



Memo to the Planning and Zoning Commission

Re - DIG USA request for Special Permit

DIG USA has requested a special permit to operate a summer camp and after school program out of 48 Norfield Road. We are requesting this permit as 48 Norfield Road is part of the Village District in Weston.

We will be running programs at 48 Norfield Road after school during the week from 3:15-5:00 and during the summer from 8:00-3:00. We also run camp when there is no school from 8:00-3:00. There is no construction needed.

At this time, we have not consulted with an architect or any other professional with regards to the property because we are not proposing any architectural or land changes. As part of our camp state licensing process, the Fire Marshall and the Building Inspector visited the property. They could not formally inspect the property as it was unclear if they were using residential or commercial criteria but they did not see any major issues with the building. Once the zoning of the property is confirmed, DIG USA is prepared to meet with them both again and go over any changes that need to be made. Items that were suggested were additional smoke detectors (has already been done) and Exit signs above the doors. DIG USA will comply with all requirements that they note. The Fire Marshall and Building Inspector are available if any Board Member would like to discuss anything with them. Unfortunately they are not available to be at the meeting on September 11th.

Site Development Plans:

We are aware that a Class A-2 Boundary Survey and topography are requested as part of the application process. Due to no changes in the building or the land we are requesting these be waived.

In response to the request for existing and proposed buildings and structures we have included a floor plan. The State of Connecticut licensed us as a camp with a maximum occupancy of 40 kids plus coaches. We have 3 rooms on the main floor that we

regularly use for DIG activities. One room is our arts and craft/makerspace room, one is our library/video game room and the last is our chess/board game room.. We again are not requesting any changes to the floor plan.

In response to drainage plans we have not obtained them because we are not requesting any changes to the structure.

In response to present and proposed traffic patterns we have reached out to the town to verify that we are allowed to utilize the Onion Barn parking lot for drop offs and pickups of our children. They verbally told us that they have no problem with us continuing to use the Onion Barn as we have been. We have been hosting camps and after school programs for a year and have never caused any traffic jams on Weston Road or Norfield Road. For our after school classes the children walk over with a DIG Coach so we are actually decreasing the amount of traffic in the center of town during school dismissal times. By the time parents pick up at 5pm traffic has already decreased in the town. During the Summer, traffic does not seem to be a problem in Weston so even when we have drop off in the morning it did not seem to cause congestion.

In response to the location of proposed off-street parking, we will only be utilizing the driveway for our coaches and emergency vehicles if needed. Parents dropping off and picking up will use the Onion Barn parking lot as we have been.

In response to proposed revisions for lighting, at this time we have not proposed any changes to lighting as our activities are done before dark.

In response to the proposed open area to be preserved, we are not making any changes to the property.

In response to existing and proposed landscaping, we will not be making any changes.

In response to utility information, we will not be making any changes.

In response to erosion and sediment control plans we will not be making any changes.

Technical Reports:

Traffic impact analysis - We are aware that operating out of 48 Norfield does bring more activity to the Village District. We have worked hard to have our employees present at the onion barn during all drop offs and pickups to ensure that they are done safely and in an organized manner. Our pickups are done at 5:00 when school is not in session so we are not adding to the congestion during school pickup times. We also hope the

activity of parents picking up their children will help the economy of the other Village District businesses.

Stormwater Management analysis has not been done as we are not making any changes to the property.

Water supply report has not been done because we are not changing the current system.

We are not proposing a community sewage disposal system

Architectural Plans:

We have included the plans that were found on the town website. We have not procured an Architect because we are not making any changes to the building.