

MEMORANDUM

OFFICE OF COMMUNITY DEVELOPMENT

**SECTION 12 SPECIAL PERMIT WITH DESIGN REVIEW & SECTION 20 GROUNDWATER PROTECTION PERMIT
FOR REDEVELOPMENT TO INCLUDE FAÇADE MODIFICATIONS, PARKING LOT EXPANSION,
A STORMWATER MANAGEMENT SYSTEM, LIGHTING & LANDSCAPING
MEETING DATE: APRIL 20, 2021
107 EASTERN BOULEVARD**

PUBLIC HEARING #2
04-20-2021 AGENDA

To:
Town Plan and Zoning
Commission

From:
Office of Community
Development Staff

Memo Date:
April 16, 2021

Zoning District:
Planned Employment
(PE) Zone

**Groundwater Protec-
tion Area: 1**

Applicant:
WE 35 National Drive
LLC, C/O Winstanley
Enterprises LLC

EXECUTIVE SUMMARY

- The applicant proposes to redevelop the existing 104,538 square-foot motor freight and transportation terminal at 107 Eastern Boulevard to an Amazon distribution hub.
- Changes to the existing building will include: a new steel canopy located on the north side of the building under which 24 delivery vans can fit, new signage and the building will be painted white and blue.
- Site changes will include: a new parking area to the north and west of the building, re-configuration of the parking on the south and east side of the building, a new subsurface stormwater treatment system, new landscaping and reconfigured curb cuts on National Drive.
- The Plans Review Subcommittee reviewed the proposal at their February 24, 2021 meeting where they expressed concern about the design of the steel canopy and the amount of impervious surface.
- The Subcommittee reviewed the proposal again at their March 24, 2021 meeting. At that meeting they reiterated concerns regarding the amount of impervious surface resulting from the additional parking areas. They advised the applicant to be prepared to present street views of the building.
- The Community Beautification Committee reviewed the plans at their February 10, 2021 meeting where they recommended the applicant add evergreen trees along the Eastern Boulevard and National Drive frontages to screen the delivery vans. They also recommended the applicant add landscape islands to the parking lot.
- The Community Beautification Committee reviewed the plan again at a their March 10, 2021 meeting where they adopted the landscape plan.
- At their meeting of February 11, 2021 the Inland Wetlands & Watercourses Agency approved an Inland Wetlands and Watercourses Permit.
- At the same meeting, the Conservation Commission forwarded favorable recommendations for approval of the Special Permit, and for the Groundwater Protection Permit for the project to the Town Plan and Zoning Commission.

REVIEW

Included for Commission review are the following:

- Town of Glastonbury staff memoranda
- Memorandum entitled Project Narrative of Proposed Motor Freight Transportation Terminal or Garage dated March 25, 2021
- Memorandum entitled "Amazon Logistics"
- Site plans and elevation drawings
- Minutes from the February 10, 2021 and March 10, 2021 Community Beautification Committee meetings
- Minutes from the February 24, 2021 and March 24, 2021 meetings of the Plans Review Subcommittee



Aerial view of 107 Eastern Boulevard

ADJACENT USES

The site has medical office uses to the north, east and south and light industrial uses to the west.

PROPOSAL [See memorandum entitled “Project Narrative of Proposed Motor Freight Transportation Terminal or Garage ” dated March 25, 2021; memorandum entitled “Amazon Logistics” and plan set sheet SP-1 entitled “Site Plan ”]

The applicant proposes to redevelop the existing motor freight terminal at 107 Eastern Boulevard into an Amazon Delivery Station. The purpose of Amazon Delivery Stations is to provide “last mile” delivery services to residents and businesses within an approximate 60 minute drive-time radius of the site. For a full description of the operational schedule of the proposed facility, please see page two of the memorandum entitled “Amazon Logistics.”

The existing 104,538 square-foot building is to remain. Changes to the existing building will include: a new steel canopy located on the north side of the building under which 24 delivery vans can fit, new signage and the building will be painted white and blue. Site changes will include: a new parking area to the north and west of the building, reconfiguration of the parking on the south and east side of the building, a new subsurface stormwater treatment system, new landscaping and reconfigured curb cuts on National Drive.

SITE DESCRIPTION [See memorandum entitled “Project Narrative of Proposed Motor Freight Transportation Terminal or Garage ” dated March 25, 2021 and plan set sheet AL-1 entitled “ALTA/NSPS Land Title Survey”]

The subject site is a 12.4-acre parcel that is located at the northwest corner of Eastern Boulevard and National Drive in the Planned Employment Zone and in Ground Water Protection Zone 1. The parcel is the former site of Mondelez International and has a 104,538 square-foot building located at the southeast corner of the site. There are curb cuts on the Eastern Boulevard and National Drive frontages. There are paved parking areas on the east, south and west sides of the building. The parcel is flat and there is a large lawn area on the western and northern portions of the lot. The lawn area extends west to the western property line and north to a tree line at the northern end of the lot. A small wetland area is located at the northwest corner of the site. The property is encumbered with a 125-foot wide utility easement that runs along the northern property line.

SITE LAYOUT, VEHICULAR, PEDESTRIAN, AND BICYCLE CIRCULATION [See memorandum entitled “Amazon Logistics” and plan set sheet SP-1 entitled “Site Plan” and plan set sheet SS-1 entitled “Signage and Striping Plan”]

There will be ingress and egress points to the site on both Eastern Boulevard and National Drive. Onsite Amazon employees will access the employee parking area located at the southeast corner of the site through a two-way curb cut on either Eastern Boulevard or National Drive. Trucks delivering packages from an Amazon Fulfillment and Sortation Center will enter and exit the site through a 65-foot wide curb cut at the center of the site off National Drive. Employees who will be delivering packages from the facility will access the parking area located on the north and west side of the site through a 30-foot wide, two-way curb cut. All vehicles loaded with packages to be delivered in the 60 minute travel radius will exit the site at through a 30-foot wide exit only curb cut located near the northeast corner of the site.

The on-site employee parking area, delivery employee and van storage area, and the tractor trailer receiving area will all be separated from one another. There will be striped crosswalks in the delivery employee and onsite employee areas to allow safe access across drive aisles. There will also be directional arrows painted on the pavement in both parking areas to direct traffic. There will be concrete walkways on all sides of the building that will lead to a building entrance. A bike rack will be installed adjacent to the walkway at the southeast entrance to the building.

PARKING [See memorandum entitled “Project Narrative of Proposed Motor Freight Transportation Terminal or Garage ” dated March 25, 2021; memorandum entitled “Amazon Logistics” and plan set sheet SP-1 entitled “Site Plan ”]

In accordance with Section 9.11 of the Building-Zone Regulations, the required parking for this development is 22 spaces. The applicant is providing a total of 325 parking spaces divided between two parking areas. The existing parking area at the southeast corner of the building will be expanded to create the on-site employee parking area which will have 117 parking spaces. The second parking will have 208 parking spaces and will be located in the existing lawn area to

the north and west of the building. These spaces will be 11-foot wide by 27-foot long and located in the parking area on the northwest corner of the site. These spaces are sized to fit delivery vans as well as passenger cars. There will also be a newly created staging area in the existing lawn area directly to the north of the building for 24 delivery vans underneath the new canopy. This area will be used to load packages into the vans for delivery. The proposed plan meets and far exceeds the minimum parking requirement as set forth in the Building Zone Regulations.

STORMWATER MANAGEMENT & UTILITIES [See plan set sheet GU-1 entitled “Grading Drainage and Utilities”]

Stormwater runoff generated from the parking areas and building rooftops will be collected in catch basins and directed to 2 subsurface water quality detention systems. The first is located at the western edge of the delivery employee parking area. This system will handle stormwater generated in the impervious area to the north and west of the building. It will integrate existing yard drains located to the north of the building. The second system is located at the southeastern corner of the onsite employee parking area and will handle stormwater runoff generated from the impervious area to the east and south of the building. Due to poor soil conditions and a high groundwater table, infiltration was not an option for this site. Stormwater from the detention systems will be released into the Town drainage system as it does currently. Utilities for the site will be accessed from Eastern Boulevard and National Drive.

WETLANDS [See plan set sheet AL-1 entitled “ALTA/NSPS Land Title Survey” and plan set sheet SP-1 entitled “Site Plan”]

There is a small area of wetlands located at the northwest corner of the site. No wetlands will be disturbed as part of this project. The northwest corner of the delivery employee parking area will be within the 100 foot upland review area of the wetlands. At their meeting of September 10, 2020, the Inland Wetlands & Watercourses Agency approved an Inland Wetlands and Watercourses Permit for the project. At the same meeting, the Conservation Commission forwarded a favorable recommendation for the project to the Town Plan and Zoning Commission.

LANDSCAPING [Plan set sheet LL-1 entitled “Landscape Plan”]

The applicant is proposing a mixture of native trees, shrubs, perennials and ground cover. The plan calls for extensive plantings along Eastern Boulevard to screen the delivery vans from view. At their meeting of March 10, 2021, the Community Beautification Committee accepted the planting plan with recommendations.

SITE LIGHTING & DUMPSTER LOCATION [See plan set sheets LP-1, LP-2 and SP-1]

The applicant’s proposal calls for 87 night-sky-compliant, lights. There will be 20 wall-mounted lights; 8 mounted at 15 feet on the south facing wall, and 12 mounted at 17 feet on the north, east and west facing walls. It should be noted that all but 5 of the wall mounted lights are replacements of existing light fixtures. There will be 67, 13-foot tall pole-mounted lights located throughout the parking area and around the perimeter of the site. The photometric plan submitted by the applicant indicates that no light will be cast onto adjacent properties.

The dumpsters will be located inside the building within the delivery area in a dedicated bay so that garbage trucks will have direct access.

ARCHITECTURE & SIGNAGE [See plans set sheet A5.01 and A5.02 entitled “Exterior Elevations”]

There will be no architectural changes to the building itself. A new steel canopy will be added to the north side of the building to provide cover for the delivery van staging area. The building will be painted white and the canopy will be a light blue color. The applicant is also proposing new tenant wall and monument signage that is in compliance with Section 10 of the Building Zone regulations.

GROUNDWATER PROTECTION [See applicants groundwater protection permit application and memorandum entitled “Amazon Logistics”]

The proposed project site is located within Groundwater Protection Zone 1 which is defined in Section 20.9 of the regulations as follows:

Groundwater Protection Zone 1 (GW-1) generally consists of all land underlain by coarse-grained Stratified Drift at the land surface. This zone has the most restrictive regulations and requirements due to the potential contamination of Groundwater. Groundwater availability is characterized by potentially yielding substantial quantities of water.

The site has operated as a motor freight terminal / garage prior to the adoption of the Groundwater Protection Regulations and is considered According to Section 20.5 of the Ground Water Protection Regulations regarding non-conforming and grandfathered uses. Section 20.5 also states that expansions of legal non-conforming uses are subject to the conditions of Section 20 and that any expansion shall not increase the degree of risk to groundwater resources.

The applicant has submitted a Groundwater Protection Permit application detailing the preventative measures that will be taken to ensure that the area groundwater will not be contaminated as a result of excavation activities. The Conservation Commission forwarded a positive recommendation for the Groundwater Protection Permit on December 7, 2017. The proposed project satisfies all requirements in Section 20 for a Groundwater Protection Permit.

ZONING ANALYSIS & CONSISTENCY WITH PLAN OF CONSERVATION AND DEVELOPMENT

The proposed project meets all the requirements of the Planned Employment Zone with regard to use, setback, bulk and groundwater protection.

The project is also consistent with the following areas of the Plan of Conservation and Development:

Town-wide Policies:

• Transportation

- When feasible, use plan and design tools to promote and develop bicycle and pedestrian-friendly facilities. Bicycle facilities could include, but are not necessarily limited to, bike lanes, bikeways, multi-use trails, bike racks and “share the road” signs.

• Stormwater Management

- Promote use of innovative techniques, Low Impact Development (LID) and Best Management Practices to benefit surface water and groundwater quality and overall ecological integrity.
- Ensure that all new developments adhere to Town policies regarding the State of Connecticut General Permit for the Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems (MS4 General Permit)

• Commercial Development

- Minimize light pollution through the incorporation of standards that reduce light spillage while maintaining sufficient lighting for safe vehicular and pedestrian movement within commercial sites.

Planning Area 6—Planned Employment:

• Land Use Development

- Continue to locate office, light manufacturing, warehousing, research and corporate center uses northerly of Hebron Avenue and locate heavier industrial / manufacturing uses southerly of Hebron Avenue.
- Minimize light pollution through the incorporation of standards that reduce light spillage while maintaining sufficient lighting for safe vehicular and pedestrian movement within commercial sites.

Pertinent staff correspondence and draft motions are attached.

TOWN PLAN AND
ZONING COMMISSION

SECTION 12 SPECIAL PERMIT
WITH DESIGN REVIEW AND
SECTION 20 GROUND WATER
PROTECTION PERMIT

APPLICANT/
OWNER WE 35 NATIONAL DRIVE, LLC
C/O WINSTANLEY ENTERPRISES LLC
150 BAKER AVE EXT STE 303
CONCORD, MA 01742-2199

FOR: 107 EASTERN BOULEVARD

MOVED, that the Town Plan & Zoning Commission approve the application of WE 35 National Drive, c/o Winstanley Enterprises LLC for a Section 12 Special Permit with Design Review and a Section 20 Groundwater Protection Permit concerning reuse as a motor freight transportation terminal or garage—107 Eastern Boulevard – Planned Employment Zone, & Groundwater Protection Zone1, in accordance with the following plans:

To Be Quoted
And

1. In compliance with:
 - a. The conditions set forth by the Conservation Commission in their recommendation for approval to the Town Plan and Zoning Commission and in the Wetlands Permit issued by the Inland Wetlands and Watercourses Agency at their Regular Meeting of February 11, 2021.
 - b. The recommendations as contained in the minutes of the March 10, 2021 Community Beautification Committee meeting.
 - c. The standards contained in a report from the Fire Marshal, File# 21-0543, plans reviewed 04-14-2021.
2. In adherence to:
 - a. The Town Engineer's memorandum dated April 15, 2021.
 - b. The Health Director's memorandum dated April 12, 2021.
 - c. The Police Chief's memorandum dated April 16, 2021.
3. This is a Section 12 Special Permit with Design Review. If unforeseen conditions are encountered during construction that would cause deviation from the approved plans, the applicant shall consult with the Office of Community Development to determine what further approvals, if any, are required.

APPROVED: TOWN PLAN & ZONING COMMISSION
APRIL 20, 2021

ROBERT J. ZANLUNGO JR., CHAIRMAN

MEMORANDUM

To: Town Plan & Zoning Commission

From: Thomas Mocko, Environmental Planner



Date: February 24, 2021

Re: Recommendations to the Town Plan & Zoning Commission for a Section 12 Special Permit with Design Review and a Section 20.11 Groundwater Protection (Special) Permit concerning proposed redevelopment/modifications (building, parking areas, stormwater management systems, site lighting, sidewalks and landscaping) at 107 Eastern Boulevard (former Nabisco warehouse) to facilitate a Motor Freight Transportation Terminal or Garage – Planned Employment Zone and Groundwater Protection (overlay) Zone 1 – BL Companies, Architecture, Engineering, Environmental, Land Surveying consultants - WE35 National Drive, LLC, applicant

During its Special Meeting of February 11, 2021, the Conservation Commission recommended to the Town Plan and Zoning Commission approval of a Section 12 Special Permit with Design Review and a Section 20.11 Groundwater Protection (Special) Permit concerning the proposed redevelopment/modifications (building, parking areas, stormwater management systems, site lighting, sidewalks and landscaping) at 107 Eastern Boulevard to facilitate a Motor Freight Transportation Terminal or Garage within the Planned Employment Zone and Groundwater Protection (overlay) Zone 1. The attached motion was approved by the Commission.

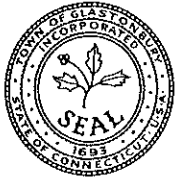
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cc: Daniel A. Pennington, Town Engineer/Manager of Physical Services
Peter R. Carey, Building Official
Matthew Bruton, BL Companies

**APPROVED RECOMMENDATION TO
THE TOWN PLAN & ZONING COMMISSION**

MOVED, that the Conservation Commission recommends to the Town Plan & Zoning Commission approval of a Section 12 Special Permit with Design Review and a Section 20.11 Groundwater Protection Permit for WE35 National Drive, LLC's proposed redevelopment of a motor freight transportation terminal or garage facility at 107 Eastern Boulevard, in accordance with plans on file in the Office of Community Development, and in compliance with the following conditions:

1. Healthy mature trees shall be preserved and saved when possible. Said trees shall be protected with the use of high visibility construction fence during construction or otherwise protected as required by staff.
2. Installation of soil erosion and sedimentation control and stabilization measures shall be the Permittee's responsibility. Once installed these measures shall then be inspected by the Environmental Planner prior to land disturbance activities. Afterwards it then shall be the Permittee's responsibility to inspect these control measures during, and immediately following, substantial storm events and maintain and/or replace the control measures, when needed, on a regular basis until the site is vegetatively stabilized. Hay bales shall be replaced every 60 days. The Environmental Planner is hereby authorized to require additional soil erosion and sediment controls and stabilization measures to address situations that arise on the site.
3. Alternative, more effective, sediment barriers shall be used where silt fences are shown in order to trap more of the site's fine-grained soils and to prevent the transport of such soils further downgradient.
4. Tree stumps shall not be buried at the site.
5. Metal waste containers shall be provided at the site to facilitate the collection of refuse material generated from construction activities. Such material shall not be buried or burned at the site.
6. Underground fuel storage tanks shall be prohibited to reduce the potential of contamination to wetlands, watercourses, and groundwater resources.
7. Any outdoor signage shall not be up-lit, but dark-sky compliant down-lighting and/or internally lit signage shall be allowed.
8. Prior to the issuance of a Certificate of Occupancy, certification from a professional engineer shall be required confirming that the stormwater management system was constructed in conformance with the approved design.
9. Prior to the issuance of a Certificate of Occupancy, certification from a landscape architect shall be required confirming that landscape plants were installed in accordance with the approved landscape plan.
10. Adherence to the Town Engineer's memorandum dated February 10, 2021.



Town of Glastonbury

2155 MAIN STREET • P.O. BOX 6523 • GLASTONBURY, CONNECTICUT 06033-6523

February 25, 2021

CONSERVATION COMMISSION AND INLAND
WETLANDS & WATERCOURSES AGENCY

WE 35 National Drive LLC
c/o Winstanley Enterprises LLC
c/o Matthew J. Bruton, P.E.
BL Companies
100 Constitution Plaza, 10th Floor
Hartford, Connecticut 06103

Re: Application of WE35 National Drive, LLC (c/o Winstanley Enterprises LLC) for an inland wetlands and watercourses permit concerning proposed redevelopment/modifications (building, parking areas, stormwater management systems, site lighting, sidewalks and landscaping) at 107 Eastern Boulevard (former Nabisco warehouse) to facilitate a Motor Freight Transportation Terminal or Garage – Planned Employment Zone and Groundwater Protection (overlay) Zone 1 – BL Companies, Architecture, Engineering, Environmental, Land Surveying consultants

Dear Matt:

At its Special Meeting of February 11, 2021, the Conservation Commission/Inland Wetlands & Watercourses Agency approved an Inland Wetlands and Watercourses Permit, in accordance with the plans and conditions cited in the **attached** motion.

Please read the conditions of approval carefully and comply with them. Some of the conditions may require interacting with the Environmental Planner (e.g. inspection of soil erosion and sediment control); it will be your responsibility to schedule such interactions. Any questions you may have about the stated conditions can be directed to the Office of Community Development at (860) 652-7511.

This Permit:

- requires that the approved regulated activities be completed within one (1) year from commencement of said activities;
- is valid for five (5) years and thus expires on February 11, 2026; and
- may not be transferred unless authorized by the Inland Wetlands & Watercourses Agency

Once again should you have any questions, please do not hesitate to contact this office.

Sincerely,

Thomas Mocko
Environmental Planner

cc: Daniel A. Pennington, Town Engineer/Manager of Physical Services
Peter R. Carey, Building Official (scanned)

TM:gfm
Attachment

APPROVED MOTION FOR A WETLANDS PERMIT

MOVED, that the Inland Wetlands and Watercourses Agency issues an inland wetlands and watercourses permit to WE35 National Drive, LLC for land regrading and construction of a portion of a parking lot, along with the related infrastructure, within the wetlands-regulated upland review area at 107 Eastern Boulevard, in accordance with plans on file in the Office of Community Development, and in compliance with the following conditions:

1. Metal waste containers shall be provided at the site to facilitate the collection of refuse material generated from construction activities. Such material shall not be buried or burned at the site.
2. Alternative, more effective sediment barriers shall be used where silt fences are shown in order to trap more of the site's fine-grained soils and to prevent the transport of such soils further downgradient.
3. The Permittee shall be fully responsible for damages caused by all activities undertaken pursuant to this permit that may have a detrimental effect on wetlands and/or watercourses, and all such activities that cause erosion and sedimentation problems.
4. Adherence to the Town Engineer's memorandum dated February 10, 2021.

April 15, 2021

MEMORANDUM

To: Town Plan and Zoning Commission
Jon Mullen, Town Planner

From: Daniel A. Pennington, Town Engineer / Manager of Physical Services



Re: 107 Eastern Boulevard - Distribution Center Expansion
Section 12 Special Permit with Design Review
Section 20 Groundwater Protection Permit

The Engineering Division has reviewed the development plans for the proposed expansion of the existing warehouse / distribution center located at 107 Eastern Boulevard prepared by BL Companies last revised January 20, 2021, the related Stormwater Management Report last revised January 20, 2021, and the related Traffic Study dated September 2020 and offers the following :

1. Traffic Study Comments:

- A. The facility and associated parking as proposed, in combination with the geographical proximity to State road routes, will require applicant submittal of relevant information to the Office of the State Traffic Administration (OSTA) for review. Any OSTA required improvements shall be made part of any Glastonbury Town Plan and Zoning Commission approval.
It is noted that the signalized Hebron Avenue (Rt. 94) intersections within the traffic impact study area are owned and maintained by the CT Department of Transportation (CONNDOT). Thus, jurisdiction for evaluating analyses of these intersections rests with CONNDOT.
- B. The applicant has provided very detailed information regarding expected site generated vehicular trip generation. Trips generated will be largely during off peak hours and will have minimal impact to Town roadways and intersections. It is however, recommended that the applicant install appropriate signage and pavement markings to create a new 3 way stop condition at the intersection of National Drive and Western Boulevard. The relatively new entrance to the Town owned off road multi use trail section on Western Boulevard is located approximately 220' south of this intersection. Creation of a new 3 way stop condition will improve safety for users entering and exiting.
- C. The applicant is asked to provide further detail to justify the proposed level of parking on the site. Said request applies to both the standard 9' x 18' stall count and the larger 11'x 27' stall count. Information provided to date has not sufficiently explained the proposed parking need.
- D. In the event that the Commission approves the parking layout as proposed, it is recommended that an additional curb cut be added on Eastern Blvd to access the most northerly parking area. Site circulation and trip distribution will likely improve as a result. An additional curb cut at this location is not seen as being problematic.

- E. It is noted that Tractor Trailer deliveries to the site will take place primarily during the overnight hours and will not adversely affect traffic flow on area roadways.
 - F. The Applicant is asked to provide documentation of OSTA Bureau of Policy and Planning concurrence with existing traffic counts used in the analysis as well as with background traffic growth factors and trip distribution in the build year.
 - G. The Applicant is asked to provide comment for Commission consideration regarding any substantive seasonal variations with respect to site trips generated from the facility. The month of December is of particular interest with respect to this issue.
2. Revise the proposed back of sidewalk location along Eastern Boulevard and National Drive to reflect 1 foot offset from the street line per Town Standards.
 3. Revise "Sanitary Utility Provider" on sheet GN-1 to reflect Town of Glastonbury.
 4. Revise the labels for the two underground detention systems on sheet GU-1 to reflect the water quality volume required and water quality volume provided by each system per the latest supplemental information provided by the Design Engineer. Review and revise the MS4 calculation table on sheet GU-1 as necessary for consistency with the latest computations.
 5. Review and revise proposed elevations for underground detention system #2 on sheet DN-8 and CS-1 to reflect latest plan revisions and supplemental drainage computations. Review the note regarding the dimension of the chamber manifold distance above the bottom of the system on sheet DN-8 and revise if necessary. Add a label for system #2 on sheet CS-1 to reflect that the entire system is to be wrapped with an impermeable liner.
 6. Incorporate any additional maintenance requirements for the proposed hydrodynamic separator CB-202 to the maintenance schedule on sheet OM-1.
 7. A Waiver of Claim must be filed by the owner through the Engineering Division for the drainage connections to the street prior to construction.
 8. Applicant shall submit PDF copies of final signed and sealed plans, drainage computations, and traffic study to the Engineering Division for our records.



GLASTONBURY POLICE DEPARTMENT

2108 MAIN STREET, GLASTONBURY, CT 06033-0535/(860)633-8301/FAX (860)652-4290

MEMORANDUM

To: Town Plan and Zoning Commission

From: Marshall S. Porter; Chief of Police

Date: April 16, 2021

Subject: 107 Eastern Blvd.: Section 12 with Design Review- Winstanley Enterprises LLC

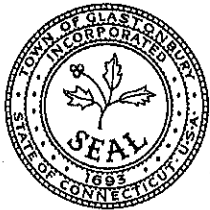
Members of the Police Department have reviewed the application of WE 35 National Drive LLC C/o Winstanley Enterprises for a Section 12 Special Permit with Design Review concerning reuse as a motor freight transportation terminal or garage- 107 Eastern Boulevard- Planned Employment Zone & Groundwater Protection Zone 1.

The police department has no objection to this proposal provided that:

- Contact name and phone number provided for issues that arise onsite during construction (24/7)
- The contractor will coordinate with the Police Department to preplan for any traffic disruptions on Eastern Blvd, Western Blvd or National Drive due to construction.
- The Police Department concurs with the Town Engineer's comments in his memo dated April 15, 2021 concerning the recommendation that the applicant install appropriate signage and pavement markings to create a new 3 way stop condition at the intersection of Western Blvd and National Drive as this will improve safety for users entering and exiting National Drive.



Marshall S. Porter
Chief of Police



Town of Glastonbury
Health Department

Memo

April 12, 2021

To: Jonathon Mullen, Planner

Fr: Wendy S. Mis, Director of Health

Re: 107 Eastern Boulevard
Warehouse redevelopment

This office has received and reviewed the plan set by BL Companies dated 9/30/20, last revised indicated as 1/20/20, for warehouse development.

While no dumpster area is indicated on the plan, conversations during Administrative Review meetings specified that dumpsters would be located in a covered loading dock. This arrangement should be confirmed prior to Commission approval.

Pending Commission approval of the dumpster location, approval with respect to CT Public Health Code is forwarded for Commission consideration.



TOWN OF GLASTONBURY
FIRE MARSHAL'S OFFICE
SITE PLAN/SUBDIVISION REVIEW

PROJECT: **WE 35 National Drive LLC**

LOCATION: **35 National Drive**

___NEW CONSTRUCTION

CHANGE OF USE

SUBDIVISION

COMMERCIAL **xxx**

OCCUPANCY CLASSIFICATION: **Group S**

FILE # **21-0543**

PROPOSED FIRE PROTECTION: **via full automatic fire sprinklers & GFD**

ENGINEER'S PLAN: **2000669**

INITIAL PLAN

REVISED PLAN **9-30-2020**

ENGINEER: **Matthew J Bruton PE BL Companies**

ADDRESS: **100 Constitution Ave Hartford CT**

PHONE: **860-249-2200**

DATE PLANS RECEIVED: **4-09-2021**

DATE PLANS REVIEWED: **4-14-2021**

COMMENTS: **The plans do not depict the location of an overhead door and loading dock located on the east side of the building – If the door will remain in operation the interior of the door will need to be marked with a warning sign indicating a fall hazard when open. If the intention is not to utilize the door it will need to be rendered inoperable.**

A fire department connection is located adjacent to the aforementioned door. The height of the connection from grade exceeds the maximum of 48 inches. The landscaping plan depicts vegetative plantings in front of this connection. Steps or a platform will need to be provided in front of this connection with a space between plantings to allow access to same.

A fire department connection is located on the south west side of the building. A landscaped island is proposed in front of this connection. A walkway which can be kept free of snow fall will be needed to access this connection.

Both of the aforementioned fire department connections will require signs that read FDC and wording that indicates which building section the fire department sprinkler connection serves.

The exterior post indicator valves appear to require maintenance.

REVIEWED BY

Deputy Chief Chris Siwy –Fire Marshal

PAGE 1 OF 1

cc: Applicant
File

March 31, 2021

MEMORANDUM

To: Town Plan & Zoning Commission

From: Bob Shipman, Chair
Community Beautification Committee

Re: 107 Eastern Boulevard landscaping

I have reviewed the plans revised 3/18/2021 and find they meet the Committee's expectations and subsequent approval.



RS:ghm

TOWN PLAN AND ZONING COMMISSION
PLANS REVIEW SUBCOMMITTEE
Portion of MINUTES OF MARCH 24, 2021 SPECIAL MEETING

The meeting commenced at 8:00 AM through Zoom Video Conferencing

Present: Subcommittee Members Michael Botelho and Sharon Purtill;
Jonathan E. Mullen, AICP, Planner

107 EASTERN BOULEVARD – proposal for redevelopment to include façade modifications, parking lot expansion, a stormwater management system, lighting & landscaping – Planned Employment Zone & Groundwater Protection Zone 1 – Matthew Bruton, P.E., BL Companies – WE Acquisitions LLC, applicant

Matthew Bruton, project engineer of BL Companies, went over the changes made to the plans in response to comments received at the Subcommittee’s meeting of February 24, 2021. He said that since that meeting, the Community Beautification Committee had reviewed and approved the landscape plan for the project, which included more landscaping along National Drive. He added that the applicant reduced the size of both the wall and monument signs to be in conformance with the Building-Zone Regulations. Mr. Bruton then presented several images of overhangs at recently completed Amazon facilities that are similar to the one proposed for the north side of the building. He also shared Google Street-View images of the building looking south from Eastern Boulevard.

Barbara Joslin, project architect, went over the architectural details of the overhang. She stated there would be bird nets on the underside of the overhang to prevent nesting, as well as LED lights.

Ms. Purtill asked if the parking shown on the plans was the correct configuration. Mr. Burton stated it was the correct configuration and that the earlier parking layout was removed from all plan set sheets. Ms. Purtill expressed concern about the proposed amount of parking spaces and asked if the proposal complied with the open space requirement for the zone. Mr. Bruton confirmed that the proposed site plan complied with the open space requirements.

Mr. Mullen recommended that the applicant color-code the plan to show the difference between existing and proposed conditions on the site. He also suggested that the applicant provide street view pictures not taken from the internet.

TOWN PLAN AND ZONING COMMISSION
PLANS REVIEW SUBCOMMITTEE
Portion of MINUTES OF FEBRUARY 24, 2021 SPECIAL MEETING

The meeting commenced at 8:00 AM through Zoom Video Conferencing

Present: Subcommittee Members Michael Botelho and Robert Zanolungo;
Jonathan E. Mullen, AICP, Planner

107 EASTERN BOULEVARD – proposal for redevelopment to include façade modifications, parking lot expansion, a stormwater management system, lighting & landscaping – Planned Employment Zone & Groundwater Protection Zone 1 – Matthew Bruton, P.E., BL Companies – WE Acquisitions LLC, applicant

Matt Bruton, project engineer, of BL Companies presented the site plan to the Subcommittee. He stated that the proposal was to convert the existing Mondelez distribution center into an Amazon distribution hub. Mr. Bruton said that the project had received approvals from the Inland Wetlands and Watercourses Agency. He added that the landscaping for the project was going back to the Community Beautification Committee in March for final approval.

Mike Keleher of Amazon went over the traffic circulation pattern, parking layout, and the parking and delivery schedule for the site. Mr. Bruton stated that trucks from this facility would deliver to places up to 45 minutes away. Commissioner Botelho asked about truck ingress and egress from the site. Mr. Keleher explained that truck traffic would enter and exit the site from National Drive. Vice Chairman Purtill asked how many delivery vans would be stored/parked on-site and expressed concern that cars and/or trucks may end up parking on National Drive.

Mr. Bruton stated that 208 vans would be parked on-site. He then went over the schedule and procedure for drivers to swap their personal vehicles for a delivery van when they arrive. Jess Schumer of Amazon added that all van staging and parking of personal vehicles is scheduled so there will always be available parking even at peak hours. Ms. Schumer then explained that there would be a separate parking area with 117 parking spaces for Amazon employees working in the building located on the east side of the site. Commissioner Botelho asked about snow removal for the site. Ms. Schumer explained the snow removal plan and there was a subsequent discussion about it among the group. The Subcommittee members agreed that they wanted more detail on the snow removal plan.

Vice Chairman Purtill asked if the facility would be operating 24 hours a day. Ms. Schumer stated that it would be a 24-hour operation but that deliveries would be staggered throughout the day.

Mr. Bruton then went over the lighting plan and stated the site would have 13-foot tall light poles. Commissioner Botelho asked if the Town Engineer had reviewed the plans. Mr. Bruton responded that the Engineering Department had reviewed the plans and that the proposal needed approval by the State of Connecticut Office of State Traffic Administration. Barbara Joslin, project architect, of BL Companies went over the architectural details and signage for the project. Vice Chairman Purtill advised the applicant to provide more a more detailed plan for the TPZ meeting. The Subcommittee agreed that the applicant should revise their plans and come back for another meeting.

Town of Glastonbury
Community Beautification Committee
Portion of Regular Meeting Minutes of Wednesday, February 10, 2021

1. Roll Call

Present: Robert Shipman, Chairman
Jarrod Sansoucy, Secretary
Debra DeVries-Dalton
Candice Mark
Jody Kretzmer
Kate Morgan

New member Napali Bridgelall joined in on the meeting.

107 EASTERN BOULEVARD – redevelopment of property to include parking lot expansion, a stormwater management system, site lighting and landscaping –Engineer Matthew Bruton and Architect Barbra Joslin, BL Companies – WE Acquisitions LLC, applicant

Wayne Violette and Lauren Wholey presented the revised plan. Bob is happy with the increase in plant quantities.

The Committee asked for a change from white pines to any of the following - Vanderwolf, white spruce or Swiss stone pine.

Jarrold is concerned the plan is over-planted this time. With juniper, less is more, and he directed they be removed from the end of the parking lot spaces. Jarrod is also worried about the amount of plants and the possible lack of maintenance.

Jody is concerned as well that the plan is over-crowded, and that many of the larger, older white pines are not in good health or condition. He thinks they should be looked at and maybe replaced.

Candice's concerns included that there are too many islands; there should be fewer and plantings in them should be thinned out; Jarrod agrees.

Candice questioned the elm trees; she is not a fan of them and suggested changing them out with locust.

There was discussion on the inkberry still on the plan. It was suggested changing the variety to ensure they won't be tall and leggy as they mature. Kate and Debra like the inkberry, but agreed different varieties should be considered.

Jarrold reiterated his concern about maintenance and the fact the plan is heavily planted and this is a commercial building. Greg thought we might be able to add a maintenance plan to the plan to keep the owner responsible to keep it up. Jarrod and others still have concern if it will be maintained well.

Jody made a motion to accept the plan as presented with minor changes. The Committee requested the changes be made with Bob and a few other members to review; this will allow the applicant not to have to return to a third meeting, Jarrod seconded; all in favor.

**Town of Glastonbury
Community Beautification Committee**
Portion of Regular Meeting Minutes of Wednesday, February 10, 2021

1. Roll Call

Present: Robert Shipman, Chairman
Jarrod Sansoucy, Secretary
Debra DeVries-Dalton
Candice Mark
Kate Morgan

Absent: Jody Kretzmer

107 EASTERN BOULEVARD – redevelopment of property to include parking lot expansion, a stormwater management system, site lighting and landscaping –Engineer Matthew Bruton and Architect Barbra Joslin, BL Companies – WE Acquisitions LLC, applicant

Wayne Violette and Lauren Wholey of BL Companies presented the plan.

Candice expressed concern about the potential vans in the parking lot and feel the proposal needs more screening.

Jarrod suggested adding more evergreens along National Drive and Eastern Boulevard to help screen the vans and the other trucks; maybe 5 to -6 foot spruce or similar. He also thinks the Ilex Glabra should be switched out for something stronger like Taxus densiformis.

Candice said they should add a few island gardens to help soften and hide the vans; and group some natives such as viburnum or similar. She added they should look at the flag pole area as it seems to have a few random gold thread cypress and this area could use some sprucing up with new plants.

Some tree changes suggested to the plan: Zelkova along the north side parking lot. Debra suggested Hornbeam, or even Ginko, Greg suggested Alcolade Elm.

Bob asked about irrigation plans for the property; none are in the works but Wayne will bring it up to the owner.

Kate is overwhelmed with the amount of asphalt on the plan with such few plantings, and agrees with other committee members about the need to add more trees.

Greg questioned the permeable paving idea for the lesser used parking area along the north side. Greg also put out the idea of a pollinator pathway along the north side of the property; Wayne will bring this suggestion as well to the attention of the owner.

No motion was made at this time. The committee feels, with the amount of suggested changes, the item should return with a revised plan to the next meeting.

**TOWN PLAN AND ZONING COMMISSION
GLASTONBURY, CT
APPLICATION FOR SPECIAL PERMIT**

Application for:

- X **Section 12 Special Permit with Design Review (SPDR)**
- Section 12.9 Minor Change to an approved Section 12 SPDR**
- Section 6.2 Excavation Special Permit**
- Section 6.8 Rear Lot Special Permit**
- Section 4.11 Flood Zone Special Permit**
- Section 6.11 Accessory Apartment Special Permit****
- ** Applicant must submit addresses of property owners within 100 feet
 of the premises in accordance with Section 6.11.4 of the Building Zone Regulations**
- Other**

Application and fee to be submitted with 14 sets of plans - see other side for fees.

Consult appropriate section(s) of the Glastonbury Building Zone Regulations to determine standards and criteria for application evaluation.

Applicant

Name WE 35 National Drive LLC, C/O
Winstanley Enterprises LLC

Address 150 Baker Ave EXT STE 303
Concord, MA 01742-2199

Telephone _____

Fax _____

Property Owner

Name WE 35 National Drive LLC, C/O
Winstanley Enterprises LLC

Address 150 Baker Ave EXT STE 303
Concord, MA 01742-2199

Telephone _____

Fax _____

Location of proposed use (include street address if applicable) 107 Eastern Boulevard Glastonbury, CT 06033

Zoning District of proposal PE (Planned Employment) / GW-1 (Groundwater Protection Zone 1)

Nature of request, including type of use, reasons for application, etc.

Special Permit with Design Review, Site Plan Application. The type of use is a Motor Freight Transportation Terminal or Garage.

Signature _____
Applicant or Authorized Representative

Date _____

Signature _____
Owner or Authorized Representative

Date _____

Fees:

Special Permits:

**Sec. 12 SPDR, Sec. 6.2, Sec. 6.8,
Sec. 4.11, Sec. 6.11, Other**

**\$200.00
plus \$60.00 State of Connecticut Fee = \$260.00**

**Sec. 12 SPDR - an additional fee of \$25 for each
2,000 sq. ft. over 10,000 sq. ft. is required**

**Sec. 6.2 Excavation Special Permit - an additional fee of
\$40 for each 5 acres or portion thereof in excess of 10 acres**

Sec. 12.9 Minor Change

**\$50.00
plus \$60.00 State of Connecticut Fee = \$110.00**

For Office Use

Date Received: _____

Fee Paid: _____ Cash / Check

Public Hearing Scheduled _____

Public Hearing Advertised (1) _____

(2) _____

Action _____

Notice of Action _____

TOWN OF GLASTONBURY - OFFICE OF COMMUNITY DEVELOPMENT
STATE OF CONNECTICUT SIXTY DOLLAR (\$60.00) ADDITIONAL FEE REQUIRED

In accordance with Public Act 92-235 the State of Connecticut requires that any person, firm or corporation making application for approval of land use applications pay a sixty dollar (\$60.00) fee, in addition to any other fee which is required for application.

The following applications require submission of fee:

- Special Permits
- Subdivision and Resubdivision
- Change of Zone
- Planned Area Development Final Development Plan
- Inland Wetlands and Watercourses Permit
- Special Exceptions and Variances

Such fee shall be collected by the Town. Of the sixty dollars (\$60.00) collected; two dollars (\$2.00) shall be retained by the Town to cover administrative costs; and fifty-eight dollars (\$58.00) shall be deposited in the "Environmental Quality Fund established pursuant to Section 22a-27g" of the Connecticut General Statutes.

Please provide the following information and submit this form and the sixty dollar (\$60.00) fee to the Office of Community Development and/or Building Department upon submission of each application.

Name of Applicant WE 35 National Drive LLC, C/O Winstanley Enterprises LLC

Address 150 Baker Ave EXT STE 303 Concord, MA 01742-2199

Name of Project Motor Freight Transportation Terminal or Garage

Address 107 Eastern Boulevard Glastonbury, CT 06033

Type of Application:

- Special Permit Section Number _____
- Subdivision and Resubdivision _____
- Change of Zone _____
- Planned Area Development _____
- Final Development Plan and/or Zone Change _____
- Inland Wetlands and Watercourses Permit _____
- Special Exceptions and Variances _____

Date Fee Received _____

By _____

Project Number _____

APPLICATION FOR A GROUNDWATER
PROTECTION PERMIT IN GLASTONBURY, CT

Groundwater protection provisions are now contained within Section 20 of the GLASTONBURY BUILDING ZONE REGULATIONS (the Town's zoning regulations). Certain uses, as specified in the tables within Section 20.16, require a groundwater protection permit when the proposed regulated use (either a new use or expansion of an existing use) is within a groundwater protection zone (there are two groundwater protection zones, namely GW-1 and GW-2, as shown on the Town's "Groundwater Protection Zones Map, 1995"). Please specifically peruse Sections 20.10 and 20.11 of the regulations and please select the appropriate use, use category and/or subcategory from the tables in Section 20.16 before attempting to complete this application. Feel free to contact Tom Mocko, Environmental Planner in the Town's Office of Community Development at (860) 652-7514 for assistance in completing this application.

A groundwater protection permit is a separate and distinct special permit issued by the Town Plan and Zoning Commission after a public hearing is conducted. Other permits and/or approvals (e.g. Wetlands, Section 12 Special Permit with Design Review, etc.) for your overall proposal may also be needed. At this time the Town does not require an application fee for a groundwater protection permit.

Also note that the Town's regulations for groundwater protection contain design standards and specifications that will have to be met if a groundwater protection permit is obtained. The design standards and specifications are contained in Sections 20.8 and 20.13 of the regulations and are quite comprehensive.

A minimum of three sets of completed application materials are to be submitted to the Town of Glastonbury's Office of Community Development, Glastonbury Town Hall, 2155 Main Street, Glastonbury, Connecticut, 06033. Once reviewed, additional copies of application materials may be requested for submittal.

The following information is to be completed and signed by an authorized representative of the business, company, corporation, workshop or facility applying for a groundwater protection permit.

Applicant: Amazon.com Services, LLC, c/o Amazon.com, Inc., 410 Terry Ave N, Seattle, WA 98109
Attn: NA Ops (DOB7)

- A. Business name Owner: WE 35 National Drive LLC, c/o Winstanley Enterprises LLC
- B. Location of subject site - street address 107 Eastern Boulevard, Glastonbury, CT
- C. General description of the intended use(s) at the subject site

The Site is developed as a motor freight transportation terminal or garage, and has long been used as such. The Site was most recently operated by Mondelez International. The Site is a legally nonconforming use under the Town's Groundwater Protection regulations section 20.5. This has been confirmed by Town staff. The applicant proposes to operate a motor freight transportation terminal or garage as a continuation and expansion of the existing use at the Site. Extensive environmental protections are incorporated into the project design.

- D. Please check whether the intended use at the subject site is a new use or an expansion of an existing use.

New use ____ Expansion of existing use X

E. From the tables within Section 20.16 of the regulations, please select the most appropriate use, use category and/or subcategory that corresponds with the intended use.

use: Motor Freight Transportation Terminal or Garage

use category: Transportation, communication, and utility uses

subcategory: _____

F. Please check which groundwater protection zone(s) applies to the intended use at the subject site.

GW-1 X GW-2 _____

G. Please check whether a sanitary sewer or an on-site septic system will serve the subject site.

Sewer X Septic system _____

H. Please check whether or not the intended use at the subject site will regularly or routinely utilize or produce hazardous materials or hazardous substances as defined in Section 20.4.1 of the regulations.

Yes ___ No X See attached supplement for additional information.

If checked yes, please reply to the following:

1. Does the intended use involve a large quantity of hazardous material, as defined in Section 20.4.0 of the regulations, or a small quantity of hazardous material, as defined in Section 20.4.t?

Large quantity _____ Small Quantity X

2. Is fuel for heating any building the only hazardous material related to the intended use at the subject site?

Yes ___ No X

3. As supplemental application materials, please provide the a) Inventory and Material Safety Data Sheets for all hazardous materials, and b) Emergency Release Response Plan, as required under Superfund Amendments and Reauthorization Act (SARA) regulations (40 CFR 370, 372). Label the top of each sheet of paper submitted as - "Hazmat Supplement H-3" along with the name of the business or project.

I. Please state the proposed heating source(s) for any building(s) including fuel type(s), storage tank(s), feedline type, and the locations of such components.

The building is served by natural gas for the heating operation. There are no proposed fuel or storage tanks associated with the redevelopment of the property

J. As supplemental application materials please provide a written narrative explaining the expected types and amounts of any discharges to a sanitary sewer or an on-site septic system, to or into the ground, and to a surface water. Label the top of each sheet of paper submitted as "Discharges Supplement J" along with the name of the business or project.

K. As supplemental application materials please provide descriptions for each indoor and outdoor storage area, including the expected types and amounts of materials to be stored. Label the top of each sheet of paper submitted as "Storage Supplement K" along with the name of the business or project.

L. Please check whether or not land areas cumulatively greater than two acres will be maintained at the subject site using fertilizers, pesticides or herbicides. If answering in the affirmative, then please provide, as supplemental application materials, a written description of the use of fertilizers, pesticides and herbicides, including their application rates and the expected number of applications and timing for applications. Label the top of each sheet of paper submitted as "Fertilizer Supplement L" along with the name of the business or project.

Yes ___ No X

M. As supplemental application materials please provide a dated and signed letter from the owner and/or the owner's authorized agent granting the Town Plan and Zoning Commission and/or its Authorized Agents the right of entry for purposes of inspection to verify compliance with the groundwater protection permit requirements.

N. As supplemental application materials please provide a topographic map at a scale of one inch equals one hundred feet or one inch equals two hundred feet indicating:

1. the subject site and the surrounding area;
2. the location of the nearest potable water wells to the subject site (identify such wells for all compass

directions around the subject site);

3. the type of each well as to whether it is a bedrock, stratified drift or shallow dug well and as to whether it is an individual, community or larger public supply well; and
4. the map scale, a north arrow, the names of the streets that appear on the map and an appropriate title block.

O. As supplemental application materials please submit a site plan of the subject site at a scale of one inch equals forty feet or at a scale of greater detail indicating:

1. the map scale, existing and proposed 2-foot contour lines a north arrow and an appropriate title block;
2. all existing and proposed provisions for stormwater runoff controls, including a detailed drainage plan with the design and location of parking lots, loading areas, and access roads, and with the locations of storm drains and their point(s) of discharge and the location and design details for any detention basins;
3. any existing and proposed sanitary sewers, sewage lift pump stations, force mains, and septic systems;
4. any existing and proposed subsurface drainage system;
5. any existing and proposed outdoor storage areas, along with their design and notations that a) correspond to Part K of this application, and b) specifically identify storage of hazardous materials;
6. any existing and proposed outdoor fuel storage tanks (both underground and aboveground) and their feedlines;
7. any existing and proposed outdoor underground and aboveground storage tanks for other hazardous materials and any supply and waste lines for said tanks;
8. any loading areas or docks used for the transfer of any materials and/or wastes;
9. any land areas greater than two acres that are earmarked for the application of fertilizers, pesticides or herbicides; and
10. any other information relevant to protection of the groundwater resources as specifically requested by the Town Plan and Zoning Commission or its Authorized Agents.

P. As supplemental application materials, please submit building plans using a detailed scale indicating:

1. all any existing indoor storage areas;

2. any existing and proposed indoor storage fuel or other hazardous materials and any associated distribution and/or collection lines (piped connections);
3. any existing and proposed floor drains and their destination; and
4. any other information relevant to protection of the groundwater resources as specifically requested by the Town Plan and Zoning or its authorized agents.

Q. Based upon a review of the submitted application, additional information may be required for evaluating an application for a groundwater protection permit. Such additional information may include, but is not limited to:

1. Any additional technical information that is currently available on the nearest potable water wells to the subject site (as identified by completing Part N-2 of the application). Such information may include the depth, groundwater elevation, rate of withdrawal, drawdown area and area of contribution for the wells.
2. A written narrative describing the designed components of the stormwater runoff controls (as indicated by completing Part O-2 of the application) and their response to groundwater protection concerns.
3. Geologic and/or hydrologic information such as existing well installations, logs of wells, and analyses of water quality, and hydrologic studies (impact assessment and monitoring provisions, etc.) involving existing and exploration wells and borings.

Matthew J. Buntin
Signature of Authorized
Representative Responsible for Completing
Application

Project Manager, BL Companies, Inc.
Title of Authorized
Representative

Date: 10/2/2020

Address: 100 Constitution Plaza
Hartford, CT

Telephone 860-760-1933



AMAZON LOGISTICS

At Amazon, we focus on being the most customer-centric company in the world. Amazon Logistics (“AMZL”) specializes in delivery of customer orders from delivery stations, which power the last mile of our customer order process and help speed-up deliveries for customers. Our growth in Glastonbury, CT is the result of an outstanding workforce, strong local support, and incredible customers. Our associates and customers in this region are also your residents, and we want to ensure we are being good neighbors.

Employment

Delivery stations create hundreds of mostly full time and part time jobs. Amazon provides all associates at least \$15.00 per hour in wages, and a variety of benefits packages from day one. Full time associates receive benefits including medical, dental and vision insurance, 401k match, and life and disability insurance – the same benefits as our senior executives. Part time opportunities are great for parents seeking flexibility in schedule, college students, those seeking second jobs, and retirees. For the proposed delivery station in Glastonbury we are planning 85% full time jobs.

Three types of jobs are available in delivery stations:

1. Sortation – These associates are directly employed by Amazon. They help with sorting packages inside the delivery station.
2. Delivery Service Partners (DSP) – DSPs are entrepreneurs who have launched their own small business delivering packages on behalf of Amazon. DSPs operate out of Amazon’s delivery stations and employ delivery van drivers who deliver Amazon packages. They adhere to the \$15.00 per hour wage requirement for their employees.
3. Managers – Managers are employed by Amazon for managing the sortation process, and by DSP owners for managing the delivery process.

DSP drivers and Amazon Flex drivers generally handle delivery to customers from delivery stations. Amazon Flex is an innovative service where independent contractors can be their own boss and create their own schedules delivering packages on behalf of Amazon.

Delivery Service Partner (DSP) Program

The DSP program helps entrepreneurs build their own businesses delivering Amazon packages in their local communities. Amazon takes an active role helping interested entrepreneurs start and manage their delivery business. DSPs get delivery volume from Amazon, access to the company’s sophisticated delivery technology and discounts on a suite of assets and services including discounted vehicle leases and comprehensive insurance to keep startup costs low.



Amazon Flex Program

Launched in 2015, Amazon Flex is an innovative program that gives independent contractors the opportunity to be their own boss while delivering for Amazon. Flex partners use their own vehicles and set their own schedule via the Amazon Flex app (available on Android and iOS devices), freeing up time to pursue their goals and dreams, such as finishing school, building a business or spending time with their family. On average, Amazon Flex drivers earn more than \$22 per hour.

AMZL Operations

Delivery stations power the last mile of our order fulfillment process and help speed up deliveries for customers. Packages are transported to delivery stations via trailer trucks (18 wheelers) from neighboring Amazon fulfillment and sortation centers and are sorted, picked and loaded into delivery vehicles.

The packages that arrive at the delivery station are already packed, sealed, and addressed to the customer. Packages are not broken down or repackaged at the delivery station. New customer orders are not processed at the delivery station. No raw materials or finished goods are stored at the delivery station.

Delivery stations operate 24/7 to support delivery of packages to at customer locations between 11:00 AM and 9:00 PM. At our proposed Glastonbury, CT facility, AMZL anticipates approximately 7 line haul trucks delivering packages to the delivery station each day, primarily between the hours of 10:00 PM to 8:00 AM. The customer packages are sorted, picked to the delivery routes, placed onto movable racks and staged for dispatch. Approximately 28 Amazon associates and 15 managers support this operation and the shift structure is designed between 2:00 AM and 12:30 PM that mitigates traffic impact during rush hour periods. Additionally, there will be approximately 12 managers and dispatchers supervising the delivery operations, arriving at 6:00 AM and departing at 2:30 PM followed by another shift of dispatchers arriving at 1:30 PM and departing at 10:00 PM.

The delivery associates arrive at a delivery station at about 9:20 AM. Starting at 9:50 AM and ending at 11:10 AM, 76 delivery vans will load and depart from the delivery station at a rate of 24 vans every 20 minutes to facilitate a regulated traffic flow into the surrounding area. The first wave of delivery vans leaves at 10:10 AM. The departure window is designed to mitigate potential impact on rush hour periods. Approximately 8-10 hours after dispatch, delivery routes are completed and the vans return to the station between 7:10 PM and 9:10 PM. The drivers park the delivery van either onsite or at an offsite location and leave using a personal vehicle or public transport.

AMZL will also use Amazon Flex to deliver packages from this location. Amazon Flex works in concert with an advanced logistics systems and technology that Amazon has been building since day one. AMZL anticipates approximately 20 traditional passenger vehicles entering the facility staggered between 4:30 PM and 6:00 PM. Flex vehicles will load and depart about every 15 minutes.

Approximately 11 Amazon associates will work in the delivery station between 12:00 PM and 10:30 PM to support the Flex and DSP drivers as they return to the station. After the check out and release of all



delivery vehicles by 9:40 PM, delivery station associates prepare the delivery station for the next day's packages.

Site Operations at 107 Eastern Boulevard

Site operations at 107 Eastern Boulevard will adhere to the following standards and criteria:

1. No underground storage tanks will be installed or used on the Site.
2. No interior floor drains will be used that discharge any wastewaters to the ground outside of the building.
3. Typical cleaning products are kept at the facility to meet COVID-19 and regular housekeeping guidelines. No other hazardous materials or hazardous substances will be stored or used at the facility.
4. No vehicle maintenance or servicing will be conducted at the facility; provided, however, that minor emergency repairs such as changing a flat tire may take place when needed.
5. No vehicle washing will be conducted at the facility.
6. No vehicle refueling will be conducted at the facility.
7. A small percentage of customer packages that are handled at the facility may contain products that are typical for distribution to the general public that contain hazardous materials or substances in quantities that are appropriate for normal household use or residentially oriented agricultural practices. In the highly unlikely event that such a customer package is accidentally damaged at the facility, the contents of the package will be promptly cleaned up and disposed of properly.
8. Amazon is highly protective of the environment surrounding their delivery sites. There is a robust materials management program that partners with a nationwide environmental company to ensure proper disposal and cleanup of potential spills. All Amazon employees go through training to ensure they are aware of hazardous materials and there are additional trainings for those who handle and dispose of the items. Liquid spills are cleaned up immediately and disposed of properly. Waste area and cleaning supplies are kept away from doors and drains to ensure no release to the environment. Spill kits are maintained in multiple parts of the facility to ensure all potential environmental spills can be stopped and cleaned before potential environmental impact. Additionally, each Site has a Stormwater Pollution Prevention Plan (SWPPP) which indicates they sample quarterly runoff to ensure compliance with federal and local guidelines.

March 25, 2021

Town of Glastonbury
Planning and Zoning
Glastonbury, CT 06033

Project Narrative of Proposed Motor Freight Transportation Terminal or Garage

107 Eastern Boulevard – Glastonbury, Connecticut

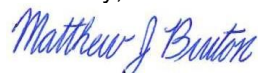
BL Companies on behalf of the applicant, Winstanley Enterprises, LLC, is providing this narrative in conjunction with the proposed project being submitted to the Town of Glastonbury for the proposed redevelopment of a motor freight transportation terminal or garage building. The parcel is 12.5 acres within the Planned Employment (PE) zone and the Groundwater Protection Zone 1(GW-1). The existing building is to remain. A canopy is proposed on the northern façade of the existing building. The existing paved parking lot will be reconfigured for the proposed tenant's needs. The parking lot will be expanded to the north and west of the existing building. The layout of the new parking lot has been designed to avoid any direct wetland impacts and only falls within the upland review area. The initial design included direct wetland impacts but was revised to provide an alternative that only falls within the upland review area. Work within the upland review area consists of construction of the expanded parking area, sidewalk, and associated fencing, stormwater management, and lighting.

No portion of the property is located within 500 feet of the boundary of an adjoining municipality. No traffic attributable to the completed project on the site will use streets within the adjoining municipality to enter or exit the site. No sewer or water drainage from the project site will flow through and impact the sewage or drainage system within the adjoining municipality. No water runoff from the improved site will impact streets or any other property within the adjoining municipality.

The applicant is familiar with all the information provided in the application and is aware of the penalties for obtaining a license or permit through deception or through inaccurate or misleading information. The members and designated agent(s) of the agency are hereby authorized to inspect the subject land, at reasonable times, during the pendency of an application and for the life of the license or permit

We look forward to working with the Town on this project. Please feel free to reach out if you have any questions.

Sincerely,



Matthew Bruton
Project Manager
BL Companies, Inc.