

TOWN OF VERNON
Planning & Zoning Commission (PZC)
Meeting Notice
Thursday, October 7, 2021 7:30 PM
Town Hall
14 Park Place, 3rd Floor
Council Chambers
Vernon, CT
AGENDA

1. **Call to Order & Roll Call by Roland Klee, Chairman**
2. **Administrative Actions/Requests**
 - 2.1 Amendment/Adoption of Agenda - Additional business to be considered under agenda item #7 "Other Business" requires Commission vote
 - 2.2 Approval of the Minutes from the **September 14, 2021 PZC Special Meeting**
 - 2.3 Approval of the Minutes from the **September 16, 2021 PZC Meeting**
3. **New Application(s) for receipt, if any:**
 - 3.1 **PZ-2021-15 38 Oxbow Dr.** An application of Robert Coulombe for a Special Permit to allow a Home Business of Major-Type 2, pursuant to Section 4.3.4.8 of the Zoning Regulations, for laser engraving and woodworking at 38 Oxbow Rd. (Tax Map ID: Map, 26, Block 065B, Parcel 0010K), in the R-22 zoning district.
 - 3.2 **PZ-2021-16 369 Talcottville Rd.** An Application of Habitat for Humanity North Central Connecticut for four (4) Special Permits in the Special Development Zone-Economic Development Zone (Zoning regulation Section 4.20.4.4-wholesale showroom; 4.20.4.7-professional office; 4.20.4.10-retail sales of products assembled or packaged; 4.20.4.11-general contracting establishments) at 369 Talcottville Rd. (Tax Map ID: Map 04, Block 0004, Parcel 0006A).
4. **Public Hearing(s) and Action on Applications**
 - 4.1 **PZ-2021-10 330 Vernon Ave.** An application of Karamelahi Shafique for a Special Permit to allow a Home Business of Major-Type 2, pursuant to Section 4.3.4.8 of the Zoning Regulations, for a tax and accounting office at 330 Vernon Ave. (Tax Map ID: Map 26, Block 065B, Parcel 00029), in the R-22 zoning district.
5. **8-24 Referrals, If any**
6. **Other Business/Discussion**
 - 6.1 **POCD-Planning Commission Discussion** re: identified topics from Public Hearing/Public Comment*.
7. **Adjournment**

Roland Klee, Chairman
Planning & Zoning Commission

*Note: The POCD Public Hearing was closed on September 14, 2021.

DRAFT MINUTES

TOWN OF VERNON
Planning & Zoning Commission (PZC)
Tuesday September 14, 2021 7:00 PM
Rockville High School Auditorium
70 Loveland Hill Rd
Vernon, CT

Draft Minutes

1. Call to Order & Roll Call by Roland Klee, Chairman

- Regular members present: Roland Klee, Robin Lockwood, Joseph Miller, Iris Mullan, Susan Reudgen and Jesse Schoolnik
- Alternate Member: Mike Baum sitting for Mike Mitchell
- Absent Members: Mike Mitchell and Carl Bard
- Mayor Dan Champagne was present
- Staff present: George McGregor, Town Planner and Shaun Gately, EDC
- Recording secretary: Jill Rocco

2. Public Hearing

2.1 Draft Plan of Conservation and Development, dated May 25, 2021

- Chairman Roland Klee welcomed all attendees
- Town Planner George McGregor read the public notice into record
- Notice published in Journal Inquirer September 3rd and September 10th.
- Notice delivered to Town Clerk, Town Council and CT Regional Council of Government
- Posted to town website June 18, 2021
- Chairman Roland Klee introduced Patrick Gallagher from SIL Consulting
- Patrick Gallagher gave a detailed Presentation on the POCD
 1. What is the POCD
 2. Plan Process
 3. Plan Structure
 4. Future Land Use Plan
 5. Plan Themes & Goals
 6. Objectives & Strategies
- Chairman Roland Klee, opened the Public Hearing at 7:13PM and read the rules into record
- Ryan Goad – 57 Glenstone Drive commented
- Nancy Steffens – 224 South Street commented
- Lester Palifka – 12 Bancroft Road commented
- Ron Conyers – commercial land owner 45 S. Frontage Road commented
- Maryann Levesque – 183 Bolton Road commented
- Robert Hurd – 7 Rheel Street commented
- Pegi Shea – 27 Fox Hill Drive commented
- Alan Itzkowitz – 7 Knollwood Drive commented
- Ann Letendre – 29 Gautier Drive and representing Friends of Valley Falls commented
- Kevin Santini – Owner, Santini Villa Apartments commented

- Richard Hayes - Commercial land owner on Reservoir Road commented
- Mike Winkler - State Representative for the southern part of Vernon commented
- Jon Roe – 70 Valley Falls Road commented
- Eric Santini Sr. – Owner, Santini Villa Apartments commented
- Tom Barnas – 11 Knollwood Drive commented
- Town Planner, George McGregor, read into record that the town had received numerous letters from residents and commercial owners between May 26, 2021 and September 28, 2021. All documents are on file at the Planning Department.

Robin Lockwood **MOVED** to **CLOSE** the Public Hearing at 8:41 PM. Joseph Miller seconded and the motion carried unanimously.

3. **Adjournment**

Susan Reudgen MOVED to ADJOURN at 8:41 PM. Robin Lockwood seconded and the motion carried unanimously.

Jill Rocco
Recording Secretary

https://drive.google.com/file/d/1CfZxGQF6Ibe7cKfEGoGO2B39N_rsxWOk/view?usp=sharing

TOWN OF VERNON
Planning & Zoning Commission (PZC)
Thursday, September 16, 2021 7:30 PM
Town Hall
14 Park Place, Vernon Connecticut

DRAFT MINUTES

1. **Call to Order & Roll Call by Roland Klee, Chairperson at 7:30 PM**
 - Regular members present: Roland Klee, Robin Lockwood, Mike Mitchell, Susan Reudgen (via Zoom) and Jesse Schoolnik (via Zoom)
 - Alternate Member: Mike Baum, sitting for Iris Mullan
 - Absent Members: Joe Miller, Iris Mullan, Carl Bard (Alternate)
 - Staff present: George McGregor, Town Planner
 - Recording secretary: George McGregor, Town Planner

2. **Administrative Actions/Requests**
 - 2.1 Amendment/Adoption of Agenda - Additional business to be considered under agenda item #7 "Other Business" requires Commission vote

Robin Lockwood **MOVED** to **ADOPT** the agenda as is. Mike Mitchell seconded and the motion carried unanimously.

 - 2.3 Approval of the Minutes from the **September 2, 2021**.

Mike Mitchell **MOVED** to **APPROVE** the minutes from September 2, 2021. Robin Lockwood seconded and the motion carried unanimously, with Susan Reudgen abstaining.

3. **New Application(s) for receipt, if any:**
 - 3.1 **PZ-2021-11 Cannabis Establishments.** A text amendment to the Town of Vernon Zoning Regulations, various sections, to define, address, and permit certain cannabis establishments in select zoning districts.

Robin Lockwood **MOVED** to **RECEIVE** application PZ-2021-11 and schedule it for a Public Hearing on November 4, 2021. Mike Mitchell seconded and the motion carried unanimously.

 - 3.2 **PZ-2021-12 Overnight Parking in the PDZ District.** A text amendment to the Town of Vernon Zoning Regulations to clarify the intent of Section 4.25.3, related to overnight parking in the PDZ district.

 - 3.4 **PZ-2021-14** An Application of Volta Charging, LLC, for a Zoning Regulation Text Amendment to permit **electric charging station/display kiosks** in the Commercial and Industrial Zoning Districts.

Robin Lockwood **MOVED** to **RECEIVE** applications PZ-2021-12 and PZ-2021-14 schedule them for a Public Hearing on November 4, 2021. Mike Mitchell seconded and the motion carried unanimously.

- 3.3 **PZ-2021-13** An Application of Hartford Therapeutic Massage and Wellness Center LLC, for a Special Permit to allow an **Independent Massage Therapy Practice and Commercial Education or Recreation (yoga and wellness et al.)** in the Commercial Zoning District, pursuant to Section 4.9.4.23 and 4.9.4.5 of the Zoning regulations, at 500 Talcottville Rd. (Tax map 09-015T-0021C).

Mike Mitchell **MOVED** to **RECEIVE** PZ-2021-13 and schedule it for a Public Hearing on October 21, 2021. Jesse Schoolnik seconded and the motion carried unanimously.

4. **Public Hearing(s) and Action on Applications**

4.1 PZ-2021-09 - An Application of Alishkumar Garala, Vernon Bottle Return, for a Special Permit to operate a Redemption Center for used beverages pursuant to Section 4.10.4.8 of the Zoning Regulations, at 77 Industrial Park Rd (Tax Map 28-0133-0005H). The Property is zoned Industrial (I). This PZC application is available for inspection by the public in the office of the Planning Department, 55 West Main Street, Vernon, CT.

The Applicant, Alish Garala, along with Priyal Garala spoke on behalf of the application. Mr. Garala reviewed the business plan specifics and operations proposed. He stated all activities will be inside the tenant space at 77 Industrial park rd.

Mike Mitchell **MOVED** to **CLOSE** the Public Hearing. Jesse Schoolnik seconded, and the motion carried unanimously.

Robin Lockwood **MOVED** to **APPROVE** PZ-2021-09, a special permit for a redemption center for used beverage containers at 77 Industrial Park Rd. based upon a finding that the special permit meets the relevant general special permit criteria of 17.3.1, subject to the following conditions:

1. No outdoor storage or outdoor container sorting activity is permitted. All activities except for transportation-related loading and unloading, shall take place indoors.

Seconded by Sue Reudgen. The motion carried unanimously.

5. **8-24 Referrals, If any**

None

6. **Other Business/Discussion**

- None

7. **Adjournment**

Robin Lockwood **MOVED** to **ADJOURN** at 7:48 PM. Mike Baum seconded and the motion carried unanimously.

George K. McGregor, AICP
Town Planner
Recording Secretary

APPLICATION
For Receipt



TOWN OF VERNON PLANNING & ZONING COMMISSION (PZC)

APPLICATION

(Revised March 2021)

The PZC may require additional information to be provided by the applicant in the course of reviewing the application and during the monitoring of the project. Provide all the information requested.

APPLICANT (S)

NAME: Robert Coulombe Jr
 COMPANY: R & S Laser Workshop
 ADDRESS: 38 Oxbow Drive, Vernon CT 06066
 TELEPHONE: 413-478-7064 E-MAIL: rs1aserwkspe@yahoo.com

PROPERTY OWNER (S)

NAME: Robert and Sarah Coulombe
 ADDRESS: 38 Oxbow Dr Vernon CT 06066
 TELEPHONE: 413-478-7064 EMAIL: rs1aserwkspe@yahoo.com

If the applicant is not the property owner, include a letter from the property owner authorizing the applicant to seek approval by the PZC, if no signature accompanies the application. (ZR Section 2.3)

PROPERTY

ADDRESS: 38 Oxbow Drive
 ASSESSOR'S ID CODE: MAP # ___ BLOCK # ___ LOT/PARCEL # 26-0658-0010K
 LAND RECORD REFERENCE TO DEED DESCRIPTION: VOLUME ___ PAGE ___

DOES THIS SITE CONTAIN A WATERCOURSE AND/OR WETLANDS? (SEE THE INLAND WETLANDS MAP AND REGULATIONS)

☒ NO ☐ YES

☐ NO REGULATED ACTIVITY WILL BE DONE

☐ REGULATED ACTIVITY WILL BE DONE

☐ IWC APPLICATION HAS BEEN SUBMITTED

ZONING DISTRICT R22

IS THIS PROPERTY LOCATED WITHIN FIVE HUNDRED (500) FEET OF A MUNICIPAL BOUNDARY?

☒ NO

☐ YES: _____

CHECK IF HISTORIC STATUS APPLIES

☐ LOCATED IN HISTORIC DISTRICT: _____

☐ INDIVIDUAL HISTORIC PROPERTY

PROJECT SUMMARY

Describe the project briefly in regard to the purpose of the project and the activities that will occur. Attach to this application a complete and detailed description with maps and documentation as required by the "Town of Vernon Zoning Regulations" and "Town of Vernon Subdivision Regulations".

PURPOSE: Home based business type II

GENERAL ACTIVITIES: Laser engraving and wood working
See attached for more details

APPROVAL REQUESTED

 SUBDIVISION OR RESUBDIVISION

- SUBDIVISION (SUB. SEC. 4, 5, 6)
- RESUBDIVISION (SUB. SEC. 4, 5, 6)
- MINOR MODIFICATION OF SUBDIVISION OR RESUBDIVISION (SUB. SEC. 4, 6)
- AMENDMENT OF SUBDIVISION REGULATIONS (SUB. SEC. II)

SEE SUBDIVISION REGULATIONS SEC. 4 FOR APPLICATION FEE SCHEDULES

 SOIL EROSION AND SEDIMENT CONTROL PLAN (ESCP) (ZR SEC. 2.117, 18) (SUB. 6.14)

 SITE PLAN OF DEVELOPMENT (POD) (ZR SEC. 14)

- POD APPROVAL (ZR SEC. 14.1.1.1; 14.1.2)
- MODIFICATION OF AN APPROVED POD (ZR SEC. 14.1.1.1)
- MINOR MODIFICATION OF A SITE POD (ZR SEC. 14.1.1.2)

☒ SPECIAL PERMIT(S) (ZR SECTION 17.3) SECTION: 4.3.4.8

 OTHER SPECIAL PERMIT(S). CITE ZR SECTION AND DESCRIBE ACTIVITY:

 ZONING:

- SITE SPECIFIC CHANGE OF ZONING DISTRICT AND MAP (ZR SEC. 1.2, 1.3; 4)
- AMENDMENT OF ZONING REGULATIONS (SEC. 1.2, 1.3; 4)

CERTIFICATION AND SIGNATURE

The applicant, undersigned, has reviewed the "Town of Vernon Planning and Zoning Regulations" and completed the application with complete and accurate information.

Property Owner, Applicant, or Applicant's Agent:

	<u>Robert R Coulombe Jr</u>	<u>9/12/21</u>
APPLICANT OR AGENT SIGNATURE	PRINTED NAME	DATE
	<u>Robert R Coulombe Jr</u>	<u>9/19/21</u>
OWNER'S SIGNATURE, IF DIFFERENT	PRINTED NAME	DATE

September 19, 2021

Town of Vernon Planning Department
55 West Main Street
Vernon, CT 06066

RE: Planning & Zoning Commission Application

To whom it may concern:

The purpose of this letter is to give you an overview of the business I am trying to conduct in my garage at 38 Oxbow Drive. My business, R & S Laser Workshop, entails custom laser engraving and woodworking. The products are mainly home décor and personalized accessories such as drink insulators, custom signage, ornaments, etc.

The workshop space is 255 sq ft which is approximately ¼ of one bay of my 2-car garage. Work will be conducted during normal business hours.

R & S Laser Workshop will not be a retail space. Business will mostly be conducted online or at local markets. All visitors will be by appointment only with only one visitor scheduled at a time. Estimated at no more than 1-2 per week. We have a 2-lane driveway that can accommodate up to 6 vehicles so parking will not be an issue.

All material deliveries would be small package not requiring LTL service. For example, Amazon, UPS, Fed Ex etc. Materials are bought to size so there is little to no waste. Finished good shipments will be driven in my personal vehicle to a USPS, UPS store, etc.

There will be limited wood working and surface finishing. Noise during operation is very minimal, the engraver itself is no louder than an inkjet printer and other wood cutting equipment are secondary operations. Garage doors will be closed during any noisy operations. Fumes are also minimal. We do plan to use polyurethane on some pieces and the engraver is vented out the window and has much less odor than a wood burning chimney or fireplace.

Current equipment list:

Engraver 80W Co2 STD 110V

Drill press

Router

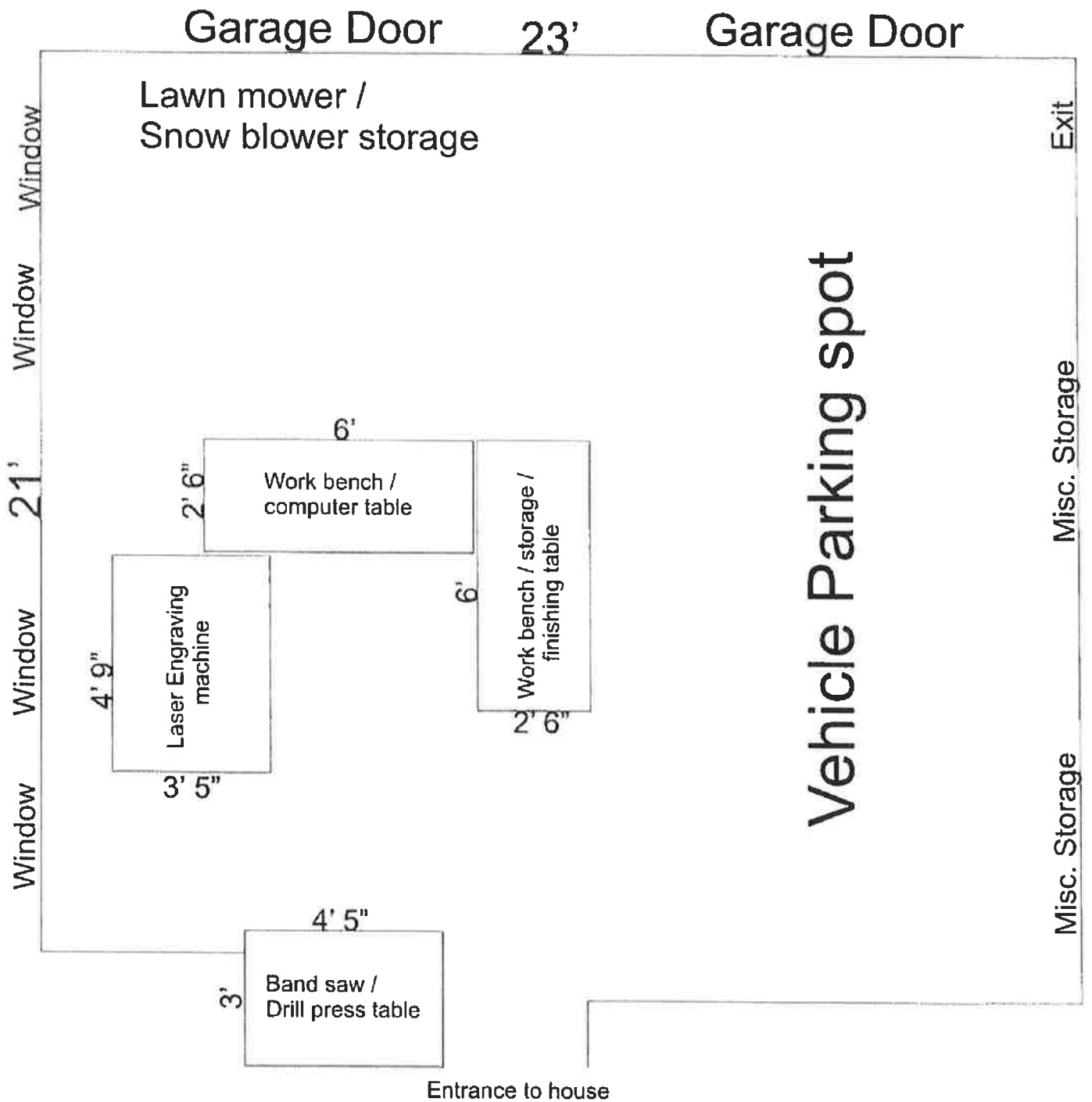
Bench Band saw

Table saw

Attached you will find the floor plan of our set up.

Thank you for your time and consideration.

Robert Coulombe Jr
Owner/Operator
R & S Laser Workshop
413-478-7064



R&S Laser Workshop Floor plan

APPLICATION

For Receipt



TOWN OF VERNON PLANNING & ZONING COMMISSION (PZC)
APPLICATION
(Revised March 2021)

The PZC may require additional information to be provided by the applicant in the course of reviewing the application and during the monitoring of the project. Provide all the information requested.

APPLICANT (S)

NAME: Matthew Byrne Director of ReStore Operations
COMPANY: Habitat for Humanity North Central Connecticut
ADDRESS: PO Box 1933 - Hartford, Ct. 06144
TELEPHONE: (860) 906-6574 E-MAIL: matte@hartfordhabitat.org

PROPERTY OWNER (S)

NAME: MARCEL BIZIER
ADDRESS: 1440 CAXCAMPUS CT
TELEPHONE: MARCO Island, FL 34145 EMAIL: mobizier2002@yahoo.com

If the applicant is not the property owner, include a letter from the property owner authorizing the applicant to seek approval by the PZC, if no signature accompanies the application. (ZR Section 2.3)

PROPERTY

ADDRESS: 369 Talcottville Rd. - Vernon
ASSESSOR'S ID CODE: MAP # 04 BLOCK # 001 LOT/PARCEL # 0006A
LAND RECORD REFERENCE TO DEED DESCRIPTION: VOLUME: 2264 PAGE 32

DOES THIS SITE CONTAIN A WATERCOURSE AND/OR WETLANDS? (SEE THE INLAND WETLANDS MAP AND REGULATIONS)

☒ NO ☐ YES

☐ NO REGULATED ACTIVITY WILL BE DONE

☐ REGULATED ACTIVITY WILL BE DONE

☐ IWC APPLICATION HAS BEEN SUBMITTED

ZONING DISTRICT SED

IS THIS PROPERTY LOCATED WITHIN FIVE HUNDRED (500) FEET OF A MUNICIPAL BOUNDARY?

☒ NO

☐ YES: _____

CHECK IF HISTORIC STATUS APPLIES:

☐ LOCATED IN HISTORIC DISTRICT: _____

☐ INDIVIDUAL HISTORIC PROPERTY

PROJECT SUMMARY

Describe the project briefly in regard to the purpose of the project and the activities that will occur. Attach to this application a complete and detailed description with maps and documentation as required by the "Town of Vernon Zoning Regulations" and "Town of Vernon Subdivision Regulations".

PURPOSE: SEE ATTACHED

GENERAL ACTIVITIES: ① Purpose and overview
② Business Plan ③ showroom layout
④ Floor Space & View of building ⑤ what is a Restoe

APPROVAL REQUESTED

 SUBDIVISION OR RESUBDIVISION

- SUBDIVISION (SUB. SEC. 4, 5, 6)
 RESUBDIVISION (SUB. SEC. 4, 5, 6)
 MINOR MODIFICATION OF SUBDIVISION OR RESUBDIVISION (SUB. SEC. 4.6)
 AMENDMENT OF SUBDIVISION REGULATIONS (SUB. SEC. II)

SEE SUBDIVISION REGULATIONS SEC. 4 FOR APPLICATION FEE SCHEDULES.

 SOIL EROSION AND SEDIMENT CONTROL PLAN (ESCP) (ZR SEC. 2.117; 18) (SUB. 6.14)

 SITE PLAN OF DEVELOPMENT (POD) (ZR SEC. 14)

- POD APPROVAL (ZR SEC. 14.1.1.1; 14.1.2)
 MODIFICATION OF AN APPROVED POD (ZR SEC. 14.1.1.1)
 MINOR MODIFICATION OF A SITE POD (ZR SEC. 14.1.1.2)

✓ SPECIAL PERMIT(S) (ZR SECTION 17.3) SECTION:

 OTHER SPECIAL PERMIT(S). CITE ZR SECTION AND DESCRIBE ACTIVITY:

4.20.4.4 / 4.20.4.7 / 4.20.4.10 / 4.20.4.11

 ZONING:

- SITE SPECIFIC CHANGE OF ZONING DISTRICT AND MAP (ZR SEC. 1.2; 1.3; 4)
 AMENDMENT OF ZONING REGULATIONS (SEC. 1.2; 1.3; 4)

CERTIFICATION AND SIGNATURE

The applicant, undersigned, has reviewed the "Town of Vernon Planning and Zoning Regulations" and completed the application with complete and accurate information:

Property Owner, Applicant, or Applicant's Agent:

Matthew Bayne
APPLICANT OR AGENT SIGNATURE

Matthew Bayne
PRINTED NAME

9.29.2021
DATE

Eric A. Liebeskind
OWNER'S SIGNATURE, IF DIFFERENT

ERIC A. LIEBESKIND
PRINTED NAME

9.29.2021
DATE



P.O. Box 1933
Hartford, CT 06144-1933
Phone: 860-541-2208
Fax: 860-541-2211
www.hartfordhabitat.org

Purpose

Office to house Habitat for Humanity of North Central Connecticut and their ReStore for Tolland County.

Habitat for Humanity of North Central Connecticut was formally Hartford Area Habitat for Humanity, who served Hartford County. Expansion into Tolland County changed the name of the organization and the need for an office in the county to offer our many services. Those services include:

- Family Services – education, application
- Brush of Kindness – helps neighborhoods
- Veterans Repair – helps veterans
- Critical Home Repair – helps keep aging population in homes with basic repairs
- Rehabs – helps lower income families purchase homes
- New Construction – building home from the ground up

All of these services give people a decent place to live.

ReStore sells gently used or new home goods. The profit from the store goes towards funding our many services. The items donated come from our community, including homes, businesses, municipalities, churches, etc. These gracious donations are then sold to the public.

The money raised at ReStore will stay in Tolland County whether it funds Brush of Kindness, veteran repairs, rehabs or new constructions. We plan on offering services before rehabs and new constructions in Tolland County. We will gain trust and grow slowly, then build homes.

Staffing

The office will be staffed with one Habitat employee and volunteers Tuesday through Saturday. The ReStore will be staffed with two Habitat employees and volunteers.

Traffic and Parking

This is a small office and ReStore that will not affect traffic. Parking is ample and underutilized. There are plenty of parking spaces.

Renovation Needed

A second door to the space will be added where the existing window is on the northeast corner of the building. It will be a Stanley Access door. Purchased product will exit through this door. Processed donations will arrive from the Bloomfield ReStore and be placed on the floor through this door. The door will allow handicap access as well.

Donations

Donations will be picked up and processed by the Bloomfield ReStore from homes and businesses in Tolland County. Donations that arrive via drop-offs will be placed in the ReStore truck or container to be brought to Bloomfield ReStore for processing. No processing will be done in Vernon. Donation drop-off hours will be shortened compared to regular store hours.

Everyone deserves a decent place to live. Habitat offers that with a hand up, not a hand out. We engage our community through volunteers, programs, donors and homes.

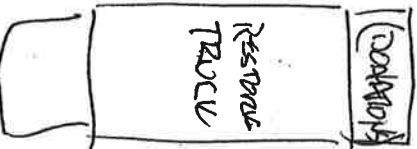
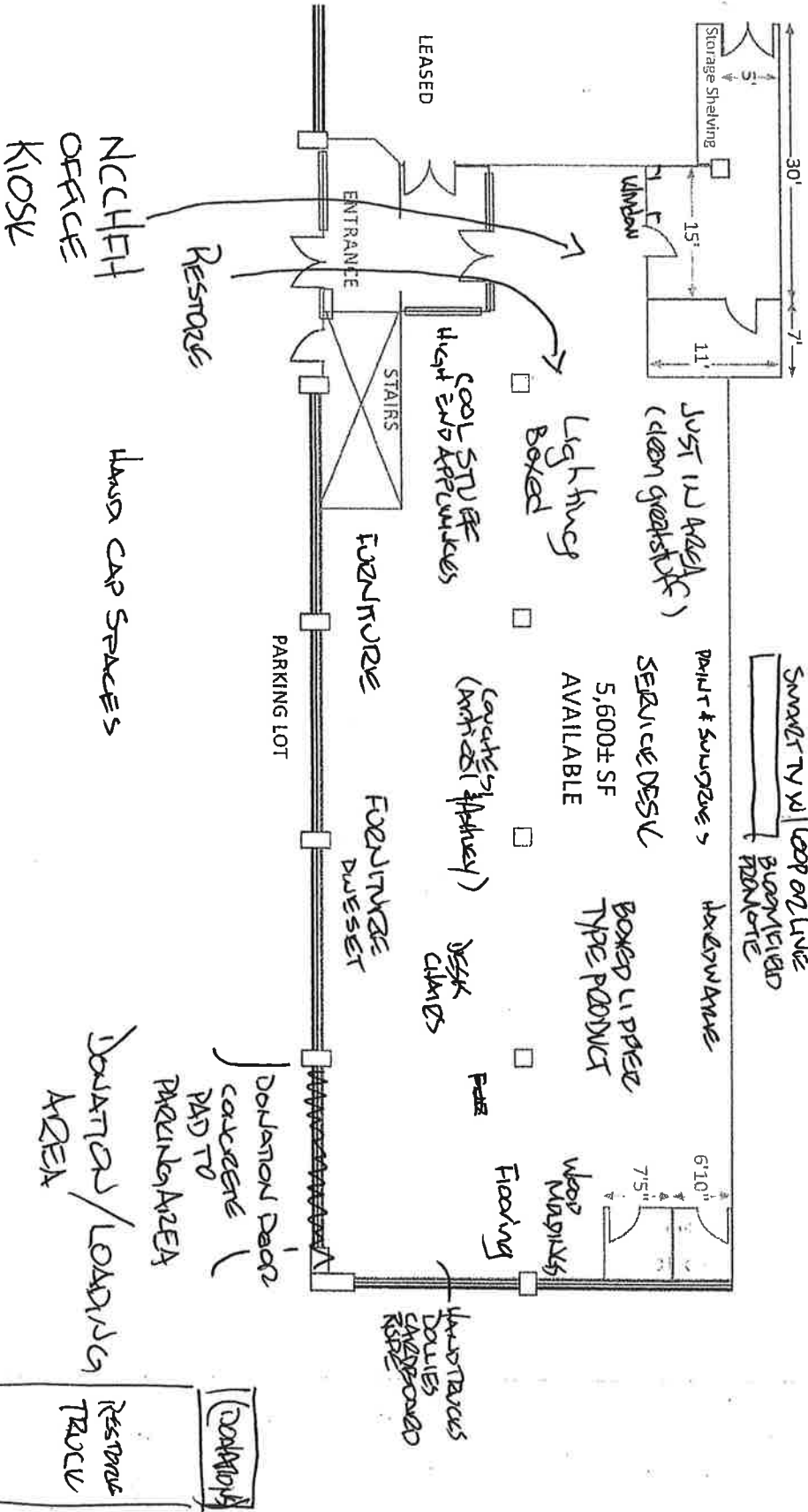
Come Together. Build Together.

2 containers @ Vernon
1 truck

2 in residence @ Bloomfield

More @ other
Restore, ReStore,

Smart TV w/ loop on live
BURNED
FURNITURE



FOR LEASE | 5,600± SF SHOWROOM / COMMERCIAL SPACE

SIGNALIZED INTERSECTION | HIGH TRAFFIC COUNT: 26,469 ADT | GROUND FLOOR SPACE
YARD SPACE AVAILABLE (PAVED AND FENCED IN)

369 Talcottville Road, Vernon, CT 06066

LEASE RATE: \$6,000/MO MODIFIED GROSS



Ranked in Top 50
Commercial Firms in U.S.

BUILDING INFORMATION

GROSS BLD. AREA 64,548± SF
AVAILABLE AREA 5,600± SF
NUMBER OF FLOORS 2
CONSTRUCTION Steel Frame, Masonry
ROOF TYPE Flat, Slate/Tile
YEAR BUILT 1990
RESTROOMS 2
CLEAR HEIGHT 11'5"

MECHANICAL EQUIPMENT

AIR CONDITIONING Central Air
TYPE OF HEAT Gas, Forced Air
SPRINKLERED Yes
ELECTRIC SERVICE 200 amp

OTHER TENANTS Marco Awards Group

AREA RETAIL Spare Time, Aldi's, Flooring
America, Tractor Supply, Dollar
General, Planet Fitness

COMMENTS High Visibility with Building Signage

DIRECTIONS I-84, Exit 64-65. Turn right onto Route 83/Talcottville Road. Property is 1 mile on the left.

SITE INFORMATION

SITE AREA 5.19 acres
ZONING SED
PARKING Ample
SIGNAGE On-building
VISIBILITY Excellent
UNIT FRONTAGE 130'
HWY.ACCESS I-84, Exit 64/65
TRAFFIC COUNT 26,469 ADT

UTILITIES

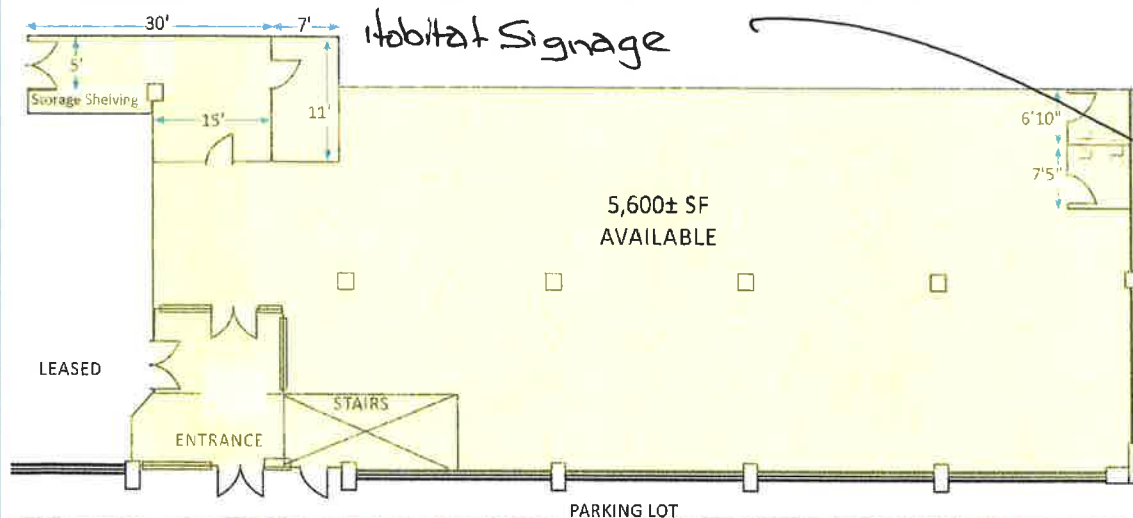
SEWER/WATER Public
GAS Yes

EXPENSES

RE TAXES	<input type="checkbox"/> Tenant	<input checked="" type="checkbox"/> Landlord
UTILITIES	<input checked="" type="checkbox"/> Tenant	<input type="checkbox"/> Landlord
INSURANCE	<input type="checkbox"/> Tenant	<input checked="" type="checkbox"/> Landlord
MAINTENANCE	<input type="checkbox"/> Tenant	<input checked="" type="checkbox"/> Landlord
JANITORIAL	<input checked="" type="checkbox"/> Tenant	<input type="checkbox"/> Landlord

Property Highlights

- 5,600± SF Available
- 64,548± SF Building
- 5.19 Acres
- 11'5" Clear Height
- Unit Frontage: 130'
- 29 Parking Spaces
- Signalized Intersection
- Signage: On Building
- Traffic: 26,469 ADT
- Zoning: SED
- I-84, Exit 64/65
- Many area amenities
 - Shopping, Banking, Dining



Scan the QR Code below with a
barcode scanner on your smart
phone to access our website.



Connect with Us



For more information contact:

Andrew Hale | 860.761.6005 | ahale@orlcommercial.com

O,R&L Commercial Integrated Real Estate Services | www.orlcommercial.com

2 Summit Place, Branford, CT 06450 • Tel: (203) 488-1555 • Fax: (203) 315-4046 | 2340 Silas Deane Highway, Rocky Hill, CT 06067 • Tel: (860) 721-0033 • Fax: (860) 721-7882

While the information contained herein has been obtained from sources deemed to be reliable, no guarantee is made as to its accuracy.

1. Executive Summary

Hartford Habitat is a successful affiliate having served over 400 families since its inception in 1987. It has a wide variety of effective programs and has built or rehabilitated 300 houses. Hartford Habitat recently expanded its territory to include Tolland County.

Hartford Habitat has profitably operated a large ReStore in western Hartford County for seven years. Revenue at the store has expanded each year for the existing store. There is no ReStore to serve the eastern portion of Hartford County and Tolland County (new territory). There is a favorable demographic in the new territory. The proposed store location is central to the new territory. The facility is a quarter the size of the existing store and well suited for a branch location. The rental terms are favorable and capital investment small. The proforma financials show the store is profitable in year one with profits increasing in future years.

Donations are the life blood of any ReStore. Current successful marketing programs to individual households will be expanded to the new territory to bring in donations. The existing store has developed an extensive list of business donors and will seek out and develop potential donors in the new territory. Habitat has found that there is significant brand loyalty to the Habitat name and donors regularly choose it first, so any competitors in the area have not presented an issue for securing donations.

Existing store personnel will pick up donations in the new territory as well as donations dropped off at the new store using existing equipment. Donation pickups will be expanded to five days per week from the current four-day per week schedule. All donations will be processed at the existing store. Merchandise for sale at the new store will be delivered to the store from the existing store. In addition to expanding ads in local newspapers to the new territory, current marketing programs using social media will pick up donors in the new territory once the store opens.

The new store will be staffed with a manager and supported by a great group of experienced volunteers. Hartford Habitat has a large number of volunteers already living in the new territory who volunteer at the existing store. The new store will operate five days per week on the same hours as the existing store. Merchandise carried by the new store will be limited to high turnover, new and like-new items suited to the more affluent demographic of households in the new territory. Merchandise for sale will include lighting, tools, paint, appliances, dining sets, wall art, windows and flooring.

2. Background

Hartford Habitat is a Connecticut corporation founded in 1987 that operates in Hartford and Tolland County. Hartford Habitat has constructed or rehabilitated 300 houses since its inception and typically builds or rehabilitates 8-10 houses per year. CY2020 was an exception due to the COVID-19 pandemic. Hartford Habitat sponsors many events to raise funds for its mission including Women Build, Corporate builds, a golf tournament, a Build-a-thon and Building on Faith.

Hartford Habitat implemented a Build Green program in 2019 that maximizes energy efficiency, ensures indoor air quality and conserves natural resources. New houses will be Zero Energy Ready Homes as certified by the Department of Energy. This will include healthy indoor air quality, extremely efficient heating and cooling systems, low utility bills, reduced environmental impact and safety and durability.

Hartford Habitat also runs a program called A Brush with Kindness (ABWK) that assists low-income families in repairing and renovating their homes so they can continue to live in safe, decent homes. The focus is on assisting elderly, veteran families and those with limited mobility. Habitat has served nearly forty families since its inception.

In addition to its building ministry, Hartford Habitat operates a ReStore and a Financial Freedom Center. The ReStore takes in donations of primarily furniture, appliances and construction supplies and sells them to the general public. Earnings from the ReStore are used to further Habitat's mission with most of the funds used to rehabilitate blighted and abandoned houses. The Financial Freedom Center provides classes at no charge to Habitat homeowners and the wider community in budgeting and financial planning. Since its inception over thirty individuals have taken classes at the Center not including Habitat family members. The Center is also used by the community for other educational functions.

Hartford Habitat relies on over 9,000 volunteers to accomplish its mission. Total revenue per the audited financial statements for the fiscal year ended June 30, 2020 was \$4,683,774. Hartford Habitat has twenty-four employees including those that work in its ReStore.

Hartford Habitat opened its ReStore in October 2014. The store grossed \$1,040,000 in FY2021 while operating only 215 days. Sales in FY2021 and FY2020 were significantly reduced due to the closure of the store for a period of time due to the pandemic. Sales (represented by sales per day) have grown every year. Sales per square foot adjusted for the number of days the store was closed due to the COVID-19 pandemic was \$52 in FY2021. Net profit from the ReStore supplements amounts raised from other sources to provide the funds necessary to construct new houses and to rehabilitate existing houses.

Background of Habitat ReStores:

Habitat ReStores are retail stores that sell new and gently used donated goods from individuals, distributors, manufacturers, and dealers, which are then sold to the public. Most stores sell home improvement goods such as furniture, home accessories, building materials of all types and appliances.

The first ReStore opened in 1991 by the affiliate in Winnipeg, Canada. A student who partnered with the affiliate developed the concept of a Habitat ReStore.

The mission of a Habitat ReStore is to further the ministry of Habitat for Humanity by providing additional funding through the sale of merchandise so that a local Habitat affiliate can help more families build, renovate or repair their homes.

Additionally, Habitat ReStores benefit local communities by providing affordable merchandise to low-income families, by diverting waste from landfills, and by adding employment & volunteer opportunities to members in the community.

This Habitat ReStore will be owned and operated by the parent Habitat affiliate Hartford Area Habitat for Humanity. The net profits earned by the store are undesignated funds that can be used for anything the affiliate leadership deems fit, including both program and administrative expenses. As with other social enterprises, Habitat ReStores are designed to make a profit; however, they are considered a “non-profit” business because all ReStore “profit” goes towards the Habitat mission of eliminating poverty housing. For a full list of the items our ReStore will sell, please see the Operations section on page ____.

3. Real Estate

Hartford Habitat has identified a 5,600 square foot section of an existing warehouse in Vernon, CT for its ReStore expansion.

- Vernon is central to Tolland County and the portion of Hartford County east of the Connecticut River.
- Location is on a main road proximate to a signaled intersection.
- Rent is \$12.85 per square foot gross with a 3% annual escalator with an initial term of ten years.
- The ReStore floor space will be 5,000 square feet with 11.5-foot ceilings.
- There are two handicapped-accessible rest rooms located in the back of the showroom floor.
- There is an existing office accessed through the front door that will provide the Family

Services department with a base east of the Connecticut River.

- There is parking for twenty cars in the front of the building and ample, secure lot space behind the building for storage trailers and box trucks.
- The space is climate controlled.
- A portion of the front of the building will be removed and a large access, breakaway four-panel door installed. This will provide a secure entrance to the building for donation drop-offs and the transfer of product in and out of the showroom floor.
- Owner will install a sign to Habitat's specifications on the front of the building. Tear drop banners will be purchased and installed in the front of the building near the road.
- All renovations will be completed in the fourth quarter of 2021 in preparation for a soft opening at the end of January 2022.

4. Financial Planning / Capital Acquisitions Plan

Hartford Habitat is well capitalized. The current ReStore is profitable with FY2022 cash flow estimated at 24% of sales. The three-year projection for the ReStore expansion to a new site shows cash flow increasing each of the first three years reaching 23% of sales in year three. The attached pro-forma plan best estimates the financial results of the proposed ReStore. See Appendix A

Financial Planning Documents- Appendix A

1. Three Year Projections
2. Salaries and Benefits
3. Insurance
4. Capital Expenses
5. Demographic Analysis

Capital Acquisition Plan –The Capital Acquisition plan is based on the projected numbers contained in the Financial Pro-forma (Appendix A). Habitat expects to fund any initial opening costs internally from its cash flow. This includes construction of the new entrance and signage as well as operating costs for several months until the store breaks even. Much of the construction of the new entrance will come from donations of time and materials. Construction of the counter in the store which will contain the POS system will be constructed by volunteers. The purchase of the two budgeted storage trailers will be on an as needed basis using store cash flow.

5. Donations

The lifeblood of any ReStore is a steady flow of quality donations. Hartford Habitat has seven

years of experience running a successful ReStore and a successful record of securing donations. Initially, the new store will be stocked with merchandise from the existing store. As donation activity expands in Tolland County and also with the move to donation pick up five days per week system-wide from the current four-day schedule, the new store will have an ample amount of product to sell.

How many donations do we need?

- Sales consists of donated items and purchased product. Excluding purchased product, for the existing ReStore the source of donations is split 55% from businesses and 45% from individuals.
- It is expected that donations dropped off at the new store will amount to 50 per week. The existing store takes in about 85 drop-off donations per week. Of this amount about 10 drop-off donations come from east of the Connecticut River.
- The presence of a store east of the Connecticut River and the ease of local donation should make this figure attainable. Using a sales value of \$100 per donation (Habitat International estimate) yields \$5,000 per week (\$250,000 annually). About 80% of these donations will represent donations from new donors.
- All donations will be processed at the Bloomfield store. Donations both picked-up from households east of the Connecticut River and dropped off at the new store, will be delivered to the Bloomfield store. Product designated for the Vernon store will then be transported there.

Competitors –

- Savers, Goodwill and Salvation Army operate in Tolland County.
- Goodwill and Salvation Army pick up donations.
- For the most part they do not sell the same merchandise as the ReStore and for similar items, their product is well used.
- Habitat has found that there is significant brand loyalty to the Habitat name and donors regularly choose it first.
- Most towns in Tolland County pick up bulk trash for free.

Potential Partners –

- Habitat currently partners with many partners for its existing ReStore.
- Home Depot and Lowe's are valued partners. There are two Home Depot's and one

Lowe's in the Vernon service area.

- There are a number of hotels and large service businesses in the Vernon service area that will be contacted. Such businesses have historically provided large donations to the ReStore.
- Lumber yards have been a great source of building materials including windows, doors and flooring. There are a number of large lumber yards in Tolland County. These will be solicited for donations.

Market Potential-

- There are eight counties in the state of Connecticut. There are currently ReStores in all counties except Tolland County. The Vernon ReStore will service the eastern part of Hartford County (East of the Connecticut River) and all of Tolland County. It is believed that given the demographics of the State and the location of the existing and contemplated ReStores, that the market potential will be satisfied.

Potential Residential Donors

- Studies have shown that households with higher Area Median Income who own their own homes not only donate more product, but donate higher value product.
- As indicated in the attached table of selected demographics for the service area of the new store, the area median income and percentage of residents owning their own homes is very solid.
- A large number of residential donations come from the unsold items from estate sales. As noted earlier, the well-recognized and respected Habitat name often leads to the ReStore receiving the first call.

Potential Business Donors

- As noted above, Hartford Habitat currently partners with a number of businesses that provide significant continuing donations.
- Since the existing ReStore has been open, marketing programs to businesses have concentrated west of the Connecticut River. Prior to and after the Vernon ReStore opens, marketing emphasis will shift to east of the River.
- Donors to be targeted include manufacturers and distributors of lighting, tools, paint, windows, appliances and flooring.
- In addition to the above, businesses that use products suitable for donation such as hotels and service businesses will be targeted for desks, tables, chairs and sofas.

- While some donated items such as tables, chairs and sofas may not be sold in the Vernon, store, they will provide valuable product for the existing store.
- The fact that the Restore offers free pick up of donations is a valuable service to most businesses.
- The ReStore provides a valuable service to businesses by giving them an outlet to dispose of unwanted and excess inventory and the knowledge that their product will be recycled and not discarded into a land fill.

Donation Procurement

- The ReStore director and select volunteers will be tasked with identifying and soliciting donations from potential business donors in the Vernon service area.
- Weekly targets will be set by the director.
- Existing marketing programs will be expanded to include residents and businesses
- Word of mouth into the Vernon service area from new store volunteers and drop off donors will help to promote the new Restore and encourage donations.

Donation Pickups

- All donation pickups will be handled by the existing store's trucks and subcontractors.
- The existing store has an established donor contact person who answers the phone, vets the donations and schedules the pick-ups. The Restore has a direct phone number for donations.
- Currently donations are picked up four days per week. Once the new store opens the plan is to expand the number of pick-up days to five.
- All personnel who make pickups and come in direct contact with donors receive training by experienced Hartford Habitat staff in basic customer service and Habitat 101.

Donation Drop-off Area

- The donation drop-off area in the new store will be staffed by trained volunteers.
- It will be open for donations during normal store operating hours.
- The drop off area will be well marked and there is ample parking close to the donor entrance.

Donations prior to opening

- The new store will be stocked with merchandise from the existing store.
- There is currently on hand enough merchandise to stock the new store with the designated product categories.
- The move to a five-day pick-up schedule combined with the number of drop-offs expected once the store opens will provide for a store fully stocked with merchandise.

6. PR and Marketing plan

Like any small business, a ReStore needs to promote itself to the public to be recognized and drive donations. Leveraging the well-respected Habitat brand, mission and reputation through public relations will help increase awareness in the community.

- The new Vernon store plans to invest \$2,500 in the first year in marketing and advertising. The majority of the ReStore promotion will be done through public relations and supplemented with paid advertising to maximize the advertising dollars.
- Given the recognition of the Habitat ReStore brand has already achieved by seven years of marketing in Hartford County and to a lesser degree in Tolland County, it is anticipated that expenditures for advertising in local papers and social media will be sufficient to drive the level of donations and sales necessary to meet the budget.
- There will be a modest grand opening campaign mostly centered on social media and local newspapers as well as signage at the new store.
- The current ReStore has made extensive use of social media platforms including Facebook and Instagram to promote the store and to showcase new products. The new Vernon store will be added to these platforms.
- The existing ReStore has made use of radio spots, attended local home and car shows and other events, printed t-shirts and other marketing techniques to gain name recognition and explain the Habitat mission. These will be used when thought beneficial.

7. Staff

Paid staff are essential to the direction and sustainability of a ReStore.

- Hartford Habitat plans to promote a staff member for its existing store to be the new manager at the Vernon ReStore. This individual has been with the ReStore since its inception seven years ago and is thoroughly familiar with all aspects of managing the day-to-day operations of a successful ReStore and the Habitat mission.

- The Vernon store manager will report to the ReStore director.
- The ReStore director will devote half of his time to the new ReStore for the first year of its operation.
- The manager will be the only paid staff person at the new store.
- The opening of the new store will require the hiring of an additional material processor at the existing location. This person will handle the increased donation activity occasioned by the move to five-day pick-ups and drop off donations at the new store.
- In the first year of operation, the new ReStore manager will be expected to get the store up and running as quickly and efficiently as possible. The balance of the year he will spend managing the store operations to maximize customer and volunteer satisfaction and work with the director to produce the budgeted profit.
- Since the Vernon store is essentially a branch location of the main store and of a much smaller size, no competition between stores is expected.

The manager hired will attend the first available Restore University 201: ReStore Fundamentals and complete ReStore 101: Introduction to the ReStore, trainings and resources by Habitat International that teach skills specific to ReStore. He will continue to attend additional training offered by HFHI as he continues in his ReStore career.

8. Volunteers

The best Habitat ReStores find that volunteers can be the driving force behind creating an engaging, enthusiastic and fun culture; building community; and building on the core Habitat mission within the Habitat ReStore.

- The existing ReStore has built an extensive network of volunteers during its seven years in existence. Many of these volunteers at the existing ReStore reside east of the Connecticut River and will be thrilled to have a new store in their area.
- Hartford Habitat has a Volunteer Coordinator and an online volunteer system for managing the volunteer experience from sign up to scheduling. The Volunteer Coordinator manages both construction and ReStore volunteers.
- Volunteers at the new ReStore will handle loading and unloading merchandise going to and from the existing ReStore, moving merchandise around the sales floor, greeting customers, taking in drop-off donations and cashing out customers.
- Hartford Habitat has a volunteer hub as mentioned earlier. The hub data base manages information and scheduling of all volunteers including ReStore volunteers. Among other activities, the hub keeps track of volunteer hours for those that require it including students and those working off court ordered community service.
- Hartford Habitat has an extensive data base of ReStore volunteers built up over the last seven years. Many of the volunteers currently working at the existing store live east of

the River and are looking forward to volunteering at the new store.

- The everyday activities of the store volunteers will be supervised by the store manager and by experienced volunteers.
- The ReStore appreciates its volunteers and regularly holds activities to show its appreciation. These include individual recognition for jobs well done, cookouts, holiday parties and the presentation of gifts including Habitat T-shirts and hats.

9. Operations:

Hours of Operation:

Monday:	Closed	
Tuesday:	9:00 am to 5:00 pm	Friday: 9:00 am to 5:00 pm
Wednesday:	9:00 am to 5:00 pm	Saturday: 9:00 am to 5:00 pm
Thursday:	10:00 am to 7:00 pm	Sunday: Closed

In a normal year, allowing for holidays and employee development, the ReStore will be open 240 days.

Merchandise

ReStores are unique in that every store does not necessarily carry the same merchandise. The merchandise mix of a ReStore is mainly dictated by customer demand and also by what materials are readily available and what the local laws dictate as far as resale materials. The following categories represent the merchandise mix selected for the Vernon ReStore. The mix will necessarily evolve over time as customer wants and needs are recognized. All items will be new or like-new.

<input type="checkbox"/> Building Materials	<input checked="" type="checkbox"/> Tools / Hardware	<input type="checkbox"/> Home Goods
<input checked="" type="checkbox"/> High quality dining sets	<input checked="" type="checkbox"/> Paint – new and recycled	<input checked="" type="checkbox"/> Windows
<input checked="" type="checkbox"/> Light fixtures and bulbs	<input checked="" type="checkbox"/> Appliances	<input type="checkbox"/> Doors
<input type="checkbox"/> Home Décor	<input type="checkbox"/> Plumbing	<input type="checkbox"/> Cabinets
	<input type="checkbox"/> Clothing	<input checked="" type="checkbox"/> Wall art
		<input checked="" type="checkbox"/> Flooring

A complete list of items accepted and not accepted by the Restore will be compiled and reside in the Operations Manual. The limitations of what a Restore cannot sell are limited to those things that are illegal, immoral or dangerous. Immoral items include all forms of pornography and weapons. Dangerous items include baby toys, cribs, toxic chemicals, unframed glass and unframed mirrors. Questionable items will be checked against the Consumer Product Safety Commission.

Pricing

For pricing of merchandise, the Restore rule of thumb for pricing is simple: sell the merchandise as fast as you can while getting as much money for it as you can in your market. There are many variables that will be taken into consideration when pricing merchandise. Some of those variables are: current supply, size of the store, empty space on the sales floor, how much national retailers are selling similar items for and income of shoppers. A lot of ReStore pricing in the first few months is established through trial and error. The measurement as to the accuracy of pricing will be how long merchandise stays in the store. If the merchandise sells as soon as it arrives on the sales floor, it was too cheaply priced. If it stays on the sales floor for more than three weeks, in most cases, it was priced too high or no longer holds value. A price can always be dropped, but usually cannot be raised, so it is best to start higher and drop the price as the market demands.

Negotiating

Negotiating prices is a common practice in other resale stores, but it is the collective opinion of most Habitat ReStores that negotiating prices is a waste of the manager's and staffs' time. If the proper research was done during the pricing process, the staff and volunteers should feel confident that the price on the item is fair market value. Possibly over priced items will be identified through a regular markdown process.

Markdowns

Markdowns will be done on a regular basis to ensure that merchandise is turning and the square footage that it takes up is being fully used. A complete description of the markdown process will be included in the operations manual.

The ReStore Brand:

By operating a retail store as part of the Habitat for Humanity International organization, affiliates are required to use the registered trademark Habitat ReStore brand name. The Habitat ReStore brand is not limited to the identifier and colors but also includes a shopping experience that is safe and enjoyable to customers. Using the ReStore brand allows Habitat ReStores to be part of collective advertising, increase their recognition in the market and using existing marketing materials that other affiliates have found effective.

The ReStore Customer:

There are three different customers to Habitat ReStores: donors, shoppers and volunteers. Each have their own needs and desires that must be thought about. For the donor, a ReStore is a place that will help them solve their problem. Convenience and ease of use are the most important things to donors. Restore shoppers cannot be narrowed down into any specific, age, gender, race or income level. Store shoppers are "treasure hunters." They want to find a good deal, a unique item or an alternative shopping experience. Shoppers come from hours away to visit Restores that have reputations of having great merchandise. Volunteers are also a ReStore customer, but instead of the merchandise, they are there for the experience. Learning the

motivations of volunteers and matching them with jobs that match those needs is essential to the volunteer customer satisfaction.

Secondary Services

We do not plan to offer the following secondary services.

- Online Sales
- Delivery Services
- Deconstruction
- Consignment
- Electronics Recycling

Operations Manual:

In addition to the above outlined operations, Hartford Habitat maintains an Operations Manual as a reference document for all staff and volunteers. In conjunction with Habitat for Humanity International's best practices and guidance documents, the operations manual includes the following:

- **Core Values**
 - ✓ Core Values
 - ✓ Code of Conduct
- **Safety and Security**
 - ✓ General
 - ✓ Trainings and Equipment
 - ✓ Emergency Procedures
 - ✓ SDS Sheets
 - ✓ Opening and Closing Procedures
- **Financial Management**
 - ✓ Cash Handling Procedures
 - ✓ Register Operations
 - ✓ Bank Deposits
 - ✓ Check and Balances
- **Human Resources & Training**
 - ✓
- **Volunteers**
 - ✓ Requirements
 - ✓ Code of Conduct
 - ✓ Attendance
 - ✓ Dress Code
 - ✓ Recognition
 - ✓ Specific Volunteer Duties
 - ✓ Court Ordered CS
- **Facility**
 - ✓
- **Donations**
 - ✓ Unacceptable Donation List
 - ✓ Alternative Resource list
 - ✓ Donation Pick-up Information
 - ✓ Acknowledgement of Donors
 - ✓ Processing Procedures
 - ✓ Monetary donations
 - ✓ Non-sellable materials procedures

- **Merchandising & Sales**
 - ✓ General Guidelines
 - ✓ Sold Policies
 - ✓ Hold Policies
 - ✓ Item Delivery Policy
 - ✓ Staff & Volunteer Purchases
 - ✓ Returns & Refunds Policies
 - ✓ Negotiating Policy
 - ✓ Markdown System
 - ✓ Pricing Procedures & Resources
 - ✓ Purchased Product Guidelines
- **Customer Service**
 - ✓ Customer Service Culture
 - ✓ Customer Complaint Guidelines
- **Integrated Marketing**
 - ✓ Marketing Plan
 - ✓ Online Presence
 - ✓ Media Relations Policy
- **Collaborations and Partnerships**
 - ✓ Other Habitat ReStores
 - ✓ Other Local Organizations
- **Other Policies & Procedures**

10. Conclusion-

Siting a new ReStore branch east of the Connecticut River will enable Hartford Habitat to expand its mission into an underserved area. The ReStore will bring increased awareness of Hartford Habitat's many services to these communities as well as earn a profit to be reinvested in new housing opportunities for low- and moderate-income families in the area. It will also, provide new avenues to expand its A Brush With Kindness program to serve even more families.

The central location and the building are ideal for the new store. The lease parameters are favorable and the landlord is supportive of the Habitat mission. Hartford Habitat's seven-year experience running a thriving and profitable ReStore will go a long way toward ensuring the success of the new store. The store will be managed by an experienced current-store employee who will be supported by a group of skilled and knowledgeable local volunteers many of whom currently work at the existing store. The current ReStore director will devote half of his time the first year in support of the new manager to further ensure the success of the new store.

The new store will be stocked with higher end merchandise selected to sell well to the demographic of the area. Donations are expected to increase significantly as the ReStore expands its pick-up schedule to five days per week, leverages its existing business contacts and expands its marketing program relying on print ads and social media into the new territory.

Hartford Area Habitat for Humanity ReStore

What is ReStore?

The Hartford ReStore is a home improvement and donation center that sells new and gently used furniture, home accessories, building materials, and appliances to the public at a fraction of the retail price. All ReStore proceeds are used to build homes, community, and hope in the Hartford area and around the world. Our ReStore is located at 500 Cottage Grove Road in Bloomfield.

Shop...Donate...Volunteer

Who Staff's ReStore?

Eight friendly and involved seasoned employees (five full-time and three part-time) working alongside hundreds of volunteers ranging from individuals, groups and ordered community service. We look to reach a common goal of revenue for our mission.

Volunteer

Who Benefits from ReStore?

Our community through donations, volunteering, or that great one-of-a-kind deal that can be gotten any day at the Bloomfield ReStore. Habitat homeowners also greatly benefit, whether that be from purchasing an item for their new home, or from building materials that help build that home.

Yes, even the Habitat Construction Department shops at the ReStore

Who Shops at ReStore?

All walks of life. Anyone and everyone!

Why shop at ReStore?

Excellent deals on treasures, whether they be new or used. Recycled goods find new purpose instead of ending up in a landfill. It is truly a community store that helps support the Hartford Area Habitat for Humanity mission.

Who is the typical ReStore volunteer?

There is not a typical type. Every volunteer has their own unique needs. Someone may have just retired and is looking to give back in their spare time, or a person may have made a mistake and is looking to get their life back. We have an amazing group that has connected to the mission in the Hartford Habitat Saints. Many retired contractors have helped on builds for years, and the group was instrumental in getting the ReStore ready to open. To this day, many of them still come in and help at the ReStore, whether that be building a new display rack or simply cleaning incoming product. We are profoundly grateful to the Saints, and all of our great volunteers!

Who is a typical donor?

Homeowners, contractors, and commercial businesses.

What is my biggest joy?

Coming to work and serving our community in support of the mission.

What are my biggest challenges?

Where do we store donations safely, or what kind of donations do we need more of. It's certainly not people.

We have a great community!

(Donors, shoppers, volunteers, and staff)

Questions?

APPLICATION

1

TOWN OF VERNON PLANNING & ZONING COMMISSION (PZC)**APPLICATION**

This form is to be used to apply to the Vernon Planning & Zoning Commission (PZC) for a change of zoning district, amendment of the Zoning Regulations, Site Plan of Development (POD), Special Permit(s), amendment of the Subdivision Regulations, and/or approval of a (re) subdivision, or DMV location approval. Provide all the information requested.

The applicant must be the property owner, the property owner's agent, the Town of Vernon, or someone with a direct financial interest in the subject property; said interest shall be explained and written permission for this application must be obtained from the property owner and submitted with this application if the applicant is not the property owner (ZR Section 2.3).

The list of approvals and the references to sections of the Regulations are for informational purposes only to assist with preparation of the PZC application and are not a definitive statement of the sole requirements that may apply to a specific project.

The applicant understands that the application is complete only when all information and documents required by the PZC have been submitted and, further, that any approval by the PZC relies upon complete and accurate information being provided by the applicant. Incorrect information provided by the applicant may make the approval invalid. The PZC may require additional information to be provided by the applicant in the course of reviewing the application and during the monitoring of the project.

Provide all the information requested:

I. APPLICANT:

Name: Karamelahi Shafique

Title: Owner

Company: _____

Address: 330 Vernon Ave
Vernon, CT 06066

Telephone: 8608053359 Fax: N/A

E-mail: Kamilshafique@gmail.com

II. PROPERTY OWNER (S):

Name: Karamelahi Shafique

Title: Owner

Company: _____

Address: 330 Vernon Ave
Vernon, CT 06066

Telephone: 8608053359 Fax: N/A

E-mail: Kamilshafique@gmail.com

RECEIVED

AUG 24 2021

TOWN PLANNERS OFFICE

III. PROPERTY

Address: 330 Vernon Ave, Vernon CT 06066

Assessor's ID Code: Map # ___ Block # ___ Lot/Parcel # 26065 Boo 29

Land Record Reference to Deed Description: Volume: 2337 Page 271

Does this site contain a watercourse and/or wetlands? (See the Inland Wetlands Map and IWR Section 2.14, 2.15, 2.23, 2.24, 3.11; 4)

☒ No ☐ Yes

☐ No work will be done in regulated area
☐ Work will be done in the regulated area

☐ IWC application has been submitted
☐ IWC application has not been submitted

Zoning District _____

Is this property located within five hundred (500) feet of a municipal boundary?

☒ No
☐ Yes:

☐ Bolton
☐ Coventry
☐ Ellington
☐ Manchester
☐ South Windsor
☐ Tolland

Check if Historic Status Applies:

☐ Located in historic district:

☐ Rockville
☐ Talcottville

☐ Individual historic property

IV. PROJECT

Project Name: _____

Project Contact Person:

Name: Karamelahi Shafique

Title: Owner

Company: _____

Address: 330 Vernon Ave
Vernon, CT 06066

Telephone: 8608053359 Fax: N/A

E-mail: Kamilshafique@gmail.com

V. PZC APPLICATION PROJECT SUMMARY

Describe the project briefly in regard to the purpose of the project and the activities that will occur. Attach to this application a complete and detailed description with maps and documentation as required by the "Town of Vernon Zoning Regulations" and "Town of Vernon Subdivision Regulations".

Purpose: Special permit for Professional office
General Activities: Tax and Accounting work
meetings with clients, records drop-off
and pick up

VI. APPROVAL (S) REQUESTED

☐ Subdivision or Resubdivision

- ☐ Subdivision (Sub. Sec. 4, 5, 6)
- ☐ Resubdivision (Sub. Sec. 4, 5, 6)
- ☐ Minor modification of subdivision or resubdivision (Sub. Sec. 4.6)
- ☐ Town acceptance of a road (Sub. Sec. 6.5-6.8 & 9)
- ☐ Amendment of Subdivision Regulations (Sub. Sec. II)

See Subdivision Regulations Sec. 4 for application fee schedules.

☐ Soil Erosion and Sediment Control Plan (ESCP) (ZR Sec. 2.117; 18) (Sub. 6.14)

☐ Site Plan of Development (POD) (ZR Sec. 14)

- ☐ POD approval (ZR Sec. 14.1.1.1; 14.1.2)
- ☐ Modification of an approved POD (ZR Sec. 14.1.1.1)
- ☐ Minor modification of a site POD (ZR Sec. 14.1.1.2)

☒ Special Permit(s) (ZR Section 17.3)

- ☐ Special Permit in an aquifer area (ZR Sec. 2.4; 2.5; 2.119; 20)
- ☐ Special Permit for excavation (ZR Sec. 2.52; 2.79; 15)
- ☐ Special Permit for use in a district (ZR Sec. 1.2 & 4)
- ☐ Special Permit for lot coverage (ZR Sec. 1.2; 2.61; 2.68; 4)
- ☐ Special Permit for signs (ZR Sec. 1.2; 2.106-115; 4; 16; 21.7)
- ☐ Special Permit for parking (ZR Sec. 4; 12; 21.4)
- ☐ Special Permit for elderly housing (ZR Sec. 2.60; 17.4)
- ☐ Special Permit for Bed & Breakfast (B & B) (ZR Sec. 2.9; 17.3.4)
- ☐ Special Permit for serving alcohol (ZR Sec. 2.103, 17.1)
- ☐ Special Permit for massage (ZR Sec. 2.76-78; 4)
- ☐ Special Permit for telecommunications (ZR Sec. 2.21; 3.23 & 23)
- ☐ Special Permit for dumps and/or incinerators (ZR Section 8)

☒ Other Special Permit(s). Cite ZR Section and describe activity:

section 4.3.4.1 &/or 4.3.4.2
Professional office - CPA, Tax, Accounting

___ Special Permit modifications (ZR Sec. 17.3.2.2). Cite ZR Section and describe activity.

___ **Zoning:**

___ Site specific change of zoning district and map (ZR Sec. 1.2; 1.3; 4)

___ Amendment of Zoning Regulations (Sec. 1.2; 1.3; 4)

___ Site specific change to the Aquifer Protection Overlay Zone Map (ZR Sec. 20.3.2)

See Zoning Regulations Section 22 for application fee schedules.

___ Dealer or Repairer License (location approval for DMV)

VII. APPLICATION CONDITIONS / STIPULATIONS

The following provisions apply to all applications submitted to the Planning & Zoning Commission (PZC) and are incorporated as part of the application.

All information shall be submitted to the Town Planner and no application shall be considered as being filed if incomplete or if delivered to any other Town Official (Sub Sec.4).

If the area to be developed contains more than one-half (1/2) acre area that will be physically altered or disturbed, a completed erosion and sedimentation control plan (ESCP) in accordance with Zoning Regulations Section 18 and/or Subdivision Regulations Section 6.14, as applicable, must be submitted. The applicant shall be responsible for all costs associated with the certification of the ESCP.

By signing this application, permission is granted to Commission members, employees of the Town of Vernon, and persons assisting the Town Staff to go onto the subject property to make inspections pursuant to the application review, approval, bonding requirements, or obtaining information materially relevant to the application.

No application coming before a Commission may be withdrawn after it has been advertised for a public hearing unless the Chairman or Secretary of the Commission is notified in writing by the applicant or his representative not later than forty-eight (48) hours prior to the scheduled hearing before the Commission. All fees encumbered in the advertising and review of the application is non-refundable (ZR Section 1.5).

All applications must be submitted on drawings which are one of the following sizes: 8.5" x 11"; 12" x 18", 18" x 24"; 24" x 36". Subdivision and resubdivision maps must be 24" x 36".

The application shall include an 8.5" x 11" map showing the location of the site and an 8.5" x 11" general plan of development (POD) map showing the development proposed on the site.

A legal description of the subject property must be submitted with this PZC application. The legal description should bear the Volume number and Page number by which it is recorded in the land records.

Applications to the Planning & Zoning Commission (PZC) require notification of property owners within two hundred feet (200') of the subject property. A list of property owners and a complete set of mailing labels must be submitted with the application.

Applicants shall submit one copy of a brief narrative including a traffic impact statement, outlining the proposed activity and the reason for the application. The traffic impact statement shall provide sufficient data for the Vernon Traffic Authority and PZC to be able to access traffic conditions relative to the location, site design, and proposed activity.

Applicant shall submit twenty (20) copies of a map showing all information required in Zoning Regulations Section 14 Site Plans, and Section 17.3.2 Special Permits as may be required, and/or the Subdivision Regulations Section 4,5,7.

The map must be prepared by a licensed surveyor, if the application involves (a) exterior modification to the building or premises, such as off-street parking, which need dimensionally critical measurements to insure compliance with zoning or (b) the improvements involve disturbing more than one half acre of land.

Applicant shall submit the above-required information to the Town Planning Office accompanied by a check in the amount determined by the fees established by the State of Connecticut, Town of Vernon and/or the PZC with the application. The check, which is required as a filing fee, is to be payable to, "Town of Vernon". (See attached fee schedule).

THE APPLICATION WILL BE CONSIDERED INCOMPLETE IF ANY REQUIRED INFORMATION IS NOT SUBMITTED.

APPLICANT SHALL FILE A COPY OF ANY PROPOSED REGULATION AMENDMENT, ZONE CHANGE, OR WETLANDS REDESIGNATION WITH THE TOWN CLERK TEN (10) DAYS PRIOR TO THE HEARING AS PER SECTIONS 8-3(a) AND (d) AND 22a-42a (b) OF THE GENERAL STATUTES. CERTIFICATION OF THE FILING UNDER THESE SECTIONS BY THE APPLICANT MUST BE PRESENTED AT THE PUBLIC HEARING.

Per Connecticut General Statutes (CGS) Section 8-26: If an application submitted to the Planning & Zoning Commission (PZC) involves any activity or area regulated under the wetlands statutes, an application for this activity must be filed with the Inland Wetlands Commission (IWC) on or before the day the Planning & Zoning Commission (PZC) application is filed by the applicant. (TWR Sec. 3.11)

Per CGS Sec. 8-31: If the proposed activity is to take place within a watershed of a Water company, the applicant is required to file a copy of the application with the Water Company via certified mail within seven (7) days of the date of the application. (TWR Sec. 4.3.6).

The applicant, undersigned, has reviewed the "Town of Vernon Planning and Zoning Regulations and Inland Wetlands and Watercourses Regulations" and has prepared this application with complete and accurate information:

Property Owner, Applicant, or Applicant's Agent:

Richard Sharfkey
Signature

8/24/21
Date

Signature

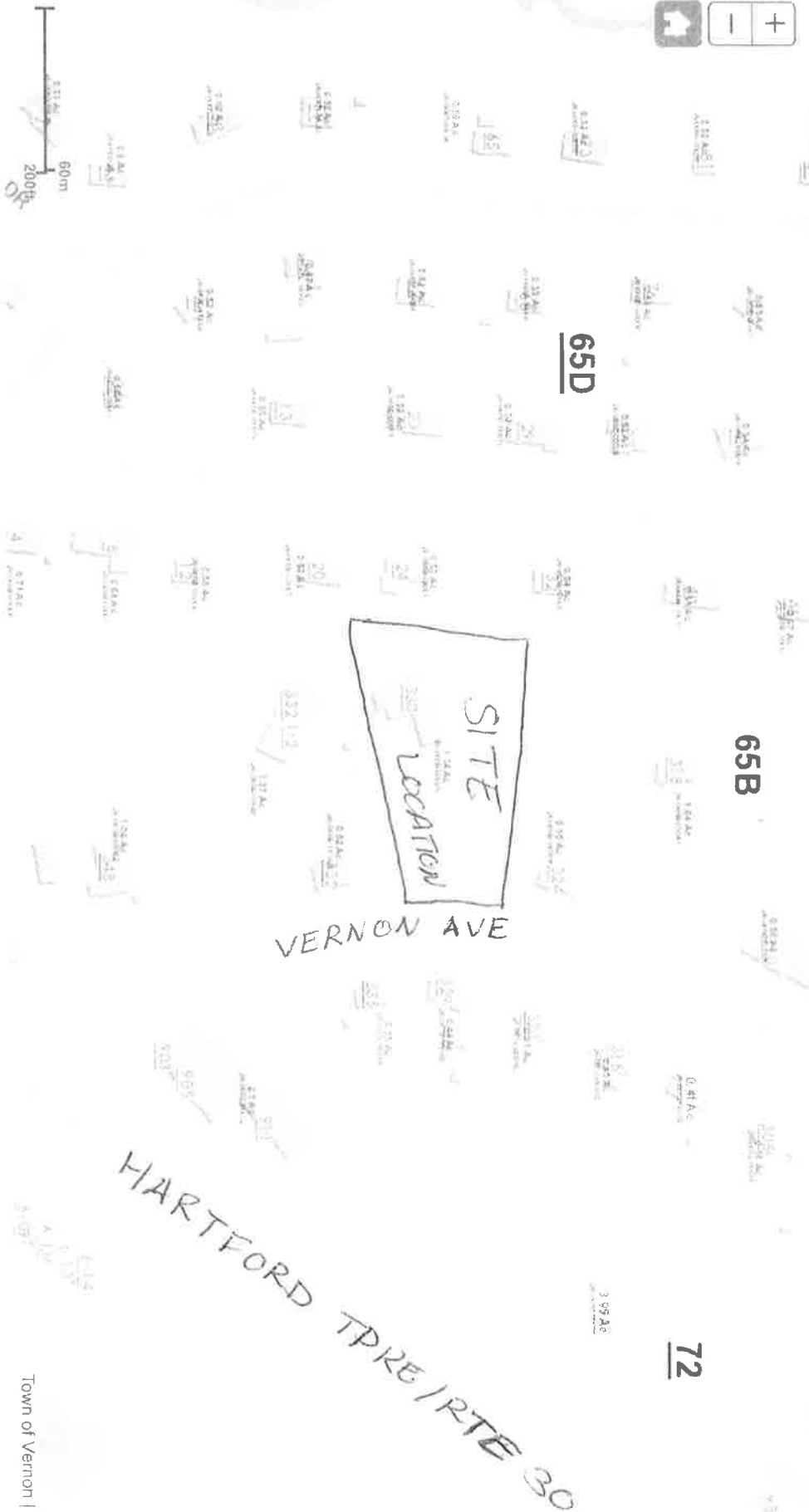
Date

TO BE FILLED IN BY THE PLANNING DEPARTMENT

Date Application Submitted _____

Date Application Received by Commission _____

PZC File: _____



THE UNIVERSITY OF CHICAGO

12345678910111213141516171819202122232425262728293031323334353637383940414243444546474849505152535455565758596061626364656667686970717273747576777879808182838485868788899091929394959697989910010110210310410510610710810911011111211311411511611711811912012112212312412512612712812913013113213313413513613713813914014114214314414514614714814915015115215315415515615715815916016116216316416516616716816917017117217317417517617717817918018118218318418518618718818919019119219319419519619719819920020120220320420520620720820921021121221321421521621721821922022122222322422522622722822923023123223323423523623723823924024124224324424524624724824925025125225325425525625725825926026126226326426526626726826927027127227327427527627727827928028128228328428528628728828929029129229329429529629729829930030130230330430530630730830931031131231331431531631731831932032132232332432532632732832933033133233333433533633733833934034134234334434534634734834935035135235335435535635735835936036136236336436536636736836937037137237337437537637737837938038138238338438538638738838939039139239339439539639739839940040140240340440540640740840941041141241341441541641741841942042142242342442542642742842943043143243343443543643743843944044144244344444544644744844945045145245345445545645745845946046146246346446546646746846947047147247347447547647747847948048148248348448548648748848949049149249349449549649749849950050150250350450550650750850951051151251351451551651751851952052152252352452552652752852953053153253353453553653753853954054154254354454554654754854955055155255355455555655755855956056156256356456556656756856957057157257357457557657757857958058158258358458558658758858959059159259359459559659759859960060160260360460560660760860961061161261361461561661761861962062162262362462562662762862963063163263363463563663763863964064164264364464564664764864965065165265365465565665765865966066166266366466566666766866967067167267367467567667767867968068168268368468568668768868969069169269369469569669769869970070170270370470570670770870971071171271371471571671771871972072172272372472572672772872973073173273373473573673773873974074174274374474574674774874975075175275375475575675775875976076176276376476576676776876977077177277377477577677777877978078178278378478578678778878979079179279379479579679779879980080180280380480580680780880981081181281381481581681781881982082182282382482582682782882983083183283383483583683783883984084184284384484584684784884985085185285385485585685785885986086186286386486586686786886987087187287387487587687787887988088188288388488588688788888989089189289389489589689789889990090190290390490590690790890991091191291391491591691791891992092192292392492592692792892993093193293393493593693793893994094194294394494594694794894995095195295395495595695795895996096196296396496596696796896997097197297397497597697797897998098198298398498598698798898999099199299399499599699799899910001001100210031004100510061007100810091010101110121013101410151016101710181019102010211022102310241025102610271028102910301031103210331034103510361037103810391040104110421043104410451046104710481049105010511052105310541055105610571058105910601061106210631064106510661067106810691070107110721073107410751076107710781079108010811082108310841085108610871088108910901091109210931094109510961097109810991100110111021103110411051106110711081109111011111112111311141115111611171118111911201121112211231124112511261127112811291130113111321133113411351136113711381139114011411142114311441145114611471148114911501151115211531154115511561157115811591160116111621163116411651166116711681169117011711172117311741175117611771178117911801181118211831184118511861187118811891190119111921193119411951196119711981199120012011202120312041205120612071208120912101211121212131214121512161217121812191220122112221223122412251226122712281229123012311232123312341235123612371238123912401241124212431244124512461247124812491250125112521253125412551256125712581259126012611262126312641265126612671268126912701271127212731274127512761277127812791280128112821283128412851286128712881289129012911292129312941295129612971298129913001

Sheffield

CITY DATA & DEMOGRAPHY ADDRESS
 330 VERNON AVE
 VERNON, CT 06066
 KARAMELAKI
 CENSUS TRACT: 530100

Admission Number

0056

Organization Name

THE NEW YORK PUBLIC LIBRARY

Publication Name

	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100					
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100

Routing Number

Valuation Record

Assessment Year	2011	2016	2018
Reason for Change	2011 REV2L	2016 Reva	2018 ASMT
Market			
	L	72190	65040
	I	149220	147560
	T	221410	212600
70% Assessed/Use	L	50530	45530
	I	104450	103290
	T	154980	148820

[illegible]

Physical Characteristics

style:	Ranch
Occupancy:	Single family
Story Height:	1.0
nished Area:	2234
ctic:	None
sement:	None
MOFING	
aterial:	Asphalt Shingles
aps:	Gable
aming:	Standard
ctch:	NOT AVAILABLE
DOORING	
ab	1.0
TERIOR COVER	
ood Siding	1.0
TERIOR FINISH	

Zoning 4.3 - RESIDENTIAL 22—SINGLE-FAMILY RESIDENTIAL

▶ 4.3.1 - Area and Yard Requirements:

- 4.3.1.1 Minimum lot area: 22,000 square feet
- 4.3.1.2 Minimum lot width: 125 feet
- 4.3.1.3 Minimum front yard: 30 feet
- 4.3.1.4 Minimum side yard: 10 feet
- 4.3.1.5 Minimum rear yard: 20 feet
- 4.3.1.6 Minimum floor area 1,000 square feet
- 4.3.1.7 Maximum building height 35 feet (2 ½ stories)
- 4.3.1.8 Maximum lot coverage when not in an aquifer protection zone: 25%

4.3.1.8.1 When in an aquifer protection zone, a Special Permit for increased lot coverage shall be required for any lot coverage exceeding 25% and subject to [Section 20.5](#)

4.3.2 - Permitted Uses:

4.3.2.1 Single-family dwellings

4.3.2.2 Two-family dwellings

4.3.2.3 Accessory uses customarily incidental to the above permitted uses, provided that such accessory use shall not include any activities conducted for gain.

4.3.2.4 Signs subject to [Section 16](#).

4.3.3. - Special Exceptions:

The following uses may be permitted when granted a Special Exception by the Vernon Zoning Board of Appeals.

4.3.3.1 Private non-profit clubs.

4.3.4 - Special Permits:

The following uses may be permitted when granted a Special Permit by the Planning and Zoning Commission.

4.3.4.1 Professional office when located in the same building as a private residence. Not more than two (2) persons shall be engaged in such activity.

Zoning

Such offices shall not alter the essential residential character of the property. In the case of conversion of existing residential structures, said conversion shall not alter the residential character of the exterior of the building or increase the existing floor area of the building.

4.3.4.2 Convalescent homes or nursing homes and assisted living facilities when connected to public water and sanitary sewer.

4.3.4.3 Boarding houses.

4.3.4.4 Funeral homes.

4.3.4.5 Hospitals, church buildings, schools, public libraries, public utility structures, cemeteries, golf courses, country clubs and governmental buildings, municipal non-profit recreational facilities and telecommunication towers.

4.3.4.6 Lot coverage exceeding 25%, subject to the provision of [Section 20.5](#).

4.3.4.7 Bed & Breakfast.

4.3.4.8 Home based businesses of Major—Type 2.

4.3.4.9 Radio and television masts and towers in residential zones. Any mast or tower in excess of 50 feet in height in a residential zone or any mast or tower permitted by variance or pre-existing use to be operated for financial gain in a residential zone.

4.3.5 - Use Variances:

Under no circumstances shall the Zoning Board of Appeals grant a variance to allow a use in this zoning district that is specifically allowed by the Planning and Zoning Commission under [Section 4.3.4](#).

< 4.2.5 - Use Variances:

4.4 - RESIDENTIAL 27—SINGLE-FAMILY RESIDENTIAL >

Karamelahi Shafique - Narrative Report

This narrative report is prepared as required by Vernon Planning and Zoning Commission, VII. Application Conditions/Stipulations. I am submitting the application seeking for a special permit to run a professional CPA office in my house at 330 Vernon Ave, Vernon CT 06066. I will be using this office to prepare tax returns and accounting/bookkeeping for my clients. As needed I will have meetings at the location to discuss and advise clients on their tax and compliance issues however, most of the time clients will drop off the records and then pick them up when the project is completed.

My house is on a busy road and there are also busy intersections, 0.1 miles to Hartford Turnpike and about 1 mile to South Street. The impact on the traffic will be minimal resulting in a maximum of 50 to 100 more trips per year. This is also helped by the fact that there is no street parking and I have a long driveway of at least 100 feet.

J

6.5

13

10

12

30

43

25

19

35

OFF

(473)

1 s Fr
Slab
(1758)

1 s Fr
Slab
(475)

6.5 x 6.8 = 44.2 sq ft

Summary of Improvements								
ID	USE	Story Height	Const Type	Grade	Year Cons	Eff Year	Cond	Size or Area
D 601	DWELL ATTGAR	0.00 0.00	1	Avy	1959	1981	AV	2234 576

Town of Vernon, CT



September 29, 2021

TaxParcelPublishing 2019



Red: Band_1

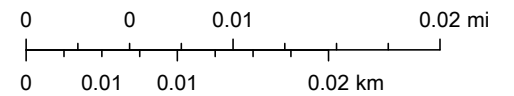


Green: Band_2



Blue: Band_3

1:500



Town of Vernon, CT, Aaron Nash, Town of Vernon



PLANNING
DEPARTMENT

TOWN OF VERNON

14 PARK PLACE, VERNON, CT 06066
(860) 870-3640
gmcgregor@vernon-ct.gov

MEMORANDUM

TO: Planning and Zoning Commission

FROM: George K. McGregor, Town Planner

SUBJECT: PZ-2021-10 330 Vernon Ave. Dr.– Special Permit for a Major Type 2 Home Based Business, Tax and Accounting Services

DATE: October 7, 2021

Proposal:

An application of Karamelahi Shafique for a Special Permit to allow a Home Business of Major-Type 2, pursuant to Section 4.3.4.8 of the Zoning Regulations, for a tax and accounting office at 330 Vernon Ave. (Tax Map 26-065B-00029), in the R-22 zoning district.

The Applicant wishes to provide tax and accounting services as an in-home business. The applicant has set aside a +-442 sq. ft. area for office space where activities and services will occur. Standard driveway parking for one customer at a time is adequate.

Aerial Imagery 2019-330 Vernon Ave.



Relevant Considerations under Zoning

Type 2 Home Businesses allow for at home customers or clients so long as the special permit criteria can be met or reasonable conditions can act to mitigate activities where appropriate. The Ordinance asks the Commission to review two sets of evaluation criteria: the general special permits factors and the home business criteria.

Special Permit Criteria:

In order to approve a special permit, the Commission must find that the applicant meets the relevant general special permit criteria of Section 17.3.1, specifically:

- 17.3.1.1 It shall not create a hazardous condition relative to public health and safety;
- 17.3.1.2 It shall be compatible with neighboring uses;
- 17.3.1.3 It shall not create a nuisance;
- 17.3.1.4 It shall not hinder the future sound development of the community;
- 17.3.1.5 It shall conform to all applicable sections of this ordinance;

Home-Base Business Criteria

In order to approve a special permit, the Commission must also find that the applicant meets the relevant Sections 3.29 related to Home Businesses.

- 3.29.2.1 The home based business shall not occupy more than 750 sq.ft. of floor area.
- 3.29.2.2 The home based business shall not change the exterior residential character of the dwelling, building or premises in any manner and shall not rely on a separate exterior entrance for exclusive access to the business space;
- 3.29.2.3 No more than two persons other than the residents of that dwelling may be employed on the premises
- 3.29.2.6 The home based business shall not display or advertise;
- 3.29.2.7 No materials, products, or equipment for the home based business shall be stored outside of the space designated for the business;
- 3.29.2.8 The home based business shall not create any noise, odor, dust, etc...on the premises;
- Section 3.29.2.10 states that the Commission may attach “reasonable conditions with respect to hours of operation” and other physical or operational elements.

Other Reviews

No Town Departments provided substantive referral comment.

Analysis and Recommendation

The Applicant requests approval to operate a home-based tax and accounting business in a residential zoning district. The Planning and Zoning Commission is charged with determining whether, in this case, the relevant provisions the Zoning Ordinance are met, and most specifically the sections related to home base businesses and special permits.

Staff finds that the home-based business criteria set forth in Section 3.29 have been met without equivocation.

The special permit provisions of Section 17.3.1 are more nuanced and require that the Planning and Zoning Commission find that the use is compatible with the neighborhood; that the use will not create a nuisance; a hazard to public safety; and, will not hinder the development of the community. The 1.34 acre parcel is set back significantly from the street. Combined with the minimal activity proposed, it will be difficult to identify any impacts on surrounding properties at all.

DRAFT MOTION(S)

- A. I move that the Planning and Zoning Commission Approve PZ-2010-10, a special permit for tax and accounting services as a home-based business at 330 Vernon Ave., based upon a finding that the request is consistent with the home-based business requirements set forth in Section 3.29 and is consistent with the special permit requirements of 17.3.1, subject to the following conditions:**

- 1. The business is limited to an area of 750 sq. ft.**
- 2. Client activity is limited to: Monday-Friday from 9:00 a.m. to 6:00 p.m.**
- 3. No more than one customer/client at a time.**

OR

- B. I move an alternate motion**

Plan of Conservation and Development

Town of Vernon Planning Zoning Commission
Plan of Conservation Development Revision Draft Issue Matrix
October 7, 2021

Item #	Type	Summary Description	Page #	Additional Explanation	PZC Consensus	Specific Revision, If Any
1	Data Update	Update all data points as available	ALL	2020 Census, permit data, etc....if updates are available.		
2	Text Revision	Unspecified Grammar, Spelling, tense, edits	ALL	Staff will fix all errors of this type		
3	Map Revisions	Unspecified Map errors and omissions (NOT POLICY based)	ALL	Staff will fix all errors of this type		
4	Map Revisions	NO natural resource constraints shown on the future land use map	App. B	A Natural Resource Constraint layer is in fact included on the May 25, 2021 Draft. See page 2 of Appendix B. Draft has 2 Future maps, one with just land use, the other with natural resource layers		
5	Data Update	Open Space data update	Goal 8 p. 58	open space data update to bullets 2 & 3		
6	Map Revisions	Omitted open space parcels	P. 15, App. B	Parcels on Jen Drive, Hyde Ave., West St., Grove St-w deed restrictions/Town park		
7	Policy	Several residents suggested adding language from 2012 plan related to the balancing of single family housing; reducing opportunities for multi-family housing; renter v. owner discussion.	TBD	The May 25 draft plan language places all housing and ownership types on equal footing and of equal value to a community.		
8	Policy & Map	Discuss Min-Max density policy and Multi-family apartment projects in the area of South St. and other areas (such as the Village Density policy area). Review future land use map for appropriate boundaries.	P. 26, App B	Several residents provided public comment asking for a reduction of density thresholds and the prohibition of multi-family apartments in the South St. area (and a redrawing of area boundaries). Members of the development community requested an increase in density and the ability to request planning commission review for multi-family projects to determine appropriateness.		
9	Policy	Bolton Lake	p. 54 fw	Friends of Bolton Lakes and the Bolton Lakes Watershed Conservation Alliance have asked for more inclusion into the plan, including a policy specified to the protection of Bolton Lakes (invasive species etc....)		
10	Policy & Map	Donson Drive area Commercial	App B	Expand mixed use corridor boundary to Dobson Rd.		

Town of Vernon Planning Zoning Commission
Plan of Conservation Development Revision Draft Issue Matrix
October 7, 2021

11	Text Revisions	Inclusion of Hockanum River Linear Park Committee Omissions/Clarifications	Implementation	Data insertions and Implementation responsibilities for HRLPC		
12	Policy & Map	Future Open Space Designation of Land Use Map	App B, P. 15, 28	The future open space element was included in 2012 POCD. The May 25th draft does not recommend this designation on the Future Land Use map, but perhaps be included in the open space map, p.15. Designating a private parcel as "future open space " with no other uses, could constitute a potential takings claim. Also, Goal 8.1 shows support for the Open Space Plan.		
13	Policy & Map	Exit 67 Node Environmental Protections and Expansion to the Bray Property	App. B, P. 26	The May 25th draft expands the 2012 Exit 67 designation to the Bray property, along Mile Hill Rd. The plan recognizes the sensitive environmental features in the area and asks development to be sensitive to those features. Several Citizens were concerned about development impacts on headwaters of the Tankerhoosen and other sensitive features. The development community cautioned against too many regulations, stifling development opportunities. The CRCOG referral identifies this area as potentially in conflict with the regional plan similar to comments on 2012 plan. A statement of justification is required in those instances.		
14	Policy & Map	Exit 66 NODE	P. 25	Zoned Commercial; 2012 Plan supported business; Draft plan revised to "favor industrial" due to lack of available industrial land.		
15	Text revision	Reverence to Zoning revisions to Section 4.7.5 "to allow for a range of residential densities"	P. 48	Unclear what this reference was intended for		
16	Map Revisions	Historic Resources/Cultural Resources/Community Facilities	P. 14	Consider adding a resources map or include layer on another map		
17	Text Revision	Exit 67 Node	P. 26	Delete "Route" Insert exit, first sentence.		

Town of Vernon Planning Zoning Commission
Plan of Conservation Development Revision Draft Issue Matrix
October 7, 2021

18	Text Revisions	Hockanum Watershed Management Plan	P. 14	Plan is listed on State DEEP website yet we cannot locate a copy of the plan; delete or amend reference if plan cannot be obtained.		
19	Text Revisions	Recommendations from the OSTF	various	The OSTF submitted specific strike through language with various changes suggested; some omissions, additions, clarifications; others more substantive.		
20	Text Revisions	Overall Site Design Quality language	P. 25, 26	Adjust broad language to clarify importance of quality architectural design, site landscaping, and protection of environmental features in development projects.		
	LEGEND					
	Addition, Omission, Clarification without policy Implications					
	Policy-related revision, issue, discussion point					