**Final Site Plan**

**PLPZ 2020 00017**

Proposal to provide 24 seasonal outdoor dining seats

<table>
<thead>
<tr>
<th><strong>LOCATION:</strong></th>
<th>1309 East Putnam Avenue</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TAX ID:</strong></td>
<td>12-1023/S</td>
</tr>
<tr>
<td><strong>ZONE:</strong></td>
<td>LB</td>
</tr>
<tr>
<td><strong>PARCEL SIZE:</strong></td>
<td>24,852 SF</td>
</tr>
<tr>
<td><strong>UTILITIES:</strong></td>
<td>Sewer, Public Water</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>EXISTING</strong></th>
<th><strong>PROPOSED</strong></th>
<th><strong>PERMITTED/REQUIRED</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GROSS FLOOR AREA:</strong></td>
<td>6641 SF</td>
<td>No Change</td>
</tr>
<tr>
<td><strong>USABLE FLOOR AREA:</strong></td>
<td>4981 SF</td>
<td>No Change</td>
</tr>
<tr>
<td><strong>FLOOR AREA RATIO:</strong></td>
<td>.267</td>
<td>No Change</td>
</tr>
<tr>
<td><strong>LOT COVERAGE:</strong></td>
<td>78.4%</td>
<td>No Change</td>
</tr>
<tr>
<td><strong>BUILDING COVERAGE:</strong></td>
<td>25.7%</td>
<td>No Change</td>
</tr>
<tr>
<td><strong>NO. OF SEATS:</strong></td>
<td>155</td>
<td>No Change</td>
</tr>
<tr>
<td>(24 outdoor to be removed from existing)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>PARKING SPACES:</strong></td>
<td>37 + 1 ADA</td>
<td>No Change</td>
</tr>
</tbody>
</table>

*Previously approved under FSP 1844*

**UPDATE:**
The application was opened and left open at the 6/16/20 meeting. The applicant indicated they would address the sewer comment for this application. The Commission also noted the issue with the basement seating. The applicant indicated they would address all outstanding issues. No additional material has been submitted as of the date of this staff report.

**APPLICATION SUMMARY:**
The applicant is requesting approval for a Final Site Plan to permit 24 seasonal outdoor dining seats at an existing restaurant per sec. 6-5, 6-13, 6-14, 6-15, 6-100, 6-104 and 6-205, located on a 24,852 SF parcel at 1309 East Putnam Avenue in the LB zone.

**ISSUES/RECOMMENDATIONS:**
1. **Sewer** – The applicant indicated that the sewer inspection was to be conducted in July, but no additional information has been submitted.
2. **Sewer** – issued comments dated 6/9/20 indicating issues to be addressed during P&Z phase which require the owner to verify compliance with grease trap approval dated 4/15/13, provide maintenance records and proof of service for the last two years for the two grease traps, and written confirmation/certification that the two grease traps have been services, inspected and are fully functional.
3. **ZEO** – issued comments dated 6/4/20 indicating endorsement for zoning permit sign off with a note that the applicant should provide a seating plan marking the interior seats which are to be removed/blocked off. The applicant has submitted a plan to show this.

4. **Health** – issued comments dated 6/11/20 indicating the department is OK with the outdoor dining proposal.

5. **Fire Department** – issued comments on 6/12/20 indicating no objection to the proposed outdoor dining.

6. The applicant proposed to close off a dining area on the first floor with 24 seats to provide seasonal outdoor seating on the terrace.

7. The applicant proposed to install temporary fence screening and gating when terrace is in use – the Commission should determine whether this should be reviewed by the ARC.

8. The basement seating shown on the floor plan does not appear to be permitted. The decision letter for FSP 1844 notes that this area was intended to be a cigar room/party room and a wine cellar, but the restaurant has not received any approval for this space. **The applicant indicated at the meeting on 6/16/20 that they would address this issue.**

9. Outdoor dining for the restaurant was approved with FSP#1651 with the installation of a terrace, but no renewal application for seasonal outdoor dining was submitted or approved.

**DEPARTMENT COMMENTS:**

<table>
<thead>
<tr>
<th>Department</th>
<th>Received – Dated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Zoning Enforcement</td>
<td>6/4/20</td>
</tr>
<tr>
<td>Sewer</td>
<td>6/9/20</td>
</tr>
<tr>
<td>Health</td>
<td>6/4/20</td>
</tr>
<tr>
<td>Fire</td>
<td>6/12/20</td>
</tr>
</tbody>
</table>

**Original Staff Report Follows:**

**APPLICATION DETAILS:**

**Proposal:**

The applicant, Valbella, proposes to provide 24 seasonal outdoor dining seats at its restaurant at 1309 East Putnam Avenue. The 24 seats would be taken from the existing seating inside the dining room. The restaurant provides 38 parking spaces on site, which would not change with the proposed outdoor dining seating.

The applicant has indicated they will provide adequate liability insurance for the seasonal outdoor dining. They have also noted that the outdoor dining would not interfere with any public, state, or municipal use of any public street, sidewalk, or property nor will is create a disturbance or hazard to pedestrians or flow of traffic.

The outdoor seating would be moved into a warehouse facility offsite at the end of seasonal use.

**Existing Conditions/Zoning:**

The parking on site is non-conforming, and has been non-conforming for many years. The parking requirements prior to this proposal, assuming the 155 approved seats is 62 parking spaces and the applicant has provided only 37 standard parking spaces and 1 handicapped space.
The required parking for restaurant use (§ 6-158 (Restaurant)(b)) states that the standard is 1 per 3 persons seated and standing dining capacity; plus 1 per 2 persons for seated and standing bar capacity based on the greater of the following:
(a) the seating as presented on the floor plan submitted:
(b) the maximum seating capacity based on the occupancy limits set by the fire code.

Application History:

FSP # 1651 – the applicant received Final Site Plan approval to install a terrace for outdoor dining (in the same area that the 876 SF addition was constructed in 1996). At this time the parking lot was revised to provide parking for 40 parking spaces. At this time there were 70 seats in the basement and 95 seats on the first floor. The decision letter notes that the 70 seats in the basement were subject to Fire and Health Department review and the 95 seats on the first floor were made conforming in respect to parking with the 40 parking spaces. Outdoor dining only took place for one year as the renewal application for this seasonal outdoor dining approval was not granted.

FSP # 1805 – for a 712 square foot addition which included renovations to the basement while retaining the 70 dining seats. The Commission noted in their decision letter that this made the parking more non-conforming and denied the application at a meeting on 3/12/96.

PSP#1835 - A preliminary site plan submitted in August 1996 was moved to final (PSP #1835) where 521 SF of the basement was allowed to be used for setting (the applicant has provided a copy of this preliminary review with their application). However, later in the same year, November 1996, the applicant received Final Site plan/Special permit (FSP #1844) approval to build an 876 SF addition to the restaurant.

FSP/SP # 1844 – Approval for an 876 SF addition on 10/22/96 - this application was approved with conditions noting a maximum of 155 seats, 38 parking spaces and that the basement area was to be used for storage only.

FSP # 1844.1 - Approval for installation of outdoor cooler, relocation of refuse and installation of chain link fence on 10/15/01

PLPZ 2011 00161 – Administrative site plan approval to repave and landscape front of property in May 2011. The conditions of the Administrative Site Plan approval (PLPZ 2011 00161) required that:

1. The Fire Marshall shall approve all modifications required to install the fire pit/feature.
2. The height and setback of all structures including all stonewall shall be verified by the Zoning Enforcement Officer prior to the issuance of a zoning permit.
3. There is no outdoor dining permitted on the terrace or any other part of the property without Planning & Zoning Commission approval.
4. All trees noted on the plan to remain shall be protected during construction on the site.
5. The non-complying holiday lights in the trees shall be removed.
6. All other landscaping, screening and site development should remain in compliance with previous Planning and Zoning Commission and Architectural Review Committee approvals: FSP #1651.1, FSP #1651.2, FSP #1844, FSP #1844.1, FSP #1835 and EA #09-138.

7. Any alterations or additions, changes or intensification of any use on may require review by the Planning and Zoning Commission.

8. All future applications that are submitted for site plan review will require a lot coverage plan along with a numeric description of lot coverage.

9. Any exterior alterations including modifications to lighting, landscaping, signage and rooftop mechanicals may require additional review by the Architectural Review Committee.

PLPZ 2012 00137 – Application for seasonal outdoor dining was withdrawn in May 2012.

PLPZ 2012 00345, 406 – FSP/SP for outdoor dining and to have dining in wine cellar was withdrawn.

PLPZ 2013 00581, 582 – FSP/SP - application to modify previous site plan approval to allow 50 seats in the basement was converted to preliminary at a hearing, then moved to final with no action on the special permit on 2/20/14. P&Z does not have record of any additional application or sign off after this.

APPLICABLE ZONING REGULATIONS:

§6-5. Definitions
§6-13. Site Plan approval required.
§6-14. Site Plan procedure
§6-15. Site Plan Standards.
§6-100. Use Groups
§6-104. LB Zone
§6-158. Parking
§6-205. Schedule of required open spaces, limiting height and bulk of buildings.
RE: Valbella 2020-017

Feminella, Richard <richard.feminella@greenwichct.org>
Tue 6/16/2020 1:02 PM
To: Dygert, Bianca <bianca.dygert@greenwichct.org>
Cc: Mandras, Carol <Carol.Mandras@greenwichct.org>; Mandras, Chris <Chris.Mandras@greenwichct.org>; Romano, Al <Al.Romano@greenwichct.org>

Hi Bianca,

No this does not address the comments. I believe they are trying to say the blockage was in the Town main (which it was), but the grease had to be discharged to the Town sewer by connected sources.

Our comments included several items and they still are applicable comments in my opinion.

It also appears that they are claiming they have one grease trap installed. That does not appear to match what we had reviewed and approved back in 2013. So, they may not be compliant and may not be trapping all of their grease laden wastewater as required. I would request that they please review our comments and respond to each of them as requested. We will be happy to work with them if there are any items that require additional work, correction, etc.

If you have questions, please let me know.

Thank you,
Rich

Richard C. Feminella, P.E.
Wastewater Division Manager
Town of Greenwich DPW – Sewer Division
101 Field Point Road
Greenwich, CT 06830
Phone: 203.622.7760
E-mail: Richard.feminella@greenwichct.org

From: Dygert, Bianca
Sent: Monday, June 15, 2020 1:42 PM
To: Feminella, Richard <richard.feminella@greenwichct.org>
Cc: Mandras, Carol <Carol.Mandras@greenwichct.org>
Subject: FW: Valbella 2020-017

Hi Rich,

The applicant for 1309 East Putnam Avenue has submitted the email below and attachment to address your comments for this application.

Does this address your comments?

Thank you,
Bianca Dygert
From: Tom Heagney [mailto:theagney@hls248.com]
Sent: Friday, June 12, 2020 2:25 PM
To: Dygert, Bianca <bianca.dygert@greenwichct.org>
Subject: Valbella 2020-017

[EXTERNAL]
Bianca,

Attached is service receipt from Highland Sewer and Drain Services regarding a back up in November of last year. In reviewing the sewer comments with our client, we have been told that there is currently one grease trap installed which is cleaned weekly. The grease which is removed is placed in a storage container which is periodically emptied by the vendor purchasing the grease.

Tom

Thomas J. Heagney
Heagney, Lennon & Slane, LLP
248 Greenwich Avenue
Greenwich, CT 06830
O: 203-661-8400
F: 203-661-7496
theagney@HLS248.com

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CAUTION: This email originated from outside the Town email system. Do not click links or open attachments unless you have verified the sender and know the content is safe.
Ok for Zoning Permit Sign-off with the following revisions:

The applicant should provide a seating plan marking the interior seats and which are to be removed/blocked off.

☐ Resubmit the following prior to Site Plan/Subdivision approval:

☐ The subject site plan/subdivision meets the requirements of the Building Zone Regulations, excluding sections 6-15 and 6-17, and is Ok for Zoning Permit Sign-off.

Reviewed by: Jodi Couture
Date: 6/4/2020

Note: These comments do not represent Building Inspection Division approval. Plans subject to review by ZEO at time of building permit application.
Date:       June 9, 2020
To:        Katie Deluca, Director, Planning & Zoning
From:      Richard C. Feminella, Wastewater Division Manager
Copy:      Chris Mandras, Maintenance Manager - Sewer Division
           Al Romano, Environmental Asset Engineer – Sewer Division
Re:        PLPZ202000017: 1309 East Putnam Avenue, Laura Christy Limited (Valbella)

We have prepared the following comments and questions regarding the proposed application.

Project Summary:
• Project proposes to install outdoor dining.

Sewer Division Comments:

Comments to be addressed during P&Z phase:
• As we have experienced grease related issues downstream of this location, (most recently a few months ago), we would like to receive the following from the applicant:
  o Please have the owner verify that they have completed all the necessary work and are in compliance with the grease trap approval – dated April 15, 2013. This includes not only the installation of the two approved grease traps, but also confirmation of that relocation of the discharge from the dishwasher, as outlined in the April 15, 2013 grease trap approval (attached for reference).
  o Please have the owner provide copies of their maintenance records and proof of service for the last two years for their two grease traps.
  o Please have the owner provide written confirmation/certification that the two existing grease traps have been serviced, inspected and are fully functional.

Comments to be addressed during Sewer and Building Permit phase:
• The applicant/owner will be required to perform CCTV inspections of the sanitary sewer lateral(s) and private mains (if applicable) that serve the existing buildings to confirm there are no issues with the existing sanitary sewer lateral. Any televising of sanitary sewer laterals must be performed in the presence of the Environmental Asset Engineer. Please coordinate with Sewer Division – Environmental Asset Engineer (203) 622-0963 extension 5. Make a DVD of this inspection. Submit a copy of the DVD to the Wastewater Division Manager. Failure to have the Sewer Inspector present during the TVing will result in the Sewer Division not accepting the DVD. Note: VHS format is not accepted. Only DVDs are accepted. Make a copy of the DVD for your records. The Town will not return DVDs. The Town cannot make copies of DVDs. The DVD should be submitted along with a site plan that identifies each investigation run on the DVD.

Please NOTE: These comments are intended for P&Z review only. These comments do not take the place of Sewer Permit(s). Any Sewer Permit Applications receive thorough reviews and may result in additional comments/requirements at that time. In addition, please be reminded that in order to receive
Building Permits, the applicant must have secured all other necessary permits, including, but not limited to, Sewer Permits **PRIOR** to obtaining their Building Permits.

M:\dpw\Swr\planning and zoning\2020 Reviews\east putnam ave 1309 laura christy limited valbella june 20.doc
The Health Department is OK with the proposed outdoor dining plan for this facility

Michael Long
Greenwich Health Department
Bianca,
Sorry for the delay. This has been a very chaotic couple of weeks. As far as VALBELLA, the Fire Marshal has NO OBJECTION to the proposed outdoor dining plan.

Rob Natale
Deputy Fire Marshal
Greenwich Fire Department
15 Havemeyer Place
Greenwich, CT 06830
(203) 622-3957

From: Dygert, Bianca
Sent: Thursday, June 11, 2020 9:23 PM
To: Natale, Robert <Robert.Natale@greenwichct.org>
Subject: 1309 East Putnam Avenue - Valbella

Hi Rob,

Do you have any comments on the proposed 24 seasonal outdoor dining seats at Valbella - 1309 East Putnam Avenue? It is on the agenda for 6/16.

Please let me know. Thanks,

Bianca Dygert
Planner II
Town of Greenwich
Land Use - Planning & Zoning
101 Field Point Road
Greenwich, CT 06830-6463
Ph. (203) 622-7894
Office Fax. (203) 622-3795
Direct Fax. (203) 861-6113
Bianca.Dygert@greenwichct.org
TOWN OF GREENWICH
Planning and Zoning Commission

January 20, 1994

Diane W. Fox
Assistant Town Planner

Mr. Joseph Crocco
150 Lake Avenue
Tuckahoe, NY 10707

Re: Site Plan #1651 Valbella Restaurant

Dear Mr. Crocco:

The Planning and Zoning Commission, in accordance with Sections 6-13 through 6-161.1 of the Building Zone Regulations, reviewed your site plan of Valbella Restaurant at a regular meeting held on January 11, 1994 and took the following action:

Upon a motion made by Mr. Finn, and seconded by Mrs. Siefert, the following resolution was unanimously adopted (Voting on this item: Messrs. Joyce, Finn and Mesdames Siefert, Grant and Stone)

WHEREAS the Commission approved Site Plan #1630 on July 16, 1993 for a 41 space parking plan and a rear landscape terrace area with 18 outdoor cafe seats and 8 benches for temporary 6-month use for 1993 summer season, and

WHEREAS a meeting was held on January 11, 1994 on a revised site plan application and Planning and Zoning took all testimony as required by law, and

WHEREAS the Commission reviewed the proposed addition of 176 sq. ft. for the restaurant manager's office, the 18 outdoor cafe seats and 8 benches for 1994 summer session, and a revised parking plan for 40 spaces, and found that these additions to the site would result in more green space and landscaping on the site (an increase from 15% to 30% of the total lot area) and therefore, would improve the property and make the site conform as to lot coverage zoning standards.

WHEREAS the Commission finds that the increase in number of parking spaces on site from 18 to 40 will make the 95 indoor first floor restaurant seats conforming as to parking on site and the temporary 6 month seasonal basis of the 18 outdoor seats and 8 outdoor benches is tied to the removal during summer season of 26 lower level (basement) restaurant/basement seats, and

WHEREAS the Commission finds that the site plan meets the standards of Section 6-15 of the Building Zone Regulations.

THEREFORE BE IT RESOLVED that the Site Plan #1651 a special layout for a new parking lot, temporary 18 seat outdoor cafe plus 8 benches and building addition of 176 sq. ft. for restaurant manager office at Valbella Restaurant Sound Beach Avenue Extension and East Putnam Avenue in the LB Zone as shown on plans of Joseph Crocco dated 1993 is hereby approved with modifications.

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The modifications are as follows:

1. The following notes to be added to final plans and three sets of floor plans and site plans be submitted to Planning and Zoning for sign-off to Building Department prior to Building Permit issuance;
   a) A note indicating that the office must have an interior connecting door to the hallway to the restaurant as well as an exterior door and be limited to restaurant manager use only.
   b) The 70 seats in basement will be noted on final plans subject to Fire and Health Department review and approval.
   c) Twenty-six (26) basement seats will be closed off when the 18 outdoor seats and 8 benches are in use 6 months of the year from May thru October 1994 and reviewed annually thereafter.

2. Final ARC approval for landscape plan be obtained and said parking plan and landscaping be implemented prior to final CO for office addition or a bond posted for landscaping be submitted.

3. Driveway widths and sight line distances be confirmed as meeting Town standards to DPW. A drainage report be submitted and proposed drainage facilities be shown on site.

4. A final site plan be prepared by a PE or Land Surveyor prior to any building permit.

5. The requirements of the Health Department be noted on the plan and complied with prior to final CO. The memo of Kathleen Purches, Health Department to Diane Fox dated January 10, 1994 contains all concerns to be addressed. (See attached). Any revised floor plans required by Health Department should be submitted in the 3 sets of final drawings for Planning and Zoning sign-off to Building Department.

6. All modifications of site plan approval of SF #1630 dated July 16, 1993 shall apply (see attached letter) except for requested notes 1a) and 1b) which are amended as follows and should be put on plans.

1(a) 95 seats on first floor are made conforming as to parking with increase of 40 spaces. The 18 seats and 8 benches are approved and are subject to annual review by Planning and Zoning.

(b) The outdoor cafe of 18 seats (and 8 benches) is seasonal for 6 months only with annual review and approval required by Planning and Zoning Commission.
7. Note on plan that parking spaces cannot be used for outdoor storage purposes.

Very truly yours,

Diane W. Fox,
Assistant Town Planner

cc: J. Maloney
    J. Benoit
    B. Marr
    B. Dixon
    K. Purches
    E. DeVita

DWF/pr
(JCrocco)
MEMO

TOWN OF
GREENWICH

Planning and Zoning Commission

MEMO TO: William Marr, Building Inspector
          Jim Maloney, Zoning Enforcement Officer
FROM: Diane Fox, Assistant Town Planner
DATE: April 20, 1994
RE: Valbella, Building Addition for Manager Office and Outdoor Terrace

Please be advised that the attached site plan of D'Andrea dated March 30, 1994 meets the requirements of our January 20, 1994 approval letter (copy attached) except as follows:

I. Approved plans are as follows:


II. Notes be added to Building Permit and CO's and March 16, 1994.

a) All Health Department Comments noted in January 10, 1994 and March 16, 1994 memos be addressed before CO.
b) Outdoor seating area is limited to 18 seats and 8 benches for 1994 and Annual Review Required, by Commission each year.
c) 95 seats on first floor and 70 seats in basement all subject to Health and Fire Department review and approval.
d) 26 seats Removed on lower level/during summer season while outdoor 5 month use is in operation from May thru October.
e) The Manager's office must be accessed thru existing corridor thru interior only door to restaurant and used only for restaurant use.

III. Prior to final CO - Driveway width and sight line distances be confirmed to meet Town standards to DPW and a drainage report be submitted.

DF/jm
valbella
Mr. Anthony D’Andrea  
Rocco V. D’Andrea Inc.  
P.O. Box 549  
6 Neil Lane  
Riverside, CT 06878

RE: Valhella Restaurant; Site Plan/Special Permit, application #1805 as submitted by  
D’Andrea as agent for the record owner, for restaurant addition and expansion  
for property at 1309 E. Putnam Ave. in the LB zone as shown on plot plan (2  
sheets) of D’Andrea dated 1/12/96 and on plans (4 sheets) of Crocco dated  
1/12/96.

Dear Mr. D’Andrea:

The Planning and Zoning Commission in accordance with Section 6-13 through 6-16.1  
and Section 6-17 of the Building Zone Regulations considered the above-reference final  
site plan and special permit application at a regular meeting held on 3/12/96 and took the  
following action:

Upon a motion made by Mrs. Siefert and seconded by Mrs. Grant the following  
resolution was unanimously adopted. Voting on this application: Messrs. Joyce and  
Finn and Mesdames Siefert, Grant and Stone.

WHEREAS, the Commission held a public hearing on 2/13/96 and took all testimony as  
required by law; and

WHEREAS, the Commission finds the applicant is proposing to add a 712 square foot  
addition to the main level (north side) of the existing restaurant in the area of the  
previous outside dining patio expanding the dining room by 40 seats with no additional  
parking proposed; and

WHEREAS, the Commission finds the applicant is also proposing to convert the existing  
basement area which is presently used for storage and has 70 seats for dining but is not  
fully utilized; and

WHEREAS, the applicant claims to have 95 indoor dining seats on the main level and 70  
dining seats in the basement level for a total of 165 dining seats and the Commission  
Staff by field inspection finds there to be 108 dining seats on the main level and 70  
dining seats in the basement for an actual total of 178 seats; and

WHEREAS, the Commission notes that Sec. 6-158 of the Building Zone Regulations  
establishes general rules as guideline for parking, requiring parking on-site or in lots in  
the same ownership within 1,000 feet of the premises, and the applicant shows a total of
37 parking spaces plus 1 handicapped space for a total on-site count of 38 parking spaces while the minimum number of patron spaces actually required is 60 and the minimum number of employee spaces required is 12 for a total of at least 72 spaces for a 47% deficiency in parking; and members of the Commission find from personal experience that parking for the existing restaurant is seriously deficient compared to actual parking demand; and

WHEREAS, the Commission finds the limited utilization of seats presently located in the basement is not equivalent to seats proposed to be located in the addition to the busy main dining room, and hence would in effect cause a more severe parking deficiency than is presently the case, in an area already noted to be extremely congested especially in the area shown on the plot plan as East Putnam Ave. (Old Post Road #1) directly in front of the restaurant; and

WHEREAS, the Commission notes the concerns of the Zoning Enforcement Officer that current parking has proved inadequate and that both he and the Police Department have received complaints related to issues of safety: 1) that Old Post Road #1 has been blocked by patrons' parked or standing cars, creating potential difficulty for emergency service vehicles needing immediate access to the front of the restaurant; and 2) that the northern driveway of the site's parking lot is frequently blocked by parked cars, leaving only one driveway for entry and exit, in violation of the approved site plan; and

WHEREAS, the Commission finds that the valet parking plan implemented by the restaurant owner - moving patrons cars dropped off in front of the restaurant to remote parking lots or to the site's rear parking area - requires parking attendants to make a potentially hazardous left-hand turn across two lanes of on-coming traffic on the heavily travelled Post Road (East Putnam Avenue/U.S. #1); and

WHEREAS, the Commission acknowledges the applicant has utilized valet parking in the past in an attempt to minimize the problem of the parking deficiency and to maximize on the available parking spaces on site, but finds that the proposed increase in square footage and in the number of seats that would be used at least at the same rate as the existing seats on the main level is found to be unacceptable; and

WHEREAS, the Commission finds that the proposed building addition with no additional parking provided is not in compliance with the Building Zone Regulations - Sec. 6-158 regarding parking, and Sec. 6-141(b)(2) regarding additions to non-conforming buildings which states that the addition of floor area which results in a site plan that does not provide parking in accordance with standards of Division 15 (Parking and Loading Facilities) shall be deemed to increase the degree of non-conformity and shall not be permitted; and

WHEREAS, the Commission notes that previous site plans (#1630 and #1641) approved by the Commission for construction of a seasonal outdoor dining patio, a small management office area, and an outdoor patio, have never fully implemented, particularly the screen plantings along the residential zone abutting this property; and
WHEREAS, based on the above findings, the Commission finds the Site Plan proposal to be deficient in the following Sections of the Building Zone Regulations: Sec. 6-15(a)(2)(a), (d), (f), (g) and (3)(a), (B), (e) and (f). and also finds the Special Permit application deficient in the following Sections 6-17 (d) (3) and (8).

THEREFORE BE IT RESOLVED that Valbella Restaurant; Site Plan/Special Permit, application #1805 as submitted by D’Andrea as agent for the record owner, for restaurant addition and expansion for property at 1309 E. Putnam Avenue in the LB zone as shown on plot plan (2 sheets) of D’Andrea dated 1/12/96 and on plans (4 sheets) of Crocco dated 1/12/96 is hereby denied.

The Commission notes that if applicant wishes to operate the 18-seats with 8 benches outdoor patio for the 1996 season, a Site Plan application must be submitted to the Commission and approved before the permit can be issues. By regulation, a seasonal dining patio is a temporary use requiring annual renewal of permit.

If you have any further questions, please call.

Sincerely,

[Signature]

Hiram Peck
Assistant Town Planner

cc:  W. Marr
     J. Maloney
     D. Thompson
     G. Garabedian
     P. Bologna
     J. Benoit
CERTIFIED MAIL

November 5, 1996

Anthony D'Andrea P.E., L.S.
Rocco V. D'Andrea, Inc.
P.O. Box 549
Riverside, CT 06878

RE: Valbella Restaurant; Special Permit/Site Plan application #1844 submitted by R. D'Andrea, Inc., authorized agent for the record owners Dieter Hauser and Thomas Monas for a restaurant addition at 1309 East Putnam Ave. in the LB zone as shown on plans by J. Crocco dated 6/13/96 and revised to 9/5/96 and on plans by R. D'Andrea dated 9/16/96.

Dear Mr. D'Andrea:

The Planning and Zoning Commission in accordance with Sec. 6-13 through 6-16.1 of the Building Zone Regulations considered the above-referenced final site plan at a regular meeting held on 10/22/96 and took the following action:

Upon a motion made by Mr. Eustis and seconded by Mrs. Grant the following resolution war unanimously adopted. Voting on this item: Messrs. Joyce and Eustis and Mesdames Siefert, Grant and Stone.

WHEREAS, applicant operates a 165-seat restaurant with 95 seats on the main floor and 70 seats in a basement dining room. The site has a 38-space parking lot which is legally non-conforming, as present regulations would require at least 66 spaces for the restaurant use. The Commission notes that years ago the site had as few as 19 spaces for a different type of restaurant. Increased parking for the current restaurant was provided by applicant in 1993 pursuant to Commission approval of Site Plan #1630 for a 41-space parking lot and a seasonal outdoor dining café. Subsequently the lot was reduced to 38 spaces to allow space for required enclosed refuse dumpsters.

WHEREAS, on August 6, 1996 the Commission reviewed preliminary Site Plan #1835 for expansion of the first floor dining room by an 876 sq. ft. addition for 40 seats. No parking was provided for the increase in floor area. The basement dining room was to be redesigned for a useable 20-seat cigar room/party room occupying 521 sq. ft., and a climate-controlled wine cellar 529 sq. ft (dead storage space). The reduction in total dining seats from 165-to 155 was to offset the previous loss of 3 parking spaces which had made the 165 seats more non-conforming. The total gross floor area in the building was represented by applicant as 5542 sq. ft (4492 sq. ft on the first floor and 1050 sq. ft in the basement).
basement), and the proposed addition plus retention of basement dining space resulted in an increase in gross floor area to 5889 sq. ft with no additional parking provided.

In reviewing the preliminary plan the Commission noted that applicant's use of available street parking and valet parking with automobiles parked on site in tandem is not provided for in the Building Zone Regulations; does not meet the standards of Sec. 6-15, nor Division 15 (Sec. 6-158), nor Division 18 as to location, arrangement and adequacy of off-street parking; and tandem parking has not been accepted by the Commission as meeting the parking requirements established in Sec. 6-158 for permanent additions to buildings or new buildings. Tandem parking has been used by applicant as a personal choice for the convenience of his patrons.

THEREFORE the Commission found, pursuant to Sec. 6-141 (b)(2) of the BZR that the proposal needed revision to address the regulations which specify that the addition of floor area which results in a site plan which does not provide parking in accordance with the standards of Div. 15 shall be deemed to increase the degree of non-conformity and shall not be permitted. Applicant was advised to move to final site plan, which was to be revised to offset the new floor area on the first floor with a commensurate reduction of floor area in active, public use in the below grade basement. This decision is based on an understanding that the basement level is 1050 sq. ft. g.f.a. and no more.

WHEREAS, on October 22, 1996, the Commission reviewed final site plan #1844 to construct a main floor addition of 1050 sq. ft. g.f.a. including 901 sq. ft. for 60 dining seats and 149 sq. ft. for a new entrance/lobby. All dining seats were to be removed from the basement which would be redesigned for non-public purposes the wine cellar and dead storage space. The total gross floor area would remain at 5542 sq. ft., now all on the first floor, and there would be no increase in the degree of non-conformity on site. The 1050 sq. ft. g.f.a. basement space is excluded from floor area calculations for zoning purposes because it is below grade space which may only be used for purposes by the modifications of this approval; and

WHEREAS, the Fire Department has supported moving dining seats and other public activity out of the basement and up to the first floor for reasons related to safety; and

THEREFORE BE IT RESOLVED that Valbella Restaurant; Special Permit/Site Plan application #1844 submitted by R. D’Andrea, Inc., authorized agent for the record owners Dieter Hauser and Thomas Monas for a restaurant addition at 1309 East Putnam Ave. in the LB zone as shown on plans by J. Crocco dated 6/13/96 and revised to 9/5/96 and on plans by R. D’Andrea dated 9/16/96 is hereby approved with modifications.

The modifications are as follows and must be resolved prior to signoff by Planning Staff for application to the Building Dept. for a building permit.
1. Due to the inconsistency in square footage figures between the plans submitted, a clear explanation of the differences in gross and net usable square footages is to be submitted.

2. The Architects plans are to contain a breakdown of the square footage for all areas and uses on both floors including the manager's office and storage space on the main floor (if any) and the areas devoted to basement wine cellar and other storage space. Dimensions of the proposed building should be included as well. The Engineer's/Surveyor's plan is to show the site/zoning calculations in concert with the Architects square footings.

3. The following notes are to be placed on appropriate plans:
   a. The architectural plans are to be revised to indicate: "This area is not to be used for any purpose except dead storage" for the basement area near the fireplace.
   b. The area of the basement not converted to a wine cellar shall be kept vacant and not be used for any public activity involving patrons/customer, or for tables, chairs or seating purposes, but shall be used for storage only. (Both Architects and Site Plan).
   c. No additional seating or floor area or other use shall be added to the building/site without provision of additional parking in accordance with requirements of Sec. 6-153 and the design standards of Div. 18, subject to Special Permit/Site Plan approval by the Commission. (Both Architects and Site Plan)
   d. All seating is to be on the first floor of the restaurant and is to be a maximum of 155 seats as shown on referenced plans. (Architects plans)
   e. There shall be no conversion of the restaurant to a different eating facility such as fast food and/or high turnover restaurant offering sit-down and/or take-out food without a revised Special Permit/Site Plan approval from the Commission. (Both plans)
   f. The basement floor area (approved for storage and a wine cellar) shall not be wholly or partially converted to any use presently on the main floor such as a manager's office. (Both plans)

4. The application is to be submitted to the Architectural Review Committee for review, comment and recommendation.
5. Applicant shall resolve DPW Engineering Division requests in letter dated 7/26/96 related to a drainage summary report, and on-site existing and proposed drainage system is to be shown on the site plan. Also, the driveway entrances and sidewalk shall be designed to conform to shown details and specifications.

6. Traffic Division concerns shall be addressed:
   a. Valet parking should continue to operate from the southern driveway on Sound Beach Avenue Extension and not from the Post Road.
   b. Both driveways on Sound Beach Avenue Extension must remain open at all times.

7. Health Dept. (letter dated 10/16/96) requires a full plan review and approval prior to submission to the Building Dept.

8. An approved grease trap is required by the Sewer Dept. (Signoff required).

9. A.R.C. recommendations to be incorporated into Architectural and if necessary, Site Plan, for Planning Staff signoff.

10. Three copies of each plan revised as noted are to be submitted for review by the Planning staff for signoff to the Building Dept. prior to application for a building Permit.

If you have any questions, please call.

Sincerely,

Hiram Peck
Assistant Town Planner

cc: W. Marr
    J. Maloney
    B. Dixon
    S. Demitri
    G. Garabedian
    C. Pagliaro

HP/my, SP#1844
MEMORANDUM

TO: Jim Maloney, Zoning Enforcement Officer
    Bill Marr, Building Official
    Bruce Dixon, Zoning Inspector

FROM: Diane W. Fox, Town Planner/Zoning Enforcement Coordinator
    Joseph R. Potenza, Senior Planner

DATE: October 15, 2001

RE: Valbella Restaurant - 1309 East Putnam Ave.
    Installation of Outdoor Cooler; Relocation of Enclosure and Gates for Refuse and
    Recyclable Containers; and Installation of 8' Height Vinyl Coated Chain Link
    Fence Along Property Line - FSP/ Adm. # 1844.1

The Planning and Zoning Department has completed its review of the site plan prepared
by Rocco D'Andrea as described below, for Valbella Restaurant at 1309 East Putnam Ave. The
plan is for a 7' 9" by 7' 9" cooler for perishable goods located on the north side of the existing building in what is part of the fenced off refuse and recyclable storage area; the installation of a new enclosure and gate to this outdoor storage area; and the installation of a 8' high black vinyl coated chain link fence along the northern property line. It is our understanding that the owner of the adjoining property owner, Mr. Peter Garbarini, has requested the installation of this fence.

This proposal has been presented to and was approved by the Architectural Review Committee at its meeting on October 3, 2001.

This plan is approved subject to the following conditions, which should be noted on the building permit application:

- Applicant to provide proof that the plans for the outdoor cooler have been reviewed and approved by the Health Department Division of Environmental Health Services.

- No parking spaces to be lost as a result of the improvements.

- All outdoor storage to be located in the enclosed area. Any outdoor storage outside of this enclosure is a violation of the approved site plan and will be cited as a zoning violation.
The plan, copies of which are attached include:

- Proposed Conditions i'lot Plan Valbella Ristorante, 1309 East Putnam Ave.,
  Greenwich, CT dated 7-23-00 with revisions to 7-23-01 prepared by Rocco V.
  D'Andre, Inc.

Att.

cc: Anthony D'Andrea
PLANNING AND ZONING - LAND USE DEPARTMENT

TO: Jodi Couture, Zoning Enforcement Officer  
Bill Marr, Building Officer

FROM: Katie Blankley, Deputy Director of Planning and Zoning  
Cindy Ann Tyminski, Planner II

SUBJECT: PLPZ20110161 Administrative Site Plan

LOCATION: Valbella Restaurant  
1309 East Putnam Avenue

DATE: May 18, 2011

Application PLPZ201100161 as submitted by Tony D'Andrea, authorized agent, for Valbella Restaurant, an administrative site plan to construct a new stone wall, water feature, fire pit, path lighting, terrace and landscaping on a 5,591 sq. ft. property located at 1309 East Putnam Avenue in the LB zone.

Planning and Zoning staff has reviewed the application and found that:

1. The Engineer of record has certified on May 13, 2011 that the modifications to the site with not result in an increase in the total lot coverage or will have an impact on the storm water drainage on site.
2. The site is developed according to the landscaping plan approved by the Architectural Review Committee on May 4, 2011. (PLPZ #201100162).

The landscape architectural plans labeled “Valbella Ristorante, 1309 East Putnam Avenue, Riverside, CT”, prepared by Studer Design Associates Inc., last revised April 6, 2011 is hereby approved with the following conditions WHICH SHALL BE INCLUDED AS NOTES ON THE ZONING PERMIT:

1. The Fire Marshall shall approve all modifications required to install the fire pit/feature.
2. The height and setback of all structures including all stonewall shall be verified by the Zoning Enforcement Officer prior to the issuance of a zoning permit.
3. There is no outdoor dining permitted on the terrace or any other part of the property without Planning & Zoning Commission approval.

4. All trees noted on the plan to remain shall be protected during construction on the site.

5. The non-complying holiday lights in the trees shall be removed.

6. All other landscaping, screening and site development should remain in compliance with previous Planning and Zoning Commission and Architectural Review Committee approvals: FSP #1651.1, FSP #1651.2, FSP #1844, FSP #1844.1, FSP #1835 and EA #09-138.

7. Any alterations or additions, changes or intensification of any use on may require review by the Planning and Zoning Commission.

8. All future applications that are submitted for site plan review will require a lot coverage plan along with a numeric description of lot coverage.

9. Any exterior alterations including modifications to lighting, landscaping, signage and rooftop mechanicals may require additional review by the Architectural Review Committee.

PRIOR TO ISSUANCE OF CERTIFICATE OF OCCUPANCY

1. All site improvements on the approved plans must be completed to the satisfaction of Planning and Zoning Staff or its designee prior to the Certificate of Occupancy.

2. Three copies of a certification and an “Improvement Survey” plan and landscape architectural drawings that depict as-built conditions shall be submitted upon completion of work and prior to an issuance of Certificate of Occupancy.

APPROVED PLANS

Landscape Architectural Plans
Valabella Ristorante
1309 East Putnam Avenue
Greenwich, CT
Prepared by: Studer Design
Last Revised: April 6, 2011
March 7, 2014

Anthony D’Andrea
Rocco V. D’Andrea, Inc.
PO Box 549
Riverside, CT 06878

John Tesei, Esq.,
Gillbride, Tusa, Last & Spellane, LLC
31 Brookside Drive
Greenwich, CT 06830

RE: Application of Anthony D’Andrea, authorized agent Dieter E. and Rosemarie Hauser, Trustees, record owners, and Valbella Restaurant, tenant, for a final site plan and special permit, PLPZ 2013 00581 and PLPZ 2013 00582, to approve the use of the lower level wine cellar for dining on a on a 24,852 sq. ft. property located at 1309 East Putnam Avenue in the LB zone as shown on a site plan prepared by Rocco V. D’Andrea Inc., dated 10/11/2012 and architectural plans prepared by James Margeotes, Architect last dated 06/26/2012.

Dear Mr. D’Andrea:

The Planning and Zoning Commission, at a public meeting held on and February 20, 2014 and considered the above referenced applications and took the following action:

UPON A MOTION made by Mr. Maitland and seconded by Mr. Brooks the following resolution to move to final was unanimously adopted 5-0 (Voting in favor on this item: Heller, Maitland, Alban, Brooks and Levy).

WHEREAS the Commission held public meetings on November 19, 2013 and February 20, 2014 and took all testimony required by law; and
WHEREAS the applicant requested Final Site Plan and Special Permit approval pursuant to §6-15, §6-17 and §6-104; and

WHEREAS the applicant requested that the Final Site Plan application be converted from a Final Site Plan to a Preliminary Site Plan application and the Commission has accepted this application as a Preliminary; and

WHEREAS in November 1996, the applicant received Final Site Plan/Special Permit (FSP #1844) approval to build a 876 SF addition to the restaurant and to convert the basement to a climate controlled area to store wine and cigars, with a maximum of 155 seats, with none allowed in the basement and 38 parking spaces were to be provided on-site; and

WHEREAS the applicant has now returned to the Commission to request that they be allowed to put 34 seats in the basement wine cellar, keeping the total at 154 seats with 60 seats in the first floor main dining room, 28 seats in the first floor rear dining room, and 32 seats in the “corporate” dining room on the first floor; and

WHEREAS the Commission finds that the parking on site is non-conforming, and has been non-conforming for many years, and the parking requirements prior to this proposal, assuming the 155 approved seats, is 62 parking spaces and the site accommodates only 37 standard parking spaces and one (1) handicapped space; and

WHEREAS the Commission notes that even though the number of seats that is proposed will remain the same, increasing the floor area devoted to dining per §6-158 (Restaurant) (b), is increasing the parking demand, thus increasing the nonconformity; and

WHEREAS the applicant states that they have a lease with a local property owner and they intend to offer valet service and they have applied for a variance from the parking regulations; and

WHEREAS the Commission notes comments from the DPW-sewer dated 4/15/2014 and Zoning Enforcement 2/14/14.

THEREFORE BE IT RESOLVED that the Application of Anthony D’Andrea, authorized agent Dieter E. and Rosemarie Hauser, Trustees, record owners, and Valbella Restaurant, tenant, for a preliminary site plan PLPZ 2013 00581 and PLPZ 2013 00582 to approve the use of the lower level wine cellar for dining on a on a 24,852 sq. ft. property located at 1309 East Putnam Avenue in the LB zone on a site plan prepared by Rocco V. D’Andrea Inc., dated 10/11/2012 and
No action was taken on the Special Permit.

The following issues shall be addressed prior to Final Site Plan submission to Planning and Zoning:

1. A full plan of the **entire first floor** shall be submitted for the Final Site Plan. The total floor area for the entire building should be submitted. The architects should break down the square footage for all uses on first floor and basement including the manager’s office, wine cellar and other storage space. This should be placed on the floor plan, along with a table identifying the number of seats in each area.

2. The applicant shall receive all the required variances from the Zoning Board of Appeals. All copies of leases and all plans relating to off-site parking shall be submitted with the Final Site Plan application.

3. The applicant shall resolve all issues with the Fire Marshall.

4. The applicant shall address all remaining staff and departmental comments.

The contents of this letter have been reviewed by members of the Commission and reflect the decision the Commission made at its meeting on February 20, 2014. If you have any questions please feel free to contact me at the Planning and Zoning Office.

Sincerely,

Cindy Ann Tyminski
Planner II

cc: William Marr, Building Official
Jodi Couture, Zoning Enforcement Officer
Proposed Dining Room for Seat Relocation at

VALBELLA!!

RISTORANTE

1309 EAST PUTNAM AVENUE
RIVERSIDE, CONNECTICUT

Please Note:
These Plans have been pulled from P&Z records, not submitted by applicant.
Please Note:
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S.P. #
1844
Please Note: These Plans have been pulled from P&Z records, not submitted by applicant.
Please Note:
These Plans have been pulled from P&Z records, not submitted by applicant.
SITE PLAN APPLICATION

Project Name: Valbella Restaurant
Project Address: 1309 East Putnam Avenue, Riverside, CT 06878
Property Owner(s): Laura Christy Limited, Applicant  Dieter E. & Rosemarie Hauser, TR, c/o Thomas A. Monas, Property Owner
Tax Account Number(s): 12-1023/S Zone(s): LB Lot Area: 24,852 sf

Please select all relevant items below:
☐ Special Permit – Complete special permit application form
☐ Coastal Overlay Zone
☐ Property is within 500 feet of a Municipal Boundary of ____________________ (for notification)
☐ Amendment to Building Zone Regulations – Section(s) __________________________________
☐ Amendment to Building Zone Map – Zone(s) affected __________________________________
☐ Health Department review needed
☐ Sewer Department review needed
☐ Architectural Review Committee Application attached or Review needed
☐ Planning & Zoning Board of Appeals review needed
☐ Inland Wetlands and Watercourses Agency Review / Approval Required

AUTHORIZED AGENT

Name: Thomas J. Heagney
Street Address: 248 Greenwich Avenue
Phone: (203) 661-8400
Signature: 

Firm name: Heagney, Lennon & Slane, LLP
City: Greenwich
St: CT
Zip: 06830
Email: THeagney@HLS248.com
Date: February 4, 2020

PROPERTY OWNER(S) AUTHORIZATION

Name: Dieter E. & Rosemarie Hauser TR c/o Thomas A. Monas
Street Address: 414 Cognewaugh Road
City: Cos Cob
ST: CT
Zip: 06807
Phone: ____________________________
Email: ____________________________
Signature: ____________________________  *See Authorization Letter
Date: ____________________________

To be completed by P&Z staff only:
Check # 44669  Check Amount: $310.00
Application #: PZPZ 202000017

PZ Site Plan App 2018
## SITE PLAN ZONING STATISTICS

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This Site Plan Involves:

- □ ADDITIONS
- □ ALTERATIONS
- □ DEMOLITION
- □ RE-CONSTRUCTION

PZSitePlan App 2018
August 19, 2019

Planning and Zoning Commission
Town of Greenwich
101 Field Point Road
Greenwich, CT 06830

RE: 1309 East Putnam Avenue, Riverside, CT 06878

To Whom It May Concern:

I hereby authorize Heagney, Lennon & Slane, LLP to act as my agent to appear before the Town of Greenwich Planning and Zoning Commission or any other Town Municipal Board in connection with the filing of applications for the above captioned property.

Laura Christy, Limited

By: Valerie Malfetano, President
January 29, 2020

Planning and Zoning Commission
Town of Greenwich
101 Field Point Road
Greenwich, CT 06830

RE: 1309 East Putnam Avenue, Riverside, CT 06878

To Whom It May Concern:

I hereby authorize Heagney, Lennon & Slane, LLP to act as my agent to appear before the Town of Greenwich Planning and Zoning Commission or any other Town Municipal Board in connection with the filing of applications for the above captioned property.

Dieter E. Hauser TR
Property Owner

Rosemarie Hauser TR
Property Owner
February 4, 2020

Mr. Peter Mangs
Applications Coordinator
Planning & Zoning
Town of Greenwich
101 Field Point Road
Greenwich, CT 06830

RE: Valbella Restaurant
Outdoor Dining Application
1309 East Putnam Avenue
Riverside, CT 06878

Dear Peter:

Enclosed please find the following in connection with the above referenced application:

1. Site Plan Application Checklist;
2. Site Plan Application Form, 8 copies;
3. Authorization Letters from Applicant and Property Owner;
4. Aerial and Topographic GIS Maps;
5. Field Card;
6. Narrative, 8 copies;
7. Affidavit of Notice to abutting property owners;
8. Seating Plan, 12 full-size and 8 reduced copies;
9. IWWA Green Sheet; and
10. Check representing the filing fee for a site plan review by the Commission and State fee.

Please schedule this item for the next available agenda. Thank you for your assistance in this matter.

Very Truly Yours,

Thomas J. Heagney

TJH/em
Enclosures
SITE PLAN CHECKLIST

APPLICATION NAME: Valbella Restaurant

All applications for preliminary and final site plan approval shall be made on the appropriate forms as provided by the Planning Staff. The following items must also be provided with the application. If any of the following items are not filed at the time of application, the application may be returned to the applicant in order that it may be filed in entirety at an appropriate future date. Required Items: (Sec. 6-14)

CHECK ITEMS SUBMITTED

1. Fifteen copies of a survey, folded to 9" x 12", showing existing conditions, including:
   a. Locations and dimensions of all existing buildings, structures, fences, retaining walls, utility facilities, trees of six (6) inches or more in diameter at breast height, and other similar features.
   b. Existing contours at no more than a two-foot vertical interval, unless waived by the commission Staff in circumstances where such contours may not be necessarily pertinent. The survey shall indicate topographic conditions of property immediately adjoining the subject parcel.
   c. The location of all existing watercourses, intermittent streams, wetlands as required by IWWA, Flood Hazard Lines as determined by FEMA, springs and rock outcrops or a note indicating that none exist, with the sources of information listed.
   d. The zone in which the land to be developed falls and the location of any town and zone boundary lines within or adjoining the tract, and yard dimensions to existing buildings. Lot area, by zone, shall be indicated.
   e. The title of the development, date, revision date if any and nature of revision, north arrow, scale, and the name and address of owner and names of owners of adjacent land.
   f. Street and property lines, curbs, edges of pavement, sidewalks, easements, right-of-way, covenants, and deed restrictions.
   g. Traffic lights and controls, public trees, catch basins, hydrants, and power and telephone lines in adjacent streets.
   h. Certification with the signature and seal or registration number of a registered land surveyor licensed in the State of Connecticut that the drawing is substantially correct to A-2 Standards, and that the property is in a designated zone under the zoning regulations.

2. Fifteen sets of a detailed Site development plan, at a readable scale, folded to 9" x 12", prepared in accordance with all applicable Town standards including the Roadway Design and Drainage Design Manuals, and signed by a professional architect, land surveyor, or engineer licensed in the State of Connecticut, showing:
   a. Location, dimension, and elevation of all proposed buildings, structures, walls, fences.
   b. Location dimensions and surface treatment of all existing and proposed parking and loading spaces, traffic access and circulation drives, and pedestrian walks. Sidewalks are to be provided as required by the Building Zone Regulations.
   c. Approximate location of proposed utility lines, including water, gas, electricity, sewer and the location of any transformers.
   d. Note specifying source of water supply and method of sewage disposal.
   e. Existing and proposed contours at units of no more than a two foot interval unless waived by the Commission’s staff. Cuts and fills and estimates of blasting to be submitted at time of final site plan.
   f. Location, size and type of proposed landscaping and buffer planting and the designation of those areas of natural vegetation not to be disturbed.
   g. Any other similar information determined by the Commission staff in order to provide for the proper enforcement of the Building Zone Regulations.
   h. Zoning statistics including: Gross Floor Area, Floor Area Ratio, Usable Floor Area, Required Parking, Actual Parking Provided, Building Height, Building Footprint, and Area Devoted to Surface parking, Building and Drives.
   i. Provisions for compliance with Americans with Disabilities Act (Handicap Access) and State Building Code.
   j. Coastal Area Management Application for projects within the Coastal Overlay Zone.

3. Eight sets of architectural plans, signed and sealed by an architect registered in the State of Connecticut, of all floors, all exterior elevations showing existing and proposed grade conditions. Elevations are to detail architectural elements by labeling materials, color and dimensions. Each architectural elevation shall show the absolute building height as well as building height for zoning purposes. All HVAC facilities are to be shown on architectural elevations.
4. Three copies of Floor Plan Work Sheets with the dimensions and calculated floor areas for each floor prepared in accordance with Sec. 6-5(22). Consult Commission Staff for required format.
5. Three copies of “building coverage” computation sheets.
6. Three copies of “area devoted to surface parking, building, and drives” worksheets.
7. Five copies of sight distance certification reports when required by a preliminary site plan review or when advised by the commission staff pursuant to item 2(g) of this checklist.
8. Three copies of Volume calculations per 6-101.
9. Completed Traffic Impact Evaluation Form if applicable. Submission requirements are defined on the form, available at the Commission office. A traffic report may be required.
10. Ten copies of completed application form signed by applicant or authorized agent, owners and contract purchasers, as applicable.
11. Ten copies of completed Special Permit form, if required by Building Zone Regulations.
12. Fifteen copies of detailed, inclusive narrative description of the proposed project. For those projects involving amendments to the Building Zone Regulations and/or amendments to the Building Zone Regulation Map, the narrative description must provide the section number and text for the proposed amendments(s) to the BZR and an explanation providing justification for the proposal. For map changes, a scaled drawing at 1” to 400’ needs to be provided for affected areas(s).
13. Eight copies of reductions in, 11 x 17 size, or other appropriate size, providing a readable, clear plan of proposed site development and architectural plans.
14. A showing that an adequate source of potable water is available to satisfy the needs of the proposed development as per Sec. 6-15(a) (3), signed by C.A.W.C.
15. An affidavit certifying that all abutting property owners have been notified, as evidenced by the submission of a certificate of mailing or certified or registered mail receipts about said application. A schedule of names, addresses, shown on a GIS map with lot lines indicating the location of the notified property owners. Owners of lots, or portions of lots, which are across a public or private street shall be deemed to be abutting property owners. For projects which require the preliminary review by the Conservation Commission, the notice shall be sent by the applicant to abutting owners two weeks prior to any scheduled hearing date of the Conservation Commission.
16. Authorization for the agent and contract purchasers to act on behalf of the certified property owner(s).
17. A separate schematic plan at a scale no larger than 1”=100” indicating buildings, parking and drives on the site and all adjoining properties, including those across the street, and the nearest cross street.
18. Five copies of a Drainage Summary Report as per Department of Public Works and the Town Drainage Design Manual. The summary report must be prepared in accordance with the following formats: PRELIMINARY: Existing and proposed storm water distribution, existing and proposed runoff rates, capability of off-site drainage facilities to accommodate proposed runoff, capability of off-site soils to accommodate percolation or detention if proposed, and identification of proposed drainage structures. FINAL: Final structure design details, prior approval from IWWA, Engineering Division and Conservation Commission as appropriate, and all information required by the preliminary report or two copies of drainage exemption forms.
19. In accordance with Sec. 6-183.1 to 6-183.10 of the Building Zone regulations, tree protection and sedimentation and erosion control plans shall be submitted with all site plan applications.
20. All applications for final site plans shall be in the form of a survey prepared by a registered Connecticut land surveyor having metes and bounds, dimensions of all buildings, parking and drives, setbacks of all structures from property lines, setbacks between buildings, and certification that building dimensions shown thereon are the same as the approved architectural plans Architectural and drainage plans are to be references by title, date(s) and sheet numbers.
21. Required fee submitted at time of application (see fee schedule).
22. "It is the belief of the PZC staff that this application is incomplete because of the failure of the applicant to provide the materials referred to above. This application will be reviewed by the PZC and a decision made as to whether it is complete or incomplete at its public meeting to be held in the PZC office."

All applicants must make an appointment to submit this application with the Applications Coordinator, Peter Mangs, who can be reached by (email) Peter.Mangs@greenwichct.org or (phone) 203-622-7894.

NOTE: Any new documentation presented at Planning and Zoning Meetings shall be submitted to staff so that they can be made part of the record. Please ensure all documents can easily be removed from presentation boards.
## PERMIT NEED DETERMINATION QUESTIONNAIRE

[This form is NOT an IWWA Application]

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**PROJECT:** Street Address 1309 East Putnam Avenue  
PARCEL ID: 121023  
Has there ever been an IWWA application for this site? **NO**  
**ACTIVITY:** (Circle) Addition Demolition Deck Garage Interior renovations New residence Pool Tennis court Generator Site Work/Landscaping Septic Other (please specify) **Seasonal Outdoor Dining**  
Will this activity require an addition to the septic system or B00a? **NO**

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**FEE:** $65 for reviews requiring a site visit or further in office analysis

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**Owner's full name [please print]** Dieter E. & Rosemarie Hauser, TR c/o Thomas A. Monas Phone ( )

**Mailing address** 414 Cognewaugh Road  
Town Cos Cob  
Zip 06807

**Authorized Agent's name [please print]** Heagney, Lennon & Slane, LLP Phone (203) 661-8400

**Mailing address** 248 Greenwich Avenue  
Town Greenwich  
Zip 06830

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**A PLOT PLAN IS REQUIRED SHOWING THE PROPOSED ACTIVITY IN RED.**

Staff cannot review your proposal without a plan.

IWWA staff will review this questionnaire to determine if regulated activities are associated with the proposal and whether an IWWA permit is required. Do not apply for a Building Permit until this review is complete.

If your project does not require an IWWA permit, we will sign off on this questionnaire, which you will need if you are obtaining permits from other departments.

If an IWWA permit is required, we will supply you with a permit application packet. You must obtain an IWWA permit prior to the commencement of your project. No work may begin until you receive an IWWA permit. The issuance of a building permit alone does not constitute an authorization to proceed.

If you do not receive notice regarding your questionnaire within two weeks of submission, please contact the IWWA office.

As the property owner or authorized agent [check one] I believe that the information I have submitted is correct.

**Signature**  
**Date** 2/4/2020

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If mailing, return completed form.

If a site visit is required, you will be notified and asked to remit a $65 fee (payable to "Town of Greenwich") to the Greenwich Inland Wetlands & Watercourses Agency. The site visit will not take place until this fee is received.

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### STAFF NOTES

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IWWA Questionnaire Revised 9/21/17
NARRATIVE

Valbella proposes to provide seasonal outdoor dining at its restaurant located at 1309 East Putnam Avenue in Riverside, consisting of 24 seats. These 24 seats will be taken from the existing number of seating inside the restaurant dining room. During seasonal outdoor dining use, there will be 24 seats blocked off inside the restaurant so as to not increase the existing seating capacity.

Site plan approval is requested for the outdoor dining, which is a permitted use in the LB zone. The proposal complies with the criteria listed in Section 6-100:

1. Proof of adequate parking: Valbella Restaurant provides 38 parking spaces on site.
2. Proof of adequate liability insurance: Valbella Restaurant will be providing seasonal outdoor dining on site at 1309 East Putnam Avenue and will not provide outdoor dining on Town sidewalks. Valbella’s outdoor dining will not interfere with any public, state or municipal use of any public street, sidewalk or property nor will it create a disturbance or hazard to pedestrians or flow of traffic.
3. Seating at the end of seasonal use: All outdoor seating will be moved into a warehouse facility located offsite at the end of seasonal use.
4. Annual re-application: Applicant acknowledges that seating must be applied for annually.
5. Location of dining facilities: Public property will not be used for the dining facilities.
6. Zoning permit: Applicant acknowledges a zoning permit must be obtained prior to placement of dining facilities.
7. Project scale: Applicant requests Commission approval to have 24 outdoor seats on Valbella Restaurant’s existing flagstone terrace. Applicant proposes to install temporary fence screening and gating when seasonal outdoor dining on the terrace is in use.
8. Pedestrian/Traffic Impact: The proposal will not interfere with any public, state, or municipal use of any public street, sidewalk, or property; will not create a disturbance or hazard to pedestrians or traffic; and will not interfere with the safe and free flow of pedestrians or traffic.

Applicant requests site plan approval to allow for seasonal outdoor dining at Valbella Restaurant.

Respectfully Submitted,
Thomas J. Heagney
Dated: February 4, 2020
TOWN OF GREENWICH

AFFIDAVIT OF NOTIFICATION OF SITE PLAN APPLICATION TO PLANNING AND ZONING COMMISSION

STATE OF CONNECTICUT )
COUNTY OF FAIRFIELD ) ss: Greenwich

I, THOMAS J. HEAGNEY, being first duly sworn, do hereby certify that on January 31, 2020, I caused to be mailed, postage prepaid, evidenced by certificate of mailing, to those persons whose names are set forth on Exhibit A attached hereto, a copy of the notice Exhibit B. Said persons are the record owners, as of January 31, 2020, as shown on the Town Tax Assessor’s Office records of property abutting and across the street from the properties for which an application for site plan approval to allow for seasonal outdoor dining for the property at 1309 East Putnam Avenue in Riverside, Connecticut has been filed with the Town of Greenwich Planning and Zoning Commission.

THOMAS J. HEAGNEY

Subscribed and sworn to before me this 31st day of January, 2020

EMMA A. MUTINO
NOTARY PUBLIC
State of Connecticut
My Commission Expires April 30, 2020
EXHIBIT B

January 31, 2020

To Whom It May Concern:

Notice is hereby given that Dieter E. & Rosemarie Hauser, as property owners, and Laura Christy, Limited, as applicant, have filed an application with the Town of Greenwich Planning and Zoning Commission to request site plan approval to allow for seasonal outdoor dining at Valbella Restaurant located at 1309 East Putnam Avenue in Riverside, Connecticut. No changes to the existing structure are proposed.

Further information regarding this application may be obtained at the Planning and Zoning Commission or this office.

As an adjoining property owner you are entitled to this notice. You may appear at the Public Hearing of this appeal or send a representative. You may also write to the Planning and Zoning Commission to express your position on this matter under review if you so choose. The date of the hearing has not yet been determined. Prior to the hearing a legal notice will be published twice in the Greenwich Time newspaper to announce the date and time of the hearing. The appeal and accompanying documents are on file at Greenwich Town Hall. You may review these public records at Town Hall if you wish.

Thomas J. Heagney

For information contact:
Planning and Zoning Commission
Town Hall, 101 Field Point Road
Greenwich, CT 06836
Tel: 203-622-7894
To Whom It May Concern:

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Thomas J. Heagney

For information contact:
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Town Hall, 101 Field Point Road
Greenwich, CT 06836
Tel: 203-622-7894
Room to be blocked off while outdoor dining is in use.