

June 17, 2016

ITEM NO. 30  
FILE NO. 891

RECEIVED

JUN 17 2016

To: Town Council

TOWN COUNCIL OFFICE  
West Hartford, CT

From: Todd Dumais, Town Planner *TD*

**SUBJECT: 1 MEMORIAL ROAD  
SPECIAL DEVELOPMENT DISTRICT  
ADMINISTRATIVE AMENDMENT (SDD #140-R1-16)**

I have received an administrative amendment request from Attorney Robin Pearson, on behalf of Delamar West Hartford LLC ("Delamar") for revisions to the approved Special Development District plan (SDD #140) located at 1 Memorial Road, formerly known as 90 Raymond Road. The request is for minor architectural modifications, primarily façade detail and material alterations; minor adjustments to the required parking (a slight increase in total number of spaces); and minor adjustments to exterior hardscape elements and landscape elements.

Attached are a narrative and supporting plans which further explain the proposal.

The requested modifications fall within the approval powers contained in **Section 177-44C (9)** of the Code of Ordinances. This section allows the Town Planner to approve **minor** adjustments to limited plan elements of an SDD, in this instance, to **Section 177-44C(9)(b)** the type, size, number and location of plantings required for landscaping purposes (but not those required for screening from adjacent residential areas) may be adjusted by the substitution of other plantings in the same class (deciduous or nondeciduous); by plantings whose size differs by up to 10% of that required by the SDD ordinance; and by locating plantings within a radius of 50 feet from a site specified in the SDD ordinance; **(c)** the arrangement of parking spaces within a designated area may be adjusted, and the number of required parking spaces (including the mixture of types of spaces required) may be adjusted by up to a cumulative total of 10% of the required number of spaces or 10 spaces, whichever is less; **(d)** minor architectural changes and. It is my opinion that the plan, as modified, is in accordance with the purpose of the original SDD approved by the Town Council.

The purpose of the memo is to **notify** the Town Council of my intention to approve the requested modifications. This notice of approval is given with the understanding that such action will not be effective until the day following the next regular meeting of the Town Council and that such notice of approval is given 10 days prior to such Council meeting. This matter would therefore appear as a regular agenda item on the Regular Town Council Meeting, Tuesday, June 28<sup>th</sup>, 2016.



TOWN OF WEST HARTFORD  
50 SOUTH MAIN STREET  
WEST HARTFORD, CONNECTICUT 06107-2485  
(860) 561-7555 FAX: (860) 561-7504  
<http://www.westhartford.org>

An Equal Opportunity/Affirmative Action Employer

It is understood that the Town Council may reject my approval decision and direct that the modifications requested be considered under the provisions of *Section 177-44C (9)* which would require a complete application for amendment and requisite public hearing.

C: Ronald Van Winkle, Town Manager  
Joseph O'Brien, Corporation Counsel  
Mark McGovern, Director of Community Services  
Patrick Alair, Corporation Counsel  
Robin Pearson, Esq.  
Subject SDD File

SD/TPZ/SDD MemorialRoad\_SDD#140\_R1\_16\_Jun16