

Special Permit Application - Earth Excavation Permit

TOWN OF NORFOLK
19 Maple Avenue, P.O. Box 552
Norfolk, CT 06058-0552
Phone: 860-542-6804 Fax: 860-542-5876
email: mhalloran@norfolkct.org

Permit # 23-043
Fee Paid: \$ NO FEE
State of CT Fee: \$ _____
Check #: _____
Date Paid: _____

APPLICATION FOR SPECIAL PERMIT

Proposed Use: Earth Excavation

Zoning Regulation: Earth Excavation Section 6.04 Zone: VB

Property Location: 20 Shepard Road

Assessor's MBLU: Map No. 7-12 Lot No. 151 Vol. _____ Page _____

Acreage of lot: 1.25 acre(s) = 54450 sq.ft.

Total sq. footage of all structures: 10389.63 = % of lot coverage 19.4%

Record Owners of Property: Town of Norfolk Fire department

Mailing Address: PO Box 592

Telephone No. (860) 542-5021 email: info@norfolkfire.org

Name of Applicant: Will Walter
(if different than record owner)

Mailing Address: 120 Hebron Ave 2nd floor, Glastonbury, CT 06033
(if different than record owner)

Telephone No. (860) 818-1399 email: wwalter@benesch.com

Has application been submitted to Inland Wetlands Commission (if applicable)? Yes - approval granted

Is there any claim of a "grandfathered" or non-conforming use prior to August 1973 being made pertaining to this application? No

Is any earth excavation proposed in conjunction with this application other than as permitted with an authorized and permitted use or development of a property? Yes
If yes to above, please specify on attachment.

The following must accompany this application:

- Two (2) copies of the project's Site Plan at an appropriate scale (such as 1" = 40') prepared and signed by a Connecticut licensed land surveyor and stamped with an embossed seal showing, as applicable:

A key map showing:

- the location of the property in relation to surrounding areas

- the location of the lot in relation to public and/or private streets and access-ways
 - the zoning district in which the lot is located
- A Class A-2 boundary survey including the names of abutting property owners
- A Site Development plan showing, if applicable:
 - Existing and proposed buildings and other structures on the site
 - Existing and proposed driveway, parking and loading areas
 - Existing and proposed grading with contours at two-foot intervals
 - The location of any wetlands and/or watercourses or areas of special flood hazard
 - The location of any proposed signs
 - Proposed site lighting including the location, size, height, intensity and hours of operation of all lighting fixtures
- A utility plan showing:
 - The location and design of sewage treatment and water supply
 - The location and design of storm drainage facilities in compliance with the 2004 Connecticut Stormwater Quality Manual, as amended
 - The location and design of refuse disposal facilities
- A landscaping plan showing existing vegetation and proposed planning showing the Latin and common name of species used, quantity of each plant species and the size and height of the plants at the time of planting
- Architectural plans and elevations
- Construction notes and details
- A zoning informational table showing the existing use, proposed use, zone, size of the property in square feet and acres, gross floor area of existing and proposed structures, proposed ground coverage, proposed building height in stories and feet, number of parking and loading spaces (if any) required and provided (including handicapped)
- Ten (10) 11x17 photocopies in conformity with Section 8.09 of Norfolk's Zoning Regulations
- A business plan or written statement describing the proposed use (if applicable)
- Approval by Torrington Area Health District (if applicable) of the proposed water supply system and on site sewage disposal facilities
- Erosion and Sedimentation Control Plan (if applicable)
- Application Fee (payable to Town of Norfolk)
- A list of names and addresses of all adjacent property owners within 100' of property (including across the street)
- Written proof documenting any claim of non-conforming use or variances (if applicable)
- Other: _____

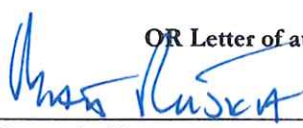
Please also refer to Articles 3 and/or 4 for additional information that may be required specific to this application.

This application is for Special Permit purposes only and does not relieve the applicant of the responsibility of securing, without limitation, all necessary zoning, building, health and fire permits prior to the commencement of any construction or this use.

Upon approval of this application, a Special Permit Certification of Approval will be issued. The applicant will be responsible for filing said certification in the Norfolk Land Records, along with payment of filing fees to the Town Clerk, in order to be valid.

I do hereby declare under penalty of law that the above information is complete and accurate to the best of my knowledge and belief.

Original Signature(s) required
OR Letter of authorization from the owner(s) with an original signature to a designated agent

	Matt Riiska	11/21/23
Owner's Signature	Print Name	Date

Applicant's Signature (if different)	Print Name	Date
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OFFICIAL USE ONLY

Date Application Received: 12/6/24 by: MSH

Date of Public Hearing: 1/9/24

Legal Notice/Application filed with Town Clerk: _____

Dates of Publication: _____ Sent to newspaper: _____

Public Hearing to be closed no later than: _____

Public Hearing continued to: _____ Public Hearing closed: _____

Decision to be made no later than: _____

Notice of Decision to: Town Clerk _____ Newspaper _____ Applicant _____

Special Permit Issued: _____ Filed by Applicant: _____

May, 2019

Memorandum

TO: Mike Halloren, Zoning Enforcement Officer
FROM: Will Walter, PE
SUBJECT: Earth Excavation – Norfolk Fire House
DATE: November 21, 2023

The following narrative is being provided as required by Section 6.04.E (Earth Excavation – Special Permit Application Materials) of the zoning regulations.

Site grading, as shown on Sheet C-3.0, is directed by the following:

- Building Placement – In order to maintain the use of the existing building the new fire station needed to be placed on the west side of the property, outside the existing building footprint.
- Finish Floor – The finish floor of the building was set based upon the existing grades along Shepard Road. The grade of the driveway/curb cut at the front of the building had to be set such that the front driveway was not too steep to accommodate the emergency vehicles exiting the building onto Shepard Road.
- Site Grading – The building finish floor elevation is consistent at all door elevations, which sets a flat building pad across the western portion of the site and the existing topographical change across the building location is approximately 4.5-feet. Additionally, the site program required that development extend well into the grass area on the southeastern portion of the site, to a grade that is approximately six (6) feet above the building finish floor. The building and hardscape parking/site circulation areas extend to the limits of the site and these areas require relatively flat topography. To accommodate the required grade change, retaining walls were utilized on the southeast and northwest portions of the development.

A cut/fill analysis was conducted; following are the results:

- On-site earth moving consists of approximately 1,200 cubic yards.
- Approximately 1,300 cubic yards of fill, consisting of concrete, bituminous pavement and aggregate base material, will be imported from off site.
- Approximately 850 cubic yards of existing site material will be removed from the site, consisting of the existing building concrete slab/base material, bituminous pavement/base material, excess topsoil, and existing sub-soil.

Following is further information required by Section 6.04.E:

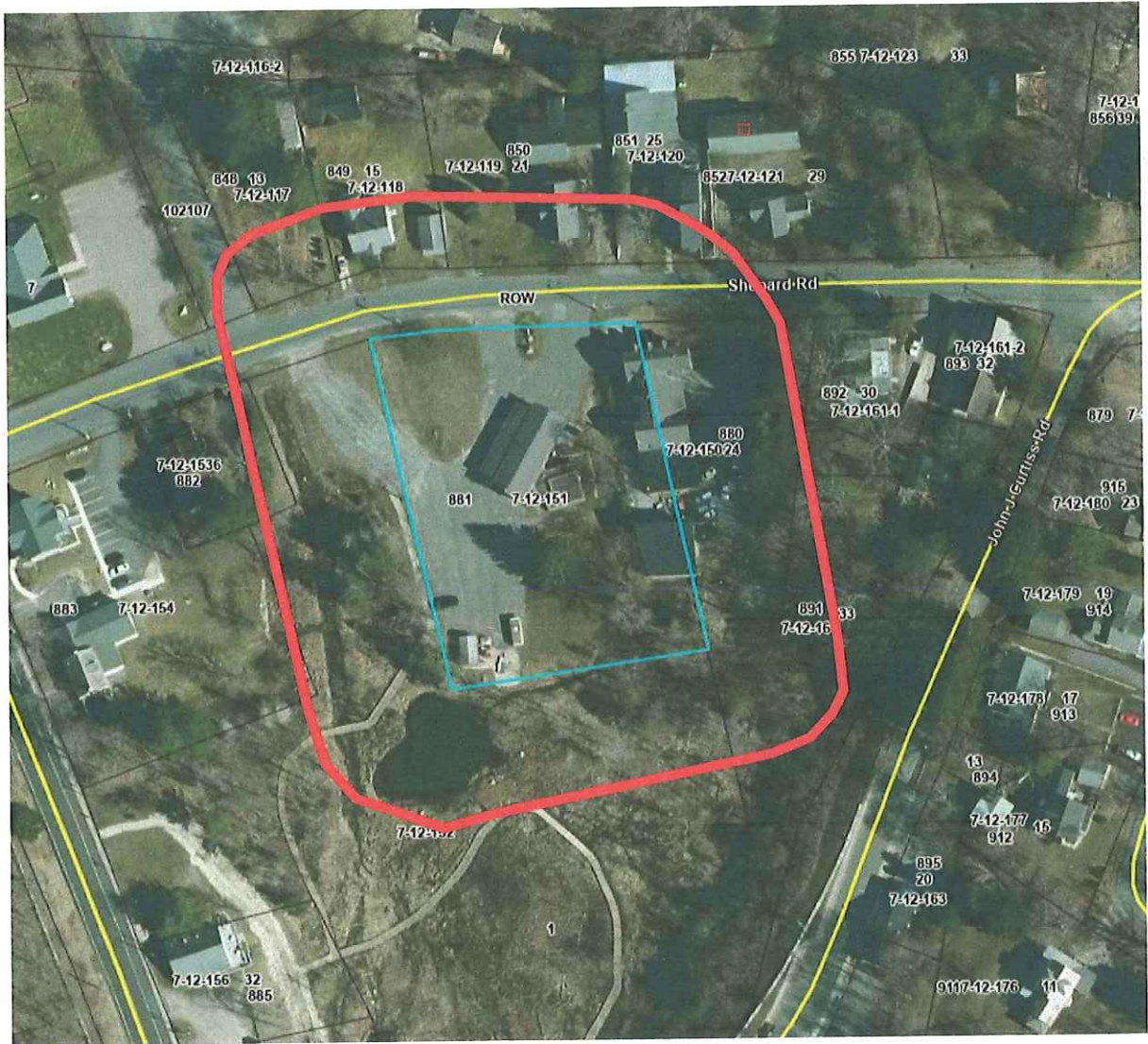
- The estimated dates are not known as the project requires further funding commitments. However, the approximate length of construction will be 12 months.
- It is anticipated that 1-2 excavators will be utilized to excavate and load material onto departing trucks, as well as move import that is brought onto site by arriving trucks. It is anticipated that, during earth moving operations, several trucks will be running to/from the site.
- During earth moving operations, it is anticipated that up to 6 – 8 trucks will visit the site each day.



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- Truck access to/from the site will occur at the northeast corner of the site via a stone construction entrance, as shown on Sheet C-1.0.
- Blasting is not anticipated to be required at the site.
- It is not anticipated that materials will be processed on site.

Map of 100' Abutting Properties



Parcel ID	Parcel Address	Owner	Owner Address
102107	Shepard Road	Town of Norfolk	PO Box 552, Norfolk, Ct 06058
848	13 Shepard Road	Barron Edward M	PO Box 15, Norfolk, CT 06058
849	15 Shepard Road	Folkstead LLC	PO Box 15, Norfolk, CT 06058
850	21 Shepard Road	Jalbert George T & Juliann M	21 Shepard Road, Norfolk, CT 06058
851	25 Shepard Road	Whalen Mary Beth	PO Box 543, Norfolk, CT 06058
852	29 Shepard Road	Carlson Glenn & Regina C	PO Box 278, Norfolk, CT 06058
880	24 Shepard Road	Zionce Richard E	PO Box 451, Norfolk, CT 06058
892	30 Shepard Road	Hooker Susan S	PO Box 683, Norfolk, CT 06058
891	33 John Curtiss Road	Okeefe Francine Alexandra	33 John Curtiss Road, Norfolk, CT 06058
1	Greenwood Road W	Town of Norfolk City Meadow	PO Box 592, Norfolk, CT 06058
883	2-4 Shepard Road	Foundation for Norfolk Living, Inc. c/o Connecticut Real Estate Management	PO Box 248, Southington, CT 06489
882	6 Shepard Road	Schneider Rolf	PO Box 734, Norfolk, CT 06058