

## Evelyne St-Louis

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**From:** Lachcik, Gregory <GLachcik@benesch.com>  
**Sent:** Tuesday, February 14, 2023 1:11 PM  
**To:** Paul Ashworth  
**Cc:** Hartford Planning Division; Walter, William; Evelyne St-Louis; Mark Pilotte; Daniel Montanaro  
**Subject:** RE: PZ-SITEMIN-22-000017 - 330 New Park - Site Plan

Hi Paul,

We would like a 65 day extension and to not hold or be apart of the public hearing today.

Thank you and please let me know if you need anything else,

**Greg Lachcik**

Designer

[glachcik@benesch.com](mailto:glachcik@benesch.com)

direct: 860-494-4795 office: 860-633-8341



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**From:** Paul Ashworth <Paul.Ashworth@hartford.gov>  
**Sent:** Friday, February 10, 2023 2:00 PM  
**To:** Lachcik, Gregory <GLachcik@benesch.com>  
**Cc:** Hartford Planning Division <oneplan@hartford.gov>; Walter, William <WWalter@benesch.com>; Evelyne St-Louis <Evelyne.St-Louis@hartford.gov>  
**Subject:** RE: PZ-SITEMIN-22-000017 - 330 New Park - Site Plan

Hi Greg,

Per our phone discussion a few weeks ago, we confirmed that the lot line adjustment/lot combination (because the total number of lots is decreasing) was not a subdivision and therefore did not require a public hearing.

**Please confirm via response to this email that you are withdrawing the subdivision application.**

Second, please confirm that you accept that we (staff) will re-enter the application as an administrative lot line adjustment/lot combination.

Thank you and I look forward to your response.

All the best,

**Paul Ashworth**

Senior Planner

City of Hartford - Department of Development Services

Planning & Zoning Division

he/him  
260 Constitution Plaza, 1<sup>st</sup> Floor  
Desk: 860-757-9055

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**From:** Paul Ashworth  
**Sent:** Tuesday, January 31, 2023 5:55 PM  
**To:** Lachcik, Gregory <[GLachcik@benesch.com](mailto:GLachcik@benesch.com)>  
**Cc:** Hartford Planning Division <[oneplan@hartford.gov](mailto:oneplan@hartford.gov)>; Walter, William <[WWalter@benesch.com](mailto:WWalter@benesch.com)>  
**Subject:** RE: PZ-SITEMIN-22-000017 - 330 New Park - Site Plan

Hi Greg,

I heard back from the Hartford Parking Authority regarding the proposed loading zones. Their initial review has concluded they can relinquish one 40' loading zone. I believe this should be the area adjacent to the retail tenant spaces. I've included the HPA comment below. Parking signage is still under review w/ HPA and DPW.

*At a glance I would approve one (1) 40' loading zone with the same attributes found elsewhere throughout the city. We have ample time to discuss signs with developer, but there too they would comply with signage already used throughout the city.*

Thank you,  
**Paul Ashworth**  
Senior Planner  
City of Hartford - Department of Development Services  
Planning & Zoning Division  
he/him  
260 Constitution Plaza, 1<sup>st</sup> Floor  
Desk: 860-757-9055

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**From:** Paul Ashworth  
**Sent:** Monday, January 30, 2023 11:52 AM  
**To:** Lachcik, Gregory <[GLachcik@benesch.com](mailto:GLachcik@benesch.com)>  
**Cc:** Hartford Planning Division <[oneplan@hartford.gov](mailto:oneplan@hartford.gov)>; Walter, William <[WWalter@benesch.com](mailto:WWalter@benesch.com)>  
**Subject:** RE: PZ-SITEMIN-22-000017 - 330 New Park - Site Plan

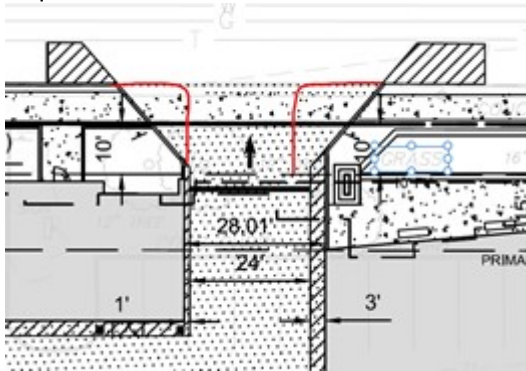
Hi Greg,

I hope all is well with you and your design team. Per our conversation on Friday 1/27/23, please find zoning comments for the project below. I believe each comment is surmountable and I would be happy to work with you on compliant design solutions.

Also, we have marked the subdivision application as “entered in error” and will re-enter the application as an administrative Lot Combo and Lot Line revision with your confirmation. Based on additional analysis this part of the project does not need to be heard by the Planning & Zoning Commission because no *new* lots are being created. The total number of lots will actually be reduced from 4 to 2 and per the specific definitions of subdivision and resubdivision provided by the Hartford Subdivision Regulations, this does not require commission review. The application is otherwise complete for an administrative review.

### Driveways

1. The driveway widths are not to standard per Sec.7.5.3.A. The driveways may be no wider than 22’ at the property line and stay at this width until they get under the building, or in the case of the northern drive, until they reach the parking area. The current extended flares from the curbline to the driveway encourage higher speed turning and must be revised.
  - a. I’ve asked DPW to take another look at the proposed curb cut design to ensure compliance with City engineering and design standards.
  - b. Curbline flaring from driveway entrances should be the minimum diameter necessary to accommodate required vehicles.



- c.
2. Please confirm that all driveways crossing sidewalks are consistent with Section 7.5.3.J. There appears to be curbing at the edge of sidewalk in the driveway currently. The sidewalk should be uninterrupted and level across the driveway.
  - a. “A driveway intersecting with a sidewalk shall be designed to favor the sidewalk, including ensuring that the sidewalk is level over the driveway and that the sidewalk is not lowered to match the driveway height.”
3. Please note this development is within a Transit Oriented Development Overlay. The design of sidewalks and the way driveways interact with them is of principal concern.

### Parking Lot

4. Please note wheel stops are only required where a parking space abuts a pedestrian pathway. Please review current layout for compliance.
5. Please confirm compliance with one of the paving material requirements of Sec.7.3.1.H.
  - a. (1)Paving materials with a solar reflectance index (SRI) of at least 29.
  - b. (2)Pervious pavement material, such as permeable asphalt, permeable concrete, or permeable pavers.
  - c. (3)Recycled content of 15 percent or more.
6. Please extend one of the two pedestrian pathway stubouts to the second row of parking located at the northeast corner of Lot 1 per Sec.7.3.2.
7. Total maximum parking amount is not identified. Please confirm that the total number of proposed parking spaces on the site does not exceed the maximum. Please add this data to the table on Sheet C-2.3.

8. Please confirm that each parking lot landscape island meets the construction requirements of this section based on the size of the island.
  - a. Sec.6.10.2.A: Minimum 5' width; islands less than 15' must utilize structural soil under any paved surface within a tree's critical root zone; Islands under 9' must install an aeration system and utilize permeable pavement
9. A shade tree is required at each parking aisle termini.



a.

### General Comments

1. Fees are now due. You may pay online via the [ACA-Portal \[aca-prod.accela.com\]](http://aca-prod.accela.com), or in-person via check or money order made out to the City of Hartford. Project Numbers: PZ-SITEMIN-22-000017 (\$1000).
2. Fees for the lot combination/lot line adjustment will be calculated and available for payment after resubmittal.
3. The bike rack shown on sheet C-7.5 is not of a compliant design. Bike racks must be capable of contacting a bicycle at two points on the frame. The current design only contacts the front wheel for the majority of the rack's capacity. Most applications use the inverted U design to accommodate this, though there are other permitted designs.



a.

4. Please show short term bicycle parking both in its current location in the rear patio, AND at the front of the building adjacent to the principal street facing entrance. Please consider placing bicycle racks under cover from the elements.
5. The public sidewalk will be removed as part of this project. Street Trees are required with the sidewalk replacement consistent with Sec.6.7. Please provide a detail of the new sidewalk design showing a 6' sidewalk and the tree wells.
6. Data table on sheet C-0.0 states there is only 1 driveway. The plan shows 2 driveways, please revise.
7. Data table on sheet C-0.0 states the maximum height is 5 stories. Maximum height is 8 stories, please revise.
  - a. These data discrepancies could be from inconsistent building classification. The plan set has "DT-3 (Downtown General)" while the Zoning Review Form file has "Apartment Building" and "Down Town Storefront".

ZONE: DT-3 (DOWNTOWN GENERAL) BUILDING TYPE: MIXED-USE				
i.	4.0	Building Type 1	Building types are permitted within certain zoning districts; There must be a Building Type selected for each building	Apartment Building
ii.	4.0	Building Type 2		Downtown Store Front

8. The proposed lighting plan complies with the light spillage maximums of Ch.6. **Comment met.**
9. Please provide a lighting spec for the fixture labeled WP1 on the luminaire schedule on Sheet C-6.1. This is the primary exterior lighting fixture.
10. Is any signage proposed as part of this application? Sign plans may be submitted under separate cover.
11. Please confirm total percentage transparency on the first and upper floors meet the minimum 20% and 15% respectively.
12. Please confirm that 60% of the windows on New Park Ave façade on the upper stories are operable per Sec.4.2.2.A.(5).
13. Please confirm via response to this comment that all stories on the front, New Park Ave façade meets the Blank Wall Limitations of Sec.4.18.4.B.
14. Please include a detail sheet for the EV Charging station that shows compliance with Sec.4.20.7.B.
15. Please confirm the balconies shown on the elevation drawing meet the requirements of Sec.4.2.3.
  - a. [https://library.municode.com/ct/hartford/codes/zoning\\_regulations?nodeId=n4.0BUTY\\_4.2GEDEREALBUTY\\_4.2.3BA](https://library.municode.com/ct/hartford/codes/zoning_regulations?nodeId=n4.0BUTY_4.2GEDEREALBUTY_4.2.3BA) [library.municode.com]
16. Please revise the front façade elevation (facing New Park), the first-floor simulated stone material is required to express the lintel above all windows per Sec.4.2.2.A(6). Please provide material specs for the *Simulated Stone*.
17. The proposed street parking plan, loading zone plan and signage is under review by DPW Traffic and the Hartford Parking Authority. I will deliver these comments upon receipt.
18. I have delivered these plans to the Fire Marshall, DPW, the City Forester and the Hartford Parking Authority for comments. The City Forester and DPW have confirmed acceptance of the plans, but I'm still expecting comments from the remaining parties. I have also raised the issue of the curb-cuts to DPW.

Thank you for investing in Hartford,  
**Paul Ashworth**  
 Senior Planner  
 City of Hartford - Department of Development Services  
 Planning & Zoning Division  
 he/him  
 260 Constitution Plaza, 1<sup>st</sup> Floor  
 Desk: 860-757-9055

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**From:** Lachcik, Gregory <[GLachcik@benesch.com](mailto:GLachcik@benesch.com)>  
**Sent:** Friday, January 27, 2023 12:04 PM  
**To:** Paul Ashworth <[Paul.Ashworth@hartford.gov](mailto:Paul.Ashworth@hartford.gov)>  
**Cc:** Hartford Planning Division <[oneplan@hartford.gov](mailto:oneplan@hartford.gov)>; Walter, William <[WWalter@benesch.com](mailto:WWalter@benesch.com)>  
**Subject:** RE: PZ-SITEMIN-22-000017 - 330 New Park - Site Plan

That is great, I appreciate the heads-up.

Thank you very much, Paul.

**Greg Lachcik**

Designer

[glachcik@benesch.com](mailto:glachcik@benesch.com)

direct: 860-494-4795 office: 860-633-8341



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**From:** Paul Ashworth <[Paul.Ashworth@hartford.gov](mailto:Paul.Ashworth@hartford.gov)>  
**Sent:** Friday, January 27, 2023 12:01 PM  
**To:** Lachcik, Gregory <[GLachcik@benesch.com](mailto:GLachcik@benesch.com)>  
**Cc:** Hartford Planning Division <[oneplan@hartford.gov](mailto:oneplan@hartford.gov)>  
**Subject:** RE: PZ-SITEMIN-22-000017 - 330 New Park - Site Plan

Hi Greg,  
Just checking in. I apologize for the delay. I hope to have official comments and more information about both the site plan and the lot line adjustment to you by the end of today.

Thank you for your patience,  
**Paul Ashworth**  
Senior Planner  
City of Hartford - Department of Development Services  
Planning & Zoning Division  
*he/him*  
260 Constitution Plaza, 1<sup>st</sup> Floor  
Desk: 860-757-9055

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**From:** Paul Ashworth  
**Sent:** Thursday, January 5, 2023 2:24 PM  
**To:** [glachcik@benesch.com](mailto:glachcik@benesch.com)  
**Cc:** Hartford Planning Division <[oneplan@hartford.gov](mailto:oneplan@hartford.gov)>  
**Subject:** RE: PZ-SITEMIN-22-000017 - 330 New Park - Site Plan

Hello,

I apologize for the confusion. I am in receipt of the subdivision application related to the site plan at 330 new park.

No action is required on your part at this time.

Thank you for your patience,

**Paul Ashworth**

Senior Planner

Department of Development Services, City of Hartford

Desk: (860)757-9055

Email: [paul.ashworth@hartford.gov](mailto:paul.ashworth@hartford.gov)

Mailing Address:

260 Constitution Plaza, 1st Floor

Hartford, CT 06103

ATTN: Planning Division

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**From:** Accela Civic Solutions <[civic.solutions@accela.com](mailto:civic.solutions@accela.com)>

**Sent:** Thursday, January 5, 2023 2:06 PM

**To:** [glachcik@benesch.com](mailto:glachcik@benesch.com)

**Cc:** Paul Ashworth <[Paul.Ashworth@hartford.gov](mailto:Paul.Ashworth@hartford.gov)>; Hartford Planning Division <[oneplan@hartford.gov](mailto:oneplan@hartford.gov)>

**Subject:** PZ-SITEMIN-22-000017 - 330 New Park - Site Plan

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Good afternoon,

After preliminary review of the site plan application at 330 New Park, it was confirmed a separated lot line adjustment application is required. Please apply for a lot line adjustment via the Accela Citizen Access portal. Please include a map created by a surveyor showing the existing and proposed lot lines and the existing and proposed legal descriptions. This map should include standard information necessary for recording on the land records. Please include owner authorization with the lot line adjustment application.

Please reach out with any questions. Comprehensive staff comments on the overall site plan will be returned shortly.

Thank you for your time,

Paul Ashworth

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