

October 7, 2025

Mr. Kevin P. White, Zoning Enforcement Officer
City of Derby
1 Elizabeth Street
Derby, CT 06418

SLR Project No.: 141.11563.00023

**RE: AEPM International, LLC – Expansion of St. Vincent de Paul Food Pantry
237 Roosevelt Drive
Derby, Connecticut**

Dear Mr. White,

Pursuant to your request, we have reviewed the maps, plans, and data submitted in support of the above-referenced application. Our office has received the following documents in support of this application:

1. Application with Statement of Use
2. Plans entitled "St. Vincent de Paul Addition & Renovation, 237 Roosevelt Drive, Derby, CT 06418, Planning and Zoning Set," dated August 25, 2025 (unless otherwise noted), prepared by AEPM International, containing the following sheets:
 - a. "Improvement Location Survey & Topographic Survey, prepared for Father McKenna, St. Vincent de Paul, 237 Roosevelt Drive, Derby, Connecticut," scale: 1"=20', dated August 1, 2024, prepared by John A. Fanotto, Jr.
 - b. "Site Plan, Sheet AS100," scale: 1/16"=1'
 - c. "Proposed Ground Floor Plan, Programming, Sheet A106," scale: 1/4"=1'
 - d. "Proposed Second Floor Plan, Programming, Sheet A108," scale: 1/4"=1'
 - e. "Proposed Roof Plan, Sheet A301," scale: 1/4"=1'
 - f. "Existing and Proposed – West Elevation, Sheet A401," scale: 1/4"=1'
 - g. "Existing and Proposed – North Elevation, Sheet A402," scale: 1/4"=1'
 - h. "Existing and Proposed – East Elevation, Sheet A403," scale: 1/4"=1'
 - i. "Existing and Proposed – South Elevation, Sheet A404," scale: 1/4"=1'
 - j. "Proposed LULA Elevator, Sheet A601," drawn at varying scales

Review Comments

Based upon the documents received in support of this application, we offer the following comments:

1. In accordance with Section 195-141 of *Derby Zoning Regulations*, the applicant must provide evidence of notice to property owners within 150' of the subject parcel at least 10 days prior to the scheduled public hearing.

2. The site plan should be prepared by a Land Surveyor or Professional Engineer and must include, but not limited, the following items:
 - a. The proposed building expansion and the relationship to abutting property lines
 - b. A zoning data table demonstrating conformance to the bulk standards of the MDD zone (or conformance to variances granted by the Zoning Board of Appeals)
 - c. A parking table summarizing the proposed areas of the building dedicated to storage and retail space, with the corresponding parking demand compared to the remaining onsite parking after completion of the building addition
 - d. Any grading or utility modifications needed to support the building addition (if applicable)
 - e. A summary of existing and proposed impervious surfaces
 - f. Landscaping improvements (if applicable)
 - g. Available accessible parking spaces, signage, and accessible entrances to the building
3. The proposed building elevations include proposed drain leaders. The plans should indicate where they will discharge/connect to.
4. The plans should indicate if any bollards are required along the Park Avenue facing (north) side of the addition.
5. The site plan should also include how vehicular access and continuity with parking will be maintained to 1 Park Avenue. Note that the 2014 approval for a prior addition to the subject parcel included a shared parking arrangement with 1 Park Avenue (plans attached for reference).

At the Commission's request, we have provided the applicant and their representatives with a copy of this letter. Should you have any questions or concerns, please do not hesitate to contact our office at 203-271-1773.

Regards,

SLR International Corporation



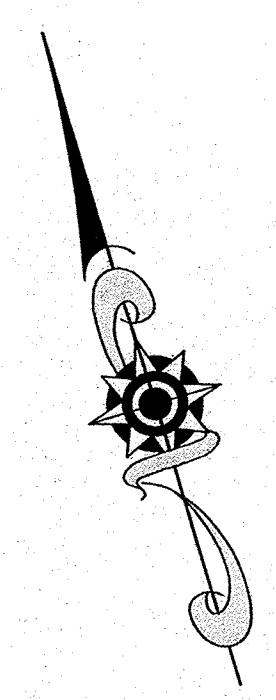
Ryan McEvoy, PE
Principal Civil Engineer
rmcevoy@slrconsulting.com

Attachment

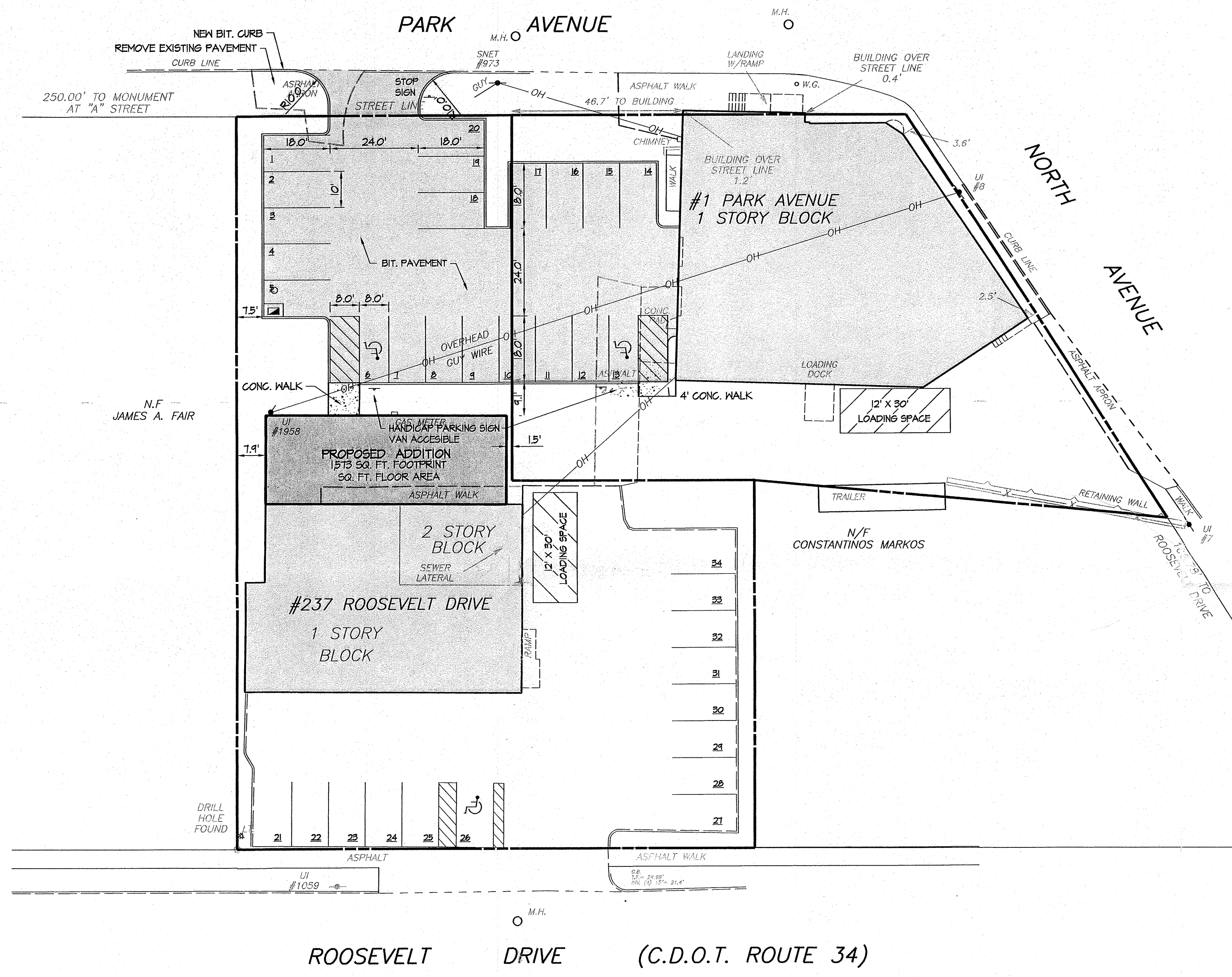
cc: Mayor Joseph L. DiMartino – City of Derby
Chief Scott Todd, Chief of Police – Derby Police Department
Brian Lema, Esq. – Derby Corporation Counsel – Berchem Moses PC
Michael Marcinek – AEPM International, LLC

141.11563.00023.o725.ltr





VICINITY MAP
1" = 1000'



SITE DATA:

ZONE	Industrial I-1		
	237 ROOSEVELT DRIVE	1 PARK AVENUE	
	REGULATION	PROVIDED	VARIANCE
LOT SIZE	40,000 Sq. Ft.	14,100 Sq. Ft.	Existing Non-conformance
LOT WIDTH	100'	141'	
FRONT YARD	20'	42.2'	
SIDE YARD	20'	1.49'	Variance Granted
REAR YARD	N/A	N/A	
BUILDING COVERAGE	60%	37.8%	
PARKING:			
Retail - 3,060 Sq. Ft. (6 Spaces per 1,000 Sq. Ft.)	18.4		
Storage - 2,640 Sq. Ft. (1 Space per 1,000 Sq. Ft.)	2.6		
	21.0 Spaces	25 Spaces	
	1 PARK AVENUE		
	REGULATION	PROVIDED	VARIANCE
LOT SIZE	40,000 Sq. Ft.	14,505 Sq. Ft.	Existing Non-conformance
LOT WIDTH	100'	107'	
FRONT YARD	20'	0'	Existing Non-conformance
SIDE YARD	20'	26.4'	
REAR YARD	N/A	N/A	
BUILDING COVERAGE	60%	39.2%	
PARKING:			
Storage - 10,978 Sq. Ft. 11.0 (1 Space per 1,000 Sq. Ft.)		8 Spaces On-Site 3 Shared Spaces 11 Spaces	

LEGEND

EXISTING		PROPOSED
--- 400 ---	CONTOURS	--- 296 ---
x 418.8	SPOT ELEVATION	x 296.8
---	PROPERTY LINE	---
---	BUILDING SETBACK	---
---	WETLANDS	---
---	SOILS TYPE BOUNDARY	---
---	WATERCOURSE/POND LIMIT	---
---	INTERMITTENT WATERCOURSE	---
---	STONE WALL	---
---	LEDGE	---
---	STRUCTURE	---
---	RETAINING WALL	---
---	CURBING	---
---	EDGE OF PAVEMENT	---
---	STORM SEWER PIPE	---
---	SANITARY SEWER PIPE	---
x	UTILITIES	x
o	UTILITY POLE	o
o	HYDRANT	o

APPROVED BY THE DERBY PLANNING & ZONING COMMISSION

FINAL APPROVAL: _____, CHAIRMAN

DATE: _____

EXPIRATION DATE: _____

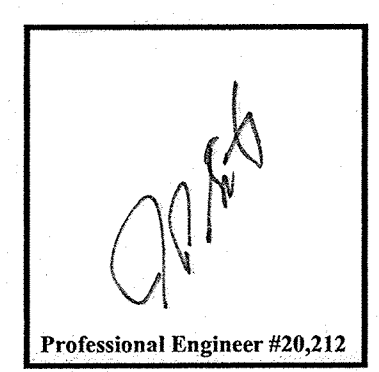
CONDITIONAL APPROVAL _____, CHAIRMAN

DATE: _____

EXPIRATION DATE: _____

OWNER OF RECORD:
Father Mckennas St., Vincent De Paul of Shelton Inc.

APPLICANT:
Father Mckennas St., Vincent De Paul of Shelton Inc.



REVISIONS

NO.	DATE	DESCRIPTION
1	03/10/14	APPROVAL CONDITIONS

SITE PLAN

ST. VINCENT De'PAUL SHOPPE

237 ROOSEVELT DRIVE
DERBY, CONNECTICUT

James R. Swift
Professional Engineer - Landscape Architect
102 Village Drive - Shelton, CT 06484
Phone (203) 926-9665 Facsimile (203) 926-9665
www.jrswiftpe.com jim@jrswiftpe.com

SCALE: 1" = 20'
0 10' 20'

FILE: --

DATE: Oct. 22, 2013 SHEET 1 OF 3