

**APPLICATION OF THREE STEWARDS REAL ESTATE, LLC  
FOR SPECIAL PERMIT AND SITE PLAN MODIFICATION AT  
69 MAPLE AVENUE, NORFOLK, CT**

**Norfolk Planning and Zoning Commission  
December 3, 2024**



**Counsel:**

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**Owner/Applicant:**

Three Stewards Real Estate, LLC  
c/o Ray Hospitality, Inc.  
[rachelelizabethroth@gmail.com](mailto:rachelelizabethroth@gmail.com)  
620 Racebrook Road  
Orange, CT 06477  
PHONE: (267) 912-1728

**Lead Designer / Project Manager:**

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Allied Engineering Assoc., Inc.  
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North Canaan, CT 06018  
PHONE: (860) 824-1400

**Civil Engineer:**

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**Architect:**

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## **December 3, 2024**

### **Tab:**

1. Overview and Transmittal Letter, prepared by Hinckley Allen, December 2024
2. Application Form, property card and 100-foot abutters list and map
3. 1996 Special Permit Approval
4. Letter from Rachel Roth, Three Stewards Real Estate, LLC, December 2024
5. 1980s Site Plan schematic, depicting parking area
6. Owner/Applicant Authorization Letter
7. Consultant Resumes

### **Submitted Separately:**

10 copies at 11x17 and 4 full-size copies of a civil plan set, “Manor House Inn,” prepared by Allied Engineering Assoc., Inc. and Rob White Architect LLC, dated December 3, 2024

Stormwater Management Report, prepared by Allied Engineering Assoc., Inc., dated December 3, 2024

Application Filing Fee (\$410)

Electronic version of all application materials

**1**



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## Via Hand Delivery and Email

December 3, 2024

Tom Fahsbender, Chair, and  
Commission Members  
Planning and Zoning Commission  
Town of Norfolk  
19 Maple Avenue  
Norfolk, CT 06058

Stacey Sefcik  
Zoning Enforcement Officer  
Town of Norfolk  
19 Maple Avenue  
Norfolk, CT 06058

Re: Application of Three Stewards Real Estate, LLC for Special Permit and Site Plan Modification at 69 Maple Avenue, Norfolk, Connecticut

Dear Chair Fahsbender, Commissioners, and Ms. Sefcik:

On behalf of Three Stewards Real Estate LLC, we hereby submit this application for a special permit and site plan modification for The Manor House Inn at 69 Maple Avenue in Norfolk, Connecticut (the “subject property”). As detailed further below, Three Stewards seeks to modernize and enhance the existing operations of the Inn by, among other things, relocating two guest rooms from inside the main building to two newly-constructed Nordic-style cabins on-site; removing an existing carport and shed, both of which are unsightly and unsafe in their current condition; constructing a new garage to store property maintenance equipment; reconstructing and expanding a parking area that previously existed on-site; and enriching existing recreational amenities by incorporating hydrothermal and other recreational facilities at the rear of the existing Inn building. *These improvements are within the scope of the 1996 special permit, pursuant to which the Inn currently operates.*

## Site Location and History

The subject property is approximately 5 acres and located in the Village Residential zone, where Country Inns of nine or more guest rooms are permitted with a special permit. While there are wetlands on the southerly portion of the site, no modifications are proposed within the

wetlands or upland review area. The property is primarily surrounded by residential uses, although the Church of the Transfiguration is located just northwest of the site. The Norfolk Volunteer Fire Department is located to the west, less than one half mile away.

The property is improved with The Manor House Inn, a historic Victorian Tudor built in 1898 and formerly known as the Alders Estate. The Manor House Inn has hosted overnight visitors since 1977. Historic records indicate that the prior owners erected tents to host larger events, and welcomed both overnight and daytime guests to enjoy the Inn and its offerings.

In 1996, pursuant to Norfolk Zoning Regulation Section 180-54A, the then-owners of the Inn obtained a special permit for the property as a Country Inn. Copies of the relevant special permit documents are at Tab 3. Today, pursuant to that special permit, The Manor House Inn may operate up to 25 guest rooms with the following “related uses,” to be used by both overnight and non-overnight guests of “no more than 150 people”:

- a restaurant;
- conference facilities; and
- recreational facilities and “similar uses contributing to the comfort, convenience or necessity of the guests...”

There is no record of a site plan accompanying the 1996 special permit, although there is a schematic plan from the 1980s, depicting the Inn, the garage, and two parking areas to the north and east of the Inn building (*see* Tab 5).

While The Manor House Inn was at one time a vibrant historic destination, use of the Inn has varied over the last decade. The Inn has had deferred maintenance, which the applicant has been attempting to remedy since its purchase in 2022 by, among other things, replacing the roof, painting the exterior of the Inn building, updating the electrical on-site, completing various kitchen upgrades, repairing the chimneys, and removing or pruning overgrown or failing trees. Rachel Roth, a principal of the applicant, has described her wishes for the site and the Town of Norfolk in her letter at Tab 4.

### **Existing Operations**

Today, the Inn hosts overnight guests in eight guest rooms. While an additional two rooms had been used by guests under prior ownership, the applicant became aware, after its purchase in 2022, that those rooms could not be used due to Fire Safety and Prevention Code limitations. Quiet hours for overnight guests are between 10 PM and 8 AM. Non-lodging (daytime) guests are permitted on-site by advance reservation between the hours of 9 AM and 10 PM. Two full-time innkeepers reside at the Inn full-time in the innkeepers’ cottage, located on the north side of the Inn building on the second and third floors.

With a commercial kitchen and Class 3 food license, both overnight and daytime guests can enjoy food service, prepared by an outside caterer or by the Inn’s ServSafe-certified inn-keeping team. Breakfast is served daily to overnight guests and their invitees, upon request and with advance reservation. Additional meal service and food packages are available with advance notice. There are currently 18 chairs in the main dining room, although the Norfolk Fire Marshal has authorized up to 44 dining chairs spread among the main dining room, sunroom, library, and

great room. During warmer months, up to 14 of these 44 guests may enjoy their food and drinks on the front patio.

The Inn offers various recreational spaces and activities, which may be enjoyed by both overnight and daytime guests. Games, fire pits, picnic tables, loungers, benches, swings, a gazebo, and hammocks are available throughout the grounds; guests may purchase picnic packages to enjoy as they traverse the property. Indoor amenities include hot tubs and fireplaces, with plans to add an infrared sauna in the near future. While massage services are available on-site with advance reservation, the Inn promotes off-site massage therapists to support local business owners and encourage patronage at other Norfolk-based businesses.

The Inn currently hosts events onsite, both indoors and outdoors. Commonly hosted events include retreat groups, family reunions, intimate weddings, indoor live music, team-building events, academic collaborations, bridal showers, Weekend-in-Norfolk events, Norfolk Foundation events, Chamber of Commerce events, and the like. The property is specifically marketed for workplace wellbeing retreats and speaker series, including day retreats without overnight accommodations. Retreat groups engage in outdoor activities, including forest bathing, sound healing, yoga, bird-watching, and other therapeutic wellness activities. The property's proximity to hiking trails attracts nature lovers and travelers interested in wellness tourism.

Indoor events on the lower level of the Manor House are limited to guest counts not exceeding 50 people due to Fire Code limitations, although the Inn's special permit allows up to 150 persons for on-site events. That being said, events of that size are rare, and the applicant has refrained from hosting large events in recent years. Recent photos of the Inn are attached here as Exhibit A.

### **Proposed Improvements and Phasing**

As the now-owner of The Manor House Inn, Three Stewards now seeks to restore the Inn to a condition worthy of its history by enhancing and improving various portions of the property. The applicant anticipates completing the improvements in three phases, detailed further below. The improvements, which are illustrated in the plans submitted herewith, include:

- **New Garage Building and Shed Relocation:** the demolition of the existing "carport" and shed located just east of the Inn building, both of which currently house the innkeepers' personal items and the Inn's property maintenance equipment. In their place, a new single-story 720 square foot garage will be constructed in the eastern corner of the property, further from the Inn building. The proposed garage will be used for the innkeepers' storage and for storage of yard equipment and other materials necessary for the maintenance of the property. No business will be conducted out of the garage, and guests will never have access to it. This accessory structure will complement the design and historic status of the Inn, with white siding, a black roof, black shutters, black window boxes, and a decorative windowed copper-topped cupola. A floor plan and details for the proposed garage building are at Sheet A-1. The remaining shed will be relocated to the north of the building, near the newly-expanded parking area, and will house additional property maintenance-related items. A new dumpster enclosure will be

installed next to the relocated shed. *See* Sheet C-3 (site plan) and C-3.2 (dumpster enclosure detail).

- Hydrothermal Recreational Facilities: In the backyard, hidden from the road by trees and shrubs, Three Stewards proposes the addition of a terrace and walkway with new recreational amenities, including a hot spa pool, cold pool, fire table, sauna, and beverage station. A portion of the lower level of the innkeeper's cottage will be repurposed for indoor restrooms and change room facilities, and will be brought into compliance with applicable Building Code and Fire Code provisions. In the final phase of development, Three Stewards proposes to add a new one-story, 1,500 square foot building just near the outdoor amenity space for additional indoor recreational amenities, including massage therapy. The improvements to this area will be minimally visible to passers-by due to the existing treescape surrounding the property, which will be further enhanced with the applicant's proposed plantings, detailed below. *See* Sheets C-3 (site plan), A-2 (sauna floor plans and detail), A-4.1, 4.2, and 4.3 (architectural plans for proposed recreation building).
- Guest Cabins: As noted above, Three Stewards purchased The Manor House Inn with the understanding that ten guest rooms could be used to accommodate overnight guests. After its purchase, however, it became aware that only eight guest rooms were allowed per the Fire Code. As a result, and because guests are often interested in more private accommodations, Three Stewards proposes the construction of two Nordic-style cabins for use by its overnight guests, located just southwest of the existing Inn building, among an existing copse of trees. *See* Sheet C-3 (site plan); a floor plan and sample images of the proposed cabins are at Sheet A-3.
- Parking and Walkway Updates: The removal of the existing carport and shed will reveal an historic parking area that corresponds to zoning records showing 16 parking spots on gravel with an overflow for 10 parking spots on the lawn for a total of 26 designated spaces (*see* Tab 5). The applicant proposes to update and beautify the existing parking area to the east of the Inn building to meet its current needs. During the final phase of development, Three Stewards will expand the parking area to include additional parking spaces, just north of the Inn. Once complete, the new parking area will have a total of 45 parking spaces, in compliance with the current Zoning Regulations, *see* Parking Table on Sheet C-3. Walkways also will be constructed throughout the site to ensure connectivity and encourage leisurely walks through nature.
- Landscape and Other Site Improvements: To further beautify the site, Three Stewards proposes the addition of significant plantings and hardscape improvements throughout the property. A planting plan is at Sheet C-7, with details at Sheets C-7.1 and C-7.2. Proposed plantings will primarily be native, and will encourage pollinators in and around the site. In addition, the applicant proposes the installation of a lily pond and koi pond within the outdoor recreation area at the rear (west) of the Inn building, and two substantial rain gardens to the south and west of the building. Attractive, dark sky-compliant lighting is proposed throughout the site. The proposed lighting will enhance the various site improvements, while ensuring pedestrian and vehicular safety. A lighting plan, showing no light trespass being the property lines, is at Sheet C-6; details are at

Sheet C-6.1. Lastly, the proposed plan includes various stormwater management improvements, including the construction of two large rain gardens. A stormwater management report has been submitted separately to staff. When asked to describe the proposed site design, Bob Gilcrest, a Norfolk resident and Three Stewards' lead designer / project manager explained:

*"The overall site design intent is to create a tranquil, picturesque landscape which creates both a park-like setting while supporting the needs of the property and the current zoning regulations. The design complements and enhances the historic nature of the property and the surrounding neighborhood through the use of appropriate native plantings, design-sensitive architecture, dark sky-compliant period lighting as well as other required amenities which help support the property uses. Regarding stormwater, we created this plan as a conservation effort to minimize run-off while keeping stormwater on-site to help recharge the groundwater aquifer. The creation of two large rain gardens, in addition to providing sheet flow (in lieu of curbed parking areas), will help achieve this goal. The rain gardens will act as both stormwater storage (recharging the aquifer), as well as establishing opportunities for local flora and fauna to flourish."*

The applicant envisions a phased development for these improvements, with Phase I consisting of construction of the outdoor recreation space and supporting infrastructure, the new garage, and the landscaping to further screen the site from abutting properties. Phase II will include the retrofit of the first floor of the existing innkeepers cottage, the redevelopment of the easterly parking area with 25 parking spaces, and the installation of additional landscaping and hardscape improvements, including the lily and koi ponds and the two proposed rain gardens. Phase III will include all remaining site improvements, including the new indoor recreation building and beverage station structure, the two Nordic-style cabins in the woods, and the expansion of the new parking area to the north of the Inn building (an additional 20 spaces) and supporting walkways. A rendered overall site plan depicting all proposed site improvements is at Sheet C-3R. The applicant anticipates that all improvements will be completed within five years.

Post-development, hours of operation will remain the same, with outdoor recreational facilities open to overnight guests until 8 PM, and non-lodging (daytime) guests until 6 PM. Three Stewards will continue to operate within the limit of its special permit and applicable Building and Fire Code limitations. As noted on the zoning table at Sheet C-1, the proposed improvements will result in a modest increase to lot coverage, from 7% to 12.8%, well below the maximum coverage of 20% allowed in the Village Residential zone. All other relevant bulk standards will remain the same post-development.



## **Special Permits and Site Plans**

Connecticut law is clear that a special permit “authorizes use of the property for a specific purpose, subject to conformance with zoning regulations and any other conditions necessary to vindicate the general purposes of zoning,” while a site plan “is a document that reflects, among other things, the location and dimension of buildings, structures, development features, and uses of the subject property.” *Int’l Invs. v. Town Plan & Zoning Comm’n*, 344 Conn. 46, 68-69 (2022). Here, the applicant does not seek to amend its existing special permit; *the current and proposed use of the Inn are within the scope of that special permit*. Instead, the modifications proposed here include physical improvements to the site plan that once accompanied the 1996 special permit. Notwithstanding the above, at staff’s request, the applicant has submitted an application for modification of its special permit and site plan. Given the scope of the application, the Commission may not revisit or amend the uses already permitted on-site.

## **Special Permit Criteria**

The existing site complies with the special permit criteria in § 8.04.D of the Zoning Regulations. As detailed above, Three Stewards is not proposing to alter the specially-permitted use, but merely seeking to enhance and modernize existing amenities and facilities at the Inn.

Given the above, the criteria concerning the use itself are not applicable here as the use of the site as a Country Inn already is permitted (*see* criteria 1, 4, 6, and 8). Regarding environmental protection and conservation (criterion 2), the plans make clear that Three Stewards’ focus is on preserving the Inn as a scenic, historic and unique resource in Norfolk, while enhancing the bucolic nature of the Inn with the proposed landscaping and stormwater improvements.

The proposed improvements have been designed to avoid any impacts to the surrounding neighborhood (criteria 3, 5, and 9). Indeed, the improvements to the crumbling parking area will re-route some vehicular traffic to Mills Way, thereby reducing the existing traffic on Maple Avenue. In addition, the plantings proposed along the property lines are significant and will ensure that the Inn’s operations are better screened from neighbors and passers-by. The proposed lighting will ensure guest and employee safety, but will not extend beyond the property lines.

Regarding criterion 7, the site is currently served by public water and sewer, which will continue when the improvements have been completed. The changes to the parking area and driveway together with the proposed lighting will enhance emergency access on-site over existing conditions.

Lastly, it is notable that the proposed improvements further various goals in Norfolk’s Plan of Conservation and Development (POCD), including: encouraging appropriate economic development, particularly in the Village Residential zone (p. 15); attracting younger people to Norfolk with the provision of jobs, services, net tax revenue, and activities / amenities (p. 18); maintaining and enhancing attributes that contribute to the physical character of Norfolk, including its scenic features, natural resources, and historic ambiance (p. 21); preserving historic

resources (p. 22); supporting cultural and recreational amenities (p. 25); protecting natural resources by protecting the wetlands on-site and planting native vegetation that supports local wildlife (p. 26); maintaining and strengthening the Village Center, a “key recommendation” in the POCD (p 32); and encouraging and supporting hospitality uses that will attract residents and visitors (p. 37). Accordingly, special permit criterion 10 also is met with this plan.

We look forward to presenting this plan to the Commission. Please let us know if you need additional information. Thank you.

Very truly yours,



Andrea L. Gomes

#### Attachments

cc: Rachel Roth (w/ att.)  
Bob Gilchrest (w/ att.)

# Exhibit A

View of the front of The Manor House Inn from Maple Avenue, looking northwest



View of the front of The Manor House Inn, looking northwest



View of Maple Avenue, looking south, from the existing parking area at the front of The Manor House Inn



View of the second driveway to Mills Way, looking north





View of the northern portion of The Manor House Inn and the carport, looking north





View of the carport and shed, with The Manor House Inn in the background, looking southwest



View of the carport and shed, with The Manor House Inn in the background, looking northwest



View of the rear of The Manor House Inn, looking southeast



View of the rear of The Manor House Inn, looking east





View of the rear of The Manor House Inn, looking south



2

TOWN OF NORFOLK  
19 Maple Avenue, P.O. Box 552  
Norfolk, CT 06058-0552  
Phone: 860-542-6804  
email: [zeo@norfolkct.org](mailto:zeo@norfolkct.org)  
Karl Nilsen ZEO

Permit # \_\_\_\_\_  
Fee Paid: \$ \_\_\_\_\_  
State of CT Fee: \$ \_\_\_\_\_  
Check #: \_\_\_\_\_  
Date Paid: \_\_\_\_\_

## APPLICATION FOR SPECIAL PERMIT MODIFICATION

Proposed Use: Approved as Country Inn in 1996 (see Tab 3); no change of use proposed

Zoning Regulation: Section 8.03.G.3, 8.04.G.4 Zone: VR

Property Location: 69 Maple Ave.

Assessor's MBLU: Map No. 7-12/193 Lot No. \_\_\_\_\_ Vol. 127 Page 738

Acreage of lot: 5 acre(s) = approx.. 217,800 sq.ft.

Total sq. footage of all structures: 27,813 sf = % of lot coverage 12.8%

Record Owners) of Property: Three Stewards Real Estate LLC

Mailing Address: 620 Racebrook Road, Orange, CT 06477

Telephone No. (860) 331-2603 email: c/o [agomes@hinckleyallen.com](mailto:agomes@hinckleyallen.com)

Name of Applicant: \_\_\_\_\_  
(if different than record owner)

Mailing Address: \_\_\_\_\_  
(if different than record owner)

Telephone No. ( ) email: \_\_\_\_\_

Has the application been submitted to Inland Wetlands Commission (if applicable)? N/A

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? No.  
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 includes 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)
- Twelve (12) 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)
- Compliance with Section 8.09J Notification to Water Company, and 8.09K Notification to DEEP if necessary, and provide proof whether compliance is required. Information is available on the DEEP website; [www.ct.gov/deep/nddb](http://www.ct.gov/deep/nddb)
- 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, 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.

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Original Signature(s) required.

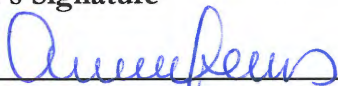
OR Letter of authorization from the owner(s) with an original signature to a designated agent

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Owner's Signature

Print Name

Date



Andrea Gomes, Esq.

12/3/2024

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Applicant's Signature (if different)

Print Name

Date

*Applicant's attorney and agent, see authorization letter submitted herewith*

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### OFFICIAL USE ONLY

Date Application Received: \_\_\_\_\_ by: \_\_\_\_\_

Date of Public Hearing: \_\_\_\_\_

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: \_\_\_\_\_

March 6, 2024

# Town of Norfolk, CT

## Summary



**Account Number** 001081  
**Parcel ID** 928  
**Property Address** 69 MAPLE AVE  
**Use Class/Description** 2-1 COMM LOT  
**Map/Block/Block Cut** 7-12/193//  
**Zoning** VR  
**Acres** 5

[View Map](#)

## Owner

THREE STEWARDS REAL ESTATE LLC  
 C/O RAY HOSPITALITY INC  
 620 RACEBROOK ROAD  
 ORANGE, CT 06477

## Valuation

Assessed Year	2023	2022
Appraised Building Value	\$676,750.00	\$676,750.00
Appraised XF/OB Value	\$16,440.00	\$16,440.00
Appraised Land Value	\$152,000.00	\$152,000.00
<b>Appraised Total Value</b>	<b>\$845,190.00</b>	<b>\$845,190.00</b>
Assessed Building Value	\$473,730.00	\$473,730.00
Assessed XF/OB Value	\$11,510.00	\$11,510.00
Assessed Land Value	\$106,400.00	\$106,400.00
<b>Assessed Total Value</b>	<b>\$591,640.00</b>	<b>\$591,640.00</b>

## Land

<b>Building Number</b>	1	<b>Land Units</b>	0.5 AC
<b>Land Use</b>	2-1 - COMM LOT	<b>Value</b>	116,000

<b>Building Number</b>	1	<b>Land Units</b>	4.5 AC
<b>Land Use</b>	2-1 - COMM LOT	<b>Value</b>	36,000

## Building Information

<b>Building #</b>	1	<b>Notes</b>	MANOR HOUSE INN
<b>Style</b>	Inn		INN = 10 BED 9.5 BATH
<b>Occupancy</b>	1		APT = 5 BED/3 BATH
<b>Actual Year Built</b>	1898		COUNTRY INN
<b>Effective Year Built</b>	1999		2022 REROOF
<b>Living Area</b>	6,940	<b>Fireplaces</b>	
<b>Stories</b>	2.5	<b>Roof Cover</b>	Asph/F GlS/Cmp
<b>Grade</b>	06 B	<b>Roof Structure</b>	Gable/Hip
<b>Condition</b>	VG	<b>Floor Type</b>	Hardwood Pine/Soft Wood
<b>Exterior Wall</b>	Stucco/Masonry	<b>Heat Type</b>	Steam
<b>Interior Wall</b>	Plastered	<b>Fuel Type</b>	Oil
		<b>AC</b>	None
		<b>Bdrms/Full Bth/Hlf Bth/Ttl Rm</b>	
		<b>Basement Finished Area</b>	
		<b>Basement Sq. Ft.</b>	2,220

Code	Description	Living Area	Gross Area	Effective Area
BAS	First Floor	3,806	3,806	3,806
FAT	Attic, Finished	78	312	78
FEP	Porch, Enclosed, Finished	0	323	178
FOP	Porch, Open, Finished	0	479	120
FUS	Upper Story, Finished	1,726	1,726	1,553
TQS	Three Quarter Story	1,330	1,773	1,330
UAT	Attic, Unfinished	0	399	32
UBM	Basement, Unfinished	0	2,220	444
WDK	Deck, Wood	0	236	28
<b>Totals</b>		<b>6,940</b>	<b>11,274</b>	<b>7,569</b>

### Out Buildings\Extra Features

<b>Description</b>	CARPORT	<b>Year Built</b>	2000
<b>Sub Description</b>		<b>Value</b>	\$1,440
<b>Area</b>	240 S.F.		

<b>Description</b>	SHED GOOD	<b>Year Built</b>	2000
<b>Sub Description</b>		<b>Value</b>	\$2,400
<b>Area</b>	160 S.F.		

<b>Description</b>	FIREPLACE B	<b>Year Built</b>	1998
<b>Sub Description</b>		<b>Value</b>	\$12,600
<b>Area</b>	5 UNITS		

### Sales History

Sales Date	Instrument Type	Grantor	Grantee	Book/Page
2/16/2022	Qualified/Verified	LITCHFIELD HILLS HOSPITALITY INC	THREE STEWARDS REAL ESTATE LLC C/O RAY HOSPITALITY INC	127-738
5/17/2017	Qualified/Verified	GREENWOODS HOSPITALITY LLC	LITCHFIELD HILLS HOSPITALITY INC	0121- 0359
3/1/2004	Qualified/Verified	TREMBLEY DIANE H & HENRY	GREENWOODS HOSPITALITY LLC	0097- 1022
7/15/1986			TREMBLEY DIANE H & HENRY	0066- 0084

## Recent Sales In Area

Sale date range:

From: 11/22/2014

To: 11/22/2024

Sales by Neighborhood

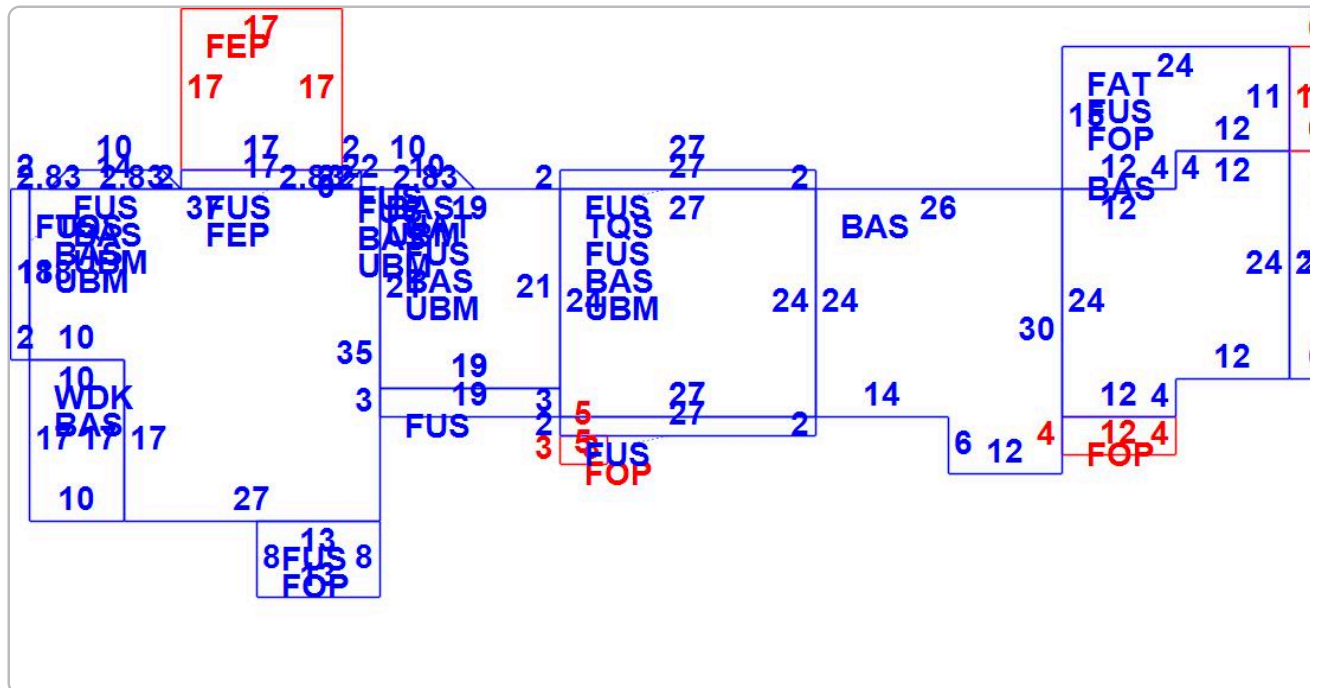
Distance: 1500

Feet



Sales by Distance

## Sketch



## Photos



**No data available for the following modules: Permit Information.**

The Town of Norfolk Assessor makes every effort to produce the most accurate information possible. No warranties, expressed or implied are provided for the data herein, its use or interpretation. The assessment information is from the last certified tax roll. All other data is subject to change.

| [User Privacy Policy](#) | [GDPR Privacy Notice](#)

[Last Data Upload: 11/22/2024, 7:32:34 AM](#)

Contact Us

Developed  
by



BRODNITZKI WILLIAM T  
PO BOX 195  
NORFOLK CT 06058-0195

CARR JULIA H ESTATE OF, C/O CHRISTO  
397 LONG MEADOW ST  
LONG MEADOW MA 01028

CHASE JILL E &, TICINETO WILLIAM F  
84 MAPLE AVE  
NORFOLK CT 06058

CHURCH OF THE TRANSFIGURATION  
PO BOX 369  
NORFOLK CT 06058-0369

CURRIER DONALD C & KIM E  
58 MAPLE AVE  
NORFOLK CT 06058

GROSJEAN CHRISTINA E  
PO BOX 163  
NORFOLK CT 06058-0163

KELLY JOSEPH G & TIMONEY CLARE M  
248 WEST 105TH ST - APT 4B  
NEW YORK NY 10025

KOCH JEREMY B & KOCH STEPHEN R 1  
PO BOX 39  
NORFOLK CT 06058-0039

MINARD SARA WALLIS TRUSTEE OF TH  
PO BOX 404  
NORFOLK CT 06058-0404

MUNCH JOANN M  
PO BOX 646  
NORFOLK CT 06058-0646

NADEAU BENJAMIN & KAILYN  
26 EMERSON ST  
NORFOLK CT 06058

NOVICKI MARGARET  
12 MILLS WAY  
NORFOLK CT 06058

PLANTE ALLEN L & SANDRA L  
PO BOX 45  
NORFOLK CT 06058-0045

SINCLAIR KIRK D & CYNTHIA A  
PO BOX 473  
NORFOLK CT 06058-1130

THREE STEWARDS REAL ESTATE LLC,  
620 RACEBROOK ROAD  
ORANGE CT 06477

TIMONEY CLARE M &, KELLEY JOSEPH  
248 W 105TH ST #4B  
NEW YORK NY 10025

TOGNINALLI LOUIS J & STEPHANIE  
PO BOX 25  
NORFOLK CT 06058-0025

VANCE PATRICIA DALY  
167 WOODFORD HILLS DR  
AVON CT 06001

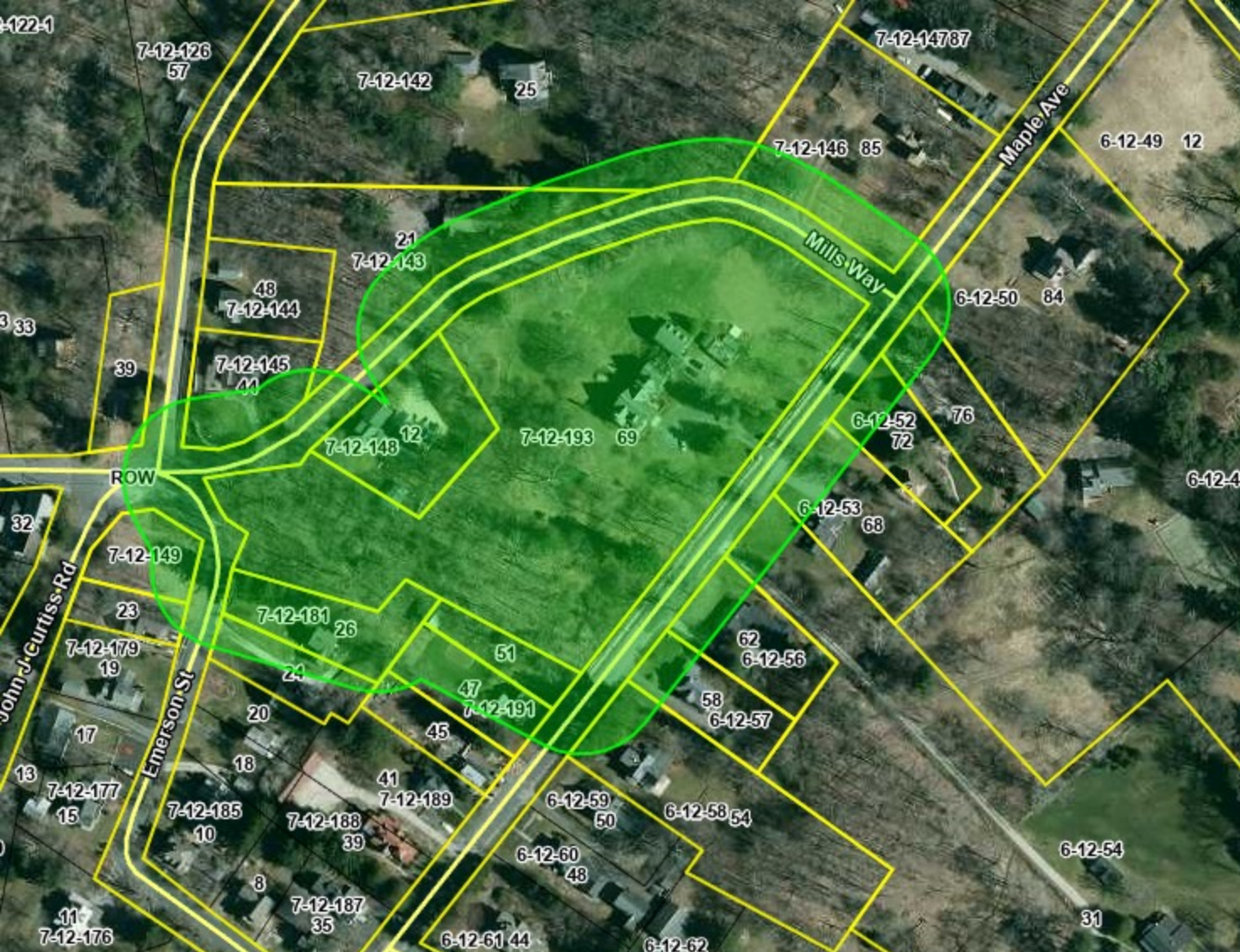
VANDIVER ASHLEY S & MARY K  
85 MAPLE AVE  
NORFOLK CT 06058

WAGNER SUSAN N  
PO BOX 118  
NORFOLK CT 06058-0118

WHITE WILLIAM NELS & PHYLIS J  
23 EMERSON ST  
NORFOLK CT 06058

ZIBLUK WILLIAM J  
47 MAPLE AVE  
NORFOLK CT 06058





3



TOWN OF NORFOLK, CONNECTICUT  
PLANNING AND ZONING COMMISSION

SPECIAL USE PERMIT  
CERTIFICATION OF APPROVAL

NAME OF RECORD OWNER OF PROPERTY: HENRY AND DIANE TREMBLAY

LEGAL DESCRIPTION OF PROPERTY: ATTACHED

NATURE OF SPECIAL USE PERMIT: COUNTRY INN

ZONING REGULATION: 180-54A

CONDITIONS OF APPROVAL, IF ANY: ATTACHED LETTER OF 12-11-95

DATE OF APPROVAL: 1-9-96

RECORDED PURSUANT TO SECTION 8-3D OF THE CONNECTICUT GENERAL  
STATUTES.

NORFOLK PLANNING AND ZONING COMMISSION

BY

*W. E. Miller* *Z. G. A.*

~~chairperson or secretary~~

TOWN OF NORFOLK, CONNECTICUT  
PLANNING AND ZONING COMMISSION  
NOTICE

THIS IS TO GIVE NOTICE TO ALL CONCERNED THAT THE PLANNING AND ZONING COMMISSION OF THE TOWN OF NORFOLK, CONNECTICUT FOLLOWING A PUBLIC HEARING HELD ON JANUARY 9, 1996, DECIDED AT A MEETING HELD ON JANUARY 9, 1996 TO APPROVE A SPECIAL USE AS SUBMITTED BY DIANE AND HENRY TREMBLAY AS PER NORFOLK ZONING REGULATION 180-54 A

THE COMMISSION DECIDED THIS FOR THE FOLLOWING REASONS:  
MEETS PRESENT REGULATIONS

DATED THIS 15TH DAY OF JANUARY, 1996 AT NORFOLK, CONNECTICUT

R. MEAD  
CHAIRMAN

C. JENKINS  
SECRETARY

PLEASE PUBLISH ON JANUARY 23 1996.

PLEASE SEND BILL AND COPY OF NOTICE TO FIRST SELECTMAN'S OFFICE,  
TOWN HALL, MAPLE AVENUE, NORFOLK, CT 06058

THANK YOU  
CARL GUNDLACH  
542-6054

TOWN OF NORFOLK, CONNECTICUT  
PLANNING & ZONING COMMISSION  
February 13, 1996 7:30 P.M.  
Norfolk Town Hall  
REGULAR MEETING

Present: R. Mead, Chairman; C. Jenkins; R. Tierney; T. Tirrell;  
W. Lowe; P. McElhone; Alternate R. Olsson; ZEO C.  
Gundlach  
R. Olsson voting for A. Vagliano

ABSENT: A. Vagliano, S. Childs, M. Pilbin

MOTION: To pay Howd, Lavieri & Fitch bills totalling \$250.00:  
By T. Tirrell, 2nd P. McElhone - Unanimous.

MOTION: To put budget on agenda:  
By C. Jenkins, 2nd P. McElhone - Unanimous.

MOTION: To request 1996/1997 budget in the same amount as the  
1995/1996 budget:  
By C. Jenkins, 2nd T. Tirrell - Unanimous.

MOTION: At the request of the owners, by letter, and signed by  
both Dr. & Mrs. Hubbard, we allow them to vacate the  
subdivision on the easterly side of Lovers Lane per  
the advice of Attorney Cusick:  
By C. Jenkins, 2nd T. Tirrell - Unanimous.

MOTION: To put Manor House Cease & Desist Order on agenda:  
By C. Jenkins, 2nd W. Lowe - Unanimous.

MOTION: In light of the approval, January 9, 1996, of a Country  
Inn Special Permit concerning the Manor House, that the  
Cease & Desist Order to the Manor House dated June 9,  
1994, be vacated:  
By T. Tirrell, 2nd R. Tierney - Unanimous.

MOTION: That the word "over" should be understood to mean  
"within" in both 180-26-B4 and 180-57-B5:  
by C. Jenkins, 2nd W. Lowe.

MEETING ADJOURNED 8:30 P.M.

C. Jenkins. PZC Secretary

11:50 AM  
FEB 5  
Margaret Cusick  
D. L. H.

FROM : REEKY

PHONE NO. : 203 542 5690

Jan. 09 1996 04:19PM P1



# MANOR HOUSE

*Diane & Henry Tremblay, Innkeepers*

*P.O. Box 447, 69 Maple Avenue.  
Norfolk, Connecticut 06058  
(203) 542-5690*

December 11, 1995

Planning and Zoning Commission  
Town of Norfolk

To The Planning and Zoning Commission,

In accordance with the newly adopted regulation permitting Country Inns (180-54A) we request a Special Use Permit allowing us to operate as a Country Inn.

Within the scope of the application as a Country Inn we request to be considered as "a building or group of buildings with not more than twenty-five (25) guest rooms offering transient lodging at a daily rate to the general public".

We specifically include in our application the full Related Uses, our request is for the uses enumerated in the new regulation ie: a restaurant, conference facilities, recreational facilities and similar uses contributing to the comfort, convenience or necessity of the guests of the Country Inn. It is our wish to offer these related uses to non overnight as well as overnight guests. Considering that many attendees at weddings, special occasion events etc. may be staying at other establishments or with relatives or friends in town it is prudent to include them in the definition of guests of the Country Inn.

Existing fire and building codes limit the occupancy of the building. These codes are enforced by the Fire Marshall and Building Inspector. We have had private parties which have utilized the grounds as well as the inside of the building. It is our desire to limit the size and scale of general public use at any one time to no more than 150 people, as a zoning limitation subject of course to the Fire and Building codes..

Thank you for your consideration of our request.

Please schedule a public hearing at the earliest date possible.

Respectfully submitted,

*Diane H. Tremblay*  
Diane H. Tremblay

*Henry W. Tremblay*  
Henry W. Tremblay

4

***Rachel Roth, Principal  
Three Stewards Real Estate LLC  
c/o Ray Hospitality, Inc.  
620 Racebrook Road  
Orange, CT 06477***

December 3, 2024

Tom Fahsbender, Chair, and  
Commission Members  
Planning and Zoning Commission  
Town of Norfolk  
19 Maple Avenue  
Norfolk, CT 06058

Stacey Sefcik  
Zoning Enforcement Officer  
Town of Norfolk  
19 Maple Avenue  
Norfolk, CT 06058

Re: The Manor House Inn, 69 Maple Avenue, Norfolk, Connecticut

Dear Chair Fahsbender, Commissioners, and Ms. Sefcik:

My name is Rachel Roth, and I am one of the principals of Three Stewards Real Estate LLC, the owner of The Manor House Inn, located at 69 Maple Avenue in Norfolk, Connecticut. Ray Hospitality, Inc., an affiliate of Three Stewards, manages the Inn. While the scope and basis of our zoning application are detailed in our cover letter and accompanying materials, I am writing to explain what I hope to achieve in improving The Manor House Inn.

As the Commission knows, fewer travelers are coming to Norfolk for tourism and recreation, and many people have speculated this is due to limited dining, accommodation, recreation, and parking availability. Businesses in the village are languishing; several have closed. Chamber Music Festival attendance has not fully recovered post-pandemic, and Infinity Hall no longer operates consistently. Consequently, Norfolk is no longer the vibrant cultural and leisure destination it used to be and is at risk of decline. The Manor House Inn, originally known as the Alders Estate and still prized as a historically significant property in northwest Connecticut, is no different. While the Inn has hosted both overnight and daytime visitors for almost 50 years, its business has floundered for nearly a decade, rendering it difficult for owners to adequately maintain one of Norfolk's architectural treasures. Until recently, years of deferred maintenance had diminished the property's appearance, competitive edge, and value as an upscale rural retreat.

Three Stewards LLC purchased The Manor House Inn in 2022 with a desire to restore the property to a condition worthy of its history while drawing on Norfolk's 100+ year legacy as a resort community. While we originally purchased the property with the intent to market the Inn as a wedding and event destination, which is within the scope of our 1996 special permit, we heard neighbor concerns with our plans and pivoted, conceptualizing a new business plan that



would minimize crowds and noise, and stagger arrival and departure times, all within the scope of our existing special permit approval from 1996.

The plan that the Commission has before it now is for a rural, boutique retreat that focuses on wellness, relaxation, and nature-appreciation. The plan honors Norfolk's community values, including preservation, conservation, culture-creation, and well-being, while finding new ways to optimize the existing permitted uses (i.e., lodging, restaurant, recreation, conferences). In devising this plan, we also considered the Economic Development Commission's goals to expand local dining options, increase tourism, and draw a younger demographic to Norfolk.

To make this plan a reality, we need to address various shortcomings on-site. The parking area is unsafe and unattractive, and does not comply with current zoning regulations. The existing carport and shed near the Inn are at risk of collapse and unsightly. The lack of lighting on-site, save that which comes from the Inn itself, creates a significant safety concern for those visiting our beautiful property. The Inn's minimal food service and recreational amenity offerings render us unable to compete with similarly situated inns and bed and breakfasts in the northwest corner. In short, we have a lot of work to do.

In consideration of Norfolk's 2019 Plan of Conservation and Development, our desire is to preserve and enhance the Inn as one of Norfolk's many community assets, and to maintain and strengthen village life in Town. We aim to do this by enhancing and modernizing our food service offerings and indoor/outdoor recreational spaces to support travel and tourism in a way that reflects the character, culture, and community of the Town of Norfolk. We will also enhance the existing beauty of the property by improving landscaping and stormwater management on-site; reconfiguring the parking area to allow for safer circulation for pedestrians, vehicles, and emergency services alike; and making various other improvements, including replacing the failing carport and shed mentioned above with a beautifully-designed garage structure to house our property maintenance equipment and personal belongings for residential staff.

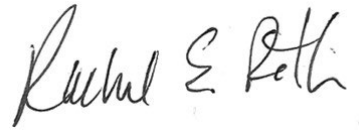
In his book, "Leisure: The Basis for Culture," Josef Pieper suggests, "Leisure is the source of inspiration for artists, writers, and creators, for it is in the moments of idleness that ideas are born." Our proposed updates to the Manor House Inn are designed to support more leisure activities for visitors and residents alike and will ultimately help elevate Norfolk's reputation as a cultural destination. The addition of food services and the other proposed improvements will also support attendance at cultural venues in Town by providing additional nearby lodging and dining options to offset the demand in the Village Business District. These updates are not only consistent with our special permit, but with historical precedent, industry norms, and traveler preferences.

As we developed this plan, we did our best to involve our neighbors and the community at large. We hosted several neighborhood gatherings where we presented our plans, and happily, a number of our neighbors are supportive of our desire to protect and preserve this beautiful property. In addition, we received a letter of support from the Connecticut Department of Economic and Community Development and the Office of Statewide Marketing and Tourism,

commending us on our “commitment to sustainability and eco-conscious offerings,” as well as our “focus on environmental stewardship,” which will support the State’s mission to showcase Connecticut as a travel destination for all. A copy of that letter is attached here as Exhibit A.

We look forward to presenting our proposal to the Commission, and we hope to have the opportunity to restore and revitalize The Manor House Inn so that it may be preserved for years to come.

Regards,

A handwritten signature in black ink, reading "Rachel E. Roth". The signature is written in a cursive, flowing style.

Rachel E. Roth

# Exhibit A

November 19, 2024

**To Whom It May Concern,**

I am pleased to recommend the Manor House in Norfolk, Connecticut, as an outstanding asset to Connecticut. This historic property offers a unique and memorable experience for visitors, combining elegant accommodations with the charm of the Litchfield Hills region. Its location near key attractions and natural beauty makes it an ideal destination for travelers seeking both relaxation and adventure.

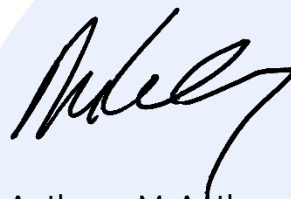
We especially appreciate the Manor House's commitment to sustainability and eco-conscious offerings, which align with our efforts to promote responsible tourism in Connecticut. Their focus on environmental stewardship enhances the experience for guests while supporting our mission to showcase Connecticut as a destination that values and protects its natural resources.

The Manor House is a valuable partner in promoting Connecticut's diverse tourism offerings, and I believe it will continue to play an important role in attracting visitors to our state.

Sincerely,

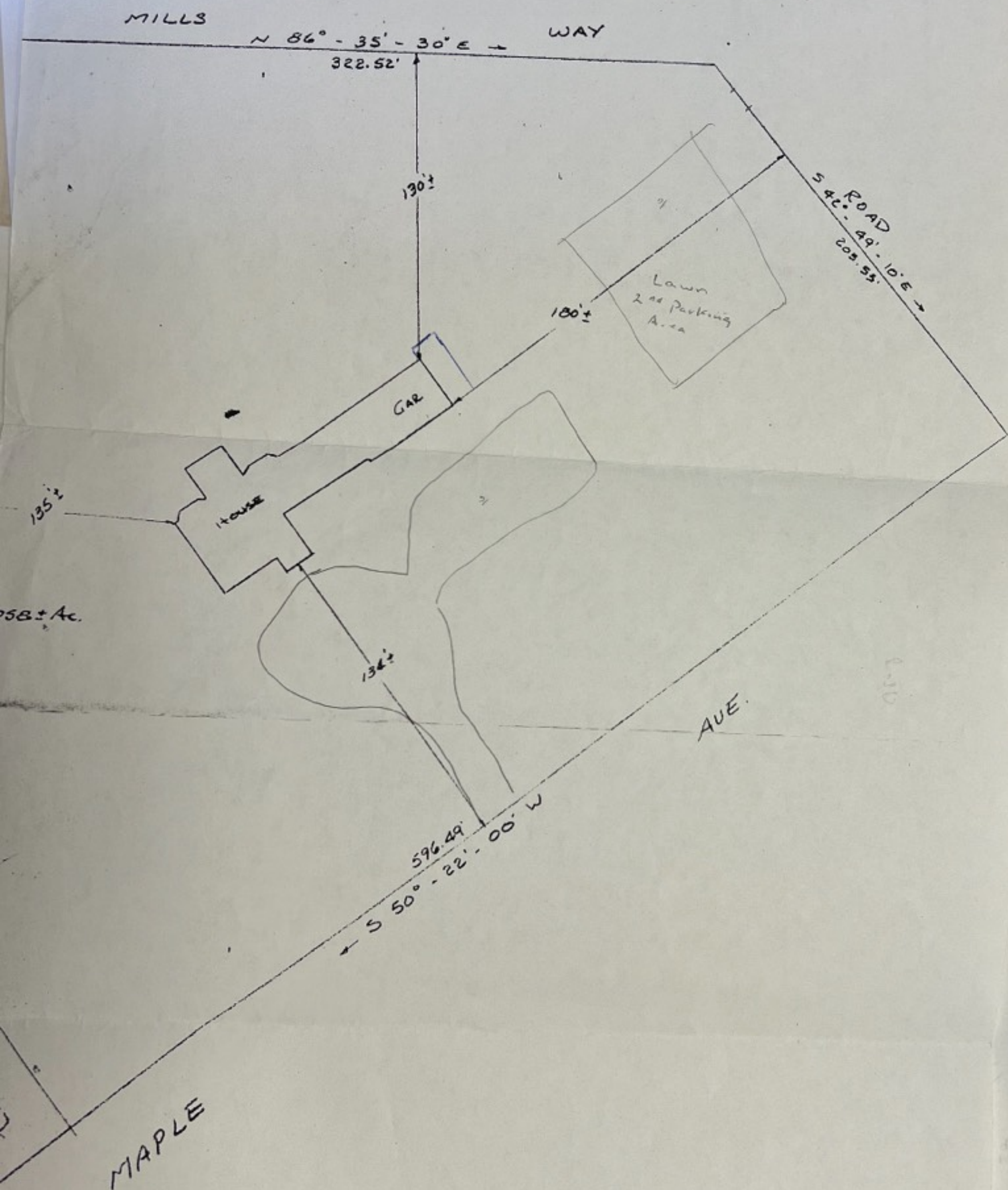


Rachel Lenda  
Director of Tourism  
Office of Statewide Marketing and Tourism  
State of Connecticut



Anthony M. Anthony  
Chief Marketing Officer  
Dept. of Economic & Community Development  
State of Connecticut

5



SURVEY OF  
BOYLE PROPERTY  
EMERSON ST  
MILLS WAY RD  
MAPLE AVE NORFOLK, CT



6

Three Stewards Real Estate, LLC  
c/o Ray Hospitality, Inc.  
620 Racebrook Rd,  
Orange, CT 06477-1930

November 25, 2024

Stacey Sefcik  
Zoning Enforcement Officer  
Town of Norfolk  
19 Maple Avenue  
Norfolk CT 06058

Re: Application of Three Stewards Real Estate, LLC for Special Permit Modification at 69 Maple Avenue, Norfolk, Connecticut

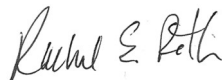
Dear Ms. Sefcik:

Three Stewards Real Estate, LLC is the owner of the property located at 69 Maple Avenue, Norfolk, Connecticut (the "Subject Property"). Three Stewards Real Estate, LLC will be filing one or more zoning applications in connection with proposed improvements to the Subject Property, better known as The Manor House Inn.

The law firm of Hinckley Allen is our legal counsel for this application. Three Stewards Real Estate, LLC hereby authorizes Hinckley Allen to execute any application forms or other documents in connection with the application(s), and to submit documentation pertaining to the application on its behalf. Attorneys Andrea Gomes and Timothy Hollister of Hinckley Allen will be the primary contacts on this matter.

Thank you for your consideration.

Very truly yours,



By: Rachel E. Roth

Three Stewards Real Estate, LLC  
Duly Authorized

**7**

**Robert M Gilchrest**  
Design Leader/Project Manager

## Professional Experience

- 10/12 – Present: **Allied Engineering Associates, Inc.**, North Canaan, Connecticut  
Design Leader / Project Manager  
*Project management and architectural/engineering design leader on all aspects of current and future projects in office, from inception through construction administration*
- 1/07 – 5/10: **Solaris Landscape Architecture, LLC**, Southbury, Connecticut  
Principal/Managing Partner  
*Director of business development and marketing; landscape architect and urban designer for corporate and municipal clients; promoted sustainable and environmental design as a member of the United States Green Building Council*
- 9/91 – 12/06: **Jack Curtis & Associates**, Monroe, Connecticut  
Senior Associate  
*Landscape architect and project manager for corporate and municipal clients throughout the United States; cultivated projects from inception through completion*
- 8/89 – 8/91: **Cesar Pelli Associates**, New Haven, Connecticut  
Landscape Architect  
*Landscape design and project management for world-renowned architecture firm providing support on projects throughout the United States and Europe*
- Summer 1987-88: **Dickson DeMarche Associates**, Westport, Connecticut  
Landscape Designer  
*Assisted landscape architectural staff on all aspects of design and construction as part of a summer internship*

## Education

- 1986 – 1989: **University of Massachusetts**, Amherst, Massachusetts  
Master of Landscape Architecture
- 1981 – 1985: **University of Rhode Island**, Kingston, Rhode Island  
Bachelor of Science in Resource Development

## Affiliations

- 2006 – 2010: **United States Green Building Council**
- 1994 – 2010: **American Society of Landscape Architects**

## Personal Interests

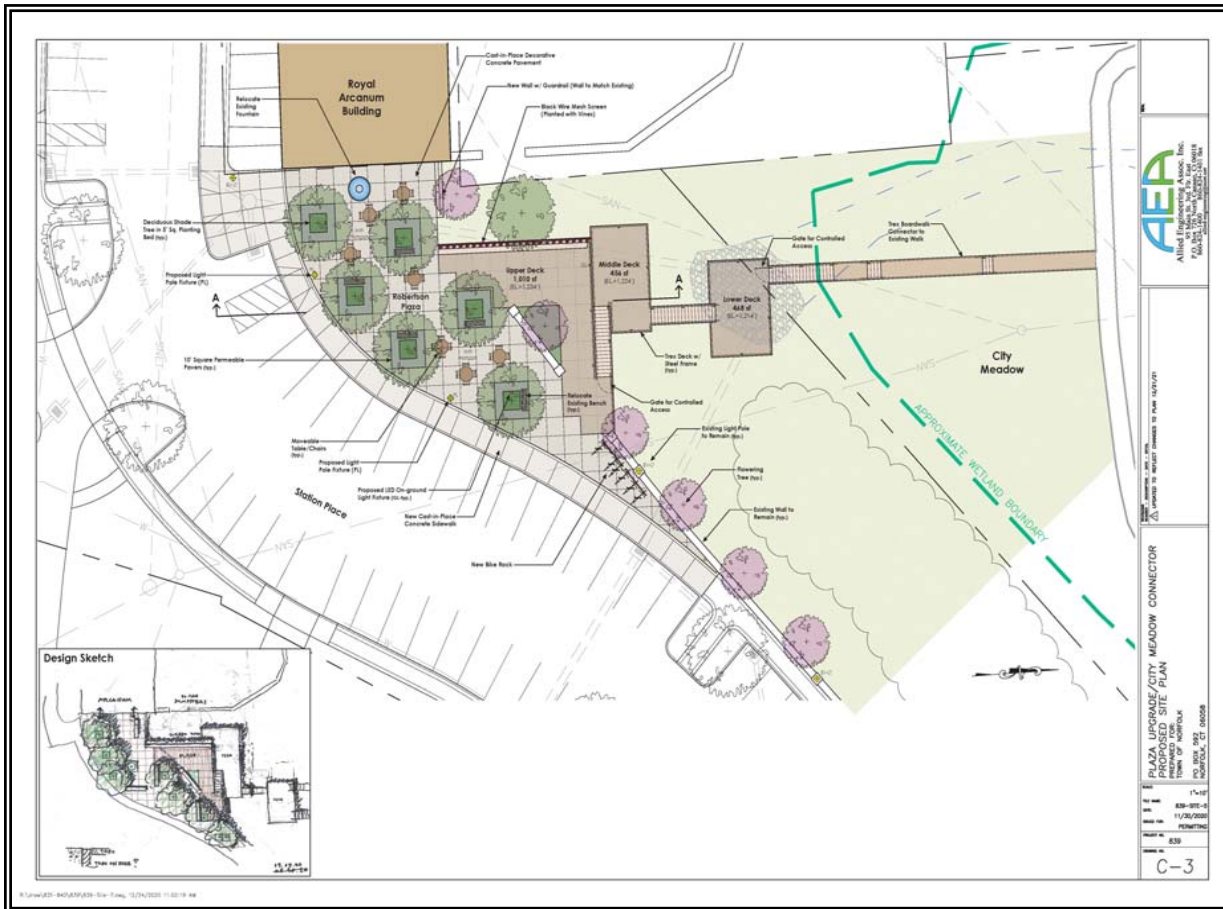
Chairman of Norfolk Rails to Trails Committee, Member of Norfolk Curling Club, Hiking, Camping, Gardening, Mountain Biking, Photography, Architecture and Sustainable Design.

# Project History

## Allied Engineering Associates, Inc (Design Leader/Project Manager):

### Robertson Plaza/City Meadow Connector, Norfolk, Connecticut (*Completed*)

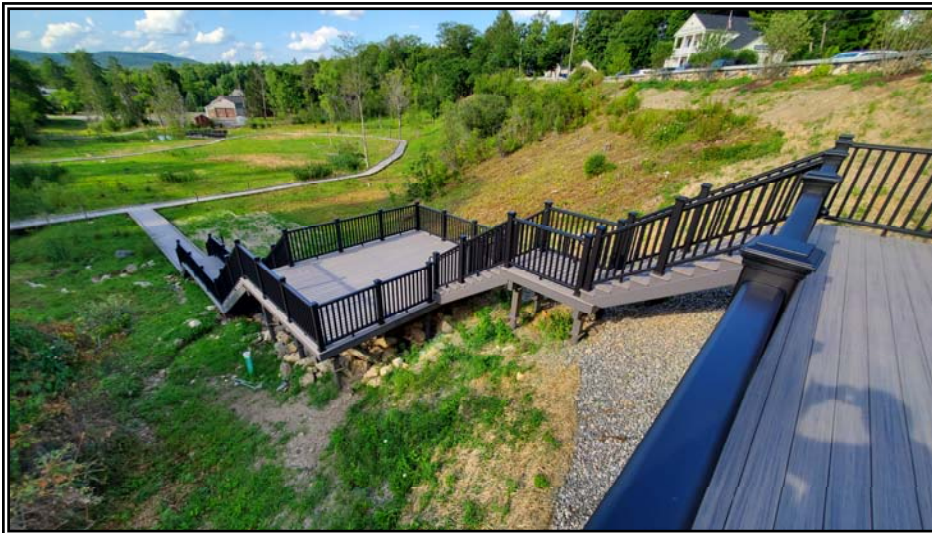
- Redesign of existing plaza w/ new paving, plantings, seating, decks and stairs connecting plaza with City Meadow.
- Budget: \$1,125,000



Robert M. Gilchrest, Design Leader/Project Manager



## Project History



Robert M. Gilchrest, Design Leader/Project Manager



# Project History

## Allied Engineering Associates, Inc (cont.):

### Main Street Revitalization, Falls Village, Connecticut (*Complete*)

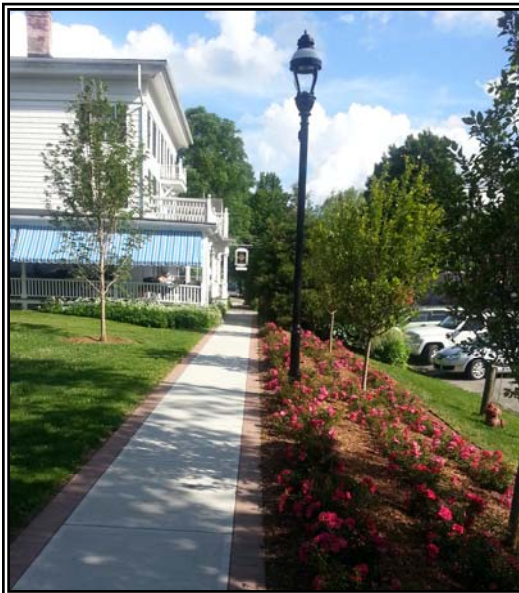
- Organized Parking and Curbing, Walkways, Pedestrian Lighting and Planting
- Budget: \$500,000



Robert M. Gilchrest, Design Leader/Project Manager



## Project History



Robert M. Gilchrest, Design Leader/Project Manager



## Project History

### Allied Engineering Associates, Inc. (cont.):

#### **Residence, Kent, Connecticut** *(Completed)*

- Manage Overall Site and Landscape Work, Design 600,000 Gallon Pond, and Site Grading
- Budget: \$1,500,000

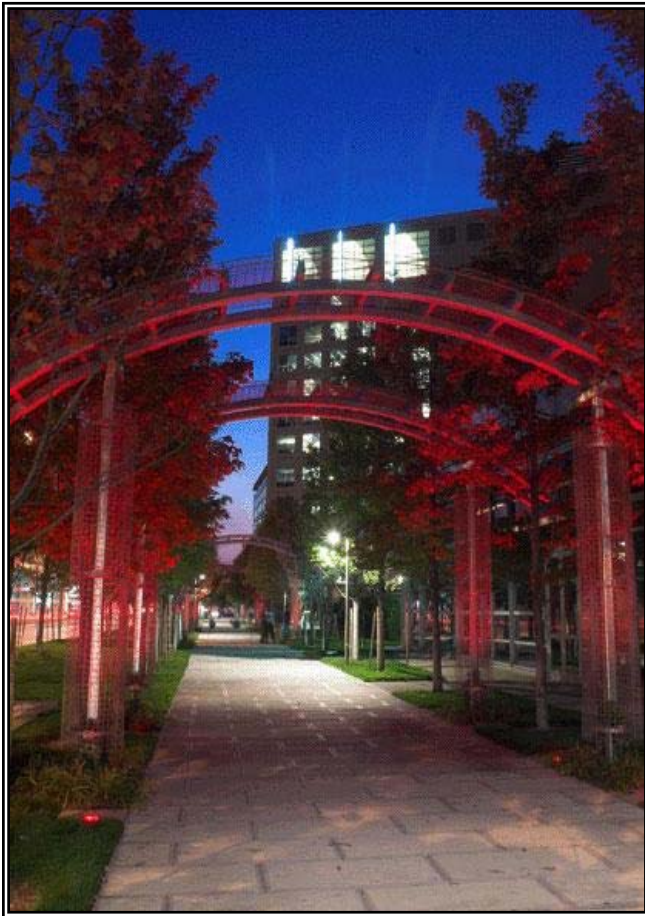


Robert M. Gilcrest, Design Leader/Project Manager



## Project History

**Client:** UBS, Stamford, Connecticut  
**Project:** Infrastructure Upgrade (Completed)  
**Budget:** \$1,000,000 (site)  
**Role:** Managing Partner/Project Manager, Solaris Landscape Architecture, LLC



### Project Description:

SOLARIS was involved in developing a new streetscape in conjunction with UBS' critical power upgrade project. The design objective was to create a pedestrian friendly experience, both day and night, along one of Stamford's busiest corridors connecting the intermodal transportation center with downtown Stamford. Elements of the design include decorative pavement, flowering trees, steel arbors with flowering vines and LED lighting.



The arbor design intent was to create visual experience while providing an architectural element with ties to the building. The use of steel arbors creates a series of seven architectural bridging elements between the allee of trees, while creating a scaling element between the pedestrians and the building. In keeping with UBS' green initiative, the arbors are 100% recycled steel. Programmable LED lighting provides the dynamic visual experience using multiple colors and scene sequencing.

Robert M. Gilcrest, Design Leader/Project Manager

## Project History

**Client:** Georgetown Land Development Company, Redding, Connecticut  
**Project:** Georgetown Redevelopment Project  
**Budget:** \$400,000,000 (entire project)  
**Role:** Managing Partner/Lead Architect, Solaris Landscape Architecture, LLC

### Project Description:

SOLARIS was proud to be a part of Georgetown's mixed-use transit-oriented development of the historic Gilbert & Bennett Wire Mill in Georgetown, Connecticut. As a brownfield site, the project has won national recognition including the U.S. Environmental Protection Agency's SMART GROWTH ACHIEVEMENT. In keeping with the development's GREEN standards, the project was seeking LEED Gold-Level certification and was one of the first projects to be accepted in the United States Green Building Council's LEED Neighborhood Development pilot program.



Project goals included the creation of a pedestrian focused development mixing commercial and residential uses. The project core focused on pedestrian circulation creating a walkable neighborhood with a strong sense of community. Existing buildings were preserved while new buildings were designed to reflect the nature of the historic 54 acre site. All aspects of the design and construction incorporated the latest in 'sustainable design principles'. The master plan encompassed diversified housing units, commercial space, a performing arts center, train station and over 12 acres of open space.

Robert M. Gilchrest, Design Leader/Project Manager



# Project History

## Solaris Landscape Architecture, LLC (Managing Partner):

### **Timex Corporate Headquarters**, Middlebury, Connecticut

- Solar Project

### **UBS North American Headquarters**, Stamford, Connecticut

- Infrastructure Upgrade
- One Stamford Forum Streetscape
- USGBC LEED for Existing Buildings Certification
- On-going Facility Management Consultation

### **Georgetown Land Development Company**, Redding, Connecticut

- Georgetown Redevelopment Site Planning
- USGBC LEED for Neighborhood Development (Pilot Program)
- Commercial Marketing Plans
- Intermodal Transportation and Train Station

### **Chesterfield Inn**, Stamford, Connecticut

- Open Space Planting Plan

### **Hudson River Park**, New York, New York

- Construction Plan Review

## Jack Curtis & Associates (Senior Associate/Project Manager):

### **1101 New York Avenue**, Washington, D.C.

- Greenroof and Streetscape

### **Cummins Engine Company**, Columbus, Indiana

- Corporate Headquarters
- Technical Center
- Mid-Engine Technical Center

### **Kraft Foods**, White Plains, New York

- Division Offices Site Plan
- Technical Center Renovation

UBS





# Project History

## Jack Curtis & Associates (cont.):

### **Purdue Pharma Corporate Headquarters**, Stamford, Connecticut

- Streetscape
- Roof Terrace Redesign
- 8<sup>th</sup> Floor Bamboo Garden Atrium

### **Securities and Exchange Commission Headquarters**, Washington, D.C.

- Streetscape
- Hanging Garden Atrium
- Roof Terrace Garden

### **Timex Corporate Headquarters**, Middlebury, Connecticut

- Site Plan Design/Construction Documentation
- Construction Administration

### **UBS**, Stamford, Connecticut

- Site Plan Design/Construction Documentation
- Construction Administration

### **Chase Manhattan Plaza**, New York, New York

- Plaza Restoration

### **Connecticut Place**, Stamford, Connecticut

- Site Plan Design

## Cesar Pelli Associates (Landscape Architect/Designer):

### **Wake Forest University**, Winston-Salem, North Carolina

- Worrell Professional Center for Law and Management Site Design

### **Yerba Buena Tower**, San Francisco, California

- Streetscape/Exterior Mall

### **One NCNB Plaza**, Charlotte, North Carolina

- Streetscape/Fountain

Cummins  
Engine



# George Johannesen

Professional Engineer

## Professional Experience

July 2017 – Name Change

Jan 2004 – Present

**Allied Engineering Associates, Inc.**

**Allied Engineering Associates, LLC**, North Canaan, Connecticut

Principal

Established engineering firm specializing in civil engineering, residential, commercial, municipal and industrial site development, architectural engineering, and permitting in Connecticut, and Massachusetts.

March 1998 – Jan 2004

**Arthur H. Howland, P.C.**, New Milford, Connecticut

Project Engineer

Duties included design, permitting and project management of all types of residential, commercial and municipal engineering and surveying projects from initial surveying, through design work, estimating, bidding and as-built plans. Work included site plans, subdivisions, dam designs, commercial building design, drainage calculations and reports, DEP permit applications, Army Corps applications, client interactions, contractor coordination, employee management, municipal permitting, and attendance at meetings.

Jan 1995 – March 1998

**Kato Services, Inc.**, Sharon, Connecticut

Project Manager

Duties included design and permitting of commercial sites within Connecticut and New York. Projects ranged from gas station Island modifications to full commercial site development plans including gas stations, restaurants and convenience stores. Work included permitting procedures with municipalities, site design, building design, drainage as well as contractor coordination and project management.

Nov 1990 – Jan 1995

**Loureiro Engineering**, Plainville, Connecticut

Designer

Duties included some field work, including surveying and background research. Main duty was as a cad operator performing drafting and design. I performed a variety of civil and environmental engineering projects including sewer and water system design, septic system designs, storm water analysis and design, sewage treatment plant design, waste treatment plant design, landfill cover design and RCRA, NPDES and SPPP permit work.

Feb 1987 – Nov 1990

**Shannon Engineering Associates, Inc.**, Canton, Connecticut

(formerly Roger H. Whitney, Inc.)

Designer / Draftsman

Duties included design, drafting, and surveying using AutoCad/DCA computer software as well as other computer applications. Drafting and design duties consisted of subdivision layouts, road plan and profiles, septic systems, sanitary sewer systems, drainage systems, A-2 boundary surveys, as-built plans and plot plans. Survey duties consisted of deed research, reconnoiter, A-2 boundary surveys, construction surveys, stakeout and as-built surveys. I acted as transit man and crew chief on all surveys.

Jan 1986 – Feb 1987

**Bradford E. Smith & Son**, Southbury, Connecticut

Surveyor / Draftsman

Duties included A-2 boundary surveys, topographic surveys, construction stake out, subdivision stakeout, building stakeout and as-built surveys. I was hired as transit man but after 6 months, was promoted to crew chief. In-office work included layout and drafting.

April 1985 – Jan 1986

**A.F. Nelson Consulting Engineers**, Danbury, Connecticut

Designer / Draftsman

Projects included individual residential site plans as well as developed subdivisions, designed drawings for condominiums, and commercial buildings and some structural steel design, detailing, and steel construction.

Prior to his engineering career, Mr. Johannesen was a steel fabricator for ten (10) years.

## Education

June 1992

**Pratt & Whitney**

Completed a three day workshop on Corrective Action Team Leader training. (TQM related training)

August 1989

**Cadcraft, Inc.**

Completed a one week intensive course in AutoCAD/DCA computer software utilization.

1987 – 1988

**Northwest Community College**

Successfully completed courses applicable to my Degree at Hartford State Technical College.

1986 – 1995

**Waterbury State Technical College**

Successfully completed courses applicable to my Degree at Hartford State Technical College.

January 1988

**U.S.D.A. Soil Conservation**

Service Workshop – completed a one-day workshop on TR-55 Urban Hydrology for Small Watersheds, including training on the computer program.

1985 – 1995

**Hartford State Technical College**

Successfully completed - **Degree in Civil Engineering**

1983 – 1985

**Porter & Chester Institute**

Successfully completed requirements to receive a diploma for Architectural and Civil Drafting and Design

## Additional Training

- Hydrology & Pond Design – Microdesk Certification 2002
- Advanced Roadway Design – Microdesk Certification 2002
- Leadership Course – RedVector Certification 2004
- Current Issues in Storm Water Regulations – Lorman Certification 2007
- Environmental Site Design LID Resources – Goodwin College 2009
- ADS Stormwater MGT using Green Building Materials – The Practicing Institute of Engineering, Inc. 2009