

MEMORANDUM

OFFICE OF COMMUNITY DEVELOPMENT

**SECTION 12 .9 MINOR CHANGE
CONSTRUCTION OF A DELIVERY/REFUSE AREA AND EMPLOYEE PARKING
IN CONNECTION WITH CHANGE OF USE TO SPECIALTY GROCER
400 HEBRON AVENUE, 366 HEBRON AVENUE AND 7 LINDEN STREET**

PUBLIC HEARING
05-03-2022 AGENDA

To:
Town Plan and Zoning
Commission

From:
Office of Community
Development Staff

Memo Date:
April 28, 2022

Zoning District:
Town Center & Resi-
dence A Zones

Applicant/Owner:
H374, LLC

EXECUTIVE SUMMARY

- The 19,904 square foot building and associated parking at 400 Hebron Avenue was approved by the TPZ in 2018 as a mixed use restaurant, retail and office building.
- The applicant proposes to lease approximately 13,307 square feet of space initially intended to be restaurant to a specialty grocer.
- To accommodate the operational needs of the grocer, the applicant proposes to demolish buildings at 7 Linden and 366 Hebron Avenue, and merge the lots with 400 Hebron Avenue.
- The applicant proposes to use that area to construct a delivery/refuse area and employee parking lot on the west side of the building at 400 Hebron Avenue.
- The Plans Review Subcommittee reviewed the proposal at its February 23, 2022 meeting. The Subcommittee expressed concern about site design issues, truck circulation, parking spaces and the design of the proposed outdoor storage area and cart corral. They advised the applicant to provide parking comparisons with other local grocers. The Subcommittee also discussed treating this application as a 12.9 Minor Change.
- The Architectural and Site Design Review Committee reviewed the project at their April 19, 2022 regular meeting and a special meeting held on April 27, 2022 and offered several recommendations.

REVIEW

Included for Commission review are the following:

- Office of Community Development staff memoranda
- Project narrative
- Site plans
- Elevations and renderings
- Minutes from the February 23, 2022 Plans Review Subcommittee meeting
- Minutes from the April 19, 2022 regular meeting and the April 27, 2022 special meeting of the Architectural and Site Design Review Committee
- Architectural & Site Design Review Committee Report



Aerial view of existing development at 400 Hebron Avenue (outlined in yellow), and proposed expansion area at 366 Hebron Avenue and 7 Linden Street (outlined in red)

SITE DESCRIPTION [See Application Submission Section 2—Overview letter from Hinckley Allen & Snyder LLP, Section 13—Previously-approved plan for 400 Hebron Avenue, prepared by Alfred Benesch & Company and plan set sheet entitled “Boundary and Existing Conditions Plan”, plan set sheet entitled “Overall Parking Plan”]

The site of the proposed delivery/storage area and employee parking consists of two parcels. The first parcel, 366 Hebron Avenue, is located in the Town Center Zone and the Town Center Village District Overlay Zone. It contains a vacant 2-story residential building that has been converted to commercial space and a parking lot on the south side. The second parcel is 7 Linden Street, located in the Residence A Zone and has a two-story single-family house. Access to both of these sites is through curb cuts off Linden Street. The sites are adjacent to the existing 19,904 square foot mixed use building and associated parking located at 400 Hebron Avenue. The Hartford Baking Company is currently the only tenant in the building.

ADJACENT USES

- North—Apartments
- East—Medical and general offices
- West—Office
- South—Single family residences

PROPOSAL [See Application Submission Section 2—Overview letter from Hinckley Allen & Snyder LLP, Section 10—Cart corral specification sheet and sample photographs of cart return area and covering along building, Section 11—Outdoor display photographs and plan set sheet entitled “Demolition Plan” & plan set sheet entitled “Site Plan”]

The applicant proposes to lease approximately 13,307 square feet of the building at 400 Hebron Avenue to a specialty grocer. The applicant has indicated that the grocer will operate seven days a week from 8 am to 8 pm and will take deliveries twice a day during off-peak hours. In order to accommodate the needs of the grocer the applicant intends to demolish the structures at 366 Hebron Avenue and 7 Linden Street, and combine them with the existing lot at 400 Hebron Avenue. The applicant will use the space to construct a 750 square foot enclosed delivery, trash and pallet area on the west side of the building at 400 Hebron Avenue. The applicant will also construct a new employee-only parking area at the south side of the site formerly occupied by the building at 7 Linden Street. The applicant is also proposing to have an outside display and storage area at the main entrance to the store and a cart corral on the south side of the building. The applicant also intends to convert 2 parking spaces in the existing parking area to cart return areas.

PARKING AND SITE CIRCULATION [See Application Submission Section 2—Overview letter from Hinckley Allen & Snyder LLP, Section 9—Parking Comparison Chart and plan set sheet entitled “Site Plan” & plan set sheet entitled “Overall Parking Plan”]

The applicant will construct 15 new additional employee parking spaces along the south side of the proposed delivery area. The proposed parking spaces will increase the overall number of parking spaces for 400 Hebron Avenue from 118 (as approved by the TPZ on December 10, 2019) to 131. The increased overall number of parking spaces exceeds the minimum parking required for the site as set forth in Section 9.11 of the Glastonbury Building Zone Regulations, which is 116 for the intended uses. Thus, the proposed parking is compliant with the Regulations even with the conversion of the two parking spaces and not taking into account the 10% waiver approved by the TPZ in 2019.

TRAFFIC AND ON-SITE CIRCULATION [See Application Section 4—Traffic Impact Statement, April 2022, prepared by Fuss & O’Neill, Inc. & Section 5—Truck movement plans, March 2022, prepared by Fuss & O’Neill, Inc.]

The applicant’s Traffic Engineer has submitted a Traffic Impact Statement indicating that the proposal will “have no significant impact to traffic operations within the study area.”

The applicant proposes to add a gated curb cut along Hebron Avenue to the former 366 Hebron Avenue property for deliveries only. There will also be two curb cuts off Linden Street through which delivery trucks will exit the site and employees will access the parking area. Delivery trucks will enter the site by turning left off Hebron Avenue through the new curb cut and the manually operated gate onto the site. They will pull forward to the southwest corner of the paved area and then back into the delivery area. Once finished with their deliv-

ery, the truck will exit the site through the northwest curb cut and turn right onto Linden Street. They will then proceed north across Hebron Avenue through the roundabout onto House Street.

STORMWATER MANAGEMENT AND SITE DRAINAGE [See Application Submission Section 2—Overview letter from Hinckley Allen & Snyder LLP, and plan set sheet entitled “Site Plan”]

The applicant is proposing two subsurface infiltration systems: one to be located at the west side of the delivery area near Linden Street; and the second to be located at the southeast corner of the delivery area. The parking area will be graded to drain to a catch basin located at the center of the delivery area or one located at the southeast corner of the newly paved area. Roof drains will send building runoff to the catch basin at the center of the delivery area. The captured runoff will enter the system and infiltrate back into the ground. Overflow will be piped west where it will ultimately discharge to a drainage swale adjacent to Route 17.

SITE LIGHTING [See Application Submission Section 2—Overview letter from Hinckley Allen & Snyder LLP, Section 12—Lighting fixture specification sheets, and plan set sheet entitled “Photometric Calculation”]

Lighting for the proposed delivery area consists of four, 14-foot tall, pole-mounted lights located around the perimeter of the delivery area and one wall-mounted light located on the south-facing wall of the proposed addition. All lights are dark-sky compliant and the applicant has submitted a lighting plan demonstrating that no light will be cast on to adjacent properties.

ARCHITECTURE AND LANDSCAPE PLAN

The proposed plan was reviewed by the Architectural and Site Design Review Committee at their regular meeting on April 19, 2022 and a special meeting on April 27, 2022. The ASDRC made several recommendations, which are attached.

PLANNING AND ZONING ANALYSIS [See Application Submission Section 2—Overview letter from Hinckley Allen & Snyder LLP]

Section 12.9 states that Minor Changes shall include “additions of less than ten percent (10%) to the existing floor area of a building, provisions for additional parking, provision for additional access from the street...” The applicant’s proposal, which is for additional parking that increases the total number of on-site spaces to a number (131) that exceeds the requirements of Section 9.11, three new curb cuts, and a 750± square foot addition which is 3% of the building footprint. A public hearing is not required for a Section 12.9 however the applicant has requested a public hearing to allow for public comment on the project; the issue was discussed at the February 23, 2022 Plans Review Subcommittee.

The portion of the site occupied by 7 Linden Street is Zoned Residence A. Private parking is allowed as an accessory use in this zone.

CONSISTENCY WITH THE PLAN OF CONSERVATION AND DEVELOPMENT

The project is also in accordance with the following sections of the 2018—2028 Plan of Conservation & Development

- **Town-wide Policies:**
 - **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)
 - **Town Center**
 - Continue to support redevelopment to enhance the character of the Town Center.
 - Work with property owners and developers to revitalize aging and underused properties.
- **Planning Area 4—Town Center**
 - **Economics**
 - Continue efforts to enhance the streetscapes along Main Street and Hebron Avenue through landscaping and architectural improvements.

Pertinent staff correspondence and draft motions are attached.

TOWN PLAN AND ZONING COMMISSION

SECTION 12 SPECIAL PERMIT WITH DESIGN REVIEW

APPLICANT/OWNER: H374, LLC
C/O SCHWARTZ REALTY CORP.
P.O. BOX 733
GLASTONBURY, CT 06033

FOR: 400 HEBRON AVENUE, 366
HEBRON AVENUE & 7 LINDEN
STREET

MOVED, that the Town Plan & Zoning Commission approve the application of H374, LLC for a Section 12.9 Minor Change to construct a delivery area on the west side of the existing building for grocer & to expand employee parking/delivery area utilizing 366 Hebron Avenue & 7 Linden Street – 400 Hebron Avenue, 366 Hebron Avenue and 7 Linden Street – Town Center Zone, Residence A Zone and Town Center Village District Overlay Zone, in accordance with plan set entitled “Site Plan Modification Proposed Delivery Area #400 Hebron Avenue”, prepared by Megson, Heagle & Friend C.E. & L.S., LLC and dated March 30, 2022.

And


1. In compliance with:
 - a. The standards contained in a report from the Fire Marshal, File 22-007, plans reviewed 04-22-22.
 - b. The conditions set forth by the Architectural and Site Design Review Committee Report issued at their special meeting of April 27, 2022.
2. In adherence to
 - a. The Environmental Planner’s Memorandum dated April 28, 2022
 - b. The Director of Health’s memorandum dated April 29, 2022.
3. All construction shall be performed in accordance with the following:
 - a. 2002 Connecticut Guidelines for Soil Erosion and Sedimentation Control, as amended
 - b. The Connecticut Stormwater Quality Manual, as amended
 - c. All stormwater discharge permits required by the Connecticut Department of Energy and Environmental Protection (DEEP) pursuant to CGS 22a-430 and 22a-430b
 - d. Section 19 of the Town of Glastonbury Building-Zone Regulations, as amended and any additional mitigation measures to protect and/or improve water quality as deemed necessary by the Town.
4. This is a Section 12.9 Minor Change. 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
May 3, 2022

ROBERT J. ZANLUNGO, CHAIRMAN

MEMORANDUM

To: Town Plan and Zoning Commission

From: Suzanne Simone, Environmental Planner 

Date: April 28, 2022

Re: Proposed Site Plan Modification: 400 Hebron Ave

The plan set entitled "Site Plan Modification Proposed Delivery Area, 400 Hebron Avenue, Prepared by Megson, Heagle & Friend, Dated March 30, 2022" was reviewed with a focus on best management practices. The property does not contain wetland soils and is not located within the 100-foot upland review area of the nearest wetland.

The following comments are offered:

1. The proposed erosion control measures are suitable for the site conditions and proposed activities.
2. The proposed management of the sediment and erosion control measures is identified on Sheet 7 and is in conformance with the 2002 CT Erosion and Sediment Guidelines.
3. The planting palette identifies the location of 102 daylily plants. The applicant is encouraged to diversify the planting plan by reducing/eliminating the daylily plants in favor of native perennials that support native pollinators.
4. The applicant is encouraged to incorporate integrated pest management in place of conventional pesticide applications.



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

PROJECT: H374, LLC

LOCATION: 400 Hebron Ave

xx NEW CONSTRUCTION CHANGE OF USE SUBDIVISION **XX** COMMERCIAL

OCCUPANCY CLASSIFICATION: **Group M** FILE # 22-007

PROPOSED FIRE PROTECTION: **Via Full Automatic Fire Sprinklers & the GFD**
ENGINEER'S PLAN: **134-21-1CS** INITIAL PLAN REVISED PLAN **3-30-22**

ENGINEER: **Johnathan H Sczurek P.E. / Megson Heagle & Friend**

ADDRESS: **81 Rankin Road Glastonbury CT** PHONE: **860-659-0587**

DATE PLANS RECEIVED: **4-20-22** DATE PLANS REVIEWED: **4-22-22**

COMMENTS:

The device, key, release mechanism, or instructional procedures to open the proposed gate shall be provided in the existing rapid entry vault. Should this device, key or mechanism be of such size that the existing vault will not accommodate same, a separate vault of sufficient size shall be provided for this tenant.

If cooking devices are to be part of the proposed tenant's operation, the location of the exterior exhaust terminations and mechanical equipment associated with same should be depicted on the drawings.

The capacity of the dumpster(s) should be sized to accommodate the anticipated use of this type of occupancy and it is recommended that a no parking sign be provided on the gate of the dumpster enclosure gate.

Turning radii in and out of the loading area may be marginal during periods of snow accumulation on snow shelf areas.

REVIEWED BY

Deputy Chief Chris Siwy –Fire Marshal

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cc: Applicant
File



Architectural & Site Design Review Committee Report

MEETING DATE: 04/27/2022
 APPLICANT: H374, LLC
 PROPERTY ADDRESS: 400 Hebron Avenue, 366 Hebron Avenue and 7 Linden Street
 ZONE: Town Center Zone, Residence A Zone, Town Center Village District Overlay

ADSRC MEMBERS PRESENT:

- M. Branse B. Davis D. DeVries-Dalton D. Flinchum J. Kamm
 A. Luzi R. Shipman

APPLICATION: New Construction Addition Exterior Renovation Demolition
 Other: _____

ACTION: ASDRC recommends design approval as noted
 ASDRC does not recommend design approval
 Additional design studies/information requested
 Other: _____

EXCEPTIONS AND/OR RECOMMENDED OPTIONS

See attached (recommendations in bold).

VOTE ON APPROVAL OF RECOMMENDATIONS:

For: 6 Against: 0
 Discussion – See Attached



 Chairman, Architectural & Site Design Committee

MOTION - The Architectural and Site Design Review Committee forwards the following recommendation to the Town Plan and Zoning Commission regarding application of H374, LLC for a Section 12.9 Minor Change – 400 Hebron Avenue, 366 Hebron Avenue

Updated 4-27-22

Findings:

The Architectural and Site Design Review Committee (ASDRC/the Committee) does not agree that the proposed project is a minor amendment under Section 12.9 of the Glastonbury - Building Zone Regulations (the Regulations). The proposed demolition of two existing buildings and the location of a parking lot and loading dock at the corner of Hebron Avenue and Linden street, and the lineal extension of what is already a long flat wall and roof line are very major changes and require the full review process of a Special Permit with Design Review. This is also the Town Plan and Zoning Commission's first application under Section 4.19, Town Center Village District Overlay Zone (TCVD/the District), which entails an entirely new level of and scope of review, which its own separate criteria and jurisdiction. Part of that jurisdiction expressly includes review of demolition of existing buildings, as well as color.

The Committee finds that the entire site is under review per Section 12.9, and not just the proposed building addition and its surrounding area. While the ASDRC realizes that it would be unreasonable to require substantial change to a completed site, there are improvements that can and should be made to the site to bring more into conformance with the objectives of the TCVD and Section 12.

The applicant has excluded signage. The Committee shall review a sign package when proposed.

Recommendations Concerning Applicable Zoning Regulations Sections:

Town Center Village District Overlay Zone Criteria:

4.19.4 Objectives.

All development in the TCVD shall be designed to achieve the following objectives:

- a. The building and layout of buildings and included site improvements shall reinforce existing buildings and streetscape patterns and the placement of buildings and included site improvements shall assure there is no adverse impact on the district;
- **The proposal is inconsistent with existing buildings and streetscape patterns and the placement of buildings and proposed site improvements adversely impact the District.**
 - *Commentary:*

The demolition of 366 Hebron Avenue, and the substitution of a large gate, 3 large curb cuts, and parking; plus the linear extension of the flat wall and roof of the existing does not reinforce the desirable building and streetscape patterns, and it will clearly have an adverse impact of the District. This ASDRC was formed in part due to the public reaction to this "gateway" location that welcomes residents and visitors to the Town. This building could be located anywhere in the country and is not in keeping with what we would have wanted if we were reviewing it in advance.

This is an important corner on an important street, and one of the most important locations in Town, with a marginal design. Now, the applicant seeks to take another corner site and turning it into a loading dock, trash storage area, and parking lot. This is not the kind of architecture or planning that would be allowed in any traditional village in New England. What's done is done as far as what exists, but this proposal will make it worse. To add vibrancy to the Hebron Avenue streetscape windows shall accommodate displays (but should not simply become a vehicle for signs).

- **The Committee supports the architectural changes to the building as proposed.**
- **The applicant should reevaluate the proposed site access and configuration from Hebron Avenue and Linden Street.**

- *Commentary*

The grades will be such that adjacent residential properties will be looking down into the proposed commercial loading area.

A commercial loading facility is a completely inappropriate use for this important location and runs counter to the design criteria so clearly defined in the TCVD. Recommend smaller size delivery vehicles be used for the proposed .29 acre area to facilitate circulation

The applicant's own presentation shows the façade of Highland Park Market, which is far more compatible with Glastonbury's traditional architecture. The existing and the proposed building display none of that. This is a strip mall building in a town that is not a strip mall town. While recognizing that the building exists, it is not appropriate for its location, so the challenge is to make a small addition compatible with a building that is not compounding a mistake that has already been made. The house at the corner of Linden Street and Hebron Avenue could be a gem of a retail use, and it provided interest for the westerly side of the site. Two things that this site had going for it was the corner building and Linden Street and the street life that restaurants could provide, but now both of those elements are proposed to be removed. The Committee notes that the landscaping has been a focus because we are trying to screen something that should not be at the corner to begin with. A gate is not welcoming and we question if it will remain functional

- **A sightline study shall be performed to illustrate motorist and pedestrian views from public spaces, particularly from the traffic circle, and in terms of not only rooftop HVAC but also the Linden Street/Hebron Avenue corner, the Route 2 off ramp and other key locations.**
- b. Open spaces within the proposed development shall reinforce open space patterns of the district, in form and siting;

- **The proposal is inconsistent with the open space patterns of the District in form and in siting, and proposed site improvements adversely impact the District.**
 - *Commentary*
The site essentially has no open space at all, and the small yard areas of the two homes to be demolished will be destroyed and occupied by a parking lot and a loading dock/storage area. The applicant stated that the site is very tight for a grocery store, but applicant needs to design in accordance with the District Objectives and the criteria of Section 12.

- c. Locally significant features of the site such as distinctive buildings or sight lines of vistas from within the district, shall be integrated into the site design;

- **The proposed improvements do not reflect locally significant features of the site such as distinctive buildings or sight lines of vistas from within the district, and are not integrated into the site design.**
 - *Commentary*
The removal of the existing building at 366 Hebron Avenue will erode the fabric of the street, i.e. traditional rooflines, scale, rhythm, texture and character. It opens the loading and parking area to public view despite the proposed landscaping.

- **Any gate solution should not look like a fence.**
 - *Commentary*
The rolling fence will not screen the view from Hebron Avenue and the two overly wide curb cuts on Linden Street will not allow screening from that street for west-bound traffic on Hebron Avenue. The view from Hebron Avenue will be of a gate and not the existing retail building that was an adaptive reuse of an existing home that is part of the Hebron Avenue streetscape that leads people to the Town Center. But basically, there shouldn't be a curb cut in that location at all.

- e. The landscape design shall complement the district's landscape patterns;

- **The proposed landscaping does not promote pedestrian friendly use or activity or a village feel.**
 - *Commentary*
Consider adding rhythmic shade trees to the ornamental planting scheme proposed. The modular block retaining wall has no landscaping, though it could support some kind of climbing plant material; and the striped area at the southerly area of the parking lot could and should be landscaped.

f. The exterior signs, site lighting and accessory structures shall support a uniform architectural theme if such a theme exists and be compatible with its surroundings; and

- **The applicant has yet to submit a sign application package.**

g. The scale, proportions, massing and detailing of any proposed building shall be in proportion to the scale, proportion, massing and detailing in the district.

- **The proposed project is not of appropriate scale, proportion, massing and detailing for the District.**

4.19.5 TCVD Design Guidelines

The Town Council shall develop Village District Design Guidelines for review by the Commission and ASDRC, and adoption by the Council. Such Guidelines may establish sub-districts. The Guidelines shall include design criteria to achieve the compatibility objectives stated in Section 4.19.4.]

- **-Not applicable yet**

4.19.6 General Requirements

The following shall be considered in all development proposals requiring a zoning permit, site plan approval or special permit and in accordance with Section 4.19.3 within the TCVD:

- a. That proposed buildings or modifications to existing buildings be harmoniously related to their surroundings, and the terrain in the district and to the use, scale and architecture of existing buildings in the district that have a functional or visual relationship to a proposed building or modification;

- **The proposed buildings and modifications are not harmonious with their surroundings or the terrain of the site.**

- b. That all spaces, structures and related site improvements visible from public roadways be designed to be compatible with the elements of the area of the village district in and around the proposed building or modification;

- **The lack of a Hebron Avenue building entrance also discourages pedestrian circulation, and that is something that should be added.**

- c. That the color, size, height, location, proportion of openings, roof treatments, building materials and landscaping of commercial or residential property and any proposed signs and lighting be evaluated for compatibility with the local architectural motif and the maintenance of views, historic buildings, monuments and landscaping;

- **See comments above.**

- d. That the removal or disruption of historic traditional or significant structures or architectural elements shall be minimized.

The proposed design removes a traditional structure from a very visible corner at the gateway to the District. The applicant has surplus parking and it is possible to retain the existing Hebron Avenue house while providing a driveway and perhaps limited parking to the rear, especially if the Linden Street building is removed.

+++++

OTHER COMMENTS AND RECOMMENDATIONS:

- *Illuminated awnings shall be reviewed as part of the signage package.*
- *Screening should be composed of a mix such as Vanderwolf Pine, American Holly, White Spruce or Blue Spruce. All plant materials should consider salt and wind tolerance.*
- *The applicant should develop a maintenance plan for all landscaping.*
- *Eliminate some of the parking spaces along the block wall and plant large trees.*
- *Invasive plant species shall not be included in the project plant list (such as Vinca).*
- *The Committee recommends a tree assessment for the existing maple on Linden Street to determine the most appropriate course of action.*
- *The residents across the street will shop here, but they will have to walk entirely around the building because there is no door on Hebron Avenue.*
- *The island along Linden Street; the Committee is not addressing traffic flow, but is addressing the inability to screen the loading area because of the curb cuts to accommodate truck deliveries.*
- *Changing from a restaurant use to a grocery store is a change that triggers design issues, and that is why the Committee is addressing it. This change of use will change the feel along Hebron Avenue.*

TOWN PLAN AND ZONING COMMISSION
PLANS REVIEW SUBCOMMITTEE
Portion of MINUTES OF FEBRUARY 23, 2022 SPECIAL MEETING

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

Present: Subcommittee Members Robert Zanolungo and Sharon Purtil; and Jonathan E. Mullen, AICP, Planner

400 HEBRON AVENUE – proposal to relocate delivery area and provide employee parking at 366 Hebron Avenue and 7 Linden Street – Town Center and Residence A Zones – Attorney Andrea Gomes for H374, LLC (Allan Schwartz), owner/applicant

Attorney Andrea Gomes went over the proposal and gave background information regarding the site. She said that the proposal involved the parcels at 400 Hebron Avenue, 366 Hebron Avenue and 7 Linden Street. Attorney Gomes stated that H374, LLC owns 366 and 400 Hebron Avenue and is under contract to purchase 7 Linden Street. She noted that the building at 400 Hebron Avenue was approved in 2018 for restaurant, retail and office use. Due to the COVID-19 pandemic, the planned large restaurant spaces became less economically viable. To date the Hartford Baking Company is the sole tenant of the building.

Attorney Gomes announced that the applicant has secured a specialty grocery store as a tenant to occupy 12,778 square feet of the building. In order to accommodate the proposed tenant, the applicant is proposing the demolition of the buildings at 366 Hebron Avenue and 7 Linden Street to construct a delivery/loading dock, dumpster enclosure and pallet storage area on west side of the 400 Hebron Avenue building. There will also be fifteen, employee only, parking spaces added in this area. No patron parking will be allowed in this area and all patrons will continue to park at 400 Hebron Avenue. Attorney Gomes said that the proposed tenant expects two daily deliveries at off peak business hours. There will be a gated entrance to the new delivery area off Hebron Avenue. The gate will be operated by the proposed tenant and will only be opened for deliveries. Two parking spaces at 400 Hebron Avenue will be converted to a cart return and outdoor display areas. The applicant intends to merge the three parcels and leave 7 Linden Street zoned Residence A to restrict further non-residential building on this part of parcel.

Attorney Gomes then went over the architectural elevations and showed perspectives of the new dumpster enclosure area. She stated that the new delivery/parking area will have landscaping to buffer other uses. She added that the applicant made a concerted effort to make the delivery area more attractive. Mrs. Purtil announced that she had to leave the meeting but that her issues of concern were the cart return and outdoor display areas, the impact of the proposal on the approved compact spaces and the screening of the parking to the south. Mrs. Purtil also expressed concern about the view of the gate from Hebron Avenue and the impact of the proposal on the approved signage for the building. Attorney Gomes said that the tenant would come forward with a separate sign approval request. She added that the applicant would address these issues prior to going to the full commission. Mr. Botelho asked about the size of the addition. Carmelo Rosa, Project Architect, replied that the addition is 742 square feet.

Jonathan Sczurek, Project Engineer, said there is an existing catch basin at 366 Hebron Avenue that will capture stormwater. He explained soil testing performed at 366 Hebron Avenue confirmed that infiltration could be used to capture stormwater. Mr. Sczurek noted that there

was enough room to get infiltration structures under the parking lot to capture peak flows and comply with the Town's MS-4 permit. He explained that trucks would access the site off Hebron Avenue through the gate, which will remain closed at other times.

Mr. Sczurek then addressed the on-site truck-turning movements. There was a discussion among the group regarding truck turning movements and truck routes. Mark Vertucci, Traffic Engineer, further reviewed the truck-turning plan. He said that a WB-62 truck was used to develop the turning movements plan. He explained that trucks would enter the site by turning left off Hebron Avenue and heading south through the gate. From there the truck would pull forward to the south end of the parking lot and back into the loading area. To exit the site, trucks will turn right on to Linden Street, heading north and across Hebron Avenue and the roundabout to House Street and head north toward CT Route 2 at the Griswold Street interchange. There will be no ability for a truck to turn right on to Hebron Avenue to return to CT Route 2. Mr. Vertucci stated that he ran preliminary traffic generation numbers for the change of use. The previous approval for this location was a mix of uses including restaurant, office and retail. Mr. Vertucci said that the proposed small-scale grocery use would replace a portion of the restaurant, retail and office uses. The Institute of Transportation Engineers (ITE) trip generation rates were used to determine that the new use would create 20 additional trips in in the A.M. peak hours and 53 additional trips in P.M. peak hours. He stated that most of the new trips would be turning left out of the parking lot onto Sycamore Street and then to the signal at the intersection at Hebron Avenue, Sycamore Street and CT Route 2. Mr. Vertucci stated that he did update the analysis from the initial project approval. The level of service (LOS) at the intersection will not change from existing level C in morning peak hours. He further stated that a level C could also be maintained during the P.M. peak hours with minor timing adjustments to the traffic signal. Any timing changes to the traffic signal would need to be approved by the CT DOT as they own the intersection. Attorney Gomes stated that up to 20% of traffic that will be "pass-by" traffic, or traffic that is already in the area. Mr. Vertucci said that the project analysis did not take credit for pass-by traffic. Attorney Gomes noted that CT DOT allows a project to take credit for up 20% pass-by traffic.

Mr. Sczurek then explained the lighting plan. He stated that the lighting for the new parking/loading area consists of four or five 14-foot, pole-mounted lights similar to those at 400 Hebron Avenue. Mr. Sczurek added that they are still working on an Erosion and Sediment (E&S) control plan. Attorney Gomes said that screening along the south side of the lot would consist of landscaping with a fence.

Mr. Botelho expressed concern over several items. He felt that the area is tight in terms of truck traffic and he will look to the Town Engineer's comments regarding this issue. He also expressed concern that the site, although it may meet the parking requirements, may not meet the potential demand. He then asked if the parking area at 400 Hebron Avenue would be reconfigured and if the compact parking spaces would be removed. Attorney Gomes responded that the project complies with the requirements of the regulations. She added that the only change to the parking at 400 Hebron Avenue would be the two parking spaces which would be repurposed for a cart corral and an outdoor display area. Attorney Gomes then indicated that the proposal was adding 15 parking spaces. Mr. Botelho asked if there is space for any other tenants once the grocer moves in; and did the proposal take into account parking for that space. Attorney Gomes confirmed that there would be approximately 5,000 square feet of space remaining and that the proposal did account for parking for the additional use. She stated that the proposal advances several principals of the Plan of Conservation and Development. She added that the

application should be treated as a Section 12.9 Minor Change because it meets regulations. Mr. Zanolungo recommended that the applicant provide parking comparisons to other local grocery stores and that the applicant reach out to the Linden Street neighbors regarding the proposal. He also asked if the sign package would include changes to the building. Attorney Gomes responded that the development team would reach out to neighbors. She added that due to a Non-Disclosure Agreement, the applicant was not at liberty to state the identity of the tenant. As a result, the sign package will be done separately. Ms. Augur noted that the project is located in the Town Center Village District Zone and subject to review by the Architectural and Site Design Review Committee.

ARCHITECTURAL AND SITE DESIGN REVIEW COMMITTEE
Portion of MINUTES OF THE APRIL 19, 2022 MEETING

The meeting commenced at 5:00 PM in Meeting Room A, 2nd floor, Town Hall.

I. ROLL CALL

Present: Brian Davis, Chairman, Debra DeVries-Dalton Vice Chairman, Mark Branse, Secretary, David Flinchum, Jeff Kamm, Amy Luzi, and Bob Shipman; Rebecca Augur, Director of Planning & Land Use Services, Gregory Foran, Parks Superintendent/Tree Warden and Jonathan E. Mullen, AICP, Planner

400 HEBRON AVENUE – in connection with proposed change of use to specialty grocer, construct appurtenant delivery/refuse area and employee parking for grocer on west side of building utilizing 366 Hebron Avenue & 7 Linden Street – Town Center Zone – Jonathan Sczurek, Megson, Heagle & Friend, C.E. & L.S., LLC – Mark Vertucci, Fuss & O’Neill, Inc. – Andrea Gomes, Hinckley, Allen & Snyder LLP - H374, LLC (Allan Schwartz), applicant

Attorney Andrea Gomes introduced the development team and explained that draft materials were provided in advance. She noted that the material to be provided to the Town Plan & Zoning Commission is the same as what was provided to the ASDRC. The proposal is to construct a small addition designed to continue the same architecture of the existing building. She said that fencing and landscaping would be installed to screen the improvements. Ms. Gomes added that siding, trim, and cornice would be the same as the existing building. She said that false windows would be added on the front of the receiving area to mimic the existing windows. Ms. Gomes stated that a New England-style swing gate with colonial details on rollers would be installed on the new entrance off Hebron Avenue. She said the architectural features on the rear side of the building for dumpsters, loading area and pallet area would also be the same as the existing building. The applicant is requesting to change the color of the existing awnings to red at the request of the grocer. She added that the storefront entrance on the south side would have the same framing and dark aluminum color with sliding doors as the other existing entrances. Ms. Gomes pointed out the outside storage/sales area near main entrance.

Adam Kallstrom of Thomas Graceffa Landscape Architect LLC said that a six-foot vinyl fence and a row of arborvitaes would be installed along the south side of the delivery area to provide screening for the neighbors on Linden Street. He stated that the goal of the landscape plan is to have seasonal interest and provide a mix of evergreens, spring flowering shrubs, and grasses while to screening the building elements. He added that on Hebron Avenue a mix of taller evergreen trees and shrubs with spring and summer flowering plantings is proposed. Mr. Kallstrom mentioned that the southern border has a ten-foot landscape buffer and that the neighbors have provided feedback on planting plans.

Jonathan Sczurek of Megson, Heagle & Friend, C.E. & L.S., LLC discussed the site lighting. They plan on four, 14-foot tall, pole-mounted lights, and one wall-mounted light. Mr.

Sczurek added that the LED fixtures on the north wall match the existing fixtures.

Attorney Gomes stated that the outdoor sales area would be small, with decorative placards. She then said that two existing parking spaces in the lot at 400 Hebron would be converted to cart returns. She added that there will also be a cart corral on the southern side of the building, to the left of the main entrance. This cart corral will be covered by a black metal overhang similar to the overhang on the Gottfried & Somberg building at 340 Hebron Avenue.

Attorney Gomes stated that the proposed project was extending a land use pattern established at the Gottfried & Somberg building at 340 Hebron Avenue. She said that the project would have no adverse impact on the Village District. The landscaping will improve year-round appearance of the building at 400 Hebron Avenue, and the improvements are harmonious with existing development in the area, making an attractive appearance on both Linden and Hebron frontages. Ms. Gomes expressed her applicant's desire, due to a tight timeline with the grocer, to get feedback from the Committee in time for the May 3rd TPZ meeting.

Secretary Branse expressed concern about demolishing the building at 366 Hebron Avenue for employee parking when the site meets the minimum parking requirements. Ms. Gomes responded that the addition continues the design that was previously approved for the existing building at 400 Hebron Avenue. Further, the building at 366 Hebron Avenue is in disrepair and has been vacant for 18 months, is not generally usable, and needs to be removed to accommodate delivery truck-turning movement.

Mr. Kamm expressed concern about the number and size of the curb cuts on Linden Street. Mr. Sczurek explained the truck-turning movements. Ms. DeVries-Dalton recommended that the applicant eliminate parking along the southern property line and install more landscaping. She also recommended using Vanderwolf Pine for screening. She then asked if the maple tree on southern property line was going to be cut down or damaged as part of the project. Ms. Gomes replied that it was going to be cut down. Mr. Davis stated that the addition should not look like the rest of the building. He does not like the architecture of the existing building and the applicant should not try to incorporate that architecture into the addition. Mr. Flinchum stated that the building is located at the entry to the town center on a highly visible corner site, and he expressed concern about overhead garage bay doors facing neighboring properties.

Mr. Kamm shared Mr. Davis's concern about incorporating the architecture of the existing building into the addition, nor was he in favor of the faux windows facing Hebron Avenue. Mr. Kamm stated that he did not like the idea of creating a false front and recommended stepping the addition back from the front of the existing building. He said that he would like to see the corner of Linden and Hebron in renderings to show how the corner would look with loading dock and curb cuts.

Ms. Luzi stated that the massing of the addition was not to scale on that corner. She

recommended breaking up the façade rather than creating in one long façade. She also recommended adding depth to the building by stepping the addition back. Ms. Luzi then recommended changing the materials, and possibly adding a roof. She said that the design of 340 Linden Street and the Stop & Shop on Oak Street/New London Turnpike are good examples to follow. She shared Mr. Kamm’s view that the applicant needed to supply a view of the entire gate and corner of Linden and Hebron to get a better idea of what the proposal will look like.

Mr. Davis stated that the homogeneity of the building design is not good in a village setting. He recommended that the applicant use a variety of design in the addition, break up the façade, and explore making the addition look like a different building.

Dr. Allan Schwartz of H3734, LLC stated to the group that he and his design team are doing the best they can with the tight space at the site. He thought the town would not want the addition to be the focus so they purposely created a design to hide it.

Ms. Luzi suggested eliminating the Hebron Avenue curb cut and using additional space to do something different with the addition. She added that she was okay with the change in color of the awnings and with the proposed outdoor storage. She requested to see design of cart corrals and expressed concern about the location of utilities. Mr. Mullen said that town staff was working with Eversource to influence the location of meters. Ms. Devries-Dalton suggested that the outdoor storage be on Hebron Avenue to create more vibrancy and suggested more shade trees along Hebron Avenue. Mr. Shipman expressed concern about the curb cut on Hebron Avenue. He recommended putting more trees along Hebron Avenue and suggested placing them in stands rather than using uniform spacing. He also recommended changing the plantings in islands on Linden Street.

Mr. Branse expressed concern about demolition of building. He felt that project required a Section 12 Special Permit with Design Review rather than a Minor Change. He wanted to see more landscaping on the site overall. He also recommended that a brick water table be brought around the corner of the addition and raised concern about a cart corral blocking a walkway. Mr. Branse recommended more screening for neighbors on Linden Street. He had no issue with the outdoor storage area but recommended redesigning cart corrals to be more attractive. He expressed concern about the gate on Hebron Avenue and questioned whether awnings qualify as signs because of uniform color.

Ms. Gomes said that she would will put together materials for the next meeting.

The group agreed to have a special meeting on April 27, 2022 at 4:30 pm. Ms. Gomes stated that materials would be submitted for distribution by April 25, 2022.
