hartford is still zoned residential, and asked whether that would still count as 150 ft. because it is a residential property line.

Mr. Riley explained that, in the Industrial Park Regulations, it is from a residential property. Because that property is a right of way for the Town of East Hartford, it was not considered for the 150 ft. setback.

Mr. Alford interjected that the conceptual plan showed a building at 95 ft. from the property line. He noted that they are more than 150 ft. from the residential properties.

Mr. Stebe sought more information on the lighting plan, pointing out the western grade height of 185-190 ft. The residential properties are somewhere around 170-175 ft., making the proposed building 20 ft. higher than the residences. He noted that there are LED lights which are much better at targeting the light and he would like a review of the lighting plan. The plan included a photoscape, but he requested clarification about lights for the exterior of the building and walkways, especially on the western side.

Mr. Riley stated that, when looking at the lighting, they were very concerned about the level of light on the west side. On that side, they have 20 ft. high poles that are on the outward side of the road but are adjusted because LED has more control; they do have shields and are tilted, projecting toward the building. Their function is to light the sidewalk, not the building. He detailed the lighting on the remaining three sides.

Mr. Stebe questioned the reasoning for the 20 ft. poles. He suggested lowering the height of those poles because, though it is technically zero at the line, it will be seen. Mr. Stebe also commented that the evergreens on the border of an improved wetland are acidic, which is not compatible with a wetland and a water source.

Mr. Logan reported that he did not specify the particular plants. Those are several species: blue spruce, Norway spruce and white spruce. There are many wetlands that are acidic, and he is not concerned about that. They will be planted on the downside of the berm. He expects that there will be shrubs in that area as well, to keep the acidity flowing off into the west rather than into the wetland. Mr. Logan stated that he will give more thought to the plan.

Mr. Stebe was concerned about the acidity and the box turtle, and Mr. Logan stated that he will look into that as well. Mr. Stebe asked about the soils Mr. Logan referred to.

Mr. Logan reported that, when looking at wetland soils, they are trying to determine drainage class. He explained the types of soil.

Mr. Prause stated that, at the last meeting, the Inland Wetlands Agency found that there was a significant impact on the wetlands and, therefore, there was statutory evidence that was requested for this meeting. He thought Mr. Logan covered most of it:

- Description of the ecological communities and the functions, values, and effects of the proposed activities. Mr. Logan did address this.
- Description of the prudent and feasible alternatives considered that would cause less or no environmental impact to wetlands. Mr. Logan noted that a feasible but not prudent alternative would be to do nothing. An alternative was shown with the reduction and saving of 10,000 sq. ft. of Wetlands C, part of D, and F. However, on balance, it was not felt to be prudent. The proposed plan would gain better functioning wetlands.
- Analysis of chemical and physical characteristics of fill material. Mr. Logan stated that was not presented. They will make sure to use clean fill. Mr. Prause considered the issues with the use of different types of soil. He questioned how that will be maintained. Mr. Logan stated that this is a basic environment. The idea would be that whatever is brought in will have a similar pH. The proposed wetland creation can tolerate a wide spectrum, but it is still a functioning wetland.
- Soil sample data. They identified some of the soil types in the area. Mr. Logan stated that the data was in the soil report.

Mr. Prause noted that the inland wetlands regulations define what a wetland is in the state of Connecticut. It does not distinguish between what was referred to as “accidental wetlands” vs. “natural or pre-existing wetlands.” He questioned whether the compensatory wetlands are more like a mirage of what a wetland is. Mr. Prause was concerned about the immediate habitat loss. The wetlands will be right next to the development without a transitional area. He was concerned about the hydrology impacts with the changes to the grading and compaction of construction. Mr. Prause asked how these wetlands will be as functional or functioning as a natural wetland, or if the development will impact the productivity.

Mr. Logan responded that “accidental wetlands” is not the definition of the wetlands; it is about how they got there. These wetlands have a very minor development of topsoil. In the wetlands at the bottom of the hill, there is a large organic layer prohibiting walking through. One thing that determines diversity and function of wetlands is the diversity of hydrologic regimes. The hydrologic regime in these wetlands is narrow, whereas the ones being created are wider. That will increase the aquatic organism quotient as more wetlands will be concentrated in two locations that are at the edges of the property and are juxtaposed favorably with habitats that remain. That itself is raising the functionality.

Mr. Schoeneberger asked whether the wetlands were there when the trees were there, over 20 years ago.

Mr. Logan clarified that they were not. The wetlands accidentally formed in the depressions. He stated that, at the edges of the wetlands and in the uplands, there are many invasive species. A vernal pool does not exist. As there is a box turtle finding, they will ensure that those are not taken. Every animal taken has a detrimental effect on the population. They will utilize the protocol that the DEEP requires to exclude them during the construction, and after construction they will be allowed back.

Ms. Pilla reported a number of staff comments from the first round of review, which the applicant has responded to and addressed. She noted that the Engineering Division is still reviewing the responses to those comments. The Industrial Park Regulations are similar to the typical zoning regulations and are applied in addition to the zoning regulations.

- The use is a permitted use in the Industrial Park, which has its own maximum building height, 75 ft., and this proposed building is lower.
- In the Industrial Park Regulations, the setbacks are larger than they are in the Industrial zone. “No structure subject to these setback requirements shall be erected which is within 150 ft. of a residence in existence at the time of the adoption of these regulations.”
- The Industrial Park Regulations do require the approval of the Economic Development Commission, which is unique. The Economic Development Commission did review this plan at their July 11<sup>th</sup> meeting and unanimously approved it.

Regarding the eastern box turtle that Mr. Logan found, Ms. Pilla stated that the Town typically finds out about them from DEEP because they have a map of the Natural Diversity Database areas where species of special concern are known to potentially be. This area is not on the map. She requested that this be reported to DEEP to update their map.

Mr. Laiuppa encouraged the members to consider each of the applications separately because they may or may not align with each other. He read information in the Commission members’ packet explaining that each member is statutorily required to be satisfied with the response from the applicant before making a final decision. As presented, the direct disturbance within the wetland area is 0.77 acres and the direct disturbance within the upland review area is 8.36 acres.

Mr. Laiuppa presented the comments he sent to the applicant and also had some updates on them as of July 11<sup>th</sup>:

- *Comment:* During the pre-application meeting, it was noted by Staff that there is a watercourse connecting the Commerce Road outlet to the large wetlands system on the east side of the property. The project soil scientist said he would investigate the area and flag the system. There is no indication on the plans that this system was identified by the project team. Please confirm that this area was investigated.

*Response:* “These drainage features are obvious and do not need to be delineated.” A re-delineation is not required if the applicant concurs with existing available data. The data does

not exist that shows the regulated resources, and it is the obligation of the applicant to survey the resources. This obligatory requirement helps to provide the decision-making body with all relevant information that they must consider, and any willful omission of data may be considered misleading.

- *Comment:* Wetland report discussed the functionality and impacts of the project on those wetlands that were delineated by the project soil scientist. There are other wetlands on the property that will or may be impacted by the project. Regardless of who delineated the wetlands, they should be reviewed and discussed at the same level as any other wetland.

*Response:* The applicant's response failed to discuss functions and values of potentially impacted systems that were identified by others. Impacts may be direct or indirect and the influence in the upland review area should also be considered.

- *Comment:* One of the aims of any project that includes a wetland permit is to eliminate or reduce, to the greatest extent possible, any impacts to wetlands. Because the proposed project is a spec build and has no designated tenant, there is no way for the applicant to know exactly what the needs of the site will be. The project being presented has multiple direct impacts to wetlands with no apparent effort in the project description, the wetland report or the site layout to avoid or minimize impacts to those wetlands. Can the applicant discuss alternative layouts and designs that would avoid or minimize impacts to regulated resources? Can the applicant quantifiably support the need for the size, scope and configuration of the project that is being proposed?

*Response:* The applicant's response did not address alternative layouts which would avoid or minimize impacts to the resources.

- *Comment:* Question about planting the wet bottoms of the planned basins.

*Response:* The applicant responded, "Prior to planting, sufficient water can be pumped out to facilitate planting."

- *Comment:* Please describe the proposed method of pumping out the basins including water handling and disposal. Please provide specific planting plan for review by Staff.

*Response:* "REMA will prepare a more specific planting plan for Zone A that can be reviewed and approved by Town Staff."

Conservation Commission – At their July 15<sup>th</sup> meeting, the Conservation Commission had an opportunity to review this project and they provided the following comments:

The project does not seem suitable for the site because of the amount of direct and indirect impacts to at least six existing wetlands. It is always the preference to save wetlands rather than to create new ones. Existing wetlands are known to function. Proposed wetlands are not proven to function until several years after they are created. It is understood that the project may need to fill in wetlands and create new ones, but it's a stretch to say definitively that the new wetlands will be higher functioning than the

existing ones. That is a hope, not a fact. The applicant has not presented or discussed any alternatives that reduce the impacts to regulated resources. The applicant states there was an investigation of a potential vernal pool. A copy of that study should be presented. The applicant made a statement that if the wetlands were left to mature, they would shrink or transition into uplands. This statement is pure conjecture and is not supported by any science. These wetlands, by admission of the applicant, were formed over 20 years ago. In those two decades, the wetlands have persisted. There seems to have been no attempt by the applicant to avoid any wetland impacts. The plan as presented proposed many more parking spaces than required. As a spec build with no tenant, there is no way for the applicant to prove the need for more spaces than required.

Mr. Stebe asked which comments were satisfied with today's testimony.

Mr. Laiuppa reported:

1. It was noted that there was a watercourse connecting Commerce Road to the large wetland system. Mr. Logan stated that he investigated what Mr. Laiuppa felt could be a watercourse and he believes it is not a watercourse. Mr. Logan felt that the large basin to the north is a wetland and commented that there was no need to re-delineate. According to Mr. Laiuppa, there is the basin which is partially on the property that was not surveyed, and he was unsure if there is an upland review area for that basin. If there is, it is based on an approximation of the edge.
2. The discussion of functions and values: There was a discussion of functions and values for the larger basin. There was not a discussion of the functions and values for the wetlands under the Eversource right of way. It would only be relevant for any wetland whose upland review area may be within the footprint of this project.
3. Eliminating or reducing, to the greatest extent, any impacts on wetlands: This is in regard to feasible and prudent alternatives and alternative layouts. This was presented to the Commission.
4. The applicant stated that, prior to planting, water can be pumped out to facilitate planting and REMA would prepare a more specific planting plan that can be reviewed by staff. There has been no discussion at this meeting about the pumping of water to facilitate planting. The planting plan was presented tonight in the plans but was not presented to staff for review prior to this meeting.

Mr. Stebe asked if there is a tool to ensure that these improvements are followed through with.

Mr. Laiuppa stated that the mitigation plan is part of the plans that need to be approved by the Commission. If the wetland mitigation area is not created as proposed in the plans, that is a violation of the permit. The difficulty is the success rate based on the creation vs. the result down the road. There can be a monitoring period and there would be an insurance bond to be paid back after the monitoring period. It is not in place in the regulations but may be requested. The other alternative would be to require a certain ratio above 1:1 for mitigation. The expectation would be

that perhaps part of that mitigation area has the potential to fail but hopefully most of it won't. If there is a partial failure, at least there is mitigation for the area impacted.

Mr. Stebe noted that the zoning regulations speak of the 30%, 30%, 30% split of building size, pavement size, etc. From the images, it appears that the building is more than 30%. He asked whether Engineering has done the percentages to see if it fits within that 1/3 split.

Ms. Pilla replied that she is not sure if Engineering has. She believed that the Zoning Enforcement Officer reviewed that, though she can confirm that.

Mr. Schoeneberger noted that the wetlands did not exist 21 years ago. They cut the trees down in anticipation of development, which resulted in accidental wetlands. He questioned whether they are optimal wetlands.

Mr. Laiuppa acknowledged that they are unsure if there were wetlands there. The topography was different and the site was graded, but wetlands can exist on hills as well. The Conservation Commission commented that these wetlands have persisted for over 20 years. Wetlands are presented to the Commission with the functions as described by the soil scientist. They are a regulated resource whether they are highly functioning or low functioning. The functionality of the wetlands becomes more important with mitigation, and he gave an explanation of that process. The wetlands were delineated by the soil scientist hired for the project.

Mr. Schoeneberger remarked that, if the property had been built upon when it was cleared, the wetlands would not have persisted. Mr. Laiuppa agreed that wetlands could not occur where the building is, but it is unknown if there were or were not wetlands there before clearing.

Mr. Alford remarked that the water quality basin is shown on the west side of the property. It is not necessary to delineate that. He detailed where the activity is in relation to the wetlands and upland review area.

Mr. Logan stated that he was remiss in not mentioning that the wetlands within the Eversource right of way are low functioning.

Ms. Pilla read written testimony from James & Enzina Stevenson, 47 Sherwood Drive.

Ms. Deborah Ursin, 58 Sherwood Drive, East Hartford, stated that she is speaking for several residents who are unable to attend. She commented that they have been in close contact with East Hartford and state officials, expressing their concerns. According to the mayor, he sent a letter to the Town of Manchester and the Planning and Zoning Commission expressing his concerns about the proposed building and the effects on the residents of Sherwood Drive. Ms. Ursin detailed a few of her concerns: lighting, the height of the building, and the effect on their well water.

Ms. Barb Fedoras, 55 Sherwood Drive, East Hartford, agreed with Ms. Ursin's concerns. She is not sure whether the wetland plans will work. They would prefer more research on their end. Another concern is the noise.



Ms. Ella Kennen, 46 Kenwood Drive, Manchester, presented her questions:

- How long has the area been zoned Industrial?
- In the application, under “3.2.2 Removal of Native Vegetation and Habitat Loss,” it says, “this is not an appropriate metric for assessing wetland impacts since all the newly created isolated wetlands would be filled.” She questioned how filling the wetland makes the metric regarding removal of native vegetation and habitat loss irrelevant.
- Under “3.2.3 Potential Impacts to Wetland Hydrology and Stream Flow,” it says, “Since all of these newly created isolated wetlands would be filled, this is not a relevant category.” She asked what would happen to the hydrology of those wetlands.
- “3.2.4 Potential Water Quality Impacts” states, “It is our professional opinion that there will not be any adverse impacts to these waters, which include downgradient wetland resources.” She was unsure how downgradient wetland resources would not be impacted.
- How is it determined whether a wetland is a low functional quality?
- How is it determined whether a wetland would likely “blink out?”
- They said it is not typical to use retention basins as in-kind trade for wetlands, but because these were low functioning and new, an in-kind trade would be acceptable in this situation. Is that standard practice?
- The application states that, while some of the functions and values would be similarly conferred by the created wetlands, others would increase. She commented on the types of functions and values that they stated would increase.
- It seems that rather than disturbing wetlands, it is filling in and destroying wetlands.
- They stated that the created wetlands would be higher functioning and she speculated on the impact to a wetland from being surrounded by concrete and other impermeable surfaces.
- She understood that topsoil would be included in the new wetlands. They want to replace 20-year-old wetlands with new wetlands. She asked how that would be an improvement.
- They referred to an evaporation quotient as part of their determination that the wetlands would probably shrink, and she wanted more information.
- They mentioned that the wetlands are basic, neutral, or slightly acidic. She asked which it is.

Mr. Kennedy asked whether the applicant wanted the public hearing continued to provide more information in response to the comments.

Mr. Alford referred to the question of runoff from their property down to the residential areas. He reiterated that there were originally about six acres and now there are about three acres that run off. All the impervious surfaces, roof water, and anything developed on the site will go away from the neighbors. There will be no impact on their wells or increased flow onto their property. The public health code permits a septic system to be constructed within 75 ft. of a well and they will do nothing within 100 ft. of a well.

Mr. Riley stated that, back in 2000 when the subdivision was created, the wetlands were delineated by a soil scientist. At that time, there were no wetlands on the plateau area. He reiterated that they adjusted the height of the building.

Attorney Pelham responded that they would prefer the public hearing be closed, as long as it does not prevent them from answering the questions.

Mr. Kennedy responded that, if they want to add any more information, the public hearing must be kept open.

Attorney Pelham stated that they have no more information to present as part of the public hearing. They understand that they will need to respond to comments from staff.

Mr. Stebe noted the plan to use a sediment basin as part of their erosion and sedimentation controls, one of which is Wetland F, as well as on the northeast corner.

Mr. Laiuppa remarked that one of the concerns about using a basin as a created wetland or wetland mitigation is the maintenance of that basin. They would be designing a system to be a detention basin and a wetland. By design, detention basins are made to receive materials that are not natural from the surroundings and runoff from the parking lot is intended to go in. Without pretreatment, there is the potential to add contaminants to the system. If the system is also intended to be a wetland, it raises questions whether that is appropriate. There is nothing in the regulations covering that.

Mr. Alford explained that they would cordon off the area in Wetland F, remove any turtles, and excavate the area out and enlarge it. That would be used during construction and, when the site was stabilized, it would be cleaned and then planted. All catch basins installed would have 4 ft. deep sumps and trap hoods on them with maintenance schedules. The hoods on the outlets would prevent any floatables or oils from entering the drainage system.

Ms. Pilla commented that, because there have been questions from the Commission that have not been answered and Engineering staff is still reviewing responses to their initial review, she recommended continuing the public hearing.

Mr. Prause clarified that the Commission cannot take any new evidence after the public hearing closes because the public must be allowed to comment on the evidence that is presented.

Mr. Schurin noted the discussion about potential bonding to ensure that the planned wetland would be successful. He asked how that would be pursued.

Ms. Pilla responded that staff would have to look into whether and how the bonding would be required based on the success of the wetlands.

Mr. Prause remarked that the applicant questioned whether the Commission felt the delineations not on the map and not surveyed should be done. He stated that the Commission are not experts and defer to the Inland Wetlands Agent to interpret statute. Mr. Prause suggested that the Wetlands Agent's expertise carries weight in the requirements of state statute.

Attorney Pelham reiterated that they would prefer to answer any questions the Commission has at this meeting as part of the public hearing process and close the public hearing.

Mr. Prause commented that staff's opinion is that it is best to wait for the engineering experts to give feedback.

Inland Wetland Permit (IWP-0008-2024)

Special Exception (PSE-0004-2024)

**MOTION:** Mr. Kennedy moved to continue the public hearing until August 19, 2024. Ms. Ike seconded the motion. Mr. Prause, Mr. Kennedy, Mr. Stebe, Ms. Ike, Mr. Schoeneberger and Ms. Van Buren voted in favor of the motion. Mr. Farina voted against the motion. The motion passed 6 to 1.

DWRE EAST CENTER, LLC – Change of zone from Residence B to Business III for two small portions of the site at 25 East Center Street and 443 & 463 Main Street. – Zone Change (ZC-0001-2024)

Mr. Alan Lamson, Vice President/Architect/Planner with FLB Architecture, introduced himself as representing David Wesley Real Estate, LLC and Scott Hollister, who own the three parcels. David Wesley Real Estate is the owner/occupant and plans to relocate to 25 East Center Street.

Mr. Lamson presented and detailed the parcels and the uses in the plan. The current zoning is the existing Business III zone adjacent to the Residence B zone. Additionally, there is a Design Overlay zone which goes back as far as the property lines do. Mr. Lamson pointed out the small portion on the site that is Residence B.

In 1938, when the Town established zoning, in most cases they determined the business zones by creating a line parallel to the street and running it for as far as they thought appropriate. No attention was paid to property lines. Mr. Lamson described the properties, which predated the establishment of zoning.

The applicant is requesting to have the small triangular pieces on the map rezoned to Business III. It makes sense for the development of the property. The consistency of the zoning and regulation application will make the development of these properties much easier for both the applicant and the Commission. It will remove the non-conforming status of those uses and will require that future development of these parcels conform with the Business III zoning regulations, including landscaping, buffering, uses, and setback.

Mr. Lamson reported that they are working with the owner on the future use of the Masonic Temple. They will return with a subsequent application to establish residential on the upper levels and business/commercial use on the lower level. The intent is to redevelop the remainder of the property, remove the structures, and create a coordinated development for the entire property.

The change does not impact any of the surrounding properties. The Plan of Conservation and Development shows the property as an urban growth area.

Ms. Pilla reported no comments or objections on the application.

There were no members of the public to provide testimony and there were no written comments.

**MOTION:** Mr. Kennedy moved to close the public hearing. Mr. Schoeneberger seconded the motion and all members voted in favor.

The Public Hearing closed at 10:10 P.M.

I certify these minutes were adopted on the following date:

\_\_\_\_\_

Date

\_\_\_\_\_

Eric Prause, Chairman

**NOTICE: A DIGITAL RECORDING OF THIS PUBLIC HEARING CAN BE HEARD IN THE PLANNING DEPARTMENT.**

**DRAFT**

**TOWN OF MANCHESTER  
PLANNING AND ZONING COMMISSION/INLAND WETLANDS AND  
WATERCOURSES AGENCY/AQUIFER PROTECTION AGENCY  
FOR THE MEETING OF  
JULY 15, 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: Sara Van Buren

**ALTERNATES PRESENT:**

In Person: Zachary Schurin

**ABSENT:** Daniela Luna  
Maliha Ahsan

**ALSO PRESENT:**

In Person: Gary Anderson, Director of Planning and Economic  
Development  
Megan Pilla, Principal Development Planner  
Electronically: David Laiuppa, Environmental Planner/Wetlands  
Agent  
Nancy Martel, Recording Secretary

The Chairman opened the Business Meeting at 10:10 PM.

DWRE EAST CENTER , LLC – Change of zone from Residence B to Business III for two small portions of the site at 25 East Center Street and 443 & 463 Main Street. – Zone Change (ZC-0001-2024)

Zone Change (ZC-0002-2024)

**MOTION:** Mr. Kennedy moved to approve the change of zone from Residence B to Business III for the rear portions of the parcels at 25 East Center Street and 443 & 463 Main Street. Ms. Ike 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 a "Center Infill Growth" area with opportunity for infill of underutilized land to develop a mixed-use, walkable center.

The zone change will be effective on August 5, 2024.

Mr. Farina requested staff identify similar properties.

HIGHLAND PARK MARKET OF MANCHESTER RE LLC – Building additions and parking modification to Highland Park Market at 307 Highland Street. – Special Exception Modification (PSE-0005-2024)

Mr. Eric Peterson, Engineer/Surveyor, Gardner & Peterson Associates of Tolland, introduced himself.

Mr. Peterson reported that the application represents the five-year plan of expansions at Highland Park Market, and they are requesting a special exception modification related to the permitting of four small additions to the existing market building.

Highland Park Market has existed in the location since the late 1800s and the present structure dates back to the 1960s, with renovations and additions in the 1980s. The existing building is just under 20,000 sq. ft. and the new additions total just under 6,000 sq. ft. Mr. Peterson stated that the purpose of the additions is to increase the functionality of the workspace in the building and update the loading dock area.

Mr. David Eddy, Architect, introduced himself and described the location of the property, noting that the additions proposed are to optimize the building on the site.

- One addition is a canopy expansion to the left of the existing canopy to allow additional carriage storage.
- On the side facing Wyllys Street, a small patio area would become a bottle return facility.
- In the rear, there is a stair tower, and to the right, they would incorporate a breakroom area, conference room space, and updated handicapped toilets. In the rear, to the left of the stair tower, there would be expansion of the backroom areas, storage areas, and sales area.
- To the west, they will enclose an existing dock area. The receiving area is presently outdoors, and they will enclose it to make a better and safer receiving area with a connector to the relocated kitchen area.

There are no specific timetables for the overall plan, though they are very interested in the bottle return. Other elements will occur at a later time, but this is an overview of optimizing the supermarket. The general flow of traffic will be unchanged and impervious area will not increase.

Mr. Peterson reported that there will be minor site modifications:

- In the back of the building, there is a trash receptacle area which will be pushed back.
- Update the utilities on the right back.
- Concrete pads for the generator and transformer, enclosed in a screened fence area.
- Rerouting drainage.
- Relocating EV charging stations.
- Extending sidewalk across the addition.
- Creating a sidewalk connection from the parking lot to the public sidewalk near the intersection of Wyllys Street and Highland Street.
- Reducing the number of parking spaces, primarily in the back of the building, to 143, which is still 7 more than required by zoning.
- No effect to the Town's water, sewer, or stormwater systems.
- Traffic circulation will remain the same.
- The additions in the back will allow large vehicles and trailer trucks to travel around the back of the building to the loading dock area.
- No expected traffic increase.
- Maintain the curb cuts on both streets.

According to Mr. Peterson, staff has reviewed the application. It is the applicant's opinion that the application complies with those 10 subsections of Art. IV, Sec. 20 regarding special exceptions. This is an existing use and located in a Business I zone. They are expanding the structures, similar in fashion to the current building. There is adequate parking, the roadway network is adequate for this use, there is adequate emergency access, there are adequate public utilities, and there will be no effect to the stormwater system. All the areas are currently paved, so there will be no increase in runoff to the stormwater systems. As this use already exists, it is consistent with the purposes of the regulations. There will be no detrimental effect on public health, safety, welfare, or property values.

Mr. Stebe noted that the state regulations changed with respect to EV charging locations and numbers based on the number of parking spaces. He asked whether there will be a review to determine if the number of charging stations is correct.

Ms. Pilla stated that there is only a requirement now for new construction.

After a question from Mr. Prause, Ms. Pilla stated that there were no staff comments. There were a handful of comments initially, but they have been addressed.

Mr. Prause requested Ms. Pilla display the side profile renderings. He asked for clarification of the new additions and how they compare to the existing building.

Mr. Peterson explained that they are extending the canopy in a very similar style to the current one. The bottle return on the side will use the same brick material and a similar treatment to the canopy as in the front. The rear area, which currently has a cooler, would be eliminated and the construction would be similar to what is presently on the side of the building and across the back.

The façade will carry the same roof pitch as the main roof pitch, similar materials, and similar treatments. The back of the building will be at one level with a flat roof similar to what exists.

Mr. Farina commented that Highland Park Market is one of the foundational businesses in the community and he will support the motion.

Special Exception Modification (PSE-0005-2024)

**MOTION:** Mr. Kennedy moved to approve the special exception modification for building additions and parking modifications to Highland Park Market at 307 Highland Street. 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 Article IV, Section 20.

TOWN OF MANCHESTER/BENESCH – Demolition of the existing bank building and site preparation for construction of a new Manchester Public Library at 1041 Main Street, 18 & 22 Maple Street, and 25 Eldridge Street. – Erosion & Sedimentation Control Plan (ESC-0005-2024)

Mr. Will Walter, Professional Engineer, Alfred Benesch & Co., introduced himself. Mr. Walter stated that they are responsible for survey, civil engineering, landscape architecture, and traffic engineering on the project.

Mr. Walter explained that the project is the demolition of the existing Webster Bank and the associated site improvements, as well as the construction of a new 74,000 sq. ft. public library. He detailed the location, as well as the surrounding properties.

The site is four parcels totaling approximately 1.6 acres in the CBD zone. Mr. Walter reported that the facade will be up against Main Street. In the back, there is access in and out of Maple Street, as well as on Eldridge Street. He pointed out the utilities, EV charging spaces, six handicapped spaces, and the main entrance on the rear.

Mr. Walter stated that there have been many meetings with staff on the design. He noted the erosion control plan, specifications, and details, and reported a few minor comments from staff which may already be addressed.

The site is a relatively flat site, which will be surrounded by silt fence and hay bales. He pointed out the construction entrances. Mr. Walter explained that there is nothing controversial about the erosion control, which will use DEEP guidelines.

Ms. Pilla stated that there were a handful of comments from Engineering staff, some of which were minor. A couple of the comments are things not usually requested on an erosion and sedimentation control plan. In this case, because it is a Town project and the erosion and sedimentation control plan is the only thing coming before the PZC, Engineering wanted some notes on the record.



Erosion & Sedimentation Control Plan (ESC-0005-2024)

**MOTION:** Mr. Kennedy moved to certify the erosion and sedimentation control plan for demolition of the existing bank building and site preparation for construction of a new Manchester Public Library at 1041 Main Street, 18 & 22 Maple Street, and 25 Eldridge Street, with the modifications as specified in a staff memorandum from:

1. Megan Pilla, Principal Development Planner, dated July 15, 2024.

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

**ADMINISTRATIVE REPORTS**

Ms. Pilla stated that she forwarded an email with the upcoming training opportunities through the UConn Center for Land Use Education and Research (CLEAR).

Ms. Pilla commented that she forwarded the email informing the Commission that the Capitol Region Council of Governments' (CRCOG's) draft regional Plan of Conservation and Development (POCD) is available for public comment. The adoption hearing is scheduled for September.

The Comprehensive Zoning Regulations Update Steering Committee had the first meeting with the consultant. They have finished their line-by-line review of the current regulations and found a number of opportunities for improvement, particularly for efficiency and ease of use.

Mr. Prause stated that the review is very thorough.

Mr. Anderson provided an update on the Rules of Procedure. He has been working on those with the Chairman, the Town Attorney, and others. It is nearly ready for consumption. This is a draft based on Mr. Farina's earlier draft and Mr. Anderson is confident it will be completed well in advance of the next meeting.

Mr. Prause reported that he was invited to attend the Board of Directors meeting. He explained the fee structure that was laid out for the Inland Wetlands Agent to provide penalties for Cease and Desist and Cease and Correct Orders. The Board seemed interested in it but did not take formal action. He stated that they recommended going to the Town Attorney for a final review. After questions from the Board, it was explained that, if there were multiple violations on a site, fines per day could quickly add up for each of the issues. There were more questions about how it would be applied and who would make the decision. The Town Attorney was there to answer questions.

**APPROVAL OF MINUTES**

July 1, 2024 – Business Meeting/Aquifer Protection Agency 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**

1. **TOWN OF MANCHESTER/BENESCH – Erosion & Sedimentation Control Plan (ESC-0005-2024)** – Demolition of the existing bank building and site preparation for construction of a new Manchester Public Library at 1041 Main Street, 18 & 22 Maple Street, and 25 Eldridge Street.

**MOTION:** Mr. Kennedy moved to close the Business Meeting. Mr. Schoeneberger seconded the motion and all members voted in favor.

The Chairman closed the Business Meeting at 10:50 P.M.

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

# CONNECTICUT FEDERATION OF PLANNING & ZONING AGENCIES QUARTERLY NEWSLETTER

Summer 2024

Volume XXVIII, Issue 3

## NONCONFORMING HEMP USE CAN BE CHANGED TO CANNABIS

The issue of whether the cultivation and processing of cannabis is a lawful continuation of the nonconforming cultivation and processing of hemp was answered in the affirmative by a Superior Court judge. A zoning board of appeals had reached the opposite conclusion based upon the reasoning that since Connecticut law treated hemp and cannabis differently, then the change from processing and cultivating hemp to cannabis would amount to a change of use.

The property in question had been used for the manufacture of tobacco products prior to the adoption of zoning, a use no longer permitted at the site. When the use of the property was changed to the cultivation and processing of hemp, the town's zoning enforcement officer found this to be a continuation of the existing nonconforming tobacco activity. An opposite finding was made when the change was to be from hemp to cannabis.

The court found that the zoning board's sole reliance on the different treatment that state law applied to cannabis and hemp was an insufficient basis to find that the processing and cultivation of cannabis could not be a lawful extension of the existing nonconforming use. Instead, the board should have determined whether the change from hemp to cannabis changed

the character of the use. In this case, the processing was identical except that the end product would have a differing concentration of THC. *See Lasa Extract LLC v. Zoning Board of Appeals, HHD-CV-23-6166972 (4.10.24).*

## STATE SUPREME COURT DEFINES SUBSTANTIAL CIRCULATION

Connecticut General Statutes Sec. 8-3(d) provides that a notice of any amendment to zoning regulations be published in a newspaper of substantial circulation in the municipality before it becomes effective. The term 'substantial circulation' was always understood to require that the newspaper wherein the notice was published have at least some level of subscribers residing within the effected municipality. Under the State Supreme Court's new rule, a newspaper can have substantial circulation within a municipality even where no copies are purchased or distributed within the municipality. Thus, it is immaterial to the question of whether there is substantial circulation that anyone in a municipality actually receives the newspaper. Instead, an 'availability' test is to be used.

This test consists of 4 parts: how is the newspaper distributed and how often, what are the cost barriers to access, whether the newspaper has been habitually used by the municipality to publish notices and whether residents are generally aware of the newspaper's use for publishing notices.

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In making this change to existing law, the Supreme Court was troubled by the fact that the State Legislature has not amended the newspaper notice requirements to reflect the current state of the newspaper business and the impact of on-line publications as well as the ability of nearly all municipalities to place notices on their webpages. As noted by the court, the language in Sec. 8-3(d) has remained unchanged since 1925. This ruling may prod the state legislature to take action. *See 9 Pettipaug LLC v. Planning & Zoning Commission, 349 Conn. 268 (2024).*

## SURVEILLANCE CAN CAUSE EMOTIONAL DISTRESS

A complaint was made to a land use department by a property owner concerning activities on his neighbor's property. He suspected that the neighbor was operating her business from her home. To support his claim, the property owner had conducted surveillance of his neighbor's activities. A cease and desist order was issued.

While the surveillance was useful to the enforcement action, it also subjected the complaining property owner to a lawsuit from his neighbor. The surveillance efforts were intense, consisting of 24/7 video recording as well as the taking of photographs using a zoom lens. The complaining property owner also followed his neighbor in his car. The neighbor's lawsuit was ultimately successful, finding that these

intensive and intrusive surveillance efforts caused emotional distress. *See C.W. v. Warzecha, AC 45775 (2024).*

## REGULATION OF SHORT-TERM RENTALS

Section 7 of Public Act 24-143 authorizes the legislative body of a municipality to adopt an ordinance that requires short term rental operations to be licensed by the municipality. This authority would also allow for the municipality, by ordinance, to regulate short term rentals, which are defined as being a rental of a dwelling unit for 30 days or less. One question the Federation has is how this impacts the ability to control short term rentals through zoning regulations.

## CONVERSION OF NURSING HOME TO MULTI-FAMILY HOUSING

Section 3 of Public Act 24-143 requires that zoning regulations allow, as of right, the conversion of nursing homes to multi-family housing as long as the footprint of the building is not substantially altered.

With respect to this new law, as of right is described as summary review. This level of review encompasses, at most, site plan review of the proposed conversion project. If the conversion would involve a substantial alteration to the footprint of the building, then the regulations could require that a variance or special exception application be filed.

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## AFFORDABLE HOUSING WITHOUT THE 8-30G APPLICATION

A new way to provide for affordable housing as defined by Connecticut General Statutes Sec. 8-30g has been created by Sec. 10-12 of Public Act 24-5474. Any municipality that adopts zoning regulations which allow, as of right, the use of land zoned for residential, commercial or mixed-use development for middle housing, can apply any such housing toward satisfying its 10% affordable housing mandate.

Middle housing is defined as being a residential duplex, triplex, quadplex, cottage cluster or townhouse.

In the Federation's opinion, this has been the first practical amendment to 8-30g since its creation approximately 30 years ago.

## LACK OF TRANSPARENCY REGARDING FAIR SHARE ZONING REFORM

According to a recent news story in the Republican American, negative comments on a proposed Fair Share Housing Bill were kept from public view. Apparently, staff of the State Department of Housing strongly objected to the fair share bill that was before the legislature finding that it treats affordable housing as a punishment whose pain must be spread out. It thus appears that a full and honest

debate of such an important topic did not take place. Unfortunately, this appears to be the case on more and more issues of great importance.

## ANNOUNCEMENTS

### **Membership Dues**

Notices for this year's annual membership dues were mailed March 1, 2024. The Federation is a nonprofit organization which operates solely on the funds provided by its members. So that we can continue to offer the services you enjoy, please pay promptly.

### **Workshops**

**Four hours of Commissioner training must be completed once every four years or once each term of a commissioner.** At the price of \$185.00 per session for each agency attending, our workshops are an affordable way for your board to 'stay legal'. **Email us at [contact.cfpza@gmail.com](mailto:contact.cfpza@gmail.com) to schedule a workshop.**

## ABOUT THE EDITOR

*Steven Byrne is an attorney with an office in Farmington, Connecticut. A principal in the law firm of Byrne & Byrne LLC, he maintains a strong focus in the area of land use law and is available for consultation and representation in all land use matters both at the administrative and court levels.*

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