**Final Site Plan and Special Permit**

**PLPZ 2020 00364**

**Collins 53 Forest LLC**

to construct a new curb cut, driveway, five (5) new visitor parking spaces and associated site improvements such as drainage, landscaping, and signage for an existing office building

<table>
<thead>
<tr>
<th>Location: 53 Forest Avenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Zone: GB-IND-RE</td>
</tr>
<tr>
<td>Parcel Size: 9.61-acres for subject Parcel B only</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Zoning Statistics</th>
<th>Existing</th>
<th>Proposed</th>
<th>Permitted / Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Gross Floor Area</td>
<td>290,264 sq. ft.</td>
<td>No Change</td>
<td>290.938 sq. ft.*</td>
</tr>
<tr>
<td>Commercial</td>
<td>39,841 sq. ft.</td>
<td></td>
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<tr>
<td>Other</td>
<td>7,222 sq. ft.</td>
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<tr>
<td>Residential</td>
<td>243,201 sq. ft.</td>
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<tr>
<td>FAR</td>
<td>0.72</td>
<td>0.72</td>
<td>0.75 *</td>
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<tr>
<td>Building Coverage</td>
<td>29.4%</td>
<td>No Change</td>
<td>31.9%*</td>
</tr>
<tr>
<td>Lot Coverage</td>
<td>61.4%</td>
<td>61.9%</td>
<td>60%**</td>
</tr>
<tr>
<td>Parking Spaces</td>
<td>388</td>
<td>393</td>
<td>401*</td>
</tr>
</tbody>
</table>

*per previous decision(s)  
** may be modified per Sec. 6-112

**APPLICATION SUMMARY:**
The applicant is requesting final site plan and special permit, to construct a new curb cut, driveway, five (5) new visitor parking spaces and associated site improvements such as drainage, landscaping, and signage for an existing office building, on a 1.996-acre parcel located at 53 Forest Avenue in the GB-IND-RE Zone.

**ISSUES/RECOMMENDATIONS**

1. **ZONING** – ZEO noted that the proposed pillars at the new driveway need to meet the site distance criteria and not exceed the height restrictions of Sec. 6-140.2(e) for fenced and walls located with 10 feet of a front yard or street side yard lot line.
2. **ENGINEERING** – has no items to be addressed at this phase. Applicant will need to address their memo prior to any zoning permit issuance.
3. **CONSERVATION** – notes the increase in impervious area but notes pervious pavement replacement. Asks that the replacement trees proposed be native species for the ecological and stormwater benefits.
4. **SEWER** – has noted the need for the sewer later to have a CCTV inspection done. The Sewer Division is asking that this is done in the P&Z phase as the proposed work does not appear to require any building permits, and the location of the sewer lateral for the site has not been identified in the provided plans.
5. **TRAFFIC** – comments from the Commission’s Traffic Consultant are expected.
6. ARC - The applicant appears before the ARC on 1/20/2021 and received comments and a request to return to the ARC with revised plans.

7. The Commission will need to determine if the proposed driveway and parking layout is acceptable per Sec. 6-112, the site plans standards of Sec. 6-15 and Special Permit Standards of Sec. 6-17.

8. It is recommended that comments from all other departments be received prior to the Commission rendering a decision.

DEPARTMENTS COMMENTS
ZEO - See attached
ENGINEERING - See attached
CONSERVATION - See attached
SEWER - See attached
_TRAFFIC - pending

PROPOSAL:
The stated intent of this application is the applicant’s desire to improve access to their office building. Presently the only means to gain access is through a shared entrance with the adjoining residential complex, Old Greenwich Gables, through an entrance that is about 500 feet to the west of the building location. In addition to the issues of the location, the applicant noted that the lack of a “proper identity” for the office building has made it difficult to find and therefore competitive in the real estate market. It is noted that the overall aesthetic of the entry, and signage focuses solely on the residential use, and makes no mention of their tenancy, adding to the wayfinding issues being raised. Potential office tenants, have expressed a desire in the space but with a dedicated entrance for the office building. The proposal would create a dedicated driveway to serve Parcel B and its office tenants, only. Five (5) additional visitor parking spaces are also proposed in the front of the office building, which is similar to the five (5) “future spaces” approved under prior Site Plan #1238 that were designed but not required to be built unless needed at a later date. Other proposed site improvements include improvements to the building’s entry steps, landscaping, lighting, signage and stormwater management measures.

The new driveway/curb cut would be approximately 165 feet west of the Forest Avenue, Harding Road/Tomac Avenue intersection nearest the Eastern Greenwich Civic Center. Flanking the new driveway would be two (2) stone pillars. The Zoning Enforcement Officer has noted that these features need to have their height’s shown to confirm compliance with Sec. 6-140.2(e) of the BZR, regarding walls and fences in the front and street side yard setbacks. In addition to the new entry drive, five (5) new visitor parking spaces are proposed on the north side (street side) of the current driveway connecting to the existing traffic circle. The existing front entrance circle, existing and proposed visitor parking spaces, and new driveway are proposed to be constructed/reconstructed with pervious pavers with a stone border or curbing. The applicant is also looking to renovate the front stairs, in the same location and configuration, but with a natural stone finish.

ZONING:
The subject parcel is within the IND-RE Overlay Zone, and per the language of Sec. 6-112, application, under a Special Permit, is required to authorize modifications after the Commission finds that said actions
are in keeping with this Section as well as the Site Plan Standards of Sec. 6-15 and Special Permit Standards of Sec. 6-17. The IND-RE overlay permits the Commission to modify requirements of the underlying zone (in this instance the GB Zone). The subject property has been granted waivers of Floor Area, building, and lot coverage. Although the applicant only holds title to the 1.966-acres Parcel B, the entire 9.61-acres parent parcel, which includes Old Greenwich Gables, is the parcel for zoning conformance. The site plan approval, granting this development, permitted up to a 0.75 FAR pursuant to §6-112(6). The applicant has noted that the method for calculating lot coverage has changed since approval of the original site plan, and while the original approval, notes a lot coverage less than 60%, the current methodology and existing, approved, features of the site would appear to count towards more than 60% (61.4%) of the lot. The applicant has analyzed the lot coverage from their Parcel B and note that under current zoning, just Parcel B has a lot coverage of 57.5% and that the proposed development, while adding lot coverage would not exceed the 60% permitted in the GB zone just for Parcel B. However, this analysis treats Parcel B as a separate zoning lot, which staff does not believe is the correct interpretation as the parcels were not “subdivided” under Sec. 6-17.2, just separated as to ownership shares. While it has been noted that the excess coverage can be largely contributed to the residential development of the site, if over lot coverage, the Commission may make a finding and permit such an exceedance per the IND-RE Overlay regulations.

Building Coverage and Floor Area is not proposed to be modified as part on this application.

**LANDSCAPING AND LIGHTING:**

Twelve (12) trees are proposed to be removed as part of this project. The applicant has identified these as the eight (8) crabapples around the driveway circle, one (1) maple along Forest Avenue, one (1) Linden tree to accommodate the new parking spaces, and two (2) pine trees that are in close proximity to the building. The applicant proposes to offset these losses with nineteen (19) new trees as well as new landscaping around the front circle and within the landscaped island.

An existing (8-10) lighted bollards and (5) pole lights around the building are proposed to be removed and replaced with six (6) new pole lights to be installed in front of the building. New path lighting would be installed at the edge of the landscaped island and within the handrails for the new stairs and pedestrian safety.

The applicant appeared before the ARC at their January 20, 2021 Meeting. The ARC requested that the applicant return to a meeting of the ARC to submit construction documents reflecting the following:

1) ARC finds the site plan layout acceptable but asks the applicant to return to a meeting for review of colors, materials, finishes, details and signage, as recommended in the notes below. The applicant is not prohibited from pursuing consequential P+Z review.

2) Building has a copper (patina / teal) mansard roof and window framing with sandstone façade. The applicant should look at colors and materials that are compatible with (either sympathetic to, or deliberately contrasting with) the existing color scheme.

3) ARC finds that the proposed stacked stone fascia of the stairs does not reflect the modernity of the building and should be reconsidered.

4) The proposed stainless steel framing of windows/doors contrasts with the copper and earth tones of the building and does not necessarily work aesthetically. However, if stainless steel is used, then the soffit material / color and entry glass frame color should be reviewed.
5) ARC requests that the applicant present samples, colors and materials related to the proposal for a black veneer on the plinth base layer. ARC finds that this idea needs to be more fully realized and that the color should be either related to, or deliberately contrasting with, the existing color scheme.

6) The signage presented is not in-depth enough for the ARC to review at this time. Applicant to return to a meeting for a signage review.

7) Lighting should be kept to a minimum as it is a mixed residential neighborhood.

Conservation staff has reviewed the subject plans and requests that the replacement tree species be, “…native species, which will benefit the area. Addition of native species will raise the environmental values of the site, attracting a variety of birds and pollinators. New canopy will also help with storm water management and protect the soil from the erosive action of rain.”

PARKING AND TRAFFIC:
As noted, five (5) new visitor parking spaces are proposed to be created in the front of the subject office building. These spaces, match those noted as “future spaces” in approved Site Plan #1238. The intent of these is to add more visitor parking in the front of the building.

The applicant has prepared an analysis of the current conditions and proposed driveway layout to establish a traffic rational for this site change. In addition to the lack of signage and distance away from the office building, the applicant notes that both legs of the current shared driveway are relatively narrow and have areas of reduced sight distance making them less than optimal for commercial visitors and users of the site. They also note that during weekday peak periods there is a conflicting mix of office traffic entering with the exiting residential traffic in the morning and the reverse in the afternoon.

Based on the results of the traffic analyses the applicant submits the following conclusions relative to the proposed driveway:

• Traffic operations on the existing east driveway will be improved with the reduction of office traffic on the driveway.
• The new driveway is expected to operate under reasonably free-flow conditions at level of service (LOS) B.
• There have been no reported accidents on Forest Avenue at the site of the new driveway in the past 5 years;
• Queuing data indicates that queues on the eastbound Forest Avenue approach to Harding Road/Tomac Avenue will not extend back to the proposed driveway during the morning or the evening peak periods; and
• The location of the new driveway meets all applicable State standards for the separation of driveways from other intersections.

The site development plans and related traffic analyses has been provided to the Commission’s Traffic Consultant for comment. We understand that a response will be prepared prior to the Commission Meeting on February 2, 2021.

DRAINAGE:
The subject action has been proposed to be a 2,177 square feet net increase in impervious coverage over the existing condition. To mitigate drainage impacts from the proposed increase,
porous pavers with a crushed stone reservoir is proposed. The Town’s Engineering Division has reviewed the prepared plans and analyses and note no comments to be considered at this time, but do note items that would need to be addressed before endorsement of any zoning permit. (See Engineering Memo dated 1/26/21 attached).

SEWER:
The Town’s Sewer Division has revised the subject proposal and requested that CCTV inspections of all of the sanitary sewer laterals and private mains (if applicable) that serve the existing buildings. This is to confirm that there are no issues with the existing sanitary sewer lateral. This is being requested in the pending P&Z phase as the proposed work does not appear to require building permits that would require sewer sign-off prior to their issuance. Additionally, the location of the sewer lateral for the site has not been identified in the provided plans, so there is a concern that site work could impact the sewer infrastructure.

BACKGROUND:
The applicant has provided a very comprehensive history of the site. Of note, the site was divided into two condominiums per the former language of Sec. 6-17.2 which divided ownership of the parent parcel, but the lot is one, with the Old Greenwich Gables, for zoning conformance purposes. The prior decision is noted, and in addition to waivers of coverage, and setbacks, a floor-to-area-ratio of up to 0.75 was permitted.

In response to the Commission’s questions at the applicant’s pre-application meeting held on November 5, 2020, the applicant researched the current site’s single driveway condition. It appears that when the preliminary site plan (SP #1197) for the mixed-use development was originally proposed, two (2) driveways from Forest Avenue were included in design: one curb cut located opposite Brown House Road; and one on Forest Avenue near the Harding Road/Tomac Avenue intersection. The driveway closest to Tomac Avenue provided a parking area along with access to a service area for the building. During the Commission’s review of Preliminary Site Plan #1197, the second driveway was modified into a service drive that came off of Tomac Avenue (rather than Forest Avenue). Subsequently, it was requested by the Commission, that the service driveway be eliminated entirely, presumably as a result of its proximity to the pedestrian stair tower added to the site plan around that same time.

APPLICABLE REGULATIONS:
Sections 6-12(e), 6-13, 6-15, 6-16, 6-17, 6-101(a), 6-112(6), 6-140.2, 6-158, and 6-205.
ZONING ENFORCEMENT

Project No.  PLPZ202000364  Preliminary  Final  X

Reviewed for Planning and Zoning Commission.

TITLE OF PLAN REVIEWED:  Collins 53 Forest LLC.

LOCATION:  53 Forest Avenue

PLAN DATE:

ZONE:  GB-IND-RE

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

The proposed pillars at the driveway need to comply with section 6-140.2(e)

☐ 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:  1/27/2021

Note: These comments do not represent Building Inspection Division approval. Plans subject to review by ZEO at time of building permit application.
DEPARTMENT OF PUBLIC WORKS – ENGINEERING DIVISION
SITE DEVELOPMENT REVIEW

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

Plan Title: Collins Enterprises, LLC
Project Address: 53 Forest Avenue

Engineering Firm: Redniss and Mead, Inc.

DRAINAGE SUMMARY REPORT INFORMATION

Engineering Firm: Redniss and Mead, 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.

Comments and Conditions of Approval:

1. A revised Form SC-100 needs to be submitted.
2. A revised Form SC-107 needs to be submitted.
3. The Drainage Summary Report is acceptable for the proposed type of BMPs. The following revisions and additional information need to be submitted:
   a. A deep test hole and saturated hydraulic conductivity test must be completed on the southern side of the proposed driveway circle and near AD#1. The results must be submitted on the Soil Evaluation Test Results Form.
   b. An area drain needs to be installed in the impermeable 3-foot gutter on each side at the location of the secondary overflow of CSR#1. The area drains shall discharge into the stone bed of CSR#1.
   c. An area drain needs to be installed in the impermeable 3-foot gutter on each side at the location of the 6” underdrain of CSR#2. The area drains shall discharge into the stone bed of CSR#2.
   d. The conveyance computations must be submitted prior to zoning/building permit sign-off.
   e. Review and revise all other computations and information as needed.
4. The construction plan set needs to be revised as follows:
   a. Existing Conditions Survey Sheet
      i. Prepared according to the Minimum Standards for Surveys and maps in Connecticut.
      ii. Show a note certifying the survey A-2.
iii. Show a note certifying the survey T-2.
iv. Show topography at contour intervals of two feet for the property and Right-of-Way. If possible, include contours ten feet beyond the property limits for neighboring parcels.
v. Show topography flatter than 2% with additional spot elevations and contour intervals of one foot.
vi. Show spot elevations throughout the property and Right-of-Way.

vii. Show a note for a referenced or assumed elevation datum (the FEMA datum shall be used for sites located within a Flood Hazard Zone).

viii. Show one (1) permanent benchmark on the site within one hundred feet of the proposed construction.
ix. Show notes for referenced plans.
x. Show the entire Town of Greenwich Right-of-Way for the property frontage (drainage, curbs, sidewalk, trees, bushes, shrubs, walls, contours, etc.).

xi. Show the entire Town of Greenwich Right-of-Way in both directions for the minimum required sight distance if a new driveway curb cut is proposed.

xii. Show storm drainage, sewer, water, etc.
xiii. Show roads, buildings, driveways, patios, walks, walls, and other structures.
xiv. Show utilities and easements.

b. Site Plan Sheets

i. The plan shall show the installation of granite curb along the reinforced concrete driveway. The callout shall say the following: Granite curb shall be constructed to TOG Standards along the reinforced concrete driveway or as directed by the Highway Division.

ii. A callout saying the following shall be added: The concrete sidewalk shall be constructed to ADA standards (A maximum 2% cross slope and a maximum 5% longitudinal slope where possible, or as directed by the Highway Division).

iii. A callout saying the following shall be added: Pedestrian access to the sidewalk must be maintained throughout the project.

iv. An area drain needs to be installed in the impermeable 3-foot gutter on each side at the location of the secondary overflow of CSR#1. The area drains shall discharge into the stone bed of CSR#1.

v. An area drain needs to be installed in the impermeable 3-foot gutter on each side at the location of the 6” underdrain of CSR#2. The area drains shall discharge into the stone bed of CSR#2.

vi. The area drains need to have a minimum 2-foot sump. Add elevation to callout.

vii. Show all catch basins/yard drains/drain inlets with the following in the callout:
1. Sump elevation.

viii. Show all permeable pavements with the following in the callout:
1. Permeable Pavement surface thickness.
2. Bottom of no. 8 stone elevation. Give elevation range if sloped.
3. Bottom of no.57 stone elevation. Give elevation range if sloped.
4. Bottom of no.2 stone elevation. Give elevation range if sloped.
5. Underdrain/outlet pipe sizes, material, and invert elevations.

c. Driveway Profile & Sight Distance Sheet

i. The sight distance to the right is not shown going to the correct travel lane. Review and revise the sight line and sight distance.

ii. The proposed pillars must be clearly outside of the sight lines.

iii. Show width of driveway at property line.

iv. Show width of driveway at edge of road.

v. Show distance from driveways to intersection.

vi. The profile shall include spot elevations.

d. Turning Movement Sheet

i. Show turning movements for SU-30/UPS/FedEx around the driveway circle.

e. Traffic Signage, Pavement Markings, and Parking Space Layout Sheet

i. The proposed location of the stop sign must meet MUTCD standards. The placement on the pillar may not be compliant with MUTCD.

f. Construction Details Sheets

i. A note shall be added to each BMP detail stating that the soils beneath the BMP shall be scarified or tilled to improve infiltration.
5. The draft Operations and Maintenance Plan Report must include the following:
   a. All of the existing stormwater infrastructure that is within and being used by this property must be included in Exhibit A and also shown on the Improvement Location Survey (the entire parcel). It may be of interest for the owner to have an agreement with Old Greenwich Gables created to specify who is responsible for stormwater infrastructure that is shared.
   c. Exhibit A: Long-term Maintenance Plan shall be revised as needed.

**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:
   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).
MEMORANDUM

TO: Patrick LaRow, Deputy Director, P & Z / Assistant Town Planner

FROM: Aleksandra Moch, Environmental Analyst

DATE: January 26, 2021

RE: Collins Enterprises, LLC, 53 Forest Avenue, PLPZ 202000364
     Site survey by Redniss & Mead, dated December 14, 2020

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

1. The proposed driveway and parking improvements will result in larger area of pavement. The increase will be caused by the new site access and additional parking. The applicant compensates for this impact by offering a permeable cover for the entire parking and driveway areas.

2. Five to six trees will be lost to the proposed parking and new access. These trees should be replaced with native species, which will benefit the area. Addition of native species will raise the environmental values of the site, attracting a variety of birds and pollinators. New canopy will also help with storm water management and protect the soil from the erosive action of rain.

cc: Conservation Commission
We have prepared the following comments and questions regarding the proposed application.

Project Summary:
- Construction of a new curb cut, driveway, and five visitor parking spaces as well as associated site improvements such as drainage, landscaping, and signage.

Sewer Division Comments:
Comments to be addressed during P&Z phase:
- The applicant/owner will be required to perform CCTV inspections of all of the sanitary sewer laterals 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 / Sewer Inspector. 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 Sewer Division. Failure to have the Environmental Asset Engineer 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.
- In order to satisfy the Sewer Division’s comments to this P&Z request, and before the Sewer Division will sign off on any Highway Permits for the proposed curb cut, the applicant/owner must obtain a Sewer CCTV Inspection Permit and perform the required CCTV investigation work listed above. Please coordinate directly with the Sewer Division on the extents/limits of CCTV inspections required. CCTV inspection must be performed in the presence of the Sewer Division and must be completed all the way to the connection to the Town sanitary sewer main.

Comments to be addressed during Sewer and Building Permit phase:
- If there are any issues identified in the CCTV Inspection listed above, the applicant/owner will be required to work with the Sewer Division to convert the CCTV Inspection Permit to a Sewer Repair Permit and complete the necessary work to the Sewer Division’s satisfaction.
- Any sewer lateral(s) that are within 10-feet of any drainage area, such as, but not limited to permeable pavement, biofiltration areas, drain lines, etc., will be required to be
encased in concrete to the nearest upstream and downstream joints at least 10-feet from the edge of the drainage area to inhibit infiltration. Should this be required, please coordinate directly with the Sewer Division. Sewer lateral locations and any private sewer infrastructure shall be marked out in the field during CCTV inspection and then plotted on the site plan and submitted to the Sewer Division for review to determine if there are any impacts from the proposed drainage improvements. If there are any, the applicant/owner will be required to coordinate directly with the Sewer Division to resolve as part of the proposed work.

- Please note, sanitary sewers are designed for first floor elevations. Therefore, any plumbing fixtures in lower levels (basements) could be subject to sanitary sewer backups/overflows. The property owner is strongly recommended to consider and review this and plan accordingly to protect themselves in those situations. The Town is not responsible for damages as a result of these connections/installations. Please consider this and revise accordingly if applicable.

- Please note, in accordance with Town regulations and standard practice, all clear water sources cannot discharge to sanitary sewer. This includes air conditioning and high efficiency heating system condensate lines. Please confirm that the new development will not discharge any clear water sources to sanitary sewer.

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.

Also, please note, the applicant should NOT submit for Sewer Permits until the project has received approval from P&Z.
ARCHITECTURAL REVIEW COMMITTEE
FINAL AGENDA Regular Meeting

Wednesday, January 20, 2021, 7:00pm – 8:23pm

Zoom Virtual Meeting
Action Agenda

Members Present: Richard Hein, Chairperson; John Conte, Vice-Chairperson; Graziano Meniconi, Secretary; Heidi Brake-Smith (left at 7:55pm); Leander Krueger; Paul Pugliese; Peter Boldt

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

I. Sign/Awning reviews:
1. Herman Miller, 348 Greenwich Avenue; Application PLPZ202100011 Sign / Awning review for new signage and painting of the façade at a property located at 348 Greenwich Avenue in the CGBR zone. View plans here.

Decision Status: Approved with the following comments to be addressed in a digital submission. (email: manastasio@greenwichct.org)
Motion: Hein Second: Pugliese
Vote: unanimous 7-0 (Hein; Conte; Meniconi, Brake-Smith; Krueger; Pugliese; Boldt)

The applicant shall submit construction documents to reflect the following:
(a) Regarding the proposed painting of the storefront, the soffit and short piece of protruding fascia shall be cream. For the proposed grey paint, applicant should match the concept of what was done at the Warby Parker storefront where there is a deliberate endpoint/stop of the paint color between tenant spaces.
(b) ARC accepts the signage/lettering as proposed.
(c) ARC accepts the proposal to paint the existing lights grey.

II. Exterior Alteration reviews:
1. Collins 53 Forest LLC, 53 Forest Avenue; Application PLPZ202000365 Exterior Alteration review for new driveway, parking area, resurfacing of existing stairs plus associated landscaping and lighting at a property located at 53 Forest Avenue in the GB-IND-RE zone.
View plans [here](#).

Decision Status: **Return to ARC**
Motion: Hein Second: Boldt
Vote: unanimous 6-0 (Hein; Conte; Meniconi, Krueger; Pugliese; Boldt)

The applicant shall submit construction documents to reflect the following:

(a) **ARC finds the site plan layout acceptable but asks the applicant to return to a meeting for review of colors, materials, finishes, details and signage, as recommended in the notes below. The applicant is not prohibited from pursuing consequential P+Z review.**

(b) **Building has a copper (patina / teal) mansard roof and window framing with sandstone façade. The applicant should look at colors and materials that are compatible with (either sympathetic to, or deliberately contrasting with) the existing color scheme.**

(c) **ARC finds that the proposed stacked stone fascia of the stairs does not reflect the modernity of the building and should be reconsidered.**

(d) **The proposed stainless steel framing of windows/doors contrasts with the copper and earth tones of the building and does not necessarily work aesthetically. However, if stainless steel is used, then the soffit material / color and entry glass frame color should be reviewed.**

(d) **ARC requests that the applicant present samples, colors and materials related to the proposal for a black veneer on the plinth base layer. ARC finds that this idea needs to be more fully realized and that the color should be either related to, or deliberately contrasting with, the existing color scheme.**

(e) **The signage presented is not in-depth enough for the ARC to review at this time. Applicant to return to a meeting for a signage review.**

(f) **Lighting should be kept to a minimum as it is a mixed residential neighborhood**

### III. Committee Business:

1. Any other Business.

*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.*
PERMIT-NEED QUESTIONNAIRE

This form is NOT an IWWA Application

Project Address: 53 Forest Avenue, Old Greenwich
Tax ID: 06-3903/S

Property Owner: Collins 53 Forest LLC
Address: 1455 E. Putnam Ave, 2nd Fl, Old Greenwich

Contact information – Email or Cell Phone: c/o Dwight Collins - dcollins@collins-llc.com

Authorized Agent: Michele A. Cronin, AICP
Address: 1700 E. Putnam Ave, Suite 406, Old Greenwich

Contact information – Email or Cell Phone: mcronin@fcsn.com

Has there ever been an IWWA application for this site? YES NO
Appl. # 1987-103

ACTIVITY: (Circle) Addition Demolition Deck Garage Interior renovations New residence Generator
Tennis Court Pool Site Work/Landscaping Septic Other (specify) New Curb Cut, Driveway & Parking

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

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.

D o n o t a p p l y f o r a B u i l d i n g P e r m i t u n t i l t h i s r e v i e w i s c o m p l e t e .

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 ____________________________ Date 11 / 17 / 2020

STAFF NOTES

Office Rev Date 11 / 17 / 20 Field Inv Date / / WET/WC? YES NO TIDAL

Action Required? YES NO If yes, DR AA AR SIA Staff Jenn Urena

Soils Report Date / / Author ____________________________ Soils ____________________________

Comments: far removed from 51 Forest Ave WL and any off-site wetlands

Received

IWWA Questionnaire Revised 3/4/2020
Town of Greenwich  
Planning & Zoning Department  
Town Hall – 101 Field Point Road, Greenwich, CT 06830  
Phone: (203)622-7894 – Fax: (203)622-3795

SITE PLAN APPLICATION

☐ PRELIMINARY  ☐ FINAL

Project Name: New Driveway/Curb Cut and Parking Spaces for Office Building at 53 Forest Avenue

Project Address: 53 Forest Avenue, Old Greenwich, CT 06870

Property Owner(s): COLLINS 53 FOREST LLC

Tax Account Number(s): 06-3903/S  Zone(s): GB-IND-RE  Lot Area: 9.61 acres per Sec. 6 17.2

1.9963 Parcel B Only

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: Bruce F. Cohen, Esq.  
Firm name: Fogarty Cohen Russo & Nemiuroff

Street Address: 1700 East Putnam Avenue  
City: Old Greenwich  
St: CT  
Zip: 06870

Phone: 203.661.1000  
Email: BCohen@fcsm.com

Signature:  
Date: 12/14/2020

PROPERTY OWNER(S) AUTHORIZATION

Name: Collins 53 Forest LLC

Street Address: 1455 East Putnam Ave, 2nd Fl  
City: Old Greenwich  
ST: CT  
Zip: 06870

Email: c/o Dwight Collins - dcollins@collins-lc.com

Signature: See attached letter of authorization

Date:

To be completed by P&Z staff only:
Check # ___________________  Check Amount: $ ___________________

Application # ___________________  
PZ Site Plan App 2018
# SITE PLAN ZONING STATISTICS

Zoning Statistics are for combined Parcel 1 and Parcel 2 per Section 6-17.2

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<td><strong>OTHER USES - Recreational Use for Residents/Office Tenants</strong></td>
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<td>Gross Floor Area</td>
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<td><strong>RESIDENTIAL</strong></td>
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<td>Number of Units</td>
<td>167 Units</td>
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<td>Number of Bedrooms</td>
<td>287 Bedrooms</td>
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<td>Gross Floor Area</td>
<td>243,201 SF (incl. gatehouse)</td>
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<td>Parking Spaces</td>
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<td><strong>TOTAL SQUARE FOOTAGE</strong></td>
<td>290,264 SF</td>
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<td>290,938 SF Per SP#1238</td>
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<td>0.72 Per SP #1238</td>
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<td>31% Per SP #1238</td>
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<td><strong>LOT COVERAGE</strong></td>
<td>61.4%</td>
<td>61.9%</td>
<td>Per Commission See Section 6-113(6)(f)(1)</td>
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<td><strong>TOTAL PARKING SPACES</strong></td>
<td>388 Spaces</td>
<td>303 Spaces</td>
<td>401 Total Spaces*</td>
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<td><strong>GREEN AREA</strong></td>
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<td><strong>AGE OF STRUCTURE</strong></td>
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This Site Plan Involves:

- [ ] ADDITIONS  
- [ ] ALTERATIONS  
- [ ] DEMOLITION  
- [ ] RE-CONSTRUCTION

*Original 1987 Site Plan Approval (SP #1238) authorized 393 total parking spaces - 379 to be built and 13 future spaces. Nine (9) spaces were subsequently constructed as approved under Site Plan #1238.6, none of which were "future spaces". 

PZSitePlan App 2018
SPECIAL PERMIT APPLICATION

Project Name: New Driveway/Curb Cut for Office Building at 53 Forest Avenue
Project Address: 53 Forest Avenue
Property Owner(s): COLLINS 53 FOREST LLC
Tax Account Numbers (s): 06-3903/S Zone(s): GB-IND-RE Lot Area: 9.61 acres per Sec. 6-17.2

PLEASE SELECT ALL RELEVANT ITEMS BELOW:

☐ Section 6-17 — Special Permit standards and procedure
☐ Section 6-30 — Conservation Zone special provisions
☐ Section 6-94(b) — Non-residential Uses and Group Living Facilities permitted in Residential Zones including Resident Medical Professional Office
☐ Section 6-98 — RMF Zone
☐ Section 6-100 — Use Groups for Business Zones
☐ Section 6-101, 107 — Buildings over 40,000 c.f. in Central Greenwich Impact Overlay Zone, Post Road Impact Overlay Zone, WB, LB or LBR Zones; and over 150,000 c.f. in all other zones
☐ Section 6-103.1 — Parking deficient uses in CGBR
☐ Section 6-104 — Parking Structures incl. underground in LB Zone and Height exceptions
☐ Section 6-105, 106 — Front Yard Parking in GB or GBO Zone
☐ Section 6-109, 109.1 — HO & HRO Zones
☐ Section 6-110 — Dwellings under special requirements for Business Zones
☐ Section 6-112 — IND-RE Zone applications
☐ Section 6-113 — In Hospital Zones: certain accessory uses, expansions exceeding 4,000 s.f. or interior alterations or changes of use exceeding 20,000 s.f. (cumulative within 2 years)
☐ Section 6-114 — CCRC (Continuing Care Retirement Community)
☐ Section 6-118.1 — Uses within railroad rights of way
☐ Section 6-123 — Setbacks from Connecticut Turnpike in Business Zones
☐ Section 6-140.1 — Satellite Earth Stations that emit microwaves
☐ Section 6-141 — Changes in non-conforming uses, buildings
☐ Section 6-205 — Historic structures in CBG Zone exceeding FAR And Notes 7, 8 & 9

To be completed by P&Z staff only:
Check # ___________________ Check Amount: $ _________
Application # ____________________________ PZ Special Permit App 2018
Town of Greenwich
101 Field Point Road
Greenwich, CT 06830

RE: Proposed New Curb Cut, Driveway, and Visitor Parking for Office Building
  Applicant/Owner: Collins 53 Forest LLC
  53 Forest Avenue, Old Greenwich; GB Zone

To Whom It May Concern:

As owner of the above-referenced Premises, we hereby authorize the firm of Fogarty Cohen Russo & Nemiroff LLC to serve as our agent in securing all necessary land use approvals from the Greenwich Planning and Zoning Commission and the Greenwich Architectural Review Committee for the above-referenced project.

BY: ___________________________  5/9/20

Duly Authorized               Date
TOWN OF GREENWICH
AFFIDAVIT OF NOTIFICATION OF APPLICATION TO
PLANNING AND ZONING COMMISSION

STATE OF CONNECTICUT  )
COUNTY OF FAIRFIELD  )
                     ) ss: Greenwich December 14, 2020

I, Bruce F. Cohen, being first duly sworn, do hereby certify that on December 11, 2020, I caused to be mailed, postage prepaid, to those persons whose names are set forth on Exhibit A to the Application and on said Certificate of Mailing attached hereto a copy of the notice attached hereto as Exhibit B. Said persons were the record owners, as of December 11, 2020 as shown on the Tax Assessor’s Office records, of property abutting and across the street from the property belonging to Collins 53 Forest, LLC at 53 Forest Avenue, Old Greenwich, CT, for which applications for Final Site Plan and Special Permit have been filed with the Greenwich Planning and Zoning Commission.

Subscribed and sworn to
Before me this 14th day of
December 2020

Bruce F. Cohen

Notary Public

ASHLEY CAMIGLIO
NOTARY PUBLIC
MY COMMISSION EXPIRES OCT. 31, 2021
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Fogarty Cohen Russo & Nemiroff, LLC
1700 East Putnam Avenue, Suite 408
Old Greenwich, CT 06870

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Fogarty Cohen Russo & Nemiroff LLC
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| 1.                    |                          | Michael & Lizette Monheim  
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| 2.                    |                          | Jeanne M. Raftery  
51 Forest Avenue, Unit 51  
Old Greenwich, CT 06870 |         |     |                 |               |
| 3.                    |                          | Allan Mena Martinez  
51 Forest Avenue, Unit 52  
Old Greenwich, CT 06870 |         |     |                 |               |
| 4.                    |                          | Jeffrey & Lucille S. Schur  
51 Forest Avenue, Unit 53  
Old Greenwich, CT 06870 |         |     |                 |               |
| 5.                    |                          | Renate G. Setten  
51 Forest Avenue, Unit 54  
Old Greenwich, CT 06870 |         |     |                 |               |
| 6.                    |                          | Xi Chen & Wenli Guo  
51 Forest Avenue, Unit 55  
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| Firm-specific Identifier | Ludmila T. Ostaniewicz, Trustee  
51 Forest Avenue, Unit 62  
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|                       | Jennifer Myer Trainer, et al  
7365 Patrick Circle  
Coopersberg PA, 18036 |         |     |                 |               |
|                       | Joseph & Joann Terracciano  
51 Forest Avenue, Unit 64  
Old Greenwich, CT 06870 |         |     |                 |               |
|                       | Colonnade One at Old Greenwich LTD Partnership  
c/o Collins Enterprises, LLC  
1455 East Putnam Avenue, 2nd Floor  
Old Greenwich, CT 06870 |         |     |                 |               |
|                       | Izabela K. Malinowska  
51 Forest Avenue, Unit 66  
Old Greenwich, CT 06870 |         |     |                 |               |
|                       | Mark & Ellen Floyd, Trustees  
51 Forest Avenue, Unit 67  
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</table>
| 1                    |                          | Carlos Avila  
51 Forest Avenue, Unit 120  
Old Greenwich, CT 06870 |        |     |                 |               |
| 2                    |                          | Colonnade One at Old Greenwich  
LTD Partnership  
c/o Collins Enterprises, LLC  
1455 E. Putnam Avenue, 2nd Floor  
Old Greenwich, CT 06870 |        |     |                 |               |
| 3                    |                          | Nancy Bishoff & Lesley C. King  
7 Bryan Road  
Old Greenwich, CT 06870 |        |     |                 |               |
| 4                    |                          | Stawant Ahluwalia, Trustee  
307 Ibis Lane  
Durham, NC 27703 |        |     |                 |               |
| 5                    |                          | Barbara Carter  
51 Forest Avenue, Unit 125  
Old Greenwich, CT 06870 |        |     |                 |               |
| 6                    |                          | Janine Whitley  
51 Forest Avenue, Unit 126  
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| 1.                    | Cara A. Ceraco  
51 Forest Avenue, Unit 134  
Old Greenwich, CT 06870 |         |     |                 |               |
| 2.                    | Daniel T. Weber  
51 Forest Avenue, Unit 135  
Old Greenwich, CT 06870 |         |     |                 |               |
51 Forest Avenue, Unit 93  
Old Greenwich, CT 06870 |         |     |                 |               |
| 4.                    | Catherine R. Lepoubre  
51 Forest Avenue, Unit 138  
Old Greenwich, CT 06870 |         |     |                 |               |
| 5.                    | Carol T. Beggio  
51 Forest Avenue, Unit 139  
Old Greenwich, CT 06870 |         |     |                 |               |
| 6.                    | Keelyn Mulvey  
51 Forest Avenue, Unit 140  
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<td>Town of Greenwich</td>
<td>c/o Finance Department, 101 Field Point Road, Greenwich, CT 06870 [Re: 91 Harding Road]</td>
<td>06-4692/S</td>
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FCRN/ac
EXHIBIT A
53 Forest Avenue, Old Greenwich

18) Town of Greenwich
c/o Finance Department
101 Field Point Road
Greenwich, CT 06870
[Re: 90 Harding Road]
Tax I.D. No.: 06-4689/S

19) Santiago Gerardo Assalini &
Maria Agueda Gonzalez W/S
51 Forest Avenue, Unit 1
Old Greenwich, CT 06870
Tax I.D. No.: 06-1617/S

20) Matthew Dyson &
Anna N. Soubbotina W/S
51 Forest Avenue, Unit 2
Old Greenwich, CT 06870
Tax I.D. No.: 06-3911/S

21) Ondina Bennett
51 Forest Avenue, Unit 3
Old Greenwich, CT 06870
Tax I.D. No.: 06-3912/S

22) Donna Lee Webb
51 Forest Avenue, Unit 4
Old Greenwich, CT 06870
Tax I.D. No.: 06-3913/S

23) Robert & Dawn Barnes
51 Forest Avenue, Unit 5
Old Greenwich, CT 06870
Tax I.D. No.: 06-3914/S

24) Maria Paynter
200 Central Park South, #9E
New York, NY 10019
[Re: 51 Forest Avenue, Unit 6]
Tax I.D. No.: 06-3915/S

25) Rong Chen Popp & Roland Popp W/S
43 Harding Road
Old Greenwich, CT 06870
[Re: 51 Forest Avenue, Unit 7]
Tax I.D. No.: 06-3916/S

26) Claudio Marcelo Irigoyen &
Marta Gabriella Beltramo W/S
8 Bramble Lane
Riverside, CT 06878
[Re: 51 Forest Avenue, Unit 8]
Tax I.D. No.: 06-3917/S

27) Clifton D. Hill &
Katherine Tilghman W/S
51 Forest Avenue, Unit 9
Old Greenwich, CT 06870
Tax I.D. No.: 06-3918/S

28) Siwen Wu & Cilia Zhang W/S
59 Valleywood Rd
Cos Cob, CT 06807
[Re: 51 Forest Avenue, Unit 10]
Tax I.D. No.: 06-3919/S

29) Colonnade One at Old Greenwich, LTD
c/o Collins Enterprises, LLC
1455 E. Putnam Avenue, 2nd Floor
Old Greenwich, CT 06870
[Re: 51 Forest Avenue, Unit 11]
Tax I.D. No.: 06-3920/S

30) Deborah L. Dunlap
51 Forest Avenue, Unit 12
Old Greenwich, CT 06870
Tax I.D. No.: 06-3921/S

31) Neil & Jennifer Murray W/S
51 Forest Avenue, Unit 13
Old Greenwich, CT 06870
Tax I.D. No.: 06-3922/S

32) 51 Forest Avenue Unit 14 LLC
77 Havemeyer Lane, Unit 20
Stamford, CT 06902
[Re: 51 Forest Avenue, Unit 14]
Tax I.D. No.: 06-3923/S

33) Alfred C. Knight
51 Forest Avenue, Unit 15
Old Greenwich, CT 06870
Tax I.D. No.: 06-3924/S
34) Arkady Goshchinsky & Yelena Sushko  
51 Forest Avenue, Unit 16  
Old Greenwich, CT 06870  
Tax I.D. No.: 06-5925/S

35) Philip M. Asche  
51 Forest Avenue, Unit 17  
Old Greenwich, CT 06870  
Tax I.D. No.: 06-3926/S

36) Colonnade One at Old Greenwich, LTD  
c/o Collins Enterprises, LLC  
1455 E. Putnam Avenue  
Old Greenwich, CT 06870  
[Re: 51 Forest Avenue, Unit 18]  
Tax I.D. No.: 06-39247/S

37) L&M Chiapetta Family, LLC  
51 Forest Avenue, Unit 19  
Old Greenwich, CT 06870  
Tax I.D. No.: 06-3927/S

38) Victoria L. Parisi  
137 Sound Beach Road  
Old Greenwich, CT 06870  
[Re: 51 Forest Avenue, Unit 20]  
Tax I.D. No.: 06-3929/S

39) Desiree M. & Nathan A. Harbacek  
51 Forest Avenue, Unit 69  
Old Greenwich, CT 06870  
[Re: 51 Forest Avenue, Unit 21]  
Tax I.D. No.: 06-3930/S

40) Sashi Raghunandan & Joyita Bandyopadhyay W/S  
51 Forest Avenue, Unit 22  
Old Greenwich, CT 06870  
Tax I.D. No.: 06-3931/S

41) Robert Russo  
PO Box 519  
Oneco, CT 06373  
[Re: 51 Forest Avenue, Unit 23]  
Tax I.D. No.: 06-3932/S

42) George & Carol Stockbridge W/S  
51 Forest Avenue, Unit 24  
Old Greenwich, CT 06870  
Tax I.D. No.: 06-3933/S

43) Invehue LLC  
2333 Brickell Avenue, #1101  
Miami, FL 33129  
[Re: 51 Forest Avenue, Unit 25]  
Tax I.D. No.: 06-3934/S

44) Deborah A. Sanchez, Trustee  
88 Southfield Avenue, #401  
Stamford, CT 06902  
[Re: 51 Forest Avenue, Unit 26]  
Tax I.D. No.: 06-3935/S

45) Old Greenwich Gables, LLC  
121 Beachside Drive  
Vero Beach, FL 32963  
[Re: 51 Forest Avenue, Unit 27]  
Tax I.D. No.: 06-3936/S

46) Eric S. Petersen & Kathryn E. Rhodes W/S  
67 Macgregor Avenue  
Stamford, CT 06902  
[Re: 51 Forest Avenue, Unit 28]  
Tax I.D. No.: 06-3937/S

47) Maria Paynter  
200 Central Park South, #9E  
New York, NY 10019  
[Re: 51 Forest Avenue, Unit 29]  
Tax I.D. No.: 06-3938/S

48) Carlos Avila  
51 Forest Avenue, Unit 30  
Old Greenwich, CT 06870  
Tax I.D. No.: 06-3939/S

49) Victor N. DeGeorge  
51 Forest Avenue, Unit 31  
Old Greenwich, CT 06870  
Tax I.D. No.: 06-3940/S
EXHIBIT A
53 Forest Avenue, Old Greenwich

50) Genevra Newell
   51 Forest Avenue, Unit 32
   Old Greenwich, CT 06870
   Tax I.D. No.: 06-3941/S

51) Ricardo Gustavo Toressi
   51 Forest Avenue, Unit 33
   Old Greenwich, CT 06870
   Tax I.D. No.: 06-3942/S

52) Marta Gabriella Beltramo &
    Claudio Marcello Irigoyen W/S
   51 Forest Avenue, Unit 34
   Old Greenwich, CT 06870
   Tax I.D. No.: 06-3943/S

53) Samir & Rucchika Bahl
    9 Crestwood Drive
    Chatham, NJ 07928
   [Re: 51 Forest Avenue, Unit 35]
   Tax I.D. No.: 06-3944/S

54) Tony Tang & Xin Zhou W/S
    51 Forest Avenue, Unit 36
    Old Greenwich, CT 06870
    Tax I.D. No.: 06-3945/S

55) Mary C. Meyers
    51 Forest Avenue, Unit 37
    Old Greenwich, CT 06870
    Tax I.D. No.: 06-3946/S

56) Anna Fratzczak
    51 Forest Avenue, Unit 38
    Old Greenwich, CT 06870
    Tax I.D. No.: 06-3974/S

57) William J. & Julie O. Fitzgerald W/S
    51 Forest Avenue, Unit 39
    Old Greenwich, CT 06870
    Tax I.D. No.: 06-3948/S

58) Frederick L. Buddenhagen
    51 Forest Avenue, Unit 40
    Old Greenwich, CT 06870
    Tax I.D. No.: 06-3905/S

59) Gloria Huang & Michelle Lopez W/S
    51 Forest Avenue, Unit 41
    Old Greenwich, CT 06870
    Tax I.D. No.: 06-3950/S

60) Jeremey Kaye, Trustee
    71 Lewis Street
    Greenwich, CT 06830
   [Re: 51 Forest Avenue, Unit 42]
   Tax I.D. No.: 06-3951/S

61) Eric S. Petersen &
    Kathryn E. Rhodes W/S
    67 Macgregor Drive
    Stamford, CT 06905
   [Re: 51 Forest Avenue, Unit 43]
   Tax I.D. No.: 06-3952/S

62) Estate of Penelope M. Gould
    c/o James E. Gould, Executor
    51 Forest Avenue, Unit 44
    Old Greenwich, CT 06870
    Tax I.D. No.: 06-3953/S

63) JLH Investments 2017 LLC
    6 Weston Hill Road
    Riverside, CT 06878
   [Re: 51 Forest Avenue, Unit 45]
   Tax I.D. No.: 06-3954/S

64) Robin Folch
    51 Forest Avenue, Unit 46
    Old Greenwich, CT 06870
    Tax I.D. No.: 06-3955/S

65) Ja Children, LLC
    53 White Oak Shade Lane
    Stamford, CT 06905
   [Re: 51 Forest Avenue, Unit 47]
   Tax I.D. No.: 06-3956/S

66) Basil & Marianne Vanech
    15 Halsey Drive
    Old Greenwich, CT 06870
   [Re: 51 Forest Avenue, Unit 48]
   Tax I.D. No.: 06-3957/S

FCRN/ac
EXHIBIT A
53 Forest Avenue, Old Greenwich

67) Barbara Ann Carter &
John Barry Zischang
25 Weston Hill Road
Riverside, CT 06878
[Re: 51 Forest Avenue, Unit 49]
Tax I.D. No.: 06-3958/S

68) Michael & Lizette Monheim
51 Forest Avenue, Unit 50
Old Greenwich, CT 06870
Tax I.D. No.: 06-3959/S

69) Jeanne M. Raftery
51 Forest Avenue, Unit 51
Old Greenwich, CT 06870
Tax I.D. No.: 06-3960/S

70) Allan Mena Martinez
51 Forest Avenue, Unit 52
Old Greenwich, CT 06870
Tax I.D. No.: 06-3971/S

71) Jeffrey & Lucille S. Schur
51 Forest Avenue, Unit 53
Old Greenwich, CT 06870
Tax I.D. No.: 06-3972/S

72) Renate G. Setten
51 Forest Avenue, Unit 54
Old Greenwich, CT 06870
Tax I.D. No.: 06-3973/S

73) Xi Chen & Wenli Guo
51 Forest Avenue, Unit 55
Old Greenwich, CT 06870
Tax I.D. No.: 06-3974/S

74) Annerose H. Thonnes-Seymour
51 Forest Avenue, Unit 56
Old Greenwich, CT 06870
Tax I.D. No.: 06-3975/S

75) Leonard R. & Joan G. Epand
1 Grimes Road
Old Greenwich, CT 06870
[Re: 51 Forest Avenue, Unit 57]
Tax I.D. No.: 06-3976/S

76) Winthrop Assets LLC
86 Winthrop Drive
Riverside, CT 06878
[Re: 51 Forest Avenue, Unit 58]
Tax I.D. No.: 06-3977/S

77) 59 Gables LLC
86 Winthrop Drive
Riverside, CT 06878
[Re: 51 Forest Avenue, Unit 59]
Tax I.D. No.: 06-3978/S

78) Marian P. Henniges
51 Forest Avenue, Unit 60
Old Greenwich, CT 06870
Tax I.D. No.: 06-3879/S

79) Yan Wang & Mei He
51 Forest Avenue, Unit 61
Old Greenwich, CT 06870
Tax I.D. No.: 06-3980/S

80) Ludmila T. Ostasiewicz, Trustee
51 Forest Avenue, Unit 62
Old Greenwich, CT 06870
Tax I.D. No.: 06-3981/S

81) Jennifer Myer Trainer, et al
7365 Patrick Circle
Coopersberg PA, 18036
[Re: 51 Forest Avenue, Unit 63]
Tax I.D. No.: 06-3982/S

82) Joseph & Joann Terracciano
51 Forest Avenue, Unit 64
Old Greenwich, CT 06870
Tax I.D. No.: 06-3983/S

83) Colonnade One at Old Greenwich
LTD Partnership
c/o Collins Enterprises, LLC
1455 East Putnam Avenue, 2nd Floor
Old Greenwich, CT 06870
[Re: 51 Forest Avenue, Unit 65]
Tax I.D. No.: 06-3984/S

FCRN/ac
EXHIBIT A
53 Forest Avenue, Old Greenwich

84) Izabela K. Malinowska
51 Forest Avenue, Unit 66
Old Greenwich, CT 06870
Tax I.D. No.: 06-3985/S

85) Mark & Ellen Floyd, Trustees
51 Forest Avenue, Unit 67
Old Greenwich, CT 06870
Tax I.D. No.: 06-3988/S

86) Donna Marie Iozzo
51 Forest Avenue, Unit 68
Old Greenwich, CT 06870
Tax I.D. No.: 06-3989/S

87) Nadia M. Trimmer
65 Durham Road, #3D
Bronxville, NY 10708
[Re: 51 Forest Avenue, Unit 69]
Tax I.D. No.: 06-3990/S

88) Joseph M. Incorvaia, Trustee
271 Riverside Avenue
Riverside, CT 06878
[Re: 51 Forest Avenue, Unit 70]
Tax I.D. No.: 06-3991/S

89) Sanle Zhang & Li Yanping W/S
534 Locust Drive
Orange, CT 06477
[Re: 51 Forest Avenue, Unit 71]
Tax I.D. No.: 06-3992/S

90) Jaroslaw & Alexandra Paljlyk W/S
278 Lakeview Drive
Highland Lake, NY 12743
[Re: 51 Forest Avenue, Unit 72]
Tax I.D. No.: 06-3993/S

91) Rockland Studios, Inc.
c/o Schur
51 Forest Avenue, Unit 53
Old Greenwich, CT 06870
[Re 51 Forest Avenue, Unit 73]
Tax I.D. No.: 06-3994/S

92) Kenneth C. & Linda M. Brown W/S
24 Vale Place
Rye, NY 1580
[Re: 51 Forest Avenue, Unit 75]
Tax I.D. No.: 06-3996/S

93) Norman Kerlin
26 South End Court Palmer Island
Old Greenwich, CT 06870
[Re: 51 Forest Avenue, Unit 76]
Tax I.D. No.: 06-3997/S

94) Steven & Nancy Maasbach W/S
51 Forest Avenue, Unit 77
Old Greenwich, CT 06870
Tax I.D. No.: 06-3998/S

95) Vivian Chin
57 Byram Road
Greenwich, CT 06830
[Re: 51 Forest Avenue, Unit 78]
Tax I.D. No.: 06-3999/S

96) Jose Sanchez
51 Forest Avenue, Unit 79
Old Greenwich, CT 06870
Tax I.D. No.: 06A-1000/S

97) Jacqueline Falcier Preiss
51 Forest Avenue, Unit 80
Old Greenwich, CT 06870
Tax I.D. No.: 06A-1001/S

98) Sally Falcone
51 Forest Avenue, Unit 81
Old Greenwich, CT 06870
Tax I.D. No.: 06A-1002/S

99) Masaru Tsuchita & Takako Tsuchita &
Taro Tsuchita, Trustees
472 North Ridge Street
Rye Brook, NY 10573
[Re: 51 forest Avenue, Unit 82]
Tax I.D. No.: 06A-1003/S
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<td>Timothy &amp; Nancy Armstrong W/S</td>
<td>13 Meadow Road, Riverside, CT 06878</td>
<td>Old Greenwich, CT 06870</td>
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<td>Lana C. Lee, Trustee</td>
<td>1 Broad Street, Apt 32E, Stamford, CT 06901</td>
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<td>PMC86 LLC</td>
<td>2 Kensington Court, Old Greenwich, CT 06870</td>
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<td>Joseph Federici &amp; Lisa Macera W/S</td>
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<td>Paul L. Pacent</td>
<td>23 Crawford Terrace, Riverside, CT 06870</td>
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<td>Richard &amp; Joann Heinsch W/S</td>
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<td>Robert S. &amp; Julieann K. Colligan W/S</td>
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<td>Kate O. Uhry &amp; Nils Petrik</td>
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<td>Tsuneo Fujiwara</td>
<td>51 Forest Avenue, Unit 92, Old Greenwich, CT 06870</td>
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<td>Jacqueline K. Hammock &amp;</td>
<td>51 Forest Avenue, Unit 93, Old Greenwich, CT 06870</td>
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<td>William R. Hammock, Jr. W/S</td>
<td>Old Greenwich, CT 06870</td>
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<td>Steven P. &amp; Nancy Y. Maasbach W/S</td>
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<td>Gregory Renato Berzolla &amp;</td>
<td>51 Forest Avenue, Unit 95, Old Greenwich, CT 06870</td>
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<td>Susan Elizabeth Parker</td>
<td>Old Greenwich, CT 06870</td>
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<td>Grace E. McGowan Folley</td>
<td>51 Forest Avenue, Unit 96, Old Greenwich, CT 06870</td>
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<td>Robert J. Tolomer</td>
<td>51 Forest Avenue, Unit 97, Old Greenwich, CT 06870</td>
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<td>Karolyn Morigi-Armstrong, Trustee</td>
<td>51 Forest Avenue, Unit 98, Old Greenwich, CT 06870</td>
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<td>Scott &amp; Ariel Bernstein W/S</td>
<td>20 Powell Drive, West Orange, NJ 07092</td>
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<td>Jeffrey &amp; Cynthia Klipstein W/S</td>
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<td>Do H. Chung</td>
<td>51 Forest Avenue, Unit 101, Old Greenwich, CT 06870</td>
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<td>118)</td>
<td>Jennifer Chang &amp; James Zavin W/S 453 E. Putnam Avenue, #4E Cos Cob, CT 06870 [Re: 51 Forest Avenue, Unit 102] Tax I.D. No.: 06A-1071/S</td>
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<td>119)</td>
<td>Han Y. Lee 51 Forest Avenue, Unit 103 Old Greenwich, CT 06870 Tax I.D. No.: 06A-1072/S</td>
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<td>Claire &amp; Graeme Hutton W/S 51 Forest Avenue, Unit 104 Old Greenwich, CT 06870 Tax I.D. No.: 06A-1073/S</td>
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<td>Kenneth M. Gammill Jr., Trustee 51 Forest Avenue, Unit 105 Old Greenwich, CT 06870 Tax I.D. No.: 06A-1074/S</td>
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EXHIBIT A
53 Forest Avenue, Old Greenwich

135) Colonnade One at Old Greenwich
    LTD Partnership
    c/o Collins Enterprises, LLC
    1455 E. Putnam Avenue, 2nd Floor
    Old Greenwich, CT 06870
    [Re: 51 Forest Avenue, Unit 121]
    Tax I.D. No.: 06A-1020/S

136) Nancy Bishoff & Lesley C. King
    7 Bryon Road
    Old Greenwich, CT 06870
    [Re: 51 Forest Avenue, Unit 122]
    Tax I.D. No.: 06A-1021/S

137) Stawant Ahluwalia, Trustee
    307 Ibis Lane
    Durham, NC 27703
    [Re: 51 Forest Avenue, Unit 123]
    Tax I.D. No.: 06A-1022/S

138) Barbara Carter
    51 Forest Avenue, Unit 125
    Old Greenwich, CT 06870
    Tax I.D. No.: 06A-1024/S

139) Janie Whitley
    51 Forest Avenue, Unit 126
    Old Greenwich, CT 06870
    Tax I.D. No.: 06A-1025/S

140) Julietta Guarino
    Revocable Living Trust
    1180 Emerald Lane
    Singer Island, FL 33404
    [Re: 51 Forest Avenue, Unit 127]
    Tax I.D. No.: 06A-1026/S

141) Mats John Shore &
    Marcia Coco Mayuzumi W/S
    51 Forest Avenue, Unit 129
    Old Greenwich, CT 06870
    Tax I.D. No.: 06A-1028/S

142) Patrick S. Gagnon &
    Wendy Herbst W/S
    24 Rochambeau Avenue
    Ridgefield, CT 06877
    [Re: 51 Forest Avenue, Unit 130]
    Tax I.D. No.: 06A-1029/S

143) Shuyi Xu
    51 Forest Avenue, Unit 131
    Old Greenwich, CT 06870
    Tax I.D. No.: 06A-1030/S

144) Xiangrong Sun
    59 Valleywood Road
    Cos Cob, CT 06807
    [Re: 51 Forest Avenue, Unit 132]
    Tax I.D. No.: 06A-1031/S

145) Antonio Zappia &
    Maria Concetta Trapani Lombardo
    c/o WJ McKeever
    15 Valley Road
    Greenwich, CT 06830
    [Re: 51 Forest Avenue, Unit 133]
    Tax I.D. No.: 06A-1032/S

146) Cara A. Ceraso
    51 Forest Avenue, Unit 134
    Old Greenwich, CT 06870
    Tax I.D. No.: 06A-1033/S

147) Daniel T. Weber
    51 Forest Avenue, Unit 135
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    Tax I.D. No.: 06A-1034/S

148) Jacqueline K. Hammock &
    William R. Hammock, Jr.
    51 Forest Avenue, Unit 93
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    [Re: 51 Forest Avenue, Unit 137]
    Tax I.D. No.: 06A-1036/S

149) Catherine R. Lepotere
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    Tax I.D. No.: 06A-1037/S

150) Carol T. Biaggi
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    Tax I.D. No.: 06A-1038/S

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<td>Phyllis Geoffrey</td>
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### Exhibit A
53 Forest Avenue, Old Greenwich

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<tr>
<th>167) Mary T. Jacobson</th>
<th>176) Deborah Graves</th>
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| 169) Thomas Jean Yee &                 | 178) Antonio Carvalho, Sr. &           |
| Xiauhong Shen W/S                     | Adelia Carvalho                       |
| 51 Forest Avenue, Unit 158             | 51 Forest Avenue, Unit 167             |
| Old Greenwich, CT 06870                | Old Greenwich, CT 06870                |
| Tax I.D. No.: 06A-1095/S               | Tax I.D. No.: 06A-1044/S               |

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| 278 Lakeview Drive                     | 51 Forest Avenue, Unit 172             |
| Highland Lake, NY 12743                | Old Greenwich, CT 06870                |
| [Re: 51 Forest Avenue, Unit 162]       | Tax I.D. No.: 06A-1045/S               |
| Tax I.D. No.: 06A-1098/S               |                                        |

| 174) Malka & Ralph Kravitz, Trustees   | 183) Ye Xu & Jim Song                  |
| 500 River Road, Unit 15                | 20 Watch Tower Lane                    |
| Cos Cob, CT 06807                      | Old Greenwich, CT 06870                |
| [Re: 51 Forest Avenue, Unit 163]       | [Re: 51 Forest Avenue, Unit 173]       |
| Tax I.D. No.: 06A-1057/S               | Tax I.D. No.: 06A-3965/S               |

| 175) Erik & Amy Kallesten W/S          | 184) Harry S. & Diane Culpen, Trustees|
| 51 Forest Avenue, Unit 164             | 579 NE Plantation Road, #209N          |
| Old Greenwich, CT 06870                | Stuart, FL 34996                       |
| Tax I.D. No.: 06A-1056/S               | [Re: 51 Forest Avenue, Unit 174]       |
|                                       | Tax I.D. No.: 06A-1055/S               |

FCRN/ac
EXHIBIT A
53 Forest Avenue, Old Greenwich

185) Constance K. Fauci Life Use
51 Forest Avenue, Unit 175
Old Greenwich, CT 06870
Tax I.D. No.: 06A-1046/S

186) MTA Metro-North Railroad
Catherine Rinaldi, President
420 Lexington Avenue
New York, NY 10017-3739
EXHIBIT B

FOGARTY COHEN RUSSO & NEMIROFF LLC

December 11, 2020

RE: Final Site Plan and Special Permit Applications
    Proposed New Curb Cut, Driveway and Visitor Parking Spaces for Office Building
    53 Forest Avenue, Old Greenwich, CT

TO WHOM IT MAY CONCERN:

We wish to notify you that Collins 53 Forest LLC has filed applications for Final Site Plan
and Special Permit Approval with the Greenwich Planning and Zoning Commission for a proposed
new curb cut, driveway entrance, and five (5) visitor parking spaces to serve its office building
located at 53 Forest Avenue in the GB-IND-RE Zone.

Further information concerning this application may be obtained by contacting the
Greenwich Planning and Zoning Commission, (203) 622-7894, 101 Field Point Road, Greenwich,
CT 06830 or the undersigned at (203) 629-7330.

Very truly yours,

[Signature]
Bruce F. Cohen

cc: Collins 53 Forest LLC
    Greenwich Planning and Zoning Commission
COMMERCIAL

VALUATION RECORD

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BA15: Sustain
BP14: 14-2119 snc $100,000 int renov
CTST: 2015 GL & 2016 GL
DBA: The Colonade: Multitenant Office Bldg.
P: 42 sqps.

Supplemental Cards

TOTAL LAND VALUE 6256900
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BY EMAIL and MAIL

December 14, 2020

Ms. Katie DeLuca, Town Planner
Planning and Zoning Commission
Town Hall – 101 Field Point Road
Greenwich CT 06830

Re: Final Site Plan and Special Permit Applications
    Proposed New Curb Cut, Driveway and Visitor Parking Spaces for Office Building
    53 Forest Avenue, Old Greenwich, CT

Dear Katie:

On behalf of our client, Collins 53 Forest LLC, we are pleased to submit herewith applications for Final Site Plan and Special Permit Approval to permit construction of a new curb cut, driveway, and five (5) visitor parking spaces for an office building located at 53 Forest Avenue in the GB-IND-RE zone. The project also includes associated site improvements such as drainage, landscaping, and signage. These Applications are submitted pursuant to Sections 6-12(e), 6-13, 6-16, 6-101(a), and 6-112(6), of the Greenwich Building Zone Regulations, as amended, and are in conformance with all applicable sections of the Regulations, including, but not limited to, Sections 6-15, 6-17, 6-158, and 6-205.

Background – Overview

The subject 1.9963 acre site was originally part of a larger property that was occupied and used by Electrolux from 1933-1985. Electrolux, which got its start in Greenwich, amassed and occupied a large 35 +/- acre complex located to the north of the Innis Arden Golf Club, in what had been an industrial area of Greenwich dating back to the early 1900s (see EXHIBIT A). In 1966, Electrolux sold a 14.5 acre portion of its campus, located at 90 Harding Road, to the Town of Greenwich, which became the Eastern Greenwich Civic Center1. By the mid-1980s, Electrolux determined that “due to foreign competition and the need to automate” 2 it would need to close one of its factories. The company opted to shut down its oldest factory and, accordingly, placed its Old Greenwich property up for sale.

In 1985, Electrolux formally sold its Greenwich lands (four parcels totaling 19.1484 acres, see EXHIBIT B) to Arthur Collins and, beginning in 1986, Mr. Collins began a major redevelopment initiative for this area. Through the use of various land use mechanisms, including subdivisions, rezoning, and site plan and special permit approvals, a master plan to redevelop the area began to come to fruition (See EXHIBIT C). The first part of the project, known as the “Colonnade I” included rezoning the 9.61 acre “Parcel I” from the GB zone to the GB-IND-RE zone and constructing a large condominium complex, now known as Old Greenwich Gables (and interestingly utilized much of the factory’s original foundation in its construction), a separate office building, and associated parking and site improvements.

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1 Around 1950, Electrolux built an employee recreation center, known as the Ekman Center, across the street from its principle building on Harding Road. Due to a lack of interest by the employees to use the facility, Electrolux sold the building and approximately 14.5 acres of the surrounding land to the Town of Greenwich in 1966, converting the Ekman Center into what is now the Eastern Greenwich Civic Center.

The area’s redevelopment also included the “Colonnade II”, a separate development plan that involved the redevelopment of “Parcel 2”, a large commuter parking lot, into a 22-lot residential subdivision fronting on Brown House Road and Harding Road known as the “Victoria Subdivision” and area site improvements to provide better pedestrian and bicycle access to the nearby train station and Old Greenwich shopping district.

In 1987, a 2.026 acre portion of Parcel 3 was sold to the Town of Greenwich for use as a parking lot. The remaining portions of Parcel 3 and the 7,580 +/- SF Parcel 4 were sold off as four (4) single-family residential lots between 1989 and 1991.

See EXHIBIT D for an annotated map illustrating the information noted above.

**Background and Existing Conditions for the Subject Parcel**

As noted above, the “Colonnade I” project included rezoning the 9.61 acre “Parcel 1” from the GB zone to the GB-IND-RE zone and approval to construct a large condominium complex, a separate office building, 379 parking spaces (plus 13 future spaces), and associated site improvements as originally approved under Final Site Plan #1238 (1987). The Commission exercised its special permit authority as provided under Section 6-112(6) of the Greenwich Building Zone Regulations to grant certain modifications to the underlying zone as part of the site’s redevelopment. These included modifications for building coverage, yard setback requirements, and a floor area bonus of up to a 0.75 FAR.

In 1989, under Site Plan #1238.1, and pursuant to Section 6-17.2 of the Regulations, the owner split the original 9.61 acre site into two (2) parcels, Parcel A of 7.6186 acres, containing the residential component of the project, and Parcel B, the subject 1.9963 acre tract which contains an office building located at the intersection of Forest Avenue and Tomac Avenue (See EXHIBIT E).

Between 1989 and 1997 there were various modifications to the original site plan approval. These included:

- Site Plan #1238.2 – For modifications to the approved unit/bedroom mix, within the originally approved residential building footprints, to add fourteen market rate units and three 1-bedroom units to be governed by Sec. 6-110(g);
- Site Plan #1238.3/MI #355 – To eliminate both a pool enclosure and a private restaurant/dining facility, and final approval to construct the stair tower on Tomac Avenue for pedestrian access to the Old Greenwich railroad station;
- Site Plan #1238.54 - For a final redesign of the last 23 units to be constructed within Old Greenwich Gables; and
- Site Plan 1238.6 – To construct nine (9) permanent parking spaces and fire lane striping on the Parcel B (the office lot). See EXHIBIT F for the most recent site plan approved for the subject property.

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3 Reference is made to MI #294
4 Site Plan #1238.4 to add 20 additional dwelling units was denied.
In accordance with the original site plan and all subsequent modifications noted above, the combined Parcel A and Parcel B sites are currently developed with 167 dwelling units totally approximately 243,201 SF of residential floor area, recreational amenities accounting for approximately 7,222 SF of floor area, a small gatehouse, a 39,841 SF office building, and 388 parking spaces (plus 13 future spaces). The site is accessed by a single driveway located on Forest Avenue, opposite Brown House Road and approximately 500 feet to the west of Tomac Avenue. The shared driveway is located on Forest Avenue, opposite Brown House Road and approximately 500 feet to the west of Tomac Avenue. Once on the property, the existing driveway bifurcates into east and west legs, both of which are utilized by the residential property owners to access the parking garage located just west of the office building. The site is served by public utilities including water and sewer.

In response to the Commission’s questions at the applicant’s pre-application meeting held on November 5, 2020, this office researched the current site’s single driveway condition. It appears that when the preliminary site plan (SP #1197) for the mixed-use development was originally proposed, two (2) driveways from Forest Avenue were included in design: one curb cut located opposite Brown House Road; and one on Forest Avenue near the Harding Road/Tomac Avenue intersection. The driveway closest to Tomac Avenue provided a parking area along with access to a service area for the building. During the Commission’s review of Preliminary Site Plan #1197, the second driveway was modified into a service drive that came off of Tomac Avenue (rather than Forest Avenue). Subsequently, it was requested by the Commission that driveway be eliminated entirely, presumably as a result of its proximity to the pedestrian stair tower added to the site plan around that same time.

**Proposed Site Plan Modification**

The lack of a proper identity for the office building has made it difficult for the building to remain competitive in the real estate market. Office tenants and their guests must enter the site at a driveway that appears to serve only the residential development. The gatehouse, overall aesthetic of the entry, and signage focuses solely on the residential use. This is both confusing for guests and also a deterrent for office tenants, who have expressed a desire to have a separate, dedicated entrance for the office building. Accordingly, the owner of Parcel B would like to construct a dedicated driveway that would serve only its office tenants. This would enable the office building to have a separate presence on Forest Avenue and would assist the owner in leasing available office space. Five (5) additional visitor parking spaces are also proposed in the

---

5 When the Commission originally approved the 391 total parking spaces (379 + 13 future spaces) the Commission found that:

“…the approved mixed-use development with 167 dwelling units has a 140 spaces parking deficit compared with standards of the underlying zoning regulations: at 2 spaces per one and two-bedroom units, 2.6 spaces per three bedroom units, 150 spaces for the office building and 29 spaces for amenities, 531 parking spaces were required and 391 provided --- the 140-spaces shortage was offset by the availability of 150 allocated office spaces and considered manageable because peak parking demands of the mix of uses do not generally coincide and office parking would be available nights and weekends for residential needs…”

As noted above, in 1997 nine (9) additional spaces, none of which were identified as “future spaces” on the original site plan, were constructed under Site Plan #1238.6, bringing the existing parking count to 388 spaces (+13 future spaces).


7 Condition #1 Site Plan #1238 Decision Letter dated October 29, 1987 “The service drive located on Tomac Avenue is to be eliminated. Modifications to the main entrance, if required for large vehicle access, shall be resolved to the mutual satisfaction of The Department of Public Works and the Planning and Zoning Commission Staff.”
front of the office building, which reflects the construction of five (5) “future spaces” approved under Site Plan #1238 (See EXHIBIT F). Additional site plan elements are focused on the front of the office building and include improvements to the building’s entry steps, visitor parking area, landscaping, lighting, signage and stormwater management as discussed in more detail below.

Proposed Site Improvements, Landscaping and Lighting

As shown on the plan submitted herewith, the applicant proposes a new driveway/curb cut approximately 165 feet (at its closest point) to the west of the Forest Avenue, Harding Road/Tomac Avenue intersection. The driveway will be marked by two (2) stone pillars with proper street address (#53) provided. Five (5) new visitor parking spaces will be provided opposite to the existing five (5) visitor spaces located at the front of the building. The existing front entrance circle, existing and proposed visitor parking spaces, and new driveway will be constructed/reconstructed with pervious pavers with a stone border or curbing, as applicable.

Twelve (12) trees will be removed as part of this project. These include eight (8) crabapples around the drive circle that are well past their prime growing days, (1) maple along Forest Avenue, which is half dead, (1) Linden tree to accommodate the new parking spaces, and (2) pine trees that are growing against the building. The project landscape architect, Wesley Stout Associates, has proposed nineteen (19) new trees that will replace these removals. In addition, the front circle will be lined with feather reed grass and be improved with landscaped island. The architectural stair at the front of the building will be renovated in the same location and configuration and is proposed to have a new ‘Ash’ Granite natural stone finish.

With respect to lighting, the existing (8-10) bollards and (5) pole lights around the building will be removed. Six (6) new pole lights will be installed in front of the building to replace the removed lighting. In addition, flush/in-grade lighting will be installed at the edge of the landscaped island and the handrails for the new architectural stair will be illuminated. The applicant believes the lighting will better reflect the architectural style of the building and will assist in providing the office use with a distinct identity from the neighboring residential use.

Stormwater Management

The improvements outlined above will result in an increase in impervious coverage of 2,177 square feet. To mitigate any drainage impacts from the proposed increase in hardscape, porous pavers with a crushed stone reservoir to retain water volumes before reaching downstream reservoirs. It is the professional opinion of the project engineer, Redniss & Mead, that this project is in conformance with all applicable standards set forth in the Greenwich LID Drainage Manual and, if built and constructed according to the design plans, this project will have no adverse impact to onsite or downstream hydrology.

Traffic and Parking

As noted above, the subject site can only be accessed via a shared driveway with the neighboring Old Greenwich Gables residential development at 51 Forest Avenue. The shared driveway is located on Forest Avenue, opposite Brown House Road and approximately 500 feet to the west of Tomac Avenue. Once on the property, the existing driveway bifurcates into an east and west leg. According to the project traffic engineer, Kimley-Horn, both legs of the driveway are relatively narrow and have areas of reduced
sight distance. It was also observed that during weekday peak periods there is a conflicting mix of entering office traffic with exiting residential traffic in the morning and the reverse in the afternoon.

Based on the results of the traffic analyses conducted as part of this project, Kimley-Horn has made the following principal conclusions relative to the proposed driveway:

- Traffic operations on the existing east driveway will be **improved** with the reduction of office traffic on the driveway.
- The new driveway is expected to operate under reasonably free-flow conditions at level of service (LOS) B.
- There have been no reported accidents on Forest Avenue at the site of the new driveway in the past 5 years;
- Queuing data indicates that queues on the eastbound Forest Avenue approach to Harding Road/Tomac Avenue will not extend back to the proposed driveway during the morning or the evening peak periods; and
- The location of the new driveway meets all applicable state standards for the separation of driveways from other intersections.

In addition to the new driveway, the applicant proposes to add five (5) new visitor parking spaces to the front of its office building. These spaces, as illustrated on EXHIBIT F, represent the construction of “future spaces” approved under Site Plan #1238. These additional spaces will provide convenient parking for visitors and provide better and more secure visitor access to the building. Based on its analysis of the full project, Kimley-Horn has concluded that the proposed new driveway and 5 new parking spaces for the office building located at 53 Forest Avenue will have no negative traffic impacts and will result in a small net positive benefit to conditions in the area.

**Request for Special Permit Approval**

**Regulatory Authority and Background Information**

In the IND-RE-Zone, and upon an application for special permit, the Commission may modify certain standards and requirements of the underlying zone as authorized in Section 6-112(6). An IND-RE Special Permit may be granted upon a finding by the Planning and Zoning Commission that the requirements of Sec. 6-15 and 6-17 of the Building Zone Regulations as well as the standards and requirements of this Sec. 6-112 are met. §6-112(6)(f) specifically permits the Commission to modify the maximum lot and building coverage for a site provided that the resulting increase in coverage is commensurate with any increased Floor Area Ratio permitted (up to 0.75) for Use Group 3 (residential uses) and accessory recreational facilities serving that use.

When the original 9.61 acre Parcel I site was developed, an FAR bonus was authorized pursuant to §6-112(6). At that time, the Commission made a finding that “…the Floor Area Ratio for all uses on site (.72 F.A.R.) complies with Sec. 6-112 and Use Group 3 (residential) is provided and recreational use[s] accessory to the residential use are provided.” (PZC Decision Letter SP#1238). At that time, however, the
applicant did not require a modification to its lot coverage to support this development and, per record information, it was noted that the proposed lot coverage was 57.8% where 60% was/is permitted. In researching the Zoning Regulations in effect at that time, it became clear that a modification to lot coverage was not then required due to how such coverage was defined within the regulations applicable at that time. More similar to today’s definition of building coverage, the 1980s definition of lot coverage read as follows:

“Lot Coverage Lot Coverage (Building Area) is that portion of a lot which is covered by a projection of the outermost limits of a building or structure on to the ground surface…” §6-5(34.1), GBZR, 1985.

Based on the above definition of Lot Coverage, the development of the entire premises complied with the 1987 Zoning Regulations and did not require a modification of lot coverage as permitted under Section 6-112 of the Regulations.

Request for Special Permit Pursuant to Section 6-112(6)(f)(1)

When the applicant began analyzing the existing site, which was split under Section 6-17.2 but must continue to be considered one zoning lot, it was realized that there was an existing non-conformity with respect to the site’s lot coverage. Under today’s regulations lot coverage is defined much more broadly than in the 1980s and must include:

“…buildings, structures, parking areas, driveways, decks, tennis courts, patios, terraces, swimming pools, etc., and does include porous asphalt, porous concrete, permeable inter-locking concrete pavers, concrete grid pavers, plastic turf reinforcing grids and similar man-made materials and products…” §6-5(34.1), GBZR, 2012.

Today, based on the current definition of Lot Coverage the following is true:

- Based on data taken from the Town’s Geographic Information System (GIS), the original 9.61 acre site area has a non-conforming lot coverage of 61.4%.
- Based on data taken from the Town’s GIS, Parcel A (the residential use) has a non-conforming lot coverage of 62.4%.
- Based on survey data, Parcel B (the office parcel) has a compliant lot coverage of 57.5%.
- The proposed driveway and five (5) parking spaces on Parcel B would maintain a compliant lot coverage of 60% if Parcel B were considered a stand-alone lot.

We believe that the calculations noted above clearly demonstrate that the excess coverage is related to the residential use as noted above. Stated another way, if the residential portion of the lot (Parcel A) were conforming under today’s definition of Lot Coverage, the applicant would not require the modification to its lot coverage that is currently being sought. In addition, because the Commission granted an FAR bonus of approximately 45% (from 0.5 to 0.72) in 1987, the Commission has the authority now to grant a modification to the site’s lot coverage as provided within the regulations. Accordingly, we request that the Commission authorize, as permitted under Section 6-112(6)(f)(1) of the regulations, the proposed lot
coverage of 61.9% for the combined zoning lot, a modest increase over that permitted in the underlying zone (60%).

Conformance with Section 6-15 and 6-17(d) of the Regulations – Site Plan and Special Permit Standards

In making its decision to grant or deny applications for Site Plan and Special Permit, the Commission is required to consider whether a proposed project will comply with specific standards outlined under Section 6-15 and 6-17(d) of the Building Zone Regulations. Summarized below are the applicable standards, followed by commentary regarding the same. It should be noted that while all standards are not repeated below, the applicant does comply with all standards outlined within the regulations.

1.) Ensure safe, adequate and convenient vehicular and pedestrian traffic circulation both within and without the site and ensure that proposed work does not adversely affect safety in the streets nor increase traffic congestion in the surrounding area [Section 6-15(1), 6-17(d)(6) and 6-17(d)(7)].

Comment: As proposed, the new driveway will have an overall net positive benefit to area conditions. An analysis of proposed conditions by the applicant's professional traffic engineer, Kimley-Horn & Associates, Inc., confirmed that the proposed improvements will provide safe, adequate and convenient vehicular traffic circulation and parking. In addition, an existing walkway will be renovated to continue provided convenient pedestrian access to the site.

2.) Provide adequate storm and surface water drainage facilities to properly drain the site while minimizing downstream flooding, yet not adversely affect water quality as defined by the State Department of Environmental Protection.

Comment: As outlined above and evidenced by the support documentation submitted herewith, the proposed development meets the standards outlined within the zoning regulations with respect to stormwater management, as well as the standards set forth in the Town’s Drainage Manual, as amended. The proposed stormwater management plan will provide collection, treatment, infiltration and retention of stormwater through LID techniques and Best Management Practices. As such, the project engineer concluded in his Drainage Summary Report dated December 14, 2020 (copy submitted herewith), that, if built and constructed in accordance with the design plans, this project will have no adverse impact to onsite or downstream hydrology.

3.) The proposed development should be in harmony and scale with the existing neighborhood and compatible with and contextually consistent with surrounding uses, buildings, streets and open spaces

Comment: As noted above, the development of the subject site replaced the Electrolux factory and related manufacturing and ware-house uses with a predominantly residential and office use and was deemed to enhance the living environment of the surrounding area and to be more compatible and appropriate to the adjacent residential neighborhood. The owner’s overall contribution to this neighborhood has been significant over the years and transformed the neighborhood into what it is today. The proposed improvements are in keeping with the overall neighborhood context and will enhance the landscaping and overall neighborhood appearance. An Application for Exterior Alteration...
has been submitted to the Greenwich Architectural Review Committee so that it can review the proposed site design, landscaping, and site lighting.

Based on the information provided above, the applicant believes that the above standards, as well as all of the standards set forth under Sections 6-15 and 6-17(d) of the Greenwich Building Zone Regulations, have been met and that the proposed development conforms with the overall intent of the regulations.

Construction Schedule

The overall project scope will take approximately two (2) months to complete. However, the work within the Town’s R.O.W. will take no more than one week and will not impact the two-way flow of traffic on Forest Avenue. Pedestrians will be able to be routed around the work area with the use of cones, barrels & barricades during this period. Forest Avenue has more than ample width to accommodate two lanes of traffic and a pedestrian bypass. In addition, our team has discussed area projects with Jim Michel and the following was discussed:

- Sound Beach Avenue Bridge Replacement between Harding Road and Forest Avenue. Work scheduled for the summer of 2021 with a detour in place in July and August. Detour will route traffic to Harding Road and Forest Avenue during that two month time frame.
- Civic Center. Significant work unlikely to be undertaken in 2021 except for some preparatory demolition in late fall/early winter of 2021. Substantive work to take place in 2022.
- Harding Road drainage work. DPW will not do this work during the detour period noted above. If funded, this work is likely to occur in the fall of 2021.

It is the applicant’s intent to complete the work in the spring of 2021 so that all work will be complete before the Sound Beach Avenue Bridge Replacement starts in July.

Additional Approvals Required

In addition to Final Site Plan and Special Permit Approval from the Planning and Zoning Commission, the proposed site work will require advisory approval from the Architectural Review Committee.

Plans and Support Documents

In accordance with the Commission’s Site Plan Checklist, and in addition to all exhibits attached hereto, the following documents are submitted herewith in support of this application:

- One (1) Digital Copy, Final Site Plan Application Form;
- One (1) Digital Copy, Special Permit Application Form;
- One (1) Digital Copy, Application Fee payable to the Town of Greenwich;
- One (1) Digital Copy, Letter of Authorization from the applicant and property owner Collins 53 Forest LLC, authorizing this firm to serve as their agent on these applications;
One (1) Digital Copy, Affidavit of Notification to Adjoining Property Owners, inclusive of a Certificate of Mailing;

One (1) Digital Copy, Letter of Support from Old Greenwich Gables Community, Inc. dated December 8, 2020;

One (1) Digital Copy, Civil Engineering Plan Set dated December 14, 2020, prepared and certified by Redniss & Mead;

One (1) Digital Copy, Landscape Plan Set, including lighting information, dated December 15, 2020, prepared and certified by Wesley Stout Associates;

One (1) Digital Copy, Drainage Summary Report dated December 14, 2020, prepared and certified by Redniss & Mead;

One (1) Digital Copy, Existing Lot Coverage Exhibits dated December 14, 2020, prepared and certified by Redniss & Mead;

One (1) Digital Copy, Proposed Lot Coverage Exhibits dated December 14, 2020, prepared and certified by Redniss & Mead;

One (1) Digital Copy, Traffic Impact Study dated December 14, 2020, prepared and certified by Kimley-Horn and Associates, Inc.;

One (1) Digital Copy, Letter from White Contractors dated December 2, 2020 noting construction work within the Town’s ROW;

One (1) Copy, Tax Assessor Field Card for Tax I.D. Number: 06-3903/S;

One (1) copy, Town of Greenwich GIS Map; and

Planning and Zoning Department’s Site Plan Checklist.

One (1) hard copy of all of the documents listed above will be mailed to the Planning and Zoning Department’s Applications Coordinator, along with a hard copy of the filing fee checks.

We look forward to presenting these applications to the Commission at its next available public hearing. Should you or your staff have any questions or comments in the interim, please do not hesitate to contact me at 629-7330.

Very truly yours,

Bruce F. Cohen

Enclosures
cc: (w/encl.): Collins 53 Forest LLC
    Redniss & Mead, Inc.
    Wesley Stout Associates
    Kimley-Horn and Associates, Inc.
EXHIBIT A
EXHIBIT B
EXHIBIT C
EXHIBIT E
NOTES:

1. Reference is made to the following instruments of record:

2. The plat and survey were prepared in accordance with the Connecticut General Statutes as required by the Connecticut General Statutes, Section 1-90, and the Connecticut Rules of Practice 1.07 and 1.08.

3. The property shown herein is subject to conditions and requirements of the Zoning Ordinance of the Town of Greenwich, as amended.

4. Use of residential units constructed on Parcel A is limited to single family residence only.

5. The general plan includes the following:
   a. The proposed development shall be consistent with the requirements of the Zoning Ordinance of the Town of Greenwich.
   b. The development shall be designed and constructed in accordance with the requirements of the Zoning Ordinance of the Town of Greenwich.

6. A legal description of the parcel for the development shall be made by the developer.

7. The construction plans shall comply with the requirements of the Zoning Ordinance of the Town of Greenwich.

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MAP
SHOWING
DIVISION OF PROPERTY
OLD GREENWICH GABLES
PREPARED FOR
THE COLONNADE ONE AT OLD GREENWICH LIMITED PARTNERSHIP
OLD GREENWICH, CT

Parsons Brinckerhoff - Reddix & Mead
350 Forest Street - Stamford, Connecticut 06904 - (203) 757-0404

This map constitutes the subdivision or rezoning as defined in Section 8-10 of the Connecticut General Statutes. Approved by Resolution of the Planning and Zoning Commission of the Town of Greenwich for filing purposes only.

- Map Scale: 1 inch = 0.01 feet (1/12"")
- Surveyed by: Parsons Brinckerhoff - Reddix & Mead
- Drawn by: [Signature]
- Date: 4/4/90

Rec'd: 4/6/90
G.V. 6/90 PM
and approved by
[Signature]
[Date]

# 522 4/4/90 4:05 PM 2
EXHIBIT F
DECEMBER 02, 2020

Collins Enterprises, LLC
1455 East Putnam Avenue, 2nd Floor
Old Greenwich, CT 06870

RE: 53 Forest Avenue Old Greenwich, CT
Engineering Plan by Redniss and Mead Sheet SE-1
Landscape Plan L-1.0 by Wes Stout

Mr. Collins,

This project will have minimal if any impact on vehicle traffic and pedestrians on Forest Avenue.

The work which includes constructing a new driveway entrance and sidewalk within the Town’s R.O.W. will require no more than one week. The great majority of this work will be done with equipment from the private property side and not from the road. Conditions of the Highway Division permit always require maintenance and protection of traffic through the use of police or flagmen if traffic is impacted. We will obviously comply with the conditions of the permit when issued.

Pedestrian traffic is also a condition of the permit. All pedestrians can be routed around the work area with the use of cones, barrels & barricades during this period. Forest Avenue has more than ample width to accommodate two lanes of traffic and a pedestrian bypass.

There will also be no noticeable impact to the Sound Beach Avenue Bridge project or the Civic Center Rehab project in Old Greenwich from this.

James E. Morris Jr.
Vice President
Engineer of Record Certification

Project Name: 53 Forest Avenue

Project Address: 53 Forest Avenue, Greenwich, CT

Engineer’s Name: Craig J. Flaherty, P.E.

Engineering Firm’s Name: Redniss & Mead, Inc.

Street Address: 22 First Street  City: Stamford  State: CT  Zip: 06902

Phone: 203-327-0500  Fax: 203-357-1118  Email: c.flaherty@rednissmead.com

The undersigned Registered Professional Engineer of Record certifies that the Stormwater Management Report and Plans submitted herewith entitled:

53 Forest Avenue Civil Plan Set

53 Forest Avenue Drainage Summary Report

Stormwater Management Report Last Revision Date: 12/14/20

Number of Plan Sheets: 8  Last Revision Date: 


Engineer’s Signature:  

Date: 12/14/20

Engineer’s Seal:  

Form SC-100  
February 2014
**DIRECTLY CONNECTED IMPERVIOUS AREA (DCIA) CERTIFICATION**

**PRE-CONSTRUCTION**

**Property Address:** 53 Forest Avenue  
**Tax Account No.:** 06-3903/S

**Building Permit No.:**

**PLANS & DRAINAGE SUMMARY REPORT INFORMATION**

**Engineering Firm:** Redniss & Mead, Inc.

**Design Plans Date:** 12/14/20  
**Drainage Report Date:** 12/14/20

**PROPERTY INFORMATION FOR DIRECTLY CONNECTED IMPERVIOUS AREA (DCIA)**

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity (SF)</th>
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</thead>
<tbody>
<tr>
<td>Total Property Area</td>
<td>86,958</td>
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<tr>
<td>Total Proposed Site Disturbance Area</td>
<td>18,634</td>
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<tr>
<td>Total Impervious Area Under Existing Conditions</td>
<td>49,996</td>
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<td>Total Impervious Area Under Proposed Conditions</td>
<td>52,173</td>
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<tr>
<td>Total Directly Connected Impervious Area Under Proposed Conditions</td>
<td>45,908</td>
</tr>
<tr>
<td>Total Disconnected Impervious Area Under Proposed Conditions</td>
<td>6,265</td>
</tr>
</tbody>
</table>

1. The entire property area (i.e. parcel/lot area) based on property address and tax account number.

2. The entire area being disturbed for the proposed construction activity (foundations, buildings, houses, stormwater systems, septic systems, pools, patios, accessory structures, vegetative soil cover modifications, etc.). The project disturbance area (delineated with construction/silt fence) shall be depicted on the design, construction, and mitigation plans, and shall be installed on-site prior to commencing land disturbance activities.

3. Impervious surfaces include but are not limited to roofs (including green roofs), buildings, houses, walks, patios, walls, tennis/sport courts (all surface types must be counted), landscape ponds, pools, paved streets/drives/parking areas constructed with concrete, asphalt, compacted dirt, gravel, or permeable pavements.

4. All impervious surfaces that are directed to stormwater BMPs that meet the water quality volume (WQV) standard will be considered disconnected impervious cover. Acceptable stormwater BMPs are Bioretention (infiltrating/filtering), Constructed Stormwater Wetlands, Extended Dry Detention Basins (infiltration required), Gravel Wetlands, Constructed Wet Stormwater Ponds, Sand/Organic Filters (sand filters, tree filters, stormwater planters, etc.), Infiltration Systems (drywells, Cultecs, etc.), Permeable Pavement Areas (infiltrating/filtering), Green Roofs, and Disconnected Impervious Area (must meet all the standards under Simple Disconnection on page 44 and 45 of the Drainage Manual).

5. Subtract the Total Disconnected Impervious Area Under Proposed Conditions (SF) from the Total Impervious Area Under Proposed Conditions (SF).

**Engineer’s Signature**

**Date:** 12/14/20

**Engineer’s Seal**
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LID Best Management Practices Credits ............................................................................Appendix 6
Orientation

ZONE: GB-IND-RE

GREENWICH, CT  SCALE: 1"=1000'

ORIENTATION
Narrative

General Project Description

Collins Enterprises, Inc., the owners of 53 Forest Avenue, are proposing to construct a new driveway off Forest Avenue serving the office building situated at the eastern end of the site. Five new parking stalls are proposed across from the existing parking along the north face of the building. Additionally, the adjacent drive, parking, walks, and stairs will be replaced to match the new work.

Site

The property is located on the western side of the intersection of Forest Avenue and Harding Road. The property is bounded by residential communities to the north and west and Metro North Railroad tracks to the south. The area of the total property is 9.61± acres and it lies in the GB-IND-RE Zone. The property is bifurcated in to two parcels. Parcel A makes up the majority of the site (7.61± acres) and consists of a 167-unit condominium community, Old Greenwich Gables. All proposed improvement are limited to the 2.00± acre Parcel B which is currently improved with a three-story office building with indoor garage parking and surface parking.

The site is located in Zone X as depicted on the Federal Emergency Management Agency – Floor Insurance Map Community No. 090008 Panel 512 Suffix G, effective date July 8, 2013. Wetland soils were not identified on the site. The site is served by public water and sanitary sewer service.

Information gathered from the USDA Natural Resources Conservation Service (NRCS) indicates the on-site soils are hydrologic soil group D. The NRCS report classifies on-site soils as Udorthents-Urban land complex. Soil testing performed in 2013 confirmed the soils within the development area are composed of fill until about 5’ down. Although mottling was found in TP#2, it is our professional judgement that the mottling is a result of perched water and will not impact the function of the infiltration BMP’s. The hydraulic conductivity test performed confirms that the on-site soils provide adequate infiltration capacity. At the time of construction, additional test pits and hydraulic conductivity tests will be performed to confirm the soil data. Refer to Appendix 4 for soil testing data.

Stormwater from the subject parcel (B) is conveyed to a 36” RCP that leaves the site at the southeast corner of the property before crossing Tomac Avenue in three 18” CIP and discharging into an open channel located on the east side of the road, north of the Metro North Railroad. Refer to the Existing Conditions Drainage Basin Map for routing information. Due to the limited footprint of the development envelope (0.428± acres), a sub-basin capturing the lawn area, parking and drives north of the existing office building was studied. Runoff originating in the sub-basin is captured by drains located in the lawn and existing drives and is conveyed to the 36” RCP storm main.
Proposed Conditions

The proposed work includes a new drive connecting Forest Avenue with the existing circular drive and five new parking stalls. The existing circular drive, parking and drive along the north face of the building will be removed and replaced. All new drives and parking will be constructed with permeable pavers featuring a 3’-wide decorative, impermeable banding. Additional work will consist of renovating the stairs, replacing the existing landings and concrete walk to the east, and adding a new concrete walk off the western landing. The improvements result in an increase of impervious coverage of 2,177 square feet from 8,144 sf to 10,321 sf within the studied basin.

The impacts resulting from the increase in impervious coverage are mitigated using permeable pavers over a crushed stone reservoir. All new drives and parking maintain a minimum of 12” of stone below the permeable pavers and impermeable banding. Crushed stone reservoir #1 (CSR#1) begins at the southern edge of the entrance drive and continued below the circular drive to the western limit of the permeable pavers. The eastern half of CSR#1 maintains a flat bottom with the bottom of stone set 1.75’ below the the lowest grade. The western half steps up slightly with its bottom of stone set 16” below grade. CSR #1 is pitched towards the southeast corner of the existing parking stalls where stormwater is able to overflow into the grate of the proposed area drain. Beneath the entrance drive to the north (CSR#2) the bottom of the crushed stone reservoir is set 16” below grade. CSR#2 slopes towards a perforated pipe under drain situated at the northern limit of the drive. Separating the two crushed stone reservoirs is a weir built in the crushed stone layers that allows water to be retained in CSR#1 before providing a secondary outlet into CSR#2 (set higher than the area drain).

The stormwater measures implemented across the site mitigate potential water quality impacts of the proposed improvements. CSR#1 is sized to infiltrate the water quality volume while CSR#2 provides water quality treatment to runoff that flows through the 12” of stone above the underdrain. The storage below the CSR#2 high overflow is sized for the Water Quality Volume. Both treatment methods are considered LID BMP’s. The table below summarizes the hardscape receiving treatment under existing and proposed conditions:

<table>
<thead>
<tr>
<th>Coverage</th>
<th>Existing (sf)</th>
<th>Proposed (sf)</th>
<th>Increase (sf)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Impervious Coverage*</td>
<td>8,144</td>
<td>10,321</td>
<td>2,177</td>
</tr>
<tr>
<td>Impervious Coverage Treated for Water Quality Volume via Infiltration**</td>
<td>-</td>
<td>5,681</td>
<td>5,681</td>
</tr>
<tr>
<td>Impervious Coverage Treated for Water Quality Volume via Underdrained Permeable Pavers**</td>
<td>-</td>
<td>584</td>
<td>584</td>
</tr>
<tr>
<td>Total Coverage Receiving Water Quality Treatment</td>
<td>-</td>
<td>6,265</td>
<td>6,265</td>
</tr>
</tbody>
</table>

*Impervious coverage within the studied drainage basin
**Water Quality Volume calculations are included in Appendix 2
In addition to water quality improvements, the drainage measures mitigate peak flows and runoff volumes leaving the studied basin in all storms up to and including the 100-year storm. The tables below compared existing and proposed condition in the studied basin:

<table>
<thead>
<tr>
<th>Return Period (yrs)</th>
<th>Ex</th>
<th>Pr</th>
<th>Change</th>
<th>% Change</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>1.04</td>
<td>0.68</td>
<td>-0.36</td>
<td>-34.6%</td>
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<tr>
<td>2</td>
<td>1.33</td>
<td>0.87</td>
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<tr>
<td>5</td>
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<tr>
<td>10</td>
<td>2.31</td>
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<tr>
<td>25</td>
<td>3.07</td>
<td>2.16</td>
<td>-0.91</td>
<td>-29.6%</td>
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<tr>
<td>50</td>
<td>3.76</td>
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<td>-7.4%</td>
</tr>
<tr>
<td>100</td>
<td>4.62</td>
<td>4.30</td>
<td>-0.32</td>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Return Period (yrs)</th>
<th>Ex</th>
<th>Pr</th>
<th>Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>3,138</td>
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<tr>
<td>2</td>
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<tr>
<td>5</td>
<td>5,595</td>
<td>4,348</td>
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<tr>
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<tr>
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<td>14,640</td>
<td>13,443</td>
<td>-1,197</td>
<td>-8.2%</td>
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</table>

*Runoff values taken from the HydroCAD Report found in Appendix 4

The following explains how the development conforms to the Stormwater Management Standards:

**Standard 1. Low Impact Development**

Low impact development and site planning techniques were used to the maximum extent practicable given the soil conditions. LID techniques are used in limiting the amount of disturbance around the proposed improvements and keeping the development envelope in areas that have been previously developed, disturbed or maintained as lawn.

**Standard 2. Protection of Natural Hydrology**

A. Overall site disturbance for this project is approximately 0.428± acres. Temporary site disturbance will be kept to a minimum for this project by the phasing of construction and staging construction in areas that are going to be permanently disturbed. Surrounding vegetation and mature trees will be protected throughout the construction process and remain in place after it is completed. The limit of disturbance is noted on the site plans and will be delineated in the field through the use of silt and/or construction fence.

B. Soil compaction and disturbance will be minimized by using the smallest equipment necessary to complete the development and most activities will be completed from areas that are currently paved or will be paved post construction.

C. Existing on-site drainage patterns are retained as much as is practicable. The time of concentration under pre-development conditions is similar to that under post-development conditions. This is achieved by leaving large portions of existing drainage patterns intact.

D. The natural topography of the land is retained in large areas even within the limit of disturbance.
E. Compost-amended soils are not proposed as part of this project.
F. At the completion of the project, no soil shall be left bare. All areas of exposed soil shall be sufficiently seeded, planted, or mulched so as to sufficiently stabilize it.
G. Existing surface waters and systems are maintained. The low-lying lawns areas will continue to function.
H. There are no roadway or driveway crossings of surface water.
I. There are no roadway or driveway crossings of surface water.

A. Stormwater management practices have been designed to integrate with the sites specific hydrologic and geologic conditions.
B. The proposed stormwater best management practices comply with peak flow, groundwater recharge, and runoff reduction requirements of the Greenwich LID Manual. A summary of existing and proposed flows and runoff volumes can be seen in the tables above.
C. N/A
D. This project does not propose any stormwater to be pumped.
E. This project does not propose any groundwater to be pumped.

Standard 4. Runoff Volume Reduction and Groundwater Recharge
A. Post development runoff volumes have been reduced from existing runoff volumes for all storm events. Refer to tables above for a summary of runoff volumes and Appendix 2 for calculations.
B. Groundwater Recharge volumes requirements for this project are met through the use of the proposed crushed stone reservoir (CSR#1/CSR#3) below the permeable paver drive. Refer to Appendix 2 for calculations.
C. This item does not apply to this site as there are no tidal wetlands in the vicinity.

Standard 5. Peak Flow Control
A. Stream channel protection is provided.
B. All proposed stormwater management facilities are adequately sized to pass appropriate flows. Outflow from all detention or filtering devices will be controlled by orifices and/or weirs sufficient to pass the 100-year storm flow. The pipes downstream of these systems that connect into the existing infrastructure are sized to pass the 100-year storm flow. All other proposed pipe networks are designed to pass the 25-year storm flow. Refer to Appendix 4 for further information.
C. All peak flow rates will be reduced from existing conditions up to and including the 100-year storm. Refer to the summary table above and Appendix 4 for further information.
D. The outlets from each of the storage devices on site have been sized to safely pass the post development peak flows up to the 100-year storm. Please refer to the HydroCAD Report in Appendix 4 and Item B of this section for further information.
Standard 6. Pollutant Reduction
   A. Stormwater management systems meet the Greenwich LID Manual requirement to reduce 80% of
      the annual TSS by treating stormwater runoff from affected areas. Refer to Appendix 3 for further
      information on TSS removal. Refer to Appendix 2 for required water quality volumes and
      provided storage.

Standard 7. High Load Areas
   A. This site does not have, and is not proposed to have, any areas defined as “High Load Areas” per
      the Greenwich LID Manual.

Standard 8. Critical Areas
   A. No stormwater discharge is proposed within or near any critical areas as defined by the Greenwich
      LID Manual.
   B. Infiltration from “High Load Areas” are not proposed because there are no “High Load
      Areas” on site.

Standard 9. Redevelopment
   A. This project is considered to be a redevelopment project as defined by the Greenwich LID Manual.
      The manual defines redevelopment as, “...construction, alteration, or improvement that disturbs
      the ground surface or increases the impervious area on previously developed sites.”
   B. This project meets the standards to the maximum extent for the portion of the site undergoing
      redevelopment.
   C. All development is proposed to occur within areas of previous development or disturbance.
   D. Refer to Item C above.
   E. Infiltration is not proposed through materials or soils containing regulated or hazardous
      substances or areas with soil or groundwater contamination.

Standard 10. Construction Erosion and Sediment Control
   A. A plan to control construction related impacts has been created specifically for this site and project
      and is included in the drawing set.
   B. Sediment and erosion controls such as silt fence, hay bales around catch basins, and tree
      protection will be put in place at the beginning of the project. Controls related to improvements
      not yet constructed are proposed to be put in place as soon as construction allows. Additionally,
      the crushed stone will be inspected prior to paving to confirm there is no accumulation of
      sediment. Any stone with accumulated sediment will be removed and replaced.

Standard 11. Construction Inspections
   A. No surety is proposed.
   B.- F. Refer to notes Greenwich LID Notes #1-5 on sheet SE-5.
Standard 12. Operation and Maintenance

A. A long-term operation and maintenance plan, developed to ensure proper function of the stormwater management system, can be found attached with the report.

B. The operation and maintenance plan takes into consideration applicable items outlined in Sections 5 and 7 of the Greenwich LID Manual.

C.-F. These items will be addressed by way of the “Stormwater Management Practices Maintenance Declaration” (Appendix H of the Greenwich LID Manual) at the time a Certificate of Occupancy is requested.


This document shall serve as the “Stormwater Management Report”.

Standard 14. Illicit Discharges

A “dry-weather illicit discharge survey” was conducted on November 23, 2015. No illicit discharges were observed onsite.

The following table depicts existing and proposed peak flows leaving the basin:

Conclusion

It is our opinion that this project is in conformance with all applicable standards set forth in the Greenwich LID Drainage Manual. If built and constructed according to the design plans this project will have no adverse impact to onsite or downstream hydrology.
53 FOREST AVENUE - PARCEL B
ZONE: GB-IND-RE; LOT AREA: 86,958 SF
MAXIMUM LOT COVERAGE REQUIREMENT: 60%

<table>
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<tr>
<th>SYMBOL</th>
<th>DESCRIPTION</th>
<th>AREA (sq. ft.)</th>
<th>AREA (acres)</th>
<th>PERCENT (%)</th>
<th>ALLOWABLE (%)</th>
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</thead>
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<tr>
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<td>BUILDINGS</td>
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<td>16.5</td>
<td>25.0</td>
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<tr>
<td></td>
<td>ASPHALT PARKING &amp; DRIVES</td>
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<td>0.691</td>
<td>24.6</td>
<td></td>
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<tr>
<td></td>
<td>Public/Priv. Paths/Utilities</td>
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<td>0.128</td>
<td>6.4</td>
<td></td>
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<tr>
<td></td>
<td>SURFACE</td>
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<td>60.0</td>
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<tr>
<td></td>
<td>VERTICALLY</td>
<td>59,362</td>
<td>0.846</td>
<td>68.5</td>
<td></td>
</tr>
<tr>
<td></td>
<td>TOTAL</td>
<td>86,958</td>
<td>1.996</td>
<td>100</td>
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</table>

EXISTING LOT COVERAGE EXHIBIT
PARCEL B
53 FOREST AVENUE
GREENWICH, CT


PROPOSED LOT COVERAGE EXHIBIT
53 FOREST AVENUE
GREENWICH, CT
1. Landscape Layout Plan: Overall and Enlargement, Planting Notes, Soil Chart, Proposed Planting Schedule and Proposed Lighting Schedule - See Sheets L-1.0 and L-1.1.

2. Site & Landscape Details - See Sheet L-2.0.

3. Site Development Plan, Drainage Plan and Grading Plan - See Civil Drawings.
1. Concrete Paving

2. Unit Paving

3. Stone Border and Stone Curb

4. Stone Edge

5. Architectural Stairs w/ Illuminated Handrail

6. Pole Light

7. In-grade Light

8. Groundcover Planting

9. Shrub Planting

10. Evergreen Tree Planting

11. Deciduous Tree Planting

NOTES:
- [Architectural Stairs w/ Illuminated Handrail] - As manufactured by [manufacturer name].
- [Concrete Paving] - Conforming to CT DOT minimum requirements.
- [Unit Paving] - Conforming to CT DOT minimum requirements.
- [Stone Border and Stone Curb] - Belgium Block, green, standard color. Belgard Stone - see plans for details.
- [Evergreen Tree Planting] - [Tree species name] - see plans for locations and configurations.
- [Deciduous Tree Planting] - [Tree species name] - see plans for locations and configurations.
- [Pole Light] - [Lighting type] - see plans for locations and configurations.
December 14, 2020

Collins Enterprises, LLC
1455 East Putnam Avenue, 2nd Floor
Old Greenwich, CT 06870
c/o Mr. Dwight Collins

Re: Traffic Engineering Consulting Services
53 Forest Avenue
Old Greenwich, Fairfield County, Connecticut

Dear Messrs. Collins:

This traffic study has been prepared to document the potential traffic benefits or impacts associated with the addition of a new driveway for an existing office building located at 53 Forest Avenue in Old Greenwich, CT. The traffic study quantifies both the existing traffic conditions along area roadways surrounding the site and the projected future conditions expected with and without the proposed new site driveway.

Project Understanding

The subject property is located on the south side of Forest Avenue, to the west of Tomac Avenue. The southeast portion of the property is developed with an office building whose only access is through a shared driveway with the neighboring Old Greenwich Gables residential development at 51 Forest Avenue. The shared driveway is located on Forest Avenue, opposite Brown House Road and approximately 500 feet to the west of Tomac Avenue. Once on the property, the existing driveway bifurcates into an east and west leg. Both legs are relatively narrow and have areas of reduced sight distance. During weekday peak periods there is a conflicting mix of entering office traffic with exiting residential traffic in the morning and the reverse in the afternoon. While the client’s initial goal was to provide a dedicated entrance to its office building for primarily identification purposes, these opposing traffic flows during weekday rush hour periods, combined with the reduced driveway width and sightlines, have raised operational and potential safety concerns that we believe can be ameliorated with the proposed project.

The proposed project involves constructing a new driveway/curb cut on Forest Avenue to provide ingress and egress to/from the office. The near edge of the new driveway will be located 165 feet to the west of the stop line of Forest Avenue at Tomac Avenue (see Figure 1). It is also proposed to add 5 parking spaces to the circle in front of the office building.
Findings & Conclusions

Based on the results of the analyses conducted for this study, Kimley-Horn has arrived at the following conclusions:

- Traffic operations on the existing east driveway will be improved with the reduction of office traffic on the driveway.
- The new driveway is expected to operate under reasonably free-flow conditions at level of service (LOS) B.
- There have been no reported accidents on Forest Avenue at the site of the new driveway in the past 5 years;
- Traffic speeds are lower at the site of the new driveway due to its proximity to the intersection suggesting that, if there is an accident at the new driveway, it will be less severe than if it occurs at the existing driveway;
- Queuing data indicates that queues on the eastbound Forest Avenue approach to Harding Road/Tomac Avenue will not extend back to the proposed driveway during the morning or the evening peak periods.
- The location of the new driveway meets all applicable state standards for the separation of driveways from other intersections;
- The 5 proposed additional parking spaces will make it easier for the building owner to maintain a secure building and for visitors to access the office building.

Based on these findings, it is concluded that the proposed new driveway and 5 new parking spaces for the office building located at 53 Forest Avenue will have no negative traffic impacts and will result in a small net positive benefit to conditions in the area.
Introduction

The purpose of this traffic study is to document the potential traffic benefits or impacts associated with the addition of a new driveway for an existing office building located at 53 Forest Avenue in Old Greenwich, CT. The traffic study quantifies both the existing traffic conditions along area roadways surrounding the site and the projected future conditions expected with and without the proposed new site driveway.

Project Description

The subject property is located on the south side of Forest Avenue, to the west of Tomac Avenue (see Figure 2), and is developed with an office building whose only access is through a shared driveway with the neighboring Old Greenwich Gables residential development at 51 Forest Avenue. The shared driveway is located on Forest Avenue, opposite Brown House Road and approximately 500 feet to the west of Tomac Avenue. Once on the property, the existing driveway bifurcates into an east and west leg. Both legs are relatively narrow and have areas of reduced sight distance. During weekday peak periods there is a conflicting mix of entering office traffic with exiting residential traffic in the morning and the reverse in the afternoon. These opposing traffic flows during weekday rush hour periods, combined with the reduced driveway width and sightlines, has raised operational and potential safety concerns. To improve operations on the existing driveway, a new driveway is proposed on Forest Avenue to provide ingress and egress to/from the office. The near edge of the new driveway will be located 165 feet to the west of the stop line of Forest Avenue at Tomac Avenue. It is also proposed to add 5 parking spaces to the Circle in front of the office building.
Study Methodology

The focus of this study was to evaluate traffic flows and operating conditions on the roadways and intersections near the new driveway to be used by motorists traveling to/from the office building at 53 Forest Ave and to quantify the potential traffic benefits and impacts on these roadways and intersections of constructing a new driveway to serve the office building.

To establish baseline conditions within the project area, a site investigation and traffic counts were conducted to capture the weekday morning and evening peak hour traffic at the locations listed below:

- Forest Avenue & Tomac Avenue/Harding Road (All-way stop intersection),
- Forest Avenue & Site Driveway/Brown House Road (Two-way stop intersection),
- Office and residential parking areas along the east leg of the driveway.

Peak hours were determined for the intersections, adjusted to reflect pre-Covid conditions, and existing traffic conditions were evaluated. Intersection capacity analysis for the study intersections was
performed with and without the proposed driveway using standard traffic engineering methodology (Synchro 10 software). Levels of service were then compared to determine the impacts of the proposed action.

Queuing data for the Forest Avenue approach to Tomac Avenue/Harding Road was also collected during both peak periods to identify the maximum and average queues, and to evaluate if they will extend to or beyond the proposed new driveway.

An inspection was also conducted of the existing driveway serving the site.

Existing Conditions

Evaluation of the traffic impacts associated with the proposed new driveway requires a thorough understanding of the existing roadway system in the vicinity of the site. The existing conditions observed in the study area include an inventory of roadway and intersection geometry, traffic control devices, and the collection of traffic volumes and queuing data. This information is provided in the following section.

Study Roadways and Intersections

Existing Site Driveways. Once on the property, the existing driveway bifurcates into an east and west leg. At approximately 24 feet, and with radii of approximately 80 and 100 feet, both legs are relatively narrow and difficult to easily traverse. Further, on the east leg, sightlines are reduced to approximately 150 feet around the 100-foot radius curve, while sightlines for vehicles traversing the 80-radius curve on the west leg of the driveway are reduced to approximately 125 feet. The driveway does not have a significant incident history but residents have expressed concern and removing opposing traffic would significantly reduce the potential conflicts.

West Old Greenwich Gables Driveway Looking West around the Curve
East Old Greenwich Gables Driveway Looking West around the Curve

Forest Avenue is a Town roadway that connects Sound Beach Avenue to the north with the Harding Road/Tomac Avenue to the south. It provides one travel lane with an approximately 5-foot shoulder in each direction and has a posted speed limit of 25 mph. The pavement is generally in good condition and the land use is primarily residential along Forest Avenue.
**Brown House Road** is a Town roadway that provides one travel lane in each direction and has a posted speed limit of 25 mph. The pavement is generally in good condition and the land use is primarily residential in nature in the vicinity of the project site.

![Brown House Road](image1.jpg)

**Harding Road** is a 0.5 mile long Town roadway that extends from Laddins Rock Road to Tomac Avenue. It provides one travel lane in each direction and has a posted speed limit of 25 mph. The pavement is generally in fair condition and the land use, while primarily residential, does also include a Town Community Center and associated parking lot located at the corner of Harding Road and Tomac Avenue.

![Harding Road](image2.jpg)
**Tomac Avenue** is a 0.75 mile long Town roadway that extends from Forest Avenue to Shore Road #2. It provides one travel lane with an approximately 5-foot wide shoulder in each direction and has a posted speed limit of 25 mph. The pavement is generally in fair condition.

Descriptions of the two existing study intersections are provided below.
Forest Avenue forms the east and west legs to this unsignalized intersection with Brown House Road/site driveway. Each Forest Avenue approach provides one lane. Both the site driveway and Brown House Road provide a shared left-turn/through/right-turn approach lane. The intersection is a two-way stop-controlled intersection with the Brown House Road and site driveway approaches controlled by a stop sign. Sidewalks are provided on at least one side of each roadway/driveway as it approaches the intersection.

Forest Avenue and Site Driveway/Brown House Road
The Forest Avenue approach to this unsignalized intersection with Harding Road/Tomac Avenue/Civic Center driveway/driveway provides one eastbound shared left-turn/through/right-turn lane. Tomac Avenue provides a northbound shared left-turn/through/right-turn lane and Harding Road provides a southbound left-turn/through/right-turn lane. The civic center driveway has the entrance only leg at this intersection and another driveway provides a westbound shared left-turn/through/right-turn lane. All existing movements at the intersection are controlled by a “Stop” sign. A Sidewalk is provided along the south side of Forest Avenue and the west side of Tomac Avenue.

Forest Avenue and Tomac Avenue/Harding Road
Existing Traffic Volume Data

To assess existing traffic conditions in the vicinity of the site, peak hour manual turning movement traffic counts were recorded at the study intersections. Traffic counts were also recorded at the end of the east leg of the driveway, to determine the number of office and residential trips at that location. Additionally, queuing data was recorded on the Forest Avenue approach to its intersection with Tomac Avenue/Harding Road to evaluate if the queues would extend to or beyond the new driveway and obstruct vehicles from turning into and out of the proposed driveway.

Manual counts were recorded during the weekday AM (7:00 to 9:00) and PM peak periods (4:00 to 6:00 PM) on Wednesday July 13, 2016. Queuing data was also recorded for the Forest Avenue approach to its intersection with Tomac Avenue/Harding Road during the peak periods, documenting maximum and average eastbound queues. Traffic counts were tabulated and the peak hours identified as 8:00 to 9:00 and 5:00 to 6:00 for the weekday AM and PM periods, respectively.

The existing AM and PM peak-hour volumes were increased 13% to account for seasonality and then by 4% to account for the passage of time between 2016 and 2020 based on data obtained from the Connecticut Department of transportation. See Figures 3 and 4 for the network “Existing” peak hour traffic volumes.
FIGURE 3

Existing AM

Source: Town of Greenwich GIS
FIGURE 4

53 Forest Avenue | Old Greenwich, CT

Existing PM

Source: Town of Greenwich GIS
Crash History
Crash data on Forest Avenue between and including the intersections of Brown House Road and Harding Road/Tomac Avenue was requested from the Town of Greenwich Police Department for the 5-year period from 2015 to 2019, inclusive. A review of the data provided revealed that only one crash was reported on this section of Forest Avenue in the 5-year period, indicating that it is a relatively safe section of roadway. The single reported accident occurred at the intersection of the exiting site driveway with Forest Avenue and Brown House Road at 9:00 a.m. on the morning of October 8, 2015, a deer was struck by 2 vehicles at the intersection.

Existing Speed Data
Although the crash data indicates that Forest Avenue, from Brown House Road to Harding Road/Tomac Avenue is relatively safe, five (5) days’ worth of speed data was collected on Forest Avenue in the vicinity of the proposed driveway as well as in the vicinity of the existing site driveway. The data, which is attached, revealed that the 50th, 85th and 95th percentile speeds were 9%, 8% and 10% greater in the vicinity of the existing site driveway than in the vicinity of the proposed driveway. This is likely explained by the fact that all vehicles on Forest Avenue have to stop before they pass through the intersection of Forest Avenue with Harding Road/Tomac Avenue (which is less than 200 feet from the proposed driveway location), while traffic on Forest Road can pass through its intersection with Brown House Road and the existing Site driveway without slowing or stopping.

Since accident severity is a function of speed (and the kinetic energy of a vehicle is a function of speed squared), where a vehicle exiting the existing or contemplated driveways to collide with a passing vehicle traveling at the 50th, 85th or 95th percentile speeds on Forest Avenue, it is calculated that the energy dissipated in the crash would be 14% more, 16% more or 21% more, respectively, at the existing driveway than at the proposed driveway location.

This suggests that the severity of any accident that might occur at the proposed driveway location will be considerably less than if the same accident occurred at the existing driveway. Statistically, relocating traffic generated by the 53 Forrest Avenue office building from the existing to the proposed driveway should reduce the severity of any accidents involving office traffic entering or leaving the property. It is important to note, however, that, since the crash data indicates that such accidents are few and far between, this is more of an academic than a practical exercise. Nevertheless, in theory at least, the proposed driveway should be less dangerous and not more dangerous than the existing driveway.

Future Conditions
An analysis of future conditions, both with and without the proposed addition of the new driveway was performed for each of the peak hours to evaluate the effect of the proposed action on future traffic in the area during peak periods. The No-Build condition represents the future traffic conditions that can be expected to occur, if the proposed new driveway is not constructed. The No-Build condition serves as a comparison to the Build condition, which represents expected future traffic conditions resulting
from the addition of the new driveway and non-project-generated traffic. The new driveway is anticipated to be constructed within 12 (twelve) months.

**No-Build Condition**
Traffic growth is typically a function of the expected land development, economic activity and changes in demographics in the region. To estimate the rate at which traffic can be expected to grow during the study period, both historical growth and planned area developments are reviewed and considered, as described below. Further, any improvements in the roadway network anticipated to be completed within the time frame of the project are also accounted for.

**Future Traffic Growth**
Based on previous studies, it was determined that an annual growth rate of 2.0 percent would be a conservative estimate to account for typical, development and non-development-specific background traffic growth. It is noted that improvements are proposed at the Civic Center on Harding Road but they are not expected to significantly change traffic volumes or patterns at the facility. Therefore, it was determined that any minor increase in traffic activity at the improved Civic Center would be accounted for in the projected 29 AM peak-hour and 33 PM peak-hour increases in trips at the intersection of Forest Avenue with Harding Road and Tomac Avenue resulting from the general 2% increase in existing traffic volumes at this intersection.

The existing traffic volumes for both peak hours were increased by a total of 2.0 percent except for the traffic in and out of the site to represent the grown volumes. The traffic to/from the office at the site was increased by 3 trips in each of the AM and PM peak hours (based on Institute of Transportation Engineers’ data for office buildings, LUC 710) to account for the 2,000 square feet of vacant space and it was assumed that no additional traffic would be generated by the Old Greenwich Gables Community. The No-Build AM and PM peak hour volumes are shown on [Figures 5 and 6](#).
No-Build AM

Source: Town of Greenwich GIS
Trip Distribution and Assignment

The office trips that would be redistributed by the proposed action were determined based on a review of current traffic volumes at the existing driveway’s intersection with Forest Avenue and Brown House Road as well as at the east end of the east leg of the site driveway. Figure 7 below shows the various internal intersections (garage access points) counted as part of this study.

Figure 7: Site Internal Intersection/Garage Access Point Counts

The projected change in traffic volumes during the weekday peak periods are shown in Figures 8 and 9. The No-Build volumes in and out of the site at the intersection of Forest Avenue and Brown House Road/site driveway were redistributed as discussed to yield the Build traffic volumes shown in Figures 10 and 11.
FIGURE 8

53 Forest Avenue
Old Greenwich, CT

Redistributed Volumes AM

Source: Town of Greenwich GIS
Traffic Operations

To assess the quality of traffic flow in the study area during the peak hours, intersection capacity analyses were conducted for Existing, No-Build, and Build (with the proposed new driveway) traffic volume conditions. The following section summarizes the methods of capacity analyses used in this study and documents the results.

Capacity Analysis Methodology

The intersection capacity analyses were conducted based on the evaluation criteria contained in the 2010 Highway Capacity Manual\(^1\) (HCM). As documented in the HCM, intersection performance is influenced by a number of factors including traffic demand; lane configurations; lane widths; turning restrictions; roadway grades; speeds; and traffic control devices.

Synchro 10 software was used to model the study intersections based on the parameters mentioned above. Synchro 9 software is widely used by traffic engineering professionals and is consistent with the procedures in the HCM.

Capacity analyses results are reported using a variety of performance measures, including “Level of Service” (LOS). The level of service designation is an index based on the average control delay experienced by a vehicle traveling through an intersection. Similar to a report card, LOS designations are letter-based, ranging from A to F, with LOS A representing the best operating condition (lowest vehicle delays) and LOS F representing the worst operating condition (highest vehicle delays).

Intersection Capacity Analysis

Intersection capacity analyses were conducted for the Existing condition (adjusted for seasonality) and future No-Build and Build conditions for all study intersections. The results of the capacity analyses for the AM and PM peak hours are summarized in Table 1. The detailed Synchro capacity analysis worksheets are contained in the Appendix.

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As indicated in Table 1, existing peak-hour operating conditions are currently acceptable (Level of Service C or better) except for the northbound Tomac Avenue approach to its intersection with Forest Avenue/Harding Road, where, because the average delay in the PM peak hour exceeds 25 seconds per vehicle, conditions are classified as LOS D. However, a review of the detailed analyses (attached) indicate that peak-hour vehicular demand on the northbound approach is considerably less than the capacity on that approach.

In the future, without the new driveway but with a general increase in traffic volumes of 2%, traffic operating conditions are projected to continue to operate at acceptable levels except for the northbound Tomac Avenue approach to Forest Avenue/Harding Road, where LOS D conditions will continue to be experienced. A review of the detailed analyses (attached) indicate that peak-hour vehicular demand on the Tomac Avenue northbound approach will continue to be less than the approach capacity.

With the site volumes redistributed such that the existing site driveway is used exclusively for residential trips and the new driveway is used exclusively for office trips, there will be no changes in the Levels of Service, while removing the office trips from the existing driveway will reduce delays at that intersection by a small amount. It is noted that the proposal to provide an exclusive driveway for the office component of the subject property will have no impact on traffic activity at the intersection of Forest Avenue & Tomac Avenue/Harding Road or on the Tomac Avenue northbound approach at the intersection, and that identical operating conditions will prevail at this intersection, with or without the new driveway.

The new driveway is expected to operate at an acceptable LOS B during both the morning and evening peak hours.

Queuing analyses (random arrival, random service rate queuing analysis) were performed for the Forrest Avenue approach to Tomac Avenue. The analyses were calibrated (to the 99.5% confidence level) using the approach volume/capacity ratio calculated by Synchro analyses for the surveyed
condition, so that it matched the observed average and maximum peak AM and PM hour queues. Queuing analyses were then performed for future conditions at this intersection and a maximum queue of 5 vehicles is projected at the Forest Avenue eastbound approach during the AM peak while a maximum queue of 4 vehicles is projected during the PM peak. A 5-vehicle queue would require approximately 110 feet of storage length. The near edge of the new driveway is proposed to be located 165 feet to the west of the stop line on Forest Road at Tomac Avenue/Harding Road.

The proposed 200 feet spacing between the near edge of the new driveway and the near edge of Harding Road/Tomac Avenue exceeds the minimum requirement of Connecticut Department of Transportation (CTDOT) which is 75 feet. Thus, the new driveway will have no negative impacts on traffic travelling on Forest Avenue.

The proposed new driveway is projected to remove 53 trips from the east leg of the existing project driveway during the AM peak hour and 66 trips from the driveway during the PM peak hour. These trips will no longer be in conflict with residential trips on the driveway and will represent an improvement in operating conditions along this driveway.

Parking

The 53 Forest Avenue office building has 142 parking spaces provided for the exclusive use by employees at and visitors to the building (with another 20 spaces available for shared use, during the day on weekdays, if needed). Information provided by the Urban Land Institute, in its publication, *Shared Parking, 3rd Edition*, indicates that 8% of parking during the peak hour at office buildings is generated by visitors to the building (and not employees). Using this value, it is calculated that the exiting building should have 11 spaces available for visitor parking. The most logical location for those spaces, for the convenience of the visitors and the security of the building, is to have them in sight of and close proximity to the front door. Currently, there are 5 parking spaces for visitors located within sight of and close proximity to the building’s front door. The applicant proposes to add 5 more parking spaces for visitors in the same general area and the combined 10 spaces will be sufficient to accommodate almost all visitor parking needs.

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2 Figure 11-8E - Driveway Dimensions, Highway Design Manual 2003 (Rev 2013), Connecticut Department of Transportation.
Conclusions

Based on the results of the analyses conducted for the purpose of this report, Kimley-Horn has arrived at the following conclusions:

- Traffic operations on the existing driveway will be improved with the reduction of opposing office traffic on the driveway.
- The new driveway is expected to operate under reasonably free-flow conditions at level of service (LOS) B.
- There have been no reported accidents on Forest Avenue at the site of the new driveway in the past 5 years;
- Traffic speeds are lower at the site of the new driveway suggesting that, if there is an accident at the new driveway, it will be less severe than if it were to occur at the existing driveway;
- Queuing data indicates that the eastbound Forest Avenue approach queues at the intersection of Forest Avenue and Harding Road/Tomac Avenue will not extend to the proposed driveway during the morning or the evening peak periods.
- The location of the new driveway meets all applicable state standards for the separation of driveways from other intersections;
- The 5 proposed additional parking spaces will make it easier for the building owner to maintain a secure building and for visitors to access the office building.

Based on these findings, it is concluded that the proposed new driveway and 5 new parking spaces for the office building located at 53 Forest Avenue will have no negative traffic impacts and will result in a small net positive benefit to conditions in the area.

We appreciate the opportunity to provide these services to you. Please contact me if you have any questions.

Very truly yours,

KIMLEY-HORN And Associates, LLC.

By: John Canning, P.E.
    Associate
Old Greenwich Gables
51 Forest Avenue
Old Greenwich, CT 06870

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

December 8, 2020

RE: 53 Forest Avenue, Greenwich, CT

Dear Commission Members;

Please accept this letter as our support for the proposed new driveway entrance for the adjacent office building located at 53 forest Avenue. We look forward to this change reducing the amount of office traffic that utilizes the main gate to Old Greenwich Gables and believe this will be a positive change for our neighborhood. Should you have any questions please feel free to contact me at 203-536-4895.

Sincerely,

Old Greenwich Gables Community, Inc.

By: Kate Uhry, President
12/8/2020
FYI - public comment about 53 Forest Ave. I can put this with the file as well.

Bianca Dygert
Planner II
Town of Greenwich
Land Use - Planning & Zoning
101 Field Point Road
Greenwich, CT 06830-6463
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"Town Hall is currently still operating under a State of Emergency. Starting October 13th, Town Hall will be open to the public 8 AM to 1 PM weekdays. Many Town Services can be conducted online and will continue to be. In the interest of public health and staff safety, if your request can be done over email, the internet, or phone, please continue to do so in those manners, in lieu of coming into Town Hall. Please follow the Town’s website (www.Greenwichct.gov) for the most up to date information.

For immediate assistance, during business hours (8 a.m. to 4 p.m. M-F), please email the Department via the Town's website at: https://www.greenwichct.gov/FormCenter/Planning-Zoning-11/Contact-Us-53; and select "Planning and Zoning" under the "select a category" tab to reach us. Again, Staff will be monitoring emails between 8 am - 4 pm weekdays.

If you are working with specific staff, please continue to call or email staff directly as they continue to be working remotely, on days they are not in the office.”

[EXTERNAL]
Thank you so much Bianca. These plans are very helpful. I will prepare comments and send them to Katie DeLuca. I also plan to contact my neighbors to alert them to this potential traffic hazard. If your office was able to visit the proposed site during non-Covid times, you would witness the incredible daily traffic on Forest Avenue. Creating an additional busy egress just steps from the intersection of Tomac/Forest at the Civic Center.
entrance would certainly be hazardous. The existing driveway entrance is at a natural intersection (across from Brown House Road) and the owner could create signage or changes to note that it is also the entrance to the Corporate Building at 53 Forest. The Gatehouse has never been used (it is ornamental) and could be taken down to allow for different signage to direct entrants to the Corporate building.

At the very least a traffic study during 'normal' (non-Covid) times should be undertaken. Many times the police department has posted the mobile speed limit sign on Forest Avenue emphasizing the dangerous speeds of daily commuters. Pedestrian and bicycle traffic is also active on Forest to the Gables, Civic Center, Innis Arden, First Church and to Binney Park. We do not need yet another spot to dodge cars, when one already exists.

Thank you and have a good holiday,
Christine

Christine Miles
15 Fairfield Avenue
Old Greenwich, CT 06870

On Mon, Dec 21, 2020 at 10:00 AM Dygert, Bianca <bianca.dygert@greenwichct.org> wrote:

Hello Christine,

Please find the file documents at the link below. Please note, the link will expire are one week, so if you need to, please download the files to your computer. If you need a new link, please let me know.

https://greenwichct-my.sharepoint.com/:f:/g/personal/bianca_dygert_greenwichct_org/EoDqzlY0SHpNhETT7HvKhJABinEGUMF6dVtyfFCR8AzZaw?e=yKeMvR

Thank you,

Bianca Dygert
Planner II

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