

## NEW HAVEN CITY PLAN COMMISSION SITE PLAN REVIEW

**RE:** 332 WHALLEY AVENUE. Site Plan Review for renovation of commercial/residential building to include police sub-station. (Owner: F&K, LLC; Applicant/Agent: Wayne S. Garrick, AIA).

**REPORT:** 1502-05

**ACTION:** Approval with Conditions

### CONDITIONS OF APPROVAL

1. Pursuant to State Statute, this site plan and soil erosion and sediment control plan approval is valid for a period of five (5) years following the date of decision, until February 18, 2020. Upon petition of the applicant, the Commission may, at its discretion, grant extensions totaling no more than an additional five (5) years to complete all work connected to the original approval.
2. The applicant shall record on the City land records an original copy of this Site Plan Review report (to be provided by the City Plan Department) and shall furnish written evidence to the City Plan Department that the document has been so recorded (showing volume and page number), prior to City Plan signoff on final plans.
3. Comments under **Site Plan Review** shall be reviewed with the City Plan Department and resolution reflected on final plans, prior to their circulation for signoff.
4. Signoff on final plans by the Greater New Haven Water Pollution Control Authority, Fire Marshall, City Engineer, Department of Transportation, Traffic, and Parking and City Plan Department in that order shall be obtained prior to initiation of site work or issuance of building permit.
5. Construction Operations Plan/Site Logistics Plan, including any traffic lane/sidewalk closures, temporary walkways, detours, signage, haul routes to & from site, and construction worker parking plan shall be submitted to the Department of Transportation, Traffic and Parking for review and approval to prior to City Plan signoff on final plans for building permit.
6. A Bond, or other financial instrument acceptable to the City's Corporation Counsel, in an amount of 2% of the certified overall estimated project cost, including grading, paving, fencing, storm drainage, soil erosion measures, landscaping and the like, shall be provided to the City Plan Department, with a copy to the City Engineer, prior to City Plan signoff on final plans for building permit.
7. The name of an individual responsible for monitoring the soil erosion and sediment control plan on a daily basis during the construction period shall be provided to the City Plan Department, prior to City Plan signoff on final Plans.
8. Any proposed work within City right-of-way will require separate permits.
9. Any sidewalks or curbs on the perimeter of the project deemed to be in damaged condition shall be replaced or repaired in accord with City of New Haven standard details.
10. Final determination of traffic markings, V-loc locations, signs, and traffic controls on site and on the perimeter of the site will be subject to the approval of the Department of Transportation, Traffic and Parking.
11. Implementation of a Storm Drainage Maintenance Plan and Inspection Schedule is required.
12. Following completion of construction, any City catch basins in the public right-of-way impacted by the project shall be cleaned, prior to issuance of Certificate of Occupancy.

13. As-built site plan shall be filed with City Plan Department, with a copy to the City Engineer, prior to issuance of Certificate of Occupancy. Site Plan shall be submitted in both mylar and digital format [.pdf file].

**Submission: SPR Application Packet including DATA, WORKSHEET, SITE, and SESC forms. NARRATIVE attached. Application fee: \$270. Received January 21, 2015.**

- Application drawings. Three sheets received January 21, 2015.
  - SP.1 – Proposed Parking Plan. Drawing date January 21, 2015.
  - SD.1 – First, Second, and Third Floor Plan. Drawing date January 21, 2015.
  - SD.2 – Elevations. Drawing date January 21, 2015.
- Revised Application Drawing of SP.1 – Proposed Parking Plan. Received February 10, 2015.

**PROJECT SUMMARY:**

**Project:** Police substation and apartments (existing to remain)  
**Address:** 332 Whalley Avenue  
**Site Size:** 6,534 SF (0.15 acres)  
**Building size:** 7,829 SF  
**Zone:** General Business (BA)  
**Financing:** Private  
**Parking:** 27 spaces to be leased from Minore's Meats at 320 Whalley Avenue (1 HC-van accessible for police substation, 22 standard for police substation, 4 for apartments). An outdoor bike rack is proposed for use by building occupants.

<b>Owner:</b> F & K LLC	<b>Phone:</b> 203-865-4119
<b>Applicant:</b> Wayne S. Garrick, AIA	<b>Phone:</b> 203-776-1874
<b>Agent:</b> Wayne S. Garrick, AIA	<b>Phone:</b> 203-776-1874
<b>Site Engineer:</b> N/A	<b>Phone:</b> N/A
<b>City Lead:</b> City Plan Department	<b>Phone:</b> 203-946-6379

**BACKGROUND**

**Previous CPC Actions:**  
None.

**Zoning:**

The Site Plan as submitted meets the requirements of the New Haven Zoning Ordinance for the General Business (BA) Zone.

**Site Description/existing conditions:** The existing building is a wood frame and masonry building. The ground floor is currently vacant, and there is one two-bedroom apartment on the second floor and two one-bedroom apartments on the third floor.

**Proposed Activity:** The owner proposes to renovate the existing commercial/residential building to include a City of New Haven police sub-station community room on the ground floor.

**Circulation/Parking/Traffic:** The site has no dedicated parking or parking lot, but it is adjacent to a large lot used to access nearby commercial activities, including Minore's Meats. Minore's Meats has agreed to lease a total of 27 spaces in its lot to be designated for use by the police substation and apartments. This lot is accessed via a single curb cut on Whalley Avenue.

**Trash removal:** A trash storage area is proposed for the south side of the building.

**Signage:** Any wayfinding or site signage must be approved by the City Plan Department prior to sign-off for permits.

**Sec. 58 Soil Erosion and Sedimentation Control:**

- Class A** (minimal impact)
- Class B** (significant impact)
- Class C** (significant public effect, hearing required)

**Sec. 60 Stormwater Management Plan:** Not required.

**Sec. 60.1 Exterior Lighting:** Not applicable.

**Sec. 60.2 Reflective Heat Impact:** Not applicable.

**Project Timetable:**

The project is expected to be completed in a single phase lasting from May to August of 2015.

**SITE PLAN REVIEW**

Plans have been reviewed by the Site Plan Review team with representatives from the Departments of City Plan, City Engineer, Building, Disabilities Services and Transportation, Traffic and Parking and have been found to meet the requirements of City ordinances, Regulations, and standard details except for the following issues, which must be addressed prior to sign-off for permits:

- Any wayfinding or site signage must be approved by the City Plan Department prior to sign-off for permits;
- Copy of parking lease agreement to be provided for the record;
- Planting plan shall be provided to staff for review; and
- Confirm path of travel for HC-accessible space is clear of obstructions (once snow melts).

**ACTION**

The City Plan Commission approves the submitted Site Plans subject to the standard conditions on Page 1.

**ADOPTED:** February 18, 2015  
Edward Mattison  
Chair

**ATTEST:**   
Karyn M. Gilvarg, AIA  
Executive Director