UPDATE:
P+Z reviewed this MI and Site Plan application at their meeting on Dec. 15th 2020. At that time the DPW comments dated 12-8-20 needed to be addressed and ARC had not yet reviewed the application. The Commission also asked for a copy of the MI letter from the Board of Selectmen. Subsequently the applicant submitted revised plans and DPW has issued comments indicating no revisions are needed prior to P+Z approval (revisions are required prior to Zoning Permit sign off). ARC reviewed the project at their 1-6-21 meeting and recommended that some updates be made and for those to be submitted electronically without requiring a return to a meeting. A copy of the MI referral is included with this staff report.

APPLICATION SUMMARY:
Final Site Plan PLPZ202000322 and MI PLPZ202000323 were submitted for construction of a new permanent facility for Greenwich Emergency Services’ (GEMS) “Substation 4” on a 2.5-acre property located in the RA-4 zone including a new building, garage, new parking area and
new septic system to be reviewed per Section 6-5, 6-13 to 6-15, 6-100, 6-93(a)(2), and 6-205 of the Building Zone Regulations and per Section 99 of the Town Charter.

**ISSUES AND RECOMMENDATIONS:**

1. **DPW Engineering** – Revised comments dated 1-25-21 indicate revisions are required prior to Zoning Permit sign off.
2. **ARC** – ARC reviewed and issued recommendations for “electronic return” at their 1-6-21 meeting.
3. **Conservation** – Comments dated 12/7/2020 have been issued – the comments recommend a native planting plan be provided for the rain garden and that the emerald thuja evergreens be replanted behind the new structure as screening between it and the woodland.
4. **Inland Wetlands** – There are wetlands on the property, but IWWA has indicated that no permit is needed as the site work is greater than 100 feet away (about 400 feet).
5. **Zoning** – ZBA comments dated 12/9/2020 indicate that the proposal meets the applicable regulations. All applicable Zoning statistics should be confirmed, including Green Area, prior to Zoning permit issuance.
6. **Health** – The Health Dept approved the proposed septic plans under Permit PRHD202000274.
7. **Sewer submitted comments indicating there are no sewer connections at this site.**
8. The Commission may consider the adequacy of the proposed screening based on Section 6-15(a)(2).

**EXISTING CONDITIONS**

The property contains 2.5 ac in the RA-4 Zone on the east side of King Street just North of the Griffith E. Harris Golf Course. There are residential neighbors to the north of the site, with a vacant piece of land across the street. The property is deficient in lot size in a zone where 4 acres is the minimum. Therefore, the yard setbacks associated with RA-2 are used to determine compliance.

There is currently a temporary trailer on site which has been used by GEMS as a substation (referred to as Substation or Medic 4). Prior to the installation of the trailer, P+Z reviewed and approved Site Plan #2490 and Municipal Improvement #525 for the purchase of the site and for use of the single family dwelling for GEMS use. There were 2 parking spaces in front of the residence for the employees.

P+Z reviewed and approved the temporary trailer under Final Site Plan PLPZ201200554. The project included placement of the 720 sf trailer, and reconfiguration of the driveway into a loop
with access off of both King St and the Golf Course parking lot to the south. This configuration allows the GEMS vehicles to enter and exit the property without backing up, thereby avoiding the loud back up “beeping” in the residential neighborhood. There are trees and understory on site, mostly in the eastern portion of the long narrow lot.

ZBA Variance PLPZ 2012001063 was granted for the deficient side yard setbacks because the trailer was placed on site within about 8 feet of the northerly property line, prior to the dwelling being demolished. Once the dwelling was demolished, the trailer was moved at least 35 feet from the northerly property line.

**PROPOSED IMPROVEMENTS:**
The Town is proposing to remove the trailer and construct a new 3134 sq. ft. structure with a garage, front porch, walkway, and ramp. The current driveway will be updated to create 5 parking spots of which 1 will be ADA compliant. The attached garage will have 2 additional spaces for the parking/storage of GEMS vehicles. There will be a fenced in refuse area and a ground mounted generator. The existing septic system will be abandoned and a new septic system will be installed. Regrading of the front of the property will be needed for installation of a rain garden.

FAR calculations show 2621.39 sf on the first floor plus 512.68 sf on the second floor or attic level. The attic level may be excluded if it is less than 40% of the floor below.

**Landscaping and Screening**
Landscaping plans prepared by William Kenny Associates show existing trees will be preserved along the borders of the property. The evergreens that need to be removed to construct the new building will be replanted along the northerly boundary which abuts a residential property. Conservation has recommended that the evergreens instead be replanted to the rear of the new structure to screen any lighting impacts on the woodlands.

A screening fence is also proposed along the northerly boundary. Four new trees will be planted throughout the property along with shrubs and groundcover. There is no proposal to remove vegetation from the existing woodland or wetlands areas on the property. The Inland Wetlands Agency has indicated no permit is required because the wetland is greater than 100 feet (about 400 feet) from proposed site activities.

Conservation recommends that the plan be updated to show the rain garden planted using native species.
Architectural Review Committee

ARC reviewed the proposal at the 1-6-21 meeting and issued recommendations that should be fulfilled by submitting revisions via email. They did not feel a return to a meeting was necessary. The recommendations are as follows:

a. Western (front) elevation to be updated – add “arts and crafts” and/or bungalow style elements– i.e. shed dormers, a mix of materials and/or mimic gables of the eastern elevation.

b. Increase the sizes of propose plantings to confirm proper screening.

c. Integrate signage into the architecture for ARC to review.

Storm Water Treatment

The proposal adds 4271 sf of impervious surface to the site. Drainage patterns will remain materially the same pre and post construction. The drainage report identifies two points of concern – the King St. catch basin just past the driveway and the area where storm water drains north from the driveway onto King St. The storm water management system consists of a piped system that directs run off to a rain garden. The drainage summary report indicates a reduction in peak flow rate up to the 25 year storm and reduction in runoff volume up to the 1 year storm event will be achieved with implementation of the proposed measures. DPW comments dated 1-25-21 indicate that some revisions are required prior to Zoning Permit signoff.

Sedimentation and Erosion Control

The Sedimentation and Erosion Control plan shows silt fencing along the property boundaries to prevent off site impacts. Orange construction fencing will be installed along the boundary with the on-site vegetated woodland to prevent encroachment into this area. Orange fencing will also be installed around the areas of the new septic system and rain garden in order to prevent compaction of soils. An anti-tracking pad will be installed on the driveway off of King St. which will be the main access point. A stockpile is shown on site to be protected with two rows of silt fencing. The catch basins will be protected with filter fabric and hay bales. There are five trees, 3 between the drive and the northerly boundary and 2 in the front of the lot, shown to be protected.

APPLICABLE REGULATIONS:

Section 6-5, 6-13 to 6-15, 6-100, 6-93(a)(2), 6-205 of the Building Zone Regulations and per Section 99 of the Town Charter.

DEPARTMENT COMMENTS:

Zoning – Attached
Health – Attached
DPW Engineering – Attached
Conservation – Attached
TO: Katie DeLuca

FROM: Fred Camillo

DATE: Nov. 23, 2020

SUBJECT: Greenwich Emergency Medical Service (GEMS) Station 4 Municipal Improvement Referral

At a meeting of the Board of Selectmen on November 19, 2020, the Board unanimously voted to approve the referral to the Planning and Zoning Commission of the Greenwich Emergency Medical Service (GEMS) Station 4 at 1327 King Street.

As you know, Section 99 of the Charter calls for a Municipal Improvement referral in conjunction with "The acquisition of land for, or the location, relocation, abandonment, sale, lease or major redesign of public real property or public buildings, including schools." In this case, the Department of Public Works has developed plans for the construction of a new Station 4 at the aforementioned address. Consequently, it is the opinion of the Board of Selectmen that this requires an MI Referral to your Board under Section 99 of our Charter.

Thank you for taking this under consideration at your next Planning and Zoning Commission meeting.

cc: Tracey Schietinger
   John Heagney

"The Town of Greenwich is Dedicated to Diversity and Equal Employment Opportunity"
DEPARTMENT OF PUBLIC WORKS – ENGINEERING DIVISION
SITE DEVELOPMENT REVIEW

Engineering Project No. 20-5(41) Department Project No. Submittal Received Date: 1/20/2021
PLPZ2000322, 323

Submittal Reviewed For: Traffic Review Requested: No Review Type: Final Site Plan
Planning and Zoning

PLAN SET INFORMATION

Plan Title: Greenwich EMS Station No. 4 Project Address: 1327 King Street
Engineering Firm: Original Plan Date: 9/28/2020 Latest Plan Revision Date: 1/12/2021
Rocco V. D’Andrea, Inc.

DRAINAGE SUMMARY REPORT INFORMATION

Engineering Firm: Original Report Date: 4/30/2020 Latest Report Revision Date: 1/12/2021
Rocco V. D’Andrea, Inc.

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: 1/25/21
Scott Marucci - Senior Civil Engineer

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

1. A revised Form SC-100 needs to be submitted.
2. A revised Form SC-107 needs to be submitted.
3. The CCTV inspection must be submitted to the Engineering Division. Email the files to smarucci@greenwichct.org.
4. The Drainage Summary Report is acceptable for the proposed BMPS. The following revisions and additional information need to be submitted:
   a. The response for Standard 5C) needs to be revised since the proposed design has an increase in peak flow for the 25-year storm.
   b. The conveyance computations for all pipes on site and for the 15” pipe from the yard drain to the manhole in King Street needs to be submitted with the zoning/building permit submittal.
5. The draft Operations and Maintenance Plan Report is acceptable.

Standard Conditions of Approval

1. The Operations and Maintenance Plan Report must include the following for the Certificate of Occupancy:
   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.

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:
   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.
   h. A Letter discussing all the work that remains to be completed (Only for a Temporary Certificate of Occupancy Submittal).
ARCHITECTURAL REVIEW COMMITTEE
FINAL AGENDA Regular Meeting

Wednesday, January 6, 2021, 7:01pm – 11:14pm

Zoom Virtual Meeting
Action Agenda draft

Members Present: Richard Hein, Chairperson; John Conte, Vice-Chairperson; Graziano Meniconi, Secretary; Heidi Brake-Smith; Louis Contadino; Leander Krueger; Katherine LoBalbo; Paul Pugliese

Staff Present: Marisa Anastasio, Senior Planner; Jacalyn Pruitt, Planner II

I. Exterior Alteration Applications:
   1. Eastern Greenwich Civic Center, 90 Harding Road; Application PLPZ202000263 to demolish the existing civic center including removal of asphalt parking areas, drives and walkways, removal of 18 trees, and stripping and stockpiling of soil and construction of new civic center building, restriping of parking area, and new driveway and parking areas with timber guiderails, new light posts, bollards and protection of trees throughout the site. Tennis court and play area will remain on a property located at 90 Harding Road in the R-7 zone. Last reviewed at the 10-7-2020 meeting at which members Hein; Conte; LoBalbo; Boldt; Brake-Smith; Contadino, Conte; Krueger; Meniconi; and Pugliese were present. P+Z issued a decision on 11-17-2020 to “move the preliminary site plan to final”.

   View revised plans here.
   View applicant’s presentation here.

   Decision Status: ARC moves the project forward to P+Z, and requests that the applicant returns for review of Construction Documents / final details
   Motion: Hein Second: LoBalbo Vote: unanimous 8-0 (Hein; Conte; LoBalbo; Brake-Smith; Contadino; Krueger; Meniconi; Pugliese)

   The applicant shall submit construction documents to reflect the following:
   a. The scale of landscaping shall be updated to reflect the institutional use, it is too residential as proposed. ARC recommends using more Karl Foerster grass at front entry way, and to use white pines and blue spruce for proposed new trees. Different aged and sized trees should be utilized for diversity and sustainability.
   b. Make the bike racks, benches, and other items that embrace non-
vehicular traffic more prominent; integrate benches and bike racks into the landscape design.

a. A campus feel should be applied to sidewalk, building, parking lots, cross walks, landscaping, fencing and lighting fixtures.

b. For the paving in front of building – ARC suggests reviewing porcelain paving materials in a planking pattern vs. the proposed herringbone.

c. Provide a more aesthetically pleasing perimeter fencing.

c. Add doors to access outdoor patio area.

d. Crosswalks need to be carefully managed and possibly relocated – ARC is underwhelmed by the materials of the crosswalk. ARC suggests the applicant give this additional thought.

d. Opening to parking lot should be made wider.

e. Steel or other material roof may work the same as the proposed zinc and possibly work more efficiently economically. (photos provided by MenICONI as reference)

f. It is strongly suggested that sustainability is integrated into the project from the beginning -- such as addressing energy use due to glazing and installing solar panels sooner than later.

g. Applicant to confirm they will include motorized shades in response to the large amount of proposed southern glazing.

e. Full signage program should be developed and integrated into the design to be reviewed by ARC.

f. Any change to the lighting requires further review.

g. Provide full scale mock up of the brick and other materials of the facade and glazing.

h. Address the unresolved details of storm water management of the roof (clarify details of gutters, trench drains, etc…)

2. Town of Greenwich, 1327 King Street; Application PLPZ202000337 for Exterior Alteration review for removal of the temporary trailer and construction of a new Greenwich Emergency Medical Services dormitory building with attached garage, reconfiguration of parking spaces and associated landscaping on a property located at 1327 King Street in the RA-4 zone.

View plans here.

Decision Status: Electronic Return
Motion: Hein Second: Meniconi Vote: unanimous 8-0 (Hein; Conte; LoBalbo; Brake-Smith; Contadino; Krueger; Meniconi; Pugliese)
The applicant shall submit updated plans to reflect the following:

- Western (front) elevation to be updated – add “arts and crafts” and/or bungalow style elements – i.e. shed dormers, a mix of materials and/or mimic gables of the eastern elevation.
- Increase the sizes of propose plantings to confirm proper screening.
- Integrate signage into the architecture for ARC to review.

3. 124 OM LLC (Foundation House), 124 Old Mill Road; Application PLPZ202000338 for Exterior Alteration review for construction of a new conference center building / “event barn”, new walkways and landscaping on a property located at 124 Old Mill Road in RA-4 zone. View plans [here](#).

Decision Status: Return to a Meeting
Motion: Hein Second: Brake-Smith Vote: unanimous 7-0 (Hein; LoBalbo; Brake-Smith; Contadino; Krueger; Meniconi; Pugliese) – Conte recused

The applicant shall submit updated plans to reflect the following:

- ARC appreciates the design and preservation of the property - building is beautiful and is in keeping with context of the site.
- ARC notes that this is a preliminary presentation and final details still need to be provided.
  - ARC suggests next steps to add value to the design and process, to develop lots of sections to study relationship of spaces horizontally and vertically.
  - ARC recommends study of the scale of the buildings, both interior and exterior to express potential program of the building.
  - ARC encourages the applicant not to restrict the size of the building.
  - Applicant should clarify how the handicap parking section lines up and works.
  - Provide site sections including topography and structures, through event yard, parking and bldg., to understand the relationship and transition between spaces.
    - Since the building is setback and there is no impact on street scape or neighboring buildings, uplighting of the building may be considered by ARC, if proposed.
    - Accessibility to all amenities such as gardens, outdoor spaces, etc.. is important.
    - Articulate and clarify the arrival sequence, parking drop off and front door.
4. Miller Motorcars, 321 East Putnam Avenue, Applications PLPZ202000299 and PLPZ202000300 for Exterior Alteration and Sign / Awning review for loading dock infill, rear addition, new front window, paint, landscaping, lighting, and new signage on a property located at 321 East Putnam Avenue in the GB zone. Last reviewed at the 11-4-2020 meeting at which members Hein; Conte; Boldt; Brake-Smith; Contadino, Krueger; Meniconi; and Pugliese were present.

View revised plans [here](#).

Decision Status: Electronic Return

Motion: Hein Second: Conte Vote: unanimous 8-0 (Hein; LoBalbo; Brake-Smith; Contadino; Krueger; Meniconi; Pugliese; Conte)

The applicant shall submit updated plans to reflect the following:

a. Signage and sign-boards need further study and development – proportions and alignment need to be adjusted. Use the more delicate sign board shown on google earth image as a reference.

b. Applicant confirmed that diamond pattern leaded glass on front windows will remain (this is important to the ARC).

c. Architecture of building is approved without further development needed.

d. The applicant notes no additional lighting is proposed in this application.

II. Committee Business:

- Any Business.
  1. Marisa shared approved 2021 meeting schedule with the ARC.
  2. Noted that 2021 parking passes are being mailed out to ARC members so to limit traffic to Town Hall.

*The Town complies with all applicable federal and state laws regarding non-discrimination, equal opportunity, affirmative action, and providing reasonable accommodations for persons with disabilities. If you require an accommodation to participate, please contact the Commissioner of Human Services at 203-622-3800 or alan.barry@greenwichct.org as soon as possible in advance of the event.*
MEMORANDUM

To: Marisa Anastasio, Planner II
From: Aleksandra Moch, Environmental Analyst
Date: December 7, 2020
Re: Town of Greenwich – Greenwich Emergency Medical Services, Inc., 1327 King Street, PLPZ 2020 00322
     Site plan by Rocco V. D’Andrea, Inc., dated September 28, 2020

I have reviewed the above-referenced plans and visited the site. The following comments are offered for your consideration:

1. The proposed site re-development is offered within the established landscape envelope. Even though the site disturbance will be mostly conducted over the lawn area, five deciduous trees will be lost and the existing evergreen hedge consisting of a lane of 8 medium size Emerald Green Thujas will be removed. In addition, the area of impervious surface will increase.

2. The proposed rain garden provides storm water mitigation for both the quality and quantity of the runoff. To better address the quality element, a planting plan should be provided for the rain garden consisting of native shrubs planted along the edges and meadow mix dominating the central portion of the basin. By planting this area with native plants, less maintenance will be required and none or very little synthetic chemicals are needed. In addition, native plants will boost the environmental values of this area and provide superior storm water absorption and filtration lawn will not.

3. The evergreen hedge should be either replanted or replaced to continue providing protective screening for the woodland and enhancing its edges. Vehicles operated after dark generate light which can be disruptive to the ecological functions of the forest. Lights from artificial sources can disrupt the ability of nocturnal animals to find food, to reproduce, and to disperse or migrate.

It is recommended the existing Thujas be relocated to the edge of the forest, the proposed edge of the lawn, and/or planted behind the new structure. If all or some are not feasible to move, the lost evergreen trees should be replaced with native species (hemlocks, spruces, pines, hollies, etc.) at a 1:1 ratio.

cc: Conservation Commission
ZONING ENFORCEMENT

Project No. PLPZ202000322

Reviewed for Planning and Zoning Commission.

TITLE OF PLAN REVIEWED: GEMS

LOCATION: 1327 King Street

PLAN DATE:

ZONE: RA-4

☐ Ok for Zoning Permit Sign-off with the following revisions:

☐ 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: 12/9/2020

Note: These comments do not represent Building Inspection Division approval. Plans subject to review by ZEO at time of building permit application.
Hi Marisa,

Yes, the plans submitted by Rocco V. D’Andrea were reviewed and approved for a 2 bedroom/300 Gallons Per Day septic by Theresa Meade on October 19, 2020. The permit # assigned to it is PRHD202000274.

Kristin

Kristin Donlin RS
Environmental Health Supervisor
Town of Greenwich
101 Field Point Road
Greenwich, CT 06830
203-622-3770
kdonlin@greenwichct.org

Hi Kristin,

I hope you are doing well. I am reaching out regarding the proposed GEMS building at 1327 King St. The P_Z Commission will be reviewing the project next week. Have you reviewed the proposed septic system for the site? Thank you for any info you are able to provide.

Marisa Anastasio, Senior Planner
Town of Greenwich Planning and Zoning
101 Field Point Road
Greenwich, CT 06830
Ph. 203-622-7894
Fax 203-861-6102
CERTIFIED MAIL

August 2, 2004

James Lash
First Selectman
Town of Greenwich

Mr. Eric Brower, AICP
81 Holly Hill Lane
Greenwich, CT 06830

RE: Purchase of property at 1327 King Street: application FSP #2490 and MI #525 for a final site plan and municipal improvement to purchase a 2.5 acre property located at 1327 King Street in the RA-4 zone for use as a substation for Greenwich Emergency Medical Service.

Dear Mr. Lash and Mr. Brower:

At a regular meeting of the Planning and Zoning Commission on July 20, 2004 and upon a motion made by Mr. LeBien and seconded by Mr. Napolitano, to adopt the resolution for acquisition of property at 1327 King Street in the RA-4 zone for a GEMS substation per Section 8-24 of the Connecticut General Statutes the following resolution was unanimously adopted: (Voting on this item: Messrs. LeBien, Napolitano, Maitland and Heimbuch and Mrs. Colombo).

Whereas the Commission held a public meeting on July 20, 2004 and took all testimony required by statute; and

Whereas the BET and Board of Selectmen have approved said purchase for the proposed use by the Greenwich Emergency Medical Service at this time and have requested Planning and Zoning municipal improvement and site plan approval for the purchase and use; and

Whereas the Fire Chief noted that the 1998 Town Fire Plan indicated there was a need for such a facility in the northwest section of the town and this purchase and GEMS facility meets that need; and
Whereas the Commission finds that said purchase is in the Town’s and resident’s best interest to improve response time in the back country for medical emergencies, and there is little adverse impact upon the neighborhood since there is no change in the site or building contemplated at this time and only 2 employees, their vehicles and two ambulances will be on the premises which is adjacent to the Town’s Harris Golf Course.

Therefore Be It Resolved that the Planning and Zoning Commission of the Town of Greenwich hereby approves the following project pursuant to Section 8-24 of Connecticut General Statues: The acquisition of property at 1327 King Street (Lot No. 31, King Street E 71) consisting of approximately 2.5 acres owned now or formerly by Richard Belanger.

Upon a second motion made by Mr. Maitland and seconded by Mr. Napolitano, the following resolution was on the Municipal Improvement approval unanimously adopted: (Voting on this item: Messrs. Maitland, LeBien, Napolitano and Heimbuch and Mrs. Colombo).

Whereas the Commission finds that the purchase of this property is in keeping with the recommendations of the 1998 Plan of Conservation and Development to ensure that public facilities will meet the Town’s future needs for emergency services; and

Whereas the Commission finds that this location, adjoining the Town’s Harris Golf Club and in the northwest corner of the town will increase the public safety, health and welfare of the residents in this section of the backcountry, by improving response times for GEMS.

Therefore Be It Resolved that application MI #525 as submitted by Eric V.P. Brower, AICP, authorized agent on behalf of the Town of Greenwich for a municipal improvement to purchase a 2.5 acre property located at 1327 King Street in the RA-4 zone for use as a substation for Greenwich Emergency Medical Service per Section 99 of the Town Charter is hereby approved.

Upon a third motion made by Mr. Heimbuch and seconded by Mr. Maitland, the following resolution on the final site plan was unanimously adopted: (Voting on this item: Messrs. LeBien, Maitland, Heimbuch and Napolitano and Mrs. Colombo).

Whereas the Commission finds that the proposed site plan for the use of the existing single family residential structure for a GEMS use with 2 employees with 2 parking spaces in front of the residence and no other site work contemplated at this time complies with site plan standards of Section 6-15 subject to confirmation of the septic and well locations and adequacy and improvement of sight lines to meet DPW Engineering and Traffic Division standards.

Therefore Be It Resolved that application FSP #2490 as submitted by Eric V.P. Brower, AICP, authorized agent, on behalf of the Town of Greenwich, for a final site plan to purchase a 2.5 acre property located at 1327 King Street in the RA-4 zone for use as a
substation for Greenwich Emergency Medical Service per Sections 6-13, 6-15 and 6-93 of the Building Zone Regulations is hereby approved with modifications.

The modifications are as follows and must be addressed on the final 3 sets of plans to be submitted to Planning and Zoning staff for signoff prior to any building permit or use of this building by GEMS:

1. A note on the final plans that all vehicle maintenance will be done at another location; no vehicle washing on the premises is permitted.

2. A note be added to site plan and architectural drawings stating that: “Any new site work or future plans to demolish or expand the use of this property would need to be reviewed by the IWWA, the Town Tree Warden, Planning and Zoning, DPW Engineering, Traffic and Health.”

3. ARC approval is needed for any exterior alterations, signage or exterior color changes.

4. Removal of any trees is subject to Town Tree Warden review.

5. Sight distances to be shown on final site plan; if it is necessary to remove any vegetation to meet the required site distances, it should be so indicated on the final site plan and reviewed with the Town Traffic Engineer, Engineering and Tree Warden.

6. Per Health Department’s memo dated July 13, 2004, soil testing will be required in order to identify a designated 100% code complying septic system area. A plan must be submitted for review and approval to this office based on the design flow of this facility. The Health Department will not be able to approve this project until all Public Health code requirements have been met, including confirmation of well water yields.

If you have any questions, please call our office

Very truly yours,

Diane W. Fox
Town Planner/Zoning Enforcement Coordinator

c.c. James Maloney, William Marr, Garo Garabedian, Robert Fafaglia, Denise Savageau, Bruce Spaman, Dave Thompson, Ennio DeVita, Marcos Madrid
December 11, 2012

Alan Monelli, Superintendent, Building Construction and Maintenance
Town of Greenwich, Department of Public Works
101 Field Point Road
Greenwich, CT 06831

RE: The application of Alan Monelli, Superintendent, Building Construction and Maintenance for the Town of Greenwich, authorized agent, for the Town of Greenwich, record owners, for a final site plan, PLPZ 2012 00554, for the placement of a temporary residential trailer and reconfiguration of driveway for use by the Greenwich Emergency Medical Services per Sections 6-13 through 6-15, 6-158, and 6-205 of the Town of Greenwich Building Zone Regulations on a property located at 1327 King Street in the RA-4 zone as shown on a site plan prepared by Pustola & Associates, dated 11/19/12 and floor plans prepared by popehousing.com dated 11/19/12.

Dear Mr. Monelli:

At a regular meeting held on November 27, 2012 the Planning and Zoning Commission considered the above referenced applications and took the following action:

Upon a motion to approve the final site plan with modifications, made by Mr. Maitland and seconded by Mr. Brooks, the following resolution was adopted. (Voting in favor: Mssrs. Heller, Marchese, Maitland, Brooks and Mrs. Alban).

Whereas the Commission held a regular meeting on November 27, 2012 and took all testimony required by law; and

Whereas the applicant requested a final site plan approval for the placement of a temporary residential trailer for use by the Greenwich Emergency Medical Services (GEMS) and future reconfiguration of an existing driveway on a property located at 1327 King Street in the RA-4 zone; and
Whereas the Commission notes that in 2004, the Town obtained Municipal Improvement approval (#525) and Site Plan approval (#2490) to purchase and use the existing single family residential structure at 1327 King Street for a GEMS use with 2 employees with 2 parking spaces in front of the residence. The Commission made a finding that the purchase is in the best interest of the Town and will improve response time in the back country for medical emergencies, and there is little adverse impact upon the neighborhood since there is no change in the site or building contemplated at this time and only 2 employees, their vehicles and two ambulances will be on the premises which is adjacent to the Town’s Harris Golf Course and the Commission finds that these reasons are all still valid; and

Whereas the temporary trailer is 720 sq. ft. and contains a kitchen, living room, and three bedrooms. The existing structure is 3,386 square feet for a total on-site floor area of 4,106 square feet where 6,806.25 square feet are permitted; and

Whereas the Commission notes that the applicant stated they intend to install the temporary trailer adjacent to the existing building approximately 8' from the side property line and this is needed due to the condition of the existing structure on the property, which is in serious disrepair; and

Whereas the Commission notes that the applicant obtained a variance from the Zoning Board of Appeals for the non-conforming location of the trailer, which required that “the trailer be moved to a conforming location no more than 60 days after the removal of the existing dwelling and that the trailer remain on site no more than one year.”; and

Whereas the applicant and the First Selectman represented that the FY13/14 capital budget includes funds to demolish the existing structure and relocate the temporary trailer to that location, which would comply with setbacks. This future plan calls for a new driveway to improve the traffic flow in and out of the site and eliminate the need for ambulances to back into the property and therefore also eliminate the beeping noise from reversing the ambulances. The new driveway will connect to the existing driveway on the Town owned neighboring property used as the Harris Golf Course; and

Whereas the First Selectman also represented that they are also looking at other properties in this area too for use by GEMS; and

Whereas the Commission notes that per the requirements of State Law, the patient compartment in the ambulance must be kept at 70 degrees. When the temperatures are very cold outside (approximately 10 degrees and below) the vehicles do need to run to keep the temperatures up; and

Whereas the Commission notes comments from DPW and the ZEO; and

Whereas the Commission finds that this proposal complies with Section 6-13, through 6-15, 6-158 and 6-205 of the Building Zone Regulations noting the ZBA approval PLZE 2012 01063; and
THEREFORE BE IT RESOLVED that the application of Alan Monelli, Superintendent, Building Construction and Maintenance for the Town of Greenwich, authorized agent, for the Town of Greenwich, record owners, for a final site plan, PLPZ 2012 00554, for the placement of a temporary residential trailer and reconfiguration of driveway for use by the Greenwich Emergency Medical Services per Sections 6-13 through 6-15, 6-158, and 6-205 of the Town of Greenwich Building Zone Regulations on a property located at 1327 King Street in the RA-4 zone as shown on a site plan prepared by Pustola & Associates, dated 11/19/12 and floor plans prepared by popehousing.com dated 11/19/12 is hereby approved with modifications.

Prior to issuance of a Zoning Permit, the following shall be provided to the Planning and Zoning Office for sign-off:

1) Five copies of the final site plan with the following notes added:
   a. All vehicle maintenance will be done at another location; no vehicle washing on the premises is permitted.
   b. Site subject to Planning and Zoning approval PLPZ 2012 00554 and Planning and Zoning Board of Appeal approval PLZE 2012 01063.
   c. Any new site work or future plans to demolish or expand the use of this property would need to be reviewed by the IWWA, the Town Tree Warden, Planning and Zoning, DPW Engineering, Traffic and Health.

2) After the existing house is removed and the trailer is moved into that location, the trailer will be angled in such a way as to reduce noise and visual impact on the residential neighbors.

3) There shall be adequate planting on the north and east side to screen the trailer from neighbors. This planting is subject to the review by the Town Tree Warden.

4) Traffic circulation patterns (direction) for the new driveway that will connect through to the golf course property should be shown on the plan. Every effort should be made to relocate the driveway away from the residential properties and closer to the golf course.

5) Health Department approval shall be demonstrated for the tie-in to the existing septic system.

Sincerely,

Katie Blankley, AICP
Deputy Director of Planning and Zoning
Appeal to the Planning and Zoning Board of Appeals

1. I (we) hereby appeal to the Planning and Zoning Board of Appeals from the decision of the Building Inspector whereby the Building Inspector:
   - [ ] granted or [ ] denied an application to: [ ] Use [ ] Erect [ ] Alter [ ] Add to [ ] Occupy
   - [ ] Land only [ ] Structure or building. Year erected: ___________
   - For use as: [ ] Family residence [ ] Accessory building [ ] Business [ ] Industry [ ]
   - Parcel I.D. No. ___________

2. LOCATION of affected premises: Address: 1327 King Street
   - Located on the: [ ] N [ ] S [ ] E [ ] W side of King Street
   - 750 ______ feet [ ] N [ ] S [ ] E [ ] W from the intersection of Bedford Road

3. PREVIOUS APPEALS have been made with respect to this property as follows:
   - Application No(s). _________ Date(s) _________

4. THIS APPEAL RELATES TO: [ ] Use [ ] Yard dimension [ ] Height [ ] No. of family units [ ] Street frontage [ ] Areas
   - Irregular Lot Shape [ ]

5. VARIANCE of the following section(s) of the Building Zone Regulations is (are) requested: ______
   - a. Strict application of the regulations would produce UNDUE HARDSHIP because: ____________________________
   - b. The HARDSHIP CREATED IS UNIQUE and not shared by all properties alike in the neighborhood because: ______________
   - c. The variance would not change the CHARACTER OF THE NEIGHBORHOOD because: ____________________________

6. A SPECIAL EXCEPTION is requested as authorized by Sections 6-19, 6-20, and __________ of the Building Zone Regulations because: ____________________________

7. THE ISSUANCE OF PERMIT No. __________________ for the above named premises by the Building Official is APPEALED because: ____________________________

8. ALL OWNERS whose property bounds upon any portion of subject property including that property directly across the street and bounding it:
   - (Give mailing address)
   - Town of Greenwich Address 1323 King Street
   - Greenwich King Street Assoc Address 0 King Street
   - Sharon and Timothy Randall Address 1328 King Street
   - ____________________________ ____________________________

Owner's Signature Applicant's Signature Agent's Signature

Contact Person's Telephone No. ( ) 203-622-7743

Application fee paid Receipt no. CT Land Use fee paid Receipt no.
Narrative -

Installation of Temporary Trailer - 1327 King Street

1327 King Street is a residential house owned by the Town of Greenwich and is currently used as a satellite GEMS (Greenwich Emergency Medical Services) response station. The space inside the house has provided restrooms and shelter for the assigned GEMS personnel. The house is in poor condition and the Town has been considering several options as to what future this property holds in supporting either a new fire station or possible new GEMS response station.

In the meantime, the conditions within the building are such that they can no longer support the GEMS staff with safe occupancy. The Town is seeking a variance to allow for the installation of a mobile trailer to replace the housing requirements of the existing building. The trailer must be located in the driveway so that it can access the septic tank at the proper pitch. Once a determination of the final plan for this property has been made, the trailer will be removed.
November 26, 2012

Allan Monelli
Town of Greenwich
101 Field Point Road
Greenwich, CT 06830

Dear Mr. Monelli:

This will notify you that effective November 14, 2012 the Planning and Zoning Board of Appeals of the Town of Greenwich (Arthur Delmhorst, Acting Secretary, Lawrence Larson, Patricia Kirkpatrick, Ennala Ramcharandas and Ken Rogozinski) rendered the following decision.

APPEAL No. PLZE201201063

Appeal of Town of Greenwich, 1327 King Street, Greenwich, CT for a variance of side yard setback to permit the placement of a temporary residential trailer for Greenwich Emergency Medical services on a property located in the RA-4 zone.

It was unanimously RESOLVED that said appeal granted with conditions.

After due consideration, the Board found there was hardship due to the shape the lot. Therefore, the requested variance of side yard setback to permit the placement of a temporary residential trailer, as close as 6 feet from the side property line (not including egress stairs), is granted from section 6-205 of the Greenwich Building -Zone Regulations with the conditions that the trailer be moved to a conforming location no more than 60 days after the removal of the existing dwelling and that the trailer remain on site no more than one year.

The Board further finds that this relief can be granted without detriment to the public welfare or impairment to the integrity of the regulations.

[Signature]

Arthur Delmhorst, Acting Secretary
SITE PLAN APPLICATION

☐ PRELIMINARY  ☐ FINAL

Project Name: GEMS
Project Address: 1327 King Street, Greenwich, CT 06831
Property Owner(s): Town of Greenwich, property owner; Greenwich Emergency Medical Services, Inc., applicant.
Tax Account Number(s): 10-4514  Zone(s): RA-4  Lot Area: 110,886.336 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 West Harrison (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: John Heagney  Firm name: Heagney, Lennon & Slane, LLP
Street Address: 248 Greenwich Avenue  City: Greenwich  St: CT  Zip: 06830
Phone: (203) 661-8480  Email: JHeagney@HLS248.com
Signature: __________________________  Date: 11/1/2020

PROPERTY OWNER(S) AUTHORIZATION

Name: Town of Greenwich
Street Address: 101 Field Point Road  City: Greenwich  ST: CT  Zip: 06830
Phone:  Email: 
Signature: *SEE AUTHORIZATION LETTER  Date: 

To be completed by P&Z staff only:
Check #  Check Amount: $ 
Application #  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
MUNICIPAL IMPROVEMENT APPLICATION

Project Name  GEMS - 1327 King Street

Applicant: (Department or Agency)  Greenwich Emergency Medical Services, Inc.

Address  1327 King Street, Greenwich, CT 06831

Contact Person  Thomas J. Heagney, Esq.

Telephone  (203) 661-8400 Facsimile  (203) 661-7496

Authorized Agent / Department Head Signature

If project involves real property, identify by

Location  1327 King Street, Greenwich, CT 06831

Tax Account Number(s)  10-4514 Zone(s)  RA-4

Property Owner / Responsible Department  Department of Public Works

Previous related MI Numbers  N/A

PROJECT DESCRIPTION:

*See Narrative

__________________________________________

Attach additional sheets, if necessary

Staff-assigned MI Number

Form PZ MI App

Staff-assigned SP Number
NARRATIVE

Applicant, Greenwich Emergency Medical Service, Inc. ("GEMS"), proposes to demolish an existing structure and build a new one-and-a-half story, 3,134.07sf new emergency service station on a property owned by the Town of Greenwich at 1327 King Street.

GEMS requests site plan approval for a Town building and use at the property under BZR Section 6-93(a)(2). Applicant further requests municipal improvement approval for major resident of public real property under Article 9 Section 99(a)(2) of the Town Charter.

GEMS was established in July 1986 as a non-profit 501(c)(3) organization to provide Greenwich with pre-hospital emergency medical care. As a private entity, GEMS does not use Town employees, does not increase liability exposure for the Town, and engages in independent fundraising to supplement contributions from the Town budget. However, GEMS’ operations are overseen by several Town agencies. The Board of Estimate and Taxation and Representative Town Meeting review and approve the GEMS budget and its contract to provide services to the Town. The Board of Health supervises GEMS compliance with the Town contract. And the First Selectman, Director of Health, and President of Greenwich Hospital all serve as ex-officio members of the GEMS Board of Directors. Pursuant to state statutes, Greenwich Hospital serves as the sponsor hospital for GEMS. To provide emergency medical services to the Town, GEMS maintains four stations as shown on the attached map: Station 1 at Greenwich Hospital; Station 2 at the GEMS headquarters at 1111 East Putnam Avenue; Station 3 at Lower Cross Road; and Station 4 at 1327 King Street.

The Planning and Zoning Commission initially reviewed the Town’s purchase of 1327 King Street and GEMS proposed use of the Station #4 site in 2004 as part of Final Site Plan #2490 and Municipal Improvement application #525. As shown in the attached timeline
presented to the BET for funding for Station #4, also known as Medic 4, the Town’s 2004 purchase of the site was the result of a four-year study of emergency call data that indicated an emergency service station in the King Street corridor would improve response time to increased calls in that section of Town. In 2012, the Commission reviewed the site again in PLPZ 2012 00554 to replace the repurposed single-family dwelling at the site with a temporary trailer for GEMS operations; and reconfigure the driveway to access the property off of the Griffith E. Harris Golf Course property to the South in addition to off of King Street.

The proposed use of the site will not substantially change from the current use approved in PLPZ 2012 00554, which permitted the maintenance of two ambulances on site. The new station building will house those ambulances in a two-bay garage rather than outdoors; and provide two 2-bunk dorm rooms, lounge, and kitchen for employees during their shifts. GEMS will continue to regularly staff Station 4 with one on-duty crew of two employees. The Station will be occupied 24 hours a day, 7 days a week; with shift changes occurring at 6:30 AM and 6:30 PM. While one ambulance will be dedicated to the on-duty crew, the other ambulance will serve as a back-up vehicle for a medical standby, mechanical failure or routine maintenance. In the event of a natural disaster or other period of greater demand, both ambulances can be in service and the Station would house four employees during each shift.

The existing unstriped parking area will be improved to feature four outdoor parking spaces and a handicap parking space in addition to the ambulance garage bays. Based on the expected use of the Station, four parking spaces should be sufficient. In 2012, the Commission approved Station 4 for two parking spaces for the standard on-duty crew. Similarly, the Commission approved Station 3 on Lower Cross Road with two parking spaces.
The proposed site circulation for the ambulances will continue to take advantage of accessing the site from the Harris Golf Course. In 2012, this circulation pattern was approved to eliminate the need to back ambulances into the site and prevent noise from the reversing vehicles.

The proposed building will comply with the zoning criteria for the RA-4 zone, including FAR, story, and height. The proposed building and proposed generator comply with the RA-2 setbacks, which apply due to the deficient lot area, lot shape, and frontage. The construction of the new building will eliminate the need for the variance granted under PLZE 2012 01063 to maintain a temporary trailer on the property for more than six months in any year.

The Health Department has reviewed and approved the proposed septic design for the Station and their approval letter is attached.

The Inland Wetlands and Watercourses Agency staff has reviewed the development envelop for the project as well. Although there is an intermittent watercourse located on the Harris Golf Course property, staff has determined that the proposed development at 1327 King Street is over 100’ away and the project is eligible for green sheet sign off. Attached is the green sheet reserving the right to review the project again if the development plan changes.

As part of the municipal improvement, GEMS would be willing to sign a maintenance agreement allocating responsibilities, similar in form to the version executed with the Town for Station 3 at Lower Cross Road. Attached is the agreement updated for the Station 4 site. Since the Town earmarked the property for GEMS use when it was purchased in 2004 and brought in the temporary trailer to maintain GEMS’ operations in 2012, the construction of a long-term facility would be an appropriate major redesign for the site.
Applicant requests that the Commission grant final site plan and municipal improvement approval to construct a new one-and-a-half story, 3,134.07sf new emergency service station on a property owned by the Town of Greenwich at 1327 King Street.

Respectfully Submitted,
John J. Heagney
GEMS Stations

- (4) Stations
  - Strategically Placed
- Pin Map Study’s
- Shifting
  - System Status Management

"GEMS YOUR EMERGENCY ROOM ON WHEELS"
History:

- The need for Medic 4 was established based on a study of 1998, 1999, 2000, and 2001 data of call volume in the King Street corridor, and a study of extended response times to King Street north of the Merritt Parkway.
- The study showed an increase of calls from 514 in 1998 to 603 in 2001, 60% which required Advanced Life Support.
- The extended responses (8 minutes and greater) to the King Street corridor ranged from 56% to 75% of total system extended responses.
- Medic 4 was approved for weekday staffing during peak hours 7a.m.-7p.m., and went into service November 2002.
- GEMS began a search for a Station 4. In 2004 the Town purchased property at 1327 King Street, and the site was approved by Planning and Zoning for GEMS Station 4.
- A 2008 study of 5 years extended response times to King Street had dramatically improved, but 26-33% of total system extended response times were attributed to weekends and nights that Medic 4 was not in service.
- In 2009 Medic 4 was approved for daytime weekend coverage which reduced extended response times to 23% at night when Medic 4 was not in service.
- In 2010 Medic 4 was approved for 24/7 coverage. Extended response times for the total system have since dropped 50-60%. Medic 4 clearly has a positive effect on not just King Street, but on the entire system.

Current Status of Station 4:

- The facility housing GEMS Medic 4 at 1327 King Street has deteriorated significantly over the years with only essential repairs and no preventative maintenance.
- During October 2012 “Super Storm Sandy” the building was damaged and deemed uninhabitable.
- GEMS station 4 relocated at the Boy Scout Reservation on a temporary basis until April 2013.
- May 2013 the Town approved purchase of a trailer as a temporary facility for Station 4, and Town funding for demolition of Station 4.
- Due to permit and approval process delays, the use of the trailer for Station 4 was not approved for occupancy until February 2014.
- October 2016, 2016, GEMS researched and received cost of a modular structure for a permanent medic 4 station and heated garage.
  - FY17/18 19/20= 200,000 A&E 20/21=1,000,000 construction
  - FY18/19 19/20= 200,000 A&E 20/21= 1,900,000 construction
  - FY19/20 Removed contingent on NW firehouse approval. If NW firehouse is not approved, GEMS St.4 will be requested to go back into CIP for FY19/20

Recommendation:

The Town restore to Capital budget in FY 2021 $2,150,000 for construction of permanent station medic 4 and heated garage for 2 response vehicles.
10/20/2020
Rocco v. D'Andrea
Richard Regan
6 Neil Lane
Riverside ct 06878

Re: Design Date: 10/19/2020
Design Number:

Dear Richard Regan

This Department has received, reviewed, and approved the submitted design proposal for an on-site sewage disposal system for a 2 bedroom/300 GPD at 1327 KING STREET.


Please be advised that this is NOT a Permit to Construct. A Permit to Construct will be issued to a septic system installer licensed in the State of Connecticut. The Application for a Permit to Construct a Sewage Disposal System must be signed by this installer, and the fee of $488 for a sewage disposal permit must be paid prior to issuance of the Permit to Construct.

Should changes to the State of Connecticut Public Health Code and/or Town of Greenwich Municipal Code be implemented prior to installation of the system, the design must be revised to meet current code requirements.

Sincerely,

Theresa Meade

Division of Environmental Services
PERMIT-NEED QUESTIONNAIRE

This form is **NOT** an IWWA Application

Project Address: 1327 King Street, Greenwich, CT 06831  
Tax ID: 10-4514

Property Owner: Town of Greenwich  
Address: 101 Field Point Road, Greenwich, CT 06830

Contact information – Email or Cell Phone:

Authorized Agent: Heagney, Lennon & Slane, LLP  
Address: 248 Greenwich Ave, Greenwich CT 06830

Contact information – Email or Cell Phone: Thomas J. Heagney (203) 661-8400 THeagney@HLS248.com

Has there ever been an IWWA application for this site? YES ☐ NO ☑  
Appl. #

ACTIVITY: [Check one]  
Addition ☐  Demolition ☑  Deck ☐  Site Work/Landscaping ☑

New residence ☐  Tennis Court ☐  Pool ☐  Other (specify) Construct a new Emergency ☑  
Septic ☐  Generator ☐

Will this activity require an addition to the septic system or a B100a? YES ☐ NO ☑  Service Station

**FEE**: $65 for reviews requiring a site visit

---

A PLOT PLAN IS REQUIRED SHOWING THE PROPOSED ACTIVITY.

IWWA staff will review the project proposal to determine if regulated activities are associated with the proposal and whether an IWWA permit is required. If an IWWA permit is required, the appropriate permit application packet will be provided.

*Do not apply for a Building Permit until this review is complete.*

*No work may begin until an IWWA permit is issued and/or the “Building Permit Application Sign-Off Sheet” has been signed.*

The issuance of a building permit alone does not constitute an authorization to proceed.

---

As the property owner ☑ or, authorized agent ☑ (check one) I believe the information I have submitted is correct.

Signature THeagney@hls248.com  
Date 11/04/2020

---

**STAFF NOTES**

Office Rev Date 11/04/2020  
Field Inv Date 11/04/2020

WET/WCC? YES ☐ NO ☑

Action Required? YES ☐  NO ☑

If yes, DRB ☐  AAD ☐  AR ☐  SIA ☐  Staff ☑

Soils Report Date / /  
Author

Comments: Site Development is just outside the 100-foot upland review area from an off-site intermittent W.C. - Any changes in the development plan may require additional review.

---

IWWA Questionnaire Revised 3/24/2020

Changes in the development plan may require additional review.

---

Received NOV 5 2020
MEMORANDUM OF UNDERSTANDING

Between

Town of Greenwich

Greenwich Emergency Medical Service, Inc.

This memorandum of Understanding (MOU) is between the Town of Greenwich (Town) and Greenwich Emergency Medical Service, Inc. (GEMS) and covers the roles and responsibilities for the maintenance of 1327 King Street, Greenwich, CT 06831 and GEMS agree as follows:

The completion of the Station 4 rehabilitation will present unique maintenance requirements as it will be occupied by an entity that does not operate under the directorate of the Town and who will inhabit the building without the benefit of a formal lease agreement. GEMS has occupied other Town owned buildings under this format without any clarification of the maintenance responsibility. In this building, GEMS will work in conjunction with the Town to ensure that it is acceptably maintained therefore, this document will establish and identify the individual responsibilities of each party for the maintenance of this facility.

1. **Custodial Maintenance** – GEMS will be responsible to undertake all routine cleaning of the interior of the building so it is maintained to Town Standard. This includes all general cleaning of restrooms, vacuuming of carpets, mopping, dusting, etc. GEMS will supply the building with the proper cleaning equipment such as mop bucket & wringer, vacuum, brooms, floor buffer, etc. and keep an inventory of green cleaning supplies to maintain the building. GEMS will further be responsible for the stocking of all toilet paper and hand towels, soap, detergent, etc. The VCT floor surfaces will be stripped of wax and refinshed annually along with the biannual cleaning of all carpeted areas utilizing hot water extraction method.

   It will expressly be the direct responsibility of GEMS to maintain the bulbs for the interior light fixtures on premise. In the event that a fixture does relight after a bulb replacement, a work order may be submitted to BC&M to check the fixture.

2. **General Maintenance** – Routine maintenance for building repairs will be undertaken by the Town’s BC&M division by calling in a Work Order Request to 618-7600. The work order requests will be made by GEMS Senior Management as defined in GEMS policies. BC&M will respond only to a responsible authority within GEMS. Because all the work is prioritized by BC&M, it is important not to wait to make the call.

   **Long Term Maintenance Issues** – The overall care of this building has been made part of the Department of Public Works Facility Index. Therefore, all long-term maintenance concerns and equipment replacement will be the responsibility of BC&M and included within the capital budget. This includes painting (exterior/interior), roofing, windows, doors, HVAC, hot water tank, carpet, tile, etc.

3. **Snow Removal** – The GEMS station at this location is a 24/7 responder to emergencies. In the event of snow, the Town snow plows are much too large to maintain this site. The smaller detail snow plow which clears the snow from school
properties may not get to this site as quickly or as often as the event deems necessary. Therefore, removal of snow from this site is the responsibility of GEMS. This includes removal of snow from all building exits and paths. However, in the event of an emergency GEMS may request the Town to send a plow to undertake emergency cleaning until the GEMS contractor is available.

4. **Utilities- Electric/Fuel/Water** – The Town will pay for the electric, water and heating utilities for this site. GEMS will be responsible for enacting an energy savings program to limit lighting by turn off fixtures when not in use and by maintaining thermostats to 70 degrees in the heating mode and 76 degrees in the cooling mode.

5. **Trash Removal** – GEMS will be responsible for the removal of all trash generated by the operation of this site. All efforts must be made to sort the waste stream for proper recycling. GEMS will provide all receptacles, along with any additional enclosure on the exterior to protect against animal invasion. The location and type of enclosure must be approved by the Superintendent of BC&M prior to installation.

5. **Generator Maintenance** – The maintenance of emergency electrical generator on site will be the responsibility of the Town’s BC&M Division. BC&M will have an annual inspection performed by a contractor with expertise within the field to inspect, test and make recommendations for the generators operation. Any concerns with regards to the generator during the course of the year, whether it is something identified during a weekly inspection or a failed start in an emergency, GEMS must immediately call in a Work Order ticket to BC&M to resolve the matter.

6. **Generator Fuel** – It is the responsibility of GEMS to check and maintain the propane level of the generator. GEMS will call the Town approved vendor for propane and pay the vendor directly.

7. **Telephone Service** – GEMS will be responsible for the maintenance and cost of the telephone service. This includes cable television and computer data service to the building.

8. **Septic System** – GEMS will be responsible for the routine pumping of the sites’ septic tank. Depending on use, the tank must be pumped at a minimum of every two (2) years. GEMS will call the Town approved vendor for Septic Service and pay the vendor directly.

9. **Security Systems** – The card key security system installed in the building at the time of the rehabilitation was completed by Security Specialists of Stamford, CT under contract with the Town. GEMS will act as site administrator for this building and maintain card access for the Town BC&M division. Any future cost of maintaining the system will be the responsibility of GEMS. Any changes and/or additions to this system must be approved by the Superintendent of BC&M.
10. **Building Keys** – All the door locks, both exterior & interior will be keyed to a mastered system that is site specific for this location. BCM will produce any copies of the keys for this facility since the keys cannot be duplicated. The use of keys at this location is diminished by the fact that there is a card key system at this site.

11. **Landscaping** – General care of the landscape surrounding the building will be the responsibility of GEMS. The grass must be maintained around the perimeter of the building to ensure access to the septic tank, generator and propane tank.

12. **Fire Extinguishers** – The completed renovation included the placement of Fire Extinguishers. The Town will conduct a yearly inspection as to the condition of these units and perform the necessary yearly maintenance at its expense. However, it will be the responsibility of GEMS to perform and maintain a record of monthly inspections of these units, see item #13, **OSHA Responsibilities**. Whenever it is found that the contents of a unit have been dispensed GEMS will immediately contact the Town service contractor assigned to the repair of the extinguishers and have it filled at their cost.

13. **OSHA Responsibilities** – GEMS will be the sole inhabitant of this building and as such will assume the role of Facility Manager. As Facility Manager for this site, GEMS will be responsible for, but not limited to, maintaining written documentation for monthly emergency light and exit testing, ladder safety, fire extinguishers and weekly generator inspection. Additionally, manifests received each time the septic tank is emptied must be maintained along with a log book of MSDS sheets for any chemical maintained on the premises to ensure accordance with the EPA Right to Know Regulations.

14. **Water Softener Equipment & Supplies** – If in the event that a water softener is required at this location, the Town will install such equipment and GEMS will be responsible for its operational requirements including the chemical or salt supplies.

15. **Appliances** – Specific appliances were installed as part of the rehabilitation project, i.e.; gas stove, microwave, refrigerator and dishwasher. Upon occupation of the building, the care, maintenance and replacement of these items are the responsibility of GEMS. In the eventual replacement these items, GEMS will make all reasonable effort to replace the equipment with an equal device without altering the utility connection requirements.

16. **Vehicle Exhaust System** – The apparatus garage of the completed renovated building is equipped with a vehicle exhaust system for use with vehicles with diesel powered engines. GEMS will be responsible to outfit its fleet of vehicles with the equipment necessary to work in conjunction with this system. The maintenance of the system will be the responsibility of GEMS once they occupy the site. The Town will provide the contact information of the vendor who installs the system.

17. **Contracted Services** - There is no formal lease between GEMS and the Town of Greenwich for the operation of this site. GEMS is bound to follow all the liability standards of the Town when hiring for contracted services. To this end, the Town
maintains a list of service contractors for a variety of commodities who maintain the proper insurance levels. Use of these contractors by GEMS will ensure that the liability standard is maintained.
January 12, 2021

Mr. Scott Marucci  
Department of Public Works – Engineering Division  
101 Field Point Road  
Greenwich, Connecticut 06830-2540

Re: Driveway Gradient Waiver Request  
Greenwich EMS Station No. 4 – G.E.M.S.  
1327 King Street, Greenwich, CT  
PLPZ202000322, 323

Dear Mr. Marucci,

We are writing to request a waiver for the driveway gradient for the driveway access from King Street to the subject parcel, 1327 King Street, Greenwich, Connecticut. The existing gradient for the first 25 feet of the modified driveway will mimic existing gradient, which does not conform to the driveway gradient requirements within the Town of Greenwich Drainage Manual, revised February 2014.

Secondly a maximum gradient of 8% is required for commercial property; this site is for medical emergency services only and is institutional, not commercial. The approach from King Street to the proposed building location has a maximum slope of 11.2%, allowable under residential but not commercial. Should the commercial criteria be applicable we request the waiver to cover this condition as well.

We thank you for your review of the application and if you have any comments, please feel free to contact us.

Sincerely,

ROCCO V. D’ANDREA, INC.

[Signature]

Anthony L. D’Andrea, PE

20BL DPW driveway gradient waiver request 0
January 12, 2021

Mr. Scott Marucci
Department of Public Works – Engineering Division
101 Field Point Road
Greenwich, Connecticut 06830-2540

Re: 1327 King Street, Greenwich, CT
     PLPZ202000322, 323
     Final Site Plan Review

Dear Mr. Marucci,

We are in receipt of your Site Development Review comments dated December 8, 2020. In response to your comments, we have modified our site plans, survey maps and reports. The following is a summary of responses enumerated to your December 8, 2020 summary:

1. A revised Form SC-100 is submitted under cover,

2. A revised Form SC-107 is submitted under cover,

3. The existing yard drain catch basin and entire pipe to the manhole in King Street has been cleaned and a CCTV investigation has been completed and is submitted under cover.

4. Refer to subsection:
   a. The curve numbers have been revised for existing and proposed watersheds 3S and 10S respectfully to reflect the wooded coverage.
   b. The depth of bioretention soil has been deepened to 30” and the 12” of previously proposed gravel has been removed. Saturated hydraulic conductivity testing has been performed and added to the plan set as well as the Drainage Summary Report.
   c. An overflow weir at elevation 454.0 has been designed and modeled. The overflow weir is modeled as a secondary overflow is directed to POC 2.
   d. The conveyance computations for all pips on site and for the 15” pipe from the yard drain to the manhole in King Street will be submitted with the zoning/building permit submittal.
   e. All other computations have been revised as necessary.

5. The construction plan set has been revised as follows:
   a. Existing Conditions Survey Sheet:
      i. The full existing pipe network on-site and within the driveway of Griffith E. Harris and King Street has been added.
   b. Site Plan Sheets
      i. Excavation and fill quantities have been added.
      ii. All level spreaders/scour holes/riprap aprons have been shown with the following:
          1. Dimensions (length and width)
          2. Depth of stone
          3. Pipe/stone elevation
          4. Pipe size
          5. Pipe material
c. Low Impact Development Plan Sheet:
   i. The saturated hydraulic conductivity tests locations (including influence zones for each test) have been added.

d. Driveway Profile & Sight Distance Sheet:
   i. Width of driveway at property line for King Street driveway has been added.
   ii. Width of driveway at edge of road for King Street driveway has been added.
   iii. The driveway profile includes the existing ground elevation and proposed slopes and spot elevation along the entire length.
   iv. Slope of driveway for first five feet on profile is shown (waiver request submitted to utilize preexisting driveway slope).
   v. Slope of driveway for next twenty feet on profile is shown (waiver request submitted to utilize preexisting driveway slope).
   vi. Slope of driveways for remaining distance to garage on profiles are shown (waiver request submitted to allow over 8% since site is not commercial).

e. Turning Movement Sheet
   i. NA – not a commercial application.

f. Traffic Signage, Pavement Markings, and Parking Space Layout Sheet
   i. NA – not a commercial application.
   ii. NA – not a commercial application.

g. Construction Details Sheets
   i. Grate dimensions have been added to the catch basins shown in the details.
   ii. NA – gravel layer was removed in order to deepen the bioretention sand profile from 18” to 30”.
   iii. A detail for the storm pipe trench has been added.
   iv. A detail for the rip-rap apron has been added.
   v. A detail for the stone apron for the rain garden has been added.

6. The Operations and Maintenance Plan Report has been updated to reflect dates.

We thank you for your review of the application and if you have any comments, please feel free to contact us.

Sincerely,

ROCCO V. D'ANDREA, INC.

[Signature]

Bryan M. Smith,
Staff Engineer

20BL DPW response 0

cc: Patrick LaRow, Deputy Director/Assistant Town Planner
DRAINAGE SUMMARY REPORT

For

Greenwich EMS Station No.4

At

1327 King Street
Greenwich, Connecticut

Prepared For

The Town of Greenwich

Revised: January 12, 2021
April 30, 2020

Rocco V. D’Andrea Inc.
Anthony L. D’Andrea, CT PE & LS
CT License No. 9673

20BL DSR 2
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Project Summary

The Town of Greenwich is proposing to raze the existing building at 1327 King Street in Greenwich, redevelop the site, and build the proposed Greenwich EMS Station No. 4 on the lot. The approximately 2.55 acre property is located approximately eight hundred (800) feet south of the intersection of Bedford Road and King Street, as well as located directly north of the Griffith E. Harris Golf Course parking lot. The site is located in the RA-4 zone. There are wetlands on the property; however, the wetlands are located approximately four hundred (400) feet northeasterly of the proposed development location and are located at a higher elevation than the proposed development location. Therefore, any and all construction activities will not impact the wetlands in any way. The project proposes to keep the existing drainage paths relatively consistent compared to the existing conditions.

This report will summarize the effects of the proposed conditions on the site’s watershed leading to downstream locations, and outline the proposed stormwater management plan designed to provide water quality improvements and runoff attenuation before discharging offsite. The existing property is essentially covered by an existing driveway, combination of asphalt and gravel, an existing building with ramp/steps, lawn, and wooded areas that include wetlands.

The proposed development will increase impervious coverage by approximately 4,271 square feet (s.f.). Therefore, both the runoff rate and runoff volume will increase during a storm event. A stormwater management plan has been developed that will direct runoff from the proposed impervious surfaces to Low Impact Development (LID) Best Management Practices (BMPs). The watersheds affecting this site have two (2) “Points of Concern” (POC). POC 1 is the storm drain manhole (SDMH) in King Street that lies just past the driveway entrance into 1327 King Street. POC 2 is the point on King Street just after runoff has left the site’s driveway and entered the road.

The proposed stormwater management drainage system will involve a pipe network and an infiltrating rain garden.

For a depiction of the site and the proposed development, refer to a plan prepared by Rocco V. D’Andrea, Inc., entitled “Development Plan, 1327 King Street, Greenwich, Connecticut, Prepared for the Town of Greenwich” revised to January 12, 2021, or latest revision.

Watershed Analysis

Drainage patterns for the site and surrounding area were analyzed using HydroCAD version 10, with runoff data generated for the 1, 2, 5, 10, 25, 50 and 100-year storm frequency events.

In this analysis, the site was divided into various drainage areas discharging to two (2) POCs; POC 1 and POC 2. The existing structure sits on one of the site’s highpoints and drains to the east and west. The existing driveway and front lawn drain with an overland flow pattern westerly towards King Street, where it flows northerly along King Street through POC 2. In this analysis, the existing building was combined with part of the eastern yard to have an overland flow pattern to the site’s low point approximately eighty (80) feet north of the existing building.
There is an existing catch basin in this low point that collects the majority of the runoff from the property, including partial land coverage from the adjacent properties (these off-site areas are taken into account in both the existing and proposed hydrologic analysis). The existing wetlands in the eastern portion of the property drain with an overland flow pattern towards the existing catch basin. This catch basin collects the previously mentioned runoff, and conveys it through a 15” reinforced concrete pipe (RCP) to a SDMH in King Street. This SDMH is POC 1. For more information and visual representation of the drainage areas and POCs, please refer to Exhibits A and B (drainage area maps for existing and proposed conditions).

According to the USDA soil delineation map presented in Exhibit C, the subject parcel lies within mapped areas of HSG C/D and D soils. Five (5) drainage test holes (TH) were dug on April 17, 2020 and show a texture class ranging between Fine Brown Loam to Grey Yellow Clay. The restrictive layers discovered by these test holes contained evidence of mottling, groundwater seepage, and one case of ledge found at five (5) feet below the existing grade. The mottling was the closest restrictive layer to the existing grade, and therefore is used as the design’s restrictive layer. Hydraulic conductivity testing was performed on January 9, 2021.

Please refer to development plan mentioned in the Project Summary for a detailed representation of the soil strata tests.

**Existing Conditions**

Under existing conditions, the site supports an existing driveway, combination of asphalt and gravel, an existing building with ramp/steps, lawn, and wooded areas that include wetlands. For existing conditions runoff calculations, the site was modeled using two (2) POCs, POC 1 and POC 2. Below is a description of the drainage area associated with each.

POC 1 is the SDMH that exists in King Street just past the existing driveway of 1327 King Street. The following areas drain to POC 1.
- All of the wooded area on the property to the east of the existing structure.
  - This includes the wetlands on the property.
- The lawn on the eastern side of the existing building
- The southern portion of the parking area that is part of the existing drive.
  - A slight portion of the driveway for the Griffith E. Harris Golf Course.
    - The two adjacent properties share an access driveway
- Offsite areas considered as lawn that drain onto the property.

POC 2 is where the driveway of 1327 King Street drains into, and flows north along King Street. The following areas drain to POC 2:
- The majority of the existing driveway leading from King Street to the existing building.
- The front lawn facing King Street.
- The thin strip of lawn on the north side of the existing driveway.

As mentioned in the Watershed Analysis; approximately eighty (80) feet north of the existing building there is an existing catch basin. Both the existing conditions analysis and proposed design use this catch basin and its attached fifteen (15) inch RCP to convey flow to POC 1.
Exhibit A shows the visual representation of the existing condition watersheds.

Refer to Appendix D for the existing conditions HydroCAD runoff results.

**Proposed Conditions**

The proposed stormwater management drainage design uses the same two POC’s and follows the same drainage paths as the existing conditions. The proposed driveway follows, relatively, the same footprint as the existing driveway. Except, instead of the driveway continuing into the Griffith E. Harris Golf Course’s driveway, the Greenwich EMS Station No. 4 will be constructed in such a way that the garage has two entry points. One leads north out of the garage and turning 90 degrees westerly leading to King Street, while the other leads south connecting to the Griffith E. Harris Golf Course driveway. The former will be referred to as the primary driveway, and the later to be the secondary driveway.

The entire southern driveway, the majority of the northern driveway, the entire parking area, walkways and entire roof of the structure will be collected and piped to the proposed rain garden.

The rain garden will have 1,920 square feet footprint at the surface (surface el. 454.3) with a 8” berm on a 1 to 1 slope that will provide 2,165 square feet at the top of berm elevation (el. = 455.0). The rain garden will be covered with sod/lawn. It will contain 30” of preapproved bioretention sand mix. The total ponding depth will be 6”, the maximum allowed by the Town of Greenwich Drainage Manual for these existing soil condition classifications. An overflow junction box will be installed with a grate elevation of 454.8 (6” above the top of finished sod surface elevation) for overflow relief. A 6-inch PVC pipe is proposed for overflow outlet to the preexisting driveway catch basin that flows to POC 1, the storm drain manhole in King Street. In addition to the overflow basin, a 20-feet wide stone lined weir set at elevation 454.9 shall be constructed on the westerly side of the rain garden, allowing overflow during back to back or large storm events. The western or front yard lawn area has been re-graded to shed the southern lawn area past the rain garden and towards King Street, mimicking existing conditions. The proposed rain garden elevations were designed using Test Pit #2’s field verified soil strata. Stormwater runoff infiltration and volume drawdown capabilities are proven using Hydraulic Conductivity field testing data.

Exhibit B shows the visual representation of the proposed condition watersheds.

For review of the Water Quality Volume (WQV), Runoff Reduction Volume (RRV) and Groundwater Recharge Volume (GRV) for the POC’s refer to Appendix C.

Refer to Appendix E for the proposed conditions HydroCAD routing results.
Conclusion

The proposed Greenwich EMS Station No. 4 project will increase the amount of impervious area on the property by approximately 4,271 s.f. The POC’s involved with this project are POC 1: the SDMH in King Street directly outside 1327 King Street’s existing driveway, and POC 2: surface sheet flow on top and along King Street. To account for the increase in impervious coverage, a stormwater management drainage design system is proposed that includes an integrated pipe network to collect the majority of the proposed impervious coverage, and treat it using LID BMP infiltrating rain garden before discharging offsite. The proposed design meets and exceeds the minimum requirement of a reduction in peak flow rate up to the 25 year storm event, and a reduction in runoff volume up to the 1 year storm event for both POC 1 and POC 2. In addition, the proposed BMP drainage system will provide pretreatment and thermal cooling of site-generated runoff from the new impervious surfaces prior to discharging off-site. The proposed design will not cause any adverse impacts to the site or surrounding area.

Please refer to Tables 3 and 4 for the comparison of peak runoff rates (table 3) and runoff volumes (table 4) between the existing and proposed conditions.
FINAL SITE PLAN REVIEW SET
OF
GREENWICH EMS STATION No. 4
LOCATED AT
1327 KING STREET
GREENWICH, CONNECTICUT
PREPARED FOR
TOWN OF GREENWICH

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