

**TOWN OF BROOKLYN
PLANNING AND ZONING COMMISSION
Special Meeting Agenda
Monday, August 9, 2021 6:30 p.m.**

3 WAYS TO ATTEND: IN-PERSON, ONLINE, AND BY PHONE

In-Person: Clifford B. Green Meeting Center, Suite 24, 69 South Main Street, Brooklyn, CT All attending in person are required to wear masks.	
Online: Click link below: https://townofbrooklyn.my.webex.com/townofbrooklyn.my/j.php?MTID=m201237d025518b68ff4c28a54e6d7721	OR Go to www.webex.com , click Sign In On the top right, click Join a Meeting Enter meeting ID: 182 040 0303 Enter meeting password: Special
Phone: Dial 1-415-655-0001 Enter meeting number: 182 040 0303 Enter meeting password: 7732425 You can bypass attendee number by pressing #	

- I. Call to Order**
- II. Roll Call**
- III. Seating of Alternates**
- IV. Adoption of Minutes:** Regular Meeting July 20, 2021
- V. Public Commentary**
- VI. Unfinished Business:**
 - a. **Reading of Legal Notices: None.**
 - b. **New Public Hearings: None.**
 - c. **Continued Public Hearings: None.**
 - d. **Other Unfinished Business:**
 - 1. **SP 21-002:** Special Permit Application for Multi-Family Development (51 Condominium units) on south side of Louise Berry Drive (Assessor's Map 33, Lot 19), 13.5 acres, R-30 Zone, Applicant: Shane Pollack. ***Selection of third-party consultants. Public hearing rescheduled to open September 1, 2021***
- VII. New Business:**
 - a. **Applications: None.**
 - b. **Other New Business:**
 - 1. Discussion of communications strategy for Affordable Housing Plan
 - 2. Discussion of cannabis legislation pertaining to zoning (PA 21-01)
- VIII. Reports of Officers and Committees:**
 - a. Staff Reports
 - b. Budget Update
 - c. Correspondence.
 - d. Chairman's Report
- IX. Public Commentary**
- X. Adjourn**

Michelle Sigfridson, Chairman

**TOWN OF BROOKLYN
PLANNING AND ZONING COMMISSION
Regular Meeting
Tuesday, July 20, 2021 6:30 p.m.**

3 WAYS TO ATTEND: IN-PERSON, ONLINE, AND BY PHONE

In-Person: Clifford B. Green Meeting Center, Suite 24, 69 South Main Street, Brooklyn, CT All attending in person are required to wear masks.	
Online: Click link below: https://townofbrooklyn.my.webex.com/townofbrooklyn.my/j.php?MTID=m06601768d9f69b94af83afa453a07780	OR
	Go to www.webex.com, click Sign In On the top right, click Join a Meeting Enter meeting ID: 126 613 4783 Enter meeting password: Second
Phone: Dial 1-415-655-0001 Enter meeting number: 126 613 4783 Enter meeting password: 732663 You can bypass attendee number by pressing #	

MINUTES

I. Call to Order – Michelle Sigfridson, Chair, called the meeting to order at 6:51 p.m. (waited to have a quorum).

II. Roll Call – Michelle Sigfridson, Carlene Kelleher, Earl Starks, J.R. Thayer (present in person). Charles Sczuroski (via Webex). Austin Tanner arrived at approximately 7:09 p.m. (via Webex. Mr. Tanner was partially present due to his having had technical difficulties throughout the meeting).
Allen Fitzgerald, John Haefele and Seth Pember were absent.

Staff Present: Jana Roberson, Director of Community Development (in person); Rick Ives, First Selectman and ex officio Member of the Planning & Zoning Commission (via Webex).

Also Present:
In Person - Paul Archer, Archer Surveying.

Via Webex – Robert Deluca, CLA Engineers; J.S. Perreault, Recording Secretary.

III. Seating of Alternates

Motion was made by C. Kelleher to seat Alternate J.R. Thayer as a Voting Member for this meeting. Second by E. Starks. No discussion.
Motion carried unanimously by voice vote (4-0-0). Mr. Tanner was not present at this time.

IV. Adoption of Minutes: Regular Meeting July 7, 2021

Motion was made by C. Kelleher to approve the Minutes of the Regular Meeting of July 7, 2021. Second by J.R. Thayer. No discussion.
Roll Call Vote: C. Kelleher – yes; E. Starks – yes; C. Sczuroski – yes; J.R. Thayer – yes; M. Sigfridson – yes.
Motion carried unanimously by voice vote (5-0-0). A. Tanner was not present at this time.

V. Public Commentary – None.

VI. Unfinished Business:

a. **Reading of Legal Notice:** Not read aloud.

b. **New Public Hearings:**

1. **SD 21-004:** Resubdivision Application to create two building lots at Almada Drive and Paradise Drive (Assessor's Map 21, Lot 6), 104 acres, RA Zone, Applicant: Paul Lehto.

Robert Deluca, CLA Engineers, represented the Applicant and gave an overview. Plans were displayed as discussed.

- Mr. Lehto lives on the parcel and is cutting out 2 lots (one 10-acre lot (proposed Lot #1) with access from Almada Drive and one 5-acre lot (proposed Lot #2) with access off of a long driveway from Paradise Drive as shown on Sheet 5 of the Plan Set).
- Conservation Easement area is between the two lots (selected by the Conservation Commission).
- IWWC approval was received last week.
- Letter was received from the Health Department for suitability for subdivision.
- The letter from the State Archeologist (dated July 1, 2021, included in packets to Commission Members) which states that it was found that there is no need for further study due to the steep slopes and rocky soil in the area for Phase 1.

J. Roberson read aloud the third paragraph from the letter.

- Mr. Deluca stated that the Town Engineer concurs with the plans (letter containing Syl Pauley's comments originally dated May 3, 2021 - revised with additional comments from May 7th and June 29th). The letter, as revised, was included in packets to Commission Members). The Existing Conditions Plan was revised with Notes #3 and #4 which address the two comments from Syl Pauley that had not been addressed previously regarding the accuracy of the topography and wetlands delineation.
- Martha Washburn had requested that some administrative survey notes be added and a correction regarding the Map and Lot being listed incorrectly on one of the survey plans. Note #2 (Lot 6, Map 21) was added to the Existing Conditions Plan and the revised plans were sent to Ms. Washburn earlier in the day She concurred that she is satisfied.

Ms. Roberson displayed the revised plans because they had not been provided to Commission Members.

Mr. Ives asked about connection of the two roads between proposed Lots #1 and #2. Mr. Deluca stated that Mr. Lehto has no plans to connect the two roads. He said that it wouldn't be possible with the maximum grade requirements for a driveway.

There was discussion regarding no signs being posted. Ms. Roberson and Mr. Deluca explained about the Executive Order and that Certified Mailings had been mailed to abutting addresses.

There was discussion regarding Syl Pauley's Note #4 regarding abutters on the west side of Paradise Drive being omitted from the abutter's list. Mr. Deluca stated that this had been addressed because they covered everyone within 200 feet of the property (which included across the street from the property). Ms. Roberson confirmed that the notice requirement was met.

Ms. Roberson displayed an aerial photo of the property on Google Earth and orientated the area and indicating the proposed house sites and where there are steep slopes.

Ms. Roberson asked Mr. Deluca to address run-off from the driveway that connects to Paradise Drive. Mr. Deluca stated that the Town Engineer had reviewed it. He explained that there is a pretty significant roadway ditch (prior to Paradise) that collects quite a bit of water. They have check dams proposed along the way during construction along the sides of the driveway to pick up run-off and to slow it down until grass gets established. He asked that Sheet #7 (Conceptual Development Plan of the two lots) be displayed and he explained that they created swales on either side of the driveway up to Lot #2 and lined them with riprap at the end of the driveway. It eventually connects to a well-defined Town drainage ditch that runs along Paradise and eventually gets out into the Lake. It crosses the street a little further up once it connects to a series of catch basins and there is a sizable pipe. They included a pipe under the driveway as recommended by the Town Engineer. He explained that there is already a perforated pipe that runs under the driveway that runs along that road and there is no chance of water from this driveway getting to Paradise.

There was discussion regarding abutters being noticed as many are campsite lots. Ms. Roberson asked if there were any residents of Paradise Drive that attended the IWWC meeting regarding this Application. Mr. Deluca stated that there was a woman who lives across the street had attended and also attended the site walk and that she had sent a letter also. He said that she was concerned about a tree with woodpeckers in it. He thinks that she was concerned that there is more development than what is actually going on out there. Mr. Ives stated that this person has contacted him four times and was concerned because she thought that more houses were proposed than just the two. Mr. Ives also explained that most of the people who own the little lots (that have little value) live far away and he feels that the people with a vested interest who live there are well aware of what is going on. Ms. Roberson explained that she does not think that either of the houses will be visible from the Paradise side. Mr. Deluca added that the person who lives at 67 is purchasing the 10-acre lot and he thinks that he wants it as a buffer.

Ms. Roberson stated that they looked at it with wetlands and if Mr. Pauley had concerns about its effectiveness, he would have communicated it.

Ms. Sigfridson discussed the possibility of continuing the public hearing to allow for more public commentary, but noted that it is a small development and there probably wouldn't be much more interest. She stated that she does not have any concerns about closing the public hearing tonight.

There were no further comments/questions.

Motion was made by C. Kelleher to close the public hearing for **SD 21-004: Resubdivision** Application to create two building lots at Almada Drive and Paradise Drive (Assessor's Map 21, Lot 6), 104 acres, RA Zone, Applicant: Paul Lehto.

Second by J.R. Thayer. No discussion.

Roll Call Vote: E. Starks – yes; C. Sczuroski – yes; J.R. Thayer – yes; C. Kelleher – yes; M. Sigfridson – yes.

Motion carried unanimously by voice vote (5-0-0). A. Tanner was having technical difficulties.

c. **Continued Public Hearings: None.**

d. **Other Unfinished Business:**

1. **SD 21-004:** Resubdivision Application to create two building lots at Almada Drive and Paradise Drive (Assessor's Map 21, Lot 6), 104 acres, RA Zone, Applicant: Paul Lehto.

Motion was made by C. Kelleher to approve the Subdivision application of Paul Lehto, identified in the files of the Brooklyn Land Use Office as SD 21-004, to create two residential lots on 104 acres on Almada Drive and Paradise Drive, (Map 21, Lot 6) in the RA Zone in accordance with all final plans, documents and testimony submitted with the application and including the following conditions:

1. Prior to the endorsement by the Commission of the Final Subdivision Plan(s) for filing in the office of the Town Clerk:
 - a. The Department of Health Approval, the Inland Wetlands and Watercourses Commission approval with conditions and the Planning and Zoning Commission approval with conditions must be included on the final recorded subdivision plans. Draft final approved plans shall be submitted to town staff for review prior to printing on archival material. The final approved plans bearing the seal and signature of the appropriate professionals, signed by Commission Chairs, and shall be recorded in the office of the Town Clerk.
 - b. A 2.265 acre permanent conservation easement to the Town of Brooklyn granting future public access if adjacent land becomes available for public use shall be reviewed by the Town Attorney and recorded on the land records at the same time as the Final Subdivision Plans.
 - c. All boundary pins and monuments shall be set and field verified by the surveyor.
2. Prior to the issuance of a Zoning Permit on any lot:
 - a. The developer shall notify the Zoning Enforcement Officer and Town Planner at least seven days in advance of any site work to schedule a pre-construction meeting.
 - b. Vegetative clearing limits depicted on the plans shall be clearly marked in the field by the surveyor.
 - c. Driveway permits must be obtained from the Road Foreman in accordance with the adopted policy concerning driveways.
 - d. The applicant and/or individual lot developers shall minimize impacts to natural features both on private lots and in the Town of Brooklyn r.o.w. to the greatest extent possible. This shall include but is not limited to the preservation of stonewalls, the protection of mature trees lining any public road, and the minimization of clearing and grading.
 - e. No stonewalls, mature trees, or ledge within the r.o.w. shall be removed or modified unless necessary for safety. The responsibility of clearing, grubbing, blasting, and earthmoving within the Town of Brooklyn r.o.w. shall be the responsibility of the individual lot developer.
 - f. Any cutting of trees greater than 30" d.b.h. for sightlines shall require prior approval by the Town of Brooklyn Tree Warden upon finding that the removal of trees is unavoidable to guarantee adequate driveway sightlines.
3. Stonewalls must be finished on the edges prior to the issuance of a Certificate of Zoning Compliance on any lot containing a stone wall.

Second by J.R. Thayer.

Discussion: Regarding Item 1.b. - conservation easement. Ms. Roberson explained that it is, basically, a prohibition for development with an option for future public access if adjacent land becomes available.

Roll Call Vote: C. Sczuroski – abstained; J.R. Thayer – yes; C. Kelleher – yes; E. Starks – abstained; M. Sigfridson – yes.

Results of Vote: 3-0-2. C. Sczuroski and E. Starks abstained. A. Tanner was having technical difficulties.

There was discussion as to whether the motion passes or fails, therefore, it was decided to consult with the Town Attorney and that further action, if necessary, would be taken at the August 4, 2021 meeting.

2. **SP 21-002: Special Permit Application for Multi-Family Development (51 Condominium units) on south side of Louise Berry Drive (Assessor's Map 33, Lot 19), 13.5 acres, R-30 Zone, Applicant: Shane Pollack. *Rescheduling of Public Hearing and Update on Third Party Review Procedure***

Ms. Sigfridson explained that this public hearing had been scheduled to open on August 4, 2021, however, the Applicant has filed an extension for opening to September 1, 2021.

Motion was made by C. Kelleher to reschedule the public hearing for **SP 21-002: Special Permit Application for Multi-Family Development (51 Condominium units) on south side of Louise Berry Drive (Assessor's Map 33, Lot 19), 13.5 acres, R-30 Zone, Applicant: Shane Pollack**, to the regularly scheduled meeting of September 1, 2021.

Second by C. Sczuroski.

Discussion: Location to be determined.

Roll Call Vote: J.R. Thayer – yes; C. Kelleher – yes; E. Starks – yes; C. Sczuroski – yes; M. Sigfridson – yes.

Motion carried unanimously (5-0-0). A. Tanner was having technical difficulties.

Motion was made by C. Kelleher to amend the Agenda to add the following item:

- **VI.d.3.** Modification of Subdivision Plans following approval for SD 21-001 – 4-lot Subdivision, Applicant: Square One Building Associates; 23 acres on the west side of Tripp Hollow Road (Map 7, Lot 12-1) in the RA Zone; Proposed creation of 4 residential building lots.

Second by E. Starks. No discussion.

Motion carried unanimously by voice vote (5-0-0). A. Tanner was having technical difficulties.

3. Modification of Subdivision Plans following approval for SD 21-001 – 4-lot Subdivision, Applicant: Square One Building Associates; 23 acres on the west side of Tripp Hollow Road (Map 7, Lot 12-1) in the RA Zone; Proposed creation of 4 residential building lots.

J. Roberson explained that it had been discovered that the parcel boundaries were inconsistent with the sheets within the plan set and that it should be made right before it gets recorded. She explained that some of the boundaries from the previous subdivision had shifted off of the stone wall.

Plans were displayed and Paul Archer, Archer Surveying, indicated the discrepancy on the site development plan/conceptual plan (Sheet 4 of 8) which had been readjusted (maybe due to undersize). He stated that the conceptual plan, which had been approved, had changed but, the subdivision plan has never changed from what was approved.

Ms. Roberson explained that she does not have the authority to make a significant change to previously approved plans. She explained that, on the northern property boundary (from a previous subdivision), there are now two stone walls on Lot 12-8 where the property lines are not the stone walls. She said that the plans have been recorded without the property lines as stone walls.

Ms. Sigfridson clarified that although this is an issue of concern, it is not directly related to what the Commission needs to consider for this modification. Ms.

Roberson stated that the reason for the modification is to make sure that every plan in the recorded plan set has the same property boundary. Discussion continued with Mr. Archer. He explained that he cannot remember why it was changed, but he thinks, perhaps, it was due to the change in the Regulations from 2 acres to 90,000 s.f. Mr. Archer stated that he could go either way with it, but he would prefer to hold the stone wall. Ms. Sigfridson commented that she prefers that also. Discussion continued and Ms. Roberson stated that going to the stone wall does not change the development plan. Mr. Archer stated that it doesn't change anything.

Motion was made by C. Kelleher to modify the approval of SD 21-001 to depict the property boundary between Lots 12-9 and 12-8 as the existing stone wall and to amend the final recorded subdivision plans to reflect this change.

Second by E. Starks. No discussion.

Roll Call Vote: C. Kelleher – yes; E. Starks – yes; C. Sczuroski – abstained; J.R. Thayer – yes; M. Sigfridson – yes.

Motion carried (4-0-1). C. Sczuroski abstained. A. Tanner was no longer present.

VII. New Business:

- a. **Applications: None.**
- b. **Other New Business: None.**

VIII. Reports of Officers and Committees: None.

IX. Public Commentary

There was discussion regarding new legislation involving cannabis. It was decided to put this on the agenda for the next meeting for discussion.

X. Adjourn

M. Sigfridson adjourned the meeting at 8:28 p.m.

Respectfully submitted,

J.S. Perreault
Recording Secretary

CHAPTER XX FEES FOR LAND USE APPLICATIONS

20-1 ESTABLISHING LAND USE APPLICATION FEES.

(Prior ordinance history includes portions of Ordinances 3/1/88, 8/15/88, 91-2, 04-5 and 06-4)

20-1.1 Purpose.

The purpose of this chapter is to establish a reasonable and equitable Schedule of Fees, pursuant to Section 8-1c and 22a-42a of the Connecticut General Statutes, to defray the administrative costs and any additional costs, including professional consulting fees, incurred by the Planning and Zoning Commission, Inland Wetlands Agency and Zoning Board of Appeals of the Town of Brooklyn (each a "Land Use Agency") for the processing and subsequent monitoring of Land Use applications. (Ord. 5/3/10)

20-1.2 Definitions.

Land Use Application shall mean an application for (1) any permit(s) or approval(s) required by any Land Use Agency regulations for the use of any land, building or structure; (2) proposed amendments to such regulations or the zoning map; (3) a request for a zoning variance; (4) an appeal of a decision of the Zoning Enforcement Officer or (5) a certificate of location approval and or appropriateness pursuant to Section 14-67 and/or Section 14-321 of the Connecticut General Statutes, submitted by any person, organization or corporation (the applicant).

Staff shall mean any employee or appointee of the Town of Brooklyn or employees of the Northeast Connecticut Council of Governments "NECCOG" who, as part of his or her duties, render advice or assistance to any land use agency. Planning Staff shall be the Zoning Enforcement Officer, Town Planner or employees of NECCOG.
(Ord. 5/3/10)

20-1.3 Determination of Fees Charged for Land Use Applications.

a. *Base Fees.* The base fees established hereby are based on a reasonable estimate of the direct and indirect costs for time spent by staff in reviewing and evaluating each type of land use application and, except as noted, the cost of any public hearing. The base fee plus the estimated costs for advertising and required legal notices shall be paid at the time the land use application is filed.

b. *Additional Fees.*

1. In addition to the base fees set forth herein, a Land Use Agency may require the applicant to pay an "additional fee" to defray other costs and expenses incurred by the Land Use Agency. Such additional fee shall be assessed to the applicant when the Planning Staff and/or the Land Use Agency determines that there is a need for the assistance of one or more third party consultants for review, evaluation or processing the land use application (consultation services). Consultants may be engaged to render engineering, architectural, environmental and planning services including traffic studies. Consultation services may include, but not be limited to, consultation with Town staff or the Town Attorney, discussions with the applicant or its agents, rendering such information and research that the Land Use Agency may request, the preparation of written findings and recommendations, written or oral testimony at any public hearing and post-approval inspections to ascertain that all terms and conditions of any permit have been met.

2. The additional fee shall be equal to the reasonable cost incurred by the Land Use Agency for such consultation services.

3. Upon the determination by the Town staff and/or Land Use Agency that consultation services are necessary, the Town Staff shall provide to the Land Use Agency, for its approval, a reasonable estimate of the cost based on the nature and the extent of the consultation services deemed necessary. Such determination shall be made as soon as practicable after the receipt (filing) of the land use application by the Land Use Agency and, upon approval by the Land Use Agency, the applicant shall be billed an additional fee in an amount equal to one hundred twenty-five (125%) percent of such estimate. Such additional fee shall be due and payable ten (10) days after receipt.

4. Upon receipt of an additional fee from the applicant, the Land Use Agency shall create an application specific account and shall document the amount of the additional fee and all payments made for consultation services. The Land Use Agency shall render periodic accounting to the applicant. Any balance remaining after the land use application has been acted upon shall be refunded to the applicant, provided there has been a determination by the Staff that all terms and conditions of the permit have been met.

5. Upon the failure of the applicant to pay such additional fee when due, the land use application shall be deemed to be incomplete and may be denied by the Land Use Agency for that reason with or without prejudice. No land use application shall be approved until the base fee, the additional fee, if any, and costs of advertising and legal notices have been paid in full.

c. No fees shall be required for any land use application submitted by the Town of Brooklyn or any of its municipal agencies. (Ord. 5/3/10)

20-1.4 Effective Date; Validity.

In accordance with Connecticut General Statutes Section 8-1c, upon its effective date the fee structure set forth in this chapter shall supersede any fee schedule adopted by any Land Use Agency (this schedule was adopted May 3, 2010). If any provision or fee imposed by this chapter is, for any reason, found to be invalid by a court of competent jurisdiction, such invalidation shall not affect the validity of the remaining portions of this chapter and the fees imposed. (Ord. 5/3/10)

20-1.5 Amendment of Schedule.

The Board of Selectmen, acting pursuant to the provisions of Connecticut General Statutes Section 7-157(a), may, by ordinance, amend the Schedule of Base Fees from time to time after consultation with the Land Use Agency(ies). (Ord. 5/3/10)

20-1.6 Fee Schedule.

Base Land Use Application Fees

ZONING FEES

Text Amendment to Regulations	\$250.00
Zoning Map Change	\$250.00
Home Occupation	\$50.00
Special Permit	\$100.00 plus site plan review
Site Plan Review	
2,500 sq. ft. or less	\$300.00
Over 2,500 sq. ft.	\$300.00 plus \$15.00 per each

SCOPE OF SERVICES – TRAFFIC ENGINEER

The Town of Brooklyn Planning and Zoning Commission (“PZC”) located in Windham County, Connecticut, is seeking proposals from qualified professional engineer with advanced knowledge of traffic analysis to assist with the review of a Special Permit application for multi-family development (51 condominium units) on 13.5 acres on the south side of Louise Berry Drive, Assessor’s Map 33, Lot 19 (the “subject property”).

The PZC welcomes proposals demonstrating the qualifications and expertise to undertake the review in accordance with the requirements of the Town of Brooklyn Zoning Regulations, dated July 30, 2020, the Chapter 124-Zoning of the CT General Statutes, and the services outlined herein.

The selected consultant shall have extensive and specific understanding, technical knowledge, and experience with traffic generation and impacts. The interested consultants shall demonstrate extensive experience in reviewing site plans and preparing reports for municipalities for proposed multi-family developments regarding potential adverse impacts to local roads.

The proposal shall outline a brief methodology proposed for the completion of the work contemplated by the scope of services and shall clearly outline any need to access the application parcel and any requirement to perform any physical work on the subject property. Access to the property shall only be permitted with a representative of the applicant present.

The proposal shall identify any information which the PZC is expected to provide to the consultant.

The proposal shall include a lump sum fee for the completion of the scope of services described herein and shall further include an hourly fee schedule for any additional services which may be required.

The proposal shall include a statement that the consultant has not previously provided traffic engineering services on behalf of Killingly Engineering Associates or Square One Building Associates.

SCOPE OF SERVICES TO BE PROVIDED

7-7-2021

1. Review the application and supporting materials to identify potential adverse impacts to Town of Brooklyn roads and residences due to traffic created by the proposal.
2. If adverse impacts are identified, recommend plan revisions that would mitigate adverse impacts to Town of Brooklyn roads and residences.
3. Attend at least one Planning and Zoning Commission meeting (in-person or virtual).
4. The review and a summary report must be completed and provided to the PZC and the applicant no later than August 4, 2021.

SCOPE OF SERVICES – Landscape Architect

The Town of Brooklyn Planning and Zoning Commission (“PZC”) located in Windham County, Connecticut, is seeking proposals from qualified professional landscape architect to assist with the review of a Special Permit application for multi-family development (51 condominium units) on 13.5 acres on the south side of Louise Berry Drive, Assessor’s Map 33, Lot 19 (the “subject property”).

The PZC welcomes proposals demonstrating the qualifications and expertise to undertake the review in accordance with the requirements of the Town of Brooklyn Zoning Regulations, dated July 30, 2020, the Chapter 124-Zoning of the CT General Statutes, and the services outlined herein.

The selected consultant shall have extensive and specific understanding, technical knowledge, and experience with review of multifamily developments, overall site plans, planting plans, grading and incidental drainage plans, irrigation plans, sediment and erosion control plans, and related construction details and specifications, and the design of roads, bridges, and structures with respect to the functional and aesthetic requirements of the areas on which they are to be placed. In addition, the interested consultants shall demonstrate extensive experience in reviewing site plans and preparing reports for municipalities for proposed multi-family developments.

The proposal shall outline a brief methodology proposed for the completion of the work contemplated by the scope of services and shall clearly outline any need to access the application parcel and any requirement to perform any physical work on the subject property. Access to the property shall only be permitted with a representative of the applicant present.

The proposal shall identify any information which the PZC is expected to provide to the consultant.

The proposal shall include a lump sum fee for the completion of the scope of services described herein and shall further include an hourly fee schedule for any additional services which may be required.

The proposal shall include a statement that the consultant has not previously provided landscape architecture services on behalf of Killingly Engineering Associates or Square One Building Associates.

SCOPE OF SERVICES TO BE PROVIDED

1. Review the proposal for adherence to the site plan objectives, special permit criteria, and other requirements contained in the Brooklyn Zoning Regulations.
2. Recommend plan revisions that would, as needed, improve adherence to the site plan objectives, special permit criteria, and other requirements contained in the Brooklyn Zoning Regulations.
3. Attend at least one Planning and Zoning Commission meeting.
4. The review and a summary report must be completed and provided to the PZC and the applicant no later than August 4, 2021.

SCOPE OF SERVICES – DRAINAGE ENGINEER

The Town of Brooklyn Planning and Zoning Commission (“PZC”) located in Windham County, Connecticut, is seeking proposals from qualified professional engineer with advanced knowledge of stormwater management and low-impact development to assist with the review of a Special Permit application for a proposed multi-family development (51 condominium units) on 13.5 acres on the south side of Louise Berry Drive, Assessor’s Map 33, Lot 19 (the “subject property”).

The PZC welcomes proposals demonstrating the qualifications and expertise to undertake the review in accordance with the requirements of the Town of Brooklyn Zoning Regulations, dated July 30, 2020, the Chapter 124-Zoning of the CT General Statutes, and the services outlined herein.

The selected consultant shall have extensive and specific understanding, technical knowledge, and experience with review of stormwater management systems utilizing low-impact development techniques. In addition, the interested consultants shall demonstrate extensive experience in reviewing site plans and preparing reports for municipalities.

The proposal shall outline a brief methodology proposed for the completion of the work contemplated by the scope of services and shall outline any need to access the application parcel and any requirement to perform any physical work on the subject property. Access to the property shall only be permitted with a representative of the applicant present.

The proposal shall identify any information which the PZC is expected to provide to the consultant.

The proposal shall include a lump sum fee for the completion of the scope of services described herein and shall further include an hourly fee schedule for any additional services which may be required.

The proposal shall include a statement that the consultant has not previously provided traffic engineering services on behalf of Killingly Engineering Associates or Square One Building Associates.

SCOPE OF SERVICES TO BE PROVIDED

1. Review the application for potential adverse impacts to the Anderson Brook, Creamery Brook, and affiliated basins including private and public properties and environmental impacts.
2. If adverse impacts are anticipated, recommend plan revisions that would reduce the impact of the development to the water regime of Anderson Brook, Creamery Brook, and affiliated basins including private and public properties.
3. Attend at least one Planning and Zoning Commission meeting (in-person or virtual).
4. The review and a summary report must be completed and provided to the PZC and the applicant no later than August 4, 2021.



KWH Enterprise, LLC
 277 Reservoir Avenue, Suite 1101
 Meriden, CT 06451
 Phone: (203) 807-5482
 Cell: (203) 606-3525
 Fax: (203) 440-0788
 kermit.hua@kwhenterprise.com

July 8, 2021

Jana Butts Roberson, AICP
 Director of Community Development/Town Planner
 Town of Brooklyn
 PO Box 356
 Brooklyn, CT 06234
 (“CLIENT”)

Reference: Traffic review of proposed multi-family condominium development on Louise Berry Drive, Brooklyn, Connecticut

Dear Ms. Roberson:

KWH Enterprise, LLC (“KWH”) is pleased to submit this scope and fee proposal for the referenced site (“PROJECT”) in Brooklyn, Connecticut.

I. Scope of Services (“SERVICES”):

- Review the application and supporting materials to identify potential adverse impacts to Town of Brooklyn roads and residences due to traffic created by the proposal.
- If adverse impacts are identified, recommend plan revisions that would mitigate adverse impacts to Town of Brooklyn roads and residences.
- Attend at least one Planning and Zoning Commission meeting (in-person or virtual).
- The review and a summary report must be completed and provided to the PZC and the applicant no later than August 4, 2021.

II. Fees:

The fee for the above-noted traffic engineering services including direct expenses for mileage is as follows:

Traffic review	\$6,000
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Payments are due to KWH in 30 days from invoice date.

This agreement is subject to the attached Professional Services Terms and Conditions.



Reference : Traffic review of proposed multi-family condominium development on Louise Berry Drive, Brooklyn, Connecticut

I appreciate this opportunity to submit the scope and fee proposal and look forward to working with you. Should you have any questions or need additional information, please feel free to contact me.

Sincerely,

KWH Enterprise, LLC

Kermit Hua, PE, PTOE
Principal
kermit.hua@kwhenterprise.com
Cell: (203) 606-3525

ACCEPTED BY:

Signature

Name (Please print)

Agency/Company ("CLIENT") (Please print)

Title (Please print)

Date (Please print)

Attachment
Professional Services Terms and Conditions



PROFESSIONAL SERVICES TERMS AND CONDITIONS

The following Terms and Conditions are attached to and form part of the Proposal for Professional Services to be performed by KWH Enterprise, LLC (hereinafter called "KWH") and together, when the CLIENT authorizes KWH to proceed with the services, constitute the AGREEMENT.

DESCRIPTION OF WORK: KWH shall render the services described in the Proposal (hereinafter called the "SERVICES") to the CLIENT.

TERMS AND CONDITIONS: No terms, conditions, understandings, or agreements purporting to modify or vary these Terms and Conditions shall be binding unless hereafter made in writing and signed by the CLIENT and KWH. In the event of any conflict between the Proposal and these Terms and Conditions, these Terms and Conditions shall take precedence. This AGREEMENT supercedes all previous agreements, arrangements or understandings between the parties whether written or oral in connection with or incidental to the PROJECT.

COMPENSATION: Payments are due to KWH in 30 days from invoice date. Failure to make any payment when due is a material breach of this AGREEMENT and will entitle KWH, at its option, to suspend or terminate this AGREEMENT and the provision of the SERVICES. Interest will accrue on accounts overdue by 30 days at the lesser of 1.5 percent per month (18 percent per annum) or the maximum legal rate of interest.

TERMINATION: Either party may terminate the AGREEMENT without cause upon thirty (30) day notice in writing. If either party breaches the AGREEMENT and fails to remedy such breach within seven (7) days of notice to do so by the non-defaulting party, the non-defaulting party may immediately terminate the Agreement. Non-payment by the CLIENT of KWH's invoices within 30 days of KWH rendering same is agreed to constitute a material breach and, upon written notice as prescribed above, the duties, obligations and responsibilities of KWH are terminated. On termination by either party, the CLIENT shall forthwith pay KWH all fees and charges for the SERVICES provided to the effective date of termination.

PROFESSIONAL RESPONSIBILITY: In performing the SERVICES, KWH will provide and exercise the standard of care, skill and diligence required by customarily accepted professional practices normally provided in the performance of the SERVICES at the time and the location in which the SERVICES were performed.

LIMITATION OF LIABILITY: The CLIENT releases KWH from any liability and agrees to defend, indemnify and hold KWH harmless from any and all claims, damages, losses, and/or expenses, direct and indirect, or consequential damages, including but not limited to attorney's fees and charges and court and arbitration costs, arising out of, or claimed to arise out of, the performance of the SERVICES, excepting liability arising from the sole negligence of KWH. It is further agreed that the total amount of all claims the CLIENT may have against KWH under these Terms and Conditions, including but not limited to claims for negligence, negligent misrepresentation and breach of contract, shall be strictly limited to the lesser of professional fees paid to KWH for the SERVICES or five hundred thousand dollars (\$500,000). No claim may be brought against KWH more than two (2) years after the cause of action arose. As the CLIENT's sole and exclusive remedy under these Terms and Conditions any claim, demand or suit shall be directed and/or asserted only against KWH and not against any of KWH's employees, officers or directors.

DOCUMENTS: All of the documents prepared by or on behalf KWH in connection with the PROJECT are instruments of service for the execution of the PROJECT. KWH retains the property and copyright in these documents, whether the PROJECT is executed or not. These documents may not be used for any other purpose without the prior written consent of KWH. In the event KWH's documents are subsequently reused or modified in any material respect without the prior consent of KWH, the CLIENT agrees to defend, hold harmless and indemnify KWH from any claims advanced on account of said reuse or modification.

DISPUTE RESOLUTION: If requested in writing by either the CLIENT or KWH, the CLIENT and KWH shall attempt to resolve any dispute between them arising out of or in connection with this AGREEMENT by entering into structured non-binding negotiations with the assistance of a mediator on a without prejudice basis. The mediator shall be appointed by agreement of the parties. If a dispute cannot be settled within a period of thirty (30) calendar days with the mediator, if mutually agreed, the dispute shall be referred to arbitration pursuant to laws of the jurisdiction in which the majority of the SERVICES are performed or elsewhere by mutual agreement.

ASSIGNMENT: The CLIENT and KWH shall not, without the prior written consent of the other party, assign the benefit or in any way transfer the obligations under these Terms and Conditions or any part hereof.

SEVERABILITY: If any term, condition or covenant of the AGREEMENT is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions of the AGREEMENT shall be binding on the CLIENT and KWH.

LADA, P.C.

Land Planners

Land Development Consulting, Site Planning, Landscape Architects, Planners, Corridor Studies, Visual Assessment, Environmental Impact Statements, Erosion Control Specialists, Streetscapes, Recreation, and Master Planning

July 7, 2021

Ms. Jana Butts Roberson, AICP
Director of Community Development
Town of Brooklyn
4 Wolf Den Road
Brooklyn, CT 06234

Re: Technical Peer Review - Proposed Multi-family project on 13.5 Acres

Dear Ms. Roberson,

LADA, P.C. Land Planners is pleased to submit this proposal for Technical Peer Review for the proposed new multi-family facility to be located off of Louise Berry Drive. The project consists of ten buildings on a proposed cul-de-sac. The site is 13.5+/- acres of land which includes flagged wetlands and an access easement. There are residential lots to the east and south. There is an existing stream and regulated wetlands on the southern portion of the site. The site topography slopes from a high point of 322 to 242+- in the southwest portion of the site.

LADA, P.C. Land Planners is a comprehensive landscape architecture and planning firm with over 40 years experience as landscape architects. We work both sides of the application process (as designers and as plan reviewer (peer review) which helps us understand what can be done, what is done elsewhere and what things should not be done. We provide peer review of site plans for the Town of Portland (contact - Mary Dickerson, (860-342-6720)) on a project by project and the Town of Ridgefield providing regular reviews for wetland and site plan applications (contact- Richard Baldelli (203- 431-2768)). We also provide design services to the development community and currently have active projects in Farmington (multifamily), Simsbury (self-storage), Glastonbury (restaurant outdoor seating), Windsor (professional softball and soccer facilities) and Hartford (conversion of historic structures to multi-family residential). Municipal projects includes sidewalk improvements in Danbury, CT and several projects in Haddam, CT. Additional support material can be provided upon request.

As per the RFP, LADA has not previously provided landscape architecture services for Killingly Engineering Associates or Square One Building Associates.

Our approach to peer review is as follows:

Step 1- Visit the site. A site visit allows us to look at the context, see the existing conditions, understand the slopes and vegetative cover shown on the plans. As noted in the RFP, we would schedule the site visit at the applicant's convenience (we are available on weekends if that makes it easier!)

Step 2- Review the current regulations to understand the requirements for submittal and approvals. Meet with Town staff as needed for understanding of process. Meet with Planning and Zoning Commission (PZC) before starting, if time available.

Step 3- Review the plans as submitted. This typically results in the need for additional information from the applicant. For example- most applicants tend to forget to provide a calculation of the area of disturbance and % impervious surface. Also, given the slopes proposed - it will be important to have a few test holes to understand the soils for erosion control purposes. The area of disturbance may be such that the project triggers a CTDEEP Stormwater Permit threshold . In general, we would note that peer review does not directly recommend specific plan changes unless elements are not in compliance of specific regulations- but instead our letter will identify issues and elements of concern which could be solved better/differently and invites the applicant's consultant team to consider a better solutions to address those issues. Where the applicant disagrees with the ideas identified in our letter, it becomes the decision of the PZC as to which approach best reflects their intent and review.

Step 4- Provide a draft review letter to the Town for initial review to make sure the consultant team is not overstepping or contradicting themselves. Submit the review letter to the Commission.

Step 5- Attend August 4, 2021 meeting.

Step 6- review letter with applicant consultant team, if acceptable to PZC (not all towns encourage this level of dialogue)

Step 7- review resubmitted materials to determine if comments have been addressed. Prepare second review letter.

Step 8- other work as may be needed or as directed by PZC or Town staff.

Article 1 - Basic and Additional Services

- A. As per your July 2021 request for services email letter, LADA agrees to provide Town of Brooklyn (Client) the following Basic Services as described in the steps above:
1. Review of the plans, application and reports to determine compliance with Zoning Regulations.
 2. Review of the plans for compliance with industry standards and LADA past experience.
 3. Review Erosion Control Plans to determine adequacy of the process to control storm water and erosion throughout the duration of construction.
 4. Based on best practices and our professional experience, review the proposed site plan and detail sheets to provide comment on the safety and proper design of the general layout, site access, parking and circulation within the site, etc.
 5. Site visit, one staff/public meetings and one staff meeting are included.
 6. Prepare a letter report on the above items and present that report at the August 4, 2021 Public Hearing (or other date as directed by you).

A fixed fee number will be provided to cover the work from the project review to the initial review letter submitted to the Town.

- B. Additional Services beyond LADA's Basic Services may be provided if directed to do so by the Commission. Additional work includes any work not specifically described above including addition review letter, meetings, etc.
- C. Excluded Services: Our services do not include preparation of plans; determination of soil suitability for proposed activity/use; means and methods of construction.
- D. LADA agrees to provide its professional services in accordance with generally accepted standards of its profession and/or the standards of the LADA office, at our discretion.

Article 2 - Client's Responsibilities

- A. Client agrees to provide LADA with all information, surveys, reports, and professional recommendations requested by LADA to provide its professional services. LADA may reasonably rely on the accuracy and completeness of these items.
- B. The Client agrees to hold LADA harmless against any suits or complaints as may result during the course of town review of the project.

Article 3 - Compensation and Payments

- A. Client agrees to pay LADA as follows for review of the proposed project:

Steps 1-5 (Items 1.A.1-6)	
Review of plan/reports specific to project	\$2,950
Steps 6-7	
Second Review of plans -	\$1,500

Additional work beyond what is listed above and after submission of review letter will be billed on an hourly basis. Appearance at additional in person P&Z meetings will be billed at \$650 each. Zoom meetings are \$250 each.

LADA, P.C. HOURLY RATES- Municipal Services (20%reduction +/-)

Principal	\$135.00
LA 4	\$120.00
LA 1	\$105.00
Draftsman	\$95.00
Clerical	\$65.00

- B. Reimbursable Expenses are subject to a multiple of 1. and include, but are not limited to, reproduction of any kind, postage, and handling of documents.

- C. LADA shall bill Client for Basic and Additional Services and Reimbursable Expenses once a month. All payments are due LADA upon receipt of invoice.
- D. In the event of a lawsuit against the action of the Commission, the Client agrees to hold LADA harmless. LADA fees incurred during the coordination to defend will be subject to standard State of Connecticut resolution and/or the resolution of the lawsuit.

Article 4 - Termination

- A. Either Client or LADA may terminate this Agreement upon seven days written notice.
- B. If terminated, Client agrees to pay LADA for all Basic and Additional Services rendered and Reimbursable Expenses incurred up to the date of termination.
- C. Upon not less than seven days' written notice, LADA may suspend the performance of its services if Client fails to pay LADA in full for services rendered or expenses incurred. LADA shall have no liability because of such suspension of service or termination due to nonpayment.

Article 5 - Dispute Resolution and Indemnification

- A. Client and Planner agree to mediate claims or disputes arising out of or relating to this Agreement as a condition precedent to litigation. The mediation shall be conducted by a mediation service acceptable to the parties. A demand for mediation shall be made within a reasonable time after a claim or dispute arises and the parties agree to participate in mediation in good faith. Mediation fees shall be shared equally. In no event shall any demand for mediation be made after such claim or dispute would be barred by the applicable law. Due to the limited scope of the project, LADA, P.C. liability is limited to work of equivalent value to the stated value of Items 1-7, listed above.
- B. Client agrees to indemnify, defend and hold LADA, P.C. harmless from and against any and all claims, liabilities, suits, demands, losses, costs and expenses related to this project.

Article 6 - Governing Law

- A. This Agreement is governed by the law of the state of Connecticut in which the Project is located.

Article 7 - Expiration of Proposal

If this agreement is not accepted within 30 days, the offer to perform the described services is withdrawn and shall be null and void.

If this proposal is acceptable, please sign and return to this office.

By: Terri-Ann P. Hahn Date July 7, 2021
Terri-Ann P. Hahn
Landscape Architectural Design Associates, P.C.
d/b/a LADA, P.C., Land Planners

Accepted
By: _____ Date _____

TPH/mf

K:\My Documents on K\Proposals\Brooklyn- plan review.wpd



Trinkaus Engineering, LLC

114 Hunters Ridge Road
Southbury, Connecticut 06488
203-264-4558 (office & fax)
+1-203-525-5153 (mobile)
E-mail: strinkaus@earthlink.net
<http://www.trinkausengineering.com>

July 7, 2021

Ms. Jana Roberson, AICP
Town of Brooklyn
Clifford B. Green Memorial Center
69 South Main Street
Suite 22
Brooklyn, Connecticut 06234

RE: Civil Engineering Review
Proposed Multi-Family Condominium
Development
Louise Berry Drive
Brooklyn, Connecticut

Dear Ms. Roberson,

At your request, I have prepared this proposal to perform a civil engineering services review of the above referenced project in accordance with the Brooklyn Zoning Regulations.

Statement regarding possible conflict :

I have not provided any civil engineering services to either Killingly Engineering Associates or Square One Building Associates and therefore have no conflicts with either of these companies.

Statement of Qualifications:

Mr. Trinkaus has over 40 years working in the land development field performing civil engineering services associated with typical land development projects. He is an expert in the field of Low Impact Development and has designed many types of LID practices to address water quality and runoff volumes from a project.

He has performed third party civil engineering reviews for the Towns of Brookfield, Newtown, Salisbury, Southbury, Tolland, and Winchester for both Inland Wetland Commissions and Planning and Zoning Commissions. He has also performed third party engineering reviews of projects for environmental groups or concerned neighbors in the following towns: Avon, Bloomfield, Branford, Canton, East Lyme, Farmington, Groton, Killingly, Litchfield, Madison, Naugatuck, Ridgefield, Roxbury, Shelton, and Waterford.

Detailed information on many of these reviews are found in my attached CV.

The following is a scope of services to be provided by Steven Trinkaus of Trinkaus Engineering, LLC.

Scope of Services:

1. Inspect the site in the field with a representative of the applicant.
2. Review submitted site plans, stormwater management report, wetland soils report, and any other application material for the above referenced project.
3. Evaluate the submitted documentation for compliance with the Town of Brooklyn Zoning Regulations, particularly Section 7.F (Performance Standards), 7.H (Stormwater Management), 9.C (Site plan Applications), and 9.D.5 (Special Permit criteria).
4. Evaluate the site grading and erosion control plan for compliance with CT DEP 2002 Guidelines for Soil Erosion and Sediment Control.
5. Evaluate the proposed stormwater management system for compliance with the CT DEP 2004 Storm Water Quality Manual.
6. Evaluate potential adverse impacts from stormwater discharge generated by the proposed site development on the Anderson Brook and Creamery Brook basins.
7. Prepare written review letter outlining compliance with above applicable regulations and standards as well as identifying probable adverse impacts to the Anderson Brook and Creamery Brook basins.
8. If probable adverse impacts will occur, I will provide recommendations as to how the applicant can modify the plans and stormwater management system to eliminate or significantly reduce the probable adverse impacts.
9. Attendance at Planning and Zoning Commission Meeting if requested by the commission and/or land use staff either in person(A) or via zoom(B) or similar platform.
10. Perform follow up review of revised plans and reports as may be submitted by the applicant and prepare follow up review letter for consideration by the Planning and Zoning Commission.

Summary of Costs:

Civil Engineering Services:

Items #1 to #8:	\$ 3,300.00 (not to exceed)
Item #9(A):	\$ 900.00 (not to exceed)
Item #9(B):	\$ 500.00 (not to exceed)
Item #10:	\$ 1,050.00 (not to exceed)

Items not included in this proposal:

1. Work beyond the defined scope of services for civil engineering. If additional work is required from any of the sub-consultants or Trinkaus Engineering, LLC a cost will be provided to the client for approval in advance of the work being done.


Billing:

If additional work is needed, it shall be billed on an hourly basis as stated below:

Plan Review/Report/Meetings:	\$ 200.00 per hour
Travel time from Southbury to Brooklyn:	\$ 125.00 per hour

Please contact my office if you have any questions concerning this information. If this proposal is acceptable, please sign below and return one copy to my office.

Respectfully Submitted,
Trinkaus Engineering, LLC


Steven Trinkaus, PE

Accepted by: _____
Town of Brooklyn Planning and Zoning Office

Date: _____

July 29, 2021

Jana Butts Roberson, AICP
Director of Community Development/Town Planner
Town of Brooklyn, CT
Clifford B. Green Memorial Building, Suite 22
69 South Main Street
P.O. Box 356
Brooklyn, CT 06234

Re: Proposed Multi-Family Condominium Development; Louise Berry Lane

Dear Ms. Roberson:

BL Companies is pleased to submit our proposal and brief overview of our firm's qualifications associated with peer review services for the above referenced application. We will provide civil engineering, traffic engineering and landscape architecture review services as outlined below and based upon the RFP materials you provided:

1. BL Companies will provide three Senior Level staff members to review the application as it pertains to peer review services. Each expert will have expertise in the following areas:
 - a. Traffic Engineering to comprehensively review the traffic report prepared by Hesketh Associates;
 - b. Civil Engineering to thoroughly review site plans with a focus on the stormwater management plan, including the stormwater report; and
 - c. Landscape architecture to review site plans with a focus upon the landscape design, placement, and selection of plant material.

Said reviews will be based upon the requirements of the Town of Brooklyn's Zoning Regulations and accepted best practices of each discipline. We will work closely with staff during our review and attend one (1) virtual kick off meeting with you and the Applicant.

2. BL Companies will prepare a memorandum highlighting each of the three discipline areas of our review of said plans and reports associated with the application.
3. BL Companies will attend one (1) virtual meeting with the Applicant to review and discuss our memorandum so as to provide you and the Applicant an opportunity to ask questions and receive clarifications as may be applicable.



4. BL Companies will review written responses by the Applicant to the above memorandum and provide a summary memorandum outlining our opinion of how said comments have been addressed.
5. BL Companies will attend one (1) public hearing in person to provide expert testimony as it pertains to our memorandum and the Applicant's method of addressing said comments.
6. Additional meetings/hearings will constitute additional services.

BL Companies' total fee for the above services is anticipated to be \$14,500.00 and broken down as follows:

Traffic Engineering	\$4,500
Civil Engineering	\$6,500
Landscape Architecture	\$3,500

Thank you for this opportunity and do not hesitate to contact me if you have any questions. I can be reached either by cell phone or email; 203.530.2764 or dgoderre@blcompanies.com.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Dennis G. Goderre'.

Dennis G. Goderre, RLA AICP CUD
Senior Project Manager



BL Companies, an employee-owned firm, is a leader in delivering high-quality, integrated architecture, engineering and related services to public and private clients for land development, building design, and infrastructure projects.

Founded in 1986 as a small transportation planning and civil engineering firm, BL Companies has grown to become a leading multi-discipline firm sought for our quality, creativity and expertise in producing successful project outcomes. We are dedicated to total client satisfaction. Our success is founded in our employee owners and a culture that inspires, challenges and insists on nothing short of professional excellence.

Consistently listed in the Top 500 Design Firms in the country by Engineering News-Record, BL Companies has offices in twelve states, including Connecticut, Florida, Maryland, Massachusetts, New Jersey, New York, North Carolina, Ohio, Pennsylvania, Rhode Island, Tennessee, and Texas.

As an employee-owned company, we advocate a team approach and strive to formulate long lasting relationships with our clients and business partners. We believe there is no limit to what a team can do when working in a true partnership. Supplying clients with creative solutions based on a collaborative process assures a result that is greater than the sum of its parts.

The employees at BL Companies are the foundation of our existence as a firm and a professional community. We help support our employees in finding the right balance between work and life. We are pleased to be an employee-owned, team-oriented company where every individual shares in each other's successes.

DELIVERING INTEGRATED SERVICES:

- Architecture
- Structural Engineering
- MEP Engineering
- Civil Engineering
- Transportation Engineering
- Landscape Architecture
- Planning
- Land Surveying
- Subsurface Utility Engineering
- Environmental Sciences
- Construction Inspection & Administration



Meriden, CT (Corporate Headquarters)

355 Research Parkway
Meriden, Connecticut 06450-7100
Tel: 203.630.1406
Toll free: 800.301.3077
Fax: 203.630.2615

Hartford, CT

100 Constitution Plaza, 10th Floor
Hartford, Connecticut 06103-2403
Tel: 860.249.2200
Fax: 860.249.2400



Transportation affects people in one way or another and that includes highways, roadways, bridges, traffic signals, intersections, parking, pedestrian routes and bicycle paths. These transportation issues are sometimes troublesome for people. However, they are routine issues for the Transportation and Infrastructure Engineering Team at BL Companies. That's because transportation is about more than getting from place to place. At BL Companies, our transportation engineers work in collaboration with our clients to address their requirements, visions, schedule and budget.

Safety issues, capacity requirements, last minute design changes and navigating the permitting process can be cumbersome. BL Companies' experience working with municipalities, state agencies and developers provides clients with a unique perspective and advantage in solving traffic and transportation issues. We understand the entire process, from roadway and bridge design, build and no-build options and traffic studies to permitting and construction bids. Our diverse portfolio, along with extensive DOT, municipal experience and a seasoned transportation engineering team enable BL Companies to provide practical and effective solutions for people to ultimately achieve project success.

WE SPECIALIZE IN:

- Highway and roadway design
- Structural design (bridges, culverts and retaining walls)
- Traffic signal analysis & design
- Traffic management plans
- Transportation planning
- Hydrologic and hydraulic analysis & design
- Site access
- Trail design
- Traffic impact feasibility studies
- State and local permitting
- Environmental permitting
- Parking and traffic circulation
- Streetscape enhancement
- Subsurface utility engineering
- Context sensitive solutions
- Construction administration and inspection



Integration is not merely a word. At BL Companies, it describes the way we do business. Our civil engineers work collaboratively with our engineering teams to coordinate and integrate architectural, structural, MEP and civil engineering elements and address a client's requirements, visions, schedule and budget. In this process, we ensure high quality, practical, seamless, cost effective project solutions.

BL Companies provides civil engineering services for an expansive range of building types and sizes and clients in all phases of site design or renovation. Whether interpreting land use regulations, meeting zoning requirements or value engineering a multi-site program, the Civil Engineering Group at BL Companies understands the importance of thorough research and planning, technical skill and innovative thinking. Just as important, our expertise in local, state and federal permitting allows our clients to strategize the most effective ways to resolve issues. Our civil engineers are often involved in projects from the beginning of design to the completion of construction. This enables the team to gain valuable lessons learned and to incorporate these into our designs. BL Companies has more than 60 professionals providing civil engineering services to a broad clientele.

WE SPECIALIZE IN:

- Feasibility/assessment studies
- Site design
- Low impact development design
- Drainage and hydrology design
- Utility systems coordination and design
- Public land use permitting
- Sanitary and septic design
- Roadway design
- Subdivision infrastructure design
- Construction services
- Stormwater management and permitting
- Playscape design
- Trail design



At the start of a project, it's important for a landscape architect to ask and answer the questions: what is the purpose of this space and what should it reflect? Landscape architecture—the planning, management, preservation and rehabilitation of land and the planning and design of that land—lays the foundation for the project and helps characterize the project's identity. BL Companies' landscape architecture professionals work with clients to shape their visions of a project site to unveil its best possible uses.

BL Companies provides landscape architecture services to private and public sector clients. We use creative design solutions to guide change. A detailed design process creates the project's image and character and helps transform the project's visions into reality. Our expertise ranges from the creation of public parks and parkways to site planning for corporate office buildings, from the design of residential communities to the design of civil infrastructure and the management of recreation areas. We tailor our creative development strategies and design solutions to each client's project, vision, goals and budget. This is vital to maintaining the integrity of the past while moving into the future.

WE SPECIALIZE IN:

- Streetscape enhancements
- Public spaces and courtyards
- Site analysis and master planning
- Educational facilities
- Corporate development
- Residential communities
- Irrigation design
- Parks and open space planning
- Athletic field design
- Playscape design
- Sustainable design strategies
- Permitting
- Construction documentation



PROJECT ROLE

Senior Project Manager

EDUCATION

Bachelor of Science in Landscape Architecture, University of Connecticut, 1995
Associate of Science in Chemical Engineering, Thames Valley State Technical College, 1992

REGISTRATION

Professional Landscape Architect: Connecticut (1997), Tennessee (2021)
American Institute of Certified Planners - Certified Urban Designer, October 2004, #019184

PROFESSIONAL MEMBERSHIPS

American Planning Association
American Institute of Certified Planners

SUMMARY OF QUALIFICATIONS

Dennis has over 26 years of experience in the fields of planning, landscape architecture, and engineering, with expertise in the areas of municipal government, management and budgeting, long range planning, public policy, site development, sustainability, permitting, urban design, and project management.

Dennis has served as planning and economic development director for various Connecticut Municipalities in such a capacity that required his close collaboration with local leadership. This includes CEOs, city councils and subcommittees, boards and commissions and volunteer organization. His responsibilities also included the review of site plans for consistency with Plans of Conservation and Development, municipal and state codes, regulations. As a Senior Project Manager with BL Companies, Dennis leads teams in the development of plans and designs that respond to clients' specific programmatic goals while being actively involved in the planning and design process. Dennis enjoys working closely with clients and staff to ensure a successful project is achieved and understands the need for thorough assessments to assist towns and cities in creating capital plans and annual budgets.

RELEVANT EXPERIENCE

Planning and Economic Development Director, Waterford, City of Groton and Hartford, Connecticut

Dennis acted in several capacities as a municipal employee, leading planning and zoning departments for major metropolitan locals in Connecticut. In this capacity, Dennis was responsible for capital planning, budgeting, strategic planning, zoning and working closely with CEOs, elected officials, numerous boards and commissions. This has offered him the opportunity to understand and appreciate the dynamics of municipal sector opportunities and challenges. Employer: Various

Municipal Plan Reviews, Waterford, City of Groton and Hartford, Connecticut

As a Planning Director/City Planner for municipalities, Dennis worked closely with applicants and commission for the facilitation of land use applications and review of submitting materials. Dennis provided testimony during hearings and site plan reviews for complex redevelopment and infrastructure projects, listened to and addressed public comments from citizens, and collaborated with developers.

POCD Implementation and Updates: City of Groton 2018

Dennis oversaw the final drafting, public outreach and adoption of the City of Groton's 2020 Plan of Conservation and Development. This included ensuring consistency with local policy and long-term goals and objectives of the City, review, evaluation and approvals as required by the CT Statutes including City Council and Planning and Zoning Commission. Dennis was responsible for implementing various aspects of the plan including, revitalization of Thames Street, increasing bike and pedestrian facilities, streamlining permitting processes and encouraging communication between various City departments. Employer: City of Groton; City Planner

POCD Implementation and Updates: Waterford 2012

Dennis drafted updates to the Town's POCD to further implement and refine the adopted plan. This included the establishment of a Town wide design review board and policies for the revitalization of the commercial waterfront overlooking the Niantic River and Long Island Sound. Work included close collaboration with local businesses and residents in the form of workshops, direct communication and one-on-one meetings. Employer: Town of Waterford, Director

POCD Implementation: City of Hartford

As Chief Staff Planner and Project Manager of economic development initiatives, Dennis worked closely with the Mayor's office and Planning Commission to implement and oversee policy and bricks and mortar initiatives. This included grant applications, streetscape implementation to revitalize neighborhoods, and promote investment by the private development sector. A vital component to these efforts was working closely with the local neighborhoods and businesses, each having unique challenges, interests and priorities. Balancing their needs and desires with overall planning objectives was an important aspect of all implementation efforts. Employer: City of Hartford, Chief Staff Planner/Project Manager

POCD Updates: New Milford 2010

Dennis led the master planning effort associated with Housatonic River riverfront connections to the Downtown and promotion of new development along the Housatonic River. This work included assessing the local infrastructure, traffic and environmental considerations to realize the development of the underutilized Riverfront. Reinforcing pedestrian, visual and vehicular links to the historic downtown were essential and became a vital portion of the updated Plan of Conservation and Development. Employer: Planimetrics

Housing Policy; City of New Haven, City of Willimantic, Town of Coventry, Town of Bolton and various municipalities

Dennis worked closely with communities in Connecticut to evaluate housing stock, quality, and availability with various socioeconomic demographics. While the focus of these efforts were primarily Intensive Housing Zone Developments opportunities, additional policy and regulatory outcomes were achieved, including design guidelines, low impact development regulations. Public outreach was at the forefront of these initiatives and included neighborhood groups, leadership and businesses. Firm of Record: Goderre and Associates, LLC

CTNext Innovation District: Thames River Reconnection – Waterfront Master Plan, Groton, Connecticut

In 2017, CTNext launched the Innovation Place program, of which Groton and New London is part. As a HUB of nautical innovation, the District received a grant to enhance placemaking for catalyzing redevelopment in the two communities. As Manager, Dennis oversaw the creation of a redevelopment plan along Thames Street, the historic city center of Groton and along the Thames River. The plan explored new zoning, entailed substantial public outreach, traffic engineering, and urban design/placemaking solutions. Employer: City of Groton; City Planner

Groton Gateways and Multi Use Trail, City of Groton, Connecticut

Oversaw the conceptual planning and design of two of the main gateways entering the City of Groton, the home of Pfizer Pharmaceuticals R&D headquarters and Electric Boat, charged with the construction the US Navy's next generation of submarines. With employment expected to exponentially grow, substantial improvements will be required on the local street networks to address volumes, calm traffic and provide bike/pedestrian options to address the needs of a young and diverse workforce. The project explored 5 miles of new multiuse path connecting major employers with various destinations, creating gateways into the City that included road diets, landscaping, bike paths and pedestrian amenities and on street parking. Employer: City of Groton; City Planner



PROJECT ROLE

Lead Landscape Architect/ Project Manager II

EDUCATION

Bachelor of Landscape Architecture, SUNY College of Environmental Science and Forestry, 1997
Associate of Applied Science, Landscape Development, SUNY College of Agriculture and Technology, 1994

REGISTRATION

Professional Landscape Architect: Connecticut, Massachusetts, New Hampshire, New Jersey, Ohio, Rhode Island

PROFESSIONAL MEMBERSHIPS

Commissioner, State of Connecticut, Landscape Architecture Board; Member, American Society of Landscape Architects; Member: CT Chapter American Planning Association; Member, American Sports Builders Association; Member Advocacy Committee, Connecticut Chapter American Society of Landscape Architects; Member, Mystic Fire Department (B.F. Hoxie Engine Company) - Mystic, CT
Certified Hazardous Material Technician, Emergency Medical Responder: Connecticut

SUMMARY OF QUALIFICATIONS

Dominick Celtruda has over 25 years of experience in planning, design and construction experience. Mr. Celtruda possesses a strong background in planning, design, construction and maintenance of corporate, institutional, educational and municipal campuses. He has performed studies identifying factors that can be recognized, quantified and utilized during the planning and design process to provide a better understanding of how spaces can be shaped to provide optimal use by the intended inhabitants (social cultural interaction). Mr. Celtruda has expertise in site analysis, concept analysis, schematic design, design development, contract documents, construction development and detailing, bidding, construction administration, project management, presentation graphics, and design guideline creation. Dominick serves as Lead Landscape Architect and Project Manager at BL Companies, providing professional landscape architecture services to a variety of public and private clients.

RELEVANT EXPERIENCE

Third Party Review (City of Groton) – Electric Boat Assembly Building, Groton, Connecticut

Electric Boat (General Dynamics) was selected to build Columbia Class submarines for the United State Navy. They needed to construct a new submarine assembly building in their South Yard adjacent to the Thames River large enough to assemble the components and launch the submarines. Retained by the City of Groton to provide third-party review services of the applications and design to determine conformance with the municipal code. Review services for local development permitting including civil engineering, landscape architecture, traffic engineering and building architecture. Independent reviewer work consisted of the review of plans, reports, and calculations submitted by the Applicant's consultant, attendance at public and private meetings with City Staff and the Applicant, and preparation of comment review letters and bond estimate review. The project had an aggressive permitting schedule that was maintained in order to facilitate the City and U.S. Navy's timetable.

Greater New Haven Transit District Parking Lot, Hamden, Connecticut

Served as the Phase Manager for site design, permitting assistance and construction administration for the parking lot and building entrance reconstruction at the Greater New Haven Transit District (GNHTD) facility in Hamden, CT. The existing parking lot is close to wetland areas and serves both the GNHTD staff and GNHTD buses. This project incorporated safer vehicular and pedestrian circulation, transition nodes to GNHTD staff and bus parking, ADA accessible walking paths and parking, as well as outdoor areas for refuse and snow storage. Responsibilities included preparation and submission of permitting documents, oversight and review of contract drawings, and preparation of project manual and specifications.

Ansonia Nature Center, Ansonia, Connecticut

Served as Project Manager for renovation to the Ansonia Nature Center parking lot, pond dredging, and boardwalk renovation project. The first phase of the project is the renovation of the existing parking lot and entrance area sequence to provide the nature center with a low-impact design strategy along with safe interaction between pedestrian users and motor vehicle circulation. The project established a bus drop-off area, vegetative swales, accessible walking paths and a wetland educational viewing area. Responsibilities included overall project/design management, site analysis, layout, grading, planting, detailing, preparation of contract documents, and presentation graphics.

Veterans Memorial at Minuteman Park, Hartford, Connecticut

Served as Project Manager for the design, documentation, and construction administration for a new memorial park in downtown Hartford. The design includes extensive custom-designed and -fabricated elements including a solid granite colonnade with bronze military plaques, a curved jet-mist granite honor wall, engraved granite war epoch markers, engraved State seal and granite pentagon, LED lighting, and extensive landscape plantings. Project responsibilities included conceptual design, design development, production of construction documents, and construction administration. 2017 CTASLA Merit Award - Built Work

State Veterans Cemetery Expansion, Middletown, Connecticut

Served as Senior Landscape Architect for the expansion of the State of Connecticut cemetery and memorial site. These renovations provided an important update to the facility through the introduction of a 3,000-niche columbarium, parking and plaza space, and circulation improvements throughout the yard. The design carefully adhered to State and national criteria while capturing the local New England material and cultural character. Special attention to low-impact stormwater management strategies and amendments to existing soils will ensure a high level of sustainability. Responsibilities included review and technical detail for conceptual, schematic, and final design of the site and columbarium detailing, and preparation of technical specifications. The project was dedicated in November 2015. 2017 CTABC Excellence in Construction Award Built Work.

Milford Train Station Conceptual Development Plan

Support Landscape Architect for this project involving planning, architectural, engineering and market analysis services for the creation of a conceptual development plan for the vicinity of the train station in downtown Milford. The project includes transit-oriented development, community planning and design, placemaking, City center revitalization, connectivity, streetscapes, corridors and complete streets, community outreach and Involvement, workshop facilitation and consensus building, graphic design and visualizations, and strategic communications/market research/web technology.

Calendar House Senior Center, Southington, Connecticut

Served as Landscape Architect for the preparation of site design documents for a 20,800-square foot senior center building and the associated 132 vehicle parking space surface lot. Work included conceptual plans, stormwater drainage system design and analysis, the development of permitting plans and reports for the building committee, site plan approval and the development of construction documents.

Pawcatuck Sidewalk Improvements, Stonington, Connecticut

Serves as Lead Landscape Architect for the project. The project consisted of sidewalk enhancements to South Broad Street (U.S. Route 1) between Spellman Avenue and Mayflower Avenue in the Pawcatuck neighborhood of Stonington. The purpose of the project is to complete gaps in sidewalk accessibility within the project limits. BL performed a mobility analysis to investigate improvements for bicyclists and performed a traffic analysis to investigate the removal of a left turn lane to facilitate sidewalk construction. The project was scoped to provide up through a preliminary design; including public outreach. Project responsibilities included scope and fee development, oversight (sidewalk), client care with the Town throughout the development of the scope and project.

Silas Deane Highway Streetscape (Route 99) - Phase II, Rocky Hill, Connecticut

Served as Project Manager for the Phase II streetscape planning, design, and construction administration engineering services for a portion of the Silas Deane Highway (Route 99) in Rocky Hill, Connecticut. The project runs for an approximate length of 1,500 feet, from Dividend Street to Elm Street. This project serves as a new identity and gateway into the existing Town Center. Intersection realignments, street trees, landscaped medians, ornamental lighting, brick pavers, and a variety of other aesthetic amenities were incorporated to create and promote a pedestrian-friendly environment.

Silas Deane Highway Streetscape (Route 99) – Phase III, Rocky Hill, Connecticut

Served as support Landscape Architect for this intersection improvement and community enhancement project. The project reconfigured crosswalks and sidewalks and introduced upgraded signalization for improved safety and aesthetics. Responsibilities included preparation of construction documents and specifications.

Downtown Intermodal Urban Design Enhancements, Bridgeport, Connecticut

Served as Project Manager responsible for assisting the City of Bridgeport to help create a cohesive pedestrian friendly environment with visual gateways to emphasize their downtown center and intermodal hub. BL Companies provided planning and design services for streetscape enhancements, creative lighting systems, and themed wayfinding signage from Main Street to Water Street. The project limits cover several blocks and enhancements will be located at key node areas to provide pedestrian and vehicular visual interest the City desires for its residents, business owners, commuters, and visitors. The design included the recapturing of the riverfront by providing lighting and walkway connections, decorative crosswalks and intersection treatments, a combination of traditional and creative lighting, unified wayfinding signage system, and landscaping treatments. Other enhancements included median improvements, on-street parking modifications, drainage and utilities improvements, site furnishings, specialty pavements, and landscaped planters.

Stratford Avenue / Honeyspot Road Intersection & Streetscape Improvements, (LOT/CIP), Stratford, Connecticut

Serves as Landscape Architect for the Stratford Avenue and Honeyspot Road Intersection and Streetscape Improvements involving the design of a roundabout, intersection and traffic signal improvements at two intersections including I-95 Exit 31 on and off-ramps, as well as streetscape improvements along Honeyspot Road. The project goal is to provide safe and efficient traffic flow, while significantly enhancing the aesthetics of the corridor. A "complete streets" approach is being implemented to address the needs of all users in the corridor which include motor vehicles, pedestrians and cyclists. The focal point of this project involves the design of a roundabout at the intersection of Stratford Avenue (Route 130), South Avenue and Honeyspot Road. This roundabout will enhance the traffic operations while providing an opportunity to create a statement intersection and a gateway for Stratford.

Georgetown Streetscape Fence Improvements, Redding, Connecticut

Served as Project Manager responsible for master planning, design, and construction administration/inspection services for the fence improvements of the Historic Mill Town Center. BL Companies designed gateways to emphasize the downtown, pedestrian crossings, as well as a streetscape with specialty paving, street furnishings, and lighting, and provided full-time construction engineering and inspection on the project in accordance with Connecticut Department of Transportation policies, procedures, guidelines, and documentation requirements, including material testing and certification.

Fox Street Streetscape, Bridgeport, Connecticut

Serves as Lead Landscape Architect for the implementation of a 1200 lf creek trail and streetscape improvement project to provide enhanced connectivity between the Metro Center in the Town of Fairfield and the Black Rock neighborhood in the City Bridgeport. The project will bring a public understanding of the environmental systems along ash creek, restore a living shoreline, and implement low impact storm water design measures. In addition to the streetscape improvements and trail implementation the project will also realize a 225-foot pedestrian bridge over ash creek.

Gateway Commons Residential Phase 1, East Lyme, Connecticut

Served as Landscape Architect for the construction of 275 apartment units in East Lyme, Connecticut. The project was a development project based upon a master plan. The project included design services such as site road alignment, utility alignment, highway easements, water booster pump station, sewer pump station, sewer force main, water main extension, Town road design, and encroachments, planting design, building layout, parking layout, grading and stormwater management. The project management services included land use permitting with the Town of East Lyme, Connecticut Department of Transportation and the Connecticut Department of Energy and Environmental Protection as well as the client coordination and multi-discipline engineering/architecture coordination.

College Street Residential Tower, New Haven, Connecticut

Served as Landscape Architect for a 278-unit residential tower in downtown New Haven, Connecticut. Project responsibilities included roof top courtyard design, streetscape design, which comprised of street trees, benches, bike racks, and brick paving for sidewalk areas.



PROJECT ROLE

Senior Engineer

EDUCATION

Bachelor of Science, General Engineering, University of New Haven, 2005

Bachelor of Science, Civil Engineering, University of New Haven, 2005

REGISTRATION

Professional Engineer: Connecticut, Massachusetts, New York, Pennsylvania

PROFESSIONAL MEMBERSHIPS

American Society of Civil Engineers

SUMMARY OF QUALIFICATIONS

Mr. Roles has 25 years of engineering experience with over 10 years in Civil Engineering. Mr. Roles has expertise in the areas of site layout and design, subdivision layout, utility assessments, utility relocation design, and roadway design. He is skilled in the presentation of designs at public forums and to local commissions and approval agencies. Mr. Roles' experience includes analysis and design of stormwater and septic systems, inspection, analysis and design of water and sewer utilities, site design, inspection and design of flood protection works, and roadway design.

RELEVANT EXPERIENCE

Uncas-on-Thames Roadway (Route 32), Norwich, Connecticut

Design of roadway, drainage modifications and utility relocations to provide STC mandated intersection improvements at the Uncas-On-Thames Hospital Campus. Coordinated through CTDOT and CT DPW.

Route 82/ New London Turnpike, Norwich, Connecticut

Design of roadway, drainage modifications, utility relocations and pedestrian walks along Route 82 and New London Turnpike in support of Three Rivers Community College expansion. Coordinated through the CTDOT and CT DPW.

State Route 190 and Ninth District and Sokol Roads, Somers, Connecticut

Served as Design Engineer and Contract Administer for Intersection Improvements at Sokol and Ninth District Road and State Route 190 (Main Street). Project improved roadway safety and provided for replacement of a hydraulically inadequate culvert. Project was administered through CTDOT.

Water Main Relocation, South Norwalk Electric and Water, Norwalk, Connecticut

Design Engineer for the analysis and design of temporary and permanent water mains for three bridges crossings over a widened section of Interstate 95. Project involved coordination with CTDOT, SNEW and a Norwalk streetscape project.

Water Main Relocation, First Taxing District Water Department, Norwalk, Connecticut

Design engineering and site Inspection/testing services for relocation of two water mains over the Route 123 Bridge.

Water Main Relocations, First Taxing District Water Department, Norwalk, Connecticut

Coordination and design engineering for relocation of water mains impacted by the construction of new underground utilities by Northeast Utilities (Middletown-Norwalk Project and Glenbrook Cables Project).

Renovations to B-Lot and Additional Parking, Manchester Community College, Manchester, Connecticut

Design Engineer and Construction Administrator for B-Lot Parking Lot Renovation. Design and permitting for complete parking lot renovation including LED lighting, electrical vehicle charging Stations, low maintenance rain gardens, dedicated bus drop off for Great Path Academy, as well as, improvements to other parking lots on campus. Project involved coordination of sub consultants, coordination with the Connecticut State Colleges & Universities Board of Regents for Higher Education and CT DCS.

New Entry Control Point Camp Hartell, Windsor Locks, Connecticut

Design Engineer and Construction Administrator for project involving new entry control point for the base. Improvements included site and utility layout, coordination with subcontractors for landscape architecture and other services.

Camp Hartell Infrastructure Improvements, Windsor Locks, Connecticut

Design Engineer for project involving infrastructure improvements in support of existing and future buildings planned for in the Master Plan. Improvements included approximately 2,400 linear feet of new roadway, 1,700 linear feet of new 12" water main, modifications and extension to the existing 23 kV electrical loop and site improvements, such as granite curbing, site lighting and drainage.

New Britain Water Main Analysis, New Britain, Connecticut

Analysis of pre- and post-highway construction conditions of cast iron water main located under Interstate 84.

Eastern Connecticut State University Fine Arts Instructional Center, Willimantic, Connecticut

Site/Civil design including drainage and utilities for 122,000 square foot Instructional Theater. Project administered through CT DCS.

Camp Hartell Sewer Main, Windsor Locks, Connecticut

Design of 2,150 feet of domestic sewer in coordination with the military base Master Plan.

Flood Protection Systems (Inspection), West Springfield and Springfield, Massachusetts

Chief Inspector, Comprehensive flood protection system inspections to satisfy 33CFR208.10. Inspection included levee embankments, concrete flood walls, closure structures, utility penetrations, and pump stations.

Flood Protection Systems (Design), West Springfield, Massachusetts

Design engineering of flood protection system improvements including relief wells, toe drains and collector pipe systems. Provided field support and inspection services.

Flood Protection System (Certification), Springfield, Massachusetts

Chief Inspector and Design Engineer for the inspection and analysis of the Mill River Conduit, a 15-foot-high horseshoe shaped conduit that runs under several roads and Interstate 91 connecting the Mill River with the Connecticut River.

Dewey Court Septic Analysis/Design, Sheffield, Massachusetts

Design Engineer and Inspector for the analysis and re-design of existing mound type septic systems for elderly housing development. The Project was administered through the Massachusetts's Department of Housing and Community Development and coordinated with the Berkshire County Regional Housing Authority and the MA DEP.

Moark Egg Domestic Septic System Analysis, Franklin, Connecticut

Location, inspection and analysis of existing on-site domestic sewage systems for the egg farm. Project involved coordination with the CT DEEP.

800 Connecticut Boulevard, West Hartford, Connecticut

Site design and associated permits for busy commercial office building. Design involved alteration and improvement of flood protections system elements. Coordination with Local municipalities and Army Corp of Engineers.

Veteran's Park, West Springfield, Massachusetts

Re-design of parking layout for improved safety, additional parking and improved aesthetics.

150 North Plains Industrial Park, Wallingford, Connecticut

Site design for Industrial facilities to enhance paved parking area, improve site drainage, improve runoff water quality and upgrade utilities.



PROJECT ROLE

Senior Project Manager

EDUCATION

Bachelor of Science in Civil Engineering, University of Rhode Island, 1998

REGISTRATION

Professional Engineer: Connecticut, Florida, Massachusetts, New Hampshire, New Jersey, North Carolina, Pennsylvania, Rhode Island
Professional Traffic Operations Engineer

PROFESSIONAL MEMBERSHIPS

Institute of Transportation Engineers

SUMMARY OF QUALIFICATIONS

Mr. Dion has over 23 years of experience in traffic engineering/transportation planning including numerous state and municipal infrastructure projects. He has been the traffic project lead on many projects involving major highway/roadway improvements, roadway realignment, intersection improvements, and resurfacing and safety improvements. Mr. Dion is experienced in the application of CTDOT and FHWA Design Standards as well as all documentation required for the development of a project. Mr. Dion has expertise in the areas of lighting design and traffic planning studies. This experience includes traffic signal design, traffic impact studies, capacity/level of service analysis, safety/crash analysis, traffic simulation modeling, roadway lighting design maintenance and protection of traffic design, pavement marking design and signing design. Mr. Dion has broad knowledge of most traffic analysis tools including SYNCHRO, Highway Capacity Software, TSDWIN, Highway Safety Analysis software, and Simtraffic as well as Visual and AGI32 lighting design software. As a Sr. Project Manager at BL Companies, Michael's responsibilities include overseeing and managing the entire project delivery process, including planning, schedule, scope and budget.

RELEVANT EXPERIENCE

On-Call Traffic Peer Reviews, Town of Windsor, Connecticut

Serves as Lead Traffic Engineer for an on-call peer review contract with the Town of Windsor. Performs peer reviews of traffic reports and plans submitted to the Town Engineer/Planning and Zoning. Provides comments and representation at Town meetings as required.

Peer Review for Electric Boat South Yard Assembly Building, City of Groton, Groton, Connecticut

Served as the Traffic Lead responsible for performing an independent peer review to determine whether the initial traffic impact report and the adequacy of parking met industry standards. Addressed all areas of concern raised by the city planner and reviewed sight lines, traffic volumes, and level of service analysis. Conducted an estimation of parking needs for the development based upon generation rates contained in the Institute of Transportation Engineers Parking Generation Manual, 5th Edition compared to City Regulations and existing parking utilization.

Stratford Avenue & Honeyspot Road Intersection and Streetscape Improvements, Stratford Connecticut

Served as Lead Traffic Engineer for this intersection and streetscape improvements project. Oversaw the design of and preparation of plans for three intersections in Stratford, Connecticut. Work included two traffic signal improvements and a roundabout. Analyzed roundabout and signals using PTV Vissim Traffic Simulation Software. All drafting was done using CTDOT Digital Design Environment and MicroStation.

Route 229 Corridor Study, Naugatuck Valley Council of Governments, Southington / Bristol, Connecticut

Serves as Project Manager for a transportation planning study of six miles of CT Route 229 in Southington and Bristol, CT. The study addresses safety, congestion, the transit system, and pedestrian/bicycle mobility and assessed travel demand growth and its potential impacts to area roadways, including traffic associated with development of underutilized properties within the Study Area.

Connecticut Post Mall, Milford, Connecticut

Served as the Traffic Lead for Traffic engineering services including a traffic impact study, recommendations and mitigation design, preparation of contract documents and permitting. Off-site design work included extensive road widening, center median design, design of four traffic signals and all associated signage and striping. A comprehensive parking

utilization study and limited traffic operations study during the pre-Christmas period was also conducted. This study was conducted during Friday, Saturday and Sunday periods. Work included an on-site parking inventory and documentation of parking utilization.

Traffic Signal Design at Rubber Avenue and Melbourne Avenue/Hoadley Street Intersection, Naugatuck, Connecticut

Served as Project Manager for a traffic signal design project at the intersection of Rubber Avenue and Melbourne Avenue/Hoadley Street. As Project Manager, he oversaw the final submittal of the bid documents for the Borough of Naugatuck. The project involved survey, capacity analysis of the existing skewed intersection and development of traffic signal plans for a complete replacement of the existing traffic signal hardware including controller cabinet and signal heads, while calling for new vehicle detectors, pavement markings and pedestrian signal phase. The project also includes the addition of some limited streetscape elements like sidewalk and handicap ramps as well as recommendations of drainage improvements at the intersection.

Pawcatuck Sidewalk Improvements, Stonington, Connecticut

Served as Traffic Lead for the project. The project consisted of sidewalk enhancements to South Broad Street (U.S. Route 1) between Spellman Avenue and Mayflower Avenue in the Pawcatuck neighborhood of Stonington. The purpose of the project is to complete gaps in sidewalk accessibility within the project limits. BL performed a mobility analysis to investigate improvements for bicyclists and performed a traffic analysis to investigate the removal of a left turn lane to facilitate sidewalk construction. The project was scoped to provide up through a preliminary design; including public outreach. Project responsibilities included scope and fee development, oversight of traffic design and coordination with CTDOT District 2

Regional Transit Center Connectivity Plan, Torrington, Connecticut

Served as Project Manager for the preparation of a traffic study for the redevelopment of the existing Stone Container/Hendey Machine Shop into a transit-oriented development in Torrington, CT. Work was done through a grant sponsored by the Northwest Hills Council of Governments. Work included Synchro analysis and conceptual design work on the intersections near the site.

Patterson Park & Franklin Street Improvements, Torrington, Connecticut

Served as Project Manager for the preparation of a traffic signal and maintenance and protection of traffic plans for this cityscape project in Torrington, CT. Traffic signal work included the relocation of signal equipment and included coordination with CTDOT District 4 for an encroachment permit. Work was performed using the CTDOT Digital Design Environment and MicroStation.

Farmington Avenue Traffic Analysis, Bristol, Connecticut

Preparation of a traffic study for a site development along US Route 6 (Farmington Avenue) in Bristol, CT. Work included signal warrant analysis using the Federal Manual of Uniform Traffic Control Devices (MUTCD). All traffic impact analysis was done using Synchro 9.0 and the ITE Trip Generation Manual, 10th Edition. Coordination was performed with OSTA (Office of State Traffic Administration).

Relocation of Route 72, Bristol, Connecticut

Project Engineer. Preliminary engineering traffic analysis of nine intersections, utilizing HCS and Synchro traffic signal software. Prepared preliminary traffic signal design plans. The project also included preliminary design of illumination, including design calculations and conceptual plans.

Route 305 Corridor Study, Bloomfield and Windsor, Connecticut

Served as Project Engineer responsible for performing the traffic analysis of 12 intersections utilizing SYNCHRO (Version 6, Build 614) traffic signal coordination software. Calibrated traffic flows and queue lengths for presentation utilizing SimTraffic (Version 6, Build 614) Traffic Signal Simulation software.

Manual Traffic Count Program, 32 Locations, New Haven, Connecticut

Engineer-in-Charge. Conducted peak hour traffic counts utilizing electronic count machines and generated peak hour reports.

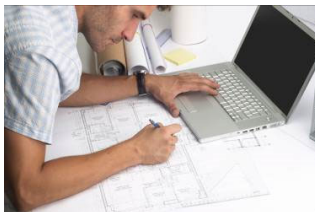


BL Companies provided on-call consulting services to the Town of Canton, including its Land Use Commission, Planning, Zoning, and Inland Wetlands & Watercourses to provide consulting services, including engineering services and construction/post construction monitoring and inspection services. This contract provides site plan review; civil engineering and surveying; traffic; noise, light, hydrology/hydrogeology/geology; soils science, flora and fauna; sanitation; geotechnical/structural engineering; architecture; landscape architecture; stormwater, water and waste water quality; or other technical expertise that may be required.



Under this contract, BL Companies was responsible for the following activities:

- Technical review of applications submitted to the Town, as necessary;
- Prepare and submit a detailed report analyzing the impact of the proposed activity on the Town and its resources;
- Attend Commission meetings and give testimony on behalf of the Town;
- Work with and coordinate between the Town and Land Use Office review staff;
- Prepare and/or review surety bond estimates for subdivision construction, wetlands permit activities, site plan construction and special exceptions construction. Make recommendations for bond reductions during construction;
- Inspect construction of public and private improvements for subdivisions, site plans and special exceptions as required or directed; and
- Conduct construction and post construction inspection and monitoring services for compliance with wetlands permits and other approvals when required.



BL Companies has provided the following land use reviews:

- Tapaka Residential Subdivision
- 225 Cherry Brook Road
- Livingston Road Residential Subdivision
- MDC Access Road at Freedom Drive
- Mitchell Subaru at Albany Turnpike
- Martel Transportation
- 63 Secret Lake Road
- Shallot Meadow Road Extension
- Reconstruction of East Hill Road
- Reconstruction of Andrew Drive & High Valley Drive
- Reconstruction of Powder Mill Road
- Culvert Replacement at Hanson Road & Bunker Hill Road

LOCATION

Canton, Connecticut

SERVICES

Civil Engineering, Environmental Sciences, Land Surveying, Landscape Architecture, MEP Engineering, Planning, Structural Engineering, Subsurface Utility Engineering, Transportation Engineering, Architecture



BL Companies has been providing on-call architectural, engineering and environmental services to the City of Hartford for approximately the past 12 years. The City utilizes BL Companies when projects cannot be completed by City of Hartford Department of Public Works, Department of Developmental Services or when the complexity of a project requires additional expertise for various Capitol Improvement Projects, building renovations and/or reconstruction and maintenance related projects.

The services under these contracts has included civil/site, structural, geotechnical, traffic/transportation, surveying, mapping and planning services or studies. The work has also include preparation and support associated with contract documents, specifications, estimates, contract administration and inspection.

Additional architectural services has included program review, field investigation, program development, code analysis, SD/PD design, regulatory review, construction cost estimates, contract documents and construction representation.

Projects we have completed under these contracts include:

- City Hall Energy Analysis and HVAC Evaluation
- Curb, Walk and Street Excavation Manual
- Cleveland Avenue Traffic Signal Replacement
- Wexford Skate Park Structural Analysis and Encroachment Permit
- New Park Avenue Bridge Replacement
- Emergency Apparatus Storage Facility

LOCATION

Hartford, Connecticut

SERVICES

Architecture, Civil Engineering, MEP Engineering, Structural Engineering, Transportation Engineering, Landscape Architecture, Planning



BL Companies was selected by the City of Groton to perform on-call Architectural and Engineering Services. Some or all of the following services may be required for individual projects:

- Provide general consultation on an as-needed basis, to define and confirm the scope and related requirements of the project and supply preliminary and/or final engineering design for projects determined by the City.
- Work with the City in the preparation and submission of all required permit applications relating to the specified project, attend meetings and provide presentation in conjunction with any permit applications.
- Prepare schematic plans and cost estimates for various improvement, development and expansion projects, as well as feasibility studies, assessments and other related work as required.
- Work with the City to develop conceptual design, commensurate budgets and project schedules, bring the building(s) into full code compliance and/or identify specific elements of each design that are incompatible with the existing facility functions.
- Complete a thorough survey that identifies constraints, under-utilization, possible reconfiguration and a thorough survey of existing conditions and building infrastructure that includes mechanical, electrical, plumbing, roofing and structural systems.
- Consult during construction pre-bid conferences.

Projects we have completed under this contract are:

- HVAC Design for new air handling equipment and controls at the Groton Municipal Center
- Design of new windows and decking for the Tyler House
- Evaluation of Structural Supports for the Tyler House
- Renovation of the Colonel Ledyard School of re-use as Town offices and programs

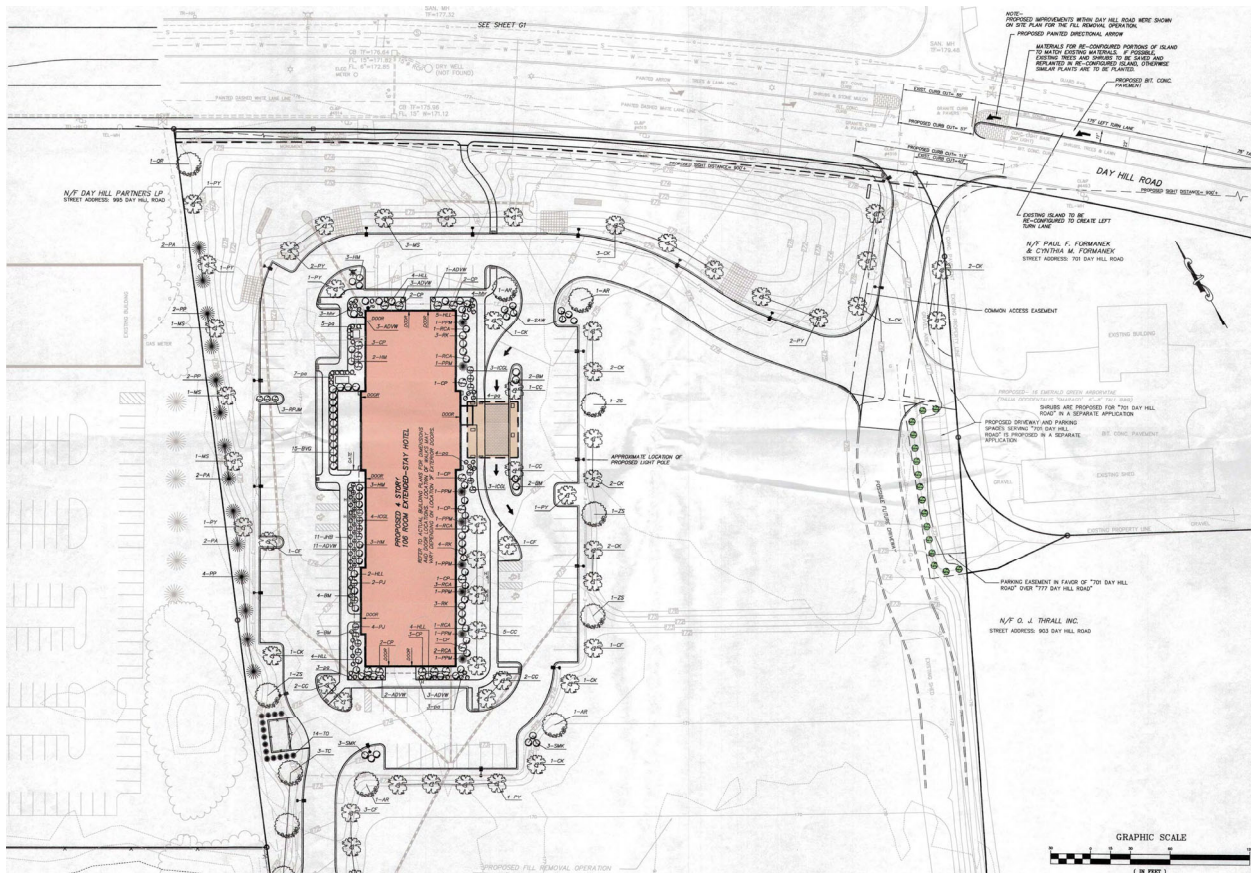
LOCATION

City of Groton, Connecticut

SERVICES

Architecture, Civil Engineering, Environmental Sciences, Landscape Architecture, MEP Engineering, Structural Engineering





BL Companies assisted the Town of Windsor by reviewing traffic impact studies which have been conducted by other consultants for development proposals in the Town under this on-call contract.

The most recent traffic impact study to be reviewed under this contract was a proposed 4-story extended-stay hotel, which included 106 rooms at 777 Day Hill Road. As part of the review, BL Companies' engineers undertook an independent field visit to document traffic operating conditions and verify traffic control at the neighboring roadway intersections. The peak turning movement counts were reviewed along with assumptions regarding background growth. Following a detailed review of peak period traffic generation and trip distribution, the studies' capacity analyses and Level of Service/delay computations for two (2) intersections in the study area were examined in detail. Off-site improvements proposed by the consulting engineer were also reviewed as part of this study, which included storage and taper lengths and truck turning movements. A memorandum describing the findings was compiled and forwarded to the Town Engineer.

LOCATION

Windsor, Connecticut

SERVICES

Traffic Engineering, Transportation Planning

Pratt & Whitney HQ & Research Bldg., Town of East Hartford EXPERIENCE



BL Companies provided multi-discipline consulting services associated with reviewing land use applications to the Town of East Hartford associated with the Pratt & Whitney Headquarters and Research Building at Rentschler Field. The services include assisting the Town Inland Wetlands-Environment Commission and Planning and Zoning Commission with reviewing development projects for conformance to the Town, State and Federal regulations.

The project also included review services associated with site and parking lot improvements for the United Technologies Research Center (UTRC) and Connecticut Aerospace Reinvestment Act (CARA) project.

The consultant review services include the following:

- Field / Site Visits
- Architectural, Environmental, Engineering, Landscape Architecture, Lighting and Traffic Engineering technical reviews
- Preparation and submittal of detailed comment/review letters
- Attendance at commission meetings and providing expert testimony on behalf of the Town
- Review of application responses to verify that all comments have been addressed
- Preparation of E&S Bond Estimates

LOCATION

East Hartford, Connecticut

SERVICES

Architecture, Civil Engineering, Landscape Architecture, Planning, Transportation & Traffic Engineering, Electrical Engineering



Storrs Center is a mixed-use village at the crossroads of picturesque Mansfield, CT and the University of Connecticut campus. Based on LEED guidelines this 45-acre "green" project includes 1,000,000 SF of new building construction and creates an inviting Main Street experience featuring a mix of restaurants, cafés, retail shops, a town green, office space, housing and open space. The goal is to create a vibrant, walkable and sustainable gathering place for residents, the University community and neighbors from the surrounding region. BL Companies' work in the Master Plan development and as the Architect and Engineer of Record included the preparation of municipal development plan documents, building design, local, state and federal permitting, plaza and park design, underground storm water management design, traffic analysis, roadway and streetscape improvement design. A major traffic generator application was filed with the State Traffic Commission (now OSTA) and an approved certificate obtained.

LOCATION

Mansfield, Connecticut

SERVICES

Architecture, Civil Engineering, Environmental Sciences, Land Surveying, Landscape Architecture, Planning, Transportation Engineering, Structural Engineering, Mechanical, Electrical & Plumbing Engineering, Subsurface Utility Engineering

AWARDS

CREW CT, The Real Estate Exchange – Blue Ribbon Award & People's Choice Award
 Associated Builders & Contractors of Connecticut – Excellence in Construction Award
 Construction Management Association of America (CMAA) – 2013 Building Project of the Year Award/New Construction



Madison Landing was an age-restricted Traditional New England Village comprised of a 32-acre mix of single family, townhouse and multi-family village-style apartments. BL Companies was retained to provide professional services for the overall site, totaling 42 acres, situated on an old airport adjacent to the Hammonasset River and Hammonasset State Park.

BL Companies developed a stormwater management system, subsurface sewage disposal system, traffic impact/site access study, parking and traffic circulation layout, impact/site access study, parking and traffic circulation layout, coastal access and local development permitting and tidal wetlands mitigation.

BL Companies' survey department was responsible for the establishment of horizontal and vertical ground control with GPS, with a tie-in to NGVD 29 to establish critical floodway boundaries. Survey along the Hammonasset River was performed to locate mean high water to determine limits of private property ownership. The high tide line was determined for CTDEEP permitting. In addition, prepared a complete boundary survey of the property which included the research of a discontinued state right of way, perimeter corner monumentation and the preparation of easement plats.

LOCATION

Madison, Connecticut

SERVICES

Architecture, Civil Engineering, Environmental Sciences, Land Surveying, Landscape Architecture, Planning, Structural Engineering, Transportation Engineering



Newbury Village is a 180-unit luxury apartment complex located in Meriden, Connecticut, halfway between the Cities of Hartford and New Haven. The 10-acre, 265,000 SF development, originally zoned as industrial, features a clubhouse, outdoor pool and garage parking in select units. Detailed landscaping and streetscape treatments add to the complex's appeal.

LOCATION

Meriden, Connecticut

SERVICES

Architecture, Civil Engineering, Environmental Sciences, Land Surveying, Landscape Architecture, MEP Engineering, Planning, Structural Engineering



Village on State is a new, active adult housing project set amongst commercial properties along the State Street corridor on the west side of North Haven, Connecticut. This multi-family project has a landscaped courtyard and club house that support the 150 one and two bedroom dwelling units in two buildings. Three carports provide protected parking for 30 of the 166 spaces located at the perimeter of the site.

BL Companies provided full design and construction administration services including survey, traffic, civil and structural engineering, landscape architecture, architecture and MEP design services. Services also included entitlement permitting and support for obtaining a building permit.

LOCATION

North Haven, Connecticut

SERVICES

Architecture, Civil Engineering, Landscape Architecture, Land Surveying, MEP Engineering, Structural Engineering



BL Companies performed environmental and cultural investigations and created a conceptual layout for the potential land development of an 86-acre parcel situated in within the Town of Farmington, CT and owned by the City of Hartford. The goal of the study was to provide key information regarding natural and cultural resources and risks present on site, and to develop a conceptual design plan which respects and preserves notable environmental resources present on site.

This project was awarded funds by the Connecticut Department of Economic and Community Development (DECD) to conduct these investigations. Work included wetland delineation, vernal pool identification, Archaeological Resources Review, Listed species screening and a Phase 1 Environmental Site Assessment.

Located within the bioscience corridor, this parcel represents a unique opportunity for development and employment opportunities in the region and yet also presents some site challenges. The site is located near Batterson Park Pond, which historically suffers from degraded water quality. Green infrastructure and proper stormwater treatment will be key to the design moving forward.

Field work has concluded and parcel constraints have been identified. The project team prepared reports and presented our findings and conceptual plans to stakeholders in 2016.

LOCATION

Farmington, Connecticut

SERVICES

Environmental Sciences, Civil Engineering

Cost Comparison of Third Party Proposals

Drainage Engineers

Trinkaus Engineering – \$4,200

BL Companies - \$6,500

Landscape Architects

LADA, P.C. - \$ 3,600

BL Companies - \$3,500

Traffic Engineers

KWH Enterprise, LLC - \$ 6,000

BI Companies -\$4,500

Zoning authorities

- Municipalities may, through zoning or ordinance:
 - Prohibit siting of cannabis establishments;
 - Reasonably restrict hours and signage; and
 - Restrict proximity to religious institutions, schools, charitable institutions, hospitals, veterans' homes, or certain military establishments
- The retailer and micro-cultivator caps will be enforced by towns through special permits

Recreational Cannabis

Use of Cannabis by individuals age 21 and older: [PA 21-1](#) legalizes the use of certain cannabis products in Connecticut by individuals 21 and older and establishes a framework for licensing of recreational cannabis producers and sellers.

Key Definitions

- **Cannabis establishment:** a producer, dispensary, manufacturer, retailer, packager, or delivery service/transporter
- **Cultivator:** a large grower with an establishment not less than 15,000 square feet of grow space
- **Delivery service:** delivers cannabis products
- **Hybrid retailer:** establishment licensed to sell cannabis and medical marijuana
- **Food and beverage manufacturer:** acquires cannabis to produce food and beverages (edible cannabis products)
- **Micro-cultivator:** small grower with a grow space of 2,000 to 10,000 square feet
- **Retailer:** sells cannabis to consumers and research programs

Municipal Tax Revenues: Under PA 21-1, a municipality will receive the proceeds of a 3% municipal sales tax on the gross receipts from the sale of cannabis by a cannabis or hybrid retailer or micro-cultivator operating within the municipality. This revenue is in addition to state taxes on recreational cannabis sales. Municipal tax proceeds must be used for the following purposes:

1. streetscape improvements and other neighborhood developments in communities where cannabis or hybrid retailers or micro-cultivators are located;
2. education programs or youth employment and training programs in the municipality;
3. services for individuals living in the municipality who were released from DOC custody, probation, or parole;
4. mental health or addiction services;
5. youth service bureaus and municipal juvenile review boards; and
6. community civic engagement efforts.

Obligation for municipal zoning to address cannabis: § 148 authorizes municipalities to enact certain zoning regulations or ordinances for cannabis establishments. If municipal zoning is silent as to cannabis establishments, these establishments shall be regulated as similar uses would be. A municipality may grant zoning approval to no more than one retail and one micro-cultivator for every 25,000 residents. The Commissioner of the Connecticut Department of Consumer Protection (DCP) may establish a new numerical cap on July 1, 2024.

Municipal zoning regulations may establish rules regulating the following regarding cannabis establishments:

1. prohibit them from opening (i.e. prohibit their operation)
2. reasonably restrict their hours and signage
3. restrict their proximity to religious institutions, schools, charitable institutions, hospitals, veterans' homes, or certain military establishments.

Obligation to report changes to zoning affecting cannabis establishments: SB 21-1 requires municipal chief zoning officials to report zoning changes related to cannabis to the OPM secretary and DCP within 14 days after adopting change. "Chief Zoning Official" is not defined.

New zoning regulations do not apply to existing establishments: SB 21-1 generally prohibits any restrictions on cannabis establishment hours, zoning, or signage from applying to existing businesses until five years after the restriction is adopted. This delay does not apply if the business converts to a different license type.

No municipal authority over delivery or transport: SB 21-1 § 83 forbids municipalities from prohibiting delivery or transport of cannabis products by authorized individuals.

Limits on advertising: SB 1201 § limits cannabis establishments from advertising in ways generally meant to limit exposure to advertisements to those under the age of 21, including prohibiting specific media such as billboards and transit vehicles.

Zoning approvals needed for final license: SB 1201 § 35 requires that applicants for final cannabis establishment licenses certify that they have any necessary local zoning approval for the cannabis establishment operation.

Petition for municipal referendum: PA 21-1 § 83 establishes that municipal electors may petition for referendum on whether to allow local sale of recreation marijuana. Existing establishments would not be affected.

Regulating cannabis use on municipal and private property. SB 1201 § 84 states that municipalities may regulate the burning of cannabis products on municipal property, and in the outdoor sections of restaurants. Municipalities with more than 50,000 residents must designate a place where public consumption of cannabis is permitted. Note that this provision does not address consumption of edible cannabis products.

Cannabis production not agriculture: SB 1201 § 37 states that cannabis production does not qualify as agriculture as defined by Subsection Q of section 1.1 of the Connecticut General Statutes.

Public Act 21-1 AN ACT CONCERNING RESPONSIBLE AND EQUITABLE REGULATION OF ADULT-USE CANNABIS. *ZONING EXCERPT*

Sec. 148. (NEW) (Effective July 1, 2021)

(a) As used in this section, "municipality" means any town, city or borough, consolidated town and city or consolidated town and borough, and a district establishing a zoning commission under section 7-326 of the general statutes.

(b) Any municipality may, by amendment to such municipality's zoning regulations or by local ordinance,

(1) prohibit the establishment of a cannabis establishment,

(2) establish reasonable restrictions regarding the hours and signage within the limits of such municipality, or

(3) establish restrictions on the proximity of cannabis establishments to any of the establishments listed in subsection (a) of subdivision (1) of section 30-46 of the general statutes. The chief zoning official of a municipality shall report, in writing, any zoning changes adopted by the municipality regarding cannabis establishments pursuant to this subsection to the Secretary of the Office of Policy and Management and to the department not later than fourteen days after the adoption of such changes.

(c) Unless otherwise provided for by a municipality through its zoning regulations or ordinances, a cannabis establishment shall be zoned as if for any other similar use, other than a cannabis establishment, would be zoned.

(d) Any restriction regarding hours, zoning and signage of a cannabis establishment adopted by a municipality shall not apply to an existing cannabis establishment located in such municipality if such cannabis establishment does not convert to a different license type, for a period of five years after the adoption of such prohibition or restriction.

(e) Until June 30, 2024, no municipality shall grant zoning approval Senate Bill No. 1201 June Sp. Sess., Public Act No. 21-1 239 of 303 for more retailers or micro-cultivators than a number that would allow for one retailer and one micro-cultivator for every twenty-five thousand residents of such municipality, as determined by the most recent decennial census.

(f) On and after July 1, 2024, the Commissioner of Consumer Protection may, in the discretion of the commissioner, post on the Department of Consumer Protection's Internet web site a specific number of residents such that no municipality shall grant zoning approval for more retailers or micro-cultivators than would result in one retailer and one micro-cultivator for every such specific number of residents, as determined by the commissioner. Any such determination shall be made to ensure reasonable access to cannabis by consumers.

(g) For purposes of ensuring compliance with this section, a special permit or other affirmative approval shall be required for any retailer or micro-cultivator seeking to be located within a municipality. A municipality shall not grant such special permit or approval for any retailer or micro-cultivator applying for such special permit or approval if that would result in an amount that

(1) until June 30, 2024, exceeds the density cap of one retailer and one micro-cultivator for every twentyfive thousand residents, and

(2) on and after July 1, 2024, exceeds any density cap determined by the commissioner under subsection (f) of this section. When awarding final licenses for a retailer or micro-cultivator, the Department of Consumer Protection may assume that, if an applicant for such final license has obtained zoning approval, the approval of a final license for such applicant shall not result in a violation of this section or any other municipal restrictions on the number or density of cannabis establishments.

Agenda Changes and Revisions

Move to amend the agenda to add item VI.b.1 – Discussion of Communications Strategy for Affordable Housing Plan and renumber accordingly.

Third Party Consultants Approval

In accordance with the Town Ordinance 20-1.3.b.3., the Planning and Zoning Commission (also known as the Land Use Agency) approves the following estimate of costs for supplemental consulting services determined to be necessary on June 2, 2021 for SP 21-002: Special Permit Application for Multi-Family Development (51 Condominium units) on south side of Louise Berry Drive (Assessor’s Map 33, Lot 19), 13.5 acres, R-30 Zone, Applicant: Shane Pollack.

Pick one from each column

Drainage Engineers

Trinkaus Engineering – \$4,200
BL Companies - \$6,500

Landscape Architects

LADA, P.C. - \$ 3,600
BL Companies - \$3,500

Traffic Engineers

KWH Enterprise, LLC - \$ 6,000
BL Companies -\$4,500

Affordable Housing Communication Strategy

DRAFT 8-3-2021

WHO:

Target audience – Residents, people in need of affordable housing,

What do we know about them – Strong opposition to multifamily housing and community change

Secondary audience - Brooklyn boards and officials, housing developers, businesses, future residents

WHY:

Goal- Public support for affordable housing programs and development.

Objective- Educate people about housing affordability and build understanding of the community and social benefits of a more diverse housing profile.

WHAT:

Content- Easy to read, short topic articles; Select statistics that are understandable to everyone; photos of acceptable building types.

- **Topic #1 - Is My Housing Affordable?**
 - Definition of affordable
 - Median Sales Price/Median Income
 - Cost-Burdened Households
 - Housing Wage

- **Topic #2 – Why is Housing So Expensive?**
 - Coronavirus and demographic shifts
 - Cost of land, labor, materials, zoning, opposition
 - Lower income households least competitive
 - High demand, low supply

- *Topic #3 - What Does Affordable Housing Look Like?*
 - *Name all the types of housing you have lived in in your life,*
 - *Accessory units, duplexes,*
 - *Pix of existing MF housing in town,*
 - *Visual preference survey*

- *Topic #4 – How Can Housing Be More Sustainable and Affordable?*
 - *Smaller footprints in water/sewer service areas,*
 - *Infill development, maximize existing capacity*
 - *Prioritize transit service and pedestrian friendly areas*
 - *Building techniques, energy-efficiency*

HOW:

Primary channel- brooklynct.org, Web page provides the center for information and updates related to the planning process.

Secondary- Killingly Villager, Town newsletter, ESRI-Story maps, web-based surveys, WINY, Bulletin, Informational Booth at the Brooklyn Fair

Tools related to communication, education and feedback will include both online and physical marketing and survey information that will provide links to the overall website.

Media and information should be provided in such a way to reach all aspects of the desired audience especially through any survey or feedback process.

Surveys and information should be distributed both online and in hardcopy through both public agencies such as the town hall and library, nonprofits, Access Agency, Chamber of Commerce, NECTD, Senior Center, Religious institutions. etc.

WHEN:

Run articles in September as a series: September 10, 17, 24? Each one could result in a small survey asking about current and past housing experiences.

Background information should be provided prior to survey or public input. Survey information should be collected and reviewed during the drafting of the plan.

Margaret's Report 8/1/2021

Zoning Permits issued:

233 Herrick Road – Maria Gandy Winslow. New pottery shed 12' x 16' on concrete slab.

140 So. Main Street – Daniel Rainey. 12' x 16' shed on a concrete base.

10 Providence Road – Gwendolyn Glass Carboni. Change of use approved: Retail shop; new and used merchandise, antiques & consignment.

33 Gorman Road – Rock and Elodia Riche. After-the-fact permit for a new side deck and stairs.

341 Day Street – Jeffrey Weaver. New Single Family Dwelling; 1st Floor 1630 sf, Garage 728 sf.

376 Stetson Road – Carrie Lynn Barna. Demolish existing deck. Construct a 20' x 20' home office addition.

93 Hartford Road – Historic Enterprises. Minor modification in the VC Zone for paving visible from the road.

28 Wauregan Road – Peggy LeBlanc. Minor modification in the VC Zone for painting the entire house visible from the road.

Final Certificates of Zoning Compliance issued:

55 Lockwood Street extension – John D. Gollsneider New single-family dwelling; rear deck, and basement garage.

9 Proulx Street – Enterprise Rent A Car. Enclose three walls of wash bay, add new lighting, new vacuum.

1 Middle Street – Charles Tewksbury. Multifamily housing, six units in one building in the R-10 Zone. Certificate requested due to pending sale of this building.

12 Elm Street – Charles Tewksbury. Multifamily housing, six units in one building in the R-10 zone. Certificate requested due to pending sale of this building.

9 Elm Street – Charles Tewksbury. Lot partially paved, partially wooded, with a garage in the R-10 zone. Certificate requested due to pending sale of this lot.

9-19 Elm Street – Charles Tewksbury. Multifamily housing, fifteen units in one building, plus a single-family house, in the R-10 zone. Certificate requested due to pending sale of this building.

Sign Permits issued: None.

Zoning Permits Denied:

82 So. Main Street – Anne B. Hunter. Renovate attic space into a one bedroom apartment (2 family to 3 family).

286 Cherry Hill Road – Brian Therrien. Covered 36 'x 10' farmers porch on front of house.

Zoning and Blight Issues:

222 Hartford Road – Balone Properties LLC.

Town Counsel expects to complete the drafting to begin court proceedings soon.

77 South Main Street – Steven Mailloux.

I inspected on 7/20/21. Two unregistered vehicles were present. A citation hearing was held on 7/22; Mr. Steven Mailloux attended. The Citation Hearing Officer found that junkyard conditions are present at the site. The Citation was reduced to \$50.00 per day for seven days, totaling \$350.00. The Citation Hearing Officer told Mr. Mailloux that he has got to clean up the site, and that if the citation goes unpaid, a lien will be attached to the deed.

181 Hartford Road – Joseph P. Mack et al. I met Ed Slattery, inspected and took photos on 7/19/21. Only one unregistered vehicle remains; five were removed. The junkyard conditions have been corrected and zoning compliance has been achieved. A closed Notice of Violation was issued on 7/22/21.