

**DEPARTMENT OF PUBLIC WORKS – ENGINEERING DIVISION**  
**SITE DEVELOPMENT REVIEW**

Engineering Project No. 20-5(22)

Department Project No.  
PLPZ202000087, 88

Submittal Received Date: 11/30/2020

Submittal Reviewed For:  
Planning and Zoning

Traffic Review Requested: No

Review Type: Final Site Plan

**PLAN SET INFORMATION**

Plan Title: 97 & 99 E. Elm Properties, LLC

Project Address: 97 & 99 East Elm Street

Engineering Firm:  
Rocco V. D'Andrea, Inc.

Original Plan Date: 3/6/2020

Latest Plan Revision Date:  
11/30/2020

**DRAINAGE SUMMARY REPORT INFORMATION**

Engineering Firm:  
Rocco V. D'Andrea, Inc.

Original Report Date: 3/6/2020

Latest Report Revision Date:  
11/30/2020

---

Reviews provided by the Engineering Division are for compliance with the Town's "Roadway Design Manual and Standard Construction Details" and "Drainage Manual" as amended. Reviews are based upon the information and plans provided. Comments pertaining to the Town's manuals are not all encompassing. Other reviewing entities may provide additional comments regarding consistency with these manuals in accordance with their jurisdictions. Review of sanitary sewer and septic systems are not reviewed by the Engineering Division.

All New Submittals for Commission Meetings must be received by the Engineering Division four weeks before scheduled Commission Meeting.

All Revised Submittals for Commission Meetings must be received by the Engineering Division three weeks before scheduled Commission Meeting.

---

Reviewed and Approved by: \_\_\_\_\_ Date: 12/1/20  
Scott Marucci - Senior Civil Engineer

**COMMENTS AND CONDITIONS OF APPROVAL: Resubmit Prior to Zoning/Building Permit Approval**

1. The Traffic Access Evaluation – Proposed Residential Development – 97 & 99 East Elm Street. Greenwich CT Report provided by Frederick P. Clark Associates/Hardesty & Hanover dated November 6, 2020 is acceptable.
2. As discussed with the Deputy Commissioner of Public Works the following are the requirements for the proposed driveway between 97 & 99 East Elm Street and the existing driveway that will remain on 93 and 97 East Elm Street:
  - a. The distance from the existing driveway on 93 & 97 East Elm Street that will remain is less than the minimum required 50-feet to the proposed second driveway on 97 & 99 East Elm Street. The following must be made conditions of the approval:
    - i. No access to the existing driveway on 93 & 97 East Elm Street will be allowed for 97 & 99 East Elm Street. The proposed carport on 97 East Elm Street must have a solid wall between 97 East Elm Street and the driveway on 93 & 97 East Elm Street. The existing driveway on 93 & 97 East Elm Street can only be used by 97 & 99 East Elm Street for maintenance of the western side of the building on 97 East Elm Street.
    - ii. A legal document or conditions placed on the final site plan approval are required that remove all rights to use the existing driveway on 93 & 97 East Elm Street from 97 & 99 East Elm Street (except for maintenance purposes of the western side of the building on 97 East Elm Street).

**DEPARTMENT OF PUBLIC WORKS – ENGINEERING DIVISION**  
**SITE DEVELOPMENT REVIEW**

- iii. The Commission shall determine if the legal document or conditions on the final site plan approval shall be used to enforce the restriction.
3. The draft drainage maintenance agreement between the lots is acceptable to the Engineering Division. Planning & Zoning and Law Department should review and approve the draft prior to final site plan approval.
4. The draft driveway easement should be reviewed by Planning & Zoning and the Law Department prior to final site plan approval.
5. A revised Form SC-100 needs to be submitted.
6. A revised Form SC-107 needs to be submitted.
7. The Drainage Summary Report is acceptable in concept. The following revisions and additional information need to be submitted:
  - a. The RRV for POC A needs to be revised. Based on HydroCad the existing RRV = 834 CF and the proposed RRV =  $386 + 1,774 + 491 = 2,651$  CF. Review the HydroCad results and revise.
  - b. The stormwater BMPs for the driveway within Watershed 1 discussed in the response letter are not feasible but other BMPs such as filters need to be discussed with the Engineering Division.
8. The construction plan set shall be revised as follows:
  - a. Site Plan Sheets
    - i. On what sheet is the following callout located:
      1. Pedestrian access to the sidewalk must be maintained throughout the project.
      - i. The sump elevation for CB#1 seems to be incorrect. Review and revise.
  - b. Construction Details Sheets
    - i. The Asphalt Profile A-A is a section and not a profile. The name needs to be revised to Porous Asphalt Section A-A. The following needs to be revised:
      1. The section needs to be shifted south so it goes along the line where the building foundation and the garage foundation are located. The section needs to be looking south so it shows the footings of the buildings and the garage.
      2. The impermeable liner running down the edge of the buildings past the bottom of the footings needs to be clearly shown (building and garage footings need to be shown). No footing drains can be located within the stone bed of the porous asphalt system. Based on the architectural section the bottom of the building footing is below elevation 103.80. This section must be very detailed, so it is constructed correctly.
9. The draft Operations and Maintenance Plan Report for each lot needs to be revised as follows:
  - a. A draft Stormwater Management Practices Maintenance Declaration must be submitted prior to Construction Plan Approval (Building Permit). The final version must be submitted with the request for Certificate of Occupancy.
  - b. Exhibit A needs to have a maintenance item added for the following:
    - The additional BMP for Watershed 1.
    - i. The gravel beds below the decks.

**Standard Conditions for Each Submittal**

1. The Engineering Division will no longer keep any records for the submittals. All records for the submittal shall be obtained from the Town of Greenwich Department/Division that has taken in applications and/or submittals. These documents are maintained within each office (e.g. P&Z, IWWA, and DPW Building and Highway Divisions).
2. All revisions to the reports and plans must follow the requirements in the Town of Greenwich Drainage Manual February 2014 as amended.
3. All revisions must be accompanied by a point-by-point written response to the Engineering Division's comments.

**Standard Conditions of Approval**

1. The Operations and Maintenance Plan Report must include the following for the Certificate of Occupancy:
  - a. The final completed Stormwater Management Practices Maintenance Declaration.
  - b. The final completed Exhibit A, and B
  - c. The Maintenance Declaration needs to be filed on the Town of Greenwich Land Records prior to a Certificate of Occupancy. A review of the documents above must be completed before filing on the Town of Greenwich Land Records.

**DEPARTMENT OF PUBLIC WORKS – ENGINEERING DIVISION**  
**SITE DEVELOPMENT REVIEW**

2. The Town of Greenwich – Standard Construction Notes for Site and Subdivision Plans are conditions that must be met.
3. All requests for a Temporary Certificate of Occupancy (T.C.O.) or a Certificate of Occupancy (C.O.) shall be submitted one month before the T.C.O. or C.O. is required.
4. The submittal for a Temporary or Final Certificate of Occupancy must include the following:
  - a. Site Inspection Certification Sign-Off – Form SC-102 – Sealed and Signed by a Connecticut Licensed Professional Engineer.
  - b. Drainage Certification Sign-Off – Form SC-103 – Sealed and Signed by a Connecticut Licensed Professional Engineer.
  - c. Field Inspection Record (All required photos) – Form SC-106 – Sealed and Signed by a Connecticut Licensed Professional Engineer.
  - d. Bioretention Soil Testing Certification Sign-Off (as applicable with the bioretention soil gradation test and the phosphorous test for the mixed soil) – Form SC-104 – Sealed and Signed by a Connecticut Licensed Professional Engineer.
  - e. Directly Connected Impervious Area (DCIA) Certification Post-Construction – Form SC-108 – Sealed and Signed by a Connecticut Licensed Professional Engineer.
  - f. Operations & Maintenance Plan Report (Stormwater Management Practices Maintenance Declaration and Exhibit A) – Sealed and Signed by a Connecticut Licensed Professional Engineer.
  - g. Improvement Location Survey Depicting “As-Built” Conditions – Sealed and Signed by a Connecticut Licensed Land Surveyor.
  - h. A Letter discussing all the work that remains to be completed (Only for a Temporary Certificate of Occupancy Submittal).