



City of Groton, CT
Department of Planning & Economic Development

Application Review Sheet

Issue Date: August 9, 2019

Application No.: SP 475/SPM 464

Address: 250 Brandegee Avenue

Project Name/Description: New West Side Elementary School; Demolition of Existing Middle School

Comments

The following constitutes a very preliminary review of the drawings submitted yesterday, August 8, 2019. Before this submission was received, I was made aware the lighting design did not meet the requirements of the zoning regulations and would require revision. I was also aware the Special Permit Narrative, which is specifically required as part of the application and outlined upon Application Form A, item I at bottom of page 1, was not being provided and would be submitted in the near future.

Today, I was made aware certain site plans were inadvertently omitted relevant to this zoning application, but rather the IWWC application plans were provided. To that end, I have pulled the circulation of plans to various departments in anticipation of the correct submission. Considering the below comments, it may be advantageous for the applicant to revise the plans taking into account the below comments and resubmit a more comprehensive and coordinated submission. This will minimize potential confusion by and between department reviews.

The hearing will still open on August 20th and the applicant will have an opportunity to present the proposed plans, hopefully responding to some or all of the below. The hearing had already been anticipated to continue to the September meeting. If additional information is necessary to be submitted following the September hearing, an extension would need to be requested by the applicant. It is my opinion that this will not impede the overall schedule as the earliest I could foresee a decision is the October meeting. If the hearing is continued into October, the hearing could close and deliberations could commence that evening, with the potential for a decision. Keep in mind there is a 15-day appeal period from the date the decision is published. Publication will be taken care of by this office.

Following your review of the below I suggest we schedule a call, or if you believe a meeting may be more productive, I am willing to discuss these coordination matters.

NOTE: Since this is a very preliminary review the plans which should have been submitted might address them. However, in the event they do not, I hope this is beneficial to help ensure as expedient a process as possible. These comments will be made part of the record.

Response to the comments shall be provided in writing in addition to any necessary revisions to plans, reports or other documentation.

Application Material

1. All future plans at each submission shall be signed and sealed by the respective professional responsible for their preparation.
2. Provide a detailed Special Permit Narrative that corresponds to each item in Section 9.4.D. This is the foundation of the Commission's decision on a Special Permit. This may be revised later based upon comments and subsequent revisions.
3. Provide a detail project narrative. While there are components of the narrative scattered within the application material, it is imperative a single narrative is provided. It is the narrative that outlines the framework of the permit that would be issued if the application is approved. Page 1 of Form A outlines some of the items that may be relevant. As noted on the Form A, the list is the de minimis requested. The more detail the better as it will reduce potential issues post permitting and at time of CO/Site compliance request.

Construction and Earthwork

4. Earthwork calculations appear to be from prior to the change in grading to respond to the unsuitable material. Does the discovery of unsuitable material change these calculations?
5. It is understood the applicant is working to solidify temporary parking during construction with Pfizer or Washington Park being two options. It is ideal to have this resolved while the hearing is open. Will contractors also be parking in the temporary lot?
6. Applicant is encouraged to gather an understanding of Electric Boats construction schedule, construction traffic routes and deliveries. Construction of both projects will overlap with the potential for serious conflicts of deliveries and traffic volumes, particularly concrete deliveries and oversize loads. Provide a sense of how West Side's CM will coordinate. The City will gladly facilitate a meeting between parties if necessary.
7. The timeline in the narrative does not match the timelines provided in the graphics. Which is correct?
8. There is no narrative for Phase C but a graphic is provided.
9. Phase B of the narrative states that demolition of the existing school will occur during this phase. Yet there is no discussion in the detailed sequence of when it will occur.
10. Provide a grading plan for how the access road will be constructed. Include necessary ES and temporary drainage measures as required. This is on a steep slope. How long will it be in place?
11. What are the days and hours of construction?
12. Describe the delivery schedule? For instance, how many concrete trucks per day and for what duration, including months? Deliveries of structural fill?
13. Describe the demolition process for the existing school?
14. Has an environmental study been completed for the school and is remediation required? If so, for what materials and how will it be completed?

Stormwater Management

15. The SWM is for Cutler Elementary school, not West Side. Provide the correct SWM report.

Lighting

16. Proposed light fixtures are 25'. Plans must be revised to 18' maximum per section 7.6. This may impact site plans which require coordination with lighting fixture locations, such as utilizes, drainage and landscaping. Provide revised drawings for all impacted plans. Note all lighting requirements in this section 7.6.

Parking and Traffic

17. What is the parking ratio used to reach the Average and 85th percentile ‘Anticipated Parking Demand’?
18. Provide the noted ITE generation rates, citing date of reference.
19. Elaborate on your ‘knowledge of current mode choice’. What are they and how did you come to the conclusion?
20. What are the overall assembly space occupancies and how will activities be scheduled? What is the largest one time assembly anticipated? What type of assemblies may occur and at what time of day? Will parking be accommodated for these assemblies and would evening/daytime events (i.e. talent shows, performances, etc.) be the actual peak, not ‘just before dismissal’?
21. The parking review notes 603 students. The TIS references 606. Please reconcile.
22. The Parking demand correspondence notes 147 parking spaces will be adequate. Only 122 spaces are provided on the site design. Please clarify.
23. A design for on street improvements to accommodate the turning lanes shall be provided. This includes all new striping and signage. Demonstrate all sight lines can be achieved, vertically and horizontally. If improvements on street are required as discussed in the TIS, show said improvements, including any necessary easements. This was discussed and emphasized during the pre-application discussions with staff.
24. Traffic counts were collected during the winter months. As a coastal community, traffic counts from the more ‘seasonal’ time of year may be more appropriate. Thus, it is suggested counts be taken following the Labor Day holiday to confirm the appropriateness of February counts.
25. Does the traffic report take into account the recently approved Electric Boat South Yard Assembly Building? Their OSTA permit was approved in July 2019.

Landscape Materials/Layout Plan

26. The front parking area notes 100 parking spaces (5 HC Spaces). It is presumed the 100 is the total and includes the 5 HC spaces. However the actual total is 104 spaces.
27. There are no dimensions noting the width of any parking space. There are no dimensions on any of the HC Parking Spaces.
28. Show turning movements of fire apparatus throughout rear drive and front drop off.
29. If parking along bus drop off is envisioned for off hour activities, fire access requires minimum 20’ clear travel lane. Confirm parallel parking will not interfere with fire apparatus turning movements to enter and exit site.
30. The lower parking spaces are dimensioned as 22’ from curb to drive aisle but no depth dimension for the stalls themselves.
31. Plan references pavement marking on civil plans. No pavement markings are provided on any civil drawings. Provide a pavement marking and signage plan (on and off site).

SHPO Correspondence

32. Describe the significance of the archeological site noted in the SHPO email correspondence. Where is it located? Will it be impacted? The correspondence is open ended.