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HEBRON TOWN CLERK

PLANNING AND ZONING COMMISSION
AGENDA
SPECIAL MEETING – VIRTUAL
January 14, 2025 at 7:00 P.M.

Planning and Zoning Commission
Jan 14, 2025, 7:00 – 10:00 PM (America/New_York)

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REGULAR MEETING

- I. Call to Order / Roll Call
- II. Approval of Minutes
 - A. December 10, 2024 – Public Hearing / Regular Meeting
- III. Recognition of Guests / Public Comments (non-Agenda items)
- IV. Action on Pending Applications
 - A. **Petition 2024-17 & 18** – Petition of Calito Development Group for Special Permit and associated Site Plan to construct a retail store pursuant to Section 3.B.2.1.1 of the Hebron Zoning Regulations, 94 Main Street (Proposed Lot #13-32B), Main Street District.
 - B. **Petition 2024-29 & 30** – Petition of the Town of Hebron Parks and Recreation Department for Special Permit and associated Site Plan to construct a dog park and associated improvements on approximately 1.5 acres at Parcel 12-9C Church St, part of the Raymond Brook Preserve, Residence-1 District. *No Action Recommended. Public Hearing Scheduled for January 28, 2025.*
- V. Old Business
 - A. Discussion of possible amendments of Hebron Zoning Regulations to address confusion regarding the regulation of dormers in new construction in the Amston Lake District.
- VI. New Business

PLANNING AND ZONING COMMISSION
AGENDA
SPECIAL MEETING – VIRTUAL
January 14, 2025 at 7:00 P.M.

A. New Applications

1. **Petition 2024-31 & 32** – Petition of Amirzai Property Trust, LLC / Amjeed Akbarzai for Special Permit and associated Site Plan pursuant to Section 2.C.1.7 of the Hebron Zoning Regulations, to construct four (4) new two-story buildings each containing four (4) two-bedroom rental apartments at 102 Wellwood Rd, Residence-1 District.

B. Set Public Hearing Date

1. **Petition 2024-29 & 30**
2. **Petition 2024-31 & 32**

C. Other New Business

1. **Petition 2010-6** Request for Extension of Lakewood Estates Subdivision
2. Review of proposed Planning and Development Department CIP and Capital Projects and possible endorsement/recommendation
3. Review of Small Town Economic Assistance Program (STEAP) Grant Application ideas and possible endorsement/recommendation

VII. Correspondence

VIII. Public Comment (non-Public Hearing applications)

IX. Adjournment

Next Meetings: January 28, 2025 Regular Meeting (Tuesday)
 February 12, 2025 Regular Meeting (Wednesday)

**TOWN OF HEBRON
PLANNING AND ZONING COMMISSION
Public Hearing / Regular Meeting (Virtual)
December 10, 2024 - 7:00 PM**

RECEIVED

2024 DEC 16 P 1:01

JF
HEBRON TOWN CLERK

MINUTES

ATTENDANCE:

Planning and Zoning Commission (Present): Frank Zitkus (Chair), David Sousa (Vice Chair), Janet Fodaski (Secretary), Chris Cyr, Devon Garner, Bradley Franzese (Alternate)

Staff Present: Matthew Bordeaux (Town Planner), Craig Bryant

Guests: Peter Alter, Justin Packard, Jim Cassidy, Matt Baldino, Doug Grunert, Matt Eucalitto, Jason Boice, Dudley Rascoe

PUBLIC HEARING

F. Zitkus opened the hearing. J. Fodaski read the first petition into record.

I. Petition 2024 – 17 & 18 – Petition of Calito Development Group for Special Permit and associated Site Plan to construct a retail store pursuant to Section 3.B.2.1.1 of the Hebron Zoning Regulations, 94 Main Street (Proposed Lot #13-32B), Main Street District.
Continued from September 24, 2024, October 8, 2024, and November 12, 2024.

A. Presentation & Commission Discussion

P. Alter began by reviewing the application and previous Public Hearing comments, and reiterated the Commission’s empowerment, as established by case law in Connecticut, is to judge the adherence to regulations in allowing a special permit, and not the potential user of the site. J. Packard reviewed plan updates including the addition of a transformer at the back of the building, clarification on lighting details such as total mounting height of 14 feet and overall light trespass, the addition of bike racks, conduit details at the Main Street crossing, and the addition of a stop sign at the southerly exit. He also noted receipt of a commitment to serve letter from Connecticut Water.

M. Baldino outlined traffic-related adjustments to the plan, and reported DOT’s continued opposition to the installation of a crosswalk at Main Street, preferring to direct pedestrians to the existing crosswalk at the signalized intersection. D. Grunert reviewed architectural updates, particularly reduction of façade height, and provided further window and roofing details. He noted reasons for using opaque window glazing, including minimizing visibility of condensing equipment and security concerns. P. Alter reviewed the plan’s adherence to special permit requirements and design guidelines.

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M. Bordeaux noted all public correspondence related to this application received prior to the Public Hearing is available on the published agenda on the Town website. Additional correspondence received included confirmation from the Town's engineer that all previous concerns have been addressed in revised plans.

M. Bordeaux and Commission members read correspondence received since the publication of the agenda.

- i.** Mike Binnert – Does not see the need for Dollar General in Hebron.
- ii.** Michelle Fornier (35 Warner Pond Lane) – Opposed to the development and construction of Dollar General.
- iii.** Audrey Kemp (8 Wildflower Drive) – Opposed to Dollar General.
- iv.** Christine Hellner O'Brien – Noted existing Dollar General stores in neighboring towns, and expressed her opposition.
- v.** Natalie Asunta – Asked that the voices of Hebron's young people be heard, noting the number of signatures collected from those opposed to Dollar General.
- vi.** Bonnie McKenna – Opposed to Dollar General due to lack of need and negative impacts to local businesses.
- vii.** Darlene Snow – Opposed to Dollar General, stating it is not an asset to the town.
- viii.** Don Steiner – Opposed to Dollar General.
- ix.** Jessica Correa – Opposed to Dollar General.
- x.** Keira Braunwert – Also opposed.
- xi.** Lauren Conium – Opposed, due to lack of need and existing stores nearby.
- xii.** Natalie Asunta – Outlined additional reasons for her opposition.
- xiii.** Nina Holm – Also opposed.
- xiv.** Phyllis Beaulieu – Strongly opposed.
- xv.** Brandy O'Reilly (269 Jones St) – Opposed.

It was agreed to hear comment from those in attendance, then resume reading written correspondence. C. Cyr sought clarification on parking located in front of the building, noting it is in direct violation of the regulations. P. Alter stated the regulation provides the PZC ability to approve due to special or unique circumstances, and said the proposed setback would be consistent with CVS. He also noted the developer can flip the layout of the building and parking, should the Commission request it.

D. Sousa noted his previous concerns regarding pedestrian access and safety from John E. Horton Blvd do not appear to have been addressed. P. Alter outlined reasons

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why additional sidewalk access was not included in plans, namely the lack of anticipated foot traffic from that direction, and overall walking distances. D. Sousa stated his disagreement with that determination, as well as other pedestrian-related issues such as the possibility of a Main Street crosswalk. He also noted issues with current window design. J. Fodaski agreed on the need for real windows versus fake or opaque windows.

B. Public Comment

- i.** Michelle Sinkez (209 Millstream Rd) – Expressed concern for the welfare of the town, should the application be approved. There was discussion on attracting other businesses to Hebron, and the development and approval process, including the roles of PZC and Town staff.
- ii.** John Baron (33 Cone Rd) – Noted reports indicating the archaeological sensitivity and historical importance of the area in question.
- iii.** Adam Ockman (500 Hope Valley Rd) – Stated the applicant does not appear to have satisfied all aspects of the regulations, or the POCD, as well as being a duplicate of existing businesses in Hebron and nearby towns.
- iv.** Stacey Hebler (32 Carlswood Rd) – Hopes to keep the small-town charm of downtown Hebron, and feels Dollar General is an outlier to that.
- v.** Paul Braunwart (17 Charles Ln) – Expressed concerns over traffic and safety issues, as well as economic impacts.
- vi.** Justin Knight (127 Congress Dr) – Noted declining Dollar General stock value, and stated this is due to market saturation. Cited numerous statistics as evidence of negative impacts to communities and unsafe work environments.
- vii.** Kevin Tulimieri (110 Kinney Rd) – Stated he still sees many problems that have yet to be adequately addressed by the applicant. Due to health and welfare risks to the community, he urged the Commission to deny the application.
- viii.** Heidi & Louis Schluntz (9 Jackman Rd) – Do not feel Dollar General Market is appropriate, and would rather keep Hebron’s small-town charm and local businesses.
- ix.** Todd Habicht (98 East St) – Noted potential issues loading and unloading merchandise, as well as the use of outdoor storage racks, and safety during site access and egress.
- x.** Holly Habicht (98 East St) – Thanked the Commission and M. Bordeaux for their hard work.
- xi.** David Jones (203 Millstream Rd) – Urged the Commission to deny the application, citing employee welfare and community opposition.

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- xii.** Kim Kopacz (67 Reidy Hill Rd) – Hopes the application is denied, as she feels it does not fit in Hebron.
- xiii.** Jason Guidone (94 Cone Rd) – Opposed to the application due to negative impacts to the community, poor employee welfare, and a lack of need. Also suggested a long-term plan for the town, and requested a moratorium on development to re-evaluate the future use of the property.
- xiv.** Jean Tulumieri (110 Kinney Rd) – Cited the POCD’s references to three elements of sustainability (environmental, economic, and social), and questioned whether Dollar General Market meets those elements.
- xv.** Lindsey Ockman (500 Hope Valley Rd) – Noted the clear opposition from residents, and urged the town to delay a decision while legal recourse is explored.
- xvi.** Sam Izzarelli (552 Hope Valley Rd) – Requested the Commission seek crime and traffic incident data from State Police relative to Dollar General locations.

C. Additional Discussion

Following a question from F. Zitkus, J. Cassidy provided detail on landscaping, transformer location, and equipment visibility. Estimated water demand is 194 gallons per day, which was the number submitted to Connecticut Water. There was additional discussion on stop sign placement, the use of outdoor racks, store layout, and traffic data.

(D. Garner left at 10:00 p.m. B. Franzese seated for D. Garner)

In response to P. Alter’s statement that the developer is looking to invest in Hebron, C. Cyr commented that Dollar General uses required national vendors during construction, meaning few, if any, local contractors would be engaged. M. Eucalitto responded that only a couple national account vendors are required, and all contractors are Connecticut-based. F. Zitkus read the following correspondence into record:

- i.** Kim Hills (312 Old Slocum Rd) – Opposed to Dollar General in Hebron, and urged PZC to deny the application.
- ii.** Sean Braunwert (Charles Ln) – Opposed to Dollar General.
- iii.** Sam – Suggested seeking data on crime and traffic accidents.
- iv.** Catherine Hnat (101 Old Colchester Rd) – Stated she understands the importance of maintaining Hebron’s small-town charm while encouraging economic and business growth, and encouraged PZC to deny the application.
- v.** Paul Krawick & Christina Fleming (81 Millstream Rd) – Favors the small-town charm and local businesses in Hebron.
- vi.** Paul – Opposed to Dollar General in Hebron.

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- vii. Monica McKerracher (38 Mohegan Ln) – Stated there is no need for Dollar General.
- viii. Michelle Sinkez (209 Millstream Rd) – Opposed to Dollar General, and suggested several alternate business types.
- ix. Maria Morali-Wolf (14 Gilbert Ln) – Opposed to Dollar General.
- x. Heidi Hellstrom – Stated she is not opposed to development on Main Street, but feels Dollar General is a bad choice.
- xi. Carly Topolous – Opposed to Dollar General.

F. Zitkus closed the Public Hearing for this application, and suggested deferring deliberations until next meeting.

J. Fodaski read the second petition into record.

II. Petition 2024 – 22 – Petition of Dudley Rascoe for Special Permit to construct a single-family dwelling on a merged lot at 238 Deepwood Drive pursuant to Section 2.F.1.3 of the Hebron Zoning Regulations, Amston Lake District. *Continued from November 12, 2024.*

A. Presentation and Commission Discussion

M. Bordeaux stated the Public Hearing must be closed by December 17th, or an extension granted. Revised plans have been reviewed by Town staff, who have no outstanding issues. Remaining items to be addressed include a proposed dormer, and street trees. There was discussion on making amendments to the regulations that would ease approval of the application. M. Bordeaux has recommended the applicant withdraw and resubmit following any amendments. There was discussion on possible language adjustments related to dormers and associated definitions. F. Zitkus sought clarification on trees remaining on the parcel, and limits of clearing as depicted in the plans. Compliance with a provision regarding street trees was also discussed.

B. Public Comment

None.

C. Additional Discussion

The Commission agreed to close the Public Hearing for this application. F. Zitkus closed the hearing.

REGULAR MEETING

I. Call to Order/Roll Call

F. Zitkus began the meeting. B. Franzese was seated for D. Garner.

**TOWN OF HEBRON
PLANNING AND ZONING COMMISSION
Public Hearing / Regular Meeting (Virtual)
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II. Approval of Minutes

A. November 12, 2024 - Public Hearing / Regular Meeting

Motion by D. Sousa and seconded by C. Cyr to approve the minutes of the November 12th, 2024 Public Hearing and Regular meeting. The motion passed unanimously (4-0).

III. Recognition of Guests / Public Comments (non-Agenda items)

None.

IV. Action on Pending Applications

A. **Petition 2024 - 17 & 18** – Petition of Calito Development Group for Special Permit and associated Site Plan to construct a retail store pursuant to Section 3.B.2.1.1 of the Hebron Zoning Regulations, 94 Main Street (Proposed Lot #13-32B), Main Street District.

Action: Deliberations tabled until next meeting.

B. **Petition 2024 – 22** – Petition of Dudley Rascoe for Special Permit to construct a single-family dwelling on a merged lot at 238 Deepwood Drive pursuant to Section 2.F.1.3 of the Hebron Zoning Regulations, Amston Lake District.

Motion by D. Sousa and seconded by J. Fodaski to approve Petition 2024 – 22, with the following conditions:

- 1. The footing drain design shall be approved by the Director of Public Works.**
- 2. The limits of clearing on the western part of the site shall remain as depicted on the plan.**
- 3. The width of the proposed dormer facing the street shall not exceed 60% of the wall below.**
- 4. Street trees shall be planted at the advisement of the Town Planner.**

The motion passed unanimously (4-0).

Action: Approved, with conditions.

Motion by J. Fodaski and seconded by D. Sousa to move item VI. New Business ahead of item V. Old Business. The motion passed unanimously (4-0).

V. New Business

A. **New Applications**

**TOWN OF HEBRON
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1. **Petition 2024-29 & 30** – Petition of the Town of Hebron Parks and Recreation Department for Special Permit and associated Site Plan to construct a dog park and associated improvements on approximately 1.5 acres at Parcel 12-9C Church St, part of the Raymond Brook Preserve, Residence-1 District

M. Bordeaux and C. Bryant presented a proposal to construct the dog park on a parcel in Raymond Brook Preserve which is not subject to the same land-use restrictions as other state-assisted acquisitions. Proximity to existing parking and trails was highlighted.

Action: Received.

B. Set Public Hearing Date

1. **Petition 2024-29 & 30** – Petition of the Town of Hebron Parks and Recreation Department for Special Permit and associated Site Plan to construct a dog park and associated improvements on approximately 1.5 acres at Parcel 12-9C Church St, part of the Raymond Brook Preserve, Residence-1 District

Action: Public Hearing date – January 14th, 2025

VI. Old Business

- A. **Discussion of possible amendments of Hebron Zoning Regulations to address confusion regarding the regulation of dormers in new construction in the Amston Lake District**

Tabled to next meeting.

VII. Correspondence

No additional correspondence. There was brief discussion on training and education opportunities.

VIII. Public Comment (non-Public Hearing applications)

None.

IX. 2025 Meeting Schedule

The Commission agreed to move meetings to Wednesday nights, and discussed adopting a hybrid meeting format. Restrictions regarding meeting format will be researched further.

Motion by D. Sousa and seconded by J. Fodaski to approve the 2025 meeting schedule as amended. The motion passed unanimously (4-0).

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X. Adjournment

Motion by D. Sousa and seconded by J. Fodaski to adjourn. The motion passed unanimously (4-0).

Meeting adjourned at 12:08 a.m.

Respectfully submitted,
Hannah Walcott (Board Clerk)

**TOWN OF HEBRON
PLANNING AND DEVELOPMENT DEPARTMENT**

TO: Planning and Zoning Commission
FROM: Matthew Bordeaux, Town Planner
DATE: January 10, 2025
RE: Planner’s Report for January 14, 2025 Special Meeting

Action on Pending Applications

Petition 2024-17 & 18 – Petition of Calito Development Group for Special Permit and associated Site Plan to construct a retail store pursuant to Section 3.B.2.1.1 of the Hebron Zoning Regulations, 94 Main Street (Proposed Lot #13-32B), Main Street District.

The Planning and Zoning Commission opened a public hearing on September 24, 2024, to hear comments on the Special Permit use. The public hearing was continued on October 8, 2024, November 12, 2024 and closed on December 10, 2024. The Commission has until February 13, 2025, to act on the application.

The plans reviewed at the December 10, 2024 public hearing are available at the following link: [Petition 2024-17 & 18 Revised 12.05.2024.](#)

The proposed retail store is subject to Special Permit approval in the Main Street (MS) District in accordance with Section 3.B.2.1.1 of the Hebron Zoning Regulations. As provided in Section 7.D.4.3, before the Commission approves a Special Permit Application, it shall determine that the application is in conformance with the applicable provisions of the Hebron Zoning Regulations; has satisfied the Special Permit Criteria in Section 7.D.5; and is in harmony with the purposes and intent of the Hebron Zoning Regulations and the currently adopted Plan of Conservation and Development.

The Commission will note that the proposed new construction of a retail store is also subject to Section 5.A, the Design Review standards, outlined in the “Guidelines for Community Site and Architectural Design”, dated December 10, 2013, as amended. The “Guidelines” are available for review at the following link: <https://www.hebronct.com/uploads/documents/Hebron%20Design%20Guidelines%20Approved.12-10-13.pdf>.

The proposed site design necessitates the Commission to consider Section 3.B.5.3 which states “No new parking spaces in the Main Street (MS) District shall be located between the front façade of the principal building and the abutting streets unless approved by the Commission by Special Permit due to special or unique circumstances.”

In granting a Special Permit, the Commission may consider the imposition of conditions of approval, as outlined in Section 7.D.4.6, when the Commission finds that such conditions are

reasonable and necessary to protect or promote the public health, safety or welfare; property values; the environment; sound planning and zoning principles; improved land use, site planning and land development; or better overall neighborhood compatibility. The Commission may impose additional requirements, conditions or safeguards as a prerequisite to the issuance of the Certificate of Zoning Compliance by the Zoning Enforcement Officer, if it shall be found reasonably necessary to serve public safety and welfare. The Commission may further apply time limits on the Special Permit and/or require periodic renewal of the Special Permit without a public hearing.

Typical of proposed new construction of a commercial use of this nature, conditions of approval are recommended as follows:

1. Prior to any site disturbance and prior to the issuance of a building permit:
 - a. An erosion and sedimentation control bond shall be submitted to the Town in an amount equal to the cost of all erosion and sedimentation control devices and acceptable to the Town Engineer;
 - b. The approval letter containing all conditions of approval, and the Planning and Zoning Commission signature block shall be added to the final plans;
 - c. Two copies of the complete set of final plans shall be submitted to Town staff for Commission signature; and
 - d. A preconstruction meeting shall be held with the project engineer, site contractor, applicant and the Town staff.
2. Prior to the issuance of a Certificate of Occupancy, a certified As-Built Plan shall be submitted verifying that the following site improvements have been completed: a. modifications to existing curb cuts; b. all parking areas; c. all drainage improvements and associated grading and stabilization; d. sidewalks; e. landscaping improvements, and the site shall be in compliance with the Erosion and Sediment Control Plan. A Performance Bond, in an amount approved by the Town Engineer, may be accepted by the Town, in lieu of completion of all improvements at the time of issuance of the Certificate of Occupancy.

Petition 2024-29 & 30 – Petition of the Town of Hebron Parks and Recreation Department for Special Permit and associated Site Plan pursuant to Section 2.C.3 and 2.C.4 of the Hebron Zoning Regulations, to construct a dog park and associated improvements on approximately 1.5 acres at Parcel 12-9C Church St, part of the Raymond Brook Preserve, Residence-1 District.

On December 10, 2024, the Commission received a new application for a dog park proposed to be located on approximately 1.5 acres of an existing hay field in the Raymond Brook Preserve. The Commission subsequently agreed to schedule a public hearing on January 14, 2025. Due to an error in the advertisement which stated the hearing would be held on “Wednesday, January 14, 2025”, I am recommending the Commission reschedule the public hearing for January 28, 2025.

New Business

New Applications

Petition 2024-31 & 32 – Petition of Amirzai Property Trust, LLC / Amjeed Akbarzai for Special Permit and associated Site Plan in accordance with Section 2.C.1.7 of the Hebron Zoning Regulations, to construct four (4) new two-story building each containing four (4) two-bedroom rental apartments at 102 Wellswood Rd, Residence-1 District.

I recommend the Commission schedule a public hearing to be held on February 12, 2025 to allow Town staff to review the application and the applicant to prepare a response, should there be a need.

Application materials are available for review at the following link: [Petition 2024-31 & 32 Wellswood Apts](#)

Other New Business

Petition 2010-6 - Subdivision and Special Permit Application of James Grossman requesting approval of a 32-lot subdivision on 123.8 acres and an Open Space Subdivision including rear-lots, located at Hillcrest Drive, Lake Road, and Route 85 (Assessor's Map #'s 10 & 2, Parcel #'s 20 & 2), R-1 District. Request for Extension of Lakewood Estates Subdivision.

The Planning and Zoning Commission approved this application on January 11, 2011. Extensions were granted, including on December 10, 2019. This project is eligible for a final five-year extension. Please see the attached letter from Jim Celio, Associate Broker at Century 21 AllPoints Realty dated December 18, 2024.

Review of proposed Planning and Development Department 2025-2026 CIP and Capital Expenditures and possible endorsement/recommendation

Please see the attached proposals prepared in response to the Town Manager's request for 2025-2026 Capital Improvement Project/Infrastructure Request (CIP) for expenditures of \$75,000 or more.

1. Hebron Green Design Services
2. Horton House Improvements
3. Americans with Disabilities Act Survey and Transition Plan

Also included is the Planning and Development Department Capital Expenditures request.

Review of Small Town Economic Assistance Program (STEAP) Grant Application ideas and possible endorsement/recommendation

Please see the attached State of Connecticut Small Town Economic Assistance Program (STEAP) announcement and guidelines. I've prepared two possible project application ideas. The Amston Village Water Main Extension project was applied for by former Town Planner Mike O'Leary in 2016. The other project is a twist on the previously successful STEAP-funded Façade Improvement Program. It seems possible that some of the CIP and Capital Expenditures requests could also be considered competitive applications.

Correspondence

1. Letter from Kevin J. Tulumieri, 110 Kinney Road, dated January 4, 2025 to the Hebron Planning and Zoning Commission.
2. Letter from Kenneth C. Baldwin, Robinson + Cole, dated December 17, 2024 to Matthew Bordeaux, Town Planner re: construction, maintenance and operation of a wireless telecommunications facility at 746 East Street (Hurst Farm), Andover, CT.

MRB

H:\Matt\Boards & Commissions\PZC\2025\01-14-2025\Planners Report.docx

December 18th 2024

Mr. Mathew Bordeaux
Hebron Town Planner
15 Gilead Street
Hebron CT 06248

RE: Grossman Stern Approval
Lakewood Estates Subdivision

Dear Mr. Bordeaux,

This is to serve as a formal request on behalf of my clients Jim Grossman and Agnes Stern for an extension to the approval of their Lakewood Estates Subdivision.

Per our recent communications it is my understanding that under Public Act No. 21-163 this request for an extension may be approved by the Planning and Zoning Commission. (Copy attached)

Thank You for your time and attention to this matter.

Respectfully submitted,



Jim Celio, Associate Broker
CENTURY 21 AllPoints Realty
Agent for Grossman and Stern



Substitute House Bill No. 6541

Public Act No. 21-163

AN ACT CONCERNING AN EXTENSION OF TIME FOR THE EXPIRATION OF CERTAIN LAND USE APPROVALS.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. Subsection (m) of section 8-3 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage and applicable to approvals made prior to July 1, 2011*):

(m) Notwithstanding the provisions of this section, any site plan approval made under this section prior to July 1, 2011, that has not expired prior to [May 9, 2011] the effective date of this section, except an approval made under subsection (j) of this section, shall expire not less than [nine] fourteen years after the date of such approval and the commission may grant one or more extensions of time to complete all or part of the work in connection with such site plan, provided no approval, including all extensions, shall be valid for more than [fourteen] nineteen years from the date the site plan was approved.

Sec. 2. Subsection (e) of section 8-26c of the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage and applicable to approvals made prior to July 1, 2011*):

(e) Notwithstanding the provisions of this section, any subdivision approval made under this section prior to July 1, 2011, that has not

Substitute House Bill No. 6541

expired prior to [May 9, 2011] the effective date of this section, shall expire not less than [nine] fourteen years after the date of such approval and the commission may grant one or more extensions of time to complete all or part of the work in connection with such subdivision, provided no subdivision approval, including all extensions, shall be valid for more than [fourteen] nineteen years from the date the subdivision was approved.

Sec. 3. Subsection (c) of section 8-26g of the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage and applicable to approvals made prior to July 1, 2011*):

(c) Notwithstanding the provisions of this section, for any subdivision of land for a project consisting of four hundred or more dwelling units and approved prior to July 1, 2011, that has not expired prior to [May 9, 2011] the effective date of this section, any person, firm or corporation making such subdivision shall complete all work in connection with such subdivision not later than the date [fourteen] nineteen years after the date of approval of the plan for such subdivision. The commission's endorsement of approval on the plan shall state the date on which such [fourteen-year] nineteen-year period expires.

Sec. 4. Subsection (g) of section 22a-42a of the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage and applicable to approvals made prior to July 1, 2011*):

(g) Notwithstanding the provisions of subdivision (2) of subsection (d) of this section, any permit issued under this section prior to July 1, 2011, that has not expired prior to [May 9, 2011] the effective date of this section, shall expire not less than [nine] fourteen years after the date of such approval. Any such permit shall be renewed upon request of the permit holder unless the agency finds that there has been a substantial change in circumstances that requires a new permit application or an

Substitute House Bill No. 6541

enforcement action has been undertaken with regard to the regulated activity for which the permit was issued, provided no such permit shall be valid for more than [~~fourteen~~] nineteen years.

Sec. 5. Section 8-3c of the general statutes, as amended by section 7 of public act 21-34, is repealed and the following is substituted in lieu thereof (*Effective from passage and applicable to approvals made prior to July 1, 2011*):

(a) If an application for a special permit or special exception involves an activity regulated pursuant to sections 22a-36 to 22a-45, inclusive, the applicant shall submit an application to the agency responsible for administration of the inland wetlands regulations no later than the day the application is filed for a special permit or special exception.

(b) The zoning commission or combined planning and zoning commission of any municipality shall hold a public hearing on an application or request for a special permit or special exception, as provided in section 8-2, and on an application for a special exemption under section 8-2g. Such hearing shall be held in accordance with the provisions of section 8-7d. The commission shall not render a decision on the application until the inland wetlands agency has submitted a report with its final decision to such commission. In making its decision the zoning commission shall give due consideration to the report of the inland wetlands agency. Such commission shall decide upon such application or request within the period of time permitted under section 8-7d. Whenever a commission grants or denies a special permit or special exception, it shall state upon its records the reason for its decision. Notice of the decision of the commission shall be published in a newspaper having a substantial circulation in the municipality and addressed by certified mail to the person who requested or applied for a special permit or special exception, by its secretary or clerk, under his signature in any written, printed, typewritten or stamped form, within fifteen days after such decision has been rendered. In any case in which

Substitute House Bill No. 6541

such notice is not published within such fifteen-day period, the person who requested or applied for such special permit or special exception may provide for the publication of such notice within ten days thereafter. Such permit or exception shall become effective upon the filing of a copy thereof (1) in the office of the town, city or borough clerk, as the case may be, but, in the case of a district, in the offices of both the district clerk and the town clerk of the town in which such district is located, and (2) in the land records of the town in which the affected premises are located, in accordance with the provisions of section 8-3d.

(c) (1) Notwithstanding the provisions of subsections (a) and (b) of this section, any special permit or special exception approval made under this section prior to July 1, 2011, that has not expired prior to the effective date of this section, and that specified a deadline by which all work in connection with such approval is required to be completed, shall expire not less than nineteen years after the date of such approval and the commission may grant one or more extensions of time to complete all or part of the work in connection with such special permit or special exception.

[(c)] (2) Notwithstanding the provisions of subsections (a) and (b) of this section, any special permit or special exception approval made under this section on or after July 1, 2011, but prior to the effective date of this section, that did not expire prior to March 10, 2020, and that specified a deadline by which all work in connection with such approval is required to be completed, shall expire not less than nineteen years after the date of such approval and the commission may grant one or more extensions of time to complete all or part of the work in connection with such special permit or special exception.

Sec. 6. Section 8-26e of the general statutes, as amended by section 8 of public act 21-34, is repealed and the following is substituted in lieu thereof (*Effective from passage and applicable to approvals made prior to July 1, 2011*):

Substitute House Bill No. 6541

(a) The planning commission of any municipality shall hold a public hearing on an application or request for a special permit or special exception, as provided in section 8-2. Any such public hearing shall be held in accordance with the provisions of section 8-7d. Such commission shall decide upon such application or request within the period of time permitted under section 8-26d. Whenever a commission grants or denies a special permit or special exception, it shall state upon its records the reason for its decision. Notice of the decision of the commission shall be published in a newspaper having a substantial circulation in the municipality and addressed by certified mail to the person who requested or applied for a special permit or special exception, by its secretary or clerk, under his signature in any written, printed, typewritten or stamped form, within fifteen days after such decision has been rendered. In any case in which such notice is not published within such fifteen-day period, the person who requested or applied for such a special permit or special exception may provide for the publication of such notice within ten days thereafter. Such permit or exception shall become effective upon the filing of a copy thereof (1) in the office of the town, city or borough clerk, as the case may be, but, in the case of a district, in the offices of both the district clerk and the town clerk of the town in which such district is located, and (2) in the land records of the town in which the affected premises are located, in accordance with the provisions of section 8-3d.

(b) (1) Notwithstanding the provisions of subsection (a) of this section, any special permit or special exception approval made under this section prior to July 1, 2011, that has not expired prior to the effective date of this section, and that specified a deadline by which all work in connection with such approval is required to be completed, shall expire not less than nineteen years after the date of such approval and the commission may grant one or more extensions of time to complete all or part of the work in connection with such special permit or special exception.

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[(b)] (2) Notwithstanding the provisions of subsection (a) of this section, any special permit or special exception approval made under this section on or after July 1, 2011, but prior to the effective date of this section, that did not expire prior to March 10, 2020, and that specified a deadline by which all work in connection with such approval is required to be completed, shall expire not less than nineteen years after the date of such approval and the commission may grant one or more extensions of time to complete all or part of the work in connection with such special permit or special exception.

Sec. 7. Section 9 of public act 21-34 is repealed and the following is substituted in lieu thereof (*Effective from passage and applicable to approvals made prior to July 1, 2011*):

(a) (1) Notwithstanding the provisions of any special act, any site plan, subdivision or permit approval by a zoning commission, planning commission, combined planning and zoning commission, zoning board of appeals or inland wetlands agency pursuant to the provisions of any such special act that occurred prior to July 1, 2011, and that has not expired prior to the effective date of this section, shall expire not less than fourteen years after the date of such approval and such commission, board or agency, as applicable, may grant one or more extensions of time to complete all or part of the work in connection with such approval, provided no approval, including all extensions, shall be valid for more than nineteen years from the date the site plan, subdivision or permit was initially approved.

[(a)] (2) Notwithstanding the provisions of any special act, [or] any site plan, subdivision or permit approval by a zoning commission, planning commission, combined planning and zoning commission, zoning board of appeals or inland wetlands agency pursuant to the provisions of any such special act that occurred on or after July 1, 2011, but prior to the effective date of this section, and that did not expire prior to March 10, 2020, [such approval] shall expire not less than fourteen

Substitute House Bill No. 6541

years after the date of such approval and such commission, board or agency, as applicable, may grant one or more extensions of time to complete all or part of the work in connection with such approval, provided no approval, including all extensions, shall be valid for more than nineteen years from the date the site plan, subdivision or permit was initially approved.

(b) (1) Notwithstanding the provisions of any special act, any special permit or special exception approval by a zoning commission, planning commission, combined planning and zoning commission, zoning board of appeals or inland wetlands agency pursuant to the provisions of any such special act that occurred prior to July 1, 2011, that has not expired prior to the effective date of this section, and that specified a deadline by which all work in connection with such approval is required to be completed, shall expire not less than nineteen years after the date of such approval and such commission, board or agency, as applicable, may grant one or more extensions of time to complete all or part of the work in connection with such special permit or special exception approval.

[(b)] (2) Notwithstanding the provisions of any special act, [or] any special permit or special exception approval by a zoning commission, planning commission, combined planning and zoning commission, zoning board of appeals or inland wetlands agency pursuant to the provisions of any such special act that occurred on or after July 1, 2011, but prior to the effective date of this section, that did not expire prior to March 10, 2020, and that specified a deadline by which all work in connection with such approval is required to be completed, [such approval] shall expire not less than nineteen years after the date of such approval and such commission, board or agency, as applicable, may grant one or more extensions of time to complete all or part of the work in connection with such special permit or special exception approval.

Approved July 12, 2021



Town of Hebron

TOWN OFFICE BUILDING
15 GILEAD STREET
HEBRON, CONNECTICUT 06248
TELEPHONE: (860) 228-5971
FAX: (860) 228-4859
www.hebronct.com

ANDREW J. TIERNEY
TOWN MANAGER


PETER D. KASPER
CHAIRMAN

DANIEL LARSON
VICE CHAIRMAN

TIFFANY V. THIELE
SELECTMAN

KEITH PETIT
SELECTMAN

CLAUDIA TEJADA RILEY
SELECTMAN

TO: All Department Heads
FROM:  Andrew J. Tierney, Town Manager
RE: 2025-2026 CIP and Capital Expenditures
DATE: August 29, 2024

Enclosed please find the Capital Improvement Project/Infrastructure Request (CIP) forms for your preparation and submittal. These forms should be used for all **proposed expenditures of \$75,000 or more** which are for vehicles, equipment, buildings or projects and which have a life of ten years or more.

Submit one form for each request. The request forms for FY 2025-2026 items should be completed with as much information and detail as possible. Please have a quote or other written material to support your dollar request and consider alternate sources of funding such as grants which may be available. Also consider a regional approach to purchasing some capital items. Include a summary page on which all requests are listed for the next five years. Please use these forms as a tool to assure that you have complete information for the item or project that you are requesting. Please provide sufficient information to fairly evaluate your request.

Be sure you are listing all projects that should be considered over the next five years, beginning in 2025-2026. I would rather you list all of your possible projects, than something being lost in the shuffle through the years. The more extensive the list, the better. If you have a long-term equipment replacement schedule, please include it with your request.

When considering your department needs six years into the future, please be as thorough as possible. If your department operates out of its own building, consider the grounds, roof and exterior of the building, age of the furnace, etc. Refer to the Town and School Facility report. If you require advice on something of which you have little knowledge, please ask the appropriate co-worker for assistance or contact the Town Manager if you feel you need to refer to the Public Building Committee for assistance in preparing your requests. For equipment purchases, consider including a picture or technical information on the equipment. If you work with an Advisory Committee or Board, please give plenty of time so that they can review and comment on the request(s) and, if necessary, have them prioritize each of your requests.

Enclosed is a copy of the currently approved Capital Improvement Plan (CIP) Budget for 2024-2025 as well as the Five-Year CIP Plan adjusted reflecting the FY 2024-2025 approved CIP. Also enclosed is the ARPA Project Status Report which includes many projects which would have been included in the CIP Budget. Please review the ARPA list and be prepared to provide updates on projects affecting your department.

Enclosed is a copy of the CIP Policy which addresses items over **\$75,000**. Please pay particular attention to the Section entitled "Timeline" on Pages 2 and 3 which provides detailed direction on preparing a complete request. Incomplete requests will be returned to the requesting Department.

In addition to the CIP request forms, please prepare a prioritized list of capital project items that fall into the **\$10,000 to \$74,999** range, along with the Capital Outlay Request Detail Form for each item you are requesting for FY 2025-2026. Also include a projection for capital items in the **\$10,000 to \$74,999** range for the next five years. Attached are the summary reports for projects approved over the last couple of years; please be prepared to report on the status of incomplete projects. **The listing and forms should be submitted with your CIP request forms.** Capital items under \$10,000 should be included in your individual department budget request as Capital Outlay.

Please respond to Donna Lanza on or before Wednesday, November 15th. Please respond even if you have no submission or there are no changes from last year's request.

Should you have any questions, please do not hesitate to contact Donna Lanza, Lori Granato or me.

Thank you.

**TOWN OF HEBRON
CAPITAL IMPROVEMENT PROGRAM
FY 2024-2025
ADOPTED
MAY 7, 2024**

Priority	Project	Amount
	Road Resurfacing and Road Improvements	\$ 330,558
	Replace Truck 45 (2005)	\$ 275,466
	Jones Street Culvert Replacement - Second (Final) Year Funding	\$ 44,500
	Gilead Hill School Roof Restoration (partial funding)	\$ 500,000
	Hebron Elementary School Roof Restoration (partial funding)	\$ 100,000
	Senior Center Parking: Drainage, Repave and Expansion	\$ 75,000
	Total Recommended CIP Budget	\$ 1,325,524

TOWN OF HEBRON
CAPITAL IMPROVEMENT PROGRAM
FY 2023-2024
APPROVED
May 23, 2023

Project	Amount
Road Resurfacing and Road Improvements	\$ 320,930
Replace Truck 52 (2007)	\$ 226,956
Jones Street Culvert Replacement - First Year Funding	\$ 55,000
Total Approved CIP Budget	\$ 602,886

**CAPITAL IMPROVEMENT PROGRAM
FIVE YEAR PLAN**

	Total Request	Approved Appropriation	23-24 APPROVED	24-25 APPROVED	24-25 Department Request	25-26	26-27	27-28	28-29	29-30
Town Wide Roads										
Road Resurfacing and Road Improvements	On Going	On Going	320,930	330,558	330,558	340,475	350,689	361,210	372,046	383,207
Town Wide Roads Sub Total			320,930	330,558	330,558	340,475	350,689	361,210	372,046	383,207
Public Works										
Bridge Replacement - Old Colchester Road	544,700			Grant Funded	Grant Funded					
Replace Truck 52 (2007)	226,956	226,956	226,956	44,500	44,500					
Jones Street Culvert Replacement	99,500	99,500	55,000							
Street Sweeper (1999)	314,493					150,000	164,493			
Large Dump w/Plow (replace Truck 45)(2005)	275,466	275,466	275,466	275,466	275,466	275,466				
Large Six Wheel Dump Truck w/ Plow and Sander (Truck 24)	347,905					347,905				
Ten Wheel Dump Truck (replace Truck 18)(2007)	289,340					289,340				
Large Dump w/Plow (replace Truck 9)(2009)	303,701						303,701			
Large Dump w/Plow (replace Truck 26) (2003)	303,701						303,701			
Large Dump w/Plow (replace Truck 31) (2012)	303,701						303,701			
Large Dump Truck (replace Truck 2) (2006)	318,886						318,886			
Large Dump Truck (replace Truck 46) (2006)	334,830							334,830		
Old Slocum Road Culvert Replacement	840,000							420,000		420,000
Engineering/Design New Public Works Facility - (to be bonded)	15,000,000+		281,956	319,966	745,432	1,062,711	771,895	318,886	754,830	420,000
Public Works Sub Total			281,956	319,966	745,432	1,062,711	771,895	318,886	754,830	420,000
Board of Education										
PA and Clock System - GHS and HES	167,000			Funded Outside of C	297,400					
Air Conditioning and HVAC Upgrade GHS	1,635,100				7,500	1,635,100				
Air Conditioning and HVAC Upgrade HES	1,623,800				7,500	1,623,800				
Gilead Hill School Roof Restoration and Study	550,000	550,000		500,000	500,000					
HES Roof	160,000	160,000		100,000	100,000					
Backup Generator HES	193,500						193,500			
Glass Brick Wall to Window Replacement GHS	149,500						149,500			
Glass Brick Wall to Window Replacement HES	53,500						53,500			
Parking Lot HES	100,000							100,000		
Board of Education Sub Total				600,000	912,400	3,258,900	193,500	203,000	100,000	
Fire Department/EMS										
Replace Rescue 110 and Engine 110 w/ Rescue Pumper	1,050,000			Fund Outside of CIP	350,000					
Replace Chief's Vehicle	75,000			Fund Outside of CIP	75,000					
Ambulance 610	350,000						350,000			
Fire Department Sub Total					425,000		350,000			
Recreation										
Trackless Snow Machine	180,000				180,000					
Skid Steer	87,775				87,775					
Veteran's Memorial Park Baseball Field Lighting	250,000			ARPA	ARPA					
Pickleball Courts	120,000					ARPA	100,000			
Pond Dredging	100,000							75,000		
Grayville Upgrades	75,000									
Pickleball Lighting	100,000									
Burnt Hill Playscape	200,000									
Recreation Sub Total					267,775	267,775	100,000	75,000	100,000	200,000

**CAPITAL IMPROVEMENT PROGRAM
FIVE YEAR PLAN**

	Total Request	Approved Appropriation	APPROVED	APPROVED	Department Request	25-26	26-27	27-28	28-29	29-30
Douglas Library										
Douglas Library Parking Lot Paving	173,919				173,919	173,919				
Douglas Library Sub Total	173,919				173,919	173,919				
Senior Center										
Natural Gas Generator	75,000				75,000	75,000				
Senior Center Parking Drainage, Repave and Expansion	100,000	75,000			100,000	25,000				
Senior Housing Needs Study/Engineering	TBD			75,000	175,000	100,000				
Senior Center Sub Total										
Planning & Development										
ADA Self-Evaluation and Transition Plan	150,000				75,000	75,000				
Horton House Improvements	81,600			ARRA	81,600	75,000				
Parks and Recreation Master Plan	75,000				231,600	150,000				
Planning & Development Sub Total										
Miscellaneous										
VHF Radio System - All Town Departments (Bancroft)	95,713			ARRA	95,713	95,713				
WPCA	TBD				95,713	95,713				
Miscellaneous Sub Total										
GRAND TOTAL			602,886	1,323,524	3,357,397	5,349,493	4,766,084	956,096	1,326,876	1,003,207

Design Services for Hebron Green Pedestrian Connections and Parking Improvements

The Town of Hebron was awarded a 2023 STEAP Grant (\$474,000.00 grant / \$80,000 municipal match) for the Hebron Green Pedestrian Connections and Parking Improvements Project. The project will likely improve the vehicle access from Main St to the Library, restore the sidewalks in front of the buildings lining Main St, extend the sidewalk connection from the westerly terminus of the recently completed pedestrian improvement project between Pendleton Dr and the library, and make improvements to the parking at the rear of 10 and 12 Main St. The Town also plans to repave the Douglas Library parking area east of the main entrance. As the two project areas overlap, some minor alterations of the library parking area may be appropriate. Nathan L. Jacobson and Associates, the Town's consultant engineers, will work with Town staff to move the project from conceptual design, to permit drawings, bid package preparation, and through construction administration. I recommend an additional \$20,000 be budgeted for any potential changes to the library parking area for a total of \$100,000.

ADA Self-Evaluation and Transition Plan

Title II of the Americans with Disabilities Act (ADA) applies to State and local governments, including towns, school districts, water districts, special purpose districts, and other small local governments and instrumentalities. It prohibits discrimination on the basis of disability in all services, programs, and activities provided by towns. Thus, people with disabilities must have an equal opportunity to participate in and benefit from a town's services, programs, and activities. To accomplish this, the ADA sets requirements for town facilities, new construction and alterations, communications with the public, and policies and procedures governing town programs, services, and activities.

Towns must make reasonable modifications to policies, practices, and procedures to avoid discrimination against individuals with disabilities. While this requirement applies to all policies, practices, and procedures of the town, the town does not have to make modifications that would result in a fundamental alteration in the program, service, or activity or result in a direct threat to the health or safety of others. A direct threat is a significant risk that cannot be eliminated or reduced to an acceptable level by the town's modification of its policies, practices, or procedures, or by the provision of auxiliary aids or services. The public entity's determination that a person poses a direct threat to the health or safety of others may not be based on generalizations or stereotypes about the effects of a particular disability (see The ADA Title II Technical Assistance Manual).

The self-evaluation typically includes a review of policies, practices, and procedures. Periodic review after the self-evaluation may be done to maintain compliance with the ADA. A town can choose how it wants to conduct a review of policies and practices that govern the administration of the town's programs, activities, and services. Towns that have already done a self-evaluation do not have to do another one.

When programs, services, or activities are located in facilities that existed prior to January 26, 1992, the effective date of Title II of the ADA, towns must make sure that they are also available to persons with disabilities, unless to do so would fundamentally alter a program, service, or activity or result in undue financial or administrative burdens. This requirement is called program accessibility. When a service, program, or activity is located in a building that is not accessible, a small town can achieve program accessibility in several ways. It can:

- relocate the program or activity to an accessible facility
- provide the activity, service, or benefit in another manner that meets ADA requirements, or
- make modifications to the building or facility itself to provide accessibility.

Thus, to achieve program accessibility, a small town need not make every existing facility accessible. It can relocate some programs to accessible facilities and modify other facilities, avoiding expensive physical modifications of all town facilities.

When considering the proposal by Bureau Veritas to the “Evaluations of Existing Municipal Facilities” project, Town staff asked if an evaluation that would aid in the Town’s preparation and performance of the requirements for a self-evaluation and “Transition Plan” would be part of the project scope. Bureau Veritas responded that they would be conducting a high-level ADA

review to ensure that the obvious issues related to accessibility are addressed, but that a Level III ADA Assessment would be required to inform the production of “Transition Plan”. A quote of approximately \$62,000 was provided for BV to conduct an ADA Survey & Transition Plan for the eleven (11) municipal facilities included in the “Evaluations of Existing Municipal Facilities” project. This would not include municipal sidewalks or programs.

I recently spoke with the Town Planner of North Reading, MA. The Town was awarded a grant from the Mass Office of Disabilities for \$35k. The project focused on facilities, but did not include sidewalks, schools or programs. The Town Planner was subsequently quoted \$150k for the next phase of the project to satisfy all ADA requirements. The Town of North Reading worked with BETA Group on the first phase of its effort.

Horton House Repairs

The Horton House is occupied by the Planning and Development Department. The House has seen many renovations over the years including heating and cooling systems, and new windows. The Facilities' Conditions Assessment (FCA) conducted by Bureau Veritas, noted that structural degradation is a primary concern.

The Hebron Board of Selectmen approved ARPA funding for a study recommended by the BV FCA and subsequent design services required to prepare an engineered plan on which to solicit bids from qualified contractors for the repair.

The FCA recommends immediate (\$34,200) and Short Term 1-2 Years (\$48,700) funds be dedicated to required improvements at the Horton House. Some of this work has been completed with ARPA funds. The primary focus is to follow-through with, and complete the improvements designed by the structural engineer currently drafting plans. The remaining funds will be used to make the additional improvements noted in the FCA.

Structural Integrity – BV identified cracking and deterioration in the masonry element in the basement below the chimney stack. A structural engineer is preparing designs for the repair. The project should be a top priority. BV's FCA recommended \$35,300 for this purpose.

Other Improvements - The bathrooms may have been renovated within memory but are now in need of an update. Certain interior features need work as well, including water damaged windowsills, light and vent fan fixtures, etc. The flooring needs to be replaced. Wiring, especially in the basement, presumably electrical and communications, needs to be repaired. This will likely require some walls to be reframed, which may require some waterproofing. The baseboard heating should either be repaired or removed. The mortared joints of the stone foundation need to be repointed around the basement door. The foundation under the stone slab threshold at the front door needs repair. The retaining wall toward the Marjorie Circle frontage needs repair. BV's FCA recommends \$57,500.

2025 GRANT ROUND
SMALL TOWN ECONOMIC ASSISTANCE PROGRAM GUIDELINES



PROGRAM:

The Small Town Economic Assistance Program (STEAP) pursuant to [C.G.S. §4-66g](#) funds economic development, community conservation and quality of life projects for localities that are ineligible to receive Urban Action bonds ([C.G.S. §4-66c](#)).

TIMELINE:

Application Release Date: Thursday, January 9, 2025
Application Due Date: On or before 4:00 PM Thursday, February 20, 2025
Award Date: On or about April 3, 2025

APPLICATION INSTRUCTIONS:

- The complete application, any associated updates, addendums or related documents are available at [Small Town Economic Assistance Program – STEAP](#).
- All submissions related to this application must be sent via email to opm.steapapplications@ct.gov. The subject-line of the email must include the municipality's name and "STEAP 2025 Application".
- The submission must be in PDF format.
- Applications are due on or before 4:00 PM on Thursday, February 20, 2025.
- The municipality must submit a completed copy of the "STEAP Application Checklist".
- The municipality must submit a "Statement of Work and Budget".

GRANT AWARD FUNDING:

STEAP funds are issued by the [State Bond Commission](#) and administered by the Office of Policy and Management (OPM). Funds can only be used for capital projects. A project is considered to be a capital project if it is new construction, expansion, renovation or replacement for an existing facility or facilities.

The 2025 STEAP grants will be funded from an aggregate amount of \$30,000,000. The total STEAP grant amount a municipality can receive each fiscal year is \$1,000,000. This includes

individual and group applications. Individual grant award amounts will depend on the number of participating municipalities, and the number of qualified applications selected to receive an award.

In no event shall a municipality receive a grant unless and until the secretary determines, in the secretary's sole discretion, that the municipality has fully utilized or has plans to fully utilize any other funds previously granted to such municipality.

MUNICIPALITY ELIGIBILITY:

Eligible municipalities are listed on the attached STEAP Eligibility Listing. Municipalities which have an Urban Center Per Adopted State Plan of Conservation and Development are NOT eligible for either STEAP or the STEAP Opt-In Provision.

Municipalities which are designated as on the [Public Investment Community Index](#) (PIC), and/or a Distressed Municipality, are eligible to [Opt-In to STEAP](#) as long as the municipality does not have an urban center as per adopted plan. The Opt-in period shall be for four years. During that four-year period, municipalities which have opted in are NOT eligible to receive Urban Act funding.

Municipalities that are eligible to opt into the STEAP program must submit their opt-in request **prior** to submitting their STEAP application.

Municipalities with projects more than five (5) years old or that have expired contracts that have not been closed out with the administering agency are ineligible to apply for new funding. Municipalities should contact the administering agency for previous award information to ensure compliance.

MUNICIPAL MATCH:

All project funding (other than STEAP grant award) must be secured as of the time of application.

A 20% municipal match of the total project is preferred, but not required, in accordance with the following:

- Match funds must be municipal funds, not funds from other state or federal grants;
- Municipal salaries and/or expenses cannot be counted toward the municipal match;
- Funds spent on studies, planning, design, engineering, cost of land and contract services needed to complete the project are acceptable matches;
- Match funds must be spent in their entirety prior to final reimbursement; and
- Match expenditures can be those allowable project-related expenditures which were incurred before or during the grant contract period

The municipal match commitment is not altered shall a project come in under expected costs. The reduction will be on the state grant side.

Shall a municipality not be able to complete their project and meet their municipal match during the contract period, the STEAP award shall be pro-rated based on the municipal match.

An authorizing referendum vote and/or resolution by the local legislative body, or, in any town where the legislative body is a town meeting, by a vote of the board of selectmen, which authorizes the Chief Executive Officer to accept such grant if awarded, and enter into and execute any and all agreements, contracts and documents necessary to obtain said 2025 STEAP Grant with the State of Connecticut. This authorizing vote and/or resolution needs to be submitted to the administering agency within thirty (30) days of grant award notice if not available at time of application.

COMPLIANCE REQUIREMENTS:

[C.G.S. Sec. 8-23](#) requires each municipality to prepare or amend and adopt a plan of conservation and development (POCD) at least once every ten years. In accordance with [Public Act 24-132](#), any municipality that fails to adopt a POCD every ten years shall be ineligible for discretionary state funding in excess of \$25,000 unless such prohibition is expressly waived by the OPM Secretary.

All STEAP-funded projects are subject to applicable federal, state, and local laws, ordinances, regulations.

Certain projects, if funded with a STEAP grant, may be subject to additional reviews, evaluations, permits, approvals, and/or certifications, including but not limited to: Commission on Human Rights and Opportunities ([CHRO](#)), Connecticut Environmental Policy Act ([CEPA](#)), Flood Management Certification ([FMC](#)); State Historic and Preservation Office ([SHPO](#)) review and determination; and/or Municipal Plan of Conservation and Development ([POCD](#)) provisions with regard to eligibility for discretionary state funding. Such reviews, evaluations, permits and/or certifications could significantly impact project costs and timelines.

The grantee should only submit applications for such projects when it is able to provide the detailed information that might be required for various state review processes and can continue with the proposed project and spend down the grant within the terms of the contract period despite these added costs and extended project timelines.

CONTRACT:

Grants awarded will have a four (4) year term and may be considered for a one (1) year extension to the grant end date. No grant shall have a term longer than five (5) years.

Each STEAP grant shall have its own contract and shall not be combined with any other grant contract. STEAP grants are not intended to be "banked" or "grouped together" over the course of multiple years. Each award is to be used expressly for the purpose and scope of work as outlined in the awarded grant application.

Any STEAP application, its receipt, and/or any subsequent announcement or notification of an award associated with an application, does not constitute a contract. A contract exists only when you have submitted all required contractual documents and such documents are approved by the administering state agency, and the municipality is notified that the contract is fully executed. Do not incur any anticipated STEAP grant funded project expenditures until a contract is fully executed, as only those allowable expenditures incurred between the start and end dates as established on the fully executed contract can be reimbursed. Expenditures incurred before the contract start date or after the contract end date will not be reimbursed.

When a municipality is selected to receive a STEAP grant, the municipality will receive a notification letter from OPM indicating which state agency has been assigned to administer their award.

Municipalities should be prepared to enter a grant assistance agreement/contract with the administering agency shortly after being notified of an award, therefore municipalities should only apply for a project which is near-term. This means that the STEAP funded portion of the project should be "shovel-ready" or "nearly shovel-ready" at time of application. This is necessary to ensure that the grantee will be able to spend down their grant funds within the defined term of the award, as funds not expended before the grant's end date will be forfeited.

CHANGES IN CONTRACT:

Only minor changes germane to the original scope from the approved application shall be approved by the administering agency. STEAP grant funds cannot be repurposed (used for a project other than the one for which it was awarded.)

- EXAMPLE: A STEAP grant is awarded for a sidewalk project. The original scope was to install 1000 feet of sidewalk. A scope change which would increase the sidewalk to 1200 feet would be germane, therefore would be allowable and could be approved. A scope change to instead use the funding for a veterans' memorial and NO sidewalks would not be germane, therefore cannot be allowed or approved.

GRANT REIMBURSEMENT:

All grant payments will be made on a reimbursement basis and only after the municipality has:

- Incurred and paid for the allowable STEAP-related allowable project expenditures incurred between the start and end dates of the contract
- Match funds must be spent in their entirety (100%) prior to final reimbursement

Unspent grant funds will not be repurposed for other uses. Such unspent funds will be returned to the STEAP program account and will be used for awards made in future rounds.

The administering agency will provide guidance on what information must be submitted to seek reimbursement. Expenditures incurred before the start date or after the end date of the agreement/contract will not be eligible for reimbursement.

ELIGIBLE AND PRIORITY PROJECTS AREAS:

Projects eligible pursuant to CGS [Section 4-66c](#):

- Economic development projects such as (a) constructing or rehabilitating commercial, industrial, or mixed-use structures and (b) constructing, reconstructing, or repairing roads, access ways, and other site improvements;
- Recreational facility improvements;
- Solid waste disposal projects;
- Social service-related projects, including day care centers, elderly centers, domestic violence and emergency homeless shelters, multi-purpose human resource centers, and food distribution facilities;
- Homeownership initiatives in collaboration with local community development financial institutions;
- Redevelopment of historic preservation areas that leverage private funds;
- Development projects involving economic and community development, transportation, environmental protection, public safety, children and families and social service programs; and
- Land acquisition associated with the above types of projects.

Priority Project Areas:

- Shovel-ready projects which are at a stage where project work can begin at STEAP contract approval (see below)
- Improving the quality of life and fiscal stability of municipality
- Making government more effective, efficient and customer friendly
- Promoting economic growth particularly in transit-oriented areas
- Public Service Answering Point (PSAP) Consolidation
- Developing our workforce
- Infrastructure (i.e. roads, bridges, public buildings)
- Pollution control (water, waste, energy) in order to reduce costs and environmental impacts

Shovel-ready projects are defined as those which have:

- Legislative body approval (i.e.: referendum, town meeting)
- All funding (other than STEAP funding) for the STEAP project secured
 - Matching funds
 - Additional project funds
- Local permits in place (i.e.: Inland Wetlands, Zoning, Planning)
- State approvals and permits in place, such as:
 - State Historical Preservation Office (SHPO)
 - Flood Management Certification (FMC)
- Utility coordination plan established
- Municipal Plan of Conservation and Development (POCD) up to date
- Project PS&E (plans, specifications, and estimates) ready to be advertised

EXPENDITURES THAT CANNOT BE FUNDED BY STEAP GRANT FUNDS:

- Programmatic expenditures or recurring budget expenditures are **not** eligible for STEAP or any other state bond program. OPM reserves the right to not fund or reimburse certain projects or certain project components with State bond funds due to public policy reasons.
- Ceremonial or entertainment expenses; publicity; bonus payments; reserves; charges in excess of the lowest responsible bid where competitive bidding is required unless prior approval is obtained; deficits or overdrafts; interest charged; any judgment for damages arising from the project; fines and penalties; meals, municipal salaries or employee expenses.
- Furniture, fixtures, and equipment (FF&E). FF&E includes movable furniture, fixtures or other equipment that have no permanent connection to the structure of a building or utilities. FF&E includes, but is not limited to desks, chairs, computers, electronic equipment, appliances, tables, bookcases, and partitions.
- Goods and/or services purchased and/or provided before the contract start date, or after the contract end date will **not** be funded.
- STEAP funds **cannot** reimburse design, studies, planning and/or engineering costs.
- STEAP funds **cannot** be used to represent the required municipal "match" or "share" portion for another state or federal grant.

STEAP CONTACT INFORMATION:

- Program information: Martin.Heft@ct.gov or 860.418.6355
- Application Submission: opm.steapapplications@ct.gov
- Questions related to an award (including questions about your grant contract/agreement, payment/reimbursement and a one-time extension), must be directed to the [assigned state agency](#).

Small Town Economic Assistance Program (STEAP) Guidelines and Application

Please read this information before completing the application.

The Small Town Economic Assistance Program (C.G.S. Section 4-66g) funds economic development, community conservation and quality of life projects for localities that are ineligible to receive Urban Action (CGS Section 4-66c) bonds. This program is managed by the Office of Policy and Management and grants are administered by appropriate state agencies.

STEAP funds are issued by the [State Bond Commission](#) and **can only be used for capital projects**. A project is considered to be a capital project if it is new construction, expansion, renovation or replacement for an existing facility or facilities. Project costs can include the cost of land, engineering, architectural planning, and contract services needed to complete the project. Projects eligible for STEAP funds include:

- Economic development projects such as (a) constructing or rehabilitating commercial, industrial, or mixed-use structures and (b) constructing, reconstructing, or repairing roads, access ways, and other site improvements;
- Recreation and solid waste disposal projects;
- Social service-related projects, including day care centers, elderly centers, domestic violence and emergency homeless shelters, multi-purpose human resource centers, and food distribution facilities;
- Housing projects;
- Pilot historic preservation and redevelopment programs that leverage private funds; and
- Other kinds of development projects involving economic and community development, transportation, environmental protection, public safety, children and families and social service programs.

Expenditures that cannot be funded by STEAP Grant funds:

- Programmatic expenditures or recurring budget expenditures are **not** eligible for STEAP or any other state bond program. However, some projects, while generally capital in nature, should not be funded with State bond money for various public policy reasons including but not limited to administrative improvements.
- The following expenditures are **not** eligible for reimbursement in construction, acquisition or development projects: ceremonial or entertainment expenses; publicity; bonus payments; reserves; charges in excess of the lowest responsible bid where competitive bidding is required unless prior approval is obtained; deficits or overdrafts; interest charged; any judgment for damages arising from the project; fines and penalties; municipal salaries or employee expenses.
- Project components **not** allowable for STEAP fund payment: Furniture, fixtures and equipment (FF&E). FF&E includes movable furniture, fixtures or other equipment that have no permanent connection to the structure of a building or utilities. Examples of FF&E include desks, chairs, computers, electronic equipment, tables, bookcases and partitions.
- Goods and/or services purchased and/or provided before the contract start date, or after the contract end date will **not** be funded without advance written approval of the administering agency.
- STEAP funds **cannot** be used to represent the required “match” portion for another state grant.

For the purposes of this application and any subsequent award, “Authorized Signatory” refers to the municipality’s Chief Executive (Town Manager, Mayor, First Selectman, etc.) – the individual who is legally authorized to apply for the grant and who has the authority to enter into any subsequent agreements.

THIS APPLICATION, ITS RECEIPT, AND/OR ANY SUBSEQUENT ANNOUNCEMENT OR NOTIFICATION OF AN AWARD ASSOCIATED WITH THIS APPLICATION, DOES NOT CONSTITUTE A CONTRACT. A CONTRACT EXISTS ONLY WHEN ALL REQUIRED CONTRACTUAL DOCUMENTS ARE SUBMITTED AND APPROVED BY THE ADMINISTERING STATE AGENCY, AND THE TOWN IS NOTIFIED THAT THE CONTRACT IS FULLY EXECUTED.

APPLICATION FOR FY 2016 STEAP GRANT FUNDING

Please complete one application for each proposed project and also indicate the priority order of all projects submitted. If applications for more than one project are submitted at different times, please reprioritize previously submitted projects with each new application. Complete submittal instructions are outlined on the last page of this application.

Applicant Town: Hebron Tax ID (FEIN) No.: 06-6002015

Authorized Signatory Full Legal Name: Andrew J. Tierney

Authorized Signatory Title: Town Manager

Authorized Signatory Email: atierney@hebronct.com

Authorized Signatory Phone Number: 860-228-5971 Extension: 122

Town Office Street Address / PO Box: Town Office Building, 15 Gilead Street, Hebron, CT

Town Office Zip Code: 06248

Proposed Project Street Address: North Pond Road and CT RT 85 Zip Code: 06231

If available, GIS coordinates: Longitude: 72°-20'-37.5" W Latitude: 41°-38'-03.6"N

If no project address is available, please provide street intersection detail.

The project would be a water main extension within the Town-owned North Pond Road ROW and the State-owned CT RT 85 ROW in the Amston section of Hebron.

Requested amount of STEAP Funding (\$500,000 max): \$500,000

Project Name: Amston Village Water Main Extension

Name, phone and email address of person preparing this application:

Michael K. O'Leary, AICP, Director of Planning and Development; 860-228-5971, x137; moleary@hebronct.com

Identify town officials and professionals that may be contacted with questions regarding this application:

Name, phone and email address

Thomas Fenton, P.E., Town Engineer; NLJ & Assoc.; 860-526-9591; tfenton@nlja.com

Name, phone and email address

John Guskowski, AICP, Economic Development Coordinator; 860-455-8251; hedc@hebronct.com

Did any of the above persons attend the STEAP webinar? (If NO, please provide name of Webinar attendee)
Yes. Michael O'Leary, Director of Planning and John Guskowski, Economic Development Coordinator, attended the Webinar.

- 1.) Provide a description of the proposed project which includes the purpose of the project. Please be clear as to whether the funds you are requesting are for design, planning, site acquisition and/or construction. **Please be as comprehensive as possible in the description of this project (*Note: only capital projects will be considered: new construction, expansion, renovation, or replacement project for an existing facility or facilities. Project costs can include the cost of land, engineering, architectural planning, and contract services needed to complete the project. For a description of expenditures that cannot be funded with STEAP funds, see pg. 1).**

The Town of Hebron's recently adopted Plan of Conservation and Development (2014), contained several objectives stating that a renewed public/private effort is needed to revitalize the Amston Village District, a mixed-use business district in Hebron (more detail on this is included in the response to Question #5). This proposed STEAP project will complement and build on other recent efforts taken by the Town in this one neighborhood to encourage its redevelopment.

This proposed project is for the design and the extension of the Amston Lake water main, a system owned and operated by the CT Water Company, from its present terminus into the mixed-use zoning district, the Amston Village District, in particular to serve two underutilized properties in an effort to promote economic development opportunities on these sites. Presently the water mains for this system terminate on North Pond Road and at the intersection of Lake Road and CT RT 85, in the Amston section of Hebron (see Location Maps and Concept Plans in the Attachments to this application). The Amston Lake water system presently serves a residential neighborhood in and around Amston Lake. The water mains terminate at the edge of the mixed use Amston Village District where the Town is committed to revitalization and economic development efforts.

Two sites in particular have been targeted by the Town in the Amston Village District. The Turshen Mill, located at 459 Church Street, is one of the last remaining mill buildings in Hebron. It is one of the most historic and prominent structures in Town; and, despite its rich past and strong architectural character, it has been vacant for a number of years. The Town strongly believes that this building, developed in a successful mixed-use pattern, could be an economic driver to the greater Amston Village neighborhood. The Town was successful in acquiring a "Making Places Grant", a collaborative program of the CT Trust for Historic Preservation in cooperation with the State Historic Preservation Office in the Department of Economic and Community Development (DECD). Through this grant, the Town's Economic Development Consultant team at CME (a private planning and engineering firm) conducted a number of studies to assist the property owner in his efforts at marketing the building. These studies included a National Register Nomination, a Building Condition Assessment, a Phase 1 Environmental Site Assessment, a public outreach effort and a Redevelopment Planning and Financial Pro-Forma. This project was concluded late in 2015. In a follow-up to these efforts, the Town has more recently applied for funding through the DECD's Remedial Action and Redevelopment Municipal Grant Program to complete a Phase II and III Environmental Assessment. The site is served by the Town's public sewers; and, the consensus in the Town is that public water is essential to attract a viable new use for this building. The other site targeted by the Town is 501 Church Street, the site of the former Hebron Service Center. The Town received funding through CRCOG and has performed a Phase I, II and III Environmental Site Assessment on this property and has clearly document site contamination on the vacant and former gasoline service station and repair building. More recently the Town has an active application submitted under the DECD's Remedial Action and Redevelopment Municipal Grant Program seeking remediation funding as a crucial step to revitalizing this site. This site is also served by public sewers and due to the past history of the site, public water is essential to be able to market the site and attract a vibrant new use to this location. As the site sits across the street

from the main parking and access point to the State of CT's Air Line Trail State Park, a highly successful and well-used regional recreation resource, it is in a key location to provide needed services to trail users. The redevelopment of this site, from the present decaying auto service center building, to a new use serving the trail users and the surrounding neighborhood will serve as an important economic catalyst to the Amston Village area.

The project itself will be entirely contained within Town roadway right-of-ways or State of CT right-of-ways. See attached Concept Plans for the location of the existing water mains. The water main presently ends on North Pond Road, a Town-owned roadway, approximately 2,500 feet from its intersection with Church Street (CT RT 85). The water main would be extended within the Town right-of way of North Pond Road to this intersection where water would be available for the adjacent 459 Church Street. From that point, the water main would be extended approximately 1,000 feet south within the CT State right-of-way of Church Street (CT RT 85). At this point water would be available to 501 Church Street. This 3,500 linear foot extension of water mains would extend public water supply to two important economic development sites, as well as other properties, within the mixed-use Amston Village District in Hebron. As shown on the Concept Plan, an alternative alignment is a possibility, which would be determined in conjunction with the Water Company once project funding is secured; however the length (3,500 linear feet) would be the same.

- 2.) How will this project impact and benefit the community? Please include any projected economic impact and job creation or retention estimates.

As part of the previously mentioned "Making Places" grant and the "Remedial Action and Redevelopment Municipal Grant Program" application a substantial amount of information was gathered into the economic viability and potential of these two sites within the Amston Village District and the positive impacts they could generate. One of the envisioned redevelopment scenarios for each key site is included here. This is representative of the important role that can be played with the investment of STEAP grant funds into bringing public infrastructure into this district.

Redevelopment Scenario – 459 Church Street

In developing potential redevelopment concepts for the Turshen Mill, numerous factors were considered and incorporated. The Town of Hebron's recently-adopted Plan of Conservation & Development has a particular focus on the Amston Village area, noting its potential for revitalization and intensification of activity. The location of the property along a well-travelled state highway and immediately adjacent to the Air Line Trail linear greenway and its proximity to two of the Trail's parking area/trail heads in Hebron influenced thinking. The market study the Town's Economic Development Commission completed in 2013 focused on Hebron Center and its Business District, but identified several key market gaps that are clearly applicable to the rest of Town. Local stakeholder input, the wisdom of real estate and development professionals, and simple inspiration derived from cooperative brainstorming resulted in several potential scenarios.

Several initial thoughts for redevelopment were eliminated for various reasons. For the most part, residential occupancy was removed from in- depth analysis. The size and layout of the building did not lend itself to a large multi-family apartment or condominium development. On the other hand, the property is probably too large a project for a single-family residence. In either case, the potential costs of redeveloping for residential purposes would be far higher than income yields that would otherwise justify their further consideration. Furthermore, the location along Route 85 speaks to the potential of uses that can benefit from the higher traffic counts. For similar reasons, manufacturing was also ruled out from this analysis. Despite the facility having a varied history of manufacturing uses, the size of the building and site do not meet modern standards for most industrial or light-industrial specifications. Again, the unique nature of the building and its prominence speak to promoting it as an iconic, place-making destination.

Scenario: Air Line Trail Café and Outfitter

When considering locations for retail, restaurant, or other commercial building that seeks high-volume interaction with the public, vehicular traffic counts are a critical component. As of the 2014 Connecticut DOT Traffic Counts, this stretch of Route 85 saw anywhere between 4900 vehicles (at the Colchester line) and 9000 vehicles (just north of the Old Colchester Road intersection) per day, with the closest traffic counter just south of Route 207 recording 6800 vehicles per day. This number is on the low side of desirable for major retailers and chain restaurants, which certainly accounts for the absence of significant commercial presence in this area. That number however, also neglects the non-motorized traffic volume occurring on the Air Line Trail. The Air Line Trail extends for over 50 miles across Eastern Connecticut and represents the longest uninterrupted non-motorized trail in the area. Although managed by the Department of Energy and Environmental Protection (DEEP) as a State Park, its linear nature and numerous points of access make it difficult to track usage numbers. Anecdotal evidence from Hebron residents and officials, however, indicate that the Trail is heavily used during the Spring-Fall timeframe, particularly on weekends. Despite current popularity, there are few trail-proximate amenities to capitalize and serve the needs of users, and none in Hebron. The growing awareness of the economic potential of recreation trails has led many within and beyond Connecticut to promote the concept of trail-based economic development. The Iowa Department of Transportation published a handbook for their communities on implementing programs on this principle (<http://atfiles.org/files/pdf/lowaHANDBOOK.pdf>), and the American Trails Training Partnership maintains a clearinghouse of economic benefit case-studies of communities capitalizing on their recreation trails and other amenities (<http://www.americantrails.org/resources/economics/>). In the case of the Turshen Mill, its location along the Air Line Trail and near trail head/parking area, there is significant potential to offer a value-added amenity to the recreational population using the Trail.

The scenario as noted below envisions a combination of uses along this line. A portion of the building and site could be converted to a café, with ice cream, sandwiches, and refreshments in warmer months and hot cocoa and baked goods in cooler months. Rear portions of the site could be used for outdoor dining. The office tower could be used as a boutique catering to the Trail-based clientele, with bicycle/hiking outfitter supplies and/or an equestrian shop for trail users on horseback. Though there is a corridor of wetlands between the Trail and the Mill, it appears to have sufficient dry land to allow for a pathway connecting the two. The café and outfitter would certainly cater to and play up the connection to the Air Line Trail, but its offerings and services would be of benefit to the wider Hebron community, which has a dearth of both food service and retail offerings.

Scenario: Air Line Trail Café and Outfitter Pro Forma

FUNDING

	<u>Percent</u>	<u>Total</u>
Owner Equity @ 15%	15%	\$263,208
Conventional Debt	60%	\$1,061,512
Environmental Remediation Grants	14%	\$250,000
Federal Historic Tax Credit	5%	\$80,000
State Historic Tax Credit	6%	\$100,000
	100%	\$1,754,720

DEVELOPMENT

COSTS

Acquisition (including Legal/Closing)	\$250,000
Soft Costs (including Design/Permitting & Tax Credit Management)	\$93,200
Environmental Remediation Costs	\$250,000
Building Redevelopment Costs, Including Partial Demolition	\$757,000
Water service (New well or public water extension cost-share)	\$25,000
Site Improvement Costs (Parking Lot, Landscaping, Lighting)	\$150,000
Interest During Construction/Bridge Loan	\$70,000
Contingency @ 10%	<u>\$159,520</u>
	<u>\$1,754,720</u>

OPERATING INCOME

Café/Ice Cream Shop in Main Mill (\$14/sf)	\$42,000
Bicycle Shop in Lower Level (\$10/sf)	\$30,000
Outfitter/Retail in Grain Tower (\$14/sf)	<u>\$39,200</u>
Full occupancy total	\$111,200
90% occupancy total	\$100,080

OPERATING EXPENSES

Property Taxes	\$21,000
Debt Service @ 5%	\$53,076
Insurance & Maintenance	\$10,000
Repairs & Miscellaneous	<u>\$8,000</u>
	\$92,076

Net Annual Revenue/Loss **\$8,004**

<u>Notes :</u>	Eligible Rehab Costs	\$500,000
	Maximum Federal Historic Tax Credits @ 20%	\$100,000
	Assumption - 0.80 Equity	\$80,000
	Maximum State Historic Tax Credits @ 25%	\$125,000
	Assumption - 0.80 Equity	\$100,000
	Assume acquisition costs based on current appraised value	
	Assume utility costs covered by tenants for leased uses	
	Property tax assumption based on improved building value	
	Assume café fit-up costs covered by tenant	

Summary of Tax and Job Creation Benefits:

TAXES:

Summary of the subject property’s tax contribution to the municipal tax base:

Most Recent Year: \$4,278.96

Projected Year 1 After Development: \$11,970.00

JOB CREATION:

Estimated range of permanent jobs associated with the redevelopment project: 25-30

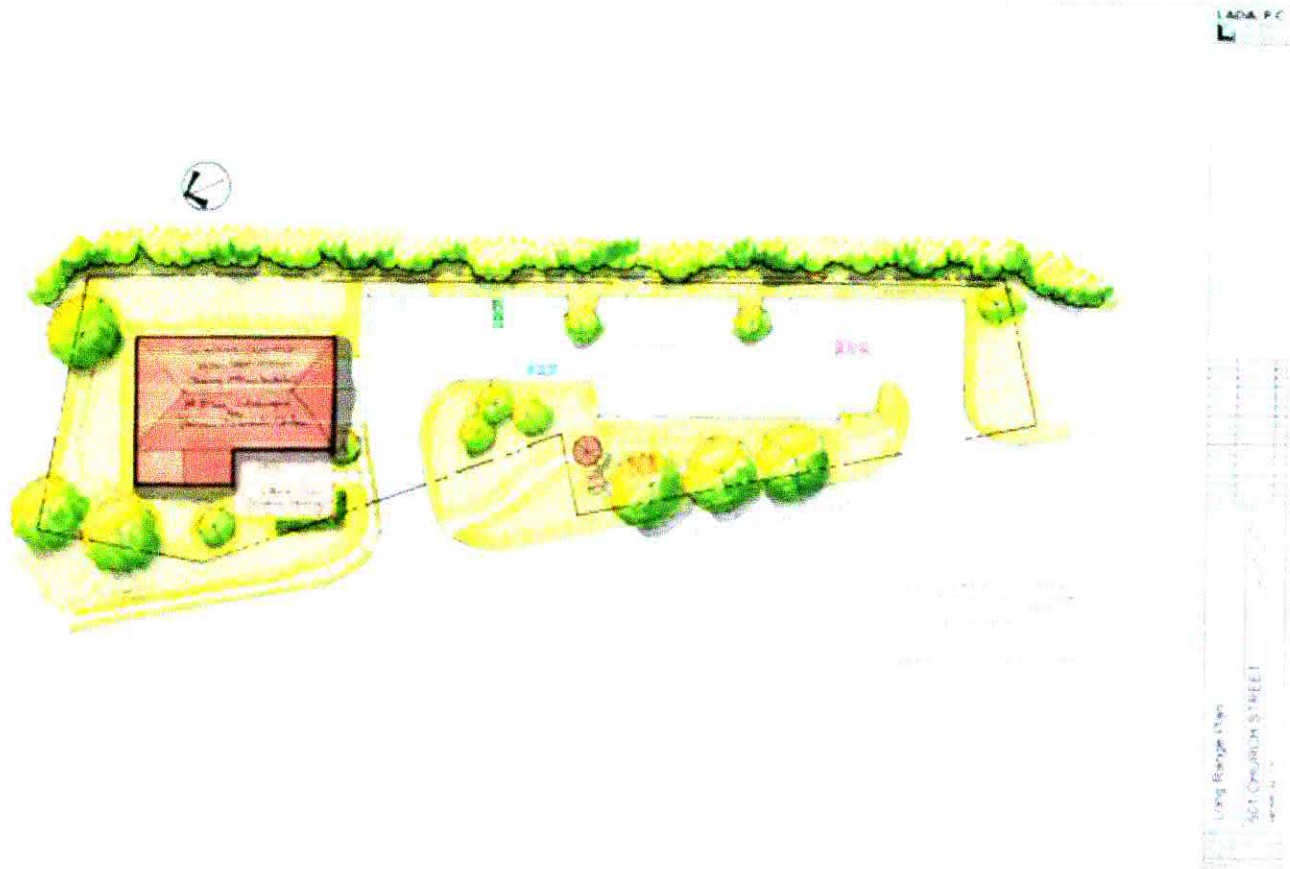
Redevelopment Scenario – 501 Church Street

The Town long-term vision for the site will bring increased economic activity to the area as well as increased services. We have engaged LADA, Landscape Architects and Planners, to portray our vision in a concept plan. When the remediation of the site allows, and as other utility questions are resolved by way of extension of public water supplies, the vision would include issuing an RFP for a developer to invest in the site, construct a multi-story, mixed-use building on the northern portion of the site to provide a mixture of retail and other uses which would service the nearby Trail visitors. The potential for uses such as a bicycle shop, café, or convenience goods sales is extremely high at this location. In addition, a second floor within the building could be leased for professional/business offices or residential. In addition, we envision that the RFP would include a requirement for a small portion of the first floor to be made available for municipal public use to provide for visitor information and access to rest room facilities in this building. The Air Line Trail State Park, since it is one of Hebron’s most well used and prominent recreation facilities, would be a natural focus for a new “Friends of the Trail” citizen group that could take management and maintenance responsibilities of the public space within the building as well as the recreational

support facilities that would still remain at the site – picnic tables, kiosk and trail connection. A citizens group in Hebron has already been active and this past year has built and located picnic tables and benches along the Trail parking lot and along the Trail itself. The use of the parking facilities could be shared by both the private and public users of the site.

The Long-Term Vision for the property as shown in the included concept plan is for a mixed-use and mixed-purposed development of public and private uses and hopefully a mixture of service-oriented retail and services uses with office or residential uses on a second floor. The concept plan shows a two story building containing 12,000 s.f. and 40 parking spaces. The site would contain public uses related to the Air Line Trail that are lacking for Trail users not only in Hebron but in surrounding towns along the Trail. These amenities include items such as picnic tables, information kiosk and rest room facilities. This vision would create economic activity in the Town and neighborhood and hopefully act as a catalyst to other nearby properties in the Amston Village Neighborhood, as well as providing support services for a very significant recreational facility that serves the Town and the region.

The Town over time has received numerous inquiries about this parcel as it has been vacant for quite some time and located in the heart of the Amston Village mixed-use zoning district. These inquiries have demonstrated to us that there is significant private interest in investing in this site and neighborhood. We are of the opinion that once the town assumes ownership, and cleanup has commenced, we will issue an RFP for development of this parcel of land that will receive significant interest.



The following is a general development pro forma for the site considering the Long-Term Vision Plan:

FUNDING	Percent	Total
Owner Equity @ 15%	15%	\$366,234
Conventional Debt	85%	\$2,075,326
Environmental Remediation Grants (to Town)		\$950,000
	100%	\$3,391,560
DEVELOPMENT COSTS		
Land Acquisition (including Legal/Closing)		\$125,000
Soft Costs (including Design/Permitting, and Environmental Management)		\$114,600
Environmental Remediation Costs		\$950,000
Building Construction and Fit-Out		\$1,760,000
Water service (New well or public water extension cost-share)		\$25,000
Site Improvement Costs (Parking Lot, Landscaping, Lighting)		\$125,000
Interest During Construction/Bridge Loan		\$70,000
Contingency @ 10%		\$221,960
		\$3,391,560
ANNUAL OPERATING INCOME		
Café or Retail on Main Level (\$17/sf)		\$98,600
Apartments above (6 apartments @ \$1100/mo.)		\$79,200
Full occupancy total		\$177,800
90% occupancy total		\$160,020
ANNUAL OPERATING EXPENSES		
Property Taxes		\$25,000
Debt Service @ 5%		\$103,766
Insurance & Maintenance		\$10,000
Groundwater Monitoring		\$5,000
Repairs & Miscellaneous		\$10,000
		\$153,766
Net Annual Revenue/Loss		\$6,254

Summary of Tax and Job Creation Benefits:

TAXES:

Summary of the subject property's tax contribution to the municipal tax base:

Most Recent Year: \$3,437

Projected Year 1 After Development: \$37,800

JOB CREATION:

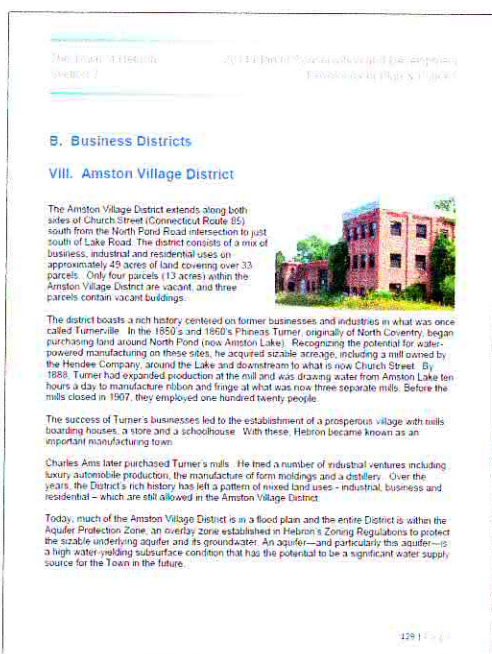
Estimated range of permanent jobs associated with the redevelopment project: 15-18

3.) What, if any, planning or design work has begun or been completed on this project?

Without project funding, the amount of planning and design work has been limited. That being said, to date, the Town has identified and verified the extent of the CT Water Company's water main facilities in this area. We have had conversations and meetings with the Water Company concerning their system and the capacity to serve the intended users as well as alternative routes to extend this water system. Based on the projected end users of the identified parcels, our Town Engineering consultant has generated the likely water demand for these end users. All this information was discussed at a meeting held with water company officials. Based on this analysis and discussions, a preliminary concept plan was developed for this water line extension project. Based on the information gathered and the Concept Plan which is included in this application, the Town Engineering consultant provided an Opinion of Probable Construction Costs which is also included in this application.

4.) Is the proposed project consistent with the State Plan of Conservation and Development? (Plan detail is available at: www.ct.gov/opm/cdplan.) YES or NO **Yes.**

5.) Is the proposed project consistent with your local Conservation & Development (C&D) Plan? YES or NO **Yes.**



Hebron's Plan of Conservation and Development, completed in 2014, paid special attention to this Amston Village Neighborhood and stressed the need for the Town, and private property owners, to concentrate their efforts in this area. The Plan states: "This District has seen little reinvestment or economic activity. Several vacant buildings exist, some in disrepair, which serves as a disincentive to development in the area. The Town should take positive steps to provide public infrastructure improvements as needed and to be creative in finding ways to encourage private investment." Also, one of the stated Objectives in the Plan provides some direction to the Town, "The Town should actively pursue efforts with the State Department of Energy and Environmental Protection to identify contaminated sites and initiate clean up and revitalization efforts in order to improve the aesthetic appearance and viability of sites and attract new businesses to this area," and, "The Town should develop a specific Amston Village Action Plan that identifies the strengths and opportunities in this District and sets forth needed public and private steps to bring reinvestment and

redevelopment to this area.” Since the writing and adoption of the Plan, we have seen one key vacant property be redeveloped in this neighborhood with the assistance of an economic development grant offered by the Town; we want to build on this success. The sites we have identified as key economic development parcels are situated in central locations in the Amston Village District, as such we believe that their successful redevelopment is a key component to the revitalization of the surrounding neighborhood.

- 6.) Last date local C&D Plan Adopted: **06/10/2014** (mm/dd/yyyy)
- 7.) Will the project require the conversion of lands currently in agricultural use to non-agricultural use?
YES or NO **No.**
- 8.) Does the project area contain prime or important agricultural soils that are greater than 25 acres in area?
YES or NO **No.**
- 9.) Does this project impact state-owned property (i.e.: state facilities, state roads and/or bridges, state parks, forests or other state-owned land.) If yes, please provide the location and a brief explanation.

The project will be partially constructed within a State of CT roadway right-of-way (CT RT 85). The water line extension will also cross the Air Line Trail State Park, as the Trail crosses North Pond Road and CT RT 85. One of the purposes of the water main extension in this area is to build on the success of the Air Line Trail as it crosses through Hebron and create some economic development opportunities created by the activity along the Trail by providing services to trail users (retail services, café, restrooms, etc.). This will only be possible by providing basic public infrastructure to key economic development site proximate to the Trail.

- 10.) Describe the environmental and social impacts of the proposed project. For example, impacts related to traffic, floodplains, natural resources/wetlands, endangered species, archeological resources, historical structures, neighborhoods, utilities, parks, cemeteries etc. *(If necessary, attach response in a separate document.)*

The Town believes that this STEAP project can result in a number of positive environmental and social benefits related to historical structures, neighborhoods, utilities and parks.

Historical: Amston Village is an older neighborhood in Hebron, originally the site of an active mixed-use, industrial hub that included mills, train station, an active railroad line, stores, worker housing and a developing seasonal lake community at Amston Lake. Many changes to the neighborhood have occurred since that time, but some of that historic fabric remains. The Turshen Mill at 459 Church Street is the last standing mill of that era. The Town in the past year has worked on several fronts to assist the owner in seeing that this mill is saved and is converted to a new use that benefits the surrounding neighborhood. It is a mill eligible to be listed on the National Register of Historic Places. Bringing public water to serve this building is seen as critical to its redevelopment. And, a redeveloped Turshen Mill will in turn serve as a catalyst to the redevelopment and reinvestment of other Amston Village properties.

Neighborhood: As noted elsewhere in this application, the Amston Village area was targeted in the Town’s 2014 Plan of Conservation and Development as a mixed-use neighborhood that required the renewed attention of the Town to encourage its redevelopment. The Town has taken some key steps in the past year to achieve these objectives. This includes the “Making Places” grant, the Brownfields Remediation grant application, new zoning regulations to encourage mixed-use development at key sites in Amston Village, the establishment of a Town Brownfields Task Force to address issues in this area of Hebron, issuance of a façade-improvement program grant to a new business in this neighborhood that resulted in a redevelopment of a vacant lumber store to a new

commercial use, and other steps. Completing the extension of public utilities to this neighborhood will be critical to the neighborhoods revitalization.

Utilities: The primary purpose of this project is to extend public utility (water) into this mixed-use district to provide the basic infrastructure to promote economic development. This will be a tremendous asset for the entire neighborhood and hopefully promote some needed reinvestment into the area.

Parks: The State of Connecticut's Air Line Trail State Park passes directly through the heart of this neighborhood. As the trail passes through Church Street, in the heart of the Amston Village District, there is a major parking facility for residents to access the trail. Despite this regional recreational activity happening in the District, there is little economic activity to service trail users and therefore very limited economic advantages of the Trail to the neighborhood. The extension of public water is a key factor in the redevelopment of both of the identified sites which could add services to the trail users such as a café, bike shop, bike repair station and facilities, public bathroom facilities, etc. The reinvestment and redevelopment that the Town seeks in this area will be an asset to the State Park and its users and therefore will be a tremendous benefit.

11.) Is this project a phase of a larger plan? YES or NO **No**

If YES, please complete a through e below.

If NO, skip to #13.

a.) What phase are you applying for?

b.) How many phases are there in total?

c.) What state agency/agencies administers/administered the previous phase(s)?

Agency Name: or n/a

d.) Who is/was the state agency contact person for this project?

Agency Contact Name: or n/a

e.) Attach additional information regarding the overarching, long-term plan if applicable

Attached: YES or NO

12.) Are you providing Town/Local matching funds for this project?

YES or NO **Yes**. If YES, please detail within Funding Source table below.

13.) **Project Funding – Please indicate whether funds are secured or prospective**

Please complete the following table detailing project funding sources. Examples of the other sources include: other state grants (please specify which), federal grants (please specify which), past STEAP awards used for previous phases of the project (please specify fiscal year), etc. Under uses please indicate estimated costs including, but not limited to, professional services, acquisition, construction, renovation, contingency, etc.

Funding Sources	TOTAL	Secured Amount	Prospective Amount	Anticipated date funds will be secured
STEAP funds from this application if awarded:	500,000			Summer 2016
Previous STEAP funds from year: 20				
Previous STEAP funds from year: 20				
Previous STEAP funds from year: 20				
Local/Town funds: (Requested Local CIP funds)	57,000			May 2016
Private funds (specify):				
Federal funds(specify):				
Other State funds: (Specify)				
Other funds (Describe):				
Other funds (Describe):				
Other funds (Describe):				
Total Project Cost:	\$557,000			2016
<u>STEAP Fund Use (Project Budget)</u>	<u>TOTAL</u>	<u>Expended to date</u>		
Professional Services:	\$100,430	\$0		
Acquisition:	\$0	\$0		
Construction:	\$415,000	\$0		
Renovation:	\$0	\$0		
Other (Describe): Contingencies (10%)	\$41,500	\$0		
Other (Describe):				
Other (Describe):				
Total Project Cost	\$557,000	\$0		

- 14.) Please detail amounts and types of funds, if any that have been expended to date for this project.
No funds have been expended.
- 15.) If this is not part of a multi-phase project, has any work already begun? If yes, please summarize.
No work has begun with the exception of some planning efforts as described in Item #3 above.
- 16.) If this is a multi-phase project, please provide a brief summary of the work completed to date.
NA
- 17.) Should this project be awarded a STEAP grant, how soon after our contract is fully executed, would STEAP funded project work begin?

30 days / 60 days / 90 days/ 90+ days. Indicate answer here → **Within 60 days.**

- 18.) Is there any other relevant information you feel may be helpful, please include it below:
Through various public meetings in Hebron we have heard interest from our residents for the Town to invest in the Amston area of the community, following some of the successful work that the Town has done in Hebron Center. The Town has begun that process. The Amston Village mixed-use district is a historically important area in Hebron, and an area that requires some public investment to attract private interest in redevelopment and reuse of some of the vacant or underutilized sites here. This fact was identified in our Plan of Conservation and Development. This project, if funded by the STEAP grant, will dove-tail into these recent efforts and projects being undertaken by the Town to assist in the revitalization in the neighborhood and will be responsive to the concerns that we have heard expressed by local residents and business owners.
- 19.) Will this project move forward if the requested STEAP funds are not awarded or are awarded only in part? Please explain.
No. Not at this time.
- 20.) Was this project not selected in a previous round of STEAP grants? **No.**
- 21.) If other applications, for different projects, for **this round** of STEAP grants have already been submitted, please list below, in priority order, each of your projects (1 being top priority, 4 being last priority): **NA**
- 1.) 3.)
- 2.) 4.)

Attach the following material:

1. Site location map – **See Attachment A**
2. Property boundary map – **See Attachment B**
3. Two separate real estate appraisals, if land acquisition is proposed. ***Note: STEAP funds cannot exceed the appraised value established in the appraisals – N/A**
4. Project plans / concept plans – **See Attachment C**
5. Proposed project schedule and duration of project (or project phase) to be funded by these STEAP funds should they be awarded – **See Attachment D**
6. Project cost estimates supporting the request for funding (if available) – **See Attachment E**
7. List of necessary local, state, and federal permits and approvals required for the project; list the status of each if applicable – **Included in Attachment D**
8. Environmental site assessments (if applicable) – **N/A**
9. If applicable, any town resolution(s) in support of application for this grant – **See Attachment F**

This page must be read and signed by the Authorized Signatory of the municipality in order for the municipality/project to be considered for STEAP funding.

My signature below, as Authorized Signatory of the Town of **Hebron**, indicates acceptance of the following and further certifies that:

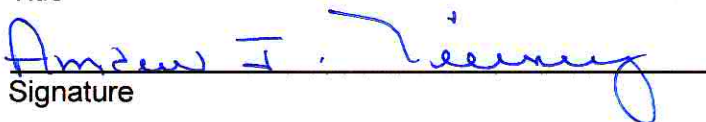
1. I understand that should this grant application be approved I will be required to sign an assistance agreement/contract with the assigned administering agency delineating the terms and conditions of this grant;
2. I will comply with any grant terms and conditions required by the administering agency;
3. I understand that various permits may be required by the administering agency as required by either the Connecticut General Statutes or Connecticut regulations;
4. I understand that funding associated with this grant application is one-time in nature and that there is no obligation for additional funding from the Office of Policy and Management or the State of Connecticut;
5. I understand that if this project warrants a Connecticut Environmental Policy Act (CEPA) review pursuant to Sections 22a-1 through 22a-1h of the Connecticut General Statutes that I will comply with such an environmental assessment. Further, if a CEPA is required, I understand that there are costs associated with such a review and that the municipality is in a position to continue with the proposed project despite this cost;
6. I understand that this application will be examined by the Intergovernmental Policy Division of the Office of Policy and Management for consistency with the State Plan of Conservation and Development and that I may be contacted if additional information is required for that review;
7. I understand that projects which convert twenty-five or more acres of prime farmland to a nonagricultural use will be reviewed by the Commissioner of Agriculture, in accordance with Section 22-6 of the Connecticut General Statutes; and
8. I will supply the Office of Policy and Management with all documentation supporting my authority to enter into an assistance agreement, including but not limited to applicable certified minutes and by-laws from the town denoting my authority to apply for the grant and the authority to enter into such an agreement should a grant be awarded.
9. I understand that if this application leads to the award of a STEAP grant for this project, that no payment will be made for project expenses incurred prior to the start date or after the end date (as set forth in the fully executed contract), without advance written approval by the administering state agency.
10. I have read, in full, page 1 of this application package, entitled Small Town Economic Assistance Program (STEAP) Guidelines and Application.

Andrew J. Tierney

Authorized Signatory's Name (Please Print)

Town Manager

Title

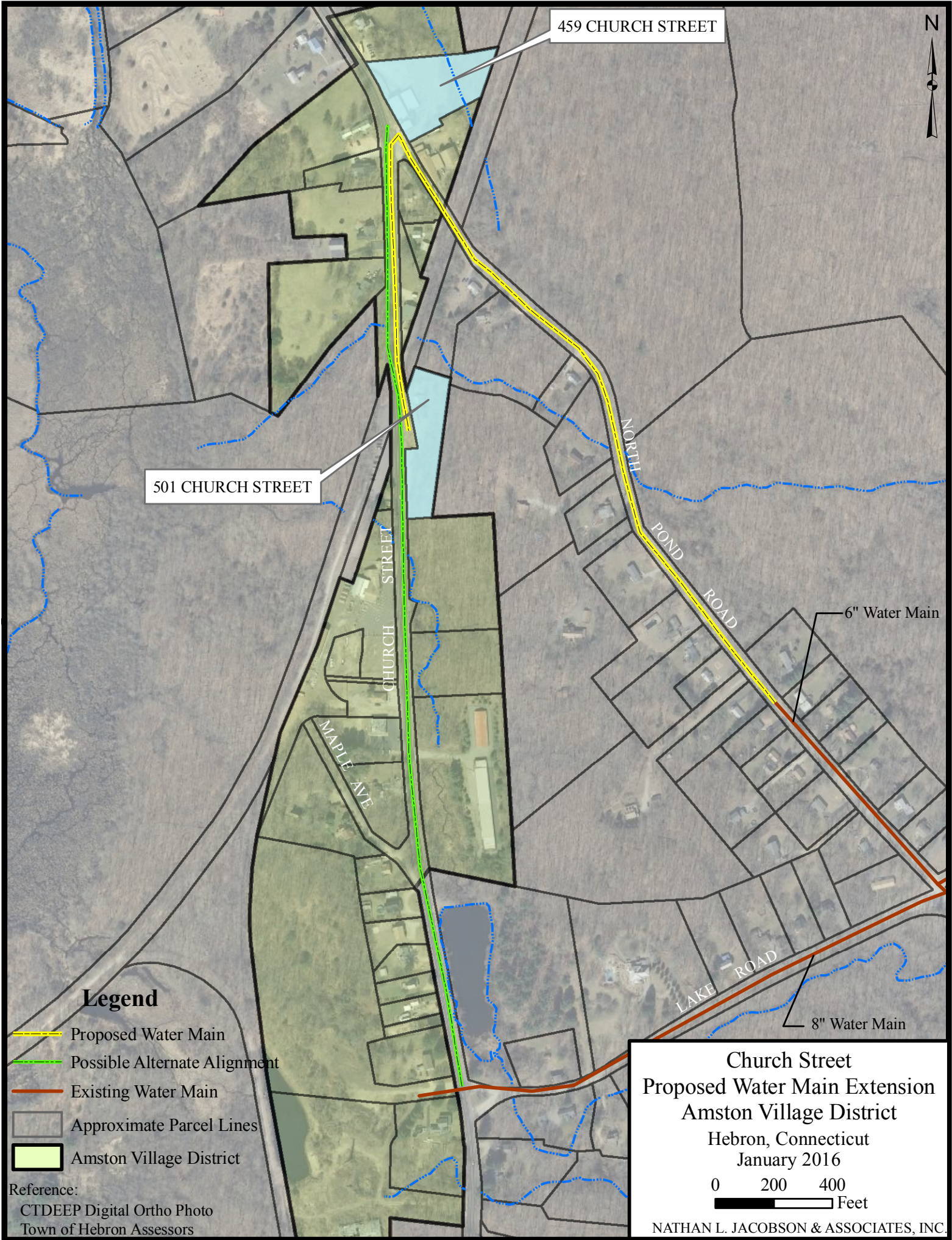


January 14, 2016

Date

Please submit your completed STEAP application and required documents electronically to:

opm.steapapplications@ct.gov



459 CHURCH STREET

501 CHURCH STREET



CHURCH STREET

NORTH POND ROAD






MAPLE AVE

LAKE ROAD

6" Water Main

8" Water Main

Legend

-  Proposed Water Main
-  Possible Alternate Alignment
-  Existing Water Main
-  Approximate Parcel Lines
-  Amston Village District

Reference:
 CTDEEP Digital Ortho Photo
 Town of Hebron Assessors

**Church Street
 Proposed Water Main Extension
 Amston Village District
 Hebron, Connecticut
 January 2016**

0 200 400
 Feet

NATHAN L. JACOBSON & ASSOCIATES, INC.

TURSHEN MILL

RENOVATIONS

459 CHURCH STREET
HEBRON, CT

BOAD

600 JOHNSON AVE STE 201
BROOKLYN, NY 11237

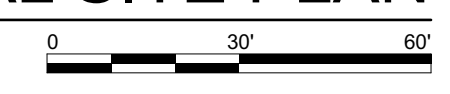
185 BURNHAM STREET
EAST HARTFORD, CT 06108

917.767.9067





1 ARCHITECTURAL SITE PLAN
 SCALE: 1" = 30'



[Handwritten Signature]

BOAD

600 JOHNSON AVE
 STE 201
 BROOKLYN, NY 11237
 185 BURNHAM STREET
 EAST HARTFORD, CT 06108
 917.767.9067

IN ASSOCIATION WITH THE ARCHITECT:
R H SWEERS II, Proprietor
RH SWEERS ARCHITECT
 rhs@sweersarch.com

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PROJECT INFO

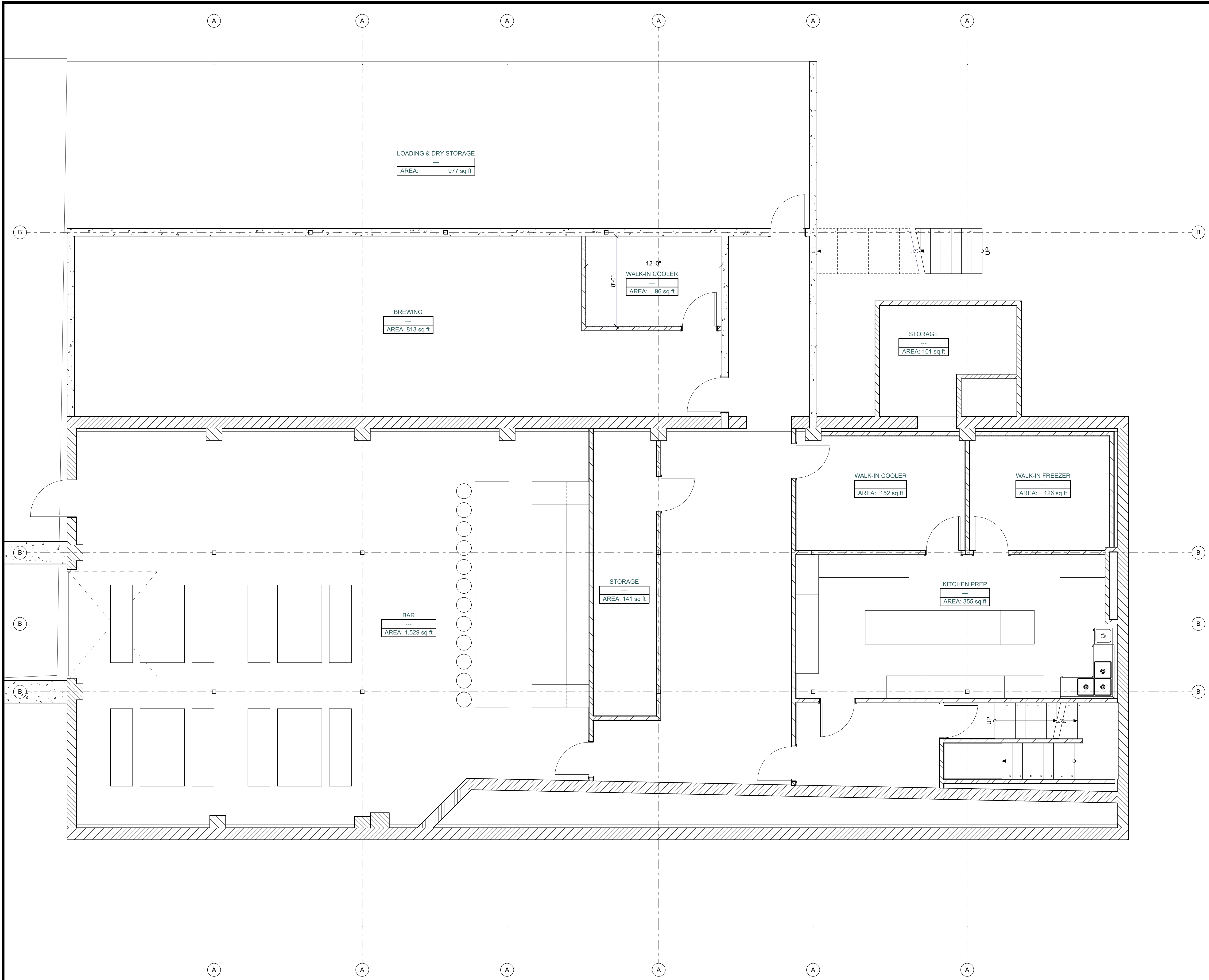
TURSHEN MILL
 459 CHURCH STREET
 HEBRON, CT

SHEET NAME
**ARCHITECTURAL
 SITE PLAN**

SHEET ID

AS-001

ISSUED: 9/3/20



1 LOWER LEVEL FLOOR PLAN
 SCALE: 1/4" = 1'-0"
 0 2 4 8

Handwritten signature

BOAD
 600 JOHNSON AVE
 STE 201
 BROOKLYN, NY 11237
 185 BURNHAM STREET
 EAST HARTFORD, CT 06108
 917.767.9067

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R H SWEERS II, Proprietor
RH SWEERS ARCHITECT
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PROJECT INFO
 TURSHEN MILL
 459 CHURCH STREET
 HEBRON, CT

SHEET NAME
LOWER LEVEL FLOOR PLAN

SHEET ID
A-100
 ISSUED: 9/3/20

Created on: Thursday, September 3, 2020



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PROJECT INFO

TURSHEN MILL
 459 CHURCH STREET
 HEBRON, CT

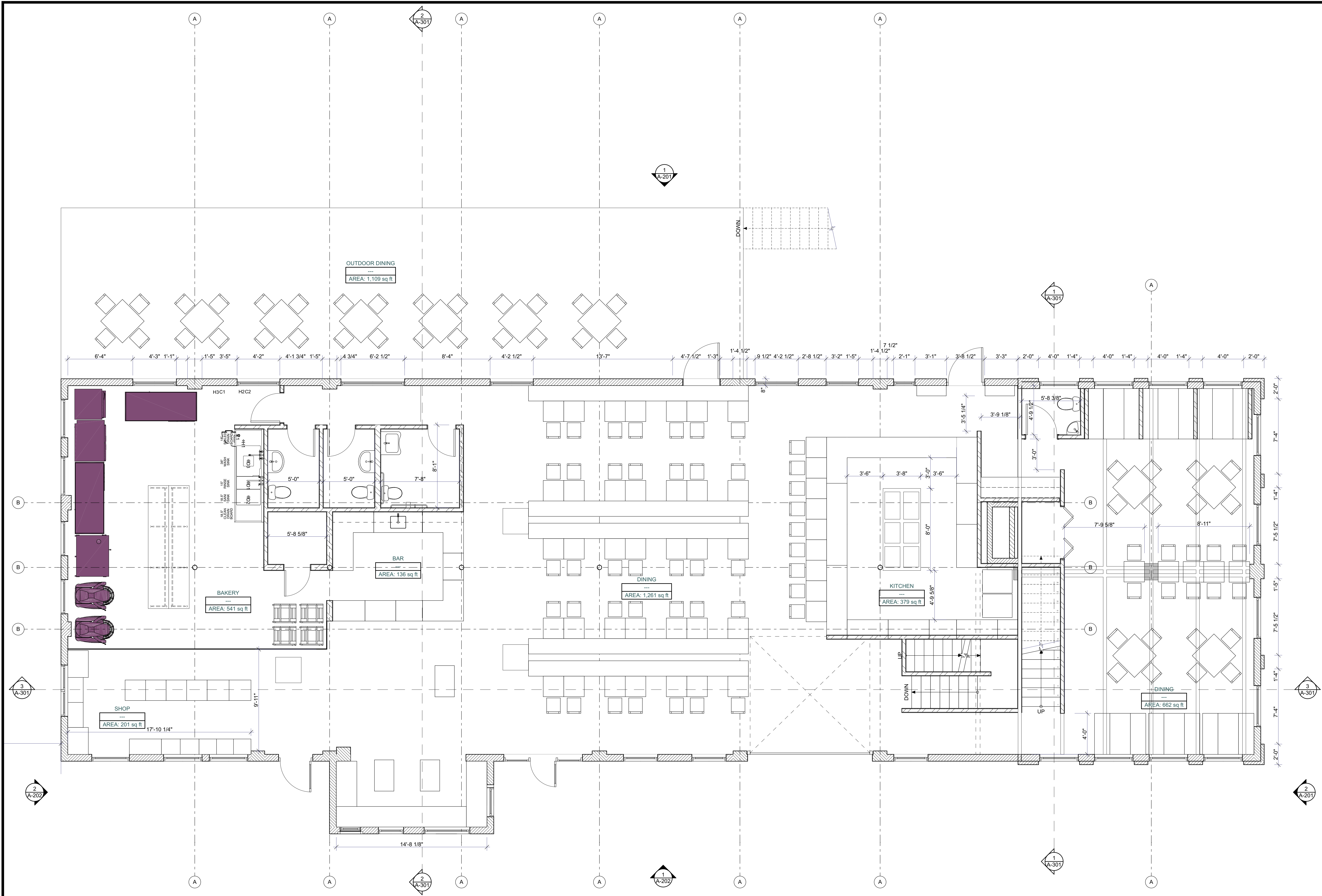
SHEET NAME
FIRST FLOOR PLAN

SHEET ID

A-101

ISSUED: 9/3/20

Created on: Thursday, September 3, 2020



1 FIRST FLOOR PLAN
 SCALE: 1/4" = 1'-0"
 0 2 4 8



BOAD

600 JOHNSON AVE
 STE 201
 BROOKLYN, NY 11237
 185 BURNHAM STREET
 EAST HARTFORD, CT 06108
 917.767.9067

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PROJECT INFO

TURSHEN MILL
 459 CHURCH STREET
 HEBRON, CT

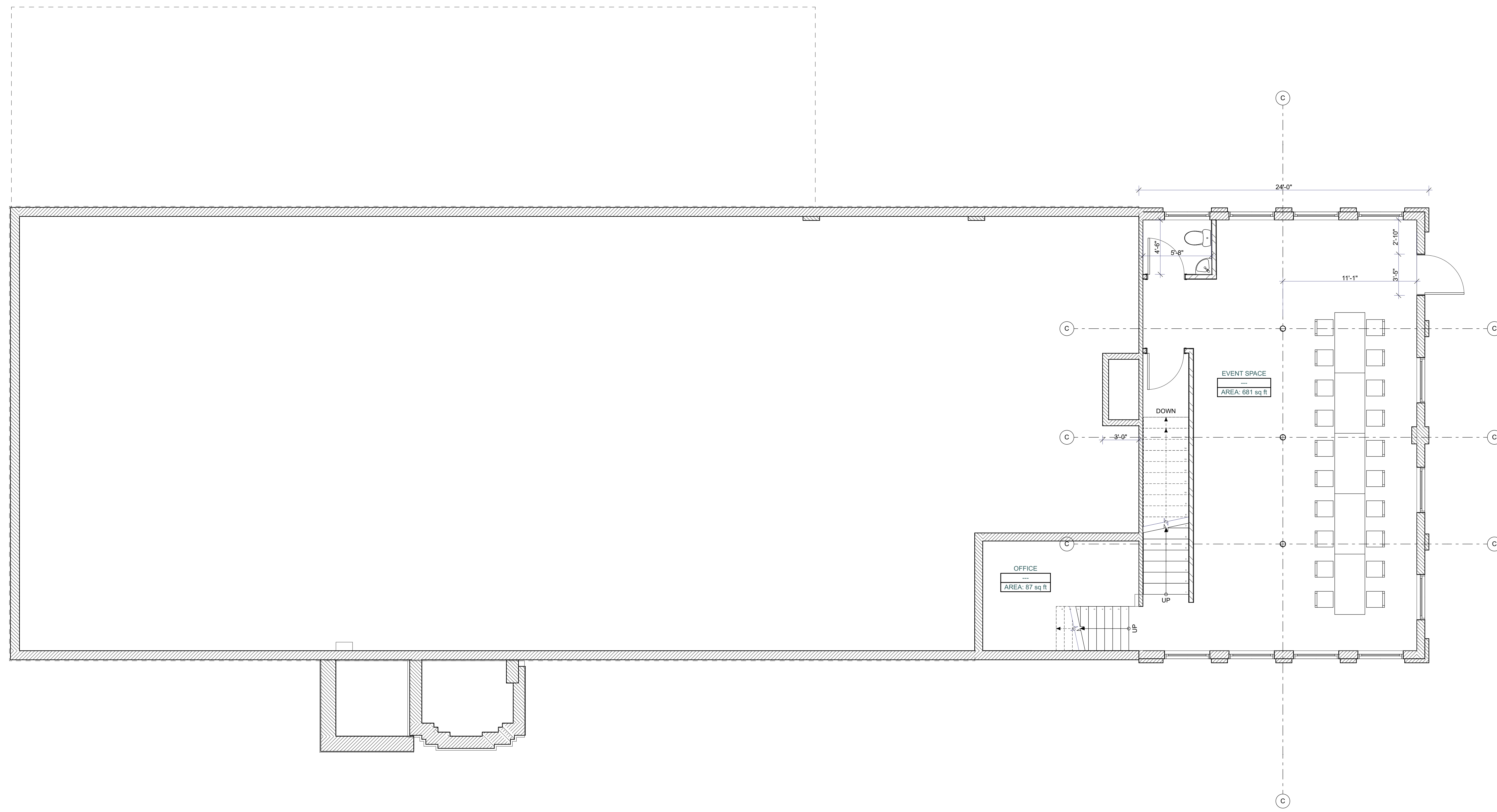
SHEET NAME

SECOND FLOOR
 PLAN

SHEET ID

A-102

ISSUED: 9/3/20



1 SECOND FLOOR PLAN
 SCALE: 1/4" = 1'-0"
 0 2 4 8

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STE 201
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185 BURNHAM STREET
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PROJECT INFO

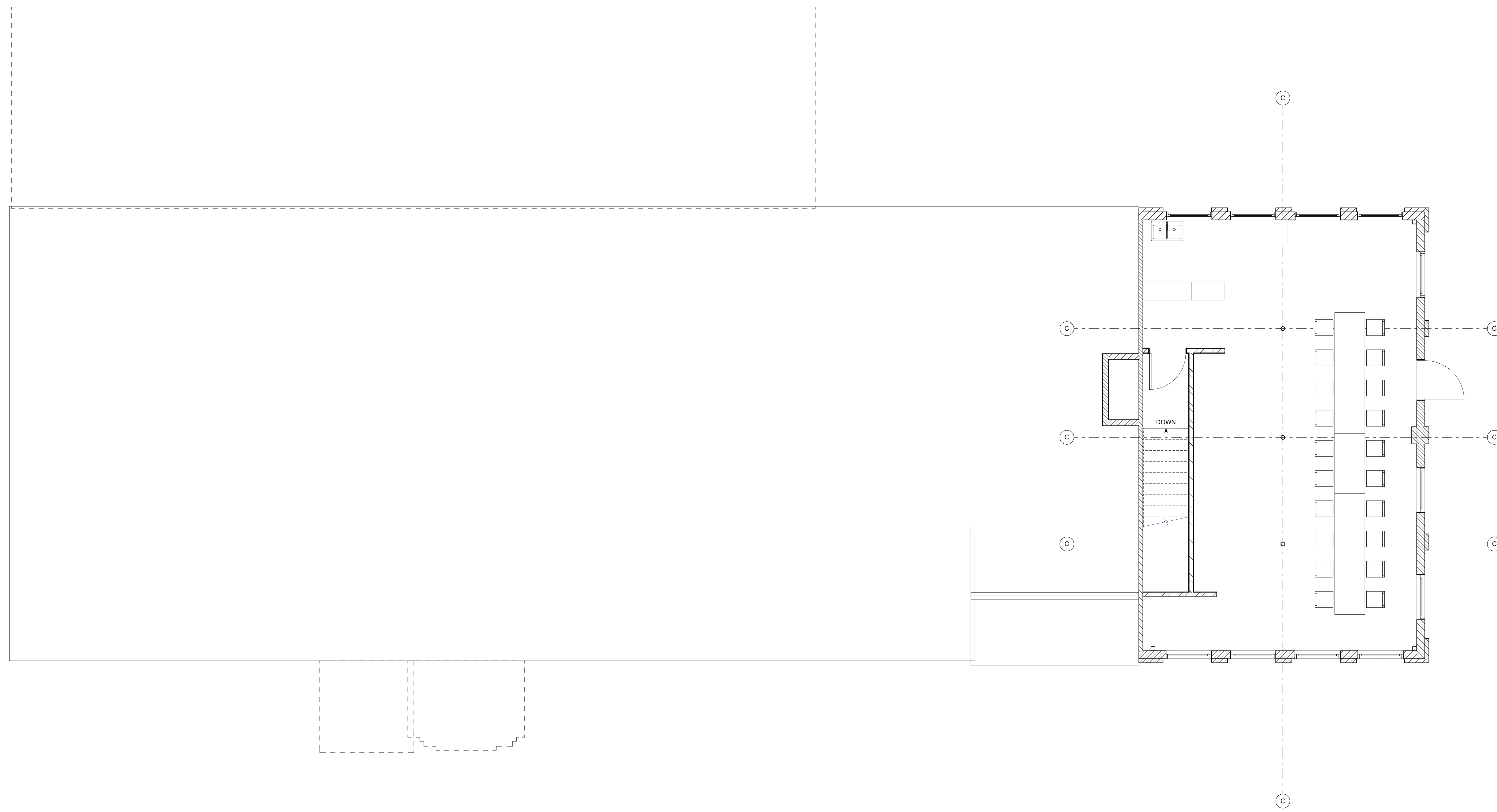
TURSHEN MILL
459 CHURCH STREET
HEBRON, CT

SHEET NAME
THIRD FLOOR PLAN

SHEET ID

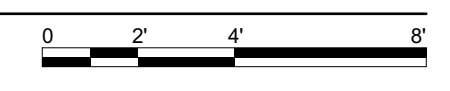
A-103

ISSUED: 9/3/20



1 THIRD FLOOR

SCALE: 1/4" = 1'-0"





BOAD

600 JOHNSON AVE
STE 201
BROOKLYN, NY 11237
185 BURNHAM STREET
EAST HARTFORD, CT 06108
917.767.9067

IN ASSOCIATION WITH THE ARCHITECT:
R H SWEERS II, Proprietor
RH SWEERS ARCHITECT
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PROJECT INFO

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459 CHURCH STREET
HEBRON, CT

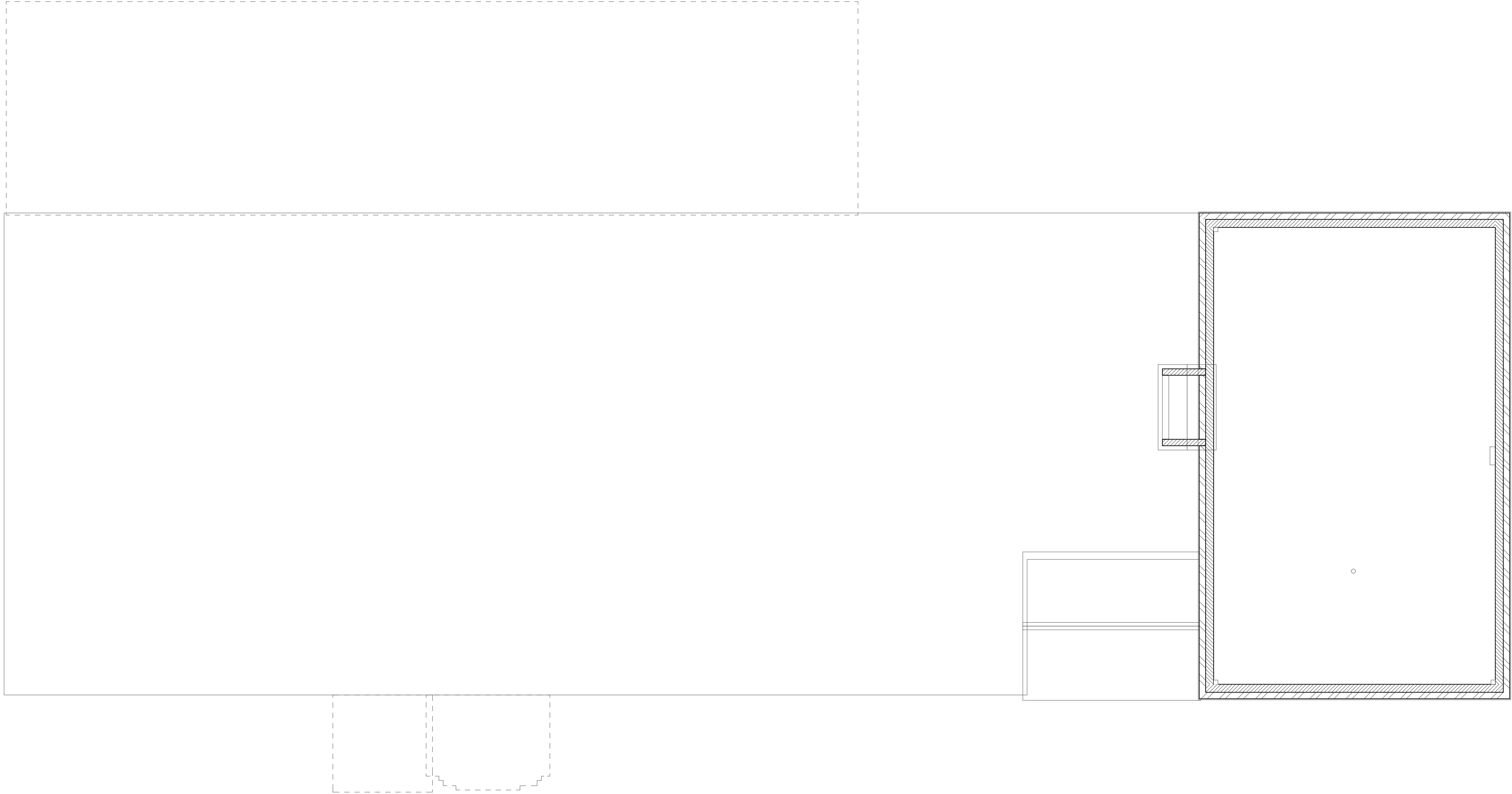
SHEET NAME

ROOF PLAN

SHEET ID

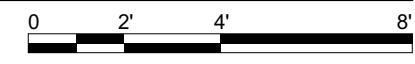
A-104

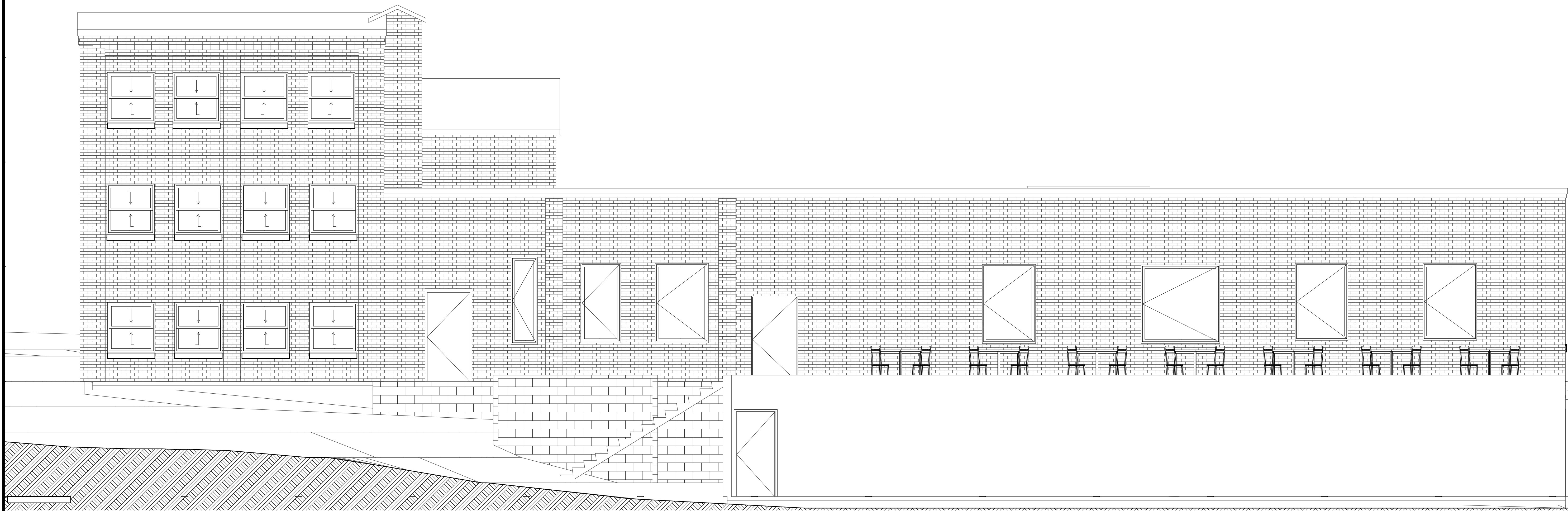
ISSUED: 9/3/20



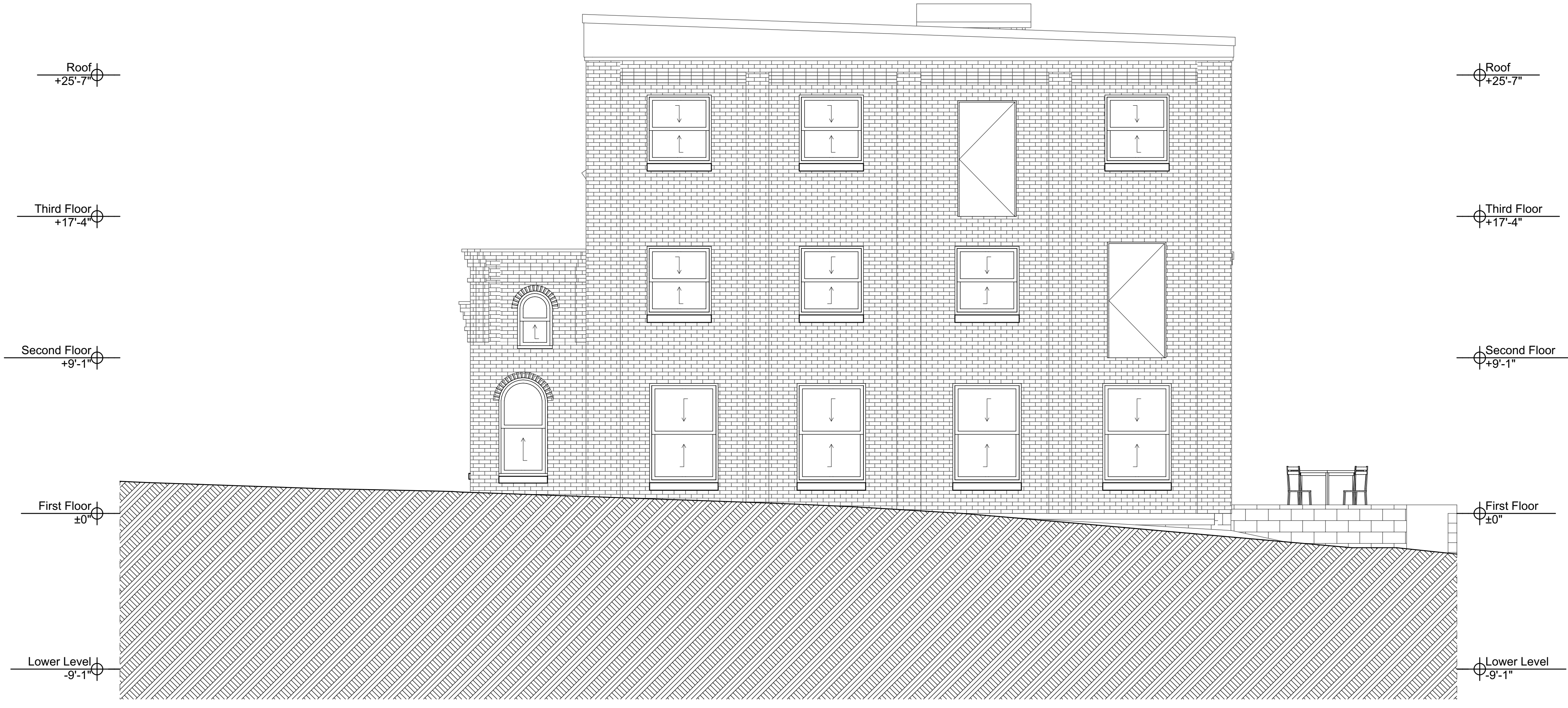
1 ROOF PLAN

SCALE: 1/4" = 1'-0"





1 SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



2 WEST ELEVATION
SCALE: 1/4" = 1'-0"

[Handwritten Signature]

BOAD

600 JOHNSON AVE
STE 201
BROOKLYN, NY 11237
185 BURNHAM STREET
EAST HARTFORD, CT 06108
917.767.9067

IN ASSOCIATION WITH THE ARCHITECT:
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rhs@sweersarch.com

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PROJECT INFO

TURSHEN MILL
459 CHURCH STREET
HEBRON, CT

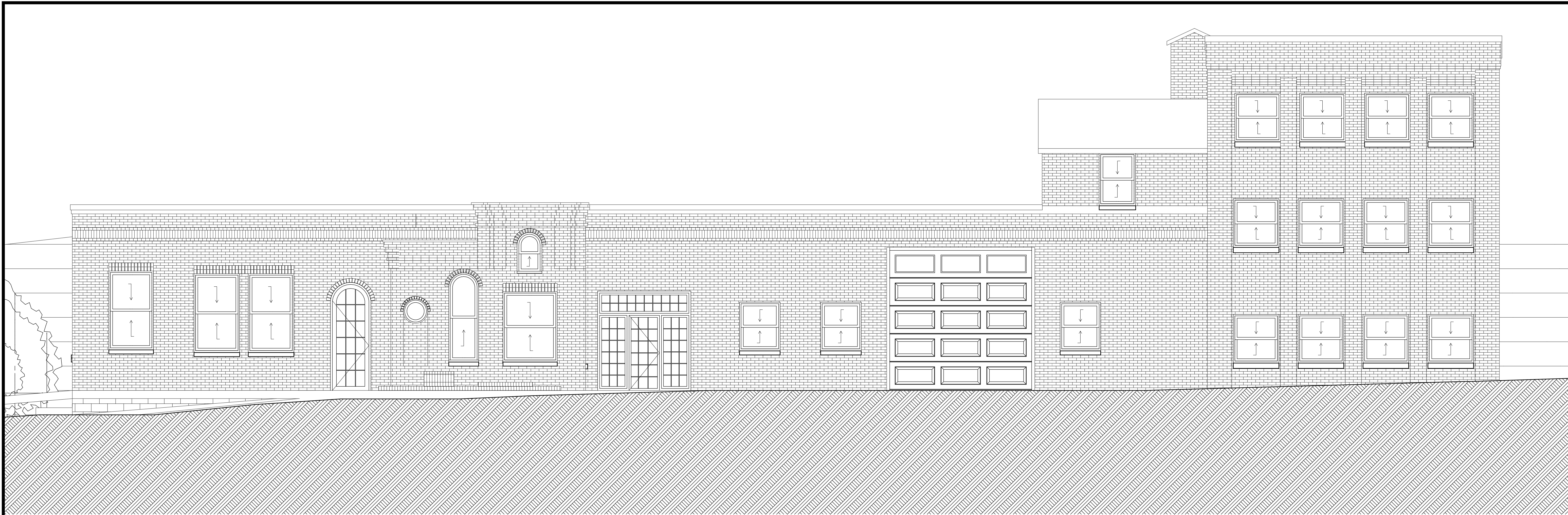
SHEET NAME

EXTERIOR
ELEVATIONS

SHEET ID

A-201

ISSUED: 9/3/20



1 NORTH ELEVATION
SCALE: 1/4" = 1'-0"



2 EAST ELEVATION
SCALE: 1/4" = 1'-0"

Handwritten signature: R. H. Sweers II

BOAD
600 JOHNSON AVE
STE 201
BROOKLYN, NY 11237
185 BURNHAM STREET
EAST HARTFORD, CT 06108
917.767.9067

IN ASSOCIATION WITH THE ARCHITECT:
R H SWEERS II, Proprietor
RH SWEERS ARCHITECT
rhs@sweersarch.com

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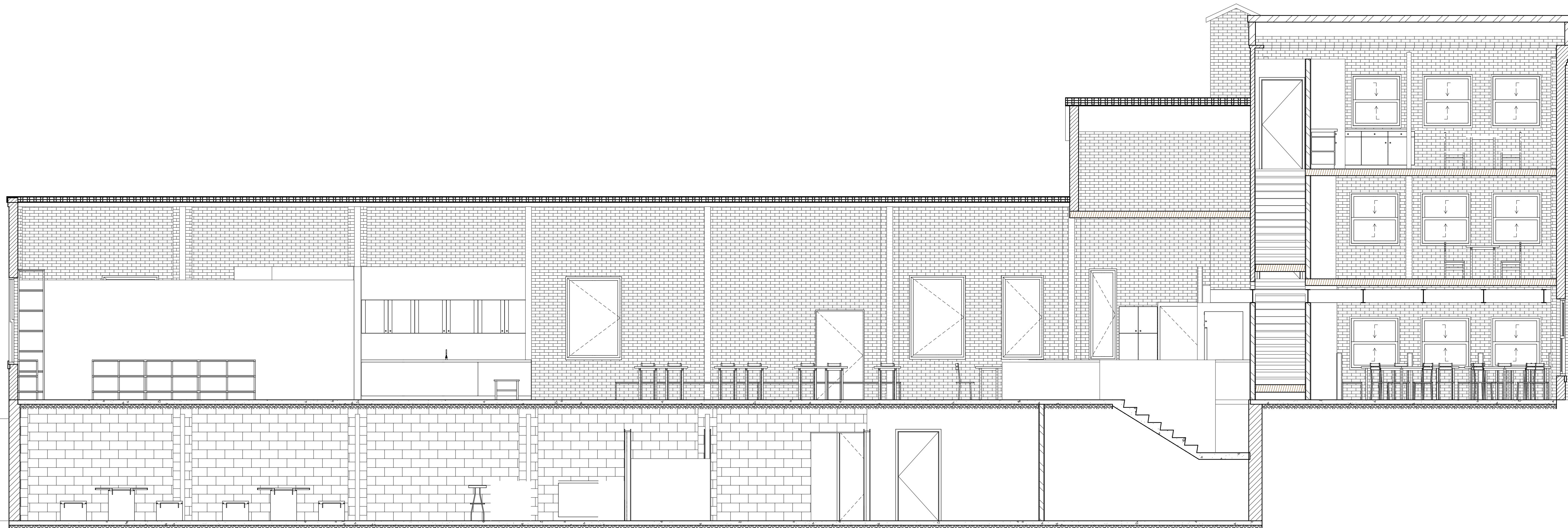
PROJECT INFO
TURSHEN MILL
459 CHURCH STREET
HEBRON, CT
SHEET NAME

EXTERIOR
ELEVATIONS

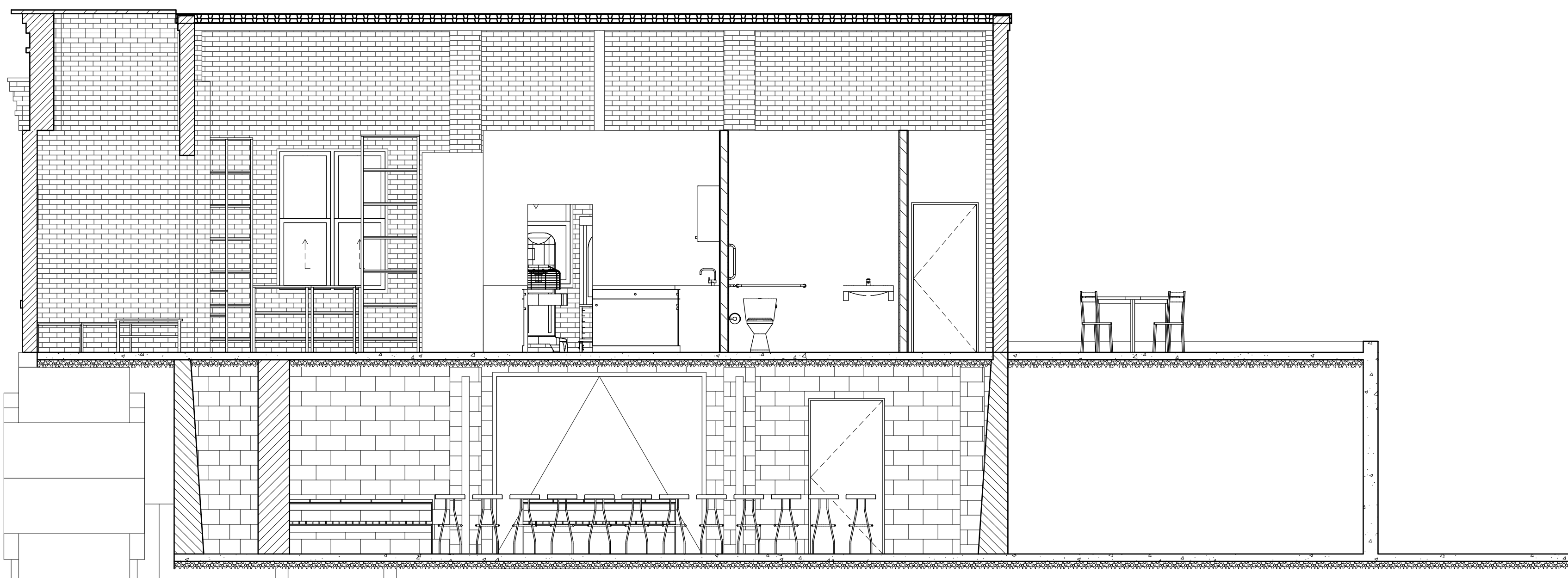
SHEET ID
A-202

ISSUED: 9/3/20

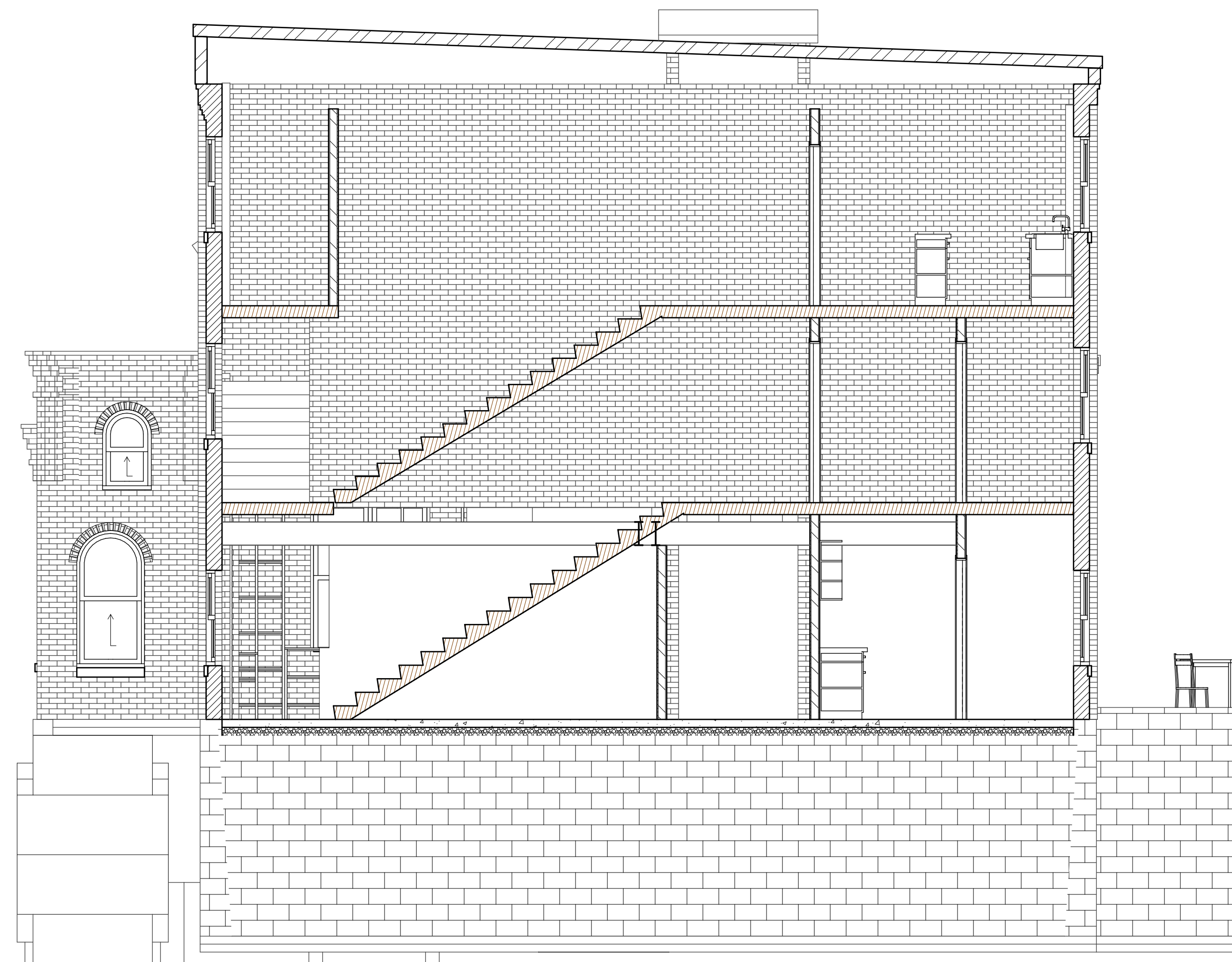
Created on: Thursday, September 3, 2020



3 BUILDING SECTION 1
 SCALE: 1/4" = 1'-0"



2 BUILDING SECTION B
 SCALE: 1/4" = 1'-0"



1 BUILDING SECTION A
 SCALE: 1/4" = 1'-0"

R. H. Sweers II

BOAD

600 JOHNSON AVE
 STE 201
 BROOKLYN, NY 11237
 185 BURNHAM STREET
 EAST HARTFORD, CT 06108
 917.767.9067

IN ASSOCIATION WITH THE ARCHITECT:
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RH SWEERS ARCHITECT
 rhs@sweersarch.com

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PROJECT INFO

TURSHEN MILL
 459 CHURCH STREET
 HEBRON, CT

SHEET NAME

BUILDING SECTIONS

SHEET ID

A-301

ISSUED: 9/3/20

Created on: Thursday, September 3, 2020

Commercial Adaptive Reuse of Historic Structures in Hebron Green National Register Historic District (and beyond?)

For permitted commercial activities proposed in existing historic structures that contribute to the integrity of Hebron Center, and in some cases more particularly the Hebron Green National Register Historic District, grant funds shall be made available for architectural, site and public improvements consistent with the Hebron 2024 Plan of Conservation and Development, the Hebron Center Plan, and the Hebron Comprehensive Plan (Hebron Zoning Regulations and Hebron Zoning Map).

Primary Purpose of program is to:

- Leverage private investment to improve historic buildings in need of enhancement
- Reuse historic buildings to make their preservation economically sustainable
- Enhance the Hebron National Register Historic District
- Increase property values
- Stimulate additional investment in Hebron Center
- Achieve multiple goals and objectives of the Hebron 2024 POCD and Hebron Center Plan

Eligible Property Types

- Historic Buildings (define) in Hebron Center (principally in Hebron Green Village District or Hebron Green National Register Historic District
- Commercial use, Mixed-use, or proposed conversion of a portion of an existing residential building into a commercial use

Eligible Activities

- Exterior Building Improvements
 - Roofing
 - Access, considering ADA compliance
 - Windows and Doors
 - Siding, painting
 - Foundation restoration
- Interior Building Improvements
 - Lead-based paint mitigation
 - Safety Improvements
 - Structural (framing) integrity
- Site Improvements
 - Parking and Accessibility
 - Landscaping and Signage
 - Pedestrian Connectivity
 - Utility Improvements

Required Maintenance of Improvements

1. Properties receiving awards will be expected to sign an Agreement with the Town which outlines the specific conditions and the applicant's commitments, which shall be binding

on the applicant's heirs, executors, administrators, successors and assigns. The Agreement will be filed in the Town of Hebron Land Records.

2. The Agreement shall state that the owner shall be required to maintain the improvements partially funded through the Program for a specified period (10 years?).
3. If the property is sold prior to ten (10) years following reimbursement by the Town of Hebron, the new owner shall be provided with a copy of the Agreement and informed as to the obligations contained therein.
4. If the property owner wishes to make modifications to the improvements partially funded by the Program within ten (10) years following reimbursement by the Town of Hebron, the modifications shall first be transmitted to the Program Coordinator in writing, with plans and specifications as necessary, and shall be subject to approval by the Program Improvement Committee.
5. If the owner makes any modifications to the improvements partially funded by the Program within ten (10) years following reimbursement by the Town of Hebron without first receiving permission of the Program Improvement Committee, or fails to adequately maintain the improvements in the opinion of the Program Improvement Committee, the full amount of the rebate shall become immediately due and payable to the Town. Any duty to refund the rebate arising hereunder shall be secured by a lien in the nature of a mortgage on the premises. Failure to refund all the funds due within (30) days of notification shall be considered a default entitling the Town of foreclose the lien.

General Parameters

1. The Town of Hebron (under the authority of the Program Committee) will rebate up to 75% of eligible costs for eligible improvements, up to a maximum of \$200,000 per property. The applicant will be responsible for the remaining 25%.
2. The rebate will apply to the expense of materials, design services and wages for a renovation project and will not apply to the cost of borrowing or for permit fees.
3. The rebate will apply to projects which secure bank financing and to projects which are self-financed.
4. Should the improvements require structural engineering design, those may be considered costs upon Committee approval.

Examples:

1 West Main St – Professional Office / Therapist / Inn / Restaurant – Restoration of Historic Structure and Site Improvements - \$100 – 200k – The proposed project would adaptively reuse the historic residence for a commercial use. Inquiries have been made for professional offices, including an administrative building for AHM. Access to a parking area could be provide via an easement off Stonecroft Drive and the less-than-ideal existing access on W. Main St could be terminated and site restored.

12 Main St – General Store / Residential Apt – Foundation Improvements, Siding Removal and Replacement, Front Façade and Porch Repair - \$100 - 200k – The Flour Girl may acquire the building and renovate the first floor into a General Store, which is what existed decades ago.

Commented [MB1]: In application, question is whether to have agreements in place for specific projects or to open an application process that allows for others to apply?

Commented [MB2]: Façade Improvement Program in 2009 provided a maximum \$75k. This increase should be acceptable considering inflation and challenge of improving historic buildings

10 Main St – Historic Barn Renovation – \$100-200k - Renovation project to put historic barn into productive reuse. The barn would not be an historic restoration as it is not intended to serve the same function, however the form would remain the same and interior framing elements would be preserved and remain visible to acknowledge the historic nature of the building. Current owner has prepared conceptual architectural and site development plans. Perhaps grant funding would kick-start the project.

13 Church St – Toomey House – Windows, site work, interior renovation for commercial use. The single-family residential building has a history of mixed-use.

54 Main St – The historic structure has been idle or underutilized for many years, but has a history of commercial use.

Issues:

A mutually-agreed upon design professional should be selected to draft a scope of work and either provide the design elements necessary to satisfy Building Permit requirements or be responsible for review of proposed plans for compliance with the Federal Standards applicable to the Historic District.

Hebron Historic Properties Commission and Hebron Planning and Zoning need to be on the same page and not be an interference or deterrent to the success of these challenging projects. Concept plans should be pre-approved and details should be left to Town staff and other design professionals to the degree appropriate.

Some assurance that the commercial occupant is viable and likely to occupy the space for some time.

The competitive nature of STEAP is typically more successful with a Town match. How would that look? Design services? Legal fees?

If utility upgrades are required/requested, should we determine if said utilities are available in advance?

Each of these projects is likely to have a site improvement component. Could Nathan L. Jacobson and Associated (Town Engineer) be involved?

What kind of bidding requirements apply? Would that be on the applicant or on the Town?

Would the improvements generate an increase in real property taxes? What are the other benefits the proposed improvements would bring to the Town? Preservation/Restoration of historic resources, increased vitality of Hebron Center, safety improvements (close curb cuts on Main St, mitigate hazardous materials present in buildings, enhanced character might encourage additional investment).

Mike O'Leary's 2008 STEAP Application included public improvements. The concept was Main Street Commercial Revitalization Plan and the Façade Improvement Program was just a component.

- Consider concentrating on southwest corner of intersection. Include 1 West Main St proposed improvements, parking improvements at Synagogue to close curb cut and sidewalks down to Veterinary Hospital. Also consider site prep for use of Rifkin Property. Maybe squeeze events board sign in there (at northwest corner of Rt. 85/66).

Hebron Planning and Zoning Commission

Chairman Frank Zitkus
David Sousa
Janet Fodaski
Christopher Cyr
Devon Garner

Town Planner
Matthew Bordeaux

January 4, 2025

Dear Chairman Zitkus, members of the Planning and Zoning Commission and Mr. Bordeaux,

Following the significant public concern voiced at the Planning and Zoning Commission Public Hearing held on December 10, 2024, regarding Special Permit Petition 2024-17&18 and the construction of a large scale retail store on Main Street, I urge this Commission to enact a Temporary Moratorium on new large scale commercial construction in Hebron center. The idea of a Moratorium was proposed during the Public Hearing by a resident of Hebron in order to give the Commission an opportunity to explore the impact a large scale retail store would have on our community. I believe the crucial economic and environmental concerns voiced by a large number of Hebron residents during the Public Hearing need to be addressed before this project proceeds any further.

As I stated to the Planning and Zoning Commission during the December 10th Public Hearing, as well as in letters to the Commission dated August 21, 2024, October 1, 2024 and December 7, 2024, it is clear that the proposed use and activity relating to Special Permit Petition 2024-17&18 poses a significant risk to the health, safety and welfare of our community. As required by Hebron Zoning Regulations 7.D.1, page 182, it is your responsibility, to “review the appropriateness of certain uses or activities in a specific location or configuration in order to evaluate overall impacts of the specific application, ensure compliance with these Regulations, and promote the health, safety, and general welfare of the community.”

In the Fall of 2021, the Planning and Zoning Commission placed a Temporary Moratorium on the establishment of Cannabis businesses in Hebron. That Temporary Moratorium was extended until December 2023, creating a two-year moratorium. As it was important at that time to explore if this type of commercial activity is appropriate for Hebron, I believe it is even more important to take the time at this moment to fully explore the impact a large scale discount retail store would have on our community. I urge the Planning and Zoning Commission to follow their own precedent and create a Temporary Moratorium on the construction of all large scale retail stores in Hebron center effective immediately.

To gain a full perspective on the impact a large scale discount retail store will have on the Hebron community it is necessary to conduct an up to date Environmental Impact Study and a detailed Economic Impact Study. The environmental studies need to include an investigation of the system of fractured bedrock aquifers found along John E. Horton Blvd. The harmful impact of road salt and storm water retention ponds on this important source of drinking water needs to be investigated and understood before development. The risk of a negative impact to ground water drinking wells along Millstream Road and Kinney Road should be of vital importance to Hebron's town government. Not only is it an environmental responsibility it is also economic responsibility, as the remediation of contaminated ground water drinking wells will be a significant financial burden on the Town. As required by Connecticut State Statute Sec. 22a-471, "If the Commissioner of Energy and Environmental Protection determines that pollution of the groundwaters has occurred or can reasonably be expected to occur and the Commissioner of Public Health determines that the extent of pollution creates or can reasonably be expected to create an unacceptable risk of injury to the health or safety of persons using such groundwaters as a public or private source of water for drinking or other personal or domestic uses, the Commissioner of Energy and Environmental Protection may issue an order to the person or municipality responsible for such pollution requiring that potable drinking water be provided to all persons affected by such pollution." The economic impact study needs to include the cost of drinking water remediation for all residents down gradient of the proposed site, as well as the impact a large scale discount retail establishment will have on the taxpayers of Hebron.

I urge the Planning and Zoning Commission to act immediately on behalf of Hebron's residents and enact a Temporary Moratorium on new large scale commercial construction in Hebron center and protect the health, safety and general welfare of the community.

Sincerely,

Kevin J. Tulimieri

110 Kinney Road

KENNETH C. BALDWIN

One State Street
Hartford, CT 06103
Main (860) 275-8200
Fax (860) 275-8299
kbaldwin@rc.com
Direct (860) 275-8345

Also admitted in Massachusetts
and New York

December 17, 2024

Matthew Bordeaux, Town Planner
Town of Hebron
15 Gilead Street
Hebron, CT 06248

Re: **Application of Tarpon Towers III, LLC and Celco Partnership d/b/a Verizon Wireless for a Certificate of Environmental Compatibility and Public Need for the Construction, Maintenance and Operation of a Wireless Telecommunications Facility at 746 East Street, Andover, Connecticut**

Dear Mr. Bordeaux:

Pursuant to the requirements of Connecticut General Statutes § 16-50(b), enclosed is a copy of the above-referenced Connecticut Siting Council Application.

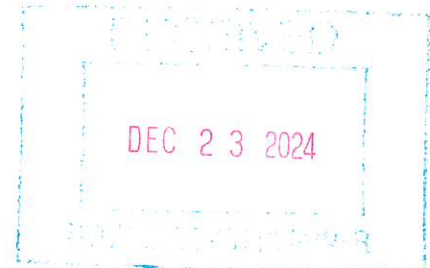
If you have any questions regarding this Application, please contact me or the Siting Council directly at (860) 827-2935.

Sincerely,



Kenneth C. Baldwin

KCB/kia
Enclosure



30932895-v1