

SUMMARY DATE: June 28, 2022

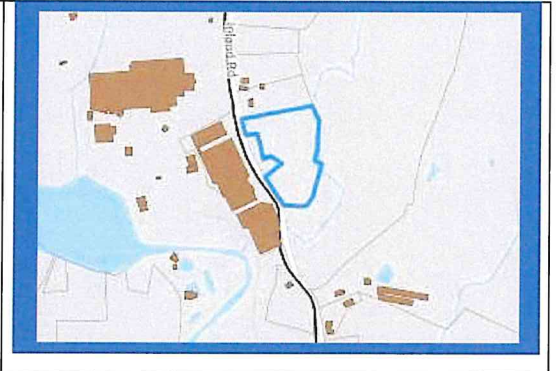
TOWN PLANNING STAFF SUMMARY SHEET FROM: Michael J. Murphy, AICP, 860-885-8697/mmurphy@seccog.org

APPLICATION / PROJECT NAME	APPLICANT / PROPERTY OWNER
Today's Realty	Keith Mackin
PUBLIC HEARING / DECISION TIMEFRAMES	PROPERTY ADDRESS / LOCATION INFORMATION
July 5, 2022; 65 days from close of hearing	240 Paper Mill Road North^

BRIEF SUMMARY OF REQUEST

This is a request for special permit approval for recycling and processing of construction related materials, wood products and associated office construction.

WAIVER REQUESTS: N/A



MAP SOURCE: Regional GIS

EXISTING ZONING	EXISTING LAND USE	SURROUNDING ZONING & LAND USE	SITE IMPROVEMENTS	SIZE OF PROPERTY
IP-1	Vacant and previously disturbed/IP1 zone	North: IP1/res South: IP1/vacant East: IP1/vacant West: Industrial(Sprague)	Building construction, parking, outside storage and installation of extensive block retaining wall system.	6.857 acres

PLANNING STAFF ANALYSIS AND RECOMMENDATIONS

<p>COMPATIBILITY / COMPLIANCE with the POCD-2016 and other appropriate plans, policies or studies:</p> <p><i>This area is designated for industrial development in the 2016 POCD. The goal in the POCD is to retain the industrial park district in this area on the western border and encourage more suitable development.</i></p>	<p>PROJECT HISTORY AND BACKGROUND:</p> <p>See my report of April 29, 2022 for earlier information.</p>
<p>LAND USE/ DEVELOPMENT COMPATIBILITY with APPLICABLE REGULATIONS AND/OR DESIGN STANDARDS:</p> <p>Administrative: The hearing was advertised as required and staff will confirm if notifications were made properly to abutters. The Town of Sprague has serious concerns and has been referred the application.</p> <p>Special Permit and Site Planning Issues: Please note that the application has been sent out for review. Additional information is necessary. I have attached the comments I have prepared and others received from supporting agencies. There are significant outstanding issues to be resolved.</p>	
<p>RECOMMENDED ACTIONS, INCLUDING ANY MODIFICATIONS, CONDITIONS, REASONS FOR APPROVAL OR DENIAL, ETC.:</p> <p>A significant amount of information must be provided by the applicant.</p>	

ATTACHMENTS (CIRCLE):

SUBMITTED PLANS

APPLICATION FORM(S)

LEGAL NOTICE

LEGAL DESCRIPTION

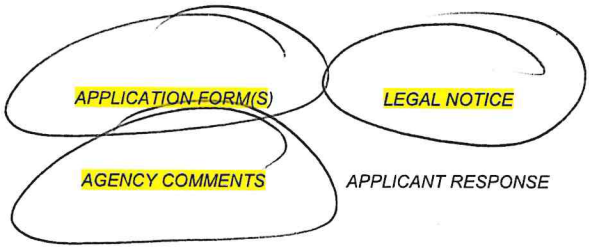
OTHER (DESCRIBE):

PUBLIC COMMENT(S)

AGENCY COMMENTS

APPLICANT RESPONSE

STUDY EXCERPTS



Staff Comments - TODAY'S REALTY Special Permit Application, 240 Paper Mill Road

Michael J. Murphy, AICP-SCCOG Consulting Planner/Lisbon Town Planner

June 23, 2022 and June 29, 2022

The following list of comments is provided in advance of the hearing based on the commission's work and public hearing schedule. Please respond as soon as possible. The hearing can be extended and kept open up to 2 months with appropriate extensions.

ADMINISTRATIVE AND PROJECT NARRATIVE INFORMATION

1. The application does not include the site plan checklist, LID Guidance Document or the LID Checklist from the website. These must be completed and provided to the office to supplement the application.
2. Provide a fresh copy of the letter confirming that the materials processed at the site will not be hazardous materials.
3. A permit to work within the road right of way is required from the local highway department and should be noted. The Town has referred this application to the Town of Sprague given the site's location and that town's maintenance of Paper Mill Road. Lisbon staff has met with Sprague staff and that town has voiced concerns about the lack of communications and coordination from the applicant. They may also file "*Intervenor status*" which could complicate processing of your application.
4. Section 10.10 requires that the Lisbon Planning and Zoning Commission can only authorize access from this site to a *State highway*. Given the road's location in Sprague, that municipality must authorize access to the road before the Lisbon P & Z Commission can approve the application.
5. Storm-water calculations must be addressed to the satisfaction of the Town Engineer. His comments are attached.
6. An estimate of costs needs to be provided, exclusive of building related costs. It must address the provisions of section 10.16.10 and 12.7, inclusive. It can be adjusted at the end of the process depending on what is required.
7. The traffic impact study needs to more clearly address the following key areas applicable to the special permit test in section 11:

- a. Clarify existing conditions and capacity of Paper Mill/Inland Road relative to background traffic and a reasonable horizon year.
- b. Analysis of driveway intersection locations and spacing
- c. Adequacy of design of access points and adequacy of resulting sight distance, which is a major concern. A new sight distance profile will be required with this application, which could influence the possible closure of the southerly access/egress drive and adjustment of the northerly access point, or which could prompt design changes to limit turning movements at these access points, provided safe visibility exists.
- d. Safety and the free flow of pedestrian and vehicular traffic on and adjacent to the site
- e. Update the building size and related references in the study
- f. Make sure specified truck sizes and turning radii utilized in the design are relevant to the site and use.

SITE PLAN

8. Address plans for irrigation of landscaping around the building per section 14.2 c.
9. The northern most island in the parking area must be 8' wide at the inside of curb and a small shade tree should be in each island.
10. The 5' sidewalk abutting parking in front of the building should be widened to 6' or curb stops should be provided in all parking spaces (set 2' off the curb).
11. Street trees should be bumped to a point 25-30 off the overhead utility lines along the road.
12. The trash container behind the building must be fully contained within an enclosure. A detail of the enclosure needs to be included which reflects that it is 2' higher than the storage container.
13. The proposed "Watch for Entering Traffic Sign" should be eliminated or must be approved by the local traffic authority of Sprague.
14. Clarify any plans for wall signage or a free standing sign.
15. A 12' x 50' Loading Berth space must be provided outside the front yard setback and be screened to the commission's satisfaction with appropriate landscaping, fencing or both. Clarify the relationship of the truck scale space and a loading berth, if they are related.
16. The chain link fence reference at the retaining wall needs to be clarified regarding public safety; see the Town Engineer's comments. In addition, materials storage, if on top of the wall on the 218' contour, could get unsightly, particularly overlooking the road way. Please address this aesthetics issue.

17. No additional signage along the wall should be included. Clarify nature, size and location of this proposal.
18. Address why site disturbance of the hillside has already begun and provide authorization to store the fill placed centrally on site.
19. E & S Control Plan and Storm-water Plan requirements need to be addressed on the site plan:
 - a. Specific start and completion dates for this project in relation to the application.
 - b. Requirements and sequence for Town inspections per the regulations.
 - c. A clear sequence of grading and construction of buildings and activities, especially since disturbance has already begun without approvals in place.
 - d. Sequence and details for final stabilization of all perimeter disturbed areas on site.
 - e. Clarification of final drainage patterns and receiving water bodies downstream in the *Priority Area*.
 - f. Clarify clearing limits and final grading for the processing area, particularly in the area in the southern portion of the site.
 - g. Details for addressing water quality and quantity impacts as they relate to the Priority Area concerns.
 - h. Measures to prevent or minimize introduction of pollutants into storm-water runoff or leaving the site.
 - i. Site grading along the frontage to coordinate with, and capture flows within the catch basin system.
20. The site is located at the existing drainage *basin with impervious area greater than 11% located immediately upstream of the **Priority Impaired*** Little River and Versailles Pond system. In addition, the site includes disturbance of more than one (1) acre, so new regulations for storm-water management plans and low impact development techniques must be addressed. See Section 2.16 and 10.16, inclusive, regarding new standards in effect. These specific issues regarding low impact development planning also need to be addressed by the professional engineer on the site plan:
 - a. Avoid installation of roof drains that discharge to impervious surfaces
 - b. Assure that any flows resulting from your development are directed to stabilized vegetated areas
 - c. Increase or augment vegetation on site
 - d. Avoid compaction or disturbance of highly permeable soils

- e. Maintain existing topography and drainage/watershed divides. This is of some concern in the grading scheme in the southern portion of the parcel.

Elevations to address grading from the finished 218' elevation, toward the street.

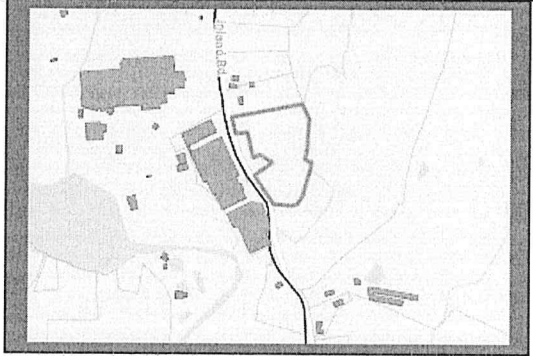
- 21. The area between the building, sidewalks and parking areas should have some landscape treatment specified, including some shrubs as per section 14.2 a.
- 22. More detail is needed regarding building lighting and address key provisions in section 12.6.9.
- 23. Construction details for all work included/revised accordingly, and should be shown on a detail sheet. This could include any requirements of the Town of Sprague.
- 24. Show a cross section of the gravel surface to be used for the material processing area(s). This should not evolve to, or result in, areas becoming compacted soils that would be considered impervious for storm-water purposes.
- 25. This office will reserve the right to provide additional comments on revisions and the soil erosion and sediment control plan/ storm-water management plan upon resubmission.

ARCHITECTURAL

- 26. The architectural elevation sheet needs **to include** all four elevations of the building.
- 27. The front elevation is assumed to be the North and the left elevation presumed to be the East elevation. Please clarify either way and make sure all elevations are provided.
- 28. Show concrete pads at the doorways exiting on the new South and West elevations.

SUMMARY DATE: April 27, 2022

TOWN PLANNING STAFF SUMMARY SHEET FROM: Michael J. Murphy, AICP, 860-885-8697/mmurphy@seccog.org

APPLICATION / PROJECT NAME	APPLICANT / PROPERTY OWNER
Today's Realty	Keith Mackin
PUBLIC HEARING / DECISION TIMEFRAMES	PROPERTY ADDRESS / LOCATION INFORMATION
Hearing to be scheduled	240 Paper Mill Road North^
BRIEF SUMMARY OF REQUEST	
This is a request for special permit approval for recycling and processing of construction related materials, wood products and associated office construction.	
WAIVER REQUESTS: N/A	

MAP SOURCE: Regional GIS				
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PLANNING STAFF ANALYSIS AND RECOMMENDATIONS

COMPATIBILITY / COMPLIANCE with the POCD-2016 and other appropriate plans, policies or studies: <i>This area is designated for industrial development in the 2016 POCD. The goal in the POCD is to retain the industrial park district in this area on the western border and encourage more suitable development.</i>	PROJECT HISTORY AND BACKGROUND: The application was recently withdrawn and recently resubmitted. The ZBA granted several variances to the applicant despite receiving strong advisory opinion by this commission. Of particular concern were variances granted for retaining wall construction and relief from design requirements that have no relationship to the hardship test of the statutes.
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LAND USE/ DEVELOPMENT COMPATIBILITY with APPLICABLE REGULATIONS AND/OR DESIGN STANDARDS: Special Permit and Site Planning Issues: The following issues were significant at the time of the recent withdrawal must be addressed in the form of new information to be provided by the applicant's professional team up front as part of the application package before detailed review of the application and consideration at a public hearing takes place: <ol style="list-style-type: none"> 1. The application needs to address storm-water management and low impact development techniques regarding new standards in effect as of 9/1/2021. 2. A traffic impact analysis by a professional traffic engineer needs to be provided and traffic safety issues

adequately addressed, including the provision of required sight- line distance and measures to assure traffic safety. This needs to be specific to the use proposed and the specific traffic it generates.

3. An assessment of, and potential improvements necessary to be made to, the Paper Mill Road drainage system must be addressed to the satisfaction of the municipal maintenance authority. Proof that the Town of Sprague has been consulted and approves of infrastructure within the right of way needs to be provided by that municipality and the applicant.
4. Address all remaining requirements of the provisions of section 10.10.
5. A new cost estimate must be provided to fully address the costs of work contemplated, including any required infrastructure improvements.

Please note that the application has been sent out for preliminary review but the above information must be provided to allow for a complete review by affected agencies. Additional information may also be necessary after consideration of the more complete plan and application.

RECOMMENDED ACTIONS, INCLUDING ANY MODIFICATIONS, CONDITIONS, REASONS FOR APPROVAL OR DENIAL, ETC.:

The public hearing should be scheduled for the July regular meeting at the earliest to assure that sufficient information is provided for review.

<i>ATTACHMENTS (CIRCLE):</i>	<i>SUBMITTED PLANS</i>	<i>APPLICATION FORM(S)</i>	<i>LEGAL NOTICE</i>	<i>LEGAL DESCRIPTION</i>
<i>OTHER (DESCRIBE):</i>	<i>PUBLIC COMMENT(S)</i>	<i>AGENCY COMMENTS</i>	<i>APPLICANT RESPONSE</i>	<i>STUDY EXCERPTS</i>

CLA Engineers, Inc.

Civil • Structural • Survey

317 MAIN STREET

NORWICH, CT 06360

(860) 886-1966

(860) 886-9165 FAX

June 22, 2022

Mr. Michael J. Murphy, AICP
Lisbon Town Planner
Southeastern CT Council of Governments
5 Connecticut Avenue
Norwich, CT 06360

RE: 240 Paper Mill Road Review
Lisbon
CLA-7035

Dear Mr. Murphy:

We have reviewed the following information related to the above referenced land use application:

- 1) Site Plans dated 4/5/22
- 2) Special Permit Application and attachments.
- 3) Traffic Report – received by Town 5/5/22
- 4) Drainage Report – received by Town 5/5/22
- 5) Engineer narrative - received by Town 5/5/22

Comments:

- 1) The traffic report does not address the adequacy of sight lines at proposed entrances. The Engineer's narrative seems to indicate that sight lines can be achieved but does not demonstrate how or measure them. Our inspection of the site indicates that the sight line at the southerly entrance cannot likely be achieved without removing shrubs on the neighboring property. The applicant would need to obtain a sight line easement through this property or adjust the entrance location. Proposed sight lines need to be demonstrated with sight line profiles.
- 2) Proposed grading needs to be shown on the site plan in more detail. It is unclear what the elevation on the retained side of the wall will be and where stormwater will be directed within the walled area.
- 3) The retaining wall (18' high in places) should be provided with a fence for fall protection.
- 4) Due to the proposed height of the wall and the proximity to the street, we recommend that a stamped as-built plan and certification be provided by the design engineer that the wall was constructed in accordance with their design.

- 5) The surface treatment between the face of the proposed wall on Paper Mill Road and the edge of the road pavement needs to be addressed by the applicant. Currently this is broken up pavement and gravel. In addition, the outlet to an existing drainage pipe discharges in this area. The applicants engineer needs to comment on how the proposed wall will effect this drainage outfall.
- 6) The drainage report needs to be provided with the engineer's narrative of conclusions related to the effect of the proposed development on existing stormwater conditions.
- 7) Evidence of Health Department approval needs to be provided related to the proposed septic system and well.
- 8) Paper Mill Road has been historically owned and maintained by the Town of Sprague. Evidence of driveway approval from the Town of Sprague needs to be provided.

Please contact us with any questions you may have.

Sincerely,



Robert A. DeLuca, P.E.

cc: R. Adams, Chairman P&Z
T. Sparkman, Lisbon First Selectman
C. Blanchard, Sprague First Selectman

Memo

To: *Review Agencies (applicable agencies will be checked)*

- Building Official/ZEO
- Fire Marshal
- Town Attorney
- Uncas Health District
- Town Consulting Engineer
- Public Works Director/First Selectman
- WPCA/Consulting Engineer
- Utility Company (s) _____
- CONNDOT
- Police

From: Michael J. Murphy, AICP, SCCOG Consulting Planner/Lisbon Town Planner

Date: April 25, 2022

Subject: Today's Realty, LLC, 240 Paper Mill Road

Description: This proposal is for a 10,000 s.f. metal frame contractor maintenance facility and office, including paved parking, retaining wall construction, external bulk storage and material processing. Please provide comments by May 3, 2022.

COMMENTS:

April 27, 2022

Upon review of the revised plans dated April 5th 2022 the applicant has demonstrated that the soils are suitable for sewage disposal and enough space is available for the installation of a sewage disposal system and a water supply well. A detailed site plan will be required for the sewage disposal system prior to the issuance of a permit to construct a septic system.

Al Gosselin, R.S.