



TOWN OF SALISBURY
PLANNING AND ZONING COMMISSION

Number 2024-0239

APPLICATION FOR SPECIAL PERMIT

Owner of Record: Saint Martin of Tours Parish Corp. (St. Mary's Church)
Address of Owner: P.O. Box 897 (4 Main Street), Canaan, CT 06018
Property Location: Tax Map # 47 Lot# 6-1 Land Records: Vol. 255 Page 437
Property Address: 80 Sharon Road, Lakeville, CT 06039
Acreage: .82 Zone: R-20
Bounded generally on the North by: #70 + #76 Saint Martin of Tours Parish Corp.
(Full name of owner of record. East by: Wells Hill Road
Attach addition pages if needed) South by: #21 Wells Hill Road, LLC, #36 Blechman - Sharon Road
West by: Sharon Road
Special Permit Use Requested: Philanthropic Use and Satellite Parking
Section 212.3 & 703.7 of the Salisbury Zoning Regulations.
Written statement of Proposed Use (4 copies): The Corner Food Pantry (see attached)
Site Plan - 4 copies (See attached sheet) see attached
Soil Erosion and Sediment Control Plan: see attached
Approval from TAHD, WPCA, or BHC regarding sewer and water: N/A - No change in use
Historic District Commission, if applicable: N/A
Conservation District Commission, if applicable: N/A
Preliminary Architectural Plans for Proposed structures & signs (2 copies) N/A
Estimated Site Improvement Costs (other than buildings): N/A
Written Assurance of Bond or Letter of Credit: N/A
Additional Remarks:

Owner's Signature: See attached letter from church Date: _____
Applicant's Signature and Title: Amanda Lich Halle, Co-President TCFP Board, Holly Kampner Co-Pres.
Applicant's Address and phone number: 80 Sharon Road/P.O. Box 705, Lakeville, CT, 06039

Filed at the Planning and Zoning Commission Office this 14 day of February, 20 24

Fee Paid: \$360
CV# 5539

Received By: AKC
Title: LUD

NOTE: One copy of the written statement of proposed use SHALL be sent to all abutting landowners by certified mail. This is the responsibility of the owner/applicant. The signed return receipts shall be submitted with this application.

The Corner Food Pantry Written Statement of Proposed Use for Special Permit Application 2/15/2024

Background

The Corner Food Pantry (the pantry) and St. Mary's Church (the church), now under the direction of Saint Martin of Tours Parish Corporation in Hartford have a long-standing relationship. Over 30 years ago, the church offered the use of their annex building at 80 Sharon Road, the current location of the pantry, for the purposes of setting up a food bank. At that time the organization was known as OWL's Kitchen. In 2013, OWL's Kitchen changed its name to The Corner Food Pantry and was granted 501(c)(3) non-profit status.

The pantry's mission is to provide nutritious food to individuals in need in the tri-state area. We currently serve approximately 120 households per week/460 individuals providing three-days-worth of food. Since the pandemic, all food distribution has moved outdoors, and will remain so going forward, to accommodate the increase in client numbers, while providing a more efficient way to distribute food.

Since June 2022, the pantry has been in the process of negotiating a long-term lease with the church. The draft lease states that in exchange for rent, the pantry is permitted to use the building, the garage, the church's parking lot off Wells Hill Road, and the driveway behind the church and the Rectory building. The lease stipulates that the pantry is financially responsible for the maintenance of the two buildings and requires church approval for any modification the pantry wishes to make to the buildings or grounds.

Request for Special Permit

The Corner Food Pantry is requesting from P&Z a Special Permit for **Philanthropic Use** of the existing building and garage and **Satellite Parking** using the church's parking lot off Wells Hill Road. To date, P&Z has granted the pantry two temporary zoning permits. The second permit will expire on April 24, 2024 and is not renewable.



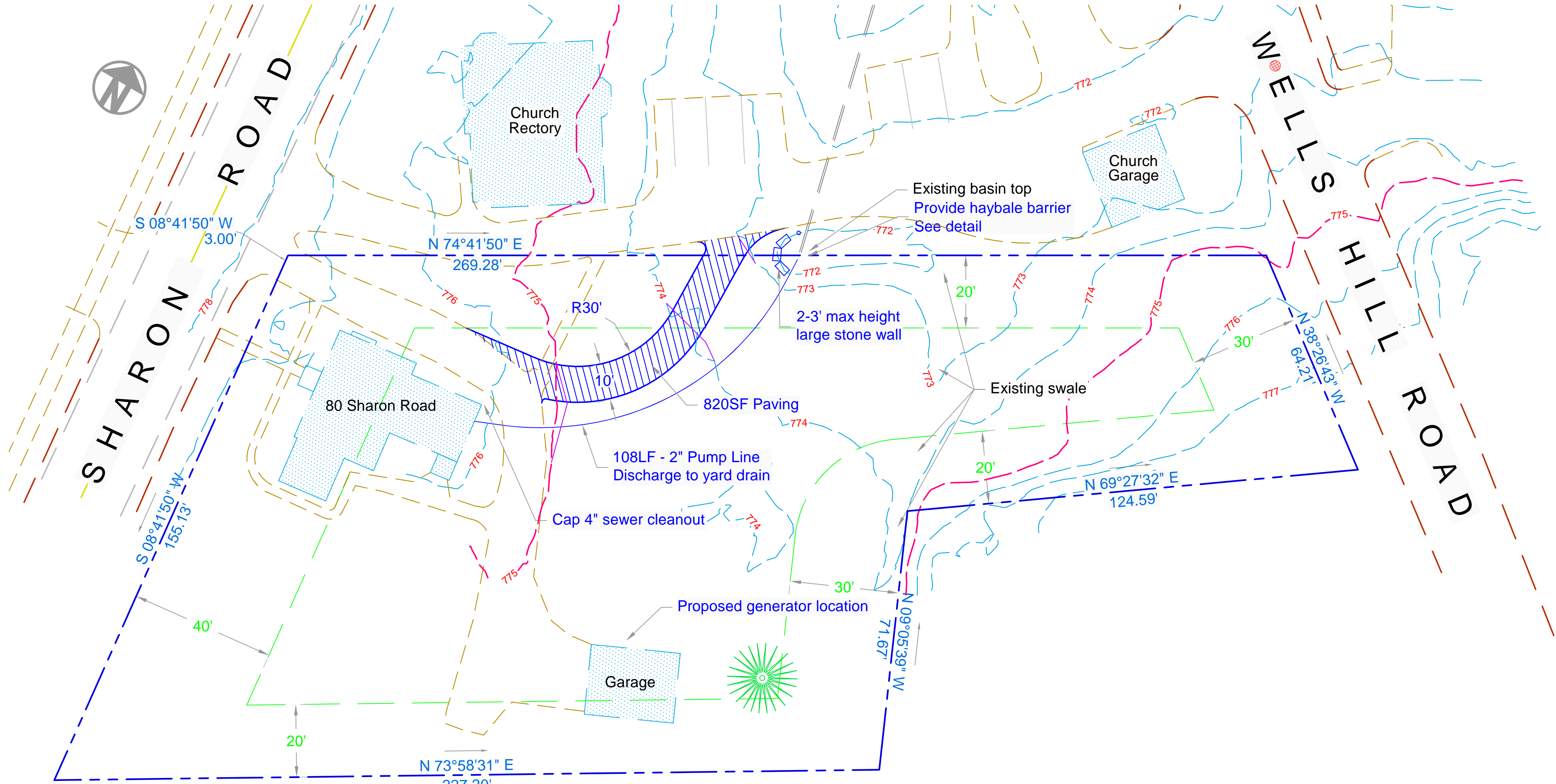
The pantry is located in an R20 zone at 80 Sharon Road/Route 41 in Lakeville, CT. The property, served by town sewer and water, is .82 acres and complies with the minimum required lot size of .456 acres. The maximum building coverage is under 15% of the lot area. There are no plans to change the current entrance and exit to the building lot from Sharon Road/Route 41 or from Wells Hill Road.

Based upon the square footage floor area of the pantry building (2248 square feet), the zoning regulations require 1 parking space/300 sq ft. of floor area requiring us to provide 8 parking spaces at the pantry. There is not enough room to accommodate this number of spaces at the site and therefore we are requesting approval for satellite parking at the church's parking lot off Wells Hill Road. That parking lot can accommodate the required minimum parking spaces and is within 500 ft. of the pantry building. The pantry has been given permission by the church to utilize their parking lot off Wells Hill Road (see attached page 1 of the draft lease document).

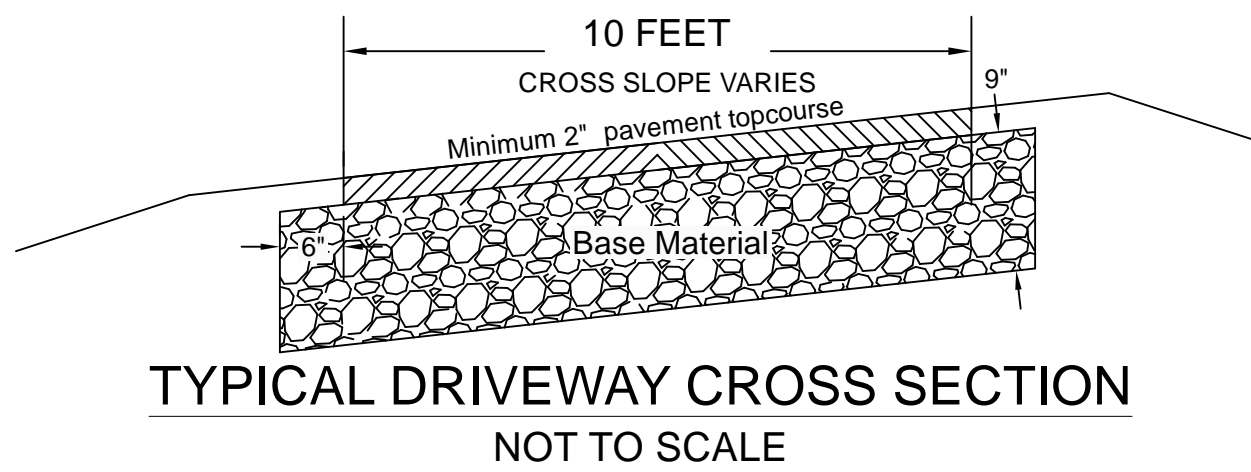
Finally, we are requesting approval to add a paved, one-way extension of the driveway bringing client cars closer to the building to pick up their bags of food. This extension will make it easier for both clients to receive their food and for volunteers to bring the bags of food to the clients' cars. An engineer has reviewed the proposed driveway extension and will be providing a separate report.

Thank you for your consideration.

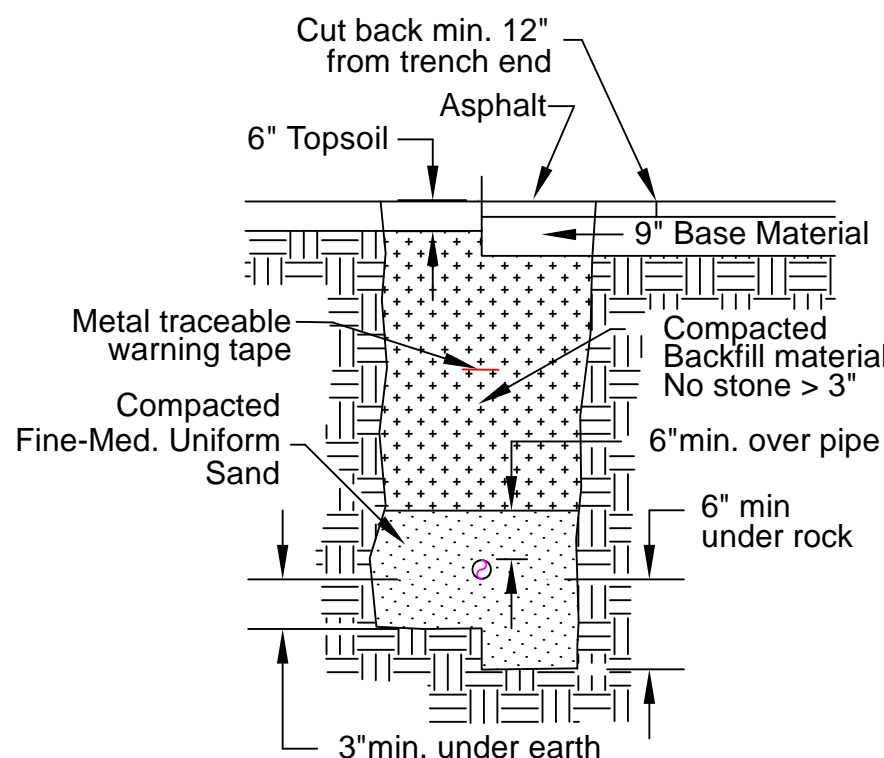
**Respectively submitted by,
Amanda Halle and Holly Kempner, Co-presidents, The Corner Food Pantry**



Driveway Access Plan



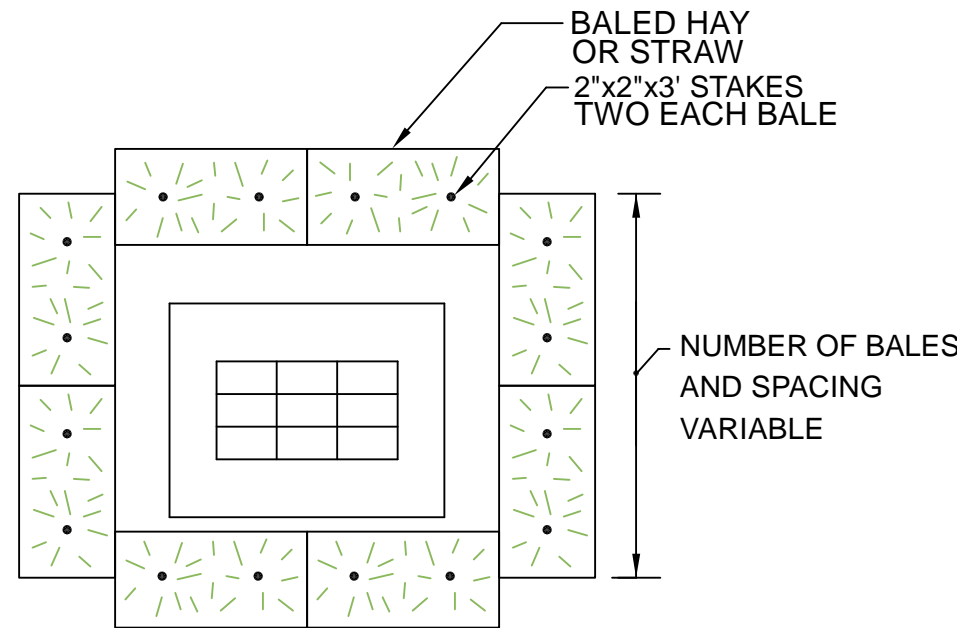
TYPICAL DRIVEWAY CROSS SECTION
NOT TO SCALE



TYPICAL TRENCH DETAIL
Not to Scale

Construction Notes

- No work shall commence until all required permits are acquired.
- No work shall commence until erosion and sediment control measures are in place.
- Large rocks shall be placed prior to any filling or boxing out for the driveway
- The 2" pump line shall be glued, two-step, glued joint pipe. The pipe should be pitched down toward the basin so pumped water in the pipe after the pump has shut off discharges from the pipe (ie, no frost depth required). Depth of the pipe shall be at least 12". The pipe shall be sleeved under the driveable surfaces using a 4" SDR35 pipe. Metallic traceable warning tape shall be placed above the pipe. The pipe shall be placed in a bed of "dead sand" (fine-medium uniform sand).
- Prior to paving, existing pavement edges shall be saw cut or milled for a smooth transition. A coat of emulsion shall be placed along the cut edge.
- The sewer lateral cleanout shall be cut flush with the ground and cleanout cover shall be installed. Proper glue shall be applied that is approved for PVC to ABS connections.



HAY BALE BARRIER DETAIL
NOT TO SCALE



General Notes

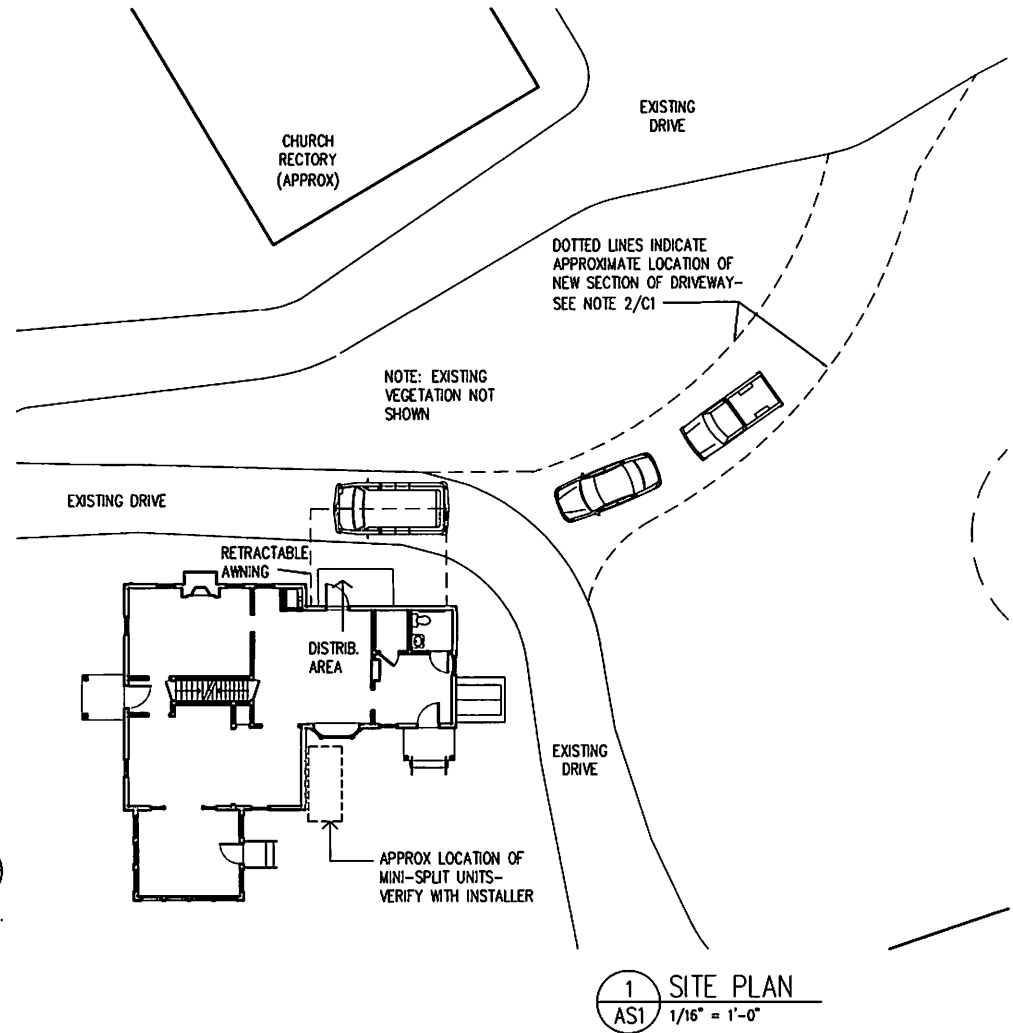
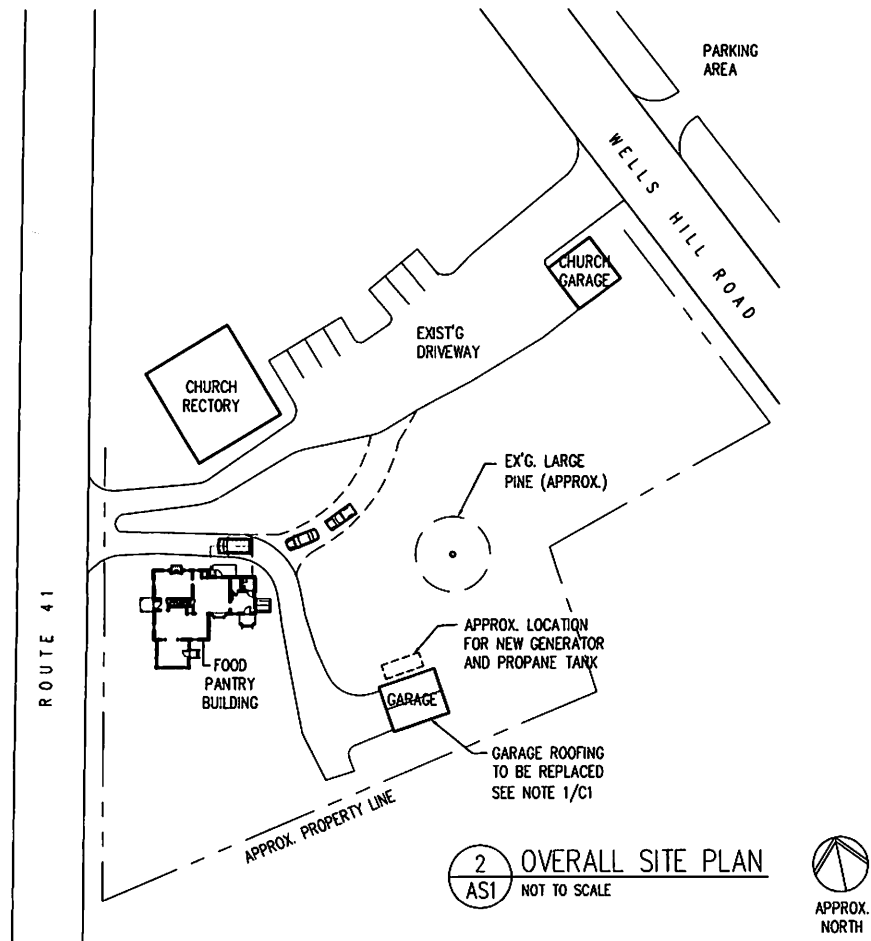
- Applicant: The Corner Food Pantry, Inc , Post Office Box 705 Lakeville, CT
- Engineer: Pat Hackett, 16 East Street Lakeville, CT
- Owner: Saint Martin of Tours Parish Corp. Post Office Box 4897 Canaan, Connecticut 06018
- Property Location: 80 Sharon Road, Map 47 Lot 06-1.
- Zone R-20
- Work consists of connecting driveway spur between two existing driveways. Driveway alignment is shown for a passenger vehicle use. Traffic flow is one-way toward 80 Sharon Road parcel.
- There will be 820 SF of paving. See driveway section detail. Maximum proposed grade is 4%.
- No drainage is required. Stone shall be set in order to allow the grade to be raised at the existing drainage depression and basin.
- The sump pump in the basement shall be rerouted to discharge to the existing basin. The existing storm drainage line should be verified that it flows to the Town storm drainage system and not the sanitary sewer system.
- This plan shall be used for the location and building of the driveway connection.

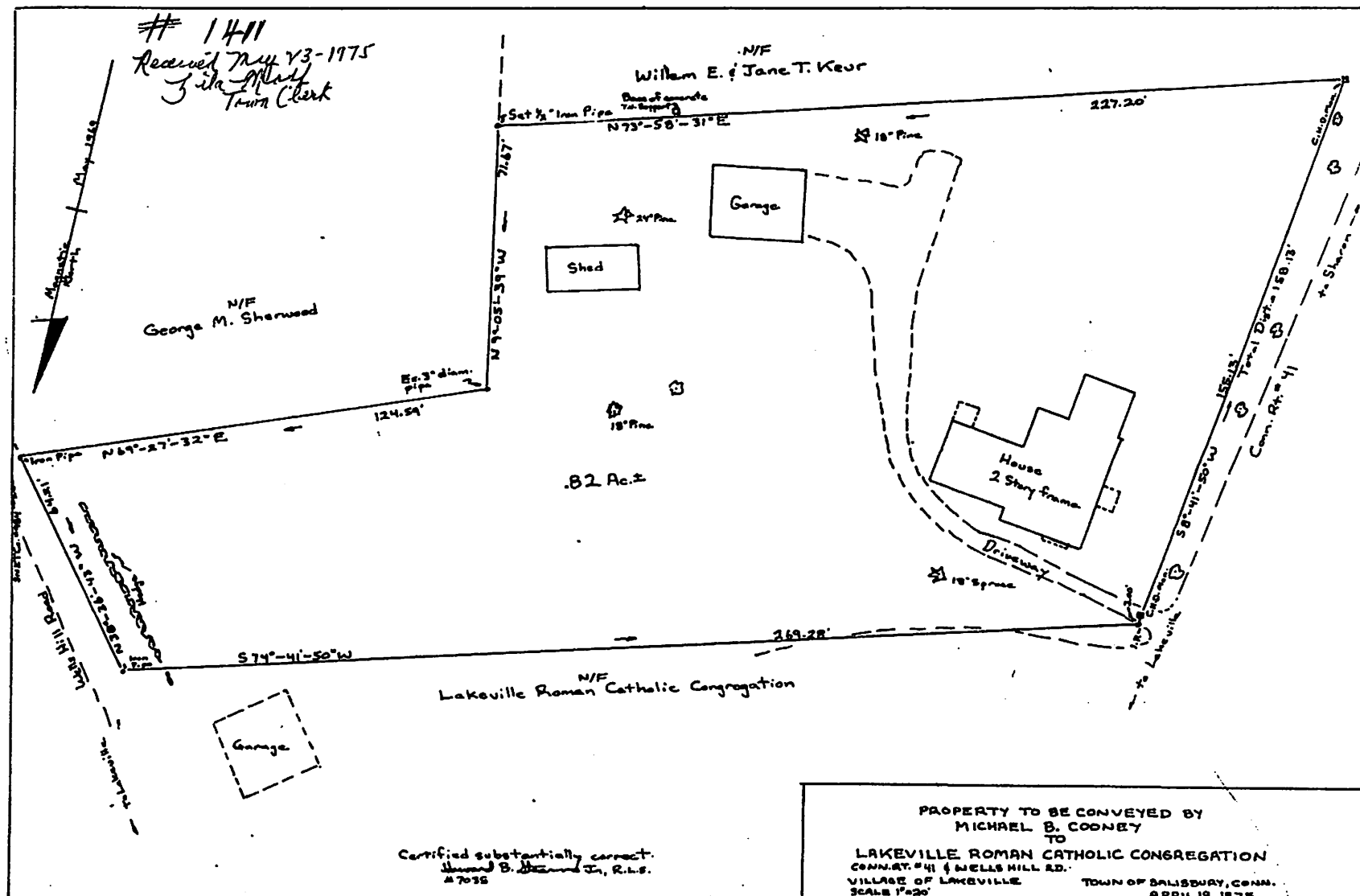
THE CORNER FOOD PANTRY, INC
80 SHARON ROAD
LAKEVILLE, CONNECTICUT
Driveway Plan

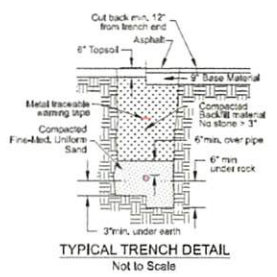
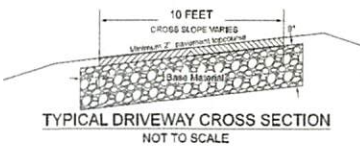
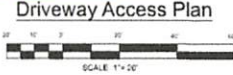
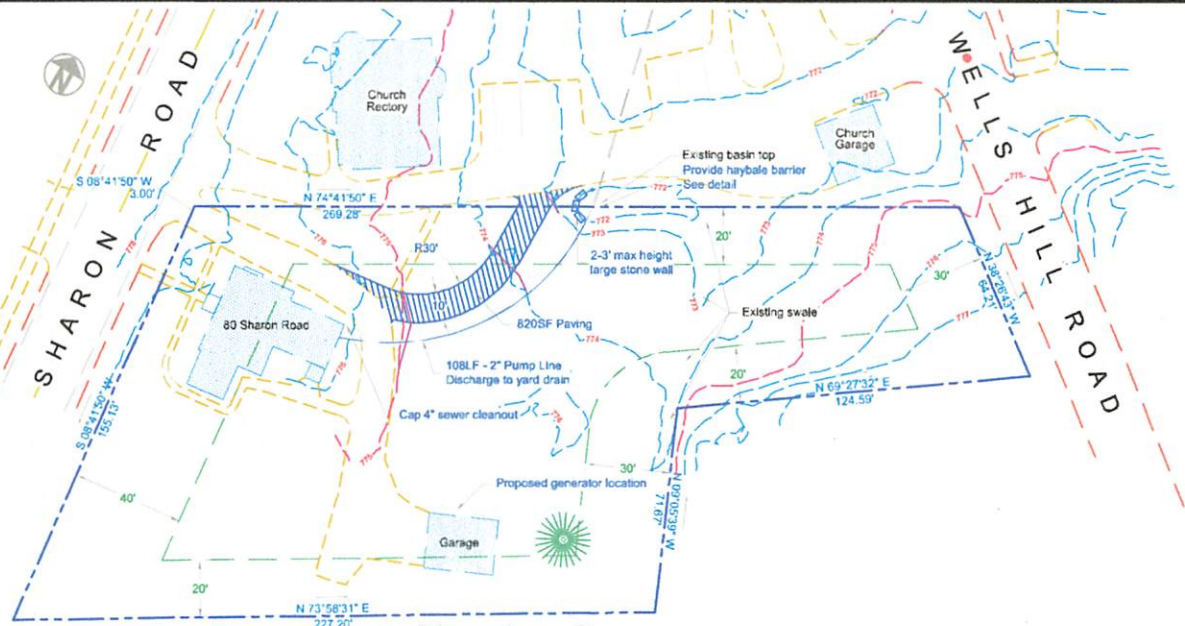
Engineer:
Patrick R. Hackett, P.E.
16 East Street
Lakeville, Connecticut 06039

Date: FEBRUARY 14, 2024

Revisions:

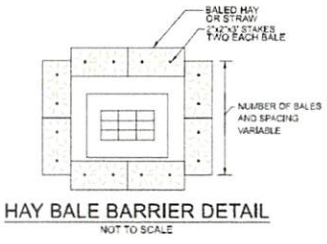






Construction Notes

- No work shall commence until all required permits are acquired.
- No work shall commence until erosion and sediment control measures are in place.
- Large rocks shall be placed prior to any filling or boxing out for the driveway.
- The 2" pump line shall be glued, two-step, glued joint pipe. The pipe should be pitch down toward the basin so pumped water discharges the pipe (i.e. no frost depth required). Depth of the pipe shall be at least 12". The pipe shall be sleeved under the driveable surfaces using a 4" SDR35 pipe. Metallic traceable warning tape shall be placed above the pipe. The pipe shall be placed in a bed of "dead sand" (fine-medium uniform sand).
- Prior to paving, existing pavement edges shall be saw cut or milled for a smooth transition. A coat of emulsion shall be placed along the cut edge.
- The sewer lateral cleanout shall be cut flush with the ground and cleanout cover shall be installed. Proper glue shall be applied that is approved for PVC to ABS connections.



General Notes

- Applicant: The Corner Food Pantry, Inc., Post Office Box 705 Lakeville, CT
- Engineer: Pat Hackett, 16 East Street Lakeville, CT
- Owner: Saint Martin of Tours Parish Corp. Post Office Box 4897 Canaan, Connecticut 06018
- Property Location: 80 Sharon Road, Map 47 Lot 06-1, Zone R-20
- Work consists of connecting driveway spur between two existing driveways. Driveway alignment is shown for a passenger vehicle use.
- There will be 820 SF of paving. See driveway section detail. Maximum proposed grade is 4%.
- No drainage is required. Stone shall be set in order to allow the grade to be raised at the existing drainage depression and basin.
- The sump pump in the basement shall be rerouted to discharge to the existing basin. The existing storm drainage line should be verified that it flows to the Town storm drainage system and not the sanitary sewer system.
- This plan shall be used for the location and building of the driveway connection.

THE CORNER FOOD PANTRY, INC.
80 SHARON ROAD
LAKEVILLE, CONNECTICUT

Driveway Plan

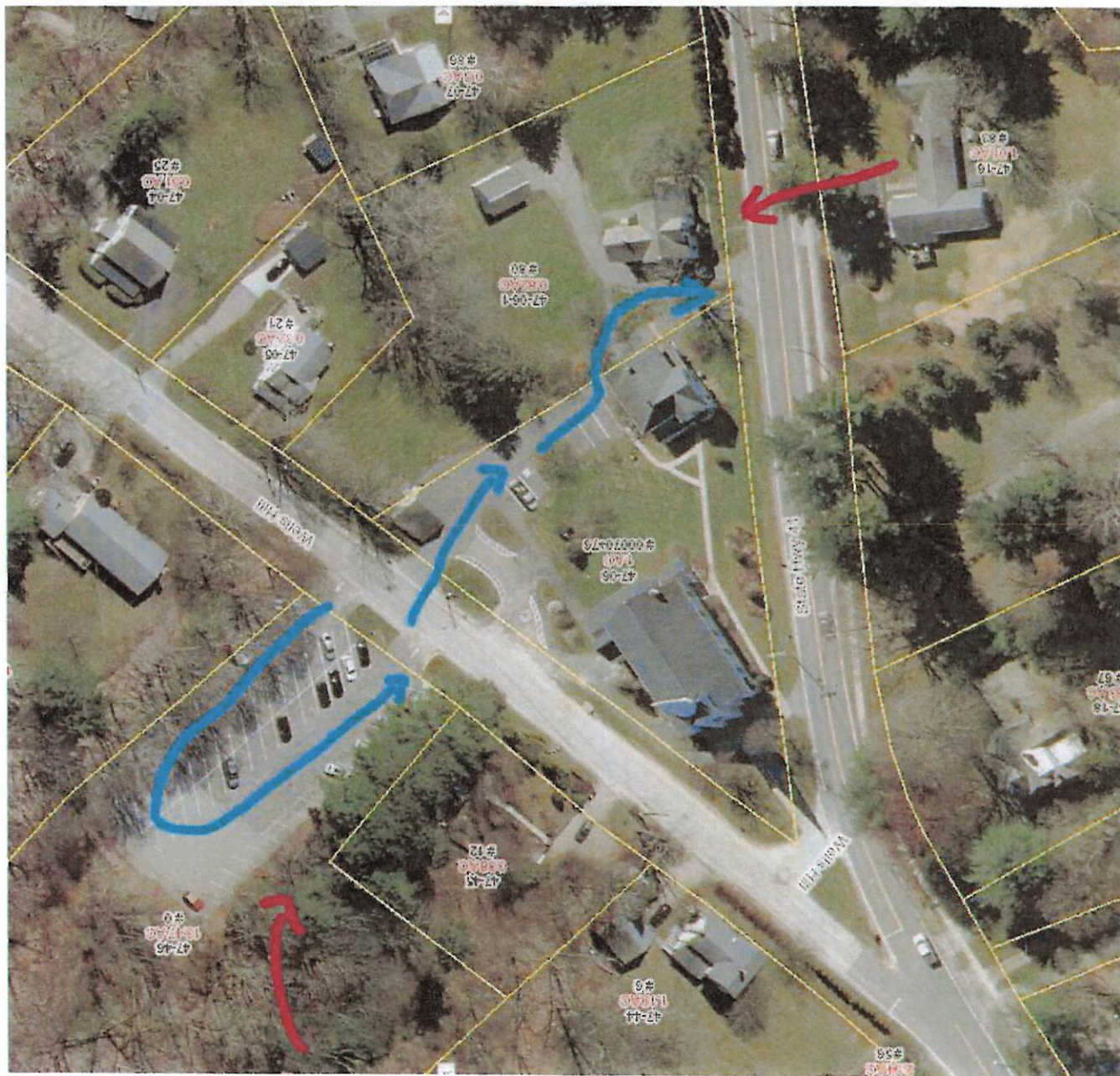
Engineer:
Patrick R. Hackett, P.E.
16 East Street
Lakeville, Connecticut 06039

Date: FEBRUARY 13, 2024

Revisions:

for review

Red arrow points to Food Pantry Building
Blue arrow shows drive thru to the
pantry building



LEASE AGREEMENT

THIS LEASE AGREEMENT made effective as of _____, 2023 by and between **Saint Martin of Tours Parish Corporation**, a religious corporation organized and existing under the laws of the State of Connecticut and located at 4 Main Street, P.O. Box 897, Canaan, Connecticut 06018 (hereinafter "Landlord") and **The Corner Food Pantry, Inc.** located at 80 Sharon Road, PO Box 705, Lakeville, Connecticut 06039 (hereinafter "Tenant").

WITNESSETH:

1. DEMISE OF PREMISES:

In consideration of the rents and covenants herein stipulated to be paid and performed by Tenant, Landlord hereby lets to Tenant, and the Tenant hereby leases from Landlord for the term of years hereinafter specified, Landlord's Building and Garage located at 80 Sharon Road, Lakeville, Connecticut 06039 together with the non-exclusive use of the roads, streets, driveway, and sidewalks as shown on the diagram of the property attached hereto and made a part hereof (hereinafter collectively referred to as "Premises"). In addition, Tenant shall have the nonexclusive use of St. Mary's Church parking lot, sidewalks, access ways, and entrances, shared with Landlord, which Tenant use shall be at its sole risk and with the Landlord's use taking priority over the Tenant's use in the event of a conflict.

2. TERM:

Tenant shall have and hold the Premises for a ten (10) year term commencing on _____, 2023 and expiring on _____, 2033 (the "Term"), unless this Agreement shall be sooner terminated as herein specifically provided or pursuant to law or unless extended as hereafter provided. Tenant and Landlord may thereafter agree to extend the term in increments of three (3) years upon the same terms and conditions as herein stated.

**COONEY, SCULLY AND DOWLING
ATTORNEYS AT LAW
HARTFORD SQUARE NORTH
TEN COLUMBUS BOULEVARD
HARTFORD, CONNECTICUT 06106-5109
(860) 527-1141**

**JESSICA M. SCULLY
EXTENSION 218**

FACSIMILE (800) 247-5215

**E-MAIL ADDRESS:
JMEERBERGEN@CSD-LAW.COM**

March 13, 2023

**Ms. Abby Conroy
Director of Land Use
Town of Salisbury
27 Main Street
P.O. Box 548
Salisbury, CT 06068**

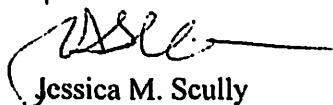
**Re: Special Zoning Permit-80 Sharon Road,
Lakeville**

Dear Ms. Conroy:

This office represents Saint Martin of Tours Parish Corporation ("Parish"), owner of real property located at 80 Sharon Road in Lakeville (Map 47 Block 06, Lot 1). The property is currently being used by Corner Pantry. This will confirm that Corner Pantry is authorized by the Parish to file an Application for Special Permit for operation of a food pantry at the subject property.

Please contact me with any question you may have.

Very truly yours,


Jessica M. Scully

/JMS